

STROUDSBURG BOROUGH COUNCIL
SEPTEMBER 7, 2021 MEETING MINUTES

A meeting of the Stroudsburg Borough Council convened at 7:00 P.M. in the Council Chambers of the Stroudsburg Borough Municipal Building with the following members present: Council President Matt Abell, Council President Pro-Tem Erica McCabe, Council member Joanne Kochanski, Council member Victoria DeVries, and Council member Jim Evanisko. Council members Boyd Weiss and James Smith advised of their absences prior to the meeting.

Also present were: Mayor Tarah Probst, Borough Manager Larry Kopp, Borough Solicitor Joseph McDonald, Superintendent of Street Brian Ace, Zoning and Codes Officer Ron Kimes, and Executive Assistant Mary Pat Quinn.

The Pledge of Allegiance was recited.

Approval of Council Meeting Minutes for the Regular Meeting, August 17, 2021.

A motion was made by Mrs. Kochanski, seconded by Ms. DeVries to approve the minutes of the regular meeting on August 17, 2021 as circulated. The motion was carried. (5-yes; 0-no; 0-abstain)

Continuation of the Public Hearing and Consideration to Adopt “AN ORDINANCE AMENDING ORDINANCE NO. 1048-2018, PRESENTLY CODIFIED IN THE STROUDSBURG BOROUGH CODE AS CHAPTER 27, ZONING, PART 8, SIGN REQUIREMENTS BY AMENDING CERTAIN SPECIFICATIONS FOR PERMITTED SIGNS, ADDING ADDITIONAL CATEGORIES OF CONSTRUCTION TYPES, PROHIBITED SIGNS, ADDING ADDITIONAL CRITERIA FOR PERMITS REQUIRED, REVISING TABLE I RESTRICTING THE LOCATION OF PERMITTED SIGNS, AMENDING TABLE II, ADDING ADDITIONAL NOTES AND CRITERIA FOR SIGNS REGULATED BY CONSTRUCTION TYPES, TABLE III AMENDING THE CRITERIA FOR MAXIMUM HEIGHT OF INDIVIDUAL SIGNS AND ALL ZONING DISTRICTS; TABLE IV, AMENDING THE MAXIMUM PERMITTED SQUARE FOOTAGE FOR INDIVIDUAL SIGNS IN ALL ZONING DISTRICTS; AMENDING THE CRITERIA FOR AREA COMPUTATION OF SIGNS, AMENDING ILLUMINATION RESTRICTIONS FOR ALL SIGNS INCLUDING ELECTRONIC MESSAGE BOARD SIGNS AND OTHER TEXTUAL CHANGES”

Solicitor McDonald advised that there was another publication error regarding the public hearing notice for the aforementioned Ordinance. The Pocono Record did not publish the entire Ordinance summary. A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to carry the public hearing to the October 5, 2021 Council meeting. The motion was carried. (5-yes; 0-no; 0-abstain)

Public Hearing and Consideration to Adopt “AN ORDINANCE AMENDING CHAPTER 20 SOLID WASTE OF THE STROUDSBURG BOROUGH CODE ESTABLISHING A MANDATORY MUNICIPAL SOLID WASTE COLLECTION SERVICE FOR ALL NON MULTI-FAMILY RESIDENTIAL DWELLING UNITS, SUBJECT TO A ONE TIME OPT-OUT PROVISION, CONTINUING MANDATORY MUNICIPAL SOLID WASTE COLLECTION THROUGH PRIVATE CONTRACTED COLLECTION SERVICES FOR ALL NON-RESIDENTIAL AND MULTI-FAMILY RESIDENTIAL UNITS AND PRIVATE HOUSING COMMUNITIES AND ADOPTING ADDITIONAL DEFINITIONS, TERMS AND PROCEDURES FOR THE COLLECTION OF SOLID WASTE”

Solicitor McDonald advised that the aforementioned Ordinance was not properly advertised, and the final version as edited by the Codes Committee was not used in the summary of the Ordinance. A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to schedule the public hearing for the October 5, 2021 Council meeting. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to discuss the Stroudsburg Borough Financial Analysis 2016-2020 Presentation.

Mr. Kopp discuss his financial analysis of the Borough with Council. A copy of the analysis is annexed to the minutes.

Consideration to schedule a public hearing for the consideration of an Ordinance of the Stroudsburg Borough Council to Revise Chapter 15 Motor Vehicles and Traffic, Part 3 General Parking Regulations, Section §15-316 entitled “Handicapped Parking Zones Established”. The Ordinance would add 531 Thomas Street to the schedule of handicapped parking spaces.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to schedule a public hearing on September 21, 2021 for consideration of the aforementioned Ordinance. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to approve a request from GO Collaborative to conduct Spooky Stroudsburg (formerly Halloween Along Main) with events on Saturdays, October 16, 2021 and October 30, 2021. Jody Singer, Artistic Director will be present for the discussion.

Mr. Singer was present and discussed the proposed activities for Spooky Stroudsburg. He advised that the Stroud Region Open space and Recreation Commission (SROSRC) will participate by sponsoring a “Mystery Along Main Street” during October. Seventeen (17) of the downtown businesses will be selected as mystery locations. People who visit the businesses and gather the 17 clues will be put in to a drawing for prizes. There will be a carved pumpkin contest in Courthouse Square from 3:00 to 7:00 P.M. on Saturday, October 16, 2021. A full day of events is planned for Saturday, October 30, 2021 from 8:00 A.M. to 6:00 P.M. Go Collaborative will decorate the downtown for the Halloween season.

A motion was made by Ms. McCabe, seconded by Ms. DeVries to approve the request of Go Collaborative as described above. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to approve the purchase for Twin Boroughs Recycling of a 2022 Autocar ACMD42 Truck with body by Kann Manufacturing for \$187,304.00. The Borough portion of the purchase is \$9,365.40.

Mr. Kopp advised Council about the topics that were discussed by the Stroudsburg Borough Sewer Committee and representatives of East Stroudsburg Borough at a meeting that was held on September 1, 2021. A motion was made by Ms. McCabe, seconded by Ms. DeVries to table the matter until the Council is provided with how the vehicle was bid. Mr. Kopp will discuss that with the East Stroudsburg Borough Manager and the Twin Boroughs Recycling Supervisor. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to approve the 2022 Minimum Municipal Obligation for the Non-Uniformed Pension Plan of the Borough of Stroudsburg in the amount of \$276,989.00.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve the 2022 MMO for the Non-Uniformed Pension Plan in the amount of \$276,989.00. The motion was carried. (5-yes; 0-no; 0-abstain)

Acknowledge the 2022 Minimum Municipal Obligation for the Non-Uniformed Pension Plan of the Monroe County Control Center in the amount of \$165,297.00

The 2022 MMO for the Non-Uniformed Pension Plan of the Monroe County Control Center was acknowledged by the Borough Council.

Consideration to approve the sale of the 1990 E-One Pumper to A. J. Miller, Bloomington, MN in the amount of \$2,500.00.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve the sale of the 1990 E-One Pumper to A.J. Mill of Bloomington, MN in the amount of \$2,500.00. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to approve a request from the Stroudsburg Area School District to conduct the annual bonfire at the Stroudsburg High School on Thursday, October 28, 2021.

A motion was made by Mrs. Kochanski, seconded by Ms. DeVries to approve the request of the Stroudsburg Area School District to conduct the annual bonfire at the Stroudsburg High School on Thursday, October 28, 2021. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to approve a request from the Stroudsburg Area School District to conduct the annual Homecoming Parade on Friday, October 29, 2021 and for an exemption from paying the \$250.00 event fee.

A motion was made by Mrs. Kochanski, seconded by Ms. DeVries to approve the request of the Stroudsburg Area School District to conduct the annual Homecoming Parade on Friday, October

29, 2021 for an exemption from the payment of the \$250.00 event fee. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to approve a proposed amendment to the Sub-Lease Agreement between Stroudsburg Borough and Stroudsburg Little League, Inc.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to authorize an amendment to the Sub-Lease Agreement between Stroudsburg Borough and Stroudsburg Little League, Inc. from November 5, 2022 to November 4, 2047. The motion was carried. (5-yes; 0-no; 0-abstain)

Committee Reports

Codes Committee – Mr. Abell reported that the Codes Committee did not meet in August; the next meeting is September 22, 2021 at 3:30 P.M.

Budget Committee – No meeting.

Parking Committee – Ms. McCabe reported that the parking staff a reviewing the parking ordinance and checking it with existing conditions.

Recycling Committee – Mr. Kopp advised that the Recycling Committee met on September 1 with East Stroudsburg Borough representatives. All present agreed that the Twin Boroughs partners need to meet consistently to improve communication.

Sewer Committee – Mr. Kopp reported that the Street Department will begin smoke testing to determine the sources of I and I. The flow projections CY 2022 have been sent to BCRA. The recent heavy rain storm created a problem at the sewer plant requiring sewage to be discharged in to the stream.

Street Committee – Mayor Probst reported that the Committee will meet on September 8, 2021 at 3:30 P.M.

Personnel Committee – No meeting.

Public Relations/Media Committee – Mayor Probst thanked Adam Courtney, Rick and Barbara Hammond, Erica McCabe and Jody Singer for their assistant during Concerts in the Square and the chalk art.

Stroudsburg Borough was not selected by T-Mobile for the makeover; however, the Borough will receive \$50,000.00 since it was named in the top ten. The money will be used toward the engineering of the five-points intersection.

Mr. Singer and Go Collaborative were recognized for the crosswalk art, which is being funded by the Pocono Mountain Visitors' Bureau.

Stroudfest was a huge success; Rich Berkowitz of the Sherman Theater was thanked for organizing the event again this year.

Redevelopment Committee – Mr. Abell advised that the Committee did not meet in August; the next meeting is September 15 at 3:30 P.M. He will check with the Monroe County Land Bank about the Wallace property on Scott Street.

I-80 Expansion Task Force – There was nothing new to report.

Stroud Region Open Space and Recreation Commission – Ms. McCabe advised that the last meeting of the Commission was held at the Stroudsburg Borough Park.

Mayor's Report

Mayor Probst suggested that Borough Council set trick or treat times for small children again this year as many residents appreciated that option last year. A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to set trick or treat times on Sunday, October 31, 2021 from 5:00 P.M. to 6:00 P.M. for small children and from 6:00 P.M. to 8:00 P.M. for all other children. Also included in the motion was the closure of Scott Street and Thomas Street between 5th Street and 8th Street during trick or treat hours. The motion was carried. (5-yes; 0-no; 0-abstain)

Council Member Reports

Mrs. Kochanski noted that the streetlights are out on the Interboro Bridge. Mr. Ace was aware of it; the lights are out on both sides of the bridge. He is looking in to it.

Borough Solicitor

Solicitor McDonald noted that he had three items involving some level of litigation to discuss with the Borough Council in executive session.

He mentioned the status of the zoning enforcement action against 805-809 Scott Street. The Zoning Hearing Board public hearing was held two weeks ago and is continued to a special meeting on September 23. A discussion about this matter will be held during executive session.

A conference before Judge Zulick regarding 124 Lee Avenue Rear was held earlier in the day. Judge Zulick considered the report of the court appointed conservator, who recommended selling the property and reserving enough proceeds to either clean up or remove the building. Solicitor McDonald advised the Judge that the Borough is in favor of that. The Judge did not make that ruling as he asked for more information about the financial status of the property owner to determine if she has sufficient funding to make improvements herself. She did not speak at the conference, but through her attorney, she attempted to sell the property to another party for \$3,000.00. The sale did not go through because the owner does not have a Social Security number.

The Judge asked if the Borough would be willing to spend any money to assist with a solution by either buying the property, cleaning up the property, or demolishing the building. No decisions were made other than the Judge was willing to set up another conference next month, the date and time to be determined. The conservator does not seem to be willing to put any more time in to the matter.

Dulce Ridder, 131 Lee Avenue, spoke; she was present at the court conference. Rick and Barbara Hammond, 120 Lee Avenue, spoke; they were present at the court conference. Adam Courtney, 124 Lee Avenue, spoke; he was present at the court conference. Each person urged the Borough Council to either buy the property or demolish the building.

Solicitor McDonald spoke with attorney Todd Weitzmann the solicitor for the Monroe County Redevelopment Authority; the MCRA oversees a fund account for demolition. In that conversation, Solicitor McDonald learned that a municipality does not have to have title to a property as a prerequisite for obtaining funding through their demolition program. He recommended that the Borough pursue this program.

A motion was made by Ms. McCabe, seconded by Mrs. Kochanski to obtain three quotes for the demolition of the building which will be available before the next court conference with Judge Zulick. The motion was carried. (5-yes; 0-no; 0-abstain)

The third topic for executive session will be the status of the La Bar Village sales office.

Manager's Report

Borough Manager Report September 7th, 2021

Classes/Training

Homeless Webinar	August 18 th
FEMA Workshop	August 25 th

Meetings

Jeff Young/Suburban Ambulance	August 19 th
Kinum Collections	August 20 th
GovPilot	August 24 th
Konrad/Logo Design	August 24 th
Joe Lorah/Blue Ridge	August 24 th
Dave Horton/Randi/BCRA	August 25 th
Teamsters/CBA Interpretation	August 27 th
Taseen/GovPilot	August 30 th
Corps of Engineers/Levee Inspection	August 31 st
Twin Boroughs Recycling Committee	September 1 st
MyGov Demo	September 2 nd
One Source/Health Insurance	September 10 th

Software for Codes/Zoning and Parking

GovPilot proposal received. Edmunds GovTech received. Working with MyGov on a proposal. Waiting for more information from Cyrian Systems. For the 2022 budget and implementation in early 2022.

Obtaining proposals for a cloud-based system that will allow residents to apply for permits/licenses online through fillable forms as well as pay online for all Borough services. And have software that will allow Codes & Health to do inspections with handheld devices. This was initially brought about by concerns of current workload, inefficient work processes and the potential for substantial additional work through Ordinances for solid waste and rental unit/change of owner inspections.

Infrastructure/Streets/Capital Projects

Fetherman Street Paving Project. Work complete. They did a great job!

North 8th Street Paving Project. Northeast Site Contractors was the low bidder. Signed contract, will complete project prior to October 2021.

Sidewalk Replacement Project/Multimodal Grant. DCED/CFA will grant an extension after January 1, 2022 if needed. Out to bid this fall, project completed next spring into summer. Concern is with price for construction (concrete particularly); the hope is prices will stabilize over the winter so we can bid over the summer. Will add ramp at corner at 6th and Monroe (SW Corner) as part of the project that Monroe County requested the Borough improve.

Ann Street Sewer Replacement. Will use ARPA funding. This is an approved use of funds (I&I mitigation of sanitary sewer system) and requires no approval from the state or federal governments. Met with BCRA & RKR Hess to coordinate water main replacement as part of the project. We will include water piping and the additional excavation/aggregate replacement as part of the cost of the project; BCRA will reimburse us for the costs.

Thomas Street Paving Project. Environmental review complete and was approved for use of CDBG Funds. Will begin design/bid process.

Sewer Collection System Inflow and Infiltration

Flow Metering ongoing along Ann Street, to determine locations and severity of I&I. The meters have been moved to new locations. This problem has received fresh impetus when on the night of August 22nd-23rd due to high inflow levels into the wastewater treatment plant, BCRA had to release raw sewage into Brodhead Creek. The use of smoke testing will be employed to help determine inflow, as we now are reaching a critical position and the I&I problem needs to be addressed ASAP. Brian is working to schedule testing ASAP, as inflow is undoubtedly the major source of the problem.

Sewer Delinquent Accounts/Liens

Met with Dave Horton and Randi Alejandro of BCRA to discuss overdue Sewer accounts. In September, BCRA is going to send out shutoff notices to all sewer accounts 120+ past due. They will have 10 days to respond; no response (either payment or entering into a payment plan), and they will have water service shut off.

BCRA found a 20-year-old agreement on how billing was to be done for sewer accounts. We are working on redoing- it's pretty straightforward, we have all of the parameters in our Sewer Ordinance.

Sent agreement to the owner of the Pocono Plaza Inn for a payment plan for the past due sewer balance of \$56,471.40. We have liens in place, so are covered on all sides.

Financial

Beginning work on the 2021 Budget in September. Requested information from Streets and Fire Department for Capital Improvements Plan

Ann Street Sewer Replacement – Cost Sharing Formula

Contacted Stroud Township Sewer Authority to begin discussions about their share of the Ann Street Sewer Project, determined to be 18%, as eighteen percent the flow in that section of the main comes from the Township. Working on setting up a meeting. Also looking at reimbursement of costs from 2018 emergency repairs to the Ann Street Main; costs were approximately \$200,000, so we are looking at around \$36,000 in potential reimbursements.

Recycling Center

The Recycling Committee met on September 1st to discuss the sale of equipment not being used, the repair of the loading dock in the warehouse and the purchase of a truck for the Center. Also, the long-term participation of the Borough in the Recycling Center was discussed.

Loitering & Littering on Main Street

This is an issue that has been ongoing for years, even decades. In the past several weeks I have received several complaints from businesses on Main Street about people loitering on benches in front of their businesses, drinking beer and littering. Working on setting up a meeting with all of the organizations involved. Chief Jen from SARP and I discussed, and she wants to be part of the discussions. I want to see if we can come up with an agreement to work together on this issue.

Borough Pool

Will do testing when closing the pool to see if we can determine the location of leaking. This will allow us to methodically eliminate potential sources until we find the leak, as opposed to much more guesswork involved while the pool is actively being used.

Parking Garage

Working on getting bids from contractors to do work to repair our parking garage. Will be used for a potential grant request for repairs.

McMichael Creek Flood Protection Project/Levee Repair/DEP Grant

Project is being managed by the Army Corps of Engineers. Award date for the contract was scheduled to be mid-August, but they are running behind schedule. Will keep Council updated.

Grant Agreement is complete for DEP to provide 100% of the share of the Borough's cost of the project. We will be responsible for the upfront match costs and then will be reimbursed, up to \$80,000, by DEP.

Sewer Flow Projections

Provided sewer flow projection for 2022 to BCRA. These numbers are critical, as they determine the percentage/amount we pay towards BCRA's Operations & Maintenance (O&M) Budget.

Levee Conduit Inspection

Army Corps of Engineers conducted annual inspection of the levee on August 31st. Also, 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. Waiting for more guidance from the Corps of Engineers/DEP.

Summer Newsletter

Planning on having Late Summer/Fall Borough Newsletter out to residents by mid-September.

2021 CDBG Funding

Provided to the County Redevelopment Authority about what project we will be undertaking with those funds. We are recommending Church Alley, North 7th/Courthouse Square and if funds are available, South 8th Street.

Bicycle Racks

Three racks remain to be installed: 745 Main, 401 Main & 33 North 7th Streets. North 7th Street was approved with a slightly changed location. Waiting to hear back from the remaining two property owners. One property owner (1172 Main Street) declined to have the rack on their property.

Five Points Intersection North 5th Street

Survey work underway. Staying in touch and coordinating as needed.

2021 Grant Deadlines

LSA (July 1st to September 30th Open)

Small Water & Sewer (Still not Open)

PennDOT Multimodal (No dates yet posted for 2021)

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

Upcoming Focus

Ann Street Project
Office Financial Procedures
Continue to Meet Community Leaders
Day to Day Activities

Work Analysis & Automation Upgrade
Budget 2022
LSA Grant

Code Enforcement Officer's Report

Mr. Kimes did not have anything to report.

Street Superintendent's Report

Mr. Ace reported that the levy inspection went very well, and he complimented the Street Department workers for that. A pre-construction meeting for the 8th Street Paving and ADA Ramps project will be held on September 9. The project will start in mid-October with the concrete work.

Approval of Bills on Warrants 210907

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve the bills on warrants 210907. The motion was carried. (5-yes; 0-no; 0-abstain)

Public Input for Non-Agenda Items

There were no comments or questions from the public.

Executive Session, re: litigation

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to go in to an executive session at 9:07 P.M. for the purpose of discussing litigation. The motion was carried. (5-yes; 0-no; 0-abstain)

The executive session was concluded at 10:05 P.M. on a motion made by Mrs. Kochanski, seconded by Ms. McCabe. The motion was carried. (5-yes; 0-no; 0-abstain)

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to require masks for anyone entering the Municipal Building. The motion was carried. (5-yes; 0-no; 0-abstain)

The meeting was adjourned at 10:06 P.M. on a motion made by Ms. DeVries, seconded by Ms. McCabe. The motion was carried. (5-yes; 0-no; 0-abstain)

