

STROUDSBURG BOROUGH COUNCIL
MEETING MINUTES, SEPTEMBER 6, 2022

A meeting of the Stroudsburg Borough Council convened at 7:00 P.M. 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. 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 Jr. Esq., Borough Solicitor Christopher Brown Esq., Street Superintendent Brian Ace Jr. and Zoning/Codes Officer and Land Development Administrator Jennifer Walker.

The Pledge of Allegiance was recited.

Consideration to open bids for the Collection, Transportation and Disposal Services of Domestic Waste in the Borough of Stroudsburg

Three (3) bids were received and opened by Mr. Kopp. Mr. Abell announced the bid results as follows:

- County Waste, a GFL Company, 411 Route 146, Clifton Park, NY 12065

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.

Option 2 --Five-year bid: 2023 - \$561,550.20; 2024 - \$584,012.21; 2025 - \$607,372.70; 2026 – \$631,667.60; 2027 - \$656,934.31 for a total bid of \$3,041,537.02.

The charge for additional bags beyond what is included in the contract base bid will be \$15.00 per bag.

- Solid Waste Services, Inc. d/b/a J.P. Mascaro and Sons, 2650 Audubon Road, Audubon, PA 19403

Option 1 --Three-year bid: 2023 - \$715,464.00; 2024 - \$736,380.00; 2025 - \$758,748.00 for a total bid of \$2,210,592.00.

Option 2 --Five-year bid: 2023 - \$745,416.00; 2024 - \$765,816.00; 2025 - \$787,668.00; 2026 – \$802,956.00; 2027 - \$820,524.00 for a total bid of \$3,922,380.00.

- Waste Management of Pennsylvania, Inc., 2710 Golden Key Road, Kutztown, PA 19530

Option 1 --Three-year bid: 2023 - \$621,756.00; 2024 - \$659,061.36; 2025 - \$698,605.04 for a total bid of \$1,979,422.40.

Option 2 --Five-year bid: 2023 - \$621,756.00; 2024 - \$659,061.36; 2025 - \$698,605.04; 2026 - \$757,986.47; 2027 - \$822,415.32 for a total bid of \$3,559,824.19.

The apparent low bidder was County Waste, a GFL Company. Mr. Kopp will review the bid documents prior to an award by the Borough Council.

Approval of Council Meeting Minutes for the regular meeting on August 16, 2022

A motion was made by Mrs. Kochanski, seconded by Ms. DeVries to approve the minutes of the August 16, 2022 meeting as circulated. The motion was carried. (6-yes; 0-no; 0-abstain)

OLD BUSINESS

Consideration to approve an Event Permit Application to conduct a Car Show by the Austin-Healey Club of America on Wednesday, September 21st, 2022, 3:00 pm to 6:00 pm, on the 500 & 600 Blocks of Main Street.

Mr. Kopp advised Council that he received verbal approval from Penn DOT last week and that a written approval is forthcoming.

A motion was made by Mr. Sabatine, seconded by Ms. DeVries to approve the issuance of an event permit to conduct the Car Show by the Austin-Healey Club of America as described above. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to approve an Event Permit Application from Cleo MeriAbul Jarvis on behalf of the African-American Network to hold the 2023 JuneTeenth Freedom Festival on Saturday, June 17, 2023 from 1:00 to 7:00 P.M.

A motion was made to table action on this event permit application until the procedures for events in Courthouse Square are determined. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to approve a Local Cooperation Agreement between the U.S. Army Corps of Engineers and the Borough of Stroudsburg for levee repairs.

Mr. Kopp advised Council that there is an \$80,000.00 local share that will be covered by another grant. A motion was made by Ms. McCabe, seconded by Mr. Sabatine to approve the Local Cooperation Agreement between the U.S. Army Corps of Engineers and the Borough of Stroudsburg for levee repairs. The motion was carried. (6-yes; 0-no; 0-abstain)

NEW BUSINESS

Consideration to adopt a Resolution of Stroudsburg Borough, Monroe County, Pennsylvania, Authorizing and Implementing Changes to the Designated Pension Plan Officials for the Nationwide Pension Case(s) 632-80272.

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to adopt the aforementioned Resolution which will authorize Mr. Kopp and Ms. Quinn (alternate) to execute documents in connection with the Stroudsburg Borough Non-Uniform Pension Plan. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to approve a Subdivision extension request from Monroe County Historical Association.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve a 30-day subdivision extension to the Monroe County Historical Association pending the receipt of a written request. The current extension expires September 30, 2022. The motion was carried. (6-yes; 0-no; 0-abstain)

Note: A written Subdivision and Land Development Waiver of Borough Decision Deadline/Extension form together with the \$50.00 fee was received from the Monroe County Historical Association on September 15, 2022. The extension requested is through December 30, 2022.

Consideration to approve the 2023 Minimum Municipal Funding Obligation (MMO) in the amount of \$360,389.00.

A motion was made by Mrs. Kochanski, seconded by Ms. DeVries to approve the 2023 Minimum Municipal Funding Obligation in the amount of \$360,389.00. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to approve a request from the Stroudsburg Area School District to set off one or two aerial fireworks for touchdowns which may occur at football games on August 26, September 9, September 23, October 7 and October 21, 2022.

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to approve the request from the Stroudsburg Area School District (SASD) to set off fireworks as described above. A discussion ensued regarding the party that would be setting off the fireworks. There was no roll call.

A motion was made by Ms. McCabe, seconded by Mrs. Kochanski to table action on the request until the SASD advises who will be setting off the fireworks. The motion was carried. (6-yes; 0-no; 0-abstain)

Mayor Probst advised that the SASD stated via text that the company that sets off the fireworks for graduation will also be setting off fireworks for touchdowns during home games. A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve the request providing there

is an indemnity agreement holding the Borough of Stroudsburg harmless. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to approve a request from the Stroudsburg Area School District to hold the Annual Homecoming Parade on Friday, October 21, 2022 and also to waive the Event Permit Fee of \$250.00.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve a request from the SASD to hold the Annual Homecoming Parade on Friday, October 21, 2022 and to waive the event permit fee of \$250.00. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to approve an Event Permit Application from Go Collaborative for the 8th Annual Spooky Stroudsburg events on October 15 and 29, 2022 and the 2nd Annual Carved Pumpkin Contest on October 15, 2022.

Jody Singer was present to discuss Go Collaborative's request to conduct Spooky Stroudsburg events and the Annual Carved Pumpkin Contest. A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve the events for the Halloween season. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to approve a Building Permit Application of Laura Gonzalez and Steven Allesch for the replacement of their sidewalk located at 627 King Street.

A discussion ensued about whether it is really necessary for Council to be involved with approvals for sidewalks. Mrs. Kochanski noted that the requirement is in the Stroudsburg Borough Code. Mr. Abell asked Solicitor Brown to look at amending the ordinance to remove the requirement.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve the issuance of a Building Permit to Laura Gonzalez and Steven Allesch to replace the sidewalk in front of their home located at 627 King Street. The motion was carried. (6-yes; 0-no; 0-abstain)

Mayoral Proclamation in support of the Center for Disease Control's "Active People, Healthy Nations" Initiative.

Mayor Probst read the aforementioned Proclamation in to the record.

Consideration to discuss sewer billing procedures for the filling of swimming pools in the Borough of Stroudsburg.

A discussion ensued about how sewer bills might be handled when people fill their swimming pools. Mr. Kopp will research best practices and put the information in the next newsletter and on the Borough's Facebook page.

Consideration to approve a foursome sponsorship in the amount of \$400.00 for the Pocono Mountain Council of Government's Charity Golf Tournament on Sunday, September 25, 2022.

Mrs. Kochanski was opposed to spending taxpayer money on this sponsorship. Mayor Probst offered to purchase the foursome and extended it to any staff member, fire department member or police officer who may be interested in attending the event.

Consideration to adopt a Resolution to Approve the Submission of a Local Share Account Grant Application to the Commonwealth Financing Authority for the “Quick Build Main Street Project”.

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

Committee Reports

Codes Committee – Mr. Abell reported that he and Mayor Probst are working on a draft small animal ordinance. The Committee is also working on problem properties. The Committee meetings are held on the 4th Wednesday of each month at 3:30.

Budget Committee – Mr. Kopp advised that the draft 2021 Annual Financial Statements were received, and the adjusting journal entries pursuant to the auditor’s instructions were completed. The draft will be on the next agenda for Council consideration.

Parking Committee – Ms. McCabe advised that there was no meeting, although she expressed concern about the haphazard parking on Thomas Street during StroudFest. The SARPD police officers wrote a number of tickets for violations of alternate side of the street parking and parking against the flow of traffic. She asked that the Street Department install more alternate signs on Thomas Street.

Recycling Committee – Nothing to report.

Sewer Committee – Mr. Kopp reported that RKR Hess sent the 2023 flow projections to BCRA last week. He is reviewing the sewer billing costs to see if it is more economical to have BCRA do the billing or another company. The EDU assessment should be complete next week.

Personnel Committee – Mr. Kopp noted that Michelle Prevoznik sent a letter of interest in connection with being appointed to the Historical Architectural Review Board. Mr. Kopp will advise her that the appointment will be on the Council’s September 20 Agenda for consideration. Mrs. Prevoznik is an alternate member of the Zoning Hearing Board (ZHB), and Solicitor McDonald stated that members of the ZHB are not permitted by ordinance to serve on other boards or commissions. Mr. Kopp will discuss this with Mrs. Prevoznik.

Public Relations/Media Committee – Mayor Probst advised that the Committee will be meeting on September 20 at 5:30 P.M. She thanked Mr. Evanisko, Ms. McCabe, Adam Courtney and other volunteers for another successful Concerts in the Square series. The SARPD has also increased its presence downtown, which is appreciated.

Redevelopment Committee – Mr. Abell advised that the Committee meets on the 3rd Wednesday of each month at 3:30 P.M.

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

Stroud Region Open Space and Recreation Commission – Ms. McCabe reported that there was a minor leak in to the creek at the Dansbury Park Pool; however, it was mitigated and no violation fee was assessed. She referred the public to the Commission’s website www.srosrc.org for information about events and programs.

Mayor’s Report

Mayor Probst asked when the next newsletter will be sent out. Mr. Kopp will have it ready later this month. She asked if the Borough would apply to the ESSA Foundation for a grant for the pool. Mr. Ace suggested a grant for the pool house to include the heater and pump. Mr. Kopp will look in to the matter. The Mayor asked if \$5,000.00 of the T-Mobile grant money could be donated to the Stroudsburg Little League Field. A motion was made by Mr. Sabatine, seconded by Ms. McCabe to authorize the Borough Solicitors to research the feasibility of making such a donation. The motion was carried. (6-yes; 0-no; 0-abstain)

Council Member Reports

Ms. McCabe expressed concern about the high school students who are j-walking and asked for more police presence. Mr. Kopp will also send a letter to school asking that students be advised of the safety concerns.

Mr. Sabatine expressed concern about the increased gun activity downtown.

Solicitors Reports

Solicitor McDonald forwarded the annual litigation status letter to the auditors for inclusion in the 2021 Annual Financial Statements. He will be meeting with staff members to prepare for the September 21 Zoning Hearing Board meeting in connection with the Adams Outdoor Advertising sign application. The Borough received an assessment appeal that has been filed with the Monroe County Court of Common Pleas on behalf of the Old Engine Works.

Solicitor Brown did not have anything new to report.

Manager’s Report

Mr. Kopp spoke with the SASD superintendent, and the school board seems interested in revisiting the LERTA Ordinance. Mr. Abell asked Mr. Kopp and Ms. McCabe to serve with him on the LERTA Committee. A meeting with the school district will be scheduled.

Meetings

Creekview Apartments/Dumpsters
Paul/Whitetail Sanitation

August 16th
August 16th

Main Street Meeting/PennDOT	August 17 th
SARP/Municipality Meeting	August 17 th
PennDOT I-80 Reconstruction	August 22 nd
Shear Delight/Dumpster	August 22 nd
Munilink Demo/Trash Billing	August 23 rd
Home Inspection/ EDUs	August 24 th
GovInvest Demo	August 25 th
Harassment Training	August 26 th
ESSA Bank/Sarah	August 26 th
Cos Curry/School District/LERTA	September 1 st

Infrastructure/Streets/Capital Projects

Sidewalk Replacement Project/Multimodal Grant. Streets marked for One Calls. Working on getting dates for work and ensuring concrete will be available. Should be finished by end of October.

Ann Street Sewer Replacement & Paving. RKR Hess working a new budget (For 2023 Budget) and schedule. Should have within the next week.

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.

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.

Mobility Study/Alta Planning

Should have final draft of Mobility Study next week for review. Met with Alta Planning and PennDOT on August 17th to discuss draft Mobility Study. PennDOT was very supportive. Next step is to Finalize Plan and begin design work to allow time for review by PennDOT prior to RAISE Grant deadline in 2023.

Solid Waste Ordinance

Opening bid documents this evening. Working through billing portion of Ordinance, contacting outside vendors for quotes on billing support. 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

Sent out letters to properties identified to have an error in the number of billed units. 150 letters were sent out. That represents a potential 180 in billed units that could be added to our billing (Present 376 Units, potentially 556 Units from those 150 properties). Inspections of properties ongoing to determine accurate count of units per property. Done with approximately 90% of the Borough. Only portion of Borough yet to be inspected is LaBar Village.

Back Billing Sewer Charges

We are still owed \$5,828 from BCRA's errors in 2021 Billing Charges to monthly commercial customers. A second notice will be 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.

2023 Sewage Flow Projections

Provided flow projections to BCRA for 2023. Mid-year 2022 was only 1.7% higher than projections. 2023 is projected to be 266 Million Gallons, slightly up from 2022 projections.

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.

McMichael Creek Flood Protection Project/Levee Repair/DEP Grant

Received Local Cooperation Agreement from Army Corps of Engineers for project. Currently under review. 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. It will be included in the 2023 Budget as well.

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

Second Staff Training Session on Harassment was held on August 26th for those who missed the first session and new hires. 11 East Stroudsburg employees attended the session as well. Working on a training presentation on Customer Service.

MyGov Software for Codes/Zoning

Going fully “live” with MyGov on October 3rd. Customers will be required, unless they have a compelling reason, to submit all permit and license online through the Customer Service Portal.

Personnel

Annual Performance Reviews ongoing this week. 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.

Approval of Bills on Warrants 220906

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to approve the payment of the bills on Warrants 220906. The motion was carried. (6-yes; 0-no; 0-abstain)

Public Input for Non-Agenda Items

David Williamson asked if the Borough Council has identified the properties that would be subject to a LERTA Ordinance. Mr. Abell responded that the Borough Council did designate the entire Borough; however, the school district was not in favor of designating the entire Borough in the LERTA zone.

Mr. Williamson also followed up on request that he made about the tree that the Borough planted in front of 624 Scott Street. The tree is dying, and he would like the Shade Tree Commission to look in to that. The tree is also blocking the stop sign.

Megan Williamson also noted that the tree at the intersection of Thomas Street and 7th Street is also blocking the stop sign. She asked that property owners be notified that trees will be planted in front of the properties in the future.

There was no need for an executive session.

The meeting was adjourned at 8:20 P.M. on a motion made by Mrs. Kochanski, seconded by Ms. DeVries. The motion was carried. (6-yes; 0-no; 0-abstain)