

STROUDSBURG BOROUGH COUNCIL
MEETING MINUTES-OCTOBER 4, 2022

A regular meeting of the Stroudsburg Borough Council convened at 7:00 P.M. on Tuesday, October 4, 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, Council member Tobias Sabatine, and Council member Joanne Kochanski (via Zoom.us). Council member James Smith was absent.

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

The Pledge of Allegiance was recited.

Approval of Council Meeting Minutes for the regular meeting on September 20, 2022

The minutes of the regular meeting on September 20, 2022 were approved as circulated on a motion made by Mr. Sabatine, seconded by Ms. McCabe. The motion was carried. (5-yes; 0-no; 1-abstention Ms. DeVries)

OLD BUSINESS

Consideration to award the contract for the Collection, Transportation and Disposal Services of Domestic Waste in the Borough of Stroudsburg to County Waste, a GFL Company, with offices located at 411 Route 146, Clifton Park, NY 12065 for the prices quoted in Option 1: Three-year bid: 2023 - \$561,550.20; 2024 - \$584,012.21; 2025 - \$607,372.70 for a total bid of \$1,752,935.10. Jonas Kritzer of GFL will be present to answer questions.

Charlie Pantaleo was present from GFL in place of Jonas Kritzer. Mr. Pantaleo lives in Bangor and will be the supervisor of the Stroudsburg Borough townwide garbage collection. Mayor Probst expressed her concern that the cost to all residents for the townwide garbage collection would not be less than what people are currently paying their haulers, particularly many senior citizens. Mrs. Kochanski also expressed the same concern.

The container sizes that will be offered per the bid specifications are 32, 65 or 96 gallons. Residents will pay the same rate regardless of the container size that they choose. Megan Williamson expressed concern about that and that the cost to residents is unknown at this time. David Williamson suggested that the Borough Council should not approve the bid/contract when the cost to residents is unknown. Mr. Kopp noted that the cost per month will be \$33.00 including the Borough's costs. Residents will also be entitled to one bulk item pick up per week.

A discussion ensued regarding the nonpayment by some residents and what would be done about that. Mr. Kopp reported that he is exploring options for collection companies for sewer payments as well as the solid waste collection.

Ms. McCabe asked if there are any programs to help senior citizens with the cost of their garbage collection. Mr. Kopp will check to see if there are programs available and will also speak with any resident about their concerns.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to award the contract for the Collection, Transportation and Disposal Services of Domestic Waste in the Borough of Stroudsburg to County Waste, a GFL Company, with offices located at 411 Route 146, Clifton Park, NY 12065 for the prices quoted in Option 1: Three-year bid: 2023 - \$561,550.20; 2024 - \$584,012.21; 2025 - \$607,372.70 for a total bid of \$1,752,935.10 contingent upon the preparation of the contract by the Borough Solicitor. The motion was carried. (6-yes; 0-no; 0-absent-0).

Presentation of the proposed digital message board for Dreher Avenue by Adams Outdoor Advertising.

Solicitor McDonald noted that representatives of Adams Outdoor Advertising were present to discuss their validity challenge to a portion of the Zoning Ordinance as it relates to signage and their proposal to erect a digital message board on the Counterman property at Dreher Avenue. He recommended that the discussion would qualify for an executive session.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine at 7:41 P.M. to go in to an executive session for the purpose of discussing potential litigation. The motion was carried. (6-yes; 0-no; 0-absent-0).

The executive session concluded at 8:45 P.M. Mr. Abell asked that the proposed digital message board for Dreher Avenue by Adams Outdoor Advertising be placed on the November 1, 2022 agenda.

Consideration to approve a request from the Monroe County Veterans' Association to conduct the 2022 Veterans' Day Parade.

Mr. Abell moved this agenda item ahead so that Andy Sterner did not have to wait until the end of the meeting.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to approve the request of the Monroe County Veterans' Association to hold the 2022 Veterans' Day Parade on November 6, 2022 from 1:00 P.M. to 3:00 P.M. Mr. Sterner asked that the Parking Department and the Street Department coordinate bagging the meters with him. The motion was carried. (6-yes; 0-no; 0-absent-0).

Consideration to approve Pre-RAISE Grant Application support by Alta Planning + Design Inc., for \$55,008.00 to support the Stroudsburg Mobility Study.

Mr. Abell explained that the proposal is for a Benefit Cost Analysis, Traffic Analysis, Five-Points Concept Alternatives, and Project Management. Mr. Williamson asked what has been spent for the Mobility Study; Mr. Abell answered \$85,000.00. He noted that the Borough will apply for the Pre-RAISE Grant to cover the additional \$55,008.00. Mr. Williamson asked if PennDOT has been contacted about the study. Mr. Abell replied that PennDOT is in favor of the proposal so far. Mr. Williamson also asked if the downtown business owners have been included in the mobility study discussions. He has spoken with a few business owners who knew nothing about the study. Mr. Kopp advised that the Borough reached out to the businesses and also posted information about the study on the Borough website and Facebook page.

Pete Andrews expressed concerns about the proposed median on Main Street. Mr. Williamson spoke about a concerning situation that he viewed with a delivery truck and a mail truck at 701 Main Street and South 7th Street which caused a traffic jam.

Mr. Abell stated that the additional work on the mobility study will help the Borough determine what will work and what won't work.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve the proposal from Alta Planning and Design, Inc. in the amount of \$55,008.00 to prepare the documents that will be required for the Pre-RAISE Grant Application and to provide project management. The motion was carried. (6-yes; 0-no; 0-absent-0).

NEW BUSINESS

Memorialize an approval for the Trooper Josh Miller Scholarship Fund to conduct the 2022 Josh Miller Memorial 5K Run/Walk on Sunday, October 2, 2022.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to approve the 2022 Josh Miller Memorial 5K Run/Walk that occurred on Sunday, October 2, 2022. The motion was carried. (6-yes; 0-no; 0-absent-0).

Consideration to promote Judy Cherepko from a full-time probationary Municipal Worker C employee to a Municipal Worker B employee at the hourly rate of \$22.87 pursuant to the 2021-2023 Agreement between the Borough of Stroudsburg and the Teamsters Local 773. The stated hourly rate shall be retroactive to September 15, 2022.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to promote Judy Cherepko to a Municipal Worker B employee at the hourly rate of \$22.87 pursuant to the 2021-2023 Agreement between the Borough of Stroudsburg and the Teamsters Local 773. A recommendation for the promotion was made by her supervisor, Brian D. Ace, Jr., the Street Superintendent. The rate increase is retroactive to September 15, 2022. The motion was carried. (6-yes; 0-no; 0-absent-0).

Consideration to accept the resignation of Michelle Prevoznik as an alternate member of the Zoning Hearing Board.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to accept the resignation of Michelle Prevoznik as an alternate member of the Zoning Hearing Board. The motion was carried. (6-yes; 0-no; 0-absent-0).

Consideration to appoint Michelle Prevoznik as a member of the Historical Architectural Review Board to fill an unexpired term ending December 31, 2025.

A motion was made by Ms. McCabe, seconded by Mr. Evanisko to appoint Michelle Prevoznik as a member of the Historical Architectural Review Board to fill an unexpired term ending December 31, 2025. The motion was carried. (6-yes; 0-no; 0-absent-0).

Consideration to approve a Building Permit Application submitted by Alexis Konstantopoulos for the replacement of 75 feet of sidewalk in front of 715 Brown Street.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to approve a building permit application of Alexis Konstantopoulos for the replacement of 75 feet of sidewalk in front of 715 Brown Street. The motion was carried. (6-yes; 0-no; 0-absent-0).

Consideration to schedule a public hearing for consideration of 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”.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to schedule a public hearing on October 18, 2022 at 7:00 P.M. for consideration of the aforementioned Ordinance. The motion was carried. (6-yes; 0-no; 0-absent-0).

Consideration to schedule a public hearing for consideration of An Ordinance of the Borough Council of the Borough of Stroudsburg in the County of Monroe, Commonwealth of Pennsylvania to Amend Chapter 22 of the Borough Code Concerning Subdivision and Land Development to Permit Joinder of Adjoining Parcels of Land Without a Formal Land Development Plan.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to schedule a public hearing for November 15, 2022 at 7:00 P.M. for consideration of the aforementioned Ordinance. The motion was carried. (6-yes; 0-no; 0-absent-0).

Consideration to schedule a public hearing for consideration of 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.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to schedule a public hearing for October 18, 2022 at 7:00 P.M. for consideration of the aforementioned Ordinance. The motion was carried. (6-yes; 0-no; 0-absent-0).

Committee Reports

Codes Committee – Mr. Abell reported that the Committee is still working on a small animal ordinance and also problem properties.

Budget Committee – Mr. Kopp reported that he is working on the proposed 2023 Budget and should be ready to meet with the Budget Committee in late October early November.

Parking Committee – Ms. McCabe reported that the Committee discussed the timing for alternate side of the street parking. Mr. Ace asked if it could be changed to 4:00 P.M., but the Committee felt that 5:00 P.M. would be a fair compromise. She also reported that patrons of the Sherman Theatre have been parking in the permit only spaces on the upper deck of Lot 2 which has resulted in permit holders being deprived of parking spaces. Also discussed was the occasional use of parking spaces by both a vehicle and a motorcycle and also more than one motorcycle. The Ordinance will be amended to prohibit this situation. It was recommended that one of the parking spaces in front of 10 North 8th Street be changed to a 15-minute meter and also that the meter in front of 437 Main Street be changed from a 15-minute meter to a 3-hour meter.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to schedule a public hearing for October 18, 2022 at 7:00 P.M. for consideration of an amendment to the parking ordinance. The motion was carried. (6-yes; 0-no; 0-absent-0).

Mr. Andrews asked that the signage at the corner of Monroe Street and North 8th Street be changed to clearly show that it is a one-way street in the westerly direction. Mr. Ace will take care of that.

Recycling Committee

Mr. Kopp reported that the Twin Boroughs Recycling Committee met on September 14, 2022.

Sewer Committee

Mr. Kopp reported that he is reviewing a draft Sewer Service billing agreement prepared by BCRA. He noted that he is getting proposals from collection companies for sewer billing collections and the townwide trash collection.

Street Committee

Mayor Probst advised that the Committee will meet on October 5, 2022 at 3:30 P.M.

Personnel Committee

Mr. Abell reported that the HARB survey will be on the next Committee agenda for consideration.

Public Relations/Media Committee

Mr. Sabatine chaired the last meeting. The Committee is working on the Ann Street Park Project.

Redevelopment Committee

Mr. Abell advised that the Committee reviewed the mobility study at the last meeting.

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 did not have a quorum at their last meeting. The proposed 2023 budget is being prepared.

Mayor's Report

Mayor Probst expressed her displeasure about the use of Ramsey School by the County for the probation and domestic relations offices. Solicitor Brown advised that the Stroudsburg Borough Code allows this use, and the Zoning Officer correctly issued a Zoning Permit. The use was clearly shown on the Zoning Permit Application.

Committee Member Reports

Mr. Sabatine arranged for Faran Savitz from PennEnvironment to attend the October 18 Council meeting (via Zoom.us) to give a presentation regarding the use of plastic bags.

Solicitor's Report

Solicitor McDonald advised that he will be working with Ms. Walker on the Summary Appeal of VFG LaBar which is scheduled for October 20, 2022.

Solicitor Brown did not have anything to report.

Manager's Report

Mr. Kopp advised that revenues have met the budgeted goals so far this year, and the expenditures are below budget appropriations.

Meetings

Ryan Eck/Insurance Quote	September 22 nd
Teamsters/Union Issues	September 27 th
Sewer Collections/BCRA	September 28 th
Patty/AARP	September 29 th
Prayer Breakfast	October 4 th
NEPA Alliance Reception	October 6 th
Pocono Public Policy Meeting	October 7 th
Health Insurance 2023 Briefing	October 11 th
Source Water Protection/BCRA	October 17 th

Infrastructure/Streets/Capital Projects

Sidewalk Replacement Project/Multimodal Grant. Underway. Working on West Main first, then moving to 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.

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.

DCNR Trails. Submitted a DCNR Grant April 6th for the Creek Walk Trail. Was not chosen to be funded.

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.

Verkada Security Cameras

Installation underway. Approximately 60% complete.

AARP Senior Community Service Employment Program

Met with Patty from AARP. Did a site safety survey on September 29th. Next step is to interview applicants.

Mobility Study/Alta Planning

Next steps presented to Council this evening, Benefit Cost Analysis, Traffic Analysis of Main Street and developing concepts to fit Five Points into the overall plan for Main Street.

Solid Waste Ordinance

Discussion/approval of proposal this evening. Billing portion of Ordinance next, have three quotes. Beginning process of notification and choosing cart sizes for residents based on winning vendor input.

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. Reviewing draft agreement and working on a cost estimate based on billing information/rates given for 2023. 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.

Back Billing Sewer Charges

We are still owed \$5,828 from BCRA's errors in 2021 Billing Charges to monthly commercial customers. Second notice was sent requiring payment within 30 days. If it is not paid, the charges will be added to the account and penalties will start to accrue.

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.

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 of the lit. BCRA wants to review billing procedures, as do I. I have talked to three collection agencies with the idea of letting them go after delinquent accounts, which is allowed in our Sewer Ordinance.

Bicycle Racks

Three racks remain to be installed: 745 Main, 401 Main & 33 North 7th Streets. North 7th Street was approved with a slightly changed location. Waiting to hear back from the remaining two property owners. One property owner (1172 Main Street) declined to have the rack on their property. Installation in Spring 2023.

Upcoming Focus

Solid Waste Ordinance Implementation
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 her department issued 18 Building Permits, 12 Change of Use Permits, 60 violations (Ms. Walker and Mr. Stevens), and there were four HARB approvals. Judy Cherepko is also helping with code enforcement.

Street Superintendent's Report

Mr. Ace reported that the Street Department will be paving (scratch and overlay) the following streets in two weeks: Bank Alley, Woodcliff Avenue, Robeson Street, Sunset Lane, Lindbergh Avenue, and Brown Street. Milling will begin next week. He expects to have everything completed by the end of October weather permitting.

Approval of Bills on Warrants 221004

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to authorize the payment of the bills on Warrants 221004. The motion was carried. (6-yes; 0-no; 0-absent-0).

Public Input for Non-Agenda Items

Mrs. Williamson thanked Mr. Kopp for sending the proposed HARB survey out to the people who are working on it with him. She suggested a modification to the survey to better inform the public about purpose of the survey. Mr. Kopp will work on that.

The meeting was adjourned at 9:58 P.M. on a motion made by Ms. McCabe, seconded by Mr. Sabatine. The motion was carried. (6-yes; 0-no; 0-absent-0).