

STROUDSBURG BOROUGH COUNCIL
MEETING MINUTES – DECEMBER 20, 2022

A regular meeting of the Stroudsburg Borough Council convened at 7:00 P.M. on Tuesday, December 20, 2022 in the Council Chambers of the Stroudsburg Borough Municipal Building with the following members present: Council President Matt Abell, Vice-President of Council Erica McCabe, Council President Pro-Tem Jim Evanisko, Council member Victoria DeVries (arrived at 7:03 P.M.), Council member Tobias Sabatine, and Council member Joanne Kochanski.

Also present were: Mayor Michael Moreno, Borough Manager Larry Kopp, Executive Assistant Mary Pat Quinn, Borough Solicitor Joseph P. McDonald, Jr., Esq., Borough Solicitor Chris Brown, Esq., Street Superintendent Brian Ace, Jr., Zoning/Codes Officer, Land Development Administrator Jennifer Walker; and SROSRC Director Autumn Arthur.

The Pledge of Allegiance was recited.

Public Hearing and Consideration to Adopt An Ordinance of the Borough of Stroudsburg, in the County of Monroe, Commonwealth of Pennsylvania, Fixing the Real Estate Tax Rate for the Year 2023. The proposed Property Tax Rate for 2023 is 8.99 Mills or \$899 per \$100,000 of property value.

There were no questions or comments from the public regarding the aforementioned Ordinance. The public hearing was closed on a motion made by Mrs. Kochanski, seconded by Ms. McCabe. The motion was carried. (6-yes; 0-no; 0-abstain)

The aforementioned Ordinance was adopted on a motion made by Mrs. Kochanski, seconded by Mr. Sabatine. The motion was carried. (6-yes; 0-no; 0-abstain)

Public Hearing and Consideration to Adopt An Ordinance of the Borough of Stroudsburg, in the County of Monroe, Commonwealth of Pennsylvania, to amend Chapter 15 “Motor Vehicles and Traffic,” Sections §15-312 1, 2, 3, 4 (Penalties); §15-318 1, 2, 3 (Penalties); §15-319 2 A, B, C (Penalties); and §15-412 1 A, B, C, D, E (Fines), of the Stroudsburg Borough Code.

There were no questions or comments from the public regarding the aforementioned Ordinance. The public hearing was closed on a motion made by Mrs. Kochanski, seconded by Ms. McCabe. The motion was carried. (6-yes; 0-no; 0-abstain)

The aforementioned Ordinance was adopted on a motion made by Mr. Sabatine, seconded by Ms. McCabe. The motion was carried. (6-yes; 0-no; 0-abstain)

Public Hearing and Consideration to Adopt An Ordinance of the Borough of Stroudsburg, in the County of Monroe, Commonwealth of Pennsylvania, to amend Chapter 15 “Motor Vehicles and Traffic,” Section §15-316.2 (Penalties Established), of the Stroudsburg Borough Code.

There were no questions or comments from the public regarding the aforementioned Ordinance. The public hearing was closed on a motion made by Mrs. Kochanski, seconded by Ms. McCabe. The motion was carried. (6-yes; 0-no; 0-abstain)

The aforementioned Ordinance was adopted on a motion made by Mr. Sabatine, seconded by Mrs. Kochanski. The motion was carried. (6-yes; 0-no; 0-abstain)

Public Hearing and Consideration to Adopt An Ordinance of the Borough of Stroudsburg, in the County of Monroe, Commonwealth of Pennsylvania, to amend Chapter 15 “Motor Vehicles and Traffic,” §15-501.8 (Booting Fees Established), of the Stroudsburg Borough Code.

There were no questions or comments from the public regarding the aforementioned Ordinance. The public hearing was closed on a motion made by Mrs. Kochanski, seconded by Ms. McCabe. The motion was carried. (6-yes; 0-no; 0-abstain)

The aforementioned Ordinance was adopted on a motion made by Mr. Sabatine, seconded by Ms. McCabe. The motion was carried. (6-yes; 0-no; 0-abstain)

Public Hearing and Consideration to Adopt An Ordinance of the Borough Council of the Borough of Stroudsburg in the County of Monroe, Commonwealth of Pennsylvania to Amend Chapter 24 Entitled, “Taxation, Special”, Part 1, “Per Capita Tax”, §24-106 Entitled, “Notice to Taxpayers” to Require, Pursuant to Act 57 of 2022, the Stroudsburg Borough Tax Collector, Beginning January 1, 2023, to Waive all Additional Charges for Real Estate Taxes if the Taxpayer Complies with all of the Requirements as set forth herein; Defining the Terms; Providing for Severability, Repealer and Effective Date.

There were no questions or comments from the public regarding the aforementioned Ordinance. The public hearing was closed on a motion made by Mrs. Kochanski, seconded by Ms. DeVries. The motion was carried. (6-yes; 0-no; 0-abstain)

The aforementioned Ordinance was adopted on a motion Mr. Sabatine, seconded by Ms. McCabe. The motion was carried. (6-yes; 0-no; 0-abstain)

Approval of Council Meeting Minutes for the regular meeting on December 6, 2022.

The minutes of the regular meeting on December 6, 2022 were approved as circulated on a motion made by Mr. Sabatine, seconded by Ms. McCabe. The motion was carried. (6-yes; 0-no; 0-abstain)

Monthly Administrative Reports

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve the following reports: Public Works Report, Parking Report, Right-to-Know Report, and SARPD Report (provided via email). The motion was carried. (6-yes; 0-no; 0-abstain)

Accept Unaudited November, 2022 Treasurer's Report.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve the unaudited November, 2022 Bank Account Balances Report and the Budget-to-Actual Report. The motion was carried. (6-yes; 0-no; 0-abstain)

OLD BUSINESS

Consideration to Adopt the 2023 Budget.

The 2023 Budget was adopted on a motion made by Mr. Sabatine, seconded by Ms. McCabe. There were no questions or comments from the public. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to approve the Alpha Recycling Hwy 80, LLC. Land Development Plan.

Sean Policelli, P.E., from Gilmore and Associates, Inc., and Kate Durso, Esq., from Fitzpatrick Lentz and Bubba, P.C. were present on behalf of the applicant. Mr. Policelli referred to a letter dated November 22, 2022 from the Project Engineer, Benjamin A Kutz, P.E. requesting a time extension until December 31, 2023 in order to comply with the conditions of the prior land development plan approval. The request was made due to circumstances that are beyond the applicant's control.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to grant the requested extension through December 31, 2023. The motion was carried. (6-yes; 0-no; 0-abstain)

Mr. Policelli also discussed a second letter from Mr. Kutz also dated November 22, 2022 requesting a Land Development Waiver for the permitting and construction of a 6-bay accessory building. Mr. Policelli continued to advise that the building, which will be three-sided, will not require public water or sewer service, no additional stormwater management facilities, and the location of the building will be on an existing impervious surface.

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to grant the requested Land Development Waiver for the permitting and construction of a 6-bay accessory building as described above. The following conditions were acceptable to the applicant and the Borough:

- 1) Provide an updated plan prior to start of construction.
 - Confirm grading will prevent stormwater from entering the interior trench drain on ESC/PCSM plan.

- Provide the details of the trench drain and holding tank that will collect liquid materials that leak from the car demolition process. Will there be an alarm when the tank must be emptied? A Pollution Prevention and Control (PPC) plan should be provided for the facility.
 - Coordinate revisions with MCCD.
 - Confirm the existing water and septic system serving the site are not impacted by proposed improvements.
 - Show lighting for the site area around the building
 - Show location and adequacy of current the parking area for site.
- 2) The Completion of a Stormwater Management Agreement prior to the start of construction.
- Typical agreement with NPDES permit.
 - Include maintenance of subsurface holding tank from proposed building.
- 3) Install select Required Site Improvements prior to use/occupancy of building.
- Install Durasoxx water quality berm, down slope of subsurface infiltration Bed 2, in accordance with approved plans. Provide as-built, plans, documentation of Critical Stages of construction for infiltration bed.
 - Install remaining landscaping and riparian buffer plantings in accordance with the Land Development plans.
 - Install remaining portions of the fence in accordance with Land Development plans.
 - Lighting installed, if required.

NEW BUSINESS

Consideration to approve the Monroe County Historical Association (Jacob Stroud) Land Development Plan.

Present for the applicant were: Justin Klee, P.E., Bohler Engineering PA, LLC.; Kate Durso, Esq., from Fitzpatrick Lentz and Bubba, P.C.; Ken Sandri, member of the MCHA Board of Directors;

A motion was made by Ms. McCabe, seconded by Ms. DeVries to grant the three requested waivers. The motion was carried. (6-yes; 0-no; 0-abstain)

A motion was made by Ms. McCabe, seconded by Ms. DeVries to approve the Land Development Plan of the Monroe County Historical Association with the conditions stated in the Plan Review #3 letter dated December 14, 2022 from the Borough Engineer, Nathan S. Oiler, P.E., RKR Hess, a Division of UTRS. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to adopt a Resolution of the Stroudsburg Borough Council to Revise the Rates for Metered Parking and Municipal Parking Lot Parking Permits.

The aforementioned Resolution was adopted on a motion made by Mrs. Kochanski, seconded by Mr. Sabatine. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to adopt a Resolution of the Stroudsburg Borough Council to Authorize a New Bank Account at ESSA Bank and Trust in the name of “Borough of Stroudsburg Solid Waste Collection Account”.

The aforementioned Resolution was adopted on a motion made by Mrs. Kochanski, seconded by Ms. McCabe. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to approve the purchase of a Gledhill Model 11HSBPR2 Snowplow for \$15,680 from E.M. Kutz, COSTARS Contract #25-E22-399.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve the purchase of the Gledhill Model 11HSBPR2 Snowplow from E.M. Kutz for the COSTARS Contract price of \$15,680.00. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to approve a pay raise for Street Superintendent Brian Ace, Jr. to \$82,000.00/annually, effective January 1, 2023.

A motion was made by Mrs. Kochanski, seconded by Mr. Evanisko to approve an increase in salary for Brian Ace, Jr., the Street Superintendent, to \$82,000.00/annually beginning January 1, 2023. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to appoint Mehmet Barzev as Emergency Management Coordinator for the Borough of Stroudsburg effective January 1, 2023 at an annual salary of \$2,500.

A motion was made by Mrs. Kochanski, seconded by Mr. Evanisko to appoint Mehmet Barzev as the Emergency Management Coordinator at an annual salary of \$2,500.00 beginning January 1, 2023. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to approve advertising for a Code and Zoning Officer/Assistant Borough Manager at a salary not to exceed \$75,000/Annually.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve advertising for a Code and Zoning Officer/Assistant Borough Manager position. Mr. Abell asked for public comments at which time Ms. Quinn asked for clarification about the new position, specifically the “Assistant Borough Manager” role as she is the Executive Assistant to the Borough Manager. She asked for the job description for that part of the position. Ms. McCabe advised that the new position will not replace her or Ms. Walker. Mr. Kopp stated that it would be like a Construction Manager. Mr. Abell directed the position back to the Personnel Committee so that the title can be reworded, but to continue with advertising for the new position. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to publish a Public Notice regarding the Borough of Stroudsburg Abbreviated Act 537 Plan Update.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to publish a Public Notice regarding the Borough of Stroudsburg Abbreviated Act 437 Plan Update. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to publish the 2023 Stroudsburg Borough Council Meeting Schedule.

The Borough Council meetings will continue to be held on the first and third Tuesday of each month at 7:00 P.M. unless otherwise noted *. The motion was carried. (6-yes; 0-no; 0-abstain)

January 3* (meeting will start at 8:00 P.M.), 17, 2023

February 7, 21, 2023

August 1, 15, 2023

March 7, 21, 2023

September 5, 19, 2023

April 4, 18, 2023

October 3, 17, 2023

May 2, 15*(Monday), 2023

November 6*(Monday), 21, 2023

June 6, 20, 2023

December 5, 19, 2023

July 5*(Wednesday), 18, 2023

Consideration to authorize a Professional Services Agreement between Alta Planning and Design, Inc. and the Borough of Stroudsburg in the amount of \$45,000.00 for RAISE Grant Support.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to authorize the Professional Services Agreement between Alta Planning and Design, Inc. and the Borough of Stroudsburg in the amount of \$45,000.00 for support in connection with the RAISE Grant. Mr. Evanisko suggested that the downtown businesses should be asked to participate in a discussion with Council before moving forward. He also stated that the public meetings should be held at more convenient times for working people. A discussion ensued about this agenda item, that it is not to enact the options outlined in the mobility study but rather to engage Alta Planning to assist with the RAISE Grant application. Mr. Kopp advised that this is a Federal grant, and the process is very involved. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to appoint Kenelle DeStefano as a full-time Parking Enforcement Officer effective January 1, 2023 at the hourly rate of \$20.93 per the 2021-2023 Agreement between Stroudsburg Borough and Teamsters Local 773.

Kenelle DeStefano was appointed as a full-time Parking Enforcement Officer effective January 1, 2023 at the hourly rate of \$20.93 per the 2021-2023 Collective Bargaining Agreement. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to authorize an Easement Agreement between Leonard F. DeMaria and the Borough of Stroudsburg for his use of a Paper Alleyway known as “undeveloped Bryant Street” belonging to the Borough of Stroudsburg.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to authorize an Easement Agreement between Leonard F. DeMaria and the Borough of Stroudsburg for his use of a Paper Alleyway known as “undeveloped Bryant Street”. Solicitor Brown stated that the Borough of Stroudsburg does not own the alleyway. The agreement was prepared by Mr. DeMaria’s counsel, and the Borough of Stroudsburg makes no claim of ownership to the alleyway. The existing stormwater drain does belong to the Borough, and the agreement will not prevent the Borough from accessing it when necessary. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to adopt a Code of Conduct for elected and appointed officials of the Borough of Stroudsburg.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to adopt a Code of Conduct for elected and appointed officials of the Borough of Stroudsburg. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to approve Payment Request #6 to The Vanic Company, Inc. in the amount of \$11,578.40 (check to be written to: SureTec Information Systems).

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve Payment Request #6 in the amount of \$11,578.40 to The Vanic Company, c/o SureTec Information Systems for the Sidewalk Replacement Project. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to adopt a Resolution of the Borough Council of the Borough of Stroudsburg in the County of Monroe, Commonwealth of Pennsylvania, Designating Pennsylvania Municipal Service Company as the Collector for Refuse Cart Collections and Delinquent Garbage Fees Imposing on Delinquent Ratepayers the Obligation to Pay Reasonable Costs Incurred by the Delinquent Fee Collector for Collection of Delinquent Fees, Penalties and Interest.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to adopt the aforementioned Resolution. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to Schedule a Public Hearing for an Ordinance to Amend Chapter 20 “Solid Waste”, Part 3 “Mandatory Municipal Solid Waste Collection Service”, Section §20-305 “Annual Fee” of the Stroudsburg Borough Code.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to schedule a public hearing for consideration of the aforementioned Ordinance on January 3, 2023 at 8:00 P.M. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to approve a Letter of Understanding for Professional Consulting Services to Prepare and Submit the 2022 Monitoring Reports for the Joint Municipal Landfill Project to the PA Department of Environmental Protection. Stroudsburg Borough's portion will not exceed \$9,975.00.

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to authorize the commitment of \$9,975.00 toward the professional services for the preparation of the 2022 Joint Municipal Landfill Monitoring Reports. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to authorize a Service Agreement between the Borough of Stroudsburg and Tom Josiah Consulting, LLC. for accounting services to prepare for the 2022 Audit of the Borough of Stroudsburg at a rate of \$120.00 per hour not to exceed \$10,000.00.

The Service Agreement between the Borough of Stroudsburg and Tom Josiah Consulting, LLC. for accounting services to prepare for the 2022 Audit was approved not to exceed \$10,000.00. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to approve the preparation of engineering planning for the Stroudsburg Creek Walk Project by Peters Consultants at a cost of \$68,850.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to approve a proposal from Peters Consultants for the preparation of a design plan for the Stroudsburg Creek Walk Project in the amount of \$68,850.00. The motion was carried. (6-yes; 0-no; 0-abstain)

Committee Reports

Codes Committee -Mr. Abell reported that the Committee is still working on problem properties.

Budget Committee – Nothing to report.

Parking Committee – Nothing to report.

Recycling Committee – Mr. Kopp reported that the Twin Boroughs Recycling Committee met on December 15, 2022 and approved the proposed 2023 Budget for Twin Boroughs Recycling.

Sewer Committee – Mr. Kopp advised that the Committee will work on updating the sewer billing agreement between the Borough and Brodhead Creek Regional Authority.

Street Committee – Mayor Moreno advised that the Committee met on December 7 at 3:30 P.M. They discussed the painted bicycles that Mr. Evanisko is working on, and when they are finished, they will be put by the bridge on Broad Street. A new pole will be installed to raise the Underground Railroad sign. Mr. Ace and his department are working on sample business directory signs. The Borough will submit an application to HARB for the design of the signs. The next meeting of the Street Committee will be January 4, 2023 at 4:00 P.M.

Personnel Committee – Mr. Abell reported that the next meeting of the Committee will be sometime in January, and the results of the HARB survey will be discussed.

Public Relations/ Media Committee – Mr. Sabatine will organize a meeting after the first of the year.

Redevelopment Committee – Mr. Abell cancelled the meeting that was scheduled for December 21. A joint meeting with HARB members will be scheduled in order to develop a materials list. The Committee will also work on LERTA Ordinance.

I-80 Expansion Task Force – Mr. Kopp advised that he, Mr. Abell, and Ms. Probst met with a representative of PennDOT. A PennDOT representative will return to the Borough to walk/drive the proposed project area. Mr. Kopp expressed his concerns about the unknown number of taxable properties that will be taken for the project. He referred to the loss of \$6M of assessed valuation last year due to assessment appeals.

Stroud Region Open Space and Recreation Commission –Ms. McCabe advised that SROSRC is trying to raise \$1,000.00 for preliminary drawings for a dog park. The estimated cost of the dog park is \$45,000.00 to \$46,000.00 including the fencing, security equipment and the cost of installation. Winterfest is coming up and will be held over the Presidents Day weekend. SROSRC will need volunteers for that event. Mrs. Arthur will be going on maternity leave, and during her absence, Commission member Sonia Wolbert will be doing payroll. SROSRC will submit an application for the Lowe’s Heroes Project Grant in 2023.

Ms. Walker mentioned that other municipalities charge a fee for the use of their dog parks to make sure dogs are vaccinated and also to sustain the park. Mr. Sabatine answered that that is not being considered at this time; the hope is that self-policing will work with rules and monitoring. If that does not work, a usage fee will be considered. Ms. McCabe noted that Jackson Township charges a usage fee; Smithfield Township does not.

Mayor’s Report

Mayor Moreno reported that he went to the Downtown Merchants meeting with Mr. Kopp. Kitchen Chemistry will be closing its doors on December 31 and will reopen in February as the Main Street Makery. Lisa Diemer will be offering cooking lessons. He congratulated Mr. Evanisko and Jody Singer for the Snowmen of Stroudsburg. There was a story on NBC, which is great publicity for the Borough.

Craft Fest and Beer Fest are coming up in January.

He and other officials, State Representative Tarah Probst, Commissioner Sharon Lavendure, and Borough Manager Larry Kopp met with Rabbi Silman. He stated that it was nice to learn about Jewish faith and to be present for the lighting of the Menorah in Courthouse Square.

The Mayor also advised that he met with SARPD Police Chief Jennifer Lyon and Captain Scott Raymond at headquarters. They discussed what the Department needs are from the Borough. He thanked the Department for their service stating that their jobs are not easy.

Council Member Reports

Mrs. Kochanski advised that Ralph Matergia, who was the Borough Solicitor for many years, recently lost his wife. She asked that the Borough send a card of condolence to him.

Mr. Sabatine reported that the Shade Tree Commission offered to help clean up the Old Dansbury Cemetery.

Solicitors' Reports

Solicitor McDonald and Solicitor Brown did not have anything to report.

Mr. Abell announced that this meeting would be the last meeting for Solicitor McDonald, and he thanked him for his expertise and guidance to the Borough Council for the past seven years. Solicitor McDonald replied that he was honored to provide his services to the Borough.

Manager's Report

Meetings

Dumpster Ordinance/Stroud TV	December 8 th
Small & Sons Insurance	December 8 th
Dumpster Ordinance/Cooper Electric	December 8 th
Dumpster Ordinance/Compton's	December 9 th
Dumpster Ordinance/Holland Thread Mill	December 9 th
Dumpster Ordinance/205 Wallace	December 12 th
Dumpster Ordinance/Stroud Photo	December 12 th
I-80 Meeting w/Tarah & PennDOT	December 12 th
Downtown Business Association	December 13 th
Recycling Committee	December 15 th
Farmers Market Meeting	December 17 th
COG Meeting	December 19 th
Teamsters Grievance	December 22 nd

Infrastructure/Streets/Capital Projects

Sidewalk Replacement Project/Multimodal Grant. Wrapping up for the season. Remainder of project will be completed in the Spring (March 2023). Rebid portion of grant funds not yet expended.

Ann Street Sewer Replacement & Paving. Received draft of Abbreviated Act 537 Plan Update. Review complete by DEP prior to submission, as requested. Public advertisement of the plan and request for comments on the agenda at tonight's Council Meeting.

Grants Strategy 2022-23

LSA Grant. Statewide LSA Grant submitted on March 15th. Will be voted on by the CFA Board on January 12, 2023.

DCED Greenway, Trails and Recreation Program Grant. Submitted May 31st.

DCED Multimodal. Grant complete and submitted. Contains “Quick Build” elements of Main Street Project. Will be voted on by the CFA Board on January 12, 2023.

Monroe County LSA Grant. Submitted on September 28th. For “Quick Build” elements of the plan.

H2O & Small Water and Sewer Grants. Funding opened up for sewer projects through CFA-DCED. Programs have not been funded for several years. Submitted to CFA by December 21st.

Verkada Security Cameras

Installation underway. Approximately 60% complete. Working on completing this project now that I am free from other projects.

Mobility Study/Alta Planning

Alta Planning RAISE Grant support on agenda. New RAISE Grant Round in 2023 has been announced by DOT and due the end of February. Will work with Alta to expedite, not a lot of time to complete by the deadline!

Solid Waste Ordinance

Emailed updated list of can sizes to GFL and billing information to PAMS. Letter to residents with updated information on garbage collection & recycling. Carts/cans will be distributed last week in December. Will work with GFL first several weeks of collection in January to ensure compliance and smooth transition.

Dumpster Ordinance Implementation

Sent final notice to the owners of all properties in the Borough identified to have dumpsters on their property. Beginning in-person review of properties. 33 properties have asked for appeal or some sort of relief from the Ordinance. 12 Properties have either complied or have met with me and have received go-ahead to proceed. I have received no response from 84 properties.

Sewer Billing

BCRA has been doing billing for the Borough’s Sewer Service under an agreement from 2003. Will begin work in 2023 with Sewer Committee to update billing agreement. 2023 Project.

Sewer Rates/EDU Reassessment

Inspection of properties complete. Final review in 2023 and appeal for those whose EDUs are changing. Look at potential EBU system in 2023. Use data to review and update rental property information develop comprehensive database for the Borough with all resident information.

Sewer Collection System/I&I Initiative

I&I has been on the “back burner” with all other projects ongoing. Will continue efforts in 2023.

LERTA

Met with Cos Curry from the School District to discuss LERTA. School Board is tentatively “on-board,” need to draft a new “draft” Ordinance in conjunction with the District and County Commissioners to ensure everyone agrees.

Code Enforcement

Rental Properties: Follow-up letter in early 2023 to rental properties that have not yet registered their properties.

Short-Term Rentals: Compiling list of properties for notification.

Staff Training

Working on a training presentation on Customer Service.

MyGov Software for Codes/Zoning

Going fully “live” with MyGov in 2023 on select permits and licenses. Customers will be required, unless they have a compelling reason, to submit all permit and license online through the Customer Service Portal.

Five Points Intersection North 5th Street

Cost estimate for project around \$1.2 Million. Looking at other options for the intersection through Alta as part of RIASE Grant.

Emergency Operations Plan

I’m working with Mehmet to update our contacts and to look specifically at EMP and Cyber Attacks. Current world situation has me concerned and I want us to be ready. Plan was due to be updated in 2021.

Capital Improvements Plan

In first quarter 2023, completing a 10-year Capital Improvements Plan for the Borough listing all major capital projects and purchases through 2031.

Sewer Fund Delinquent Accounts/Liens

Mary Pat is looking at our list of liens and see what liens need to be renewed and if any need to be taken of the lit. BCRA wants to review billing procedures, as do I. I have talked to three collection agencies with the idea of letting them go after delinquent accounts, which is allowed in our Sewer Ordinance.

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. Installation in Spring 2023.

Upcoming Focus

Solid Waste Ordinance Implementation
Dumpster Ordinance Implementation
Rental Property Registrations
Day to Day Activities

Capital Improvements Plan
Sewer EDU AssessmentPlan
RAISE/Main Street Grants

Code Enforcement Officer

Ms. Walker reported the following activity for the Zoning/Codes/Building Department from January 1 to December 20, 2022: 96-Building Permits; 13-Fence Permits; Accessory Structures-2; Certificates of Non-Confirming Use-7; Zoning Variance-1; Zoning Change of Use/ Zoning Use Review-27; Signs Permits-24; Dumpster Permits-22; Zoning Hearing Board-4; Planning Commission-6; HARB-40; Health-80; Temporary Health Licenses for Events-50; Health Licenses for the Farmers' Market-12; violations issued by Ms. Walker and John Stevens-220.

Street Superintendent's Report

Mr. Ace reported that the portable ice rink is up at the Helen Amhurst Third Street Park. His department is also working on the new alternate side of the street parking signs. They are installing the signs as they produce them and expect to be finished after the first of the year.

Approval of Bills on Warrants 221220

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to authorize the payment of the bills on Warrants 221220. The motion was carried. (6-yes; 0-no; 0-abstain)

Public Input for Non-Agenda Items

Pete Andrews asked if the Borough Council intends to include other areas of the Borough in the mobility plan. Mr. Abell replied that the plan will encompass Main Street from the Stroud Township boundary (West Main Street) through Lower Main Street, Ann Street and Sarah Street.

There was no need for an executive session.

The meeting was adjourned at 8:13 P.M. on a motion made by Mr. Sabatine, seconded by Ms. McCabe. The motion was carried. (6-yes; 0-no; 0-abstain)