

STROUDSBURG BOROUGH COUNCIL
Meeting Minutes – October 18, 2022

A regular meeting of the Stroudsburg Borough Council convened at 7:00 P.M. on Tuesday, October 18, 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. Mayor Tarah Probst advised of her absence prior to the meeting. Council member James Smith was absent.

Also present were: Borough Manager Larry Kopp; Borough Solicitor Joseph P. McDonald, Jr., Esq.; Borough Solicitor Christopher Brown, Esq.; SARP Police Chief Jennifer Lyon; Stroudsburg Borough Fire Chief Charles Frantz; Stroudsburg Borough firefighter John Hucko; Stroudsburg Borough firefighter Britni Brodhead-Hucko; Executive Assistant Mary Pat Quinn; Street Superintendent Brian Ace, Jr.; Zoning/Codes Officer and Land Development Administrator Jennifer Walker.

The Pledge of Allegiance was recited.

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 21, Part 2(C) of the Borough Code Concerning the Laying and Repair of Sidewalks.

Ms. Quinn advised that adequate notice of the public hearing for the aforementioned Ordinance was provided by publishing a notice in the legal section of The Pocono Record in the issue of October 7, 2022 and by providing notice to the Monroe County Law Library on October 5, 2022.

There were no questions or comments from the public. The public hearing was closed on a motion made by Mr. Sabatine, 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 6, Part 10 of the Borough Code Entitled “Stroudsburg Fireworks Ordinance”.

Ms. Quinn advised that adequate notice of the public hearing for the aforementioned Ordinance was provided by publishing a notice in the legal section of The Pocono Record in the issue of October 7, 2022 and by providing notice to the Monroe County Law Library on October 5, 2022.

There were no questions or comments from the public. The public hearing was closed on a motion made by Mr. Sabatine, 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 Mr. Evanisko. The motion was carried. (6-yes; 0-no; 0-abstain).

Approval of Council Meeting Minutes for the regular meeting on October 4, 2022

The minutes of the regular meeting of Council on October 4, 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

The following monthly reports were approved on a motion made by Mr. Sabatine, seconded by Ms. McCabe: Parking Report, Fire Department Report, Right-to-Know Report, and the SARPD Report (provided via email). The motion was carried. (6-yes; 0-no; 0-abstain).

Accept Unaudited September, 2022 Treasurer's Report

A motion was made by Mr. Sabatine, seconded by Ms. DeVries to accept the Bank Account Balance Report and the Budget-to-Actual Report as of September 30, 2022. The motion was carried. (6-yes; 0-no; 0-abstain).

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

Presentation by Faran Savitz from PennEnvironmental regarding the use of plastic bags

Faran Savitz, of PennEnvironmental Research and Policy Center and the author of, "Microplastics in Pennsylvania-A Survey of Waterways", was present via Zoom.us. He explained that the Center is a 501(C)(3) statewide non-profit environmental organization dedicated to protecting the air, water and open spaces in Pennsylvania. He discussed the presence of microplastics in waterways, food, the air, etc. and what can be done to reduce plastic waste.

He provided a template for an ordinance to prohibit the use of single-use plastic bags by retail establishments for Council's consideration. An Ad Hoc Committee chaired by Mr. Sabatine will be formed to include Mr. Kopp, Ms. McCabe, and downtown business owners.

Mr. Savitz was thanked for attending the meeting.

Consideration to approve a recommendation from the Stroudsburg Borough Fire Department to offer the 2006 Pierce Ford F-550 Fast Attack Pumper for sale.

A letter dated October 11, 2022 from Stroudsburg Fire Chief Charles Frantz was discussed by Council. The Department advised Council that the vehicle, which is in immaculate condition

and has been meticulously maintained, is used fewer than 25 times a year in response to fire calls. They felt that the vehicle could be sold at this time while it is still valuable. The proceeds of the sale would be deposited in to the Fire Apparatus Fund for the future purchase of a new fire truck.

The Council agreed with the Department's rationale. A Resolution (following) was adopted to authorize the Borough Manager to offer the sale of the 2006 Pierce Ford F-550 Fast Attach Pumper Fire Truck for between \$80,000.00 and \$100,000.00.

Consideration to adopt a Resolution of the Stroudsburg Borough Council to Authorize the Sale of a 2006 Pierce Ford F-550 Fast Attach Pumper Fire Truck Pursuant to the Authority of Section §1201.2 entitled "Personal Property" of the Pennsylvania Borough Code.

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

Mr. Frantz advised Council that he would like to put together a truck committee in order to plan for the next purchase of fire apparatus. He noted that the lead time for the manufacture of a new vehicle is two to two and a half years.

Consideration to Approve Change Order #2 request from The Vanic Company, Inc. for an extension through November 30, 2022 for the Sidewalk Replacement Project.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to approve Change Order #2 requested by The Vanic Company, Inc. for an extension through November 30, 2022 to complete the Sidewalk Replacement Project. The motion was carried. (6-yes; 0-no; 0-abstain).

Consideration to memorialize a payment that was made on October 13, 2022 for Payment Request #1 to The Vanic Company (c/o SureTec Information Systems) in the amount of \$66,821.36.

A motion was made by Mrs. Kochanski, seconded by Ms. DeVries to memorialize a payment that was made on October 13, 2022 for Payment Request #1 to The Vanic Company (c/o SureTec Information Systems) in the amount of \$66,821.36. The motion was carried. (6-yes; 0-no; 0-abstain).

Consideration to approve Pennsylvania Municipal Service Company for Trash Billing and Collections at a rate of \$.65/per bill plus postage.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to approve a proposal dated August 17, 2022 from Pennsylvania Municipal Service Company "PAMS" for trash billing and collections at a rate of \$0.65 per bill plus postage. The motion was carried. (6-yes; 0-no; 0-abstain).

Consideration to approve a \$5,000 donation to Stroudsburg Little League utilizing grant funds from T-Mobile.

Solicitor Brown advised that the Borough of Stroudsburg leases the Stroudsburg Borough Park property from the Stroudsburg Area School District, and the Stroudsburg Little League subleases the ballfield area from the Borough. He continued to say that the Borough does have the legal authority to allocate a portion of the T-Mobile grant funds to the Stroudsburg Little League for the purpose of repairing/improving the Little League Field.

A motion was made by Mr. Sabatine, seconded by McCabe to allocate \$5,000.00 from the T-Mobile Grant to the Stroudsburg Little League for the repair/improvement of the Little League Field based on the aforementioned rationale stated by Solicitor Brown. The motion was carried. (6-yes; 0-no; 0-abstain).

Consideration to approve an application from DewGap, LLC. to replace the sidewalk at 805 Scott Street.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve the application of DewGap, LLC. for the replacement of sidewalk on 805 Scott Street. The motion was carried. (6-yes; 0-no; 0-abstain).

Mr. Abell noted that Council approval of sidewalk repairs is no longer a requirement in Chapter 21, Part 2 (C) of the Stroudsburg Borough Code.

Review the proposed 2023 Operating Budget of the Monroe County Control Center.

The proposed 2023 Operating Budget of the Monroe County Control Center (MCCC) was reviewed by the Borough Council. There will be a twenty percent increase in the dispatch fees for the users of the MCCC; Stroudsburg Borough is paying \$40,337.38 this year; the 2023 payment will be \$50,724.26, an increase of \$10,386.88.

Gary Hoffman, the MCCC Director of Communications, in his cover letter dated October 4, 2022, noted that fifty-eight percent (58%) of the Control Center revenue comes from the 9-1-1 tariff, which is \$1.65 on all telephone lines. The tariff is regulated by the State legislature, and the current rate has not changed for a long time. The MCCC 9-1-1 system is not sustainable at the current rate. He asked that users write to our Senators and Legislators urging them to raise the tariff.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to direct the staff to write letters to our legislators requesting them to increase the 9-1-1 tariff. The motion was carried. (6-yes; 0-no; 0-abstain).

Consideration to approve an Event Permit Application from the Pocono Family YMCA to conduct the 9th Annual Scott Ewing 5K and One Mile Fun Run for November 20, 2022 at 9:00 A.M.

A motion was made by Mrs. Kochanski, seconded by Mr. Evanisko to approve the Event Permit of the Pocono Family YMCA to hold the 9th Annual Scott Ewing 5K and One Mile Fun Run on November 20, 2022 beginning at 9:00 A.M. The motion was carried. (6-yes; 0-no; 0-abstain).

Mayoral Proclamation- “Rotary International Proclamation-World Polio Day”.

Mayor Probst will make this proclamation prior to World Polio Day, which is October 24, 2022.

Committee Reports

Codes Committee – Mr. Abell advised that the Committee worked on the joinder ordinance, which will come up for a public hearing on November 15, 2022 at 7:00 P.M. The Committee is also working on problem properties. The meetings are held at 3:30 P.M. on the 4th Wednesday of each month via Zoom.us.

Budget Committee – Mr. Kopp reported that he is working on the proposed 2023 Budget and will reach out to the Committee to set up a meeting in the next couple of weeks.

Parking Committee – Ms. McCabe advised that the Committee meets at 4:30 P.M. on the 4th Tuesday of each month in the Council Chambers of the Municipal Building.

Recycling Committee – Mr. Kopp did not have anything new to report.

Sewer Committee – Mr. Kopp advised that the projected cost of the Ann Street Sewer Replacement Project will be over \$1 million. There are two grant applications that are being prepared by Penn Strategies: an H2O PA Grant and a PA Small Water and Sewer Program Grant. He also advised that the Brodhead Creek Regional Authority will be increasing their fees for sewer billing services.

Street Committee – Mr. Abell advised that the Committee met a week and a half ago and discussed signage concerns.

Personnel Committee – Mr. Abell advised that there will not be a meeting until the results of the HARB survey are received.

Public Relations/Media Committee – Mr. Sabatine advised that the Committee is brainstorming ideas for the grand opening of the Ann Street Park after the T-Mobile Grant Project is complete.

Redevelopment Committee – Mr. Abell advised that the next meeting is October 19, 2022 at 3:30 P.M. via Zoom.us.

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

Stroud Region Open Space and Recreation Commission – Ms. McCabe advised that the Commission meets on the 4th Tuesday of each month at 5:00 P.M.

Mayor’s Report

There was no report from Mayor Probst.

Committee Reports

Mrs. Kochanski pointed out that the sidewalk in front of the Municipal Building entrance needs to be replaced. Mr. Kopp noted that the Borough will be able to go to bid for additional work which will include that location.

Mr. Sabatine expressed concern about the green arrow (right turn) from 5th Street to Main Street and that it should be coordinated with the timing of the crosswalk on Main Street as there have been pedestrian near-misses. Mr. Ace will look in to that.

Jonathan Mark added that he mentioned to Mr. Kopp that there are traffic reports that were done in the past that addressed some of the traffic issues that the Borough has been discussing.

Solicitor's Report

Solicitor Brown advised that the Prevoznik HARB application was suppose to be considered at this meeting. He was contacted in writing by Mr. and Mrs. Prevoznik who requested that their application be considered at the February 21, 2023 meeting of the Borough Council. They waived the statutory and ordinance timelines.

Consideration of the HARB application of Mr. and Mrs. Prevoznik was extended to the Council meeting of February 21, 2023 on a motion made by Mrs. Kochanski, seconded by Mr. Sabatine. The motion was carried. (6-yes; 0-no; 0-abstain).

Solicitor McDonald reported that a hearing had been scheduled for a summary appeal (56 appeals) by VFG LaBar on October 20, 2022 for the 56 citations that were issued by the Borough. VFG LaBar initially pleaded guilty to the charges. Solicitor McDonald learned late yesterday afternoon, that the attorney for VFG LaBar filed a motion for a continuance due to a scheduling conflict and that the continuance was granted. He has not seen the order yet. He did notify the witnesses for the Borough.

In another matter, the attorney for Adams Outdoor Advertising contacted Solicitor McDonald earlier in the day to see if there had been any discussion by Council regarding the presentation that his clients gave at the last meeting. The presentation was given in executive session in an effort to resolve potential litigation. Council was not prepared to discuss the matter at this time.

Manager's Report

Mr. Kopp advised that a volunteer from AARP will start next week and will work 20 hours per week.

GFL advised Mr. Kopp that a container count will be needed no later than November 15. He sent letters out to all property owners and will follow up with a postcard.

Meetings

H2O Grant Meeting/Penn Strategies	October 6 th
MyGov Issues	October 6 th
PAMS/Jon/Municipal Billing	October 7 th
Pocono Public Policy Meeting	October 7 th
Scott Peckins/YMCA	October 7 th
Atty Nalaschi/Discovery/Trip and Fall Main St	October 7 th
Main Street Project/Alta/Penn Strategies	October 11 th
Health Insurance 2023 Briefing	October 11 th
SROSRC Budget Meeting	October 12 th
Interview/Patricia/AARP	October 14 th
Charlie/GFL	October 14 th
Source Water Protection/BCRA	October 17 th

Infrastructure/Streets/Capital Projects

Sidewalk Replacement Project/Multimodal Grant. Underway. Working on West Main complete. Working on next portions in the downtown, S 8th, N 6th and Main Streets.

Ann Street Sewer Replacement & Paving. New budget received. Significant increase in project cost, now up to \$1.08 Million. Coordinating with Stroud Township for their portion of funding.

Grants Strategy 2022

LSA Grant. 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.

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

DCED Multimodal. Grant complete and submitted. Contains "Quick Build" elements of Main Street Project.

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. Will apply for both. Grants due December 21st.

Verkada Security Cameras

Installation underway. Approximately 60% complete.

AARP Senior Community Service Employment Program

Interviewed applicant on Friday, October 14th.

Mobility Study/Alta Planning

Met with Alta Planning & Penn Strategies in regard to RAISE Grant. Timeline has been greatly truncated, due to new grant round scheduled to be announced in November. DOT Grants are very political, strategized how to get support from politicians while working on studies. Working on scheduling a meeting with PennDOT to discuss.

Solid Waste Ordinance

Developed plan for registering tenants and getting mobile cart size from residents. Billing vendor on agenda for this evening. Met with GFL on Friday to work on implementation plan.

Dumpster Ordinance Implementation

Letter sent to the owners of all properties in the Borough identified to have dumpsters on their property. Second letter to go out this fall. 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.

Sewer Billing

BCRA has been doing billing for the Borough's Sewer Service under an agreement from 2003. Received a cost estimate from BCRA; \$21,168 estimated annual billing costs. This is up from \$7,752 in 2021 and \$5,047 to date in 2022. I am looking at outsourcing trash billing, I am looking at whether it makes sense to do so for sewer billing as well.

Sewer Rates/EDU Reassessment

Inspection of properties complete. Sending out follow-up notices to letters without response and additional letters. Inspections of properties complete.

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 ongoing.

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: Sent letters to all property owners to remind them of requirements to register properties. We have been losing considerable income and have not developed a good list of all rental properties in the Borough. Have had an excellent response to the mailing so far, \$17,900.

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 October 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. 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, as part of the budget, to put together 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 off the list. 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
Sewer EDU Assessment Plan
(Dumpster/Recycling/Rental Prop)
Main Street Grants

2023 Budget
Code Enforcement
Day to Day Activities

Code Enforcement Officer's Report

Ms. Walker reported that she and Mr. Stevens will be sending out the Vacant and Abandoned Application Forms in the next couple of weeks.

She advised that the property owner of 712-714 Scott Street met with her on October 17 and will try to get the porch removed before the first snowfall. Mr. Abell asked about the status of the chimneys as they are the real concern. She will follow up with the property owner to see what his plans are.

Mrs. Kochanski asked her to check on the status of 2 Bell Terrace. Ms. Walker advised that she and Mr. Stevens observed the property and that it appears abandoned. She will follow up by getting a Vacant and Abandoned Application from the property representative.

Street Superintendent's Report

Mr. Ace reported that his department will start paving Bank Alley tomorrow and will continue with the other roads. He expects to pave two days per week for the next three weeks, weather permitting.

Approval of Bills on Warrants 221018

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to approve the payment of the bills on Warrants 221018. The motion was carried. (6-yes; 0-no; 0-abstain).

Public Input for Non-Agenda Items

Brian Fairfield expressed concern that there are no sidewalks on 5th Street around the curve toward 3rd Street and also on 2nd Street up to 5th Street. He asked if the Borough would consider putting sidewalks there. Mr. Abell noted that Council is aware that there are areas in the Borough where sidewalks are needed.

Megan Williamson asked if the public would be able to review the proposed 2023 Budget and if there is a budget appropriation for streets and sidewalks. Mr. Kopp replied that the proposed budget will absolutely be made available to the public. He stated that the Borough does budget for street paving and maintenance in the Street Fund and the Highway Aid (Liquid Fuels) Fund. The Borough budgets according to the ten-year paving plan. The Borough does not budget for sidewalk repair and maintenance. The present sidewalk replacement project is being paid for by a Multimodal Grant.

There was no need for an executive session.

The meeting was adjourned at 8:00 P.M. on a motion made by Mrs. Kochanski, seconded by Ms. DeVries. The motion was carried. (6-yes; 0-no; 0-abstain).