

MINUTES
Stroudsburg Borough Council Meeting
Tuesday, January 2, 2018 at 7 p.m.

REORGANIZATION

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 Member Anthony Lanfrank, 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. Oath of Office, newly-elected Mayor, newly-elected and re-elected Councilmembers.

- a. Mayor Tarah Probst.
- b. Anthony Lanfrank, Councilman.
- c. Boyd Weiss, Councilman.
- d. Matt Abell, Councilman.

Mayor Probst and Council Member Weiss were sworn in today at the courthouse.

Mayor Probst swore in Council Member Abell and Council Member Lanfrank.

4. Nomination and Election of Council President.

Motion by Mr. Connors to nominate Mr. Abell for Council President, second by Ms. Kochanski. All in favor voting YES-Mr. Connors, Mr. Abell, Ms. Kochanski and voting NO-Mr. Maurath, Mr. Weiss. Mr. Smith, Mr. Lanfrank. Motion fails.

Motion by Mr. Weiss to nominate Mr. Smith for Council President, second by Mr. Maurath. All in favor voting YES- Mr. Maurath, Mr. Weiss. Mr. Smith, Mr. Lanfrank and voting NO-Mr. Connors. Motion carries. Mayor Probst turned the gavel over to Council President Smith. Mr. Smith thanked Council for electing him to Council President and will do his best moving forward.

5. Nomination and Election of Vice-President of Council.

Motion by Mr. Maurath to nominate Mr. Weiss, second by Mr. Lanfrank. All in favor, Motion carries.

6. Nomination and Election of Council President Pro Tem.

Motion by Mr. Abell to nominate Ms. Kochanski, second by Mr. Lanfrank. All in favor, Motion carries.

7. Position Appointments.

- a. Borough Solicitor: Joseph P. McDonald, Jr., Esq.

Motion by Mr. Abell to re-appoint Borough Solicitor: Joseph P. McDonald, Jr., Esq, second by Ms. Kochanski. All in favor, Motion carries.

- b. Borough Engineer: Nate Oil, P.E., RKR Hess, a division of UTRS.

Motion by Ms. Kochanski to re-appoint Borough Engineer: Nate Oil, P.E., RKR Hess, a division of UTRS, second by Mr. Maurath. All in favor, Motion carries.

- c. Interim Borough Manager, Secretary, Treasurer: Mary Pat Quinn.

Motion by Mr. Maurath to re-appoint Interim Borough Manager, Secretary, Treasurer: Mary Pat Quinn, second by Mr. Abell. All in favor, Motion Carries.

- d. Zoning Hearing/Codes Hearing Board Solicitor: Todd Weitzmann, Esq.
No Action, defer to the Zoning Hearing Board.
- e. Planning Commission Solicitor: Christopher Brown, Esq.
Motion by Mr. Weiss to re-appoint Planning Commission Solicitor: Christopher Brown, Esq., second by Ms. Kochanski. All in favor, Motion carries.
- f. Executive Assistant to the Borough Manager and Right-to-Know Officer: Mary Pat Quinn.
Motion by Mr. Maurath to re-appoint Executive Assistant to the Borough Manager and Right-to-Know Officer: Mary Pat Quinn, second by Mr. Weiss. All in favor, Motion carries.
- g. Health Officer: Anita Einolf
Motion by Mr. Weiss to re-appoint Health Officer: Anita Einolf, second by Mr. Maurath. All in favor, Motion carries.
- h. Alternate Borough Engineer: Fred Courtright, P.E., Gilmore and Associates, Inc.
Motion by Ms. Kochanski to re-appoint Alternate Borough Engineer: Fred Courtright, P.E., Gilmore and Associates, Inc, second by Mr. Maurath. All in favor, Motion carries.
- i. Vacancy Board Chair: Kathleen Lockwood.
Motion by Mr. Abell to re-appoint Vacancy Board Chair: Kathleen Lockwood, second by Ms. Kochanski. All in favor, Motion carries.

Note: Names in parentheses are members/alternates with terms that ended 12/31/2017.

8. Annual Board Appointments.

- a. Council of Governments representative: (Joanne Kochanski), Alternate: (Mary Pat Quinn).
Motion by Mr. Weiss to re-appoint Council of Governments representative: (Joanne Kochanski), Alternate: (Mary Pat Quinn), second by Mr. Abell. All in favor, Motion carries.
- b. MECAB (Middle Eastern Council Assoc. of Boroughs) representative: (Boyd Weiss),
Alternate: (Joanne Kochanski). Motion by Ms. Kochanski to re-appoint MECAB (Middle Eastern Council Assoc. of Boroughs) representative: (Boyd Weiss), Alternate: (Joanne Kochanski), second by Mr. Weiss. All in favor, Motion carries.
- c. Tax Collection Committee: (Mary Pat Quinn), Alternates: (Joanne Kochanski) and (Tarah Probst). Motion by Mr. Weiss to re-appoint Tax Collection Committee: (Mary Pat Quinn), Alternates: (Joanne Kochanski) and (Tarah Probst), second by Mr. Abell. All in favor, Motion carries.

9. Board and Commission Appointments.

- a. H.A.R.B. (Historical Architectural Review Board) 4-year terms: (Ken Lang, Karen Maurath, Ron Kimes)
Note: One (1) vacancy, must be a licensed architect per Ordinance.
Motion by Mr. Abell to re-appoint H.A.R.B. (Historical Architectural Review Board) 4-year terms: (Ken Lang, Karen Maurath, Ron Kimes), SECOND Mr. Weiss. All in favor, Motion carries.
- b. Planning Commission 4-year terms: (Suzanne McCool). Note: Two (2) vacancies.
Motion by Ms. Kochanski to re-appoint Planning Commission 4-year term: (Suzanne McCool), second by Mr. Weiss. Discussion: Mr. Robert Phillips resigned, Mr. McCabe has not responded and term was up, Mr. Lanfrank may leave as the 3rd vacancy. All in favor, Motion carries.

- c. Zoning Hearing Board 5-year term: (Mehmet Barzev); Kimberly Filipkowski to fill the unexpired term of Bill Miller, term expires 12/31/2018.
Motion by Ms. Kochanski to re-appoint (Mehmet Barzev), second by Mr. Weiss. All in favor with Mr. Lanfrank and Mr. Connors voting NO. Motion carries.

Ms. Quinn will send a letter to Dr. Kimberly Filipkowski asking she come in and speak to Borough Council. Ms. Quinn will also re-advertise all vacancies and add to the newsletter.

- d. Shade Tree Commission 5-year term: George Westervelt.
Motion by Mr. Weiss to re-appoint Shade Tree Commission 5-year term: George Westervelt, second by Mr. Abell. All in favor, Motion carries.
- e. Stroud Area Regional Police Commission 3-year term: (Tarah Probst, Joanne Kochanski, Mary Pat Quinn).
Motion by Ms. Kochanski to re-appoint Stroud Area Regional Police Commission 3-year term: (Tarah Probst, Joanne Kochanski, Mary Pat Quinn) second by Mr. Lanfrank. All in favor, Motion carries.
- f. Monroe County Control Center 1-year term: (Joanne Kochanski, Mary Pat Quinn).
Motion by Mr. Abell to re-appoint Monroe County Control Center 1-year term: (Joanne Kochanski, Mary Pat Quinn), second by Mr. Weiss. All in favor, Motion carries.
- g. Council of Governments 1-year term: (Joanne Kochanski, Mary Pat Quinn).
Motion by Mr. Weiss to re-appoint Council of Governments 1-year term: (Joanne Kochanski, Mary Pat Quinn), second by Mr. Abell. All in favor, Motion carries.
- h. Stroud Region Open Space and Recreation Commission 3-year term: (Gretchen Rusk).
Motion by Ms. Kochanski to re-appoint Stroud Region Open Space and Recreation Commission 3-year term: (Gretchen Rusk), second by Mr. Weiss. Motion fails.

Motion by Mr. Maurath to appoint Mr. Weiss to the Stroud Region Open Space and Recreation Commission 3-year term, second by Ms. Kochanski. All in favor, Motion carries. Ms. Quinn will send a letter to Gretchen Rusk thanking her and asking for her involvement in something else.

- i. Park and Recreation Commission 5-year term: one vacancy

10. Consider Approval of Depositories.

- a. ESSA Bank and Trust.
- b. Wayne Bank.
- c. PA Treasury Invest Program.
- d. PNC Bank.
- e. PLGIT (Pennsylvania Local Government Investment Trust).

Motion by Ms. Kochanski to re-approve depositories, second by Mr. Weiss. All in favor, Motion carries.

11. Consideration of a Resolution naming four (4) signatories for bank accounts: (Mary Pat Quinn, James Smith, Matt Abell, Joanne Kochanski).

Motion by Ms. Kochanski to approve a Resolution naming four (4) signatories for bank accounts: (Mary Pat Quinn, James Smith, Matt Abell, Joanne Kochanski), second by Mr. Lanfrank. All in favor, Motion carries.

12. Committee Assignments as designated by the Council President:

- a. Finance Committee
- b. Street Committee
- c. Sewer Committee
- d. Codes Committee
- e. Recycling Committee
- f. Parking Committee
- g. Public Relations/ Media Committee
- h. Redevelopment Committee

Motion by Mr. Weiss to table, second by Mr. Maurath. All in favor, Motion carries.

13. Establish 2018 Meeting Calendar of the Borough Council.

Motion by Mr. Maurath to keep Borough Council Meetings as the 1st and 3rd Tuesday of each month, second by Mr. Weiss. All in favor, Motion carries.

14. Consider Approval of the 2018 Wage and Salary Plan.

Motion by Mr. Weiss to approve the 2018 Wage and Salary Plan, second by Ms. Kochanski. Please update Mr. Lang's name. All in favor, Motion carries.

15. Consider Approval of the Borough Mileage Reimbursement Rate, to be set the same as the Government/Internal Revenue Service Rate of \$0.545 per mile.

Motion by Mr. Weiss to approve the Borough Mileage Reimbursement Rate, to follow the Government/Internal Revenue Service Rate per mile should it change, second by Ms. Kochanski. Lengthy discussion ensued on the increase and decrease of mileage rate. All in favor with Mr. Connors and Mr. Abell voting NO. Motion carries.

16. Consider Authorizing early payment of invoices for discounts and/or to avoid late charges.

Motion by Mr. Weiss to authorize early payment of invoices for discounts and/or to avoid late charges, second by Ms. Kochanski. All in favor, Motion carries.

REGULAR COUNCIL MEETING BUSINESS

17. Public Input on Non-Agenda Items.

State Representative Maureen Madden and Ms. Jodie Perry-Petrozak, Executive Director of the YMCA were present to speak about the homeless people. The YMCA would like to follow the Wesleyan Church by being an emergency shelter for the winter months. Jodie had previously gone to the Homeless Advisory Board in the fall and was advised there would have to be a Code Blue, Borough Council would need to waive any ordinances. Unfortunately it was never brought to Borough Council. The temperatures are currently sub-zero. The YMCA would like to open their doors from 9:15pm to 5:00am, the building is already heated. We are asking for any ordinance to be waived and to have emergency clearance. The pool would not be able to be accessed; a head count would be taken. The gym and locker rooms would be available. The gym can accommodate 150 people lying down; we are looking to accommodate 50 people. We will work with Maureen Madden to have enough volunteers. Lengthy discussion ensued. Mr. Kimes will review Zoning Ordinances, specifically Zoning and Business Use; and will advise Council. Mr. Kimes is available to meet with Jodie tomorrow.

Motion by Mr. Connors for the Borough Solicitor and Zoning Officer to write a resolution which allows compliance of this use for consideration. Mr. Smith advises there is no action that will be taken tonight but to work with Mr. Kimes to resolve.

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

18. Approval of Council Meeting Minutes: Special meeting of December 19, 2017.
Motion by Mr. Weiss to approve Council Meeting Minutes: Special meeting of December 19, 2017, second by Ms. Kochanski. All in favor, Motion Carries.
19. Approval of Council Meeting Minutes: Regular meeting of December 19, 2017.
Motion by Mr. Weiss to approve Council Meeting Minutes: Regular meeting of December 19, 2017, second by Ms. Kochanski. All in favor, Motion Carries.

Old Business

New Business

20. Consider a request from the Monroe Farmers' Market to continue holding the market in Courthouse Square on Saturday mornings from May to October. Melanie Stracko, Secretary of the Monroe Farmers' Market, will be present for the discussion. Melanie Stracko was in attendance. The Monroe Farmers' Market is requesting the use of Courthouse Square and Monroe Street with the barriers and signs from May to October.
Motion by Mr. Weiss to approve Monroe Farmers' Market in Courthouse Square on Saturday mornings from May to October with conditions on providing the Borough certificate of insurance, second by Ms. Kochanski. Specifications would be the same as last year. Discussion on parking and providing a map. Mr. Kimes is requesting a plan/language for signage. All in favor with everyone voting NO, Motion fails.

Motion by Ms. Kochanski to table application of Monroe Farmers' Market to provide parking maps, Signage maps and certificate of insurance, second by Mr. Weiss. Mr. Kimes will provide a map. All in favor, Motion carries.
21. Consider a request from Brenda E. Friday, Ph.D., Director of University Relations, East Stroudsburg University, to fly institutional and athletic ESU flags along Main Street from August 20 to October 31, 2018. Motion by Ms. Kochanski to table, second by Mr. Weiss. Ms. Quinn will write a letter to Brenda E. Friday asking her to present in person to Council. All in favor, Motion carries.
22. Consider Approval of Payment No. 1 to Northeast Site Contractors in the amount of \$36,416.25 for the Second Street Improvement Project (Note: payment to be made by MC Redevelopment Authority through CDBG funding).
Motion by Mr. Weiss to approval Payment No. 1 to Northeast Site Contractors in the amount of \$36,416.25 for the Second Street Improvement Project, second by Ms. Kochanski. Ms. Quinn read the approval letter from Nate Oiler. All in favor, Motion carries.
23. Consider scheduling a public hearing to Amend the Sewer Rental Rate Schedule and Service Charge.
Motion by Ms. Kochanski to schedule a public hearing at the next Council Meeting, January 16, 2018 to Amend the Sewer Rental Rate Schedule and Service Charge, second by Mr. Weiss. All in favor, motion Carries.

Motion by Ms. Kochanski to advertise a Public Hearing for January 16, 2018, second by Mr. Weiss. All in favor, Motion carries.
24. Solicitor's Report – one follow-up Real Estate item for Executive Session.
25. Mayor's Report – I want to confirm the total bill for 2nd Street is \$459K. I need updates on Streets and Parking. Maureen Madden has signed a grant for Sarah Street for \$130K, the total cost for Sarah Street is \$279K. The Streets Department will be meeting in January. The Skate Park is closed; who can work with

Brian Bond in reference to using the 3rd Street Park. Ms. Quinn advises, Sherry Acevedo has reached out twice to the vendor (On The Grind) and not heard back. Brian Bond, Sherry Acevedo and I have met on the Skate Park and Sherry has contacted the state. If we remove the implements of the Skate Park and continue to use the park for recreation we do not have to return the grant monies. There are some variables for putting the park at 3rd Street. Once Sherry has the meeting scheduled, Brian and I would be included. Motion by Mr. Abell this discussion for the Skate Park take place within the Recreation Committee and to present a list of options to Council, second by Mr. Connors. All in favor, Motion carries.

Signs on businesses for Main Street, will set up a meeting with Mr. Kimes.

26. Council Member Reports

Mr. Maurath – Happy New Year

Mr. Connors – Nothing to report

Mr. Abell – Nothing to Report

Mr. Smith – Want to thank Council for the chair, I will be fair. I will be attending HARB meeting this week on the bike racks, I may be unavailable due to work, the Mayor will be available to represent. In speaking with Mr. Kimes, The Zoning office is ticketing snow for \$25 as a 1st offense. It is taking more time to write and send for the \$25. It's costing us more to send and we may want to increase to \$50. Lengthy discussion ensued.

Motion by Mr. Connors to move to the Codes Committee for a re-affirmation, second by Mr. Abell. All in favor with Mr. Maurath voting NO, Motion carries.

Mr. Weiss – Thank you for electing me to Vice-Chair. 4th and Main is a dangerous intersection.

Motion by Mr. Connors to move to the Streets Committee, second by Mr. Abell. All in favor, Motion carries.

Mr. Lanfrank – Thank you for allowing me to be part of Council. I am looking forward to working with everyone on the various issues.

Ms. Kochanski – I am starting my 19th year. There is a missing stop sign at 6th and Thomas.

27. Manager's Report – With the cold temperatures curbside did not happen. The equipment was frozen. Pickup should resume tomorrow and will include what was missed today.

28. Approval of Bills on Warrants 180102

Motion by Mr. Weiss to approve Bills on Warrants 180102, second by Ms. Kochanski. All in favor, Motion carries.

29. Executive Session

Motion by Mr. Abell to adjourn to Executive Session at 8:55pm, second by Ms. Kochanski. All in favor, Motion carries.

Motion by Mr. Connors to re-adjourn to regular session at 9:15pm, second by Mr. Abell. All in favor, Motion carries.

30. Adjournment

Motion by Mr. Connors to adjourn at 9:17pm, second by Ms. Kochanski. All in favor, Motion carries.