

Stroudsburg Borough Council
Meeting Minutes – June 7, 2022

A meeting of the Stroudsburg Borough Council convened at 7:00 P.M. on Tuesday, June 7, 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 Tobias Sabatine, and Council member Joanne Kochanski. Council member Victoria DeVries advised of her absence prior to the meeting. Council member James Smith was not present.

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

The Pledge of Allegiance was recited.

Public Hearing for 2022 Community Development Block Grant, “CDBG” Application

Martha Robbins, the Executive Director of the Monroe County Redevelopment Authority, was present to review the 2022 CDGB Program with the Borough Council. She offered the following information. The CDBG is a federally-funded grant program that is administered by the U.S. Department of Housing and Urban Development. The program assists state and local governments in improving housing and living conditions and providing community services for vulnerable residents. The program, created in 1974, serves primarily low to moderate income individuals and households.

The primary national objective is to provide decent, safe and sanitary housing; create a suitable living environment, and to expand economic opportunities for low- and moderate-income persons. Each project must benefit low to moderate income persons and must be funded by at least 70% of the grant allocation. The project must also aid in the prevention or elimination of blight and must be funded by no more than 30% of the grant allocation. The project must address an urgent need where the conditions pose a threat to the health and welfare of the community.

The project area must service a primarily residential geographic area that benefits all residents in a particular area where at least fifty-one (51%) percent of the residents are low to moderate income persons. The 2022 Adjusted HOME Income Limits for Monroe County were provided; the median family income in Monroe County is \$85,600.00.

The eligible activities for CDBG funding are: housing rehabilitation, public facilities and improvements, blight removal/site clearance, economic development, other-code enforcement/historic preservation, public services (limited to a maximum 15% of the CDBG entitlement), and program administration (funding limited to a maximum of 18% of the CDBG entitlement).

Ms. Robbins advised that the DCED has not released the allocations for 2022; the 2021 allocation for Stroudsburg Borough was \$110,265.00.**Ms. Robbins was advised on June 8, 2022 that the 2022 allocation for the Borough of Stroudsburg will be \$115,971.00, which is an increase of \$5,706.00 over the 2021 CDBG allocation.* The application is being submitted for the 7th Street Paving and ADA Ramps Project.

There will be a second public hearing on October 5, 2022 which will be held by the Monroe County Commissioners. The DCED deadline for grant submission is October 28, 2022. It is anticipated that approval of the application by PA DCED would be in 2023.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to authorize the submission of the grant application as described to the PA DCED.

Public Comment: Joseph Shay, a resident of 600 Sarah Street, asked if the grant money can be used to pave roads. Ms. Robbins answered that the Borough Council has always used the grant funds to pave roads.

The motion was carried. (5-yes; 0-no; 0-abstain)

Approval of Council Meeting Minutes for the regular meeting on May 18, 2022

A motion was made by Ms. McCabe, seconded by Mrs. Kochanski to approve the minutes of the May 18, 2022 meeting as circulated. Solicitor McDonald suggested that the minutes be clarified to reflect that the comments and the description of the events recorded under New Business, “Acknowledge receipt of a letter dated May 5, 2022 from John C. Prevoznik, Esq., 710 Sarah Street regarding the May 2, 2022 HARB meeting” were made by Attorney Jim Fareri and not the findings or conclusions of the Borough Council. The motion was carried. (4-yes; 0-no; 1-abstain Mr. Abell)

OLD BUSINESS

Consideration to approve a Special Event/Car Show on Main Street on Wednesday, September 21st, 2022, 3:00 pm to 7:00 pm, by the Austin-Healey Club of America, sponsored by the Pocono Mountain Visitors Bureau.

Mr. Kopp asked that Borough Council table consideration of this event as he and Police Chief Lyons met earlier and decided there is more work to do on the traffic plan. Chief Lyons advised that a traffic study needs to be done by a traffic engineer as she does not have the experience nor the qualifications to do a traffic plan.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to table consideration of this event until the traffic plan is finalized. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to discuss the Historic Architectural Review Board (HARB) in response to resident letters to Council and community concerns raised at the May 18, 2022 Borough Council meeting.

Mr. Abell opened the discussion to members of Council. Ms. McCabe noted that Ken Lang resigned from HARB. She advised that at the last meeting Mr. Prevoznik stated that Jennifer Walker was heard on the recording of the May 2, 2022 HARB meeting, but the person heard on the recording was actually Yarrow Heil.

Mr. Abell advised that he went through the May 2, 2022 audio recording of the HARB meeting and wrote down word for word every response to the Prevoznik application and what was stated at the end of the meeting. He continued that there was, without a doubt, a lot of inappropriate conversation. Given the resignation of Mr. Lang, the situation with the worst offender is somewhat resolved.

He would like to start out with a clarification of the rules of conduct for all appointees to boards, commissions and Council members to include: how to have a respectful dialogue; avoiding discussions of a personal nature or discussions that are irrelevant to the matters before the board, commission, committee or Council; not going beyond the public right-of-way to assess site or building conditions; not polling Council members about applications and visa versa, nor the suggestion of such; violations of any of those noted would be reported to the Council President or to the Borough Manager. Moving forward there will be a solicitor present at all HARB meetings.

Mr. Abell would like the Personnel Committee to develop the rules of conduct and to conduct a survey of past HARB applicants for the past couple of years. There has been a shift in the leadership and how applicants are treated since HARB was created in 2006. The survey will gauge applicants' satisfaction or dissatisfaction with the process and help the Borough Council to modify it to be more resident friendly.

He will charge the Redevelopment Committee with a review of the HARB ordinance to include the addition of a section for due process. The current ordinance does provide those applicants who receive a denial from HARB, which is a recommending body, to appeal to the Borough Council. Strict guidelines need to be placed in the HARB ordinance that would guide those decisions and also give direction to applicants if Council accepts that denial. The Borough Council relies on HARB for its expertise and knowledge of historic standards. On a few rare occasions, the Borough Council has not followed HARBs recommendations.

The idea of skipping HARB review and going to Borough Council for something that is not permitted is not something Mr. Abell would endorse. The HARB has the body of knowledge of understanding historic standards; Council does not have this expertise. The HARB review helps applicants to understand what kind of details that the Borough is trying to preserve but also to present possible alternatives to construction standards that Council would find not find objectionable. The Council does not want to undermine the intent of the preservation ordinance but rather to clarify what the process is.

Mayor Probst stated that the Borough needs HARB so that building projects don't get out of control; however, the process should not be an obstacle that prevents a project from being completed. The Mayor expressed concern for applicants whose projects are denied by HARB and have to wait another month for revised projects to be considered. Mr. Abell agreed with that particularly as it relates to contractors schedules.

Mr. Evanisko suggested that HARB information be given to realtors so that their clients are informed of the rules and regulations ahead of time. Ms. McCabe advised that the Public Relations/Media Committee is working on a Welcome to Stroudsburg Borough packet that would include that information.

Ms. McCabe suggested a waiver of the process or a portion thereof for low to moderate income persons who are trying to preserve basic functions of their homes. Mr. Sabatine suggested that the Borough provide information about agencies that might help people who have financial constraints.

Mrs. Kochanski advised that when the HARB was formed, there were many options that were considered. The HARB was not intended to be an adversarial board but rather a simple solution to avoid the demolition of historic buildings and to maintain historic standards. The Borough spent a considerable amount of time and money on research before the designation of the historic district was finalized. HARB has become an adversarial group. A change is needed.

The discussion was opened to the public. Ken Sandri, a member of HARB, apologized for things that were said that were derogatory or insulting and the bad language. He stated that he has not listened to the audio recording and that he did not remember that, but others who listened to the audio recording obviously heard it. He addressed the assumption that the Board acts in a certain way and members have a certain attitude. He went on to say that he has been involved with historic preservation for 35 years and that he knows the business. He personally tries to guide people and has spent his own time meeting with people to discuss their projects. The Board is abiding by the ordinance which gives clear guidance of historic standards, and the Board cannot make its decisions based on economic hardship. He touched upon vinyl siding, wooden windows, and slate roofing. He expressed that he is perfectly willing to help applicants. Mr. Sandri suggested that the Borough Council seek input from the PA Historical Commission or the Advisory Council on Historic Preservation.

Solicitor McDonald reminded Council that the discussion at this meeting was intended to be a general topic and that there is a pending application that has been deferred to July. There was to be no discussion by Council about the merits, demerits or the prejudgment of that application or any other pending application.

Joseph Shay, 600 Sarah Street, spoke and advised that he was part of the working group when HARB was formed. The intent was for the use of modern materials and applications to be considered. The Board was envisioned as an advisory board. He stated that he does not think that the Borough needs HARB. He discussed his past experiences as an applicant.

Dave Williamson, the owner of 624 and 626 Scott Street, spoke about his past experiences as a HARB applicant. He applied to HARB in 2012 to put vinyl siding on his 624 Scott Street house. Vinyl siding was not specifically mentioned in the HARB ordinance at that time. It has been added to the ordinance since that time as a prohibited material. He expressed his displeasure with the undue burden placed upon resident property owners. He continued with the following. As for the inference that he and others, because of their professions, received preferential treatment is entirely false. There is a problem with how HARB is set up and a problem with members that are still on it. The comments on the audio recording were offensive and appalling. Mr. Lang was not the only one heard on the recording, and there were no efforts by other members who are still on the Board to stop the inappropriate conversations. He is concerned about any future applications that he submits to HARB. He suggested that all members of HARB be removed and that the Borough Council start over again. He asked Council to consider whether the HARB is doing anything that property owners can't do on their own. Also of note was that Mr. Lang got approval for brick veneer on his building on Main Street back in 2008 yet he continues to criticize other applicants' projects and direct them as to the materials that should be used on their properties.

Jon Mark, Scott Street, spoke about how people were insulted by HARB including the Borough Council and Solicitor McDonald. Mr. Mark continued with the following: The tone, the insinuations, and the contempt that were used by HARB members in the audio recording reflects how HARB has become. Every HARB member should have attended this meeting to make an apology. This Council and past Councils bear some responsibility for this situation. The HARB members did discuss on the recording that they are frustrated because there is no latitude in the ordinance that allows them to make recommendations to an applicant for alternatives. He urged Council to speak with some builders, contractors, engineers and attorneys about the projects that have not been done because of HARB and the ordinance. There has been no attempt to tie HARB in to initiatives like ecotourism, with the County, with the visitors' bureau. The focus has only been on individual properties. He and his wife will likely apply to HARB at some point in the future, and he hopes to be treated fairly and properly.

Mrs. Kochanski stated that HARB was sold to Council because it was supposed to allow people to get grants for their projects and afford them with tax breaks; however, that did not happen. Her home is not in the historic district; however, because of the age of her home she had to follow Federal/ historic guidelines. She had to use vinyl siding because the old wood siding had lead paint. That is the only way to abate lead paint per the Federal guidelines.

Michael Katz, who lives in the historic district, who owns two buildings in the historic district and who has a business in the Borough discussed his past experiences as a HARB applicant. He was in favor of disbanding HARB.

Stacy Bardonex, 218 North 8th Street, spoke about her past experience as a HARB applicant and stated that the problem has existed for years. She asked that there be consistency throughout the historic district.

Jack Muehlhan, a past, original member of HARB, stated that the intentions of the HARB were good; however, the members have overstepped their bounds. He suggested that the Council start over.

John Prevoznik advised that he obtained, through the Right to Know process, copies of the HARB audio recordings for the past twelve years and has been listening to them. The behavior by the members is happening all of the time. He asked Council why a paid employee of the Borough did not report the inappropriate behavior at the May 2, 2022 HARB meeting to the Borough Council. Mr. Abell replied that the presence of a solicitor at all HARB meetings from now on will keep that from happening again.

Ms. McCabe suggested that HARB should be reinvented to what it is supposed to be and encouraged people to serve on boards and committees.

Ted Hoyt, a member of HARB since it was founded, offered an apology to everyone. He has not gone back and listened to the recording of the May 2, 2022 HARB meeting. He continued that there were misconceptions stated at the meeting which are not true. The recommendations that HARB makes are in line with the original features of buildings as per the guidelines in the ordinance. HARB uses the Sanborn Historical maps, the Historic District Guidelines developed by HARB (approved by the Borough Council), the Secretary of the Interior Standards which is referred to in the ordinance (HARB is required to consult this document), the PA Manual for Historical Architectural Review Boards and Historical Commissions. He suggested that this information should be available to applicants.

Troy Nauman, a local builder, spoke about his past experiences as a HARB applicant. There was a push for slate roofs and wooden windows, which is not economically feasible for most people. He has done a number of projects in the Borough which he feels turned out very well. He supports an architectural standard and feels that the board should be restarted without the connection to the Department of Interior standards. The HARB is following the Department standards, but the historical character could be achieved without the difficulty. There are more people than Council realizes that do not want to do work on their buildings because they don't want to go to HARB. The residential properties and Main Street facing properties should be separated.

David Horvath, Esq. who was present to represent Mr. and Mrs. Prevoznik asked if the Borough Council is considering the removal of other HARB members. Mr. Abell answered that no decision has been made by Council yet.

There was a discussion about Section §4-214 of the Borough Code, which does not specify the requirement for slate roofs in residential districts.

Shelly Prevoznik spoke about the treatment she and her carpenter, who works for the U.S. Government particularly for the U.S. Naval Reserves, were subjected to at the May 2, 2022 HARB meeting. It was the worst treatment she ever experienced, and she thinks that all of the HARB members should be removed. She spoke about Mr. Sandri's treatment of her contractor and asked what his credentials are and why he is making decisions about the Borough when he is

a resident of East Stroudsburg Borough. She feels that HARB is spending other people's money. She was recently appointed as an alternate member of the Zoning Hearing Board and wondered if she should continue with that.

Mr. Abell apologized to Mrs. Prevoznik on behalf of the Council and agreed that the comments, particularly from Mr. Lang, were highly inappropriate. He stated that had Mr. Lang not resigned, his behavior would have been addressed.

The Council received many comments from the public that will be considered at committees, and then recommendations will be made to Council. Mr. Abell advised that the Redevelopment Committee meets on the third Wednesday of each month at 3:30 P.M. via Zoom. He invited the public to participate. He thanked everyone for their comments.

Consider the response from Shanti House to meet with Council to discuss the status of the project prior to June 30, 2022, the Subdivision/Land Development Waiver of Borough Decision Deadline/Extension that was granted by the Borough Council at the meeting on May 18, 2022.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to grant an extension to Shanti House through September 30, 2022 and that the developer shall inform the Borough about the status of their project prior to that date. The motion was carried. (5-yes; 0-no; 0-abstain)

NEW BUSINESS

Consideration to schedule a Public Hearing for Zero Lot-Line Subdivision Ordinance.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to schedule a public hearing for consideration of the aforementioned Ordinance on July 19, 2022. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to schedule a Public Hearing for An Ordinance to Amend §6-101 Disorderly Conduct Prohibited.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to schedule a public hearing for consideration of the aforementioned Ordinance on July 19, 2022. The motion was carried. (5-yes; 0-no; 0-abstain)

Consideration to authorize the purchase of a Wacker Neuson RD12A90 Roller from Marshall Machinery, Inc. for the amount of \$19,000.00. The purchase was anticipated in the 2022 Street Fund budget.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve the purchase of the roller at the price of \$19,000.00. The motion was carried. (5-yes; 0-no; 0-abstain)*Note: The purchase is being made through Sourcewell Contract #041719-WAC.*

Mr. Ace advised that the Eager Beaver is being retired.

Consideration to approve an application of RxHoldings, LP. for BioSpectra, Inc. to replace the existing sidewalks around the building located at 51 North 3rd Street and for the addition of 275 feet of new sidewalk behind the building.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to approve an application from RxHoldings, L.P. for BioSpectra, Inc. to replace the existing sidewalks around the building located at 51 North 3rd Street and for an addition of 275 feet of new sidewalk behind the building. The motion was carried. (5-yes; 0-no; 0-abstain)

Reminder to Establish a Fee Schedule for Special Event Permits.

A resolution will be prepared for Council's consideration at the June 21, 2022 meeting.

Consideration to approve the Bid Specifications for Residential Garbage Collection, Transportation and Disposal Services, Borough of Stroudsburg, Pennsylvania and to advertise for bids.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve the bid specifications for the residential garbage collection, transportation and disposal services and to advertise a notice to bidders. Mr. Williamson asked if this would apply to residences. Mr. Abell answered that it would be for residences and rental properties with up to four units. Commercial properties that have dumpsters will be exempt. The motion was carried. (5-yes; 0-no; 0-abstain)

Accept the resignation of Ken Lang as a member of the Historical Architectural Review Board.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to accept the resignation of Ken Lang as a member of the Historical Architectural Review Board.

During public comments, Mrs. Prevoznik advised that Mr. Lang is telling people in the community that he resigned in protest because certain members of the public are receiving preferential treatment. Mr. Abell noted that Mr. Lang did not give Council a reason for his resignation and that Council has no control over what he is saying in the community.

Ms. McCabe mentioned to Mr. Prevoznik that the person he heard on the May 2 audio recording of the HARB meeting was not Jennifer Walker. Mr. Prevoznik acknowledged that it was a misidentification, and it was Yarrow Wilkins. He asked what Council intends to do about Ms. Wilkins. He also asked why a paid professional did not bring the matter to the attention of the Council. No other members of HARB stopped the conversation. Mr. Abell replied that having a solicitor at HARB meetings from now on will correct that situation.

Mr. Mark asked Mr. Abell to make a motion to repeal the HARB now. Mr. Abell answered that he was not prepared to do that, but any other Council member could do that. There was no action in that regard.

The motion to accept the resignation of Mr. Lang was carried. (5-yes; 0-no; 0-abstain)

Information – Pocono Plaza Resort, LLC., 1220 West Main Street, LID No 111967 filed an application for a new license on June 1, 2022 with the PA Liquor Control Board.

No action was required. There were no comments.

Consideration to approve an Event Application of the Apple Tree to conduct sidewalk sales on June 10 and 17, 2022.

Council previously decided that an event permit is not needed for sidewalk sales.

Committee Reports

Codes Committee – Mr. Abell reported that the Codes Committee met on May 22 and is continuing to work through problem properties. Ms. Walker advised that she sent a letter to the Wallace family on Scott Street asking for them to meet with the Borough to discuss a solution for compliance; however, they have not signed for the letter yet. A discussion ensued about the next steps the Borough could take. Solicitor Brown advised that the Borough has plenty of documentation, including the reports that the Monroe County Land Bank obtained, to support asking the Court for an administrative warrant to access the property to do an inspection. Solicitor McDonald added that the Borough has exhausted all administrative remedies to get compliance.

Mr. Abell expressed concern about public safety. The Borough is looking to declare the building uninhabitable. A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to file a civil action with a complaint in equity for seeking relief for property maintenance and external code violations; to seek a specific court order authorizing entry in to the building to determine if there should be a further hearing for condemnation proceedings. The motion was carried. (5-yes; 0-no; 0-abstain)

The next Codes Committee meeting is on June 22 at 3:30 P.M. on Zoom.

Mayor Probst asked if Codes is looking at the small animal ordinance. There has been a complaint about the keeping of pigeons on a Broad Street property.

There has been a problem with illegal dumping on Main Street by people who do not have trash pick-up. Mr. Kopp found that there are 11-13 property owners who do not provide dumpsters for their tenants' trash. Mr. Kopp and Ms. Walker will work on this problem.

Budget Committee – No meeting.

Parking Committee – Ms. McCabe reported that there is a meeting at the end of the month.

Recycling Committee – Mr. Kopp scheduled a meeting on June 15 at 5:00 P.M. for the Twin Boroughs Recycling Committee. Twin Boroughs will be receiving a \$20,000.00 Performance Grant. Communication between Stroudsburg Borough and East Stroudsburg Borough is improving. Mayor Probst asked if downtown businesses are required to recycle. Mr. Kopp responded that they are required to recycle; however, Twin Boroughs only provides curbside recycling pick up in the residential areas of the Borough. Mayor Probst also asked if the new recycling truck has room for curbside pick-up of steel cans. Mr. Ace responded no.

Sewer Committee –Mr. Kopp reported that BCRA will be sending out separate water and sewer bills starting this month. Customers will still be able to pay both bills on line through BCRA’s website. A couple of months ago BCRA advised the Borough that they found an error on the monthly billing accounts last year in the amount of \$27,000.00. They have collected \$10,500.00 of that to date.

Mr. Kopp and Mike Chang from RKR Hess met with PA DEP in Wilkes Barre to discuss whether the Borough will need to do the Sewer Planning Module for the Ann Street Sewer Replacement Project. The staff member that they met with is the Director of Planning for the Northeast. The DEP staff member said that the Borough will need to do the plan; however, only 50-60% of the plan will apply to the Borough. If the Borough includes the sewer trunk line to the sewer plant that is across the creek in the this plan now, it would not have to be done again when the Borough decides to repair it. The plan is valid for 20 to 30 years. Act 537 could assist the Borough with grant funding for the project.

The EDU reassessment is ongoing. Mr. Kopp is sending letters to property owners to notify them of the Borough’s findings and to give them the opportunity to either agree or disagree with the information. He hopes to have the field work completed by the end of the summer. The goal is to make the customer accounts equitable.

Streets Committee – Mayor Probst advised that PP&L will be installing the streetlight on lower Thomas Street on June 13. She met with a master gardener to discuss possible plant material for the Ann Street Park.

Mr. Ace advised that he and his crew will be temporarily fixing Ann Street with a scratch and leveling course. He intends to start that project mid- July.

Mayor Probst has another hearing regarding the CDC Grant for a proposed scope of work for the Monroe County Jail in Courthouse Square. The Committee will also start to work on business directory signs.

Personnel Committee – Mr. Abell advised that a meeting will be scheduled to develop a policy for the conduct of Council members, boards and commission members and also to prepare a survey for past applicants of HARB.

Public Relations/Media Committee – The Committee will meet at 5:30 P.M. on June 21.

Redevelopment Committee – The Committee will meet at 3:30 P.M. on June 15. Solicitor Brown is working on the agreements for the trail easements.

I-80 Expansion Task Force –Mayor Probst reported that she and Kris Battle met with John Blake who works for Matt Cartright. Alex Jackson of the Brodhead Watershed Association provided Mr. Blake with the information that has not been provided by PA DOT. The goal is to get all of this information to U.S. Secretary of Transportation Pete Buttigieg.

Stroud Region Open Space and Recreation Commission – Ms. McCabe noted that the Commission meets at the end of the month.

Mayor's Report

Mayor Probst complimented Mr. Abell on how he conducted the meeting. He appreciated everyone's patience.

Pride Fest was a great success. She thanked the Street Department for helping to set up and making that possible.

Mr. Kopp reported that the summer newsletter went out this week. Mayor Probst asked that the next newsletter contain information about the tax impact of out of district cyber school.

More police coverage is needed on Main Street at night. The recent graffiti incident occurred at night.

Council Member Reports

Mr. Abell asked about the installation of the remaining bike racks. Mr. Kopp has not received permission from the affected property owners at this time.

The scope of work for the Multimodal Sidewalk Replacement Project was discussed.

Mr. Abell would like to consider appointing individuals to the Stroudsburg Human Relations Commission. The terms of the past members have expired. He suggested Jessica Bree from Stroudsburg High School. Mayor Probst suggested Beverly Braxton-Cannon and Tanya Carmella-Beers. Mayor Abell will reach out to them.

Ms. McCabe spoke in support of Jennifer Walker. The Borough Council does not expect her to take any action at a HARB meeting insofar as conduct of members is concerned. Mr. Abell agreed and complimented the staff on the job they are doing for HARB. He agrees that Council needs to be more specific in the ordinance and to provide an appeal process. Mr. Kopp can add information to MyGov that will provide potential HARB applicants with the process and guidance.

Mr. Sabatine suggested permanent emails, such as councilpresident@stroudsburgoro.com, and a general email box for the public to use.

Solicitor's Reports

Solicitor McDonald reported that the VFG LaBar vacant and abandoned buildings hearing was rescheduled to June 9. He, Mr. Kopp and Ms. Walker will be present. The other VFG LaBar case has been filed with the additional defendant (the co-owner of the vacant and abandoned sales building), and the Delaware County Sheriff's Office will be serving the notice to that defendant within the next week or so.

He and Solicitor Brown discussed the urgent need for the Council to establish a Building Code Board of Appeals. This board would have the authority to hear HARB and local agency appeals. The qualifications are set forth in the PA Administrative Code.

Borough Manager's Report

Mr. Kopp attended the PSAB conference which he found very helpful. He attended a session about blighted properties, legislative updates, and grant writing. Democrats and Republicans of both the House and the Senate are working together on the following: authorizing a Public Safety Authority that would assist municipalities with volunteer fire departments to get more members; a Consumer Fireworks bill; a bill that would provide relief to municipalities with numerous tax-exempt properties.

He met with Jason Fitzgerald of Penn Strategies and with Bob Morgan, who is the Pennsylvania representative of the USDA. They discussed funding that may be available to municipalities from the USDA. Mr. Kopp will schedule a meeting with Mr. Morgan in order to discuss grant programs that would be appropriate for the Borough.

There is a PADOT Regional Planning Group that makes decisions on road projects like the I-80 Expansion Project. Although Mr. Kopp can not be a member of the group, the meetings are open to the public, and he will get involved. He also encouraged Council to participate in the meetings.

LZ Holdings, the former Pocono Plaza Inn on West Main Street, was successful with their tax assessment appeals. The total lost assessed value is \$4.5 million which equates to a loss of \$37,000.00 in local taxes.

Mr. Kopp provided Council with information about Vercata, which sells cameras. He was given a camera for a thirty-day trial period. Internet connection is the only thing needed. A location for the camera during the trial period will be determined shortly. Vercata will be asked to do a presentation for Council. They are a CoStars vendor. There may be latitude in the budget this year to purchase cameras.

Meetings

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| My Gov Go Live | May 17 th - 19 th |
| Penn Strategies/GTRP Grant | May 19 th |
| PSAB Conference (Hershey) | May 23 rd - 25 th |
| Barry Isett/Kathryn | June 2 nd |
| I-80 Project/Rep Cartwright's Office | June 2 nd |
| Pocono Chamber/Public Policy Meeting | June 3 rd |
| DEP/Ann Street Project (Wilkes-Barre) | June 6 th |
| Verkada/Security Camera Demo | June 6 th |
| Alta Planning + Design/Lydia | June 8 th |
| Shirt-Term Rental Roundup (County) | June 8 th |
| Blight in PA Webinar | June 9 th |

Infrastructure/Streets/Capital Projects

Sidewalk Replacement Project/Multimodal Grant. Determining which additional sidewalks to add to grant since bid came back well below \$500,000. Letter went out June 1st to 60 property owners whose sidewalks will be repaired and/or 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.

Thomas Street Paving Project. Work will be done Summer 2022.

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.

Trails. Submitted a DCNR Grant April 6th for the Creek Walk Trail. DCNR changed grant from a planning grant to an actual construction grant.

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

Next grants to look at include those that can be funded by DCED and PennDOT Multimodal as well as the upcoming local LSA Grant due in the fall. Met with Jason Fitzgerald (Penn Strategies) and Bob Morgan, Chair of the USDA Rural Development in PA, about potential project funding.

Mobility Study/Alta Planning

Design Charette tentatively set for June 27th to 29th (Monday to Wednesday). Online survey had over 120 responses as of end of May. Alta is working on mapping, preliminary studies/work on infrastructure.

MyGov Software for Codes/Zoning

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

Solid Waste Ordinance

RFP complete. Will be posted on our website and provided to potential vendors this week. Plan and Timeline for implementation is complete, beginning implementation.

Personnel

All staff are doing Self-Evaluations, Goals & Evaluations and Job Description Review (non-union only) in preparation of Annual Performance Reviews.

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. Penn Strategies and I will begin looking at grants to potentially fund the work in 2023.

Sewer Collection System/I&I Initiative

BCRA has updated I&I Plan and is scheduling a meeting soon with municipalities to review. Acquired GIS capabilities to accurately, and quickly, map sewer collection system. We are conducting smoke testing weekly; weather dependent. Camera work on potential lines with I&I ongoing when conditions are favorable.

Sewer Rates/EDU Assessment/Billing

Completed scrub of rental unit data from the Borough against billed EDUs from BCRA as well as a scrub of BCRA Water EDUs. Finished scrub of 911 Address List for the Borough identifying properties with multiple units; comparing against Borough and BCRA lists of properties to further refine prioritized list of properties for inspections. Beginning inspections of properties to determine accurate count of units per property; allocating one employee/one day week until complete.

BCRA will begin issuing separate bills for sewer and water beginning June 25th. This was supposed to happen in January, but they were having issues with their billing system and took much longer than expected.

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.

Garbage Concerns on Main Street

As of 5/13, I have proof of 19 of the 30 properties having garbage service. Received tips about potential overcrowding in these properties. Going forward with citations on the properties that have not responded.

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

Project is being managed by the Army Corps of Engineers. RFP going through quality control process. Once complete will begin negotiations with contractor. Project Manager is working on the Local Cooperation Agreement (LCA) that will need to be executed by the Borough. 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, and is included in the 2022 Budget.

Code Enforcement

I have taken over supervision of the Zoning/Code Enforcement Office and am working on several large-scale projects necessitated by Ordinances that have been passed by Council. *Dumpster*: Identifying dumpsters and owners for notification and implementation of Ordinance requiring dumpsters to be screened from the right-of-way. Codes Committee granted additional time for compliance. *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 going to be taking a look 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 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. Working on getting more guidance from the Corps of Engineers/DEP.

Borough Pool

I am getting quotes from several vendors for an install of a pool liner in fall 2022, after the outdoor pool season is complete. There are basically two types of lines, trying to determine which is the most durable and cost effective for the Borough.

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

Last time the Safety Committee met was in August 2019. We will set-up a meeting spring/summer 2022. It is important for insurance purposes to have an active Safety Committee.

Upcoming Focus

Sewer EDU Assessment Plan
Solid Waste Ordinance Implementation
Code Enforcement (Dumpster/Recycling/Rental Prop)
Day to Day Activities

Smoke Testing/I&I Mitigation
Personnel Evaluations
Design Charette Preparation

Code Enforcement Officer's Report

Ms. Walker advised that she continues to familiarize herself with MyGov. She, John Stevens, and Judy Cherepko have been out doing code enforcement in between getting used to MyGov. The building is still up on 124R Lee Avenue, and there is a dumpster on the property. She thanked Ms. McCabe for her support.

Street Superintendent's Report

Mr. Ace advised that the pool will open June 10.

Approval of Bills on Warrants 220607

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to authorize the payment of bills on Warrants 220607. The motion was carried. (5-yes; 0-no; 0-abstain)

Public Input for Non-Agenda Items

There were no questions or comments from the public.

Executive Session

A motion was made at 9:58 P.M. by Ms. McCabe, seconded by Mr. Sabatine to go in to an executive session for the purpose of discussing a personnel matter. The motion was carried. (5-yes; 0-no; 0-abstain)

The executive session was concluded and the meeting was adjourned at 10:08 P.M. on a motion made by Mrs. Kochanski, seconded by Ms. McCabe. The motion was carried. (5-yes; 0-no; 0-abstain)