

MINUTES  
Stroudsburg Borough Council Meeting  
Tuesday, January 17, 2017 at 7 p.m.

1. Calls Meeting to Order/Roll Call - Present were Council Members Joanne Kochanski, Council Member Boyd Weiss, Mayor Tarah Probst, Solicitor Joseph McDonald, Council Vice President James Smith, Interim Borough Manager Brian Bond, Council Member Matt Abell, Council Member Mark Connors, and Council Member Patrick Maurath. Absent - Council President Ken Lang. A Quorum was present.
2. Pledge of Allegiance was recited
3. Public Input - Mr. Jacob Morris previously asked council for a letter of support back in September 2016 asking the County Commissioners to send a letter to the corporate offices for Loew's and Home Depot to accept the Monroe County Veterans cards. Mr. Morris would like to express my appreciation for the council handling this. Mr. Morris has been working with Mr. Weiss. We confirmed a letter was sent to the commissioners; however the letter was not honored. It would have been nice to receive a letter back acknowledging the letter was received along with their response. Mr. Bond confirmed a letter was sent to the County Commissioners, however Lowe's and Home Depot is not honoring the Veterans card. Mr. Bond researched both companies' corporate policies and they will only honor the card July 4<sup>th</sup>, Memorial Day and Veterans Day weekends. Mr. Morris states both stores do a lot of business, they state they support Veterans; they should follow through and support Veterans. Mr. Smith thanked Mr. Morris for his service to the country. Mr. Morris confirmed he spoke to the Executive Assistant at the County Commissioners Office and she confirmed they never sent a letter to either Lowes or Home Depot. Motion for the Borough to petition the stores directly; call Stroud Township Supervisors, East Stroudsburg Borough Supervisors and Mt. Pocono Supervisors Mr. Abell, second by Ms. Kochanski. Ms. Kochanski suggests we send a letter to all the council governments for all municipalities. Amended Motion for the Borough to petition the stores directly and send a letter to all the council governments for all municipalities by Mr. Abell, second by Ms. Kochanski. All in favor, Motion carries.
4. Approval of Council Meeting Minutes from January 03, 2017. Motion to approve Ms. Kochanski, second by Mr. Weiss. Discussion: Clarify Item 19 Executive Session Motion to be after Exec Session ended not during and Item 17 should be 4 feet 2 inches instead of 42 inches. All in favor, Motion carries
5. Monthly Administrative Reports
  - a. Permits Issued Report
  - b. Public Works Department Report
  - c. Parking Report
  - d. Right-To-Know Report
  - e. Police Department Report (provided via email)
  - f. Fire Department Reports ( )Motion to accept all reports but Fire Department Mr. Abell.

Mr. Seip presented verbally the Fire Department Report:

2016 – Responded to 312 alarms

Overall Number of Responders – 3,353

Total Man Hours – 1,245 (alarms and apparatus)

Chief – Went out 382 times this year

Six Zones:

1. High Value District – 61 calls
2. Hill District – 23 calls
3. South Stroudsburg - 39 calls
4. West Main Street – 51 calls
5. Lower Main Street – 28 calls
6. Anything on the Interstate – 9 calls

Remainder of the 312 calls was to assist area Fire Departments:

Total drills, alarms, extra-curricular – 441 with 2,435 man hours

New reporting software can provide other statistics. Thursdays were the busiest day of the year.

Also announce we took possession of the new 2016 engine. Invite all council members to see the engine.

Amend the motion to include the Fire Department report Mr. Abell, second by Ms. Kochanski. All in Favor, Motion carries.

### **Old Business**

6. Discussion of Pennsylvania Compensation of Mayor and Council members. Compensation for Council Members in Boroughs with a population of 5,000 or more but less than 10,000 is a maximum salary of \$2,500 per year, presently we pay \$2,000 per year; the same population for Mayor the maximum salary is \$5,000 per year, presently we pay \$2,500. Motion to raise salaries for Borough Council Members from the current rate to \$2,500 for future generations and the Mayor's office from the current rate to \$5,000 for future generations by Mr. Maurath, second by Mr. Weiss. All in favor – Yes (Mr. Weiss, Mr. Maurath), No (Ms. Kochanski, Mr. Smith, Mr. Abell, Mr. Connors). Motion Fails.

### **New Business**

7. Presentation by Sean Walsh on the Virtual Stroudsburg mobile app. Mr. Walsh presented the Stroudsburg app. We are a company about making a difference. We were approached as to why Stroudsburg does not have a similar app to Easton. We contacted the Mayor. Our company has been in business since March 2009. Have worked with Pocono Alliance, Second Harvest and Wyndham Hotels. We are fully insured. Located 912 Main Street and I live locally in South Stroudsburg. 80% internet owns a smart phone, 89% use apps with 11% surfing. 3 reasons to build an app is for community engagement, business exposure and downtown awareness. 75% of the community does not know what is going on downtown, 83% want to be informed and 73% said they would download an app if one existed. On the back end the business will register, add events or coupons, once approved its live. App can be marketed with banners, committees, business signs, Facebook Page. The app is funded through a USDA grant. Currently working with the grant writer and waiting for funding to be available.

Q&A:

\$18K cost to start, no additional fees or maintenance going forward, any updates will be free of charge

Goal is to be a Self-managed system

There is a Web calendar

There will be a landing page that will push the app down

The company owns the rights to the overall system but the Borough will have rights to this version as we own the content

USDA is the best to approach for funding

Businesses who want to participate can come to council for approval

Will need a dedicated person to manage

The app will be categorized correctly

Is a contract needed – the company owns the rights but the Borough owns the town

The grant process will take some time. USDA grant with Commerce

Motion to continue to investigate this program by Mr. Weiss, second by Mr. Maurath. Discussion:

Economic Development Committee would benefit from discussing further. Would like Solicitor

McDonald look over the legal information. All in favor, Motion Carries.

8. Presentation by Gerald Feissner of Keystone Compassionate Care, pertaining to medical marijuana. No one in attendance, the Planning Commission should look into. Motion to ask the Planning Commission

to investigate adding the medical dispensary category to our classifications and production with zoning ordinance impacts new use categories related to medical marijuana by Mr. Abell. Discussion: To allow Mr. Kimes to research and advise the Planning Commission. Amended Motion to allow Mr. Kimes to present to the Planning Commission Mr. Abell, second by Mr. Maurath. All in favor, Motion Carries.

9. Consideration of letter from Rose Ann Goldman pertaining to the possible sale of the Sophie E. Achtermann property to expand the Helen Amhurst Park (3<sup>rd</sup> Street Park). The Borough was in discussion in the past to purchase the home but nothing ever came of it. Ms. Goldman went to Pleasant Valley Manor. As per the letter they are looking for life rights to live in the home for the rest of her days. The home is on the corner of 3<sup>rd</sup> and Kramer. If we purchase the home we would need to maintain the lot. It wouldn't add value to the park only green space. It would come off the tax bill. Motion to get more information and investigate by Mr. Weiss, second by Mr. Maurath. Discussion: Go to the homeowner and ask for the costs they are looking for. We can discuss with the Park Commission and SROSRC. All in favor – Yes (Mr. Weiss, Mr. Smith, Mr. Maurath), No (Ms. Kochanski, Mr. Abell, Mr. Conners). Tie Vote with Mayor Probst voting Yes. Motion Carries.
10. Consideration to approve the purchase of a Truck Mounted Vacuum Debris Collector Model SCL800sm-25 and a new recycling collection truck to be purchased with the PADEP Recycling Grant awarded in 2015. Researched this truck and applied for a grant. Twin Boro's purchase all paid through DEP grant and Twin Boro's account for leaf pickup. Streamlines as only 1 person is needed not 4 people. Chute goes up and down and side by side. Will be starting leaf composting, both Stroudsburg and East Stroudsburg has a permit for composting through DEP. Motion to approve the purchase of Truck Mounted Vacuum Debris Collector Model SCL800sm-25 and a new recycling collection truck by Ms. Kochanski, second by Mr. Weiss. Discussion: 2015 grant monies need to be spent this year. All in favor, Motion Carries.
11. Consideration to renew the Electrical Supplier contract with APPI Energy for a 3 year term at a savings of approximately 22%. Motion to approve by Ms. Kochanski, second by Mr. Abell. Amended Motion to approve 36 months and 50% Green by Ms. Kochanski, second by Mr. Abell. All in favor, Motion Carries.
12. Consideration of a proclamation declaring the month of April 2017 Pennsylvania 811 Safe Digging Month. Motion to approve a proclamation declaring the month of April 2017 Pennsylvania 811 Safe Digging Month by Ms. Kochanski, second by Mr. Abell. All in favor, Motion Carries.
13. Consider the application of Jonathan Bodt, as recommended for approval and issuance by the Historic Architectural Review Board, for the installation of a carport at 602 Thomas Street. Motion to approve application of Jonathan Bodt by Mr. Abell, second by Ms. Kochanski. Discussion: HARB was fine with either single or dual pitch. Homeowner wants a shed, the ridge would face the home. All in favor, Motion Carries.
14. Solicitor's Report  
Borough collects sewer liens that are behind, sometimes for several quarters or several years, including foreclosures. Staff received notice on Sheriff's sale next month for sewer lien. We have to assert our lien making sure it gets priority over any other proceeds of sale. Working between the Borough and BCRA. BCRA is taking responsibility for billing. Staff is working with Ms. Quinn and Mr. Bond to get the correct payoff number to present to the Sheriff's office so our lien does not lose any priority. In this specific case there is a passage of time between the filing of the lien, in this case it's been more than 2 years. The house was either abandoned or no further payments were made. There are additional accrued payments due to the Borough. We are in the process of updating. We will be able to send an interim notice to the owner of record. Sale is the last Thursday in February.

There is a process with the Zoning Ordinance where a land owner or developer can ask the zoning officer for a determination on a project. With the pending application for the Shanty House conditional use matter heard here in February, Attorney Wolf asked Mr. Kimes to issue a determination letter on 1<sup>st</sup> floor and how it can be used. This has to do with the special meeting scheduled in February. Mr. Kimes sent a letter with his determination January 12, 2017. The zoning officer is entitled to give his determination on the specific question raised. In this case Mr. Kimes has determined based on his review of all the ordinances and all the definitions, and the ways the ordinance is interpreted that the Main Street level apartments are consistent with the Borough's zoning ordinance. I want to advise the letter was issued. If council wishes to disagree you can but it must be within 30 days of January 12, 2017, otherwise the applicant can take the agreement as binding. Special meeting is scheduled for February 28, 2017. Mr. Kimes reviewed Section 308, C2 central business district it spells out uses and community development with a wide range of retail and service uses. Residences primarily above the 1<sup>st</sup> floor. Part 2 commercial area, residential in the rear. More than 50% commercial use in the front. Access to the alleyway and Main Street determination in the plan. Former employee Mr. Wilkins made determination but I am unable to find any facts to back it up. Mr. Weiss advises commercial use off Main Street. Rear is residential use. Appears the floor plan in the rear is lower and used for storage. The loading dock is lower and level with the parking area. Motion to table to the next meeting by Ms. Kochanski, second by Mr. Conners. All in favor – Yes (Ms. Kochanski, Mr. Smith, Mr. Abell, Mr. Conners), No (Mr. Weiss, Mr. Maurath). Motion Carries.

Planning Commission meeting was re-scheduled January 23, 2017, will look at off street parking.

#### 15. Mayor's Report

Apologize for not emailing Penn Dot in the last 2 weeks, will get it out tomorrow. Will sent emails for I-80 task force. People are getting letters and property may be taken. Can meet Monday January 30, 2017 in council chambers.

SARP was going to give speed signs. Can we draft a letter to SARP. Motion to send a letter to SARP by Mr. Abell, second by Mr. Maurath. All in favor, Motion Carries.

Quaker/6<sup>th</sup> project, where are we with the contract. Borough will complete improvements. Have a 35 X 35 area. Will have a park bench in the area. Mr. Weiss and the previous Mayor met several times. Wanted to put in a parking lot but wouldn't work with our ordinances. We offered to put in a lot with drainage and install meters. We wanted a 10-15 year lease but the County turned us down. The tunnel is in question. 8 year contract for \$1.00 with beautification of the 35 X 35 lot.

#### 16. Council Member Reports

Ms. Kochanski – NTR

Mr. Weiss-Looking for the list of properties. Went to the tax office, they will be reporting back to us. We are still waiting for the information back from the tax office.

Mr. Maurath- NTR

Mr. Conners-Have a personnel issue for Executive Session

Mr. Abell- NTR

Mr. Smith –

I attended a seminar from Women's Resources on stalking, Representative Maureen Madden and Commissioner Christie was giving proclamations. Can we invite Women's Resources to the Borough to

recognize the work they do, open to the community. Motion to send a letter for their work in the community in stalker month by Ms. Kochanski, second by Mr. Maurath. All in favor, Motion Carries.

Tried to attend Monroe County Homeless initiative advisory board but it was cancelled due to the school delay.

The Recycling Committee met 2 weeks ago. Working to reduce costs on debris recycling (brush recycling), looking to contract with Twin Oaks. Working on reducing hours along with restricting contractors from dropping brush. We will have a better presence for only Borough residents to bring debris. Will need to show proof of residency at the gate. Twin Boro is seeing more use with the closing of the blue bins in Anolomink. Reduce hours March 1<sup>st</sup>. Tuesday, Thursday, Saturday 8:00am – 3:00pm and 11:00 on Saturday.

Stroudsburg School has club involved in area organizations. Are we interested in joining meetings. May be interested in Borough Manager and his responsibilities. Motion to invite school club in to do an article on the Borough of Stroudsburg and the guidelines of the Borough by Ms. Kochanski, second by Mr. Maurath. All in favor, Motion Carries.

I have attended the broadband rally with Former Representative Kelly Lewis. Are we interested in filling out a survey. Gathering information for broad band. Looking for the size of the Borough and population. Provided to the County. Doesn't cost the Borough. We are always contacted to install broad band in the right of ways. Motion to refer to staff by Ms. Kochanski, second by Mr. Weiss. All in favor, Motion Carries.

Planning Commission has 9 members. Hard to always have a Quorum. Motion to send a letter if current members want to stay in the Commission by Ms. Kochanski, second by Mr. Weiss. All in favor, Motion Carries.

Sent re-appointment letters, more definitive timeframe. Maybe we can send a letter in the Aug/Sept timeframe. Looking for the last meeting in August or the first meeting in September. Motion to place on the calendar in September for all members on committees up for re-appointment asking if they want to stay on the committees by Ms. Kochanski, second by Mr. Weiss. All in favor, Motion Carries.

I would like to attend the State Association Conference for Boroughs. Would like the Borough to pay. I am looking to stay off-site. It's a 2 day conference and costs \$260. Motion to approve Mr. Weiss, second Mr. Abell. Discussion: Mr. Connors would like a report to be provided. We have travel costs included in the Borough for Education. Budgeted \$1,250 for General and \$500 for Zoning. Mr. Smith to bring total costs to the next meeting for the cost to stay in the hotel vs not staying in the hotel.

17. Manager's Report – Everyone received a Stroudsburg Borough Council Board and Committees. There are a lot of committees with no chair person. Please send me updates, this is a request from President Lang. The next meeting Mr. Selza, BCRA, Mr. Brown and Mr. Weitzman will be in attendance.

I have included the Sewer Financing for the sewer van . We have received 4 bids. Go from 3.3 APR to 2.64 APR. The 2.64 APR is a little less than what was budgeted. Motion to approve "Option C" for financing (2.64 APR) by Mr. Abell, second by Ms. Kochanski. All in favor, Motion carries.

2 personnel items for Executive Session.

18. Approval of Bills on Warrants 170117. Motion to approve warrant checks by Mr. Weiss, second Ms. Kochanski. All in favor, Motion Carries.

19. Executive Session. Motion to adjourn to Executive Session 9:00pm by Mr. Connors, second by Mr. Maurath. All in favor, Motion Carries.

Motion by Mr. Abell, second by Mr. Smith to adjourn executive session and reconvene regular session. All in favor, Motion Carries at 10:03p.m.

Personnel matters were discussed, no action was taken.

Motion by Mr. Abell, second by Mr. Connors directing the Borough Manager to terminate employment of Joseph Scibetta prior to the end of the probationary employment period, motion passes unanimously.

Motion by Mr. Abell, second by Mr. Connors to adjourn, motion passes unanimously at 10:05p.m.

20. Adjournment at 10:05pm