

AGENDA
Stroudsburg Borough Council Meeting
Tuesday, June 1, 2021 at 7:00 P.M.

1. Call to Order/Roll Call.
2. Pledge of Allegiance.
3. First Public Hearing FFY 2021 Community Development Block Grant (CDBG) County of Monroe and on Behalf of East Stroudsburg and Stroudsburg Borough. Stroudsburg Borough's grant is estimated at \$108,657.00 based on the 2020 allocation.
4. Public Hearing and Consideration to Adopt An Ordinance of the Stroudsburg Borough Council to Amend an Ordinance Entitled Motor Vehicles and Traffic, Chapter 15, Part 4, Section §15-412.1.D entitled, "Fines".
5. Approval of Council Meeting Minutes for the Regular Meeting, May 18, 2021.

Old Business

6. Consideration to approve the Preliminary/Final Major Land Development Plan of the County of Monroe for the properties located at 610 Monroe Street and 43 North Sixth Street (Monroe County Courthouse Expansion).

New Business

7. Consideration to approve the Notice of Intent to Award the Bid for the Fetherman Street Paving and ADA Ramps Project to Hendricks and Winot Group, Inc., d/b/a Northeast Site Contractors in the amount of \$98,921.00.
8. Consideration to schedule a Public Hearing for An Ordinance of the Stroudsburg Borough Council to Amend an Ordinance Entitled Motor Vehicles and Traffic, Chapter 15, Part 3, Section §15-304 entitled, "Vehicles to be Parked within Spaces; Parking Prohibited in Certain Areas".
9. Consideration to adopt a Resolution to Authorize the Destruction Specific Records in Accordance with the Municipal Records Act of January 18, 1968 (P.L. 961, NO. 428).
10. Consideration to approve advertising for a seasonal, part-time employee in Public Works at a rate of \$17/hour.
11. Consideration to schedule a Public Hearing for a request from Marita's LLC. for an Intermunicipal Liquor License Transfer from Pocono Restaurant, Inc. (Pocono Township) to a proposed site located on the first floor of 735 Main Street, Stroudsburg Borough.

12. Consideration to approve the purchase of a Logitech Rally Plus Videoconferencing Kit in the amount of \$2,333.38 to enhance the Borough's ability to provide the public with electronic access to public meetings.

13. Committee Reports

- A. Codes Committee
- B. Budget Committee.
- C. Parking Committee.
- D. Recycling Committee.
- E. Sewer Committee.
- F. Street Committee.
- G. Personnel Committee.
- H. Public Relations/Media Committee.
- I. Redevelopment Committee.
- J. I-80 Expansion Task Force Committee.
- K. Stroud Region Open Space and Recreation Commission.

14. Mayor's Report

15. Council Member Reports

16. Solicitor's Report

17. Manager's Report

18. Code Enforcement Officer's Report.

19. Street Superintendent's Report.

20. Approval of Bills on Warrants 210601.

21. Public Input for Non-Agenda Items.

22. Executive Session.

23. Adjournment.

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**FIRST PUBLIC HEARING NOTICE
FFY 2021 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
COUNTY OF MONROE AND ON BEHALF OF EAST STROUDSBURG AND STROUDSBURG BOROUGH**

The County of Monroe and on behalf of East Stroudsburg Borough and Stroudsburg Borough, plan to submit one application to the Pennsylvania Department of Community and Economic Development (DCED) for Federal Community Development Block Grant (CDBG) funds for Federal Fiscal Year (FFY) 2021. The County and the two Boroughs have not been informed as to the amount their FFY 2021 allocations nor deadline to submit their fund requests to DCED. Monroe County anticipates to be eligible to apply for and receive approximately \$420,561, East Stroudsburg Borough is approximately \$153,680, and Stroudsburg Borough is approximately \$108,657 with the application to be submitted in or around November 2021.

The County of Monroe and on behalf of East Stroudsburg and Stroudsburg Borough Public Hearings will be held on:

- East Stroudsburg Borough: Tuesday, May 18, 2021; 7:15P.M. at 24 Analomink Street, East Stroudsburg, PA*
- Stroudsburg Borough: Tuesday, June 1, 2021; 7:00P.M. at 700 Sarah Street, Stroudsburg, PA*
- Monroe County: Wednesday, June 2, 2021; 9:30A.M. at 1 Quaker Plaza, Stroudsburg, PA*

***Note: Please visit the respective websites on how to participate if COVID-19 guidelines are still in place at the above government buildings as scheduled. If participating in-person, a mask will be required for anyone entering the building and social distancing be maintained.**

The above meeting's platform is accessible to individuals with disabilities. If accommodations are needed for those with special needs related to language, sight, or hearing, please notify the Redevelopment Authority of the County of Monroe office 72 hours in advance at 570-421-4300 or exdirector@monroecountyrda.org.

Proposed project activities must meet one or more of three objectives: benefit low-and moderate-income persons; prevent or eliminate slums or blight; and/or alleviate immediate threats to the health and safety of the community. Housing, community and/or economic development activities are eligible: examples include housing rehab, demolition or improvement of blighted property and public works projects. A list of eligible activities can be found in Section 105(s) of the Housing and Community Development Act (P.L. 93-383) as amended.

Monroe County on behalf of East Stroudsburg and Stroudsburg Borough will commit not less than 70% of the total funds after administration costs, to projects which principally benefit low-and moderate-income persons (LMI). They encourage public comment on possible projects including environmental impacts, Three-Year Community Development Plans, as well as current or past CDBG projects. No displacement is anticipated, and every effort will be made to avoid or minimize displacement and relocation. Should displacement be required, the applicant is responsible for replacing all low-and moderate-income housing units that are demolished or converted.

Monroe County does not discriminate in access to, participation in, or treatment or employment in its federal funded programs or services. In the event the public believes that discrimination, denied accessibility, or denied equal opportunity has occurred, the Monroe County Section 504 officer may be reached at 570-421-4300.

All interested citizens are encouraged to submit public comment during the allocated times listed above to Martha Robbins at exdirector@monroecountyrda.org. Written comments concerning the needs of the County of Monroe and on behalf of East Stroudsburg and Stroudsburg Borough, proposed FY 2021 CDBG program activities may be submitted to the Redevelopment Authority of the County of Monroe, 701 Main Street, Suite 502, Stroudsburg, PA 18360 or via email at exdirector@monroecountyrda.org no later than 4:00pm on May 17, 2021.



Greg F. Christine
Chief Clerk/Administrator

Legal Advertising

PUBLISH: ONE (1) Time

PROOF OF PUBLICATION REQUIRED

POST: Monroe County Website

East Stroudsburg Borough Website

Stroudsburg Borough Website

Redevelopment Authority of the Co of Monroe-Administrative Office

EMAILED

INVOICE: Redevelopment Authority of the County of Monroe

701 Main Street, Suite 502

Stroudsburg PA 18360

COMMUNITY DEVELOPMENT HOUSING NEEDS -1ST HEARING NOTICE-MC-ESB-SB-2021-CDBG

MONROE COUNTY
on behalf of
EAST STROUDSBURG BOROUGH AND STROUDSBURG BOROUGH
COMMUNITY DEVELOPMENT BLOCK GRANT
APPLICATION PREPARATION SCHEDULE
FY 2021- REVISED

Applications to Communities and Agencies (County only) April 5, 2021 completed

First Public Hearing

 East Stroudsburg Borough..... **May 18, 2021***, 7:15pm** completed
 Stroudsburg Borough..... **June 1, 2021***, 7:00pm**
 Monroe County..... **June 2, 2021***, 9:30am**

Deadline for Receipt of Project Applications (County only) June 4, 2021, 4:00p.m.

Project Requests (County only) to Commissioners for review... week of July 5, 2021
Final Project Selection(s) (all three entities) no later than July 31, 2021
Second Public Hearing Notice Publication Date..... September 24, 2021
Second Public Hearing/Resolution to submit application..... **October 6, 2021*****
2021 CDBG Application Submission to PaDCED..... October 28, 2021

THE FIRST PUBLIC HEARING WILL BE HELD IN:**

- 1) The Commissioner’s Public Meeting Room, One Quaker Plaza, Stroudsburg, PA
- 2) East Stroudsburg Borough Public Meeting Room, 24 Analomink Street, East Stroudsburg, PA
- 3) Stroudsburg Borough Public Meeting Room, 700 Sarah Street, Stroudsburg, PA

THE SECOND PUBLIC HEARING* WILL BE HELD IN:**

- 1) The Commissioner’s Public Meeting Room, One Quaker Plaza, Stroudsburg, PA

FFY 2021 Monroe County CDBG Program Breakdown

Monroe County - \$ 433,461 (increase of \$12,900 based on 2020 allocation)
East Stroudsburg Borough - \$ 156,522 (increase of \$2,842 based on 2020 allocation)
Stroudsburg Borough - \$ 110,265 (increase of \$1,608 based on 2020 allocation)

Keeping with federal and state guidelines regarding COVID-19, the two (2) CDBG public hearings will be held according to the entities’ public hearing platform at that time.



Rev: May 19, 2021

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Borough of Stroudsburg



ORDINANCE # _____

AN ORDINANCE OF THE STROUDSBURG BOROUGH COUNCIL TO AMEND AN ORDINANCE ENTITLED MOTOR VEHICLES AND TRAFFIC, CHAPTER 15, PART 4, SECTION §15-412.1.D ENTITLED, "FINES"

WHEREAS, the Stroudsburg Borough Parking Committee recommended to the Stroudsburg Borough Council the following revision to Chapter 15 of the Stroudsburg Borough Code entitled, "Motor Vehicles and Traffic";

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of Stroudsburg, in the County of Monroe, Commonwealth of Pennsylvania that §15-412.1.D shall be amended to read:

- D. If payment is not made within 14 days of the date on the ticket, prosecution will be initiated, and the fine will be increased to \$65, except violations of §15-407 will have a fine of \$50, plus the cost of prosecution.

ADOPTED AND ORDAINED this _____ of June, 2021.

Anthony Lanfrank, Jr., Council President

ATTEST:

Lawrence E. Kopp, Borough Manager

Tarah Probst, Mayor

Borough of Stroudsburg



NOTICE OF PUBLIC HEARING

Notice is hereby given that the Stroudsburg Borough Council will hold a public hearing to consider the adoption of the following Ordinance during a regularly scheduled meeting on Tuesday, June 1, 2021 at 7:00 P.M. The meeting will be held in the Council Chambers of the Stroudsburg Borough Municipal Building, 700 Sarah Street, Stroudsburg, PA 18360 and will be streamed on Zoom.us. The instructions and link for accessing the meeting via Zoom.us will be provided on the Borough website www.stroudsburgboro.com prior to the meeting.

AN ORDINANCE OF THE STROUDSBURG BOROUGH COUNCIL TO AMEND AN ORDINANCE ENTITLED MOTOR VEHICLES AND TRAFFIC, CHAPTER 15, PART 4, SECTION §15-412.1.D ENTITLED, "FINES"

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- D. If payment is not made within 14 days of the date on the ticket, prosecution will be initiated, and the fine will be increased to \$65, except violations of §15-407 will have a fine of \$50, plus the cost of prosecution.

A copy of the full text of the subject Ordinance may be examined by any citizen in the Office of the Stroudsburg Borough Manager located at the Stroudsburg Borough Municipal Building, 700 Sarah Street, Stroudsburg, PA 18360 Monday to Friday 8:30 A.M. to 5:00 P.M. A copy of same is on file and may be inspected at the Monroe County Law Library, Courthouse, Stroudsburg, PA and in the offices of the Pocono Record.

If speech, vision, hearing or other accommodations are necessary to participate, please contact the Office of the Stroudsburg Borough Manager during normal business hours at least seven (7) days in advance of the public hearing.

Lawrence E. Kopp
Borough Manager

Mary Pat Quinn

From: McDonald, Annie <amcdonald@monroepacourts.us>
Sent: Tuesday, May 25, 2021 9:05 AM
To: Mary Pat Quinn
Subject: RE: notice of public hearing re parking fine amendment

Good Moring,

Thank you

Annie McDonald
Administrative Assistant
Court Administration Department
Stroudsburg, PA 18360
PH: 570-517-3898
FAX: 570-517-3866
amcdonald@monroepacourts.us.

From: Mary Pat Quinn <mquinn@stroudsburgboro.com>
Sent: Tuesday, May 25, 2021 8:58 AM
To: McDonald, Annie <amcdonald@monroepacourts.us>
Subject: FW: notice of public hearing re parking fine amendment

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning, again. This is another notice of public hearing. Thank you – Mary Pat Quinn

From: Mary Pat Quinn
Sent: Wednesday, May 19, 2021 11:14 AM
To: 'Sciabica, Joseph' <JSciabica@monroepacourts.us>
Subject: notice of public hearing re parking fine amendment

Good morning. The attached Notice of Public Hearing is being provided to you in the event that the public wishes to view same in your office. Thank you – Mary Pat Quinn

Mary Pat Quinn, Executive Assistant

Borough of Stroudsburg
700 Sarah Street
Stroudsburg, PA 18360
(570) 421-5444 ext. 106
(570) 421-2690 (fax)

This email and any attachments are intended only for the use of the individual or entity to which it is addressed, and may contain information that is privileged, confidential and exempt from disclosure under applicable law. You are hereby notified that any use or disclosure of this information is strictly prohibited. If you have received this

Mary Pat Quinn

From: Sciabica, Joseph <JSciabica@monroepacourts.us>
Sent: Tuesday, May 25, 2021 1:07 PM
To: Mary Pat Quinn
Subject: Read: notice of public hearing re parking fine amendment
Attachments: Read: notice of public hearing re parking fine amendment

This email and any attachments are intended only for the use of the individual or entity to which it is addressed, and may contain information that is privileged, confidential and exempt from disclosure under applicable law. You are hereby notified that any use or disclosure of this information is strictly prohibited. If you have received this communication in error, please reply to the sender so that proper delivery can be arranged, and please delete the original message and any attachments from your mailbox. Thank you for your cooperation.

Mary Pat Quinn

From: Mary Pat Quinn
Sent: Tuesday, May 25, 2021 8:58 AM
To: 'amcdonald@monroepacourts.us'
Subject: FW: notice of public hearing re parking fine amendment
Attachments: legal ad notice re amendment to parking fines 15-412.1.D.docx; ordinance to amend Penalties-Fines 15-412.docx

Good morning, again. This is another notice of public hearing. Thank you – Mary Pat Quinn

From: Mary Pat Quinn
Sent: Wednesday, May 19, 2021 11:14 AM
To: 'Sciabica, Joseph' <JSciabica@monroepacourts.us>
Subject: notice of public hearing re parking fine amendment

Good morning. The attached Notice of Public Hearing is being provided to you in the event that the public wishes to view same in your office. Thank you – Mary Pat Quinn

Mary Pat Quinn, Executive Assistant

Borough of Stroudsburg
700 Sarah Street
Stroudsburg, PA 18360
(570) 421-5444 ext. 106
(570) 421-2690 (fax)

Mary Pat Quinn

From: Meadus, Patricia <pmeadus@poconorecord.com>
Sent: Wednesday, May 19, 2021 11:28 AM
To: Mary Pat Quinn
Subject: RE: request to publish legal ad notice re parking fine amendment

Hi Mary Pat,

Got the notice. We're good for May 21.

Will you be emailing me the ordinance? I don't think I have it.

Thanks, Patty

Patricia Meadus

Pocono Record
511 Lenox Street
Stroudsburg, PA 18360

Please send legal notices to legals@poconorecord.com. The email addresses pmeadus@gannett.com and pmeadus@poconorecord.com are still valid for other types of emails.

Hours 8 a.m. - 5 p.m. Mon.-Fri.
Telephone: 570- 420-4466
Fax: 570-424-2625

Legal Deadlines

Publication	Deadline
Sunday.....	Noon Thursday
Monday.....	Noon Thursday
Tuesday.....	Noon Thursday
Wednesday.....	3 p.m. Friday
Thursday.....	3 p.m. Monday
Friday.....	3 p.m. Tuesday
Saturday.....	3 p.m. Wednesday

*Legal notices for publication in the Monroe Legal

Reporter and Pocono Record are due

noon Thursday one week prior to

publication.

From: Mary Pat Quinn <mquinn@stroudsburgboro.com>
Sent: Wednesday, May 19, 2021 11:13 AM
To: PA- Stroudsburg Legals <legals@poconorecord.com>
Subject: request to publish legal ad notice re parking fine amendment

Good morning. Please publish the attached notice in the legal section of The Pocono Record in the issue of May 21, 2021 and provide a proof of publication to our office. Thank you. – Mary Pat

Mary Pat Quinn, Executive Assistant

Borough of Stroudsburg
700 Sarah Street
Stroudsburg, PA 18360
(570) 421-5444 ext. 106
(570) 421-2690 (fax)

MINUTES
Stroudsburg Borough Council Meeting
Tuesday, May 18, 2021 at 7:00 P.M.

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Special Note: This meeting will be held on Zoom.com; the public may submit comments on agenda items and non-agenda items to the Borough Manager via lkopp@stroudsburgboro.com prior to the meeting. The public is also invited to participate via livestream by following the link on the Stroudsburg Borough Facebook page.

1. Call to Order/Roll Call - Present were: Council Member Jim Evanisko, Council Member James Smith, Council Member Boyd Weiss, Mayor Tarah Probst, Solicitor Joseph McDonald, Borough Manager Lawrence E. Kopp, Council Vice President Matt Abell, Council Member Victoria DeVries (arrived at 7:30pm) and Council Member Erica McCabe. Absent was Council President Anthony Lanfrank. A Quorum was present.
2. Pledge of Allegiance.
3. Approval of Council Meeting Minutes for the Regular Meeting, May 4, 2021.
Motion by Ms. McCabe to Approve Council Meeting Minutes for the Regular Meeting, May 4, 2021, second by Mr. Evanisko. Correction made to the spelling of Fonsi on the I-80 report. All in favor, Motion Carries.
4. Monthly Administrative Reports
 - a. Permits Issued Report
 - b. Public Works Report
 - c. Parking Report
 - d. Fire Department Report
 - e. Right-To-Know Report
 - f. Police Department Report (provided via email)Motion by Mr. McCabe to Accept Monthly Administrative Reports, second by Mr. Evanisko. All in favor, Motion Carries.
5. Accept Unaudited April, 2021 Treasurer's Report.
 - a. Bank Account Balances
 - b. Budget to Actual ReportMotion by Ms. McCabe to Accept Unaudited April, 2021 Treasurer's Report, second by Mr. Smith. All in favor, Motion Carries.

Old Business

6. Consideration to Approve the Preliminary/Final Land Development Plan for Shanti House as prepared by Cornerstone Consulting Engineers and Architectural, Inc. Mr. Abell advises this has been extended and will remain on Old Business.

New Business

7. Consider Approval of the Subdivision plans of Mark Four Realty, LP c/o Lightstone Group for the properties located at 51-53 North Third Street (near McConnell and North Third Street). Extension granted by the applicant to May 18, 2021. Solicitor McDonald advises he spoke to Mr. Ron Kimes who received notification this has been extended until August 17, 2021
Motion by Mr. Smith to Table the Subdivision plans of Mark Four Realty, LP c/o Lightstone Group for the properties located at 51-53 North Third Street (near McConnell and North Third Street), second by Ms. McCabe. All in favor, Motion Carries.

8. Consideration to Schedule a public hearing for An Ordinance of the Stroudsburg Borough Council to Amend an Ordinance Entitled Motor Vehicles and Traffic, Chapter 15, Part 4, Section 15-412.1.D entitled, "Fines".

Motion by Ms. McCabe to Schedule a public hearing June 1, 2021 for An Ordinance of the Stroudsburg Borough Council to Amend an Ordinance Entitled Motor Vehicles and Traffic, Chapter 15, Part 4, Section 15-412.1.D entitled, "Fines", second by Mr. Smith. All in favor, Motion Carries.

9. Discuss potential projects that qualify for The Coronavirus State and Local Fiscal Recovery Funds. Stroudsburg Borough is expected to receive \$549,508.00. Mr. Larry Kopp has researched options from the Treasury Department. The money can be used for sewer projects, specifically improve waste infrastructure for weather events or use the funds to make up for loss of income from 2020 and street projects are allowed. We are applying for an LSA Grant for the Ann Street Sewer, if we are not approved the funds can be used for that project.

Motion by Mr. Smith for Table, second by Mr. Weiss. Public input by Peter Solotruk about paving, Brian Ace advises Thomas and 8th and 9th will be paved 20 2022 with CDBG funds. Mr. Abell advises the Streets Committee is working on a proposal for a bond issue to pave multiple streets at one time. All in favor, Motion Carries.

10. Review the Hand Sanitizer Station Project that will be funded with the FY 2020 Monroe County Community Development Block Grant Program, Coronavirus (CDBG-CV) Funds. The allocation for the project is \$15,968.00. Mr. Larry Kopp advises it's very specific what we can use the funding for. Mr. Smith advises we originally spoke about PPE equipment for the Police and Fire Departments. There were no applications for the housing. Mr. Larry Kopp will see if that money can be reallocated. Motion by Mr. Smith to have staff reach out to SARP and the Fire Department for PPE requirements, Second by Mr. Weiss. All in favor, Motion Carries.

11. Consideration to Approve a request from Gena Campbell for a curb cut on Wallace Street (rear of 519 Brown Street). Ms. Gena Campbell was in attendance and explained the request for a 25x25 feet (2) car parking pad. There is an electric pole where the property ends and a blind spot. Mr. Ron Kimes shared pictures for Council to see. Lengthy discussion ensued.

Motion by Ms. McCabe to Approve a request from Ms. Gena Campbell for a curb cut on Wallace Street (rear of 519 Brown Street), with backing into the driveway, no 2nd. Motion Dies.

Motion by Mr. Smith to Table a request from Gena Campbell for a curb cut on Wallace Street (rear of 519 Brown Street, no 2nd. Motion Dies.

Motion by Ms. McCabe to Approve a request from Gena Campbell for a curb cut on Wallace Street (rear of 519 Brown Street). Second by Mr. Weiss. All in favor, Motion Carries.

12. Consideration to Approve an Event Permit Application from the Pocono Irish-American Club to hold the 1st Irish-American Festival on Saturday, September 11, 2021 from 12:00 P.M. to 8:00 P.M.

Motion by Ms., McCabe to Approve an Event Permit Application from the Pocono Irish-American Club to hold the 1st Irish-American Festival on Saturday, September 11, 2021 from 12:00 P.M. to 8:00 P.M., second by Mr. Weiss. All in favor, Motion Carries.

13. Consider the Subdivision and Land Development plan of The County of Monroe for the properties located at 610 Monroe Street and 43 North Sixth Street. Mr. Nate Oiler advises these are 2 separate applications. The Planning Commission has approved with conditions and waiver requests as per RKR Hess's letter dated May 6, 2021 for each the Subdivision Lot Consolidation and Land Development Plans. The Lot Consolidation application was amended to join the entire block. Solicitor Tim McManus went over the conditions and waiver requests.

Motion by Mr. Smith to Approve the Waiver Requests for the Subdivision Lot Consolidation plan of The County of Monroe for the properties located at 610 Monroe Street and 43 North Sixth Street, second by Mr. Weiss. All in favor, Motion Carries.

Motion by Ms. McCabe to Conditionally Approve the Subdivision Lot Consolidation plan of The County of Monroe for the properties located at 610 Monroe Street and 43 North Sixth Street, per RKR Hess's letter dated May 6, 2021, second by Mr. Weiss. All in favor, Motion Carries.

The Planning Commission is requiring (3) waivers for the Land Development plan.

Motion by Ms. McCabe to Approve the Waivers for the Land Development plan of The County of Monroe for the properties located at 610 Monroe Street and 43 North Sixth Street, per RKR Hess's letter dated May 6, 2021, second by Ms. DeVries. All in favor, Motion Carries.

Mr. Nate Oiler is recommending the approval of the Land Development plan be tabled until the next meeting. Solicitor Tim McManus explains the financial guarantee. The estimated improvements will cost \$400k-\$500k. Since this is a public works contract; Pennsylvania has a law for Public Works and if the County qualifies under this law, the County must require the contractor to post a performance bond for 100% of the cost of the contract price. Mr. John Dunn is handling the contractor side for the County and due to having multiple contractors the bond would be in excess of one million dollars. The County is asking the Borough to waive the requirement and have the County post bond directly to the Borough. Solicitor McDonald advises this is a unique situation where the County as a taxing authority is the developer. The Borough has flexibility as the State Planning Code is setup for a more traditional land development plan and not a taxing authority. The Commissioners can provide a direct bond or indemnity directly to the Borough. Solicitor Tim McManus has spoken to Mr. Greg Christine and further review is needed from the County as this would tie up County funds.

Motion by Ms. McCabe for staff to look into further recommendations and bring back to Council about the Bond issue, second by Mr. Weiss. All in favor, Motion Carries.

Motion by Mr. Smith to Table the Land Development Plan of The County of Monroe for the properties located at 610 Monroe Street and 43 North Sixth Street until June 1, 2021, second by Ms. McCabe. All in favor, Motion Carries.

14. Consider the Application of P. Jason Granet for the replacement of roofing at 502 Thomas Street, as recommended for approval by the HARB.

Motion by Mr. Smith to Approve the Application of P. Jason Granet for the replacement of roofing at 502 Thomas Street, as recommended for approval by the HARB, second by Mr. Weiss. All in favor, Motion Carries.

15. Consider the Application of Johnathan and Autumn Hawthorne for the installation of fencing at 814 Ann Street, as recommended for approval by the HARB.

Motion by Mr. Smith to Approve the Application of Johnathan and Autumn Hawthorne for the installation of fencing at 814 Ann Street, as recommended for approval by the HARB, second by Mr. Weiss. All in favor, Motion Carries.

16. Consider the Application of Ludwig Roofing for the replacement of roofing at 19 Williams Street, as recommended for approval by the HARB.

Motion by Mr. Smith to Approve the Application of Ludwig Roofing for the replacement of roofing at 19 Williams Street, as recommended for approval by the HARB, second by Mr. Weiss. All in favor, Motion Carries.

17. Consider the Application of Jim Evanisko for the installation of fencing and a rear porch/deck at 109-111 North Eighth Street, as recommended for approval by the HARB.

Motion by Mr. Smith to Approve the Application of Jim Evanisko for the installation of fencing and a rear porch/deck at 109-111 North Eighth Street, as recommended for approval by the HARB, second by Mr. Weiss. All in favor Voting YES with Mr. Evanisko Abstaining, Motion Carries.

18. Consideration to Adopt a Resolution to Authorize the Destruction Specific Records in Accordance with the Municipal Records Act of January 18, 1968 (P.L. 961, NO. 428).

Motion by Mr. Smith to Adopt a Resolution to Authorize the Destruction Specific Records in Accordance with the Municipal Records Act of January 18, 1968 (P.L. 961, NO. 428), second by Mr. Weiss. All in favor, Motion Carries.

19. Consideration to Open the Municipal Building for customer service and to conduct all Borough meetings in Council Chambers beginning June 1, 2021. Mr. Abell would like individual Committees to choose how they will meet, in person or remote. Codes and Redevelopment will decide on how to meet, virtually has worked well with a greater participation. We will look to have meetings in person and virtual at the same time. Solicitor McDonald advises we need to see if the Governor terminates the "Emergency Disaster Declaration". As long as that is in place the Borough can maintain virtual participation, even to have a Quorum. If the Declaration is terminated the Borough Code will allow for remote participation but not for a Quorum for Council. Mr. Ron Kimes advises Mr. Kopp is having him research having microphones, video, cameras and a screen in Council Chambers.

Motion by Mr. Smith to Open the Municipal Building for customer service and to conduct all Council meetings and Borough business in Council Chambers beginning June 1, 2021, second by Mr. Weiss. Public Input from Michael Schroeder and Mary Evanisko. All in favor, Motion Carries.

20. Committee Reports

A. Codes Committee - Mr. Abell advises the Committee is still working on Garbage collection, the Sign Ordinance will be submitted to the Planning Commission, Stiff Oil which was approved by Council was advertised for a Public Hearing, the Sidewalk Ordinance is still being worked on. Mr. Larry Kopp will begin collecting sample rental inspections and will speak to East Stroudsburg Borough. The City of Easton was also recommended to speak to as they have a good Ordinance. Still working on the Knox Box for the Fire Department to have access to commercial buildings. Mr. Larry Kopp and Mr. Ron Kimes are working on a flow chart for problem properties. The properties we know about are 124 Lee Ave Rear, Scott & 8th, Sarah & 5th, 730 Scott, Thomas, Labar Village, 503 Sarah, another building at 8th and Scott. The next meeting will be May 26th at 3:30pm. Public input from

Peter Solotruk. Solicitor McDonald is recommending Executive Session tonight about 2 problem properties. Joanne Viola would like 44 Broad added to the list.

- B. Budget Committee – No Report
- C. Parking Committee - No Report
- D. Recycling Committee - No Report
- E. Sewer Committee – The Committee will meet monthly the 2nd Wednesday of the month at 3:30pm.
- F. Street Committee – Mayor Probst advises the Committee met May 5th. Mr. Larry Kopp and Mr. Brian Ace are working with Mr. Ben Guthrie on the 5-points intersection. Mr. Brian Ace is waiting to hear back from PP&L about the light on Thomas. Mr. Larry Kopp and Mr. Brian Ace are waiting for paving numbers. Mr. Larry Kopp will speak to Easton DPW about taking back Main Street. We are looking at Colorful crosswalks with following the regulations with color. Solicitor McDonald is working on the Sidewalk Ordinance. Still working on Sidewalk Art and signs in the tree wells. The next meeting is June 2nd.
- G. Personnel Committee - No Report
- H. Public Relations/Media Committee - Mayor Probst advises the Committee met yesterday for a special meeting. Mr. Toby Sabatine is working on JuneTeenth and Pride. Would the Mattioli Fund purchase flags, Mr. Ace will send an email request to Attorney Materga. The banners were approved and the Pocono Mountain Visitors Bureau will pay the balance. Mr. Anthony Lanfrank is sending information for the underground railroad. Ms. Erica McCabe and Mr. Adam Courtney worked on the design for Facebook for Concerts in the Park. Posters will be at Starbucks and Panera. We discussed the stage location. Some of the bands are being promoted on 96.7 with Gary Cee. June 10th is the kickoff and will close the square from 6:00pm-7:00pm for a drum circle. Mr. Adam Courtney explained what a drum circle is. Public input from Joanne Viola. In addition to the hotel tax, we received money from ESSA to cover the costs. We have a verbal for having an Antique Car Show at Shop Rite Plaza. Mr. Larry Kopp will work on the newsletter and put on the website. Motion by Ms. McCabe to Approve closing Courthouse Square June 10th from 5:30pm to 7:30pm, second by Mr, Smith. All in favor, Motion Carries.
- I. Redevelopment Committee – Mr. Abell advises the Committee is working on the Open Space Impact Fee Ordinance, Mr. Abell attended the Borough’s Planning Commission meeting. This is to access a parking fee, it’s expensive and complicated. The Ordinance will access a small fee based on the number of people in the building and attaches a square footage figure. It can fund recreational opportunities. The Committee is working on Special Exceptions. Mr. Ron Kimes and I will re-calculate EDU’s. Mr. Abell had discussions about the acquisition of the Scott Street property with a member of the Re-development board. The Committee is beginning to gather data for the parking garage. The Consultant for the Creek Walk Trail is forwarding a grant opportunity. The next meeting is tomorrow at 3:30pm. Public input from Peter Solotruk.
- J. I-80 Expansion Task Force Committee - No Report
- K. Stroud Region Open Space and Recreation Commission – Ms. McCabe advises the State Commission meeting was held May 13th, discussion about Trail Gap and visible signs and grants. The next meeting is at Dansbury Park. This year there is a Park Passport.
- 21. Mayor’s Report – Mayor Probst would like to thank everyone for their hard work.

22. Council Member Reports

Mr. Abell has a question for Chief Lyons about cars driving through stop signs in the Hill District, there is a lot of opportunity on Wallace Street. Chief Lyons advises patrol cars were sent out and will remind everyone again. Mr. Abell asks if we can get periodic updates. Mayor Probst advises to send reports to Mr. Ron Kimes about problem properties. Public input from Peter Solotruk and Joanne Viola. Joanne Viola spoke to Corporal Fenner about trash at 54 Broad St and would like to commend him for taking care of it. Solicitor McDonald advises Ms. Viola that Council will hear about the property tonight and lengthy discussion ensued on properties. Public input from Vicki Cook and The Hammonds.

23. Solicitor's Report – Solicitor McDonald advises Solid Waste Ordinance is going to the Codes Committee. Solicitor McDonald is recommending Mr. Larry Kopp and Mr. Ron Kimes be invited to Executive Session to discuss 124 Lee Ave Rear, the corner property at 8th & Scott and Adams Outdoor.

24. Manager's Report - No Report

25. Code Enforcement Officer's Report – Mr. Kimes would like to thank Adam Courtney, The Hammonds and Joann Viola for their input. Solicitor McDonald went over the motion Council passed during Executive Session about 124 Lee Avenue Rear and advised he would be working on it this week and will file directly with Judge Zulick, then we wait for a hearing date. Solicitor McDonald explained the Judge would have discretion about the sanctions. Discussion with the Hammonds and Adam Courtney. The Hammonds would like to express they are against any extensions granted.

26. Street Superintendent's Report - No Report

27. Approval of Bills on Warrants 210518.

Motion by Ms. McCabe to Approve Bills on Warrants 210518, second by Ms. DeVries. All in favor, Motion Carries.

28. Public Input for Non-Agenda Items. Public input included in other discussion at tonight's meeting.

29. Executive Session. **Moved to Executive Session during the Solicitors Report at 8:55pm **

Motion by Mr. Smith to Adjourn to Executive Session at 8:55pm to discuss 124 Lee Avenue Rear, Corner property at 8th & Scott Street and Adams Outdoor Litigation and invite Mr. Larry Kopp and Mr. Ron Kimes, second by Mr. Evanisko. All in favor, Motion Carries.

Motion by Ms. McCabe to seeking sanctions and reimbursements for legal expenses for 124 Lee Avenue Rear and authorizing Solicitor McDonald to go back to court, second by Ms. DeVries. All in favor, Motion Carries.

Motion by Ms. McCabe to petition for reconsideration and review for the Adams Outdoor decision and for Solicitor McDonald to file on the Borough's behalf, second by Ms. DeVries. All in favor, Motion Carries.

Motion by Ms. McCabe to Schedule a Public Hearing for July 20, 2021 for An Ordinance of the Stroudsburg Borough Council to Amend an Ordinance Entitled Zoning, Chapter 27, Part 8, Sign

Requirements, second by Ms. DeVries. Solicitor McDonald advises this is the recommendation from the Codes Committee. All in favor, Motion Carries.

30. Adjournment.

Motion by Ms. McCabe to Adjourn at 10:14pm, second by Ms. DeVries. All in favor, Motion Carries.

6

The Monroe County Courthouse Land Development Application
Recommend Conditions of Approval
5/28/2021

1. The Developer shall revise the Minor Subdivision Plan required for lot consolidation to comply with all conditions of approval from Borough Council.
2. Prior to recording the Land Development Plan, the Developer shall record the Minor Subdivision Plan and Lot Consolidation Deed. The recording information of the Minor Subdivision Plan and deed shall be indicated on the Land Development Plan.
3. The following Subdivision and Land Development waivers have been approved by Council. The approval of these waivers shall be noted on the plans.
 - a. Section 22-402.1 – Plan Sheet Size for plans not to be recorded
 - b. Section 22-402.1 – Preliminary/Final Plan Submission
 - c. Section 22-605.1 – Sidewalks within 1-foot of Street R.O.W.
4. The Developer shall revise the Land Development Plan to comply with all comments referenced in the RKR Hess Review #2, dated May 6, 2021 and any additional comments generated as a result of plan revision submitted to address the review comments. The current application documents are summarized in this review letter.
5. The Developer shall comply with all comments noted in the Borough Zoning Officer review, dated May 28, 2021.
6. The Developer shall comply with all requirements of the BCRA Water Will Serve Letter dated January 21, 2021.
7. The Developer shall comply with all requirements of the RKR Hess Sewer Will Serve Letter for conveyance facilities in Stroudsburg Borough dated May 27, 2021.
8. The Developer shall obtain driveway and road opening permits for the construction work within Monroe Street, Sixth Street and Sarah Street.
9. Prior to land development approval, the Developer shall execute a Development Agreement acceptable to Borough.
10. The Developer shall provide a Financial Guarantee for the project's required improvements in the amount and form acceptable to the Borough. The required improvements shall include improvement of the existing curb ramp on the southern side of Monroe Street.
11. Prior to land development approval, the Developer shall execute a Stormwater Management Agreement acceptable to the Borough.
12. The Developer shall obtain approvals and implement plan/permit requirements required by the Monroe County Conservation District (MCCD). The Developer shall submit the 'Basic Checklist for Public Information Regarding Permit and Plan Requirements Related to Earth Disturbance Activities & Water Obstruction & Encroachments in Pennsylvania' to the MCCD and provide a copy to the Borough.
13. Prior to building construction, a Building Permit shall be submitted by the Developer and approved by the Borough as required by the Pennsylvania Uniform Construction Code.
14. All outstanding Conditions of Land Development Plan approval must be addressed within 90 days or the plan shall be considered rejected unless the Developer submits an extension request to address remaining conditions and Borough Council acts favorably on that request.

Worksheet
Extended Price Analysis

Reference Number	Description	Type	UOM	Quantity	Northeast Site Contractors	Schuykill Paving Inc.	Bracaliente Construction, Inc.	DBA Barker & Barker Paving	Kobalt Construction	Pioneer Construction, Co., Inc.
Bid Price Ratio				100%		95.88%	93.34%	92.34%	87.71%	71.24%
Total Extended					\$98,921.00	\$103,170.00	\$105,969.00	\$107,126.00	\$112,780.80	\$138,842.50
Fetherman Street					\$98,921.00	\$103,170.00	\$105,969.00	\$107,126.00	\$112,780.80	\$138,842.50
	1 Profile Mill - 4" of pavement to create 3% cross slope with crown	Base	SY	1,850.00	Unit: \$9.60	Unit: \$7.00	Unit: \$6.50	Unit: \$8.00	Unit: \$7.60	Unit: \$10.50
	2 19 mm Binder Course (3")	Base	Tons	300	Unit: \$100.00	Unit: \$100.00	Unit: \$108.00	Unit: \$108.00	Unit: \$152.00	Unit: \$121.00
	3 Remove & place 2A Stone Subbase as need (Misc. Repairs & Driveway Wedges)	Base	Tons	56	Unit: \$42.50	Unit: \$50.00	Unit: \$35.00	Unit: \$40.00	Unit: \$59.00	Unit: \$15.25
	4 Concrete Curbing Replacement	Base	LF	100	Unit: \$61.75	Unit: \$75.00	Unit: \$42.00	Unit: \$95.00	Unit: \$64.00	Unit: \$100.00
	5 Mill 6" / Excavate 6" of subgrade - Misc. repairs as needed)	Base	SY	172	Unit: \$10.75	Unit: \$50.00	Unit: \$27.00	Unit: \$38.00	Unit: \$17.40	Unit: \$112.00
	6 1.5" Superpave 9.5 mm Wearing Course	Base	Tons	162	Unit: \$134.00	Unit: \$110.00	Unit: \$150.00	Unit: \$125.00	Unit: \$152.00	Unit: \$123.00
	7 ADA Ramp 1 - Fetherman and West Main Street - West Side	Base	Each	1	Unit: \$8,623.00	Unit: \$10,500.00	Unit: \$7,000.00	Unit: \$9,500.00	Unit: \$7,600.00	Unit: \$11,368.00
	8 ADA Ramp 2 - Fetherman and West Main Street - East Side	Base	Each	1	Unit: \$8,626.00	Unit: \$10,500.00	Unit: \$7,000.00	Unit: \$9,500.00	Unit: \$7,600.00	Unit: \$11,368.00
	9 4" Sidewalk - Misc. Repairs	Base	SF	25	Unit: \$72.00	Unit: \$100.00	Unit: \$120.00	Unit: \$96.00	Unit: \$24.00	Unit: \$413.50

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Borough of Stroudsburg



ORDINANCE # _____

AN ORDINANCE OF THE STROUDSBURG BOROUGH COUNCIL TO AMEND AN ORDINANCE ENTITLED MOTOR VEHICLES AND TRAFFIC, CHAPTER 15, PART 3, SECTION §15-304 ENTITLED, "VEHICLES TO BE PARKED WITHIN SPACES; PARKING PROHIBITED IN CERTAIN AREAS"

WHEREAS, the Stroudsburg Borough Parking Committee recommended to the Stroudsburg Borough Council the following revision to Chapter 15 of the Stroudsburg Borough Code entitled, "Motor Vehicles and Traffic";

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of Stroudsburg, in the County of Monroe, Commonwealth of Pennsylvania that §15-304 shall be amended to read:

§ 15-304 Vehicles to Be Parked Within Spaces; Parking Prohibited in Certain Areas.

1. Wherever a particular parking space shall be lined or marked off on any street or alley or upon the adjacent curb, every vehicle parked shall be parked within the lines marking such parking space. All vehicles parked on streets or alleys, whether parking spaces are marked or not, shall be parked only in the direction of the permitted traffic flow.
2. ~~Parking shall be prohibited at all times by any vehicle which in any way will block the intersection of any street or alley or the entrance or exit of any street or alley. Parking shall at all times be prohibited within the painted line area adjacent to any fire hydrant; within the painted line area marking the permissible distance to park from any intersection; in any area where erected signs or painted lines indicate a no parking area; and in any manner so as to block any private or public driveway or accessway to a parking lot or parking facility or other facility of the Borough.~~

A. Parking shall be prohibited at all times by any vehicle which in any way will block the intersection of any street or alley or the entrance or exit of any street or alley; within the

painted line area marking the permissible distance to park from any intersection; in any area where erected signs or painted lines indicate a no parking area; and in any manner so as to block any private or public driveway or accessway to a parking lot or parking facility or other facility of the Borough.

B. Parking shall at all times be prohibited within the painted line area adjacent to any fire hydrant.

3. Parking shall be prohibited at all times on any Borough street on a sidewalk. For purposes of this section, "sidewalk" shall be defined as that portion of a street between the ~~curbline~~ **curb line** or the lateral line of a roadway and the adjacent property lines intended for use by pedestrians and not intended for use by vehicles. This sidewalk shall specifically include that area between the ~~curbline~~ **curb line** and any paved pedestrian cartway.
4. Except as otherwise hereafter provided, parking of any motor vehicles shall be prohibited at all times in all areas of the Borough that are not otherwise approved for parking.

ADOPTED AND ORDAINED this _____ of June, 2021.

Anthony Lanfrank, Jr., Council President

ATTEST:

Lawrence E. Kopp, Borough Manager

Tarah Probst, Mayor

Borough of Stroudsburg



RESOLUTION # _____

RESOLUTION OF THE STROUDSBURG BOROUGH COUNCIL AUTHORIZING THE DESTRUCTION OF SPECIFIC RECORDS IN ACCORDANCE WITH THE MUNICIPAL RECORDS ACT OF JANUARY 18, 1968 (P.L. 961, NO. 428)

WHEREAS, in accordance with Act 428 of 1968, each individual act of records disposition shall be approved by resolution of the governing body of the municipality;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Stroudsburg in the County of Monroe, Commonwealth of Pennsylvania that the Mary Pat Quinn, the Stroudsburg Borough Custodian of Records, is hereby authorized and directed to destroy the following records named in this Resolution:

Record Title: AL-46 entitled, "Right To Know Requests"
Description: Right To Know Requests 1-1-2016 to 12-31-2016
Retention Period: 2 years

Anthony Lanfrank, Jr., Council President

ATTEST:

Lawrence E. Kopp, Borough Manager

WILLIAM A. WATKINS

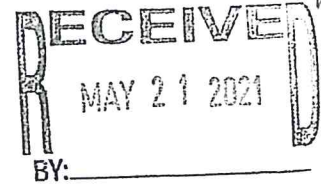
Attorney at Law

46 North Sixth Street

Stroudsburg, PA 18360

voice 570.872.9001

fax 570.872.9002



May 21, 2021

Borough of Stroudsburg
700 Sarah Street
Stroudsburg, Pa 18360

Re: Request for Intermunicipal Liquor License Transfer
Client: Maritas LLC
Site Location: 735 Main Street, Stroudsburg
Transferor: Pocono Restaurant Inc. (from Pocono Twp.)
License: No. R 16812 ; LID No. 34706

Ladies and Gentlemen:

Please consider this correspondence as my client's request for an intermunicipal transfer of liquor license into the Borough of Stroudsburg at the above location, pursuant to 47 P.S 4-461(b.3). under this statute, please note that a public hearing must be held by the municipal governing body for the purpose of receiving comments and recommendations of interested individuals residing within the municipality relative to my client's application. Pursuant to the liquor code, notice of the hearing must be published once each week for two (2) successive weeks in a newspaper of general circulation in the municipality. Further, such notices must state the time and place of the hearing and the matter to be considered at the hearing. The first publication shall not be more than thirty (30) days before the date of the hearing and the second publication shall not be less than seven (7) days before the date of the hearing.

In addition, the Board of Supervisors must render a decision within forty-five (45) days of receipt of the request for intermunicipal transfer. The hearings are usually conducted at a legislative forum to ascertain whether moving the license into the Borough at a particular location would adversely affect the welfare, health, peace and morals of the municipality. The hearings have not been specifically listed at their own times but have been specifically listed agenda items of regular Borough business.

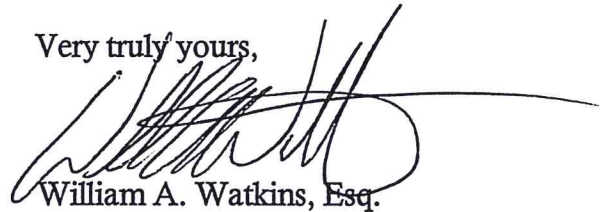
The proposed site is located on the first floor of 735 Main Street, Stroudsburg. In addition, should you have any questions, concerns, or would like a summary of my client's proposal (which we intend to present at the hearing with plans), please do not hesitate to contact me. Attached is a copy of the proposed Resolution approving the transfer, but we

Borough of Stroudsburg
May 21, 2021
Page 2 of 2

understand that you may have your own format, and a "Municipality Checklist for Intermunicipal Hearings", to assist in your presentation for the intermunicipal hearing.

If there is a fee regarding this application for an intermunicipal transfer of a liquor license, please advise me at your earliest convenience and I will remit the same as soon as possible.

Very truly yours,

A handwritten signature in black ink, appearing to read 'William A. Watkins', with a long horizontal flourish extending to the right.

William A. Watkins, Esq.

cc: Ian Schreier w/o enclosures
Joseph McDonald, Esq. w/ enclosures
Terrence Faul, Esq. w/ enclosures

Mary Pat Quinn

12

From: Lawrence Kopp
Sent: Thursday, May 27, 2021 4:36 PM
To: Mary Pat Quinn; Anthony Lanfrank
Subject: FW: video conferencing for council meetings
Attachments: US_QUOTE_3000086755757.1.pdf

Mary Pat & Anthony,
Another agenda item for June 1st.

Purchase of the attached Logitech Rally Plus Videoconferencing Kit.

Mary Pat, can you have the link below in the packet you send Council Members so they look at what Ron is suggesting?

Thanks so much!

Larry

From: Ron Kimes <RKimes@stroudsburgboro.com>
Sent: Thursday, May 27, 2021 4:11 PM
To: Lawrence Kopp <lkopp@stroudsburgboro.com>
Subject: video conferencing for council meetings

Larry,

Good afternoon.

I contacted zoom.com as we discussed to inquire about a hybrid meeting setup as we get closer to in-person meetings starting June 1 for the Borough of Stroudsburg. I understand there is a need to continue utilizing the zoom format for meetings moving forward where attendees at the in person meeting can interact with the zoom participants. I've contacted Pocono Township, Monroe County Planning Commission, Stroud Township, and other municipalities to see how they are integrating this concept. I found other municipalities spent up to \$15,000 for the installation of audio visual equipment using the company CSI, a co-stars participant, and utilizing covid relief grant money.

I think we can achieve the goal of communicating effectively between the two parties more economically with a proprietary video conferencing system such as the Logitech Rally Plus Kit which sells for around \$2,400. This type of system would also allow for expansion of more microphones, a TV monitor, and the option of portability if we should ever need to relocate the system. I measured council chambers and spoke with Logitech's technical department and determined this system would meet our needs.

The system consists of an Ultra High Def (up to 4k) camera that self zooms and adjusts, two beam forming microphones, two high performance speakers, necessary cables, and the hubs to plug into.

I have contacted Dell.com for a price quote and have attached it to this email. I checked with other vendors (Staples, Office Depot, Amazon, etc.) and Dell has offered the best price. Also, if the system doesn't meet our needs, we can always return it for a full refund.

Here is the link to the website for the kit:

<https://www.logitech.com/en-us/products/video-conferencing/room-solutions/rally-ultra-hd-conferencecam.html>

This system can be used for any meeting, including HARB, Planning, or Zoning Hearing Board and can be used across other video conference platforms (google, Microsoft teams, skype, gotomeeting, etc.) so we aren't locked in to only using zoom.

Thanks, Larry. Please let me know if you have any questions.

Ron Kimes

Zoning and Codes Enforcement Officer
Borough of Stroudsburg
700 Sarah Street
Stroudsburg, PA 18360
570-421-5444 office
570-421-2690 fax



A quote for your consideration.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your **Premier page**, or, if you do not have Premier, use this **Quote to Order**.

Quote No.	3000086755757.1	Sales Rep	Lindsay Mcmanis
Total	\$2,333.38	Phone	(800) 456-3355, 6179129
Customer #	11348075	Email	Lindsay_Mcmanis@Dell.com
Quoted On	May. 26, 2021	Billing To	ACCOUNTS PAYABLE
Expires by	Jun. 25, 2021		BOROUGH OF STROUDSBURG
Contract Name	State of Pennsylvania Dept. of General Services		700 SARAH ST
Contract Code	C000000009247		STROUDSBURG, PA 18360
Customer Agreement #	COSTARS 003-051		
Deal ID	20179640		

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Lindsay Mcmanis

Shipping Group

Shipping To	Shipping Method
ACCOUNTS PAYABLE BOROUGH OF STROUDSBURG 700 SARAH ST STROUDSBURG, PA 18360 (570) 421-5444	Standard Delivery

Product	Unit Price	Quantity	Subtotal
Logitech Rally Plus Videoconferencing Kit - 4K - Black	\$2,333.38	1	\$2,333.38

Subtotal:	\$2,333.38
Shipping:	\$0.00
Non-Taxable Amount:	\$2,333.38
Taxable Amount:	\$0.00
Estimated Tax:	\$0.00

Total:	\$2,333.38
---------------	-------------------

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Shipping Group Details

Shipping To

ACCOUNTS PAYABLE
BOROUGH OF STROUDSBURG
700 SARAH ST
STROUDSBURG, PA 18360
(570) 421-5444

Shipping Method

Standard Delivery

		Quantity	Subtotal
Logitech Rally Plus Videoconferencing Kit - 4K - Black	\$2,333.38	1	\$2,333.38

Estimated delivery if purchased today:

Jun. 07, 2021

Contract # C000000009247

Customer Agreement # COSTARS 003-051

Description	SKU	Unit Price	Quantity	Subtotal
Logitech Rally Plus Videoconferencing Kit - 4K - Black	AA360516	-	1	-

Subtotal:	\$2,333.38
Shipping:	\$0.00
Estimated Tax:	\$0.00
Total:	\$2,333.38

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

^Dell Business Credit (DBC):

OFFER VARIES BY CREDITWORTHINESS AS DETERMINED BY LENDER. Offered by WebBank to Small and Medium Business customers with approved credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of \$15 or 3% of account balance. Dell Business Credit is not offered to government or public entities, or business entities located and organized outside of the United States.

Borough Manager Report
June 1st, 2021

Classes/Training

Effective Internal Controls (PSAB) May 26th
PSAB Annual Conference (Virtual) June 7th & 8th

Meetings

Nia Huber/Give & Grow Garden May 18th
Russ Scott RKR Hess/Wastewater I&I May 20th
Nate Oiler/RKR Hess Borough Projects May 24th
Monroe County Conservation/Watershed Plan Advisory May 27th
Weekly Borough Staff Meeting May 28th
Joe & Nate/County Courthouse Plans May 28th
Jessica/Archive Social June 2nd
Weekly Borough Staff Meeting June 4th
Chris Gibbons/Concord Public Financial June 9th
Rick Bachman/Teamsters Union/Contract Negotiations June 17th

Small Municipal Separate Storm Sewer System (MS4) Inspection

We are just notified by PA Department of Environmental Protection (DEP) that our MS4 Program is going to be inspected on Tuesday, June 8th. Not much notice for this inspection! There is a lot of paperwork/planning involved, which I am working on updating to prepare for the inspection. I also hope to do some inspections of outfalls as well before the inspection. Will be my work priority, as DEP has the ability to levy very stiff fines for violations.

Borough Personnel

Began weekly staff meetings on Friday mornings at 9:00 am. Date will allow to set priorities for coming week, prep Agenda and information for Council Meetings and share information. Reviewed job descriptions and working on updates, standardizing format. Counselling of subordinate employees, job description review, ongoing.

Financial

Continuing work on in-depth look at financial statements, going back through 2016, to look at trends and overall financial condition of individual funds and the Borough overall. Meeting with Chris Gibbons for additional data on Debt, Debt Management and Borrowing Capacity. Making good progress! I hope to have a report to the Finance Committee in the next month.

Infrastructure/Streets/Capital Projects

Fetherman Street Paving Project. Low bid was by Northeast Site Contractors for \$98,921. Approval is on the agenda tonight. A total of six bids were received for the project. Project will be paid by CDBG and remainder through the Street Fund.
Sidewalk Replacement Project/Multimodal Grant. Next step is a meeting with RKR Hess to review the proposed scope and details of the bid plan and specifications. Multimodal Grant expires on 6/30/22; I would like to get this done either early this fall or late spring 2022 so we don't have to ask for an extension.
North 8th Street Paving Project. Finalizing scope of project to be able to finalize and open the bid process. In the budget for 2021, using Liquid Fuels & Streets Funds. Hopefully, we can do this project before the end of 2021.

Ann Street Sewer Replacement. Final design and permitting on hold until we can determine if the LSA Grant will include engineering costs. Alternate funding available from the COVID State & Local Fiscal Recovery Funds.

McMichael Creek Flood Protection Project/Levee Repair/DEP Grant

Project is being managed by the Army Corps of Engineers and work is scheduled to be done during summer of 2021. Grant Agreement is complete for DEP to provide 100% of the share of the Borough's cost of the project. I believe we will be responsible for the upfront match costs and then will be reimbursed, up to \$80,000, by DEP.

Sewer Collection System Inflow and Infiltration

Restarted/reenergized plan to address I&I concerns with BCRA. Flow Metering will be used, first along Ann Street, to determine locations and severity of I&I. This information will be used to determine where repairs and/or replacement of lines is needed.

COVID/CDBG Funding for Hand Wash Stations

It looks like PPE is authorized for funding in this grant program. I will confirm the costs with the Fire Department and work with the county to update our grant funding application. Some work on our end, but definitely doable!

Levee Conduit Inspection

In 2021, all conduits on our Levees must be inspected by camera. Since we have our own camera truck, we are able to do this work "in house" and save costs. We received the Army Corps of Engineers Inspection Guidelines and will be doing the work this summer.

Recycling Center

I had a long discussion with Mike Stettler, Manager of the Recycling Center, about how we run our operations. I think we have some additional revenue producing opportunities that we need to explore. Total income from the Recycling Center has been up and down every year, and is dependent on the prices being for recyclables, which is highly variable. This would be a way of increasing, and hopefully, equalizing, the income from year to year. And we discussed a number of ways to change our procedures that would increase our productivity. I will discuss with my counterpart in East Stroudsburg and if needed, convene a meeting of the Recycling Committee.

Bicycle Racks

Three racks remain to be installed: 745 Main, 401 Main & 33 North 7th Streets. Waiting to hear back from these property owners. One property owner (1172 Main Street) declined to have the rack on their property.

2021 CDBG Funding

The Borough is allocated \$90,418 in CDBG Funds in 2021. By July 31st, we need to provide to the County Redevelopment Authority what project we will be undertaking with those funds. Brian and I will discuss and make recommendations to the Streets Committee to be approved by Council. Application submission date is October 28th, 2021.

Sewer Lien

The Pocono Plaza Inn has a past due sewer balance of \$56,471.40 (as of 4/23/21). We were contacted by an attorney working to refinance the property, which would include the payment of the back sewer. FYI, BCRA has developed a payment plan for water bills (over \$79,000); Joe recommended we try to get full payment, which makes sense. We sent a letter to the owner on May 13th, which was signed for on May 14th. We can submit a lien for the remainder of the balance (\$38,472.09; we already have a lien on the remainder of the balance) on June 14th.

Five Points Intersection North 5th Street

Waiting to hear back from Ben Guthrie/Traffic Planning & Design on a proposal to work with PennDOT and do a study to implement two-way traffic on North 5th Street at the Five Points Intersection.

2021 Grant Deadlines

LSA (July 1st to September 30th Open)

Small Water & Sewer (Still not Open)

DCED/CFA Multimodal (April 2nd to July 31st)

PennDOT Multimodal (No dates yet posted for 2021)

ESSA/Swimming Pool Liner (September; must be through SROSRC Volunteer Group)

Upcoming Focus

MS4 Inspection

Financial Procedures

Plan/Timeline I&I Wastewater Collection System

Continue to Meet Community Leaders

American Rescue Plan Act Funds

Long-Term Financial Study

Paving/Infrastructure Projects 2021

LSA Grant – Status?

Day to Day Activities

Stroudsburg Borough General Fund

05/27/21

Warrant List

As of June 1, 2021

20

Type	Date	Num	Due Date	Open Balance
BRC				
Bill	05/17/2021	349813	06/01/2021	13.46
Total BRC				13.46
BRODHEAD CREEK REGIONAL AUTHORITY				
Bill	05/03/2021	3946	06/01/2021	24.65
Total BRODHEAD CREEK REGIONAL AUTHORITY				24.65
JOHN STEVENS				
Bill	05/27/2021	REIMB-MILEAGE	06/01/2021	31.92
Total JOHN STEVENS				31.92
LEHIGH VALLEY JANITORIAL SUPPLY				
Bill	05/25/2021	280828	06/01/2021	281.70
Total LEHIGH VALLEY JANITORIAL SUPPLY				281.70
MONROE COUNTY CONTROL CENTER				
Bill	06/01/2021	SRVCS	06/01/2021	2,495.87
Total MONROE COUNTY CONTROL CENTER				2,495.87
NAPA AUTO PARTS				
Bill	05/16/2021	079330	06/01/2021	279.98
Total NAPA AUTO PARTS				279.98
PSAB				
Bill	05/27/2021	28327	06/01/2021	25.00
Total PSAB				25.00
SIGN&PRINT				
Bill	05/12/2021	1992	06/01/2021	1,265.00
Total SIGN&PRINT				1,265.00
UGI CENTRAL PENN GAS, INC.				
Bill	05/18/2021	5691117	06/01/2021	218.87
Bill	05/21/2021	7612855	06/01/2021	70.41
Bill	05/21/2021	5827562	06/01/2021	84.94
Total UGI CENTRAL PENN GAS, INC.				374.22
ULINE				
Bill	05/11/2021	133621312	06/01/2021	87.12
Total ULINE				87.12
UTRS, INC./RKR-HESS DIVISION				
Bill	04/30/2021	101040	06/01/2021	1,080.00
Bill	04/30/2021	101037	06/01/2021	285.00
Bill	04/30/2021	101038	06/01/2021	2,137.50
Bill	04/30/2021	101036	06/01/2021	150.07
Total UTRS, INC./RKR-HESS DIVISION				3,652.57
VERIZON				
Bill	05/18/2021	450-733-432-0001-40	06/01/2021	81.28
Total VERIZON				81.28
VERIZON WIRELESS				
Bill	05/17/2021	SRVC	06/01/2021	40.11
Total VERIZON WIRELESS				40.11

Stroudsburg Borough General Fund

Warrant List

As of June 1, 2021

05/27/21

Type	Date	Num	Due Date	Open Balance
WINDSTREAM				
Bill	05/14/2021	SRVC	06/01/2021	102.87
Bill	05/14/2021	SRVC	06/01/2021	74.86
Bill	05/14/2021	SRVC	06/01/2021	308.25
Total WINDSTREAM				485.98
WITMER PUBLIC SAFETY GROUP				
Bill	05/05/2021	2128005	06/01/2021	328.00
Total WITMER PUBLIC SAFETY GROUP				328.00
TOTAL				9,466.86

Borough of Stroudsburg Sewer Fund

Warrant List

As of June 1, 2021

Type	Date	Num	Due Date	Open Balance
BRC				
Bill	05/17/2021	349813	06/01/2021	1.49
Total BRC				1.49
BRODHEAD CREEK REGIONAL AUTHORITY				
Bill	05/03/2021	3946	06/01/2021	4.35
Total BRODHEAD CREEK REGIONAL AUTHORITY				4.35
LEHIGH VALLEY JANITORIAL SUPPLY				
Bill	05/25/2021	280828	06/01/2021	70.42
Total LEHIGH VALLEY JANITORIAL SUPPLY				70.42
UGI CENTRAL PENN GAS, INC.				
Bill	05/18/2021	5691117	06/01/2021	38.62
Bill	05/21/2021	7612855	06/01/2021	30.17
Bill	05/21/2021	5827562	06/01/2021	36.39
Total UGI CENTRAL PENN GAS, INC.				105.18
UTRS, INC./RKR-HESS DIVISION				
Bill	04/30/2021	101039	06/01/2021	28.50
Bill	04/30/2021	101036	06/01/2021	183.42
Total UTRS, INC./RKR-HESS DIVISION				211.92
WINDSTREAM				
Bill	05/14/2021	SRVC	06/01/2021	32.08
Bill	05/14/2021	SRVC	06/01/2021	77.06
Total WINDSTREAM				109.14
TOTAL				502.50

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05/27/21

Borough of Stroudsburg Recreation Fund

Warrant List

As of June 1, 2021

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Open Balance</u>
PPL ELECTRIC UTILITIES				
Bill	05/18/2021	42001	06/01/2021	26.43
Bill	05/20/2021	02900	06/01/2021	29.70
Total PPL ELECTRIC UTILITIES				<u>56.13</u>
TOTAL				<u><u>56.13</u></u>

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05/27/21

Borough of Stroudsburg Street Light Fund

Warrant List

As of June 1, 2021

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Open Balance</u>
PPL Electric Utilities Bill	05/20/2021	02911	06/01/2021	<u>69.09</u>
Total PPL Electric Utilities				<u>69.09</u>
TOTAL				<u><u>69.09</u></u>

Stroudsburg Borough-Twin Boroughs Recycling Fund

Warrant List

As of June 1, 2021

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Open Balance</u>
LEHIGH VALLEY JANITORIAL SUPPLIES				
Bill	05/25/2021	280828	06/01/2021	50.97
Total LEHIGH VALLEY JANITORIAL SUPPLIES				50.97
TOTAL				<u>50.97</u>

Borough of Stroudsburg Debt Service Fund

Warrant List

As of June 1, 2021

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Open Balance</u>
TOWNSHIP OF STROUD Bill	05/25/2021	REIMB-OVRPYMNT	06/01/2021	679.95
Total TOWNSHIP OF STROUD				679.95
TOTAL				<u>679.95</u>

Borough of Stroudsburg Highway Aid Fund

Warrant List

As of June 1, 2021

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Open Balance</u>
PPL Electric Utilities				
Bill	05/20/2021	87546	06/01/2021	39.59
Bill	05/20/2021	15901	06/01/2021	38.06
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Total PPL Electric Utilities				77.65
				<hr/>
TOTAL				77.65
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