

MINUTES
Stroudsburg Borough Council Meeting
Tuesday, September 19, 2017 at 7 p.m.

1. Call Meeting to Order/Roll Call - Present were: Council Member Joanne Kochanski, Council Vice President James Smith, Council Member Boyd Weiss, Mayor Tarah Probst, Solicitor Joseph McDonald, Council President Ken Lang, Interim Borough Manager Mary Pat Quinn, Council Member Matt Abell, Council Member Mark Connors and Council Member Patrick Maurath. A Quorum was present.
2. Pledge of Allegiance recited.
3. Public Hearings – Ms. Quinn advised we have advertised in the Pocono Record and provided notice to the Monroe County Law Library.
 - A. Consideration of a proposed Ordinance amending Chapter 4, Buildings, Part 4, entitled “Historic Preservation District”.
Motion by Mr. Smith, second by Mr. Weiss to close the Public Hearing of a proposed Ordinance amending Chapter 4, Buildings, Part 4, entitled “Historic Preservation District”. All in favor, Motion Carries.
 - B. Consideration to approve a proposed Ordinance amending Chapter 4, Building, Part 4, entitled “Historic Preservation District”.
Motion by Mr. Smith, second by Mr. Weiss to approve an Ordinance amending Chapter 4, Buildings, Part 4, entitled “Historic Preservation District”. All in favor, Motion Carries.
 - C. Consideration of a proposed Ordinance amending Chapter 13, Licenses, Permits and General Business Regulations, Part 1, entitled “Lawn, Yard and Garage Sales”.
Motion by Mr. Smith, second by Ms. Kochanski to close the Public Hearing of a proposed Ordinance amending Chapter 13, Licenses, Permits and General Business Regulations, Part 1, entitled “Lawn, Yard and Garage Sales”. All in favor, Motion Carries.
 - D. Consideration to approve a proposed Ordinance amending Chapter 13, Licenses, Permits and General Business Regulations, Part 1, entitled “Lawn, Yard and Garage Sales”.
Motion by Mr. Abell, second by Mr. Weiss to approve an Ordinance amending Chapter 13, Licenses, Permits and General Business Regulations, Part 1, entitled “Lawn, Yard and Garage Sales”. All in favor, Motion Carries.
 - E. Consideration of a proposed Ordinance amending Chapter 21, Streets and Sidewalks, Part 1, Street Openings and Excavations.
Motion by Mr. Smith, second by Ms. Kochanski to close the Public Hearing of a proposed Ordinance amending Chapter 21, Streets and Sidewalks, Part 1, Street Openings and Excavations. All in favor, Motion Carries.
 - F. Consideration to approve an Ordinance amending Chapter 21, Streets and Sidewalks, Part 1, Street Openings and Excavations.
Motion by Mr. Abell, second by Ms. Kochanski to approve an Ordinance amending Chapter 21, Streets and Sidewalks, Part 1, Street Openings and Excavations. All in favor, Motion Carries.

G. Consideration of a proposed Ordinance amending Chapter 15, Motor Vehicles and Traffic, Part 3, General Parking Regulations.
Motion by Mr. Weiss, second by Ms. Kochanski to close the Public Hearing of a proposed Ordinance amending Chapter 15, Motor Vehicles and Traffic, Part 3, General Parking Regulations. All in favor, Motion Carries.

H. Consideration to approve an Ordinance amending Chapter 15, Motor Vehicles and Traffic, Part 3, General Parking Regulations.
Motion by Ms. Kochanski, second by Mr. Smith to approve an Ordinance amending Chapter 15, Motor Vehicles and Traffic, Part 3, General Parking Regulations. All in favor, Motion Carries.

4. Public Input for Non-Agenda Items.

Motion by Mr. Smith, second by Ms. Kochanski to close Public Input. All in favor, Motion Carries.

5. Approval of Council Meeting Minutes from September 5, 2017

Motion by Mr. Weiss, second by Ms. Kochanski to approve September 05, 2017 Council Meeting Minutes. All in favor, Motion Carries.

6. Monthly Administrative Reports

a. Permits Issued Report

d. Fire Department Report

b. Public Works Report

e. Right-To-Know Report

c. Parking Report

f. Police Department Report (provided via email)

Motion by Mr. Smith, second by Mr. Weiss to accept August Monthly Administrative Reports. All in favor, Motion Carries.

7. Accept Unaudited August Treasurer's Reports:

a. Actual to Budget

b. Cash Balances

Motion by Ms. Kochanski, second by Mr. Smith to accept the Unaudited August Treasurers Report. All in favor, Motion Carries.

Old Business

8. Consideration of a Resolution amending the Fee Schedule pertaining to Lawn, Yard and Garage Sales.
Motion by Ms. Kochanski, second by Mr. Abell to approve a Resolution amending the Fee Schedule pertaining to Lawn, Yard and Garage Sales. All in favor, Motion Carries.

9. Consideration of a request from the Pocono Irish-American Club to hold the 41st annual St. Patrick's Day Parade on Sunday, March 18, 2018 from 1:00 P.M. to 4:00 P.M. The Pocono Irish-American Club is also requesting the utilization of Borough personnel to close streets, provide barricades and to designate the north and south side of Main Street "No Parking" the day of the parade from 6th Street to 8th Street. Mr. Corkrin/The President of the Pocono Irish-American Club was in attendance.
Motion by Ms. Kochanski, second by Mr. Smith to approve a request from the Pocono Irish-American Club to hold the 41st annual St. Patrick's Day Parade on Sunday, March 18, 2018 from 1:00 P.M. to 4:00 P.M. The Pocono Irish-American Club utilizing of Borough personnel to close streets, provide barricades and to designate the north and south side of Main Street "No Parking" the day of the parade from 6th Street to 8th Street contingent upon Penn DOT and East Stroudsburg Borough approval. All in favor, Motion Carries.

New Business

10. Consideration of a Resolution authorizing budget transfers within the Street Department, Parking Department and Fire Department.

Motion by Mr. Weiss, second by Mr. Smith to approve Resolution authorizing budget transfers within the Street Department, Parking Department and Fire Department. Ms. Quinn advises the Street Department transfer is to cover maintenance costs for the street sweeper, monies to transfer from disposed street sweeping to street cleaning maintenance. The Parking Department transfer is to cover additional merchant bank processing fees, there were additional funds in entitlement for retirees. The Fire Department transfer is needed to cover costs for the DSL service; general government telephone funds will be transferred to Fire Department telephone. All in favor, Motion Carries.

11. Consideration of a request from First Presbyterian Church for free parking on the Parking Deck for volunteers of the PATH luncheon on Saturday, October 14, 2017 from 9:00 A.M. to 3:00P.M.

Motion by Mr. Abell, second by Mr. Weiss to approve a request from the First Presbyterian Church for free parking on the Parking Deck for volunteers of the PATH luncheon on Saturday, October 14, 2017 from 9:00 A.M. to 3:00P.M. All in favor, Motion Carries.

12. Consideration of a request from the Monroe County Conservation District for an annual donate to support the Pocono Creek Stream Gage in the amount of \$500.

Motion by Ms. Kochanski, second by Mr. Weiss to approve a request from the Monroe County Conservation District for an annual donate to support the Pocono Creek Stream Gage in the amount of \$500. All in favor, Motion Carries.

13. Consideration of a request from the Jewish Resource Center of the Poconos to erect a temporary booth in Parking Lot #3 in Meter space number 8 and the adjoining No Parking Zone.

Motion by Mr. Abell, second by Mr. Weiss to approve a request from the Jewish Resource Center of the Poconos to erect a temporary booth in Parking Lot #3 in Meter space number 8 and the adjoining No Parking Zone from Saturday, October 7th through October 11th, 2017. All in favor, Motion Carries.

14. Consideration of a request from Lisa Diemer of the Tree Lighting Coordinator to close Court House Square for the Annual Tree Lighting Ceremony on Friday, November 24, 2017 between 4:30 P.M. to 8:30 P.M. Lisa and Eric Diemer advised the person who has donated the tree in the past is unable to this year and is asking for help from the Streets Department to find a tree. Mr. Weiss advises the property across from the Morey School is willing to donate a tree.

Motion by Mr. Connors, second by Mr. Smith for the Streets Department to assist in cutting down the tree or seek professional tree service subject approval by our Solicitor in obtaining a release from the property owner and subject from the discretion of the Public Works Director relating to technical issues. All in favor, Motion Carries.

15. Consideration of a request from Gina Day of Ostomy Awareness to hold a Virtual Walk on Saturday, October 7, 2017 and to place balloons along the route attached to the decorative street lights and the railing of the Veterans Memorial Bridge. Ms. Gina Day works at Lehigh Valley Hospital as an Ostomy Nurse for 10 years. Mayor Probst presented Ms. Day with a Proclamation for Ostomy Awareness.

Motion by Mr. Smith, second by Mr. Weiss to approve a request from Gina Day of Ostomy Awareness to hold a Virtual Walk on Saturday, October 7, 2017 and to place balloons along the route attached to the decorative street lights and the railing of the Veterans Memorial Bridge. All in favor, Motion Carries.

16. Consideration to set the date and time for Halloween, "Trick or Treat" to Tuesday, October 31 from 6:00P.M. to 8:00 P.M. The Street Department will close Thomas and Scott between 5th and 8th.

Motion by Ms. Kochanski, second by Mr. Smith to approve the date and time for Halloween, "Trick or Treat" to Tuesday, October 31 from 6:00P.M. to 8:00 P.M. All in favor with Mr. Maurath voting NO. Motion Carries.

17. Consider the application of Wayne Vanderhoof, as recommended for approval and issuance by the Historic Architectural Review Board, for exterior alterations and removal of features at 608 Thomas Street.

Motion by Mr. Smith, second by Mr. Weiss to approve the application of Wayne Vanderhoof as recommended by the Historic Architectural Review Board. Lengthy discussion ensued about the change in application the day of the HARB meeting in reference to the lattice. All in favor with Mr. Connors and Mr. Abell voting NO. Motion Carries.

18. Solicitor's Report – We are scheduled October 3, 2017 to advertise the latest revisions to Zoning Ordinances. New, amended or replacement definitions of basement, building height, grade plane, lowest floor. Changes for community development objectives in the C-2 district and to clarify residential uses in the C-2 district.

Medical Marijuana, it was suggested we look at our ordinances and how to best accommodate within the Zoning ordinances. Mr. Kimes has forwarded information for suggested language from a model ordinance. We will need input from Council as where we want dispensaries. Licenses have been awarded in the state but none at this time in Monroe County. We will refer to the Codes Committee.

A litigation matter for Executive Session.

19. Mayor's Report

A. Proclamation for Ostomy Awareness Day – was presented during item #15 on the agenda

B. Street Committee Report – We had a meeting, complaints against speeders in the Hill, Bryant, and Lower Main. Police are not allowed to use radar. We spoke about speed humps and signs. There are companies who offer traffic reporting, we can rent for one month a Black Cat recorder which can be moved around. The company is Jamar Technologies, and the cost is \$1,000.00 per month.

Motion by Mr. Maurath, second by Mr. Weiss to rent one unit for one month. Captain Lyons advised SARP just purchased (2) units for use in the 3 municipalities. Lengthy discussion on data from the recorders. All in favor, Motion Carries. Ms. Kochanski has an idea on how to slow traffic in the Hill District. In order to slow down traffic we need Thomas and Scott not to be a cut through, that's what Phillips Street was built for. If we change portions of Scott from 5th to 7th to one way and from 611 to 7th would be the other one way. Thomas would be reversed. It could possibly increase the parking by allowing parking on both sides. Will direct Mr. Ace to look into.

Update on bike racks. Mr. Smith will have a full report for next council meeting. Could we have a bike route on Ann Street? Mayor and Mr. Ace can discuss and report back to Council.

Businesses are growing on the side streets. There are complaints on signage. Penn Dot owns the bump outs. Mr. Kimes advises the Zoning Ordinance doesn't permit. A few years back Jacob Stroud was trying to come up with a solution such as a 2 foot high vertical pole with signage. Could be an amendment to sidewalk ordinance. Refer to the Codes Committee.

Can we set up a beautification day to clean up litter around town? Recently East Stroudsburg did this.

20. Council Member Report:

Mr. Maurath - Nothing to Report

Mr. Connors – Rt. 80 taskforce has a website and is active. Moving into the lobbying/action phase. Regular meeting is scheduled for the 4th Tuesday at 6:00pm. Web address is www.I80projectimpactAAA.com. Borough Manager Search. Have found new websites to advertise. Have a lead from 2 consultants working with municipalities. Looking to allocate \$500-\$1,000. NJ Hess Associates.com and Tristar.com. Spoke to Mr. Kimes about Zoning Staffing.

Mr. Abell - Nothing to Report

Mr. Lang - Welcoming Ms. Quinn as Interim Borough Manager.

Mr. Weiss – South Stroudsburg, the alley from Collins and Colbert, the building is falling down. Alley off Broad. Mr. Kimes has contacted the property owner. Speeding on Main Street, especially Sundays. Cars are racing. Corner at 4th Street is deteriorating. Lot 6 looks nice, congratulations to the Streets Department.

Mr. Smith – Will have the bike rack reports by next Council meeting. I am asking for Council's permission to pay for the Fall Leadership Conference at Kalahari October 13-15th. Mr. Weiss is interested too. The cost is \$575.22 for each person including lodging. Mr. Connors is interested but without lodging. Motion by Mr. Weiss, second by Mr. Smith to approve with spending of \$1,900. Lengthy discuss on lodging. All in favor with Mr. Connors and Mr. Abell voting NO. Motion Carries.

Ms. Kochanski – Gas and water companies installing new lines “PA One Call”, there is only a 48 hour notice. We have a lot of absentee landlords in the area. I am requesting we make an actionable change to the permitting process they must notify the homeowner within 60 days. Mr. Ace issues permits. The utility company issues a generic letter to households. We can see the letter first prior to filling out the street opening request. Motion by Ms. Kochanski, second by Mr. Weiss to apply for a street permit on private property, you must send a letter in advance to the property owner stating within the next 60 days we will be on your property. All in favor with Mr. Connors voting NO. Motion Carries.

21. Manager's Report – Mr. Miller has resigned from the Zoning Hearing Board effective September 20, 2017. His term expires 12/31/18. Council will need to fill the vacancy. We will advertise on the website.

There are 2 council meeting in November with one being on Election Day (November 7th). Should be re-schedule or only have one meeting that month. Previously Council voted not to have a meeting on Election Day.

We have the need for an additional full time staff in Zoning to cover Health and Codes Enforcement. I referred Mr. Kimes to the Personnel Committee. Motion by Mr. Connors, second by Mr. Smith to authorize a full time position in Zoning and Codes Enforcement. Mr. Kimes advises previously we had 110 hours and are currently at 71 hours, a difference of 39 hours. All in favor, Motion Carries.

Personnel items for Executive Session.

22. Approval of Bills on Warrants 170919.
Motion by Mr. Weiss, second by Mr. Maurath for Approval of Bills on Warrants 170919. All in favor, Motion Carries.
23. Executive Session
Motion by Mr. Smith, second by Mr. Weiss to go into Executive Session at 8:50pm. All in favor, Motion Carries.

Motion by Mr. Abell, second by Mr. Weiss to reconvene meeting at 9:39pm. All in favor, motion carries.

Motions:

- 1) Motion by Mr. Connors, second by Mr. Weiss to follow the recommendation of Mr. Kimes in hiring Anita Einolf at \$43,860 plus benefits. All in favor, motion carries.

24. Adjournment

Motion by Mr. Weiss second by Mrs. Kochanski to adjourn the meeting at 9:40 P.M.