

MINUTES
Stroudsburg Borough Council Meeting
Tuesday, April 17, 2018 at 7:00 P.M.

1. Call to Order/Roll Call - Present were: Council Member Joanne Kochanski, Council Member Anthony Lanfrank, Council Vice President Boyd Weiss, Mayor Tarah Probst, Solicitor Joseph McDonald, Council President James Smith, 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 was recited.
3. Public Hearing – An Ordinance of the Borough of Stroudsburg, Monroe County, Pennsylvania, Amending Ordinance No 570 by Reducing the Size of the Stroudsburg Borough Planning Commission from Nine Members to Seven Members Pursuant to §203 of the Municipalities Planning Code, Title 53 P.S. § 10203.
Motion by Ms. Kochanski to close Public Hearing, second by Mr. Lanfrank. All in favor. Motion Carries.
4. Consideration to Adopt - An Ordinance of the Borough of Stroudsburg, Monroe county, Pennsylvania, Amending Ordinance No 570 by Reducing the Size of the Stroudsburg Borough Planning Commission from Nine Members to Seven Members Pursuant to §203 of the Municipalities Planning Code, Title 53 P.S. § 10203.
Motion by Ms. Kochanski to Adopt - An Ordinance of the Borough of Stroudsburg, Monroe county, Pennsylvania, Amending Ordinance No 570 by Reducing the Size of the Stroudsburg Borough Planning Commission from Nine Members to Seven Members Pursuant to §203 of the Municipalities Planning Code, Title 53 P.S. § 10203, second by Mr. Maurath. All in favor, Motion Carries.
5. Public Input for Non-Agenda Items.
Mr. Kramer and Reverend Utley were in attendance on behalf of the Presbyterian Church. The Presbyterian Church will be combining 2 pipe organs into 1 instrument. There is a 9 minute documentary video which Council viewed.
6. Approval of Council Meeting Minutes for Special Meeting on March 29, 2018.
Motion by Ms. Kochanski to approve Council Meeting Minutes for Special Meeting on March 29, 2018, second by Mr. Lanfrank. All in favor, Motion Carries.
7. Approval of Council Meeting Minutes for Regular Meeting on April 3, 2018.
Motion by Ms. Kochanski to approve Council Meeting Minutes for Regular Meeting on April 3, 2018, second by Mr. Abell. Solicitor McDonald would like on page 1, paragraph 4 to be written in minute format opposed to first person. All in favor, Motion Carries.
8. Monthly Administrative Reports
 - a. Permits Issued Report
 - b. Public Works Report
 - c. Parking Report
 - d. Fire Department Report
 - e. Right-To-Know Report
 - f. Police Department Report (provided via email)Motion by Mr. Maurath to approve Monthly Administrative Reports, second by Mr. Abell. All favor, Motion Carries.
9. Accept Unaudited March, 2018 Treasurer's Report.
 - a. Bank Account Balances
 - b. Budget to Actual Report

Motion by Mr. Abell to approve Accept Unaudited March, 2018 Treasurer's Report, second by Mr. Maurath. All in favor, Motion Carries.

Old Business

10. Consideration of entering into an Agreement with Mobile Payment Processing Systems, Inc. to use the mPay2 Parking Management and Revenue Control System.

Motion by Mr. Connors to approve entering into an Agreement with Mobile Payment Processing Systems, Inc. to use the mPay2 Parking Management and Revenue Control System, second by Mr. Maurath. Attorney McDonald advises he spoke to Mr. Zigler/CEO today after 5 weeks of trying to contact Park Mobile. Mr. Zigler expressed apologies and admitted to a communication gap in 2017. Mr. Zigler is not willing to sign a formal release but is willing to let things go. Lengthy discussion ensued. All in favor with Mr. Smith Voting NO, Motion Carries.

11. Status of remaining Municipal Building Renovation Project Loan balance, re: Condition of existing roof on Municipal Building. Mr. Ace met with Overmyer Construction and the roof was assessed. Repairs are needed in lieu of a new roof. Areas to be corrected are along Sarah Street by the drain and in the center by the chimney. The estimated roof repairs are \$1,600 and include the repairs, inspect entire roof deck, patch all areas, clean all areas, prime areas and using low VOC primer and install flashing, caulk all edges. Overmyer Construction will also check on the warranty. Parts of the roof are numbered. The cost of a new roof would be \$70-90K. Ms. Quinn advises there is \$289K remaining from the Fire Department and Municipal Office renovation and must be used before the end of year 2018. We only renovated the Fire Department and not the Municipal Offices. Lengthy discussion ensued. Motion by Mr. Lanfrank to direct staff to look into the costs in setting up smoke detectors and sprinkler system and security systems for the office, second by Mr. Connors. All in favor, Motion Carries.

Motion by Mr. Connors to repair the roof not to exceed \$3K, second by Ms. Kochanski. All in favor, with Mr. Smith Voting NO. Motion Carries.

12. Consideration of Revisions to Chapter 27, "Zoning", Part 8, "Sign Requirements" as recommended by the Codes Office. Council reviewed memorandum dated April 12, 2018 from Ron Kimes/Zoning and Codes Officer regarding his review of the recently adopted Sign Ordinance. Mr. Kimes reviewed the areas in the Sign Ordinance requiring correction such as typographical errors, tables, defuncted zoning districts, new definitions for Canopy, Awning and Window signs, Allow free standing permanent signs in commercial districts provided they meet setback and height requirements, Allow projecting signs to be permitted by right with specific requirements. Mr. Connors expressed a need to further clarify section 27-808 in the I-1 zone, area computation of signs at which time a lengthy discussion ensued. Motion by Mr. Maurath to accept the recommendations of the Zoning and Codes Officer, second by Ms. Kochanski. All in favor voting NO, with Mr. Maurath voting YES. Motion Fails.

Motion by Ms. Kochanski to direct staff to clarify what would happen with a larger lot that would accommodate more than one sign and how to restrict so only one sign can be placed, if there are existing signs they would incorporate not the additional sign with a maximum size not to exceed 300 square feet, second by Mr. Weiss. All in favor with Mr. Maurath Voting NO

New Business

13. Consideration to Appoint a Borough Manager and to Ratify the Memorandum of Employment. Motion by Ms. Kochanski to Appoint a Borough Manager and to ratify the Memorandum of Employment, second by Mr. Abell. All in favor, Motion Carries.
14. Consideration of advertising for a public hearing on An Ordinance of the Borough of Stroudsburg, Monroe County, Pennsylvania, Amending Chapter 27 Zoning, Stroudsburg Borough Code of Ordinances Providing for New Definitions of Convenience Store and Gasoline or Filling Station, Amending Chapter 27 Attachment 1, Table of Non-Residential Zoning District Use Requirements Chapter 27-201 Off-Street Parking and Providing Specific Use Standards for a Convenience Store and for a Gasoline or Filling Station.
Motion by Mr. Weiss for a Monroe County Planning Commission review and to advertise for a public hearing on June 5, 2018 on An Ordinance of the Borough of Stroudsburg, Monroe County, Pennsylvania, Amending Chapter 27 Zoning, Stroudsburg Borough Code of Ordinances Providing for New Definitions of Convenience Store and Gasoline or Filling Station, Amending Chapter 27 Attachment 1, Table of Non-Residential Zoning District Use Requirements Chapter 27-201 Off-Street Parking and Providing Specific Use Standards for a Convenience Store and for a Gasoline or Filling Station, second by Mr. Maurath. All in favor, Motion Carries.
15. Consideration of Approval of Payment Request #2 by Northeast Site Contractors in connection with the Second Street ADA Ramp and Road Project as Recommended by the Borough Engineer.
Motion by Mr. Abell to approve Payment Request #2 by Northeast Site Contractors in connection with the Second Street ADA Ramp and Road Project as Recommended by the Borough Engineer, second by Mr. Weiss. All in favor, Motion Carries.
16. Consideration of a Request from the Greater Shiloh Church of Stroudsburg to conduct a Prayer Walk from 10:00 A.M. to 1:00 P.M. on May 19, 2018. Ms. Beverley Douglas, Outreach and Evangelism Coordinator will be present to discuss the event. Ms. Beverley Douglas was in attendance and is requesting a date change from May 19, 2018 to May 26, 2018. The walk is from Dansbury Park to Courthouse Square and back. No motion from the Borough needed but permission from the County to use Courthouse Square lawn. Mr. Smith advises to check with Sherry Acevedo for use at Dansbury Depot Park.
17. Consideration of a Request from the American Cancer Society, Relay for Life of the Greater Pocono Area, to have the Borough hang purple flags during the "Paint the Town Purple" Campaign and to encourage businesses to decorate their sites with purple. Mr. John Barnak will be present. Mr. John Barnak was present and is requesting the Street Department hang the flags from May 25th through June 17th.
Motion by Mr. Maurath to approve the Request from the American Cancer Society, Relay for Life of the Greater Pocono Area, to have the Borough hang purple flags during the "Paint the Town Purple" Campaign and to encourage businesses to decorate their sites with purple. Mr. John Barnak will be present, second by Ms. Kochanski. All in favor, Motion Carries.

18. Consideration of a Resolution to Authorize the Borough Manager as a Signatory of Banking Instruments of the Borough of Stroudsburg.
Motion by Ms. Kochanski to approve a Resolution to Authorize the Borough Manager as a Signatory of Banking Instruments of the Borough of Stroudsburg, second by Mr. Lanfrank. All in favor, Motion Carries.
19. Consideration of a Budget Transfer Resolution for the General Fund to close out CY 2017.
Motion by Ms. Kochanski to approve a Budget Transfer Resolution for the General Fund to close out CY 2017, second by Mr. Lanfrank. Mr. Connors would like the Finance Committee to anticipate so the salary budgets are not hit so hard in the future. All in favor, Motion Carries.
20. Consideration to appoint Judith Cherepko as a full-time Temporary Municipal Worker in the Street Department at an hourly rate of \$17.00. The position will run until November 30, 2018.
Motion by Ms. Kochanski to appoint Judith Cherepko as a full-time Temporary Municipal Worker in the Street Department at an hourly rate of \$17.00, second by Mr. Lanfrank. Mr. Ace advises the Streets Department has a lot of projects coming up and Ms. Cherepko will be handling park maintenance and general maintenance around town. All in favor, Motion Carries.
21. Consideration of the Issuance of a Certificate of Appropriateness as recommended by the Historical Architectural Review Board for alterations to 713-715 Main Street owned by Malik Alizai for the replacement of windows on the second floor area.
Motion by Mr. Abell to approve the Consideration of the Issuance of a Certificate of Appropriateness as recommended by the Historical Architectural Review Board for alterations to 713-715 Main Street owned by Malik Alizai for the replacement of windows on the second floor area, second by Mr. Maurath. Mr. Kimes advises the windows will match the 3rd floor windows. All in favor, Motion Carries.
22. Consideration of the Issuance of a Certificate of Appropriateness as recommended by the Historical Architectural Review Board for alterations to 28 North Seventh Street by tenant Mike Santanasto for the replacement of stucco and siding.
Motion by Mr. Abell to approve the Consideration of the Issuance of a Certificate of Appropriateness as recommended by the Historical Architectural Review Board for alterations to 28 North Seventh Street by tenant Mike Santanasto for the replacement of stucco and siding, second by Mr. Maurath. All in favor, Motion Carries.
23. Consideration to accept the recommendation by the Historical Architectural Review Board that a Certificate of Appropriateness not be issued to the Borough of Stroudsburg for the installation of structures, specifically bike racks with the district.
Motion by Mr. Abell to accept the recommendation by the Historical Architectural Review Board that a Certificate of Appropriateness not be issued to the Borough of Stroudsburg for the installation of structures, specifically bike racks with the district, second by Mr. Connors. Lengthy discussion ensued. All in favor, Voting YES (Ms. Kochanski, Mr. Lanfrank, Mr. Abell, Mr. Connors), Voting NO (Mr. Weiss, Mr. Smith, Mr. Maurath). Motion Carries.

Mayor Probst left the meeting at 8:45pm

24. Consideration to Authorize the Council President and the Interim Borough Manager to execute a Hold Harmless and Indemnification Agreement between the Borough of Stroudsburg and the County of Monroe for the Borough's access to Monroe County property commonly referred to as the "Pocket Park".

Motion by Mr. Weiss to Authorize the Council President and the Interim Borough Manager to execute a Hold Harmless and Indemnification Agreement between the Borough of Stroudsburg and the County of Monroe for the Borough's access to Monroe County property commonly referred to as the "Pocket Park", second by Mr. Abell. All in favor, Motion Carries.

25. Committee Reports

A. Codes Committee – Ms. Kochanski advised we met yesterday and discussed screenings of trash and where to place trash cans with the summer coming. The committee will have a recommendation by the next meeting. We are looking to change the Ordinance for Blighted Properties. Long term we are looking at Short Term Rental Ordinances.

B. Finance Committee – Mr. Smith advises we will look at Mr. Connors request with salaries.

C. Parking Committee- Mr. Maurath advised we met yesterday and discussed the handicap spot at 409 Collins. Since the spot is not listed in the Ordinance we will have the Street Department remove it. We will give the Street Department the 2 (15) minute meters to move. We will be researching Duncan meters Scranton and Bethlehem are using.

D. Recycling Committee- No Report

E. Sewer Committee- No Report

F. Street Committee

Motion by Mr. Lanfrank to send the bike rack design back to the Streets Committee to come up with a compromise and send back to HARB, second by Mr. Abell. Lengthy discussion on the design. All in favor Voting YES (Mr. Lanfrank, Mr. Abell, Ms. Kochanski, Voting NO (Mr. Smith, Mr. Weiss, Mr. Maurath, Mr. Connors). Motion fails.

Motion by Mr. Connors to ask HARB to designate for alternative designs for bike racks that they would put in their design guidelines likely to approve, second by Mr. Abell. Lengthy discussion ensued. All in favor Voting YES (Ms. Kochanski, Mr. Lanfrank, Mr. Abell, Mr. Connors), Voting NO (Mr. Weiss, Mr. Maurath, Mr. Smith). Motion Carries.

Motion by Mr. Lanfrank for HARB to come up with a comparable cost, second by Mr. Abell. All in favor, Motion Carries.

Motion by Mr. Lanfrank to direct staff to have the Engineer estimate future paving needs and extend the cost out 30 years, second by Ms. Kochanski. Lengthy discussion ensued. All in favor with Mr. Weiss and Mr. Maurath Voting NO. Motion Carries.

Mayor Probst would like electric companies to put power lines under the road when paving.

Mr. Lanfrank also advises we are looking into the legality of speeding cameras. Chief Lyons will refer back to Solicitor McDonald as we are unable to enforce.

Ms. Kochanski is asking the Streets Department to look at old Route 115 coming into Stockertown from Easton. There is a box on a pole that can be placed on stop signs.

G. Personnel Committee- Mr. Connors is excited for our new Borough Manager. We are looking at options for harassment training for staff and council.

H. Public Relations/Media Committee- No Report

I. Redevelopment Committee- Scheduled for this month

J. I-80 Expansion Task Force Committee- The Penn Dot Project Advisory Group has been formulated and will be meeting the end of May. Our task force has agreed on our preferences for the interchange designs and need to document for comment and adoption; and for our outreach to the community to seek endorsements. We are preparing for the next Penn Dot Meeting.

26. Mayor's Report – No Mayor's Report

27. Council Member Reports

Ms. Kochanski – There is a missing stop sign at Thomas and 6th. Could the Streets Department change the stop signs on Scott Street by Bell Terrace to Scott and Stone.

Motion by Ms. Kochanski to advertise to move the stop signs from Bell Terrace and Scott to Stone and Scott, second by Mr. Abell. All in favor, Motion Carries.

Motion by Ms. Kochanski to advertise May 1, 2018, second by Mr. Abell. All in favor, Motion Carries.

Mr. Lanfrank – In the Planning Commission we spoke about Ramsey and asked Mr. Kimes to look what the Planning Commission could recommend to council for zoning of the building.

Mr. Weiss – Lower Main Street is a speedway. The storm drain at 4th and Main is collapsed. Trucks are driving over the sidewalk and lawn, the rubber cones are destroyed. Trucks are getting away with destruction of property. The street is too narrow for 2 way traffic. Mr. Ace met with Penn Dot about the truck routes. We proposed trucks go to Kane Street and turn left. Penn Dot is concerned it's too busy by Shop Rite. Mr. Smith advises we may be able to remove 4th Street as a truck route since it's a Borough Street, will refer to the Streets Committee. Penn Dots feedback on the decorative street lights was to move the street light. Penn Dot feels Broad Street it too residential and does not want to send their trucks there.

Mr. Smith – Nothing to report

Mr. Abell – I watched 3 guys cold patch and the hole wasn't prepped. The doggie bags are back at Ramsey.

Mr. Connors - Nothing to report

Mr. Maurath – I spoke to a local artist along Broad Street by Ken and Company, maybe we can have a sign “Welcome to Stroudsburg”. Mr. Abell spoke to Zech Strauser who has made some recommendations about that spot for a pocket park. Ms. Kochanski advises it could be a great Eagle Scout project.

28. Solicitor’s Report- Solicitor McDonald advises UGI was here 2 weeks ago and Council authorized a right of way subject to adding language to address the potential abandonment of the gas regulator that is proposed at Brown and Wallace or the parcel which the Borough owns at the corner of Brown and Wallace. UGI, by acceptance of this right of way agrees if the facilities is no longer necessary and the use is abandoned, UGI shall abandon in place the portion of the facility below the surface of the property and remove the above ground portion of such facilities. Upon abandonment the portion remaining below the surface of the property shall be disconnected from all sources and supplies of gas, purged of gas and capped. UGI shall return the property of the right of way to a condition as near as possible as it existed prior to UGI’s use. In the event of the abandonment of the facilities, UGI at the request of the Borough of Stroudsburg shall grant a termination of easement and right of way to the Borough of Stroudsburg.

Solicitor McDonald advises a correspondence was received for the Douglas property which the Borough now owns. The Borough has requested tax exemption. There is a tax exemption hearing with the Commissioners May 2, 2018 at 1:30pm. Ms. Maier and Ms. Quinn will work with the Solicitor and be available for the hearing.

29. Manager’s Report – Ms. Quinn advises the Borough received a dividend check from the MRM Property and Liability Trust in the amount of \$29,247.15 which represents dividends from CY 2014-2016. The explanation of how that was computed is in your packets. Also in your packets is a copy of the Act 14 Municipal Notification for UGI Utilities Application for General Permit 5 Utility Line Stream Crossing for the installation of a new gas main on West Main Street. I received an email communication from Jody Singer yesterday regarding the proposed quotes for the “Chalk for Earth Day Weekend”. There is also a copy at your place.

Motion by Mr. Abell to approve the quotes submitted, second by Ms. Kochanski. All in favor, Motion Carries.

Ms. Ceil Yost is in attendance and along with Mr. Weiss are the Borough’s representatives for SROSRC. Ms. Yost advises at the last SROSRC meeting it was recommended the skate park be Re-opened with repairs. An ad-hoc committee has been formed with skate park users. The members can be part of cleaning the park and helping to open the park. There are some adult members with welding experience. One member has access to security cameras to contribute toward park surveillance. Ms. Yost has met with Mr. Ace and the original skate park builder. One piece of equipment is still under warranty and can be replaced. Mr. Smith advises we will list this as old business at the next meeting.

30. Approval of Bills on Warrants 180417

Motion by Mr. Weiss for Approval of Bills on Warrants 180417, second by Ms. Kochanski. All in favor, Motion Carries.

31. Executive Session – No Executive Session

32. Adjournment

Motion by Ms. Kochanski to adjourn at 9:40pm, second by Mr. Weiss. All in favor, Motion Carries.