

MINUTES
Stroudsburg Borough Council Meeting
Tuesday, November 10, 2015 at 7 p.m.

Note that the minutes are presented in the order in which items were discussed at the meeting. Each agenda item, however, has retained the original number it was assigned on the original agenda.

1. Call Meeting to Order/Roll Call: Council President Kim Diddio called the meeting to order at 7:02 p.m. Borough Manager Cathryn Thomas called roll. Present were President Diddio, Vice President Joanne Kochanski, Council Members Eric Scelza, Matt Abell, and Boyd Weiss. Absent were Council Members Ken Lang and Neil Allen. Also present were Mayor Ellen Deihl and Solicitor Ralph Matergia.

2. The Pledge of Allegiance was recited.

3. Public Hearing

A. Consideration of an ordinance to amend Chapter 15 – Motor Vehicles and Traffic, of the Stroudsburg Borough Code: The public hearing was opened and closed at 7:03 p.m. with no public comment. Motion by Mrs. Kochanski, second by Mr. Scelza, to close the public hearing. Motion passed unanimously.

B. Consideration to approve an ordinance to amend to Chapter 15 – Motor Vehicles and Traffic, of the Stroudsburg Borough Code: Motion by Mr. Abell, second by Mr. Scelza, to approve an ordinance to amend to Chapter 15 – Motor Vehicles and Traffic, of the Stroudsburg Borough Code. Motion passed unanimously.

4. Public Input: None.

5. Approval of Council Meeting Minutes from October 20, 2015: Motion by Mr. Abell, second by Mrs. Kochanski, to approve the Council Meeting Minutes from October 20, 2015. Motion passed unanimously.

6. Accept August, September and October Treasurer's Reports: Not available.

New Business

8. Consideration to approve a request from Christ Episcopal Church for a minor subdivision: Codes Officer Jeff Wilkins stated that the Borough and County Planning Commissions recommend approval. Motion by Mr. Abell, second by Mr. Scelza, to approve the waivers read aloud by Solicitor Matergia as listed in the October 19, 2015 letter from Land Surveyor Frank Smith to the Stroudsburg Borough Planning Commission. Motion passed unanimously. Motion by Mr. Abell, second by Mrs. Kochanski, to approve a request from Christ Episcopal Church for a minor subdivision. Motion passed unanimously.

9. Consideration of a Certificate of Appropriateness, as recommended for approval and issuance by the Historic Architectural Review Board, for Norma Medrano for the installation of roofing at

727 Ann Street: Motion by Mr. Scelza, second by Mr. Abell, to grant a Certificate of Appropriateness, as recommended for approval and issuance by the Historic Architectural Review Board, for Norma Medrano for the installation of roofing at 727 Ann Street. Motion passed unanimously.

10. Consideration of a Certificate of Appropriateness, as recommended for approval and issuance by the Historic Architectural Review Board, for TSS Holdings, LLC for the installation of a window at 564 Main Street: Motion by Mr. Scelza, second by Mr. Abell, to grant a Certificate of Appropriateness, as recommended for approval and issuance by the Historic Architectural Review Board, for TSS Holdings, LLC for the installation of a window at 564 Main Street. Motion passed unanimously.

11. Presentation on the proposed 2016 Budget for the Stroud Region Open Space and Recreation Commission, with contributions for Stroudsburg Borough for 2016 proposed to be \$30,337 for the Municipal Appropriation, \$78,500 for the Stewardship Contribution and \$1,387 for the Greenway Contribution, with all amounts the same as were budgeted for the year 2015: Being there are still concerns regarding Stroud Township and East Stroudsburg, this issue is not ready to be discussed tonight. It will be considered at the December 1, 2015 Meeting.

12. Consideration to set a public hearing on a proposed amendment to Chapter 27 (Zoning) of the Borough Code, revising the language pertaining to the Commercial Overlay District: Mr. Abell stated that “with the exception of public alleyways” should remain in the language. Motion by Mr. Abell, second by Mr. Scelza, to set a public hearing for December 15, 2015 on a proposed amendment to Chapter 27 (Zoning) of the Borough Code, revising the language pertaining to the Commercial Overlay District including the verbiage “with the exception of public alleyways”. Motion passed unanimously.

13. Consideration to set a public hearing on a proposed amendment to Chapter 22 (Subdivision and Land Development) of the Borough Code, adding definitions for “Lot Combination” and “Lot Improvement”: Motion by Mr. Abell, second by Mr. Scelza, to set a public hearing for December 15, 2015 on a proposed amendment to Chapter 22 (Subdivision and Land Development) of the Borough Code, adding definitions for “Lot Combination” and “Lot Improvement”. Motion passed unanimously.

14. Consideration to enter into an agreement for the provision of payroll services: Motion by Mr. Abell, second by Mr. Scelza, to authorize entering into an agreement with Jet Pay for the provision of payroll services. Motion passed unanimously.

Old Business

7. Consideration of approval of the following change orders for the Fire Hall renovation project:
a. Change Order No. 7 for General Contractor Nu Cor, an increase of \$2,850 for a ceiling in the elevator mechanical room, cabinetry in the radio room, two-week rental for a dehumidifier in the basement and to re-secure the existing roof at the rear of the building above the exit door:

- b. Change Order No. 2 for Mechanical Contractor Leibold, an increase of \$6,200 to change to ceiling-type exhaust fans in the basement bathroom:
- c. Change Order No. 3 for Mechanical Contractor Leibold, an increase of \$3,903 for new sleeves for existing pipes and to isolate second-floor heating units with ball valves:
- d. Change Order No. 2 with Plumbing Contractor Yannuzzi, an increase of \$139,303.28 for exterior work on the storm and sanitary sewer lines:
- e. Change Order No. 3 with Plumbing Contractor Yannuzzi, an increase of \$1,400 for relocation of piping to the existing sump pump:

Motion by Mr. Abell, second by Mr. Scelza, to approve all 5 change orders as listed above. Motion passed unanimously.

New Business

15. Consideration to adopt the 2016 ***Proposed*** Budget and to set public hearings on December 1 to consider adoption of the tax ordinance and an ordinance setting the sewer rate: President Diddio asked Council to review the proposed budget at their desks.

Council Member Scelza briefly discussed the funds showing a deficit for 2016. The bond payments for the Street Project should not begin until at least May so the Street Fund should really be fine. The issues with the Sewer Fund are due to I & I (inflow and infiltration), how the formula was set, and Pocono Township hasn't tied on as many people as planned. Council Member Scelza thanked Council for giving him the opportunity to work on the budget.

Borough Manager Cathryn Thomas stated the Sewer Fund has had a 103% increase in costs due to O & M (Operations and Maintenance) and I & I since 2013. Solicitor Matergia stated that, due to the metering problem, the Borough hasn't been paying what they should have been all along. Ms. Thomas stated the average increase for next year per household between taxes and sewer rates is approximately \$79.50.

Ms. Thomas also discussed the Borough contribution to the Police Department. As of right now, our contribution for 2016 and 2017 should decrease by \$9,000 for both years. The question she asked is should the Borough apply any of the money in the unexpended fund balance of the Police Budget towards the 2016 budget. This year we put in \$101,265. \$100,000 is what is proposed for 2016. Council consensus is to stick with \$100,000 which will help offset our MMO and future OPEB.

16. Solicitor's Report: None.

17. Mayor's Report: Mayor Deihl attended the Veteran's Memorial Bridge flag dedication ceremony. She complimented Ms. Thomas for doing a great job organizing it.

18. Council Member Reports:

Mr. Abell had a meeting with Ms. Thomas and Mr. Wilkins regarding whether the Borough wants to continue with tenant registration as the information received is usually too incomplete

to be useful and if the Borough is interested in performing housing rental inspections which require a huge outlay and a tremendous amount of man power. Council felt these were decisions best made by the next Council.

Mr. Scelza stated he feels the Borough should go through with the proposed Street Project next year while interest rates and gas prices are low.

Mr. Weiss suggested sending a letter to the newly elected Council Members.

19. Manager's Report: None.

20. Approval of Bills on Warrant 151110: Motion by Mrs. Kochanski, second by Mr. Scelza, to approve the Bills on Warrant 151110. Motion passed unanimously.

21. Executive Session: None.

22. Adjournment: Motion by Mr. Scelza, second by Mr. Abell, to adjourn at 7:53 p.m. Motion passed unanimously.

Approved:

Kim M. Diddio, President of Council

Attest:

Cathryn Thomas, Borough Manager/Secretary