

STROUDSBURG BOROUGH COUNCIL
Meeting Minutes, September 20, 2022

A regular meeting of the Stroudsburg Borough Council convened at 7:00 P.M. on Tuesday, September 20, 2022 in the Council Chambers of the Stroudsburg Borough Municipal Building with the following members present: Council President Matt Abell, Vice-President of Council Erica McCabe, Council President Pro-Tem Jim Evanisko, Council member Tobias Sabatine, and Council member Joanne Kochanski. Mayor Tarah Probst and Council members Victoria DeVries and James Smith were absent.

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

The Pledge of Allegiance was recited.

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

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve the minutes of the regular meeting on September 6, 2022 as circulated. The motion was carried. (5-yes; 0-no; 0-no)

Monthly Administrative Reports

The following reports were approved on a motion made by Mr. Sabatine, seconded by Ms. McCabe: Parking Report, Right-to-Know Report, and Stroud Area Regional Police Department Report (via email). The motion was carried. (5-yes; 0-no; 0-no)

Accept the Unaudited August, 2022 Treasurer's Report

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve the bank account balance report and the budget-to-actual report as of August 31, 2022. The motion was carried. (5-yes; 0-no; 0-no)

OLD BUSINESS

Presentation by Alta Planning and Design, Inc. – Final Stroudsburg Borough Mobility Study and discussion of the next steps for Main Street revitalization.

Lidia Kenselaar, ASLA, Design Associate from Alta Planning and Design, Inc. was present via Zoom.us to provide an overview of the final Stroudsburg Borough Mobility Study and to discuss possible short-term and long-term steps for implementation. The Borough has applied for a 2022 DCED Grant for the Quick Build Improvements to Main Street. Alta recommends that the Borough would possibly qualify for a grant through the USDOT Raise Program.

Mr. Evanisko asked how the proposed median on Main Street would affect delivery trucks, snow plowing operations, parades and other events. Ms. Kenselaar suggested that there would be breaks in the median. She continued that the plowed snow would provide irrigation to the landscaped median. Mr. Abell added that the intersections on Main will fan out to allow wide turns. As for the snow plowing, the Street Department will continue to remove the snow to other locations in the Borough.

Mrs. Kochanski expressed concern about one lane of traffic on each side of the median and that parallel parking would likely cause traffic back-ups. A discussion ensued regarding the pros and cons of parallel parking and diagonal parking with the public and the Council contributing to the conversation. Mr. Abell advised that there would be a traffic analysis and other considerations before implementation.

Ms. Kenselaar left the meeting at this time.

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.

Ms. McCabe expressed concern about the contractor's performance with customers in the Borough. Mr. Abell reported that he and Mr. Kopp met with the regional vice-president earlier in the day. Since GFL's purchase of County Waste in January, there has been a management restructure because they realized the company's shortcomings. The pandemic negatively impacted the company, they lost staff, and have had difficulty attracting experienced employees. Mr. Abell continued that the person that would be running the crew in the Borough is from Bangor, and Mr. Abell and Mr. Kopp were both given the personal cell phone number of the manager.

Mr. Kopp advised that he spoke with the Monroe County Waste Authority, and he called other municipalities who are using GFL, and the references were good. GFL has a dozen municipal contracts in northeast Pennsylvania.

Mrs. Kochanski also expressed concerns about the company because it has been difficult to contact anyone when there is a problem. She also noted that GFL picked up on Thomas Street recently, and left every garbage container in the street.

David Williamson asked what the cost would be for residents. He calculated an estimate of \$330 for the first year; \$345 for the second year; and \$353 for the third year based on the reported number of residences. All these rates are higher than what he currently pays for trash collection.

Residents in attendance were not in favor of the Borough-wide trash collection. Mrs. Kochanski answered that there are five trash haulers serving the Borough; therefore, in many cases, trash is out on the street for days because pick ups are not coordinated. Mr. Abell added that the Borough would have better control.

Jonas Kritzer of GFL was present and was asked to have his company represented at the next Council meeting on October 4. A motion was made by Ms. McCabe, seconded by Mr. Evanisko to table consideration of the proposed contract to the October 4 meeting. The motion was carried. (5-yes; 0-no; 0-no)

Public Input for Non-Agenda Items

There was a discussion about the former Ramsey School and the County's temporary use of the building during the Courthouse Expansion. It will be used for 14 months for the Domestic Relations and Probation departments. Ms. McCabe expressed concern about the security. Mr. Abell expressed concern that the Probation Department will be there and also that the County did work without permits. Mr. Kopp clarified that the Temporary Use Permit was issued, but the Building Permit was not issued until yesterday. The work commenced before the building permit was issued. Mayor Probst, who was not present at the meeting, sent a text to Ms. McCabe, which was read at the meeting stating the Mayor's concerns about the use of the Ramsey School for the Probation Department. Mr. Williamson suggested that the Borough Council and the Monroe County Commissioners schedule a joint meeting so that both entities can be on the same page.

Sarah Claus, a resident of the Borough, expressed concern about the Probation Department being located in a residential district. Other residents of North 6th Street, Scott Street and Thomas Street spoke in opposition of the use.

Monroe County Commissioner John Christy was present and stated that the County will be spending 1.3 million dollars on the renovation of the school. The County plans to move in to the school in October or November. All of the applications that the County submitted to the Borough specified that the use would be for the Probation Department and the Domestic Relations Department. The Stroudsburg Area School District required the fence to maintain the playground area for public use. He continued to say that there will be two bailiffs and the probation officers in the building, everyone will go through a metal detector that will be operated by the bailiffs, and the clients will be escorted to the Probation Office by the probation officers. Residents were concerned about the clients congregating in the parking lot. Mr. Christy advised that the County will take care of those situations. The school district has cameras on the exterior the school, and there will be cameras in the building which will be monitored at the Courthouse.

John Jakobsen, a member of the Stroudsburg Area School District Board of Directors, was present and stated that the directors were clear about what would be going in to the Ramsey School. After the County is finished using the building, the directors intend to reopen the building as a kindergarten or a daycare.

Mr. Christy was asked if the Sheriff's deputies would also provide security in the building, but they will not. He continued to say that most of the domestic relations cases are done virtually. There will be approximately 40 employees in the building between the two departments. Employees will park in the County garage on North 6th Street, and the clients will use the parking lot behind the school. The first floor of the building will be ADA compliant for access

to both departments, and the two departments will also be located on the second floor, which is not ADA compliant. Public access to the building will be behind the building from the parking lot.

The individuals in attendance asked why other locations weren't considered. Mr. Christy responded that the fiber connectivity from the Courthouse to Ramsey was more favorable than a connection to 701 Main, and the offices must be close to the Courthouse in case someone needs to go to court. The County must have a secure connection to Harrisburg.

Solicitor Brown confirmed the legality of the temporary use. The use was presented to the Zoning Officer as a "public necessity" and met the criteria of the Zoning Ordinance, specifically sections 27-1202.11A and B.

A resident asked about sex offenders being in close proximity to the playground. Mr. Christy will consult the County Solicitor about that.

Mr. Abell thanked Mr. Christy for answering the questions posed by the Council and the public.

Consideration to approve a Subdivision and Land Development Waiver of Borough Decision Deadline/Extension request from the Monroe County Historical Association. The request is to grant an extension from October 30, 2022 to December 30, 2022.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve the extension requested by the Monroe County Historical Association until December 30, 2022. The motion was carried. (5-yes; 0-no; 0-no)

Status of Shanti House application; Subdivision and Land Development Waiver of Borough Decision/Extension for Shanti House expires September 30, 2022.

Solicitor Brown advised that two separate extension requests were received from the applicant, one through December 31, 2022 and one through May 31, 2023. He recommended the earlier date.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to grant the extension request of Shanti House to December 31, 2022. The motion was carried. (5-yes; 0-no; 0-no)

Consideration to approve Change Order #1 for the Multimodal Grant Sidewalk Replacement Project for an extension of time for Vanic to complete the project. The present completion date pursuant to the contract is October 3, 2022.

A motion to approve Change Order #1 as described above was made by Mr. Sabatine, seconded by Mrs. Kochanski. The motion was carried. (5-yes; 0-no; 0-no)

NEW BUSINESS

Consideration to approve the draft 2021 Twin Boroughs Recycling Financial Statements.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve the 2021 Twin Boroughs Recycling Financial Statements. The motion was carried. (5-yes; 0-no; 0-no)

Consideration to approve the draft 2021 Stroudsburg Borough Financial Statements.

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to approve the 2021 Stroudsburg Borough Financial Statements. The motion was carried. (5-yes; 0-no; 0-no)

Consideration to adopt a Resolution Authorizing the Board of Commissioners of Monroe County to Submit an Application for FFY 2022 Community Development Block Grant Program Funds in the amount of \$115,971.00 on behalf of the Borough of Stroudsburg.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to adopt the aforementioned Resolution. The motion was carried. (5-yes; 0-no; 0-no)

Consideration to approve a Cooperation Agreement By and Between the County of Monroe and the Borough of Stroudsburg for the FFY 2022 CDBG Program Administration.

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to approve the stated agreement between the Borough and the County of Monroe. The motion was carried. (5-yes; 0-no; 0-no)

Consideration to approve Payment Request #2 (Final) in the amount of \$7985.88 to M & J Excavation, Inc. for the Thomas Street Paving and ADA Ramps Project.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve the final payment to M & J Excavation in the amount of \$7,985.88. The motion was carried. (5-yes; 0-no; 0-no)

Consideration to adopt a Resolution of the Stroudsburg Borough Council to Authorize the Disposal of Obsolete Vehicles.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to adopt the resolution to dispose of the following obsolete vehicles:

- 2001 Ford Dump Truck, VIN #1FDAF57F91EB00351
- 1996 Ford F800 Dump Truck, VIN #1FDYF80E9TVA16065
- 1987 International Bucket Truck, VIN #1HTLCHYL6HHA23934
- 2011 Isuzu Sweeper T, VIN #JALE5W168A7300955
- 1991 Chevy Dump Truck, VIN #1GBM7H1JXMJ102591

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

Consideration to authorize the removal of five (5) metered parking spaces on the north side of West Main Street (2 to the west of Elm Street and 3 to east of Elm Street) in front of the construction area of 1009 Realty, LLC., a/k/a Dunkin Donuts.

A motion was made by Mr. Sabatine, seconded by Mr. Evanisko to authorize the removal of the aforementioned five (5) metered parking spaces. The motion was carried. (5-yes; 0-no; 0-no)

Solicitor Brown advised that an ordinance would not be necessary; a letter to PennDOT will suffice. A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to send a letter to PennDOT confirming that the Borough of Stroudsburg will restrict parking by the removal of the requested parking spaces. The motion was carried. (5-yes; 0-no; 0-no)

Consideration to approve a request from Stroudsburg High School to conduct the annual bonfire on Thursday, October 27, 2022 from 6:00 to 9:00 P.M.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve the request from Stroudsburg High School to conduct the annual bonfire on Thursday, October 27, 2022 from 6:00 P.M. to 9:00 P.M.

Consideration to approve the Borough of Stroudsburg participating in the AARP Foundation's Senior Community Service Employment Program.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve the Borough's participation in the AARP Senior Community Service Employment Program. Mr. Kopp advised that the seniors could provide filing and data entry services to help the zoning and codes department. The motion was carried. (5-yes; 0-no; 0-no)

Mrs. Kochanski mentioned that the Retired Senior Volunteer Program "R.S.V.P." of Monroe County is also available.

Consideration to approve changing the name of Bank Alley to Weiss Way in honor of long-time Council Member Boyd Weiss.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to table consideration of the aforementioned at this time. The motion was carried. (5-yes; 0-no; 0-no)

Consider the application of Luis Mayancela, as recommended for the issuance of a Certificate of Appropriateness by the HARB, for the replacement of the roof at 917 Sarah Street.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve the issuance of a Certificate of Appropriateness for the aforementioned project as recommended by the HARB. The motion was carried. (5-yes; 0-no; 0-no)

Consider the application of Johnny Almonte, as recommended for the issuance of a Certificate of Appropriateness by the HARB, for the installation of an east & west side yard fence at 508-510 Scott Street.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to approve the issuance of a Certificate of Appropriateness for the aforementioned project as recommended by the HARB. The motion was carried. (5-yes; 0-no; 0-no)

Consider the application of GI Investment Group, as recommended for the issuance of a Certificate of Appropriateness by the HARB, for replacing the roof at 712-714 Scott Street.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve the issuance of a Certificate of Appropriateness for the aforementioned project as recommended by the HARB. The motion was carried. (5-yes; 0-no; 0-no)

Consider the application of Joel Marle, as recommended for the issuance of a Certificate of Appropriateness by the HARB, for restoring the front porch at 712-714 Scott Street.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve the issuance of a Certificate of Appropriateness for the aforementioned project as recommended by the HARB. The motion was carried. (5-yes; 0-no; 0-no)

Mr. Abell noted that the applicant provided detail about the proposed restoration of the front porch.

Committee Reports

Codes Committee – Mr. Abell reported that the next meeting of the Committee will be September 28 at 3:30 P.M. They will be working on an ordinance to regulate the keeping of outdoor animals. Solicitor Brown will be working on the sidewalk ordinance to remove the requirement for Borough Council approval. The Committee continues to work on problem properties.

Budget Committee – Mr. Kopp reported that he started the 2023 Budget preparation.

Parking Committee – Ms. McCabe advised that the Committee will meet on September 27.

Recycling Committee – Mr. Kopp reported that the Twin Boroughs Recycling Committee met last Wednesday. There was nothing new to report.

Sewer Committee – Mr. Kopp advised that he will be looking at the costs for having the sewer billing done by a third party as a comparison to the costs for BCRA to continue the billing.

Street Committee – Mr. Abell reported that the sidewalk replacement project is under way.

Personnel Committee – Mr. Abell will be scheduling a Committee meeting shortly.

Public Relations/Media Committee – Ms. McCabe mentioned the QR Code for new residents of the Borough. Megan Williamson asked about the status of the HARB survey and whether it could be put in to the next newsletter. Mr. Abell answered that the Borough will try to get it out in October.

Redevelopment Committee – Mr. Abell advised that the Committee will be meeting on September 21 and will devote the meeting to the Alta Planning Mobility Study.

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

Stroud Region Open Space and Recreation Commission – Ms. McCabe advised that the next SROSRC meeting is on September 27.

Mayor's Report

Mayor Probst was absent. There was no report.

Council Member Reports

Ms. McCabe noted that the Pocono Irish American Festival was handled very well. The only concern was from Assistant Fire Chief Mehmet Barzev about the gas generator that was used because his gas meter kept going off.

Mr. Abell asked Mr. Ace if the bike lane striping in South Stroudsburg would be done in the spring next year. Mr. Ace replied that it would and that it will be put in the 2023 Budget.

Solicitors Reports

Solicitor McDonald advised Council that the Zoning Hearing Board meeting and the public hearing scheduled for Adams Outdoor Advertising (permit for the Dreher Avenue location) on September 21 has been continued at the request of the applicant. A letter was received by Todd Weitzmann, Esq., the Zoning Hearing Board Solicitor, from the applicant requesting a continuance indefinitely or until the Borough asks for the public hearing to be scheduled. Solicitor McDonald also noted that the public hearing was already continued from the August meeting to the September 21 meeting, also at the request of the applicant.

The letter from the applicant to Solicitor Weitzmann also asked if the applicant could come before the Borough Council to discuss the proposed project, particularly the rationale for the intensity of the lighting and why the proposed sign is twice the allowable area than what is permitted in the Sign Ordinance. Solicitor McDonald advised that there would be nothing binding for either the applicant or the Borough but rather a “good faith attempt” to avoid the potential for litigation. The matter will be placed on the October 4 agenda of the Borough Council.

Solicitor Brown did not have anything to report.

Manager's Report

Mr. Kopp reported that the security cameras will be installed on September 22.

Meetings

Staff Counseling	Complete
Coordination Meeting/Irish-American Festival	September 8 th
Coordination Meeting/Austin-Healey Car Show	September 12 th
Downtown Stroudsburg Business Association	September 13 th
Brian/PMVB/Austin Healey Car Show	September 14 th
Nia/Give & Grow Garden	September 16 th
Parry/AARP	September 16 th
Jen Lyon/Austin-Healey Car Show	September 19 th
GFL/Trash Contract	September 20 th
Teamsters/Union Issues	September 27 th

Infrastructure/Streets/Capital Projects

Sidewalk Replacement Project/Multimodal Grant. Work scheduled to begin this week.

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. Due September 30th. Working with Penn Strategies.

Verkada Security Cameras

Will begin camera installation this week. Should be complete within a week.

AARP Senior Community Service Employment Program

AARP has a federally funded program that pays all salary and expenses for seniors reentering the workplace to gain skills needed. It would allow the Borough PT help (up to 20 Hours/Week) in filing, data entry, etc., to give staff time to focus on other priority tasks.

Mobility Study/Alta Planning

Mobility Study presentation tonight at Council Meeting. Looking at steps required for potential funding of program by Federal Government, in particular RAISE Program.

Solid Waste Ordinance

Approval of proposal this evening. Begin working on billing portion of Ordinance, 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. So far, six property owners have requested exemption from the Ordinance for various reasons.

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 on October 3rd 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.

Personnel

Completed all Annual Performance Reviews. Completed updates of all job descriptions.

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 2022.

Upcoming Focus

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

Code Enforcement Officer's Report

Ms. Walker reported that her department has been busy with building applications and focusing on property maintenance violations.

Street Superintendent

Mr. Ace did not have anything to report.

Approval of Bills on Warrants 220920

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve the payment of bills on Warrants 220920. The motion was carried. (5-yes; 0-no; 0-no)

Public Input for Non-Agenda Items

There were no further questions or comments from the public.

Executive Session

There was no need for an executive session.

The meeting was adjourned at 9:11 P.M. on a motion made by Mrs. Kochanski, seconded by Ms. McCabe. The motion was carried. (5-yes; 0-no; 0-no)