

STROUDSBURG BOROUGH COUNCIL
MEETING MINUTES, JULY 19, 2022

A meeting of the Stroudsburg Borough Council convened at 7:00 P.M. on Tuesday, July 19, 2022 in the Council Chambers of the Stroudsburg Borough Municipal Building with the following members present: Council President Matt Abell, Council President Pro-Tem Jim Evanisko, Council member Victoria DeVries, Council member Tobias Sabatine, and Council member Joanne Kochanski. Vice-President of Council Erica McCabe advised of her absence prior to the meeting. Council member James Smith was absent.

Also present were: Mayor Tarah Probst, Borough Manager Larry Kopp, Borough Solicitor Joseph P. McDonald Jr., Borough Solicitor Christopher Brown, Executive Assistant Mary Pat Quinn, Street Superintendent Brian Ace Jr., and Zoning/Codes Officer and Land Development Administrator Jennifer Walker.

The Pledge of Allegiance was recited.

Public hearing for Consideration of the Hamilton, Stroud, Pocono, Stroudsburg (HSPS) Regional Comprehensive Plan

Mr. Abell opened the public hearing. Dr. Alex Jackson, the Executive Director of the Brodhead Watershed Association (BWA), was present and expressed the Association's concern that the proposed plan does not include a recommendation or action step for the maintenance and protection of surface and groundwater quality or the importance of the healthy streams and wetlands to Monroe County's tourism industry. He continued to say that there is no reference in the plan as to the Swiftwater Creek and Indian Run headwater tributaries of Paradise Creek, which is a major tributary of the Brodhead Creek, the water supply source for thousands of residents within the project area and beyond. Further, the Municipal Separate Storm Sewer System (MS4) of Pocono Township, Stroud Township and Stroudsburg Borough is not recognized in the plan, nor is there an action step or a recommendation to implement the MS4 programs of the three municipalities.

Dr. Jackson advised that the BWA recommends the inclusion of the "Plan for Clean Water" in the references and sources section of the Regional Comprehensive Plan and that the following action steps be added to the plan:

- Consider purchasing land or acquiring easements on particularly high scoring properties to protect water.
- Review Zoning ordinances to assure major development is zoned in appropriate locations.
- Educate residents about what they can do to help protect water.

The BWA also recommended that the Regional Plan include a section about the Municipal Separate Storm Sewer System (MS4) of Pocono Township, Stroud Township and Stroudsburg Borough and a recommendation on the implementation of same.

A motion was made by Mrs. Kochanski, seconded by Ms. DeVries to provide the HSPS Regional Task Force with the recommendations from the BWA. The motion was carried. (5-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, Approving the Adoption of the Hamilton-Stroud-Pocono-Stroudsburg Regional Comprehensive Plan.

A motion was made by Mrs. Kochanski, seconded by Ms. DeVries to table this resolution in order to give the Borough Council members more time to review the plan. The motion was carried. (5-yes; 0-no; 0-abstain)

Public Hearing and Consideration to Adopt An Ordinance Amending Ordinance No. 597 Enacted October 14, 1983, otherwise known as the Stroudsburg Borough Zoning Ordinance, as Codified at Chapter 27 Zoning of the Stroudsburg Borough Code of Ordinances Pursuant to Borough Ordinance No. 599 and further Amending Part 6 General Regulations and Amending Chapter 27, Attachment 2, Table 1 Permitting a Zero Lot Line Subdivision as a Conditional Use in the R2 and R3 Residential District and the MU-A and MU-B Mixed Use Zoning Districts.

Mr. Abell opened the public hearing. Mayor Probst asked if Ramsey School would qualify as a potential zero lot line property. Mr. Abell answered that the ordinance only applies to two residences that share a common wall. Solicitor McDonald added that it will apply to existing residences and new residences. Mr. Abell advised that the purpose of the ordinance is to create a lower barrier for ownership for people who are less able to afford it. This would permit a double house to split the two sides to create two separate residences that could be bought and sold separately.

Megan Williamson asked where the public could find the full text of the ordinance. She was directed to the Borough website under the Public Notice section. The ordinance is also provided to the Pocono Record and the Monroe County Law Library for public inspection.

The public hearing was closed on a motion made by Mr. Sabatine, seconded by Ms. DeVries. The motion was carried. (5-yes; 0-no; 0-abstain)

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to adopt the aforementioned Ordinance. The motion was carried. (5-yes; 0-no; 0-abstain)

Public Hearing and Consideration to Adopt An Ordinance of the Stroudsburg Borough Council to Amend Chapter 6, Part 1 of the Stroudsburg Borough Code entitled, "Disorderly Conduct".

Mr. Abell opened the public hearing. He advised that the Warrior Grill came to Council to request permission to have live, outdoor music in their parking lot. At the time, the PA Liquor Control Board "LCB" did not allow licensees to have outdoor music without a municipal Disorderly Conduct Ordinance that included the prescribed verbiage of the LCB. The Borough learned recently that this prohibition has been lifted. He continued to say that the Borough

already had a Disorderly Conduct Ordinance; however, the proposed Ordinance would be more thorough.

There were no questions or comments from the public. The public hearing was closed on a motion made by Mrs. Kochanski, seconded by Mr. Sabatine. The motion was carried. (5-yes; 0-no; 0-abstain)

The aforementioned Ordinance was adopted on a motion made by Mr. Sabatine, seconded by Mr. Evanisko. The motion was carried. (5-yes; 0-no; 0-abstain)

Approval of Council Meeting Minutes for the regular meeting on July 5, 2022.

The minutes of the regular meeting of Borough Council on July 5, 2022 were approved as circulated on a motion made by Mr. Sabatine, seconded by Ms. DeVries. The motion was carried. (5-yes; 0-no; 0-abstain)

Monthly Administrative Reports

The following reports were approved on a motion made by Ms. DeVries, seconded by Mr. Sabatine: Parking Report and Right-to-Know Report. The motion was carried. (5-yes; 0-no; 0-abstain)

Accept Unaudited June, 2022 Treasurer's Report

The bank account balance report as of June 30, 2022 and the budget-to-actual report as of June 30, 2022 were approved on a motion made by Ms. DeVries, seconded by Mr. Sabatine. The motion was carried. (5-yes; 0-no; 0-abstain)

OLD BUSINESS

Consideration to discuss the closure of North 7th Street during events held in Courthouse Square and resulting Penn Stroud Hotel parking lot entry issues.

Keyur Patel, the owner of the Penn Stroud Hotel, was present with his attorney, Geoffrey Worthington, Esq. Mr. Patel advised Council that event organizers are not following Council's directive to leave a clear lane on North 7th Street to the entrance of the hotel parking lot. Mr. Kopp met with Mr. Patel and spoke with the event coordinator during the last event because there was not a clear lane leading to the parking lot of the Penn Stroud Hotel which created a safety issue, blocked emergency response vehicles from getting through if there was an emergency, and prevented hotel guests from getting to the parking lot which is accessed from North 7th Street.

Mr. Kopp recommended that prior to future events, that there be a meeting to include his office, the Street Superintendent, the Fire Chief, the Police Chief and the event organizer so that the Borough's requirements and expectations are made clear so that this does not happen again. These types of meetings are always held before parades. Mr. Patel will also be invited to the

meetings. He suggested having a Borough employee at all future events to ensure that there is safe, adequate passage to the Penn Stroud Hotel parking lot/reception area. This would create overtime, but the cost would be passed on to the event organizer. He continued that if the Borough's requirements are not followed by an event coordinator, future approvals for events from the offending organization will be denied.

Mr. Abell suggested that vendors should be located north of the square to ensure access by emergency responders and guests of the hotel.

Mayor Probst spoke in opposition of limiting the festival area on 7th Street. She suggested that the Penn Stroud Hotel guests could be directed to the hotel parking lot from 8th Street to Monroe Street (going in the opposite direction) just during events in the square.

Rich Berkowitz, who has been an event organizer for over 17 years, was opposed to limiting vendors on 7th Street. He stated that past owners of the hotel participated in the events that he ran. He suggested that allowing motorists through an event is dangerous. At the last event, he stated that he had a staff member on hand to direct motorists, and there was movement for emergency vehicles.

Mrs. Kochanski stated that there were vendors on both sides of 7th Street during the last event. She suggested that barriers be placed down the center of North 7th Street from Main Street to the south side of the square.

Mr. Evanisko expressed concern about liability. He suggested making Monroe Street one way from 9th Street to 7th Street.

Mary Evanisko (via Zoom) suggested that better signage and people giving directions would help.

Michelle Prevoznik asked if the Borough did a traffic study. Mr. Abell responded that the traffic study that the Borough is working on is limited for budget reasons and does not extend to Courthouse Square. He added that the intent of the study is to improve pedestrian safety and alternate transportation navigability of the Main Street corridor. Although the study is nearly complete, he could suggest a wider area.

Mr. Patel was not in favor of motorists traveling the wrong way on Monroe Street.

Attorney Worthington mentioned that his client appreciates the Borough's efforts to abate the problem of access to the hotel parking lot during the last year. He read an excerpt from a letter written by Ms. Quinn to one of the event organizers in October, 2021, "The closure of North 7th Street must be moved North of the driveway entrance to the Penn Stroud Hotel. The hotel is open for business, and access to their parking lot must be clear for their guests." Unfortunately, that has not been followed during some of the events. He provided photos that were taken of the intersection of Main Street and North 7th Street during the Juneteenth Freedom Festival and the Pride Festival which showed an insufficient path for vehicular traffic, which is contrary to what the Borough required of the event organizers. He continued by saying that the hotel is unlike

other businesses on 7th Street because it has a driveway which is the primary entrance to its parking lot. All of the signage is on 7th Street, and uninhibited access to the hotel lobby is also from 7th Street. He asked that the Borough work with them to make sure that the access is not blocked in the future. He and his client would like to be part of any committee that is formed.

Mr. Kopp, Mrs. Kochanski, Mr. Sabatine, Mr. Evanisko and Mayor Probst will be on the ad hoc committee to address this problem. Solicitor McDonald will be present at the meetings. In the meantime, Mr. Abell advised that a barricade will be placed along the centerline of 7th Street as a temporary solution. The public was urged to contact Mr. Kopp to participate in these meetings.

NEW BUSINESS

Consideration to discuss Stroudsburg Mobility Plan with Jennifer Baldwin from Alta Planning and Design.

Jennifer Baldwin, Alta Planning and Design, was present via Zoom.us and reviewed the proposed Stroudsburg Borough Mobility Study with the Borough Council. She discussed quick build strategies which could be swiftly implemented (approximately one year to design and implement) at a lower cost. Option 1 for a full build would be increasing parking and calming traffic which would require PennDOT approval. Option 2 of a full build would improve the pedestrian experience, such as decreasing parking by switching to parallel parking on both sides of Main Street, or the removal of one lane of travel to expand sidewalks which would provide addition space for outdoor dining. This would also require PennDOT approval.

Rich Berkowitz asked if the proposed plan included alternatives for surface or garage parking. Mr. Abell answered that the research during the study revealed that there are 150 public and private parking spaces that are unused. He suggested that the Borough needs to provide better wayfinding signs so that the Borough can use what it already has.

Mrs. Prevoznik expressed concerns about the traffic impact on Sarah Street and other residential streets in the Historic District that would result from the closure of one of the eastbound lanes of Main Street. Mr. Abell answered that the idea is to get through traffic off of Main Street. He added that part of the long-term plan is to reverse the traffic flow on Ann Street one way going eastbound. The Borough Council is doing a traffic study of the five points intersection with the intent of directing traffic from Broad Street to 191.

Mrs. Williamson asked if the proposed study took the prior Main Street beautification/safety project in to account. She continued by saying that tractor trailers use Main Street because the overpasses on Route 80 are not high enough. Mr. Abell answered that the Borough intends to coordinate this plan with the I-80 Expansion Project.

John Weber, the new owner of 728 Main Street, supported the mid-block crosswalks, outdoor dining, wider sidewalks, and curb extensions. He expressed concern about the alley between ESSA Bank and Trust and the bookstore. Motorists use the alley, and it is very dangerous to pedestrians. Mr. Abell did say that the sidewalks will be widened on both sides of Main Street, and the goal is to slow traffic and improve pedestrian safety.

A discussion ensued about angle parking vs. parallel parking. Mrs. Kochanski, Ms. DeVries and Mayor Probst supported diagonal parking on the south side of Main Street from 5th Street to 9th Street with the elimination of a travel lane, no sidewalk widening. Mr. Sabatine, Mr. Abell, and Mr. Evanisko supported parallel parking to include the elimination of a travel lane and widening of the sidewalks on both sides of Main Street. Mr. Kopp will check with Ms. McCabe to see what her preference would be.

John Schnaitman suggested better signage to get people to the municipal parking lots and the parking deck. He was in favor of parallel parking and making downtown more pedestrian friendly. He would like to see bump outs on both sides of Main Street. He commended Council for coming up with a long-range plan.

Mrs. Prevoznik asked about the number of parking spaces that could potentially be lost. Ms. Baldwin will quantify that. Mr. Shay was in favor diagonal parking.

A resident who lives above the Starbucks building said signage would help people find the parking deck and municipal lots.

David Williamson suggested that the elimination of a travel lane together with parallel parking on the south side of Main Street would cause traffic to back up while a motorist is parking. To go backwards on parking is not a good idea. He asked if the potential build of the three empty lots on Main Street and the possible parking requirements have been considered in this plan.

Another Main Street resident spoke in favor of diagonal parking, outdoor dining, and bike lanes. Mr. Abell noted that a bike lane is not an option for Main Street. He also stated that the three empty lots on Main Street have been considered in the plan.

Consideration to adopt a Resolution to Approve Submission of a Pennsylvania Department of Community and Economic Development (DCED) Multimodal Transportation Fund (MFD) Grant Application to the Commonwealth Financing Authority (CFA).

The aforementioned resolution was adopted on a motion made by Mrs. Kochanski, seconded by Mr. Evanisko. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to discuss mid-year 2022 Stroudsburg Borough Finance Update.

Mr. Kopp provided Council a mid-year financial report for all funds. He will put the report on the Borough website and the Borough Facebook page.

Consideration to approve a request from Tracy Tomlinson to conduct the Annual Scott Street Block Party (on the 700 Block) on Saturday, August 6, 2022 from 12:00 P.M. to 10:00 P.M.

Mrs. Tomlinson was present to request permission to hold the annual Scott Street Block Party with her neighbors on August 6, 2022. The request was approved on a motion made by Mrs. Kochanski, seconded by Mr. Sabatine. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to approve an Event Permit Application from Kitchen Chemistry/Eric Diemer to hold the Annual Stroudsburg Borough Christmas Tree Lighting on Friday, November 25, 2022 from 5:00 to 8:00 P.M.

A motion was made by Mr. Sabatine, seconded by Mr. Evanisko to approve the event permit for the Annual Stroudsburg Borough Christmas Tree Lighting. Instructions for North 7th Street will be provided to the event coordinator after the ad hoc committee meets. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to approve an Event Permit Application from the Sherman Theatre/Eric Diemer to hold the Pocono Pride Festival on Sunday, June 4, 2023 from 12:00 to 5:00 P.M.

A motion was made by Mr. Sabatine, seconded by Ms. DeVries to approve the event permit for the Pocono Pride Festival on June 4, 2023. Instructions for North 7th Street will be provided to the event coordinator after the ad hoc committee meets. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to discuss proposal from Verkada for security cameras on Borough properties.

Shawn Koffman was present via Zoom.us and provided Council with information about security cameras from Carahsoft Technology Corp. The system is made in the U.S. and is under a CoStars contract. Mr. Kopp was asked to provide the information to SARPD Police Chief Jennifer Lyon for her review and recommendation.

Consideration to hire Brandon Burchartz as a Temporary Municipal Worker at \$17.00 per hour pursuant to the 2021-2023 Collective Bargaining Agreement.

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to hire Brandon Burchartz as a Temporary Municipal Worker at an hourly rate of \$17.00. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to approve a recommendation from the Personnel Committee to increase the salary of the Borough Manager, Larry Kopp.

A motion was made by Mr. Sabatine, seconded by Mr. Evanisko to increase Mr. Kopp's salary to \$115,000.00 per year as recommended by the Personnel Committee. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to approve the issuance of a Certificate of Appropriateness for the application of Sara Maras to replace the front porch roof and the front and rear yard fence at 809 Monroe Street as recommended by the Historical Architectural Review Board.

A motion was made by Mrs. Kochanski seconded by Ms. DeVries to approve the issuance of a Certificate of Appropriateness to the property owner of 809 Monroe Street to replace the front

porch roof and the front and rear yard fence as recommended by the HARB. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to approve the issuance of a Certificate of Appropriateness for the application of Verbateen Wilson for the replacement of the porch roof at 522 Thomas Street as recommended by the Historical Architectural Review Board.

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to approve the issuance of a Certificate of Appropriateness to the owner of 522 Thomas Street for the replacement of the porch as recommended by the HARB. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to approve the issuance of a Certificate of Appropriateness for the application of John Schnaitman for the replacement of the front awning at 525 Main Street as recommended by the Historical Architectural Review Board.

A motion was made by Mr. Sabatine, seconded by Mr. Evanisko to approve the issuance of a Certificate of Appropriateness to the owner of 525 Main Street for the replacement of the front awning as recommended by the HARB. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to approve the issuance of a Certificate of Appropriateness for the application of Maksymillian Motyka for the replacement of a window at 806 Monroe Street as recommended by the Historical Architectural Review Board.

A motion was made by Mr. Sabatine, seconded by Ms. DeVries to approve the issuance of a Certificate of Appropriateness to the property owner of 806 Monroe Street for the replacement of a window at 806 Monroe Street as recommended by the HARB. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to approve the issuance of a Certificate of Appropriateness for the application of Joe and Sheryl Shay for the demolition and removal of the existing rear deck and stairwell and to rebuild the rear deck at 600 Sarah Street as recommended by the Historical Architectural Review Board.

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to approve the issuance of a Certificate of Appropriateness to the owners of 600 Sarah Street for the demolition and removal of the existing rear deck and the stairwell and to rebuild the rear deck as recommended by the HARB. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to approve the issuance of a Certificate of Appropriateness for the application of the Reverend Elizabeth A. Koerner for the repair of the front steps at St. John's Evangelical Lutheran Church located at 9 North 9th Street as recommended by the Historical Architectural Review Board.

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to approve the issuance of a Certificate of Appropriateness to the owner of 9 North 9th Street for the repair of the front steps as recommended by the HARB. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to approve the issuance of a Certificate of Appropriateness for the application of the Church of St. Luke located at 818 Main Street for removal and rebuilding of the front steps as recommended by the Historical Architectural Review Board.

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to approve the issuance of a Certificate of Appropriateness to the owner of 818 Main Street for the removal and rebuilding of the front steps as recommended by the HARB. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to approve the issuance of a Certificate of Appropriateness for the application of Maureen Shindle for the replacement of the porch deck board and front steps at 740 Ann Street as recommended by the Historical Architectural Review Board.

A motion was made by Mr. Sabatine, seconded by Mr. Evanisko to approve the issuance of a Certificate of Appropriateness to the owner of 740 Ann Street for the replacement of the porch deck board and front steps as recommended by the HARB. The motion was carried. (5-yes; 0-no; 0-abstain)

Committee Reports

Codes Committee – Mr. Abell reported that the Committee is still working on problem properties. Ms. Walker advised that 712-714 Scott Street is under contract and is expected to close on July 22.

Budget Committee – Nothing to report.

Parking Committee – Nothing to report.

Recycling Committee – Nothing to report.

Sewer Committee – Mr. Kopp advised that the BCRA provided a mid-year report. Russ Scott, P.E. (RKR Hess) did a good job estimating what the Borough's usage would be. It was only 1.8% off. The EDU Assessment is 75% complete. The work on the I&I is continuing and ongoing. The new Assistant in the Street Department has experience with GIS. Ms. Quinn is working on the sewer liens.

Street Committee – Mayor Probst advised that the Committee meets on the first Wednesday of each month at 3:30 P.M.

Personnel Committee – Mr. Abell reported that the Committee is working on a HARB survey which will be recommended to Council soon. The Code of Conduct should be ready for Council consideration at the next meeting. Mr. Kopp reported that he received seventeen applications for the part-time Parking Enforcement Officer position. He interviewed four of the applications; there are two that are very good candidates.

Public Relations/Media Committee – Mayor Probst reported that Concerts in the Square are a success. The Boy Scouts will be helping with the Ann Street Park. She contacted all of the churches in the Borough, and they were all supportive of an interfaith gathering which will be held on September 18. More details will follow. Ms. McCabe is working on a QR Code for new residents. The Committee meets on the 3rd Tuesday of the month at 5:30 P.M.

Redevelopment Committee – Mr. Abell advised that the Committee meets on July 20 at 3:30 P.M.

I-80 Expansion Task Force – No change in status.

Stroud Region Open Space and Recreation Commission – Nothing to report.

Mayor's Report

Mayor Probst received several complaints about fireworks and asked Chief Lyons for the number of tickets that were written on and before July 4th. The corner of Linden and Main Streets, the Stroudsburg High School, and Ramsey School were the locations of a number of people with big fireworks. The individuals do not clean up after themselves and leave the streets with an abundance of debris. Mrs. Williamson noted that the fireworks at Ramsey were on July 19.

Committee Reports

Mrs. Kochanski advised that there is legislation that was recently enacted to allow municipalities to amend their fireworks ordinances to prohibit fireworks entirely and to allow law enforcement to confiscate the fireworks. Mr. Abell stated that the Codes Committee will discuss the matter at their next meeting.

Solicitor's Report

Solicitor McDonald had one item for executive session.

Solicitor Brown did not have anything to report.

Manager's Report

Mr. Kopp provided Council with the following report:

Meetings

Gridless Site Visit/Security Cameras	July 7 th
Bill Paletski/KMIT/Safety Inspection	July 8 th
Penn Stroud Hotel	July 11 th
LERTA Meeting w/School District	July 12 th
Brian/PMVB/Austin-Healey Car Show	July 13 th
Penn Strategies/Alta Planning/DCED Grant	July 14 th
Verkata/Camera Proposal Review	July 15 th

Infrastructure/Streets/Capital Projects

Sidewalk Replacement Project/Multimodal Grant. DCED approved all changes to scope. Working to set-up a pre-construction meeting. Need to send out letter to property owners' of additional sidewalks that are to be replaced.

Ann Street Sewer Replacement & Paving. Sewer Facilities Planning Module sent 3/9/22. Water Quality Management Plan sent to DEP on 3/18/22. Met with DEP on June 6th in Wilkes-Barre in regard to Planning Module.

Grants Strategy 2022

Parking Garage. LSA Grant submitted on March 15th. Discussed with Chuck Leonard, Pocono Mountains Economic Development Corporation. They will be able to fund with grant funds on hand if DCED doesn't fund.

DCNR Trails. Submitted a DCNR Grant April 6th for the Creek Walk Trail.

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

DCED Multimodal. Working with Penn Strategies and Alta Planning to implement "Quick Build" elements of Main Street Project.

Mobility Study/Alta Planning

Working with Alta and Penn Strategies to submit DCED (Due July 31st) and PennDOT (Due September) Multimodal Grants for "Quick Build" elements of plan.

Solid Waste Ordinance

RFP complete. Working on list of all properties affected and number of containers required. Property scrub complete. Has been my primary focus the last two weeks. After discussions with

four potential haulers, am doing an addendum to be published when I complete lists and bumping due date to give more time to complete RFPS. Planning on doing an addendum to RFP for updates. Plan and Timeline for implementation is complete, beginning implementation. Working through billing portion of Ordinance. Flyer to all residents going out next several weeks.

Dumpster Ordinance Implementation

Letter sent to the owners of all properties in the Borough identified to have dumpsters on their property. Property owners have the opportunity to respond if they feel that they cannot meet the requirements of the Ordinance on their property. Total number of dumpsters in the Borough is 180 on 136 properties. Need to develop review procedures for requests for exemption from requirement of the Ordinance.

MyGov Software for Codes/Zoning

“Soft” implementation is in progress, allowing residents to submit requests with hard copies as well. We are refining steps/procedures; later this summer, we will begin requiring all licenses/applications be submitted through MyGov.

Sewer Collection System/I&I Initiative

BCRA has updated I&I Plan and we are waiting for a meeting with other member municipalities to review. Acquired GIS capabilities to accurately, and quickly, map sewer collection system. Smoke testing cancelled week of July 11th, rescheduled for this week.

Sewer Rates/EDU Reassessment

Completed scrub of rental unit data from the Borough against billed EDUs from BCRA, BCRA Water EDUs and 911 address list to develop prioritized list of properties for inspections. Inspections of properties ongoing to determine accurate count of units per property. Done with approximately 50% of the Borough.

Garbage Concerns on Main Street

Only have three properties that have not responded to letter in regard to dumpsters, two from out of state property owners. Will begin citing this week.

Personnel

All staff are doing Self-Evaluations, Goals & Evaluations and Job Description Review (non-union only) in preparation of Annual Performance Reviews. Will be complete by mid-July. Held three interviews for the upcoming open PT position in Parking.

Phones in Borough Building

Phones are being replaced in the Borough Building the week of July 25th. Going to an internet-based system.

Annual Floodplain Report

Annual Floodplain Management Activities Report was submitted to PEMA.

Five Points Intersection North 5th Street

Cost estimate for project around \$1.2 Million. Ben is going forward to PennDOT to begin the approval process. Looking at PennDOT Multimodal Grant to potentially fund the work in 2023 or 2024.

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

Working during summer/fall 2022 to put together a 10-year Capital Improvements Plan for the Borough listing all major capital projects and purchases through 2031. Looking to finish priority projects before beginning later in March or April 2022.

McMichael Creek Flood Protection Project/Levee Repair/DEP Grant

Just reviewed the RFP for the Borough. RFP should be posted in the next several weeks to begin the bidding process. We will be responsible for the upfront match costs and then will be reimbursed, up to \$80,000, by DEP, and is included in the 2022 Budget.

Code Enforcement

Rental Properties: Looking at ways to make sure all rental properties are registered with the Borough. Need to identify properties that are rental properties to update EDU/EBUs and to ensure compliance with the IPMC.

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

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.

Levee Inspection

Scheduled for Friday, August 12th.

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 2022.

Safety Committee

Meeting on Tuesday, July 26th.

Upcoming Focus

Sewer EDU Assessment Plan	Solid Waste Ordinance Implementation
Code Enforcement (Dumpster/Recycling/Rental Prop)	Smoke Testing/I&I Mitigation
Personnel Evaluations	Main Street Grants
Day to Day Activities	

Code Enforcement Officer's Report

Ms. Walker reported that the Zoning Hearing Board is meeting twice in July. The Monroe County Historical Society (Jacob Stroud Mansion) Project will be on the Planning Commission's agenda in September. She also stated that she approved a one-year permit for Monroe County to use Ramsey School for the Domestic Relations Department. The permit can be renewed for a second year.

Street Superintendent's Report

Mr. Ace advised that his department is taking advantage of the hot weather to do line painting. He also reported that some "in house" road paving will start soon.

Approval of Bills on Warrants 220719

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to approve the payment of the bills on Warrants 220719. The motion was carried. (5-yes; 0-no; 0-abstain)

Public Input on Non-Agenda Items

Mr. Shay, referring to a few of the HARB approvals earlier in the meeting, thought that they were repairs that could have been handled differently. Mr. Abell agreed. Mr. Williamson added that the HARB Ordinance is not clear about whether approval is needed to replace the same thing.

Mrs. Williamson, referring to Mr. Schnaitman's application to replace an awning, thought that it was not necessary as the building is not historic. Mr. Schnaitman agreed and stated that the process is burdensome to property owners. The HARB process should not be necessary on non-historic, modern buildings.

Executive Session

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to go in to executive session at 9:55 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. DeVries. The motion was carried. (5-yes; 0-no; 0-abstain)

The meeting was adjourned at 10:05 P.M. on a motion made by Mr. Sabatine, seconded by Ms. DeVries. The motion was carried. (5-yes; 0-no; 0-abstain)