

MINUTES
Stroudsburg Borough Council Meeting
Tuesday, October 16, 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, Borough Manager Maier, Council Member Matt Abell, Council Member Mark Connors and Council Member McCabe. A Quorum was present.
2. Pledge of Allegiance was recited.
3. Public Hearing, An Ordinance to Amend Chapter 15, Motor Vehicles and Traffic, Part 2, Traffic Regulations, Section §15-207 Entitled, "Gross Weight Limits Established" of the Stroudsburg Borough Code.
Motion by Ms. Kochanski to close Public Hearing, An Ordinance to Amend Chapter 15, Motor Vehicles and Traffic, Part 2, Traffic Regulations, Section §15-207 Entitled, "Gross Weight Limits Established" of the Stroudsburg Borough Code, second by Mr. Lanfrank. Solicitor McDonald advises staff published the notice timely in the Pocono Record. All in favor, Motion Carries.
4. Consideration to Adopt, An Ordinance to Amend Chapter 15, Motor Vehicles and Traffic, Part 2, Traffic Regulations, Section §15-207 Entitled, "Gross Weight Limits Established" of the Stroudsburg Borough Code.
Motion by Mr. Weiss to Adopt, An Ordinance to Amend Chapter 15, Motor Vehicles and Traffic, Part 2, Traffic Regulations, Section §15-207 Entitled, "Gross Weight Limits Established" of the Stroudsburg Borough Code, second by Ms. Kochanski. All in favor, Motion Carries.
5. Public Hearing, An Ordinance to Amend Chapter 24 Taxation-Special, Part 4 Earned Income Tax, Section §24-414 Entitled, "Registration of Rental Housing and Tenants" of the Stroudsburg Borough Code of Ordinances.
Motion by Ms. Kochanski to close Public Hearing, An Ordinance to Amend Chapter 24 Taxation-Special, Part 4 Earned Income Tax, Section §24-414 Entitled, "Registration of Rental Housing and Tenants" of the Stroudsburg Borough Code of Ordinances, second by Mr. Weiss. Mr. Eric Cupeman residing at 802 Monroe inquiring if the responsibility is the tenant or owner to notify the Borough. Voting YES (Ms. Kochanski, Mr. Lanfrank, Mr. Weiss, Mr. Smith, Mr. Connors, Ms. McCabe), Voting NO (Mr. Abell), Motion Carries.
6. Consideration to Adopt, An Ordinance to Amend Chapter 24 Taxation-Special, Part 4 Earned Income Tax, Section §24-414 Entitled, "Registration of Rental Housing and Tenants" of the Stroudsburg Borough Code of Ordinances.
Motion by Ms. Kochanski to Adopt, An Ordinance to Amend Chapter 24 Taxation-Special, Part 4 Earned Income Tax, Section §24-414 Entitled, "Registration of Rental Housing and Tenants" of the Stroudsburg Borough Code of Ordinances, second by Ms. McCabe. Lengthy discussion ensued. Ms. Kochanski recommends defeating the motion and referring back to the Codes Committee. Voting NO (Ms. Kochanski, Mr. Lanfrank, Mr. Weiss, Mr. Smith, Mr. Abell, Mr. Connors, Ms. McCabe), Motion Fails.
7. Public Input for Agenda Items.
Ms. Kris Battle was in attendance to discuss agenda item 17. The church is doing a fundraiser but it's a community event. It will be a world record setting event to put Stroudsburg on the map. Ms. Battle is requesting the yard signs for 2 weeks.

8. A. Approval of Council Meeting Minutes for Regular Meeting on September 18, 2018.
Motion by Mr. Weiss to approve Council Meeting Minutes for Regular Meeting on September 18, 2018, second by Mr. Lanfrank. All in favor, Motion Carries.

B. Approval of Council Meeting Minutes for Regular Meeting on October 2, 2018.
Motion by Mr. Weiss to approve Council Meeting Minutes for Regular Meeting on October 2, 2018, second by Mr. Lanfrank. All in favor, Motion Carries.

9. Acceptance of Monthly Administrative Reports

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| 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 Ms. Kochanski to accept Monthly Administrative Reports, second by Mr. Lanfrank. All in favor, Motion Carries.

10. Acceptance of Unaudited September, 2018 Treasurer's Report.

- a. Bank Account Balances b. Budget to Actual Report

Motion by Mr. Weiss to accept Unaudited September, 2018 Treasurer's Report, second by Mr. Lanfrank. All in favor, Motion Carries.

Old Business

11. Status of remaining Municipal Building Renovation Project Loan balance, re: Fire Alarm System, Upgrade Reception Area. Ms. Maier advises the email sent out was incorrect. Ms. Maier advises she was informed the deadline for the renovation was December 1, 2018 however it's December 1, 2019, we received an extension. The contractor we were intending to use is unavailable currently. Ms. Maier asked for him to send an email. Daryl Eppley from Stroud Township recommended a contractor and we are waiting for his proposal. Simplex is in progress for the Fire Alarm system. Item 24 on the agenda can be removed.

New Business

12. Stroud Region Open Space and Recreation Commission (SROSRC), 2019 Budget Presentation. Ms. Sherry Acevedo was in attendance to present SROSRC 2019 proposed budget. In 2019 SROSRC is looking to add a Park Caretaker and Park Patrol. Ms. Maier is concerned with DPW overtime and this may be an option with the hourly cost less compared to DPW overtime. Lengthy discussion ensued. Ms. Maier clarified funds with Ms. Acevedo; we are approximately \$60K this year and \$90K next year; we are proposing \$13K for a Park Caretaker and \$8K for Park Patrol. Ms. Maier also advises we are looking at a pool liner/ADA steps at a cost of \$130K since we are unable to sandblast the pools. Buck Hills used this liner which should last 20 years. SROSRC needs a written response for the budget by November 15th, earlier if possible as SROSRC's Commission meets November 8th. Ms. Acevedo advises Ms. Maier send an email requesting a delay to SROSRC's deadline of November 15th and that the next Council Meeting is November 20th. Ms. Maier advises DPW will be performing an I&I study that will take 2 people one year to complete.

13. Consideration of Approval of 2019 Budget for SROSRC.

Motion by Mr. Lanfrank to table 2019 Budget for SROSRC to the November 20th Council Meeting and for Ms. Maier to send an email requesting a delay to SROSRC's deadline of November 15th, second by

Ms. Kochanski. Voting YES (Ms. Kochanski, Mr. Lanfrank, Mr. Weiss, Mr. Smith, Mr. Abell, Mr. Connors), Voting NO (Ms. McCabe). Motion Carries.

Stroudsburg Junior High School student Julia Boze in attendance for Mr. Haggerty's class.

14. Consideration of a Resolution to Authorize the Monroe County Board of Commissioners to Submit a FY 2018 Community Development Block Grant in the Amount of \$103,550.00 on behalf of the Borough of Stroudsburg for the Improvement of Oak Street.
Motion by Mr. Weiss to approve a Resolution to Authorize the Monroe County Board of Commissioners to Submit a FY 2018 Community Development Block Grant in the Amount of \$103,550.00 on behalf of the Borough of Stroudsburg for the Improvement of Oak Street, second by Ms. Kochanski. All in favor, Motion Carries.
15. Consideration of a Resolution to Authorize the submission of a Loan Application to ESSA Bank and Trust to fund the purchase of a 2019 F-550 Truck and a 2019 Hino 338 Dump Truck for use by the Stroudsburg Borough Street Department.
Motion by Mr. Abell to approve a Resolution to Authorize the submission of a Loan Application to ESSA Bank and Trust to fund the purchase of a 2019 F-550 Truck and a 2019 Hino 338 Dump Truck for use by the Stroudsburg Borough Street Department, second by Mr. Weiss. Discussion on using local banks. Voting YES (Ms. Kochanski, Mr. Weiss, Mr. Smith, Mr. Abell), Voting NO (Mr. Lanfrank, Mr. Connors, Ms. McCabe), Motion Carries.
16. Consideration of a request from Kristen Battle on behalf of St. John's Lutheran Church to place yard signs in the planters on Main Street to advertise the 2018 Ring the Bell Fundraiser.
Motion by Mr. Weiss to approve a request from Kristen Battle on behalf of St. John's Lutheran Church to place yard signs in the planters on Main Street to advertise the 2018 Ring the Bell Fundraiser, second by Mr. Lanfrank. Lengthy discussion ensued. Voting YES (Ms. Kochanski, Mr. Lanfrank, Mr. Weiss, Ms. McCabe), Voting NO (Mr. Smith, Mr. Abell, Mr. Connors), Motion Carries.
17. Consideration to accept and approve the 2017 Audit of Twin Boroughs Recycling.
Motion by Mr. Weiss to approve the 2017 Audit of Twin Boroughs Recycling, second by Ms. Kochanski. All in favor, Motion Carries.
18. Consider the application of the Borough of Stroudsburg, as recommended for approval and issuance by the Historic Architectural Review Board, for the installation of bike racks within the Historic District.
Motion by Mr. Weiss to approve the application of the Borough of Stroudsburg, as recommended for approval and issuance by the Historic Architectural Review Board, for the installation of bike racks within the Historic District, second by Mr. Lanfrank. All in favor, Motion Carries.
19. Consider the application of the Borough of Stroudsburg, as recommended for approval and issuance by the Historic Architectural Review Board, for the installation of a monument at 700 Sarah Street.
Motion by Mr. Weiss to approve the application of the Borough of Stroudsburg, as recommended for approval and issuance by the Historic Architectural Review Board, for the installation of a monument at 700 Sarah Street, second by Ms. Kochanski. Voting YES (Ms. Kochanski, Mr. Lanfrank, Mr. Weiss, Mr. Smith, Mr. Abell, Ms. McCabe), Mr. Connors abstained, Motion Carries.
20. Consider the application of Pocono Alliance, as recommended for approval and issuance by the Historic Architectural Review Board, for exterior alterations at 301 McConnell Street.
Motion by Mr. Weiss to approve the application of Pocono Alliance, as recommended for approval and issuance by the Historic Architectural Review Board, for exterior alterations at 301 McConnell Street, second by Ms. Kochanski. All in favor, Motion Carries.

21. Consider the application of Thomas Dirvonas, as recommended for approval and issuance by the Historic Architectural Review Board, for the installation of a fence at 11 North Eighth Street.
Motion by Mr. Weiss to approve the application of Thomas Dirvonas, as recommended for approval and issuance by the Historic Architectural Review Board, for the installation of a fence at 11 North Eighth Street, second by Ms. Kochanski. All in favor, Motion Carries.

22. Consider the application of 578 Main Street Associates, LLC, as recommended for approval and issuance by the Historic Architectural Review Board, for the installation of an overhead door at 578 Main Street.
Motion by Mr. Weiss to approve the application of 578 Main Street Associates, LLC, as recommended for approval and issuance by the Historic Architectural Review Board, for the installation of an overhead door at 578 Main Street, second by Ms. Kochanski. Voting YES (Ms. Kochanski, Mr. Lanfrank, Mr. Weiss, Mr. Smith, Mr. Abell, Ms. McCabe), Mr. Connors abstained, Motion Carries.

****Mr. Lanfrank left the meeting at 8:35pm****

23. Consider the application of Oak Tree Properties, Inc., as recommended for approval and issuance by the Historic Architectural Review Board, for the installation of a fence/guard at 116 North Sixth Street.
Motion by Mr. Weiss to approve the application of Oak Tree Properties, Inc., as recommended for approval and issuance by the Historic Architectural Review Board, for the installation of a fence/guard at 116 North Sixth Street, second by Ms. Kochanski. All in favor, Motion Carries.

24. Consideration to approve an agreement for the renovation of the reception area in the Municipal Office.

25. Consideration to approve Payment Request #1 from Northeast Site Contractors for the Sarah Street Paving and ADA Ramp Project.
Motion by Mr. Abell to approve Payment Request #1 from Northeast Site Contractors for the Sarah Street Paving and ADA Ramp Project, second by Ms. Kochanski. All in favor, Motion Carries.

26. Committee Reports

A. Codes Committee - Ms. Kochanski advises the next meeting is November 5, 2018

B. Finance Committee – No report

C. Parking Committee - No report

D. Recycling Committee - No report

E. Sewer Committee - No report

F. Street Committee - No report

G. Personnel Committee - No report

H. Public Relations/Media Committee – Mayor Probst advises Halloween on Main is on October 27, 2018.

I. Redevelopment Committee – Mr. Abell advises the next meeting is this Thursday at 4:00pm.

J. I-80 Expansion Task Force Committee – Mr. Connors provided notes to Council from the September 14th meeting. The purpose of that meeting was to prepare for the 9/25 Advisory Group Meeting. PBS

Channel 39 interviewed Ms. Kris Battle and Ms. Fran Kresge, the interview is linked to the I-80 website. The Committee presented to Stroudsburg's Rotary Club. The Committee presented to Penn Dot's Advisory Board that we do not want 6 lanes of traffic, we do not want Dreher Ave exits closed, Route 611 to Best Buy should be 4 lanes of traffic. The public meeting will be scheduled in the winter of 2019. The next task force meeting will be October 23rd at 6:00pm.

K. Stroud Region Open Space and Recreation Commission - No report

27. Mayor's Report – Mayor Probst inquired where we are with the Blighted Law. Ms. Maier advised Chief Lyons is putting a letter together and should have by the end of the week. Mayor Probst asked if we will do an RFP for the Borough's Healthcare vs. Benecon. Ms. Maier advises Benecon has increased 17% due to some catastrophic illnesses. Ms. Maier also advises sometimes when you go outside of Benecon the 1st year is a savings with a significant increase after. Mayor Probst asked about the Fire Department Recruitment. Chief Seip advised there is a committee for the juniors.

28. Council Member Reports

Ms. Kochanski – Ms. Kochanski advises the Fire Department Fundraiser is November 5th at the high school. Ms. Kochanski advises we should do an RFP for liability insurance. Halloween is October 31st from 6:00pm to 8:00pm.

Mr. Lanfrank – Mr. Lanfrank sent an email about a bike repair kit the bike club wants to donate to the Borough, once the location of the bike racks is determined.

Mr. Weiss – Lower Main is a speed trap.

Ms. McCabe – Nothing to Report

Mr. Connors – Nothing to Report

Mr. Abell – Nothing to Report

Mr. Smith – Mr. Smith advises Ms. Maier has spoken to the YMCA and is asking for free memberships if volunteering to the Fire Department. Mr. Smith would like Ms. Maier to send letters to all board members and committee members whose term will expire the 1st of the year. Mr. Smith inquired if building permits need to be displayed and what action can be taken by the Zoning Officer. Solicitor McDonald advised the Zoning Officer or Building Code Official has authority to take action. Mr. Kimes advises per the Pennsylvania Uniform Construction Code the Building Code Official has to notify the property owner via certified letter about the code violation. The owner can file an application or appeal the notice. This will move back to the Codes Committee.

29. Solicitor's Report – Solicitor McDonald advises Adams Outdoor withdrew the Conditional Use application. Council voted last meeting to authorize an appeal of the Board of Assessment Appeals decision for the property at 341 N 9th Street, it was filed last Friday. Solicitor McDonald advised he learned from 2 of the 3 Municipal Solicitors in the 4 Municipal bodies which are proposing an updated Regional Comprehensive Plan have agreed on a 2-page version for the proposed Ordinance for the Regional Comprehensive Plan.

Motion by Ms. Kochanski to advertise November 20th the Inter-municipal Cooperation Agreement for Regional Comprehensive Land Use Plan Update, second by Mr. Abell. Ms. Maier advises there is funding, the most the municipalities will need to contribute is \$2,500. All in favor, Motion Carries.

30. Manager's Report – Ms. Maier advises this is the last hard copy Council packet. DEP requested we create an Ordinance which restricts unauthorized use of the levee to allow the police to remove anyone camping out. Ms. Maier would like to refer to the Codes Committee. Mr. Smith would like signs posted too. We looked at a truck through Muni-bid but the cost escalated from \$32K to \$52K, we will keep looking. Ms. Maier advises we were removed from a trip and fall for Salvato vs. Stroudsburg.
31. Approval of Bills on Warrants 181016.
Motion by Mr. Weiss to approve Bills on Warrants 181016, second by Ms. Kochanski. All in favor, Motion Carries.
32. Public Input for Non-Agenda Items – Ms. Kris Battle would like to thank Council for approving the request and come down to ring the bell.
33. Executive Session
34. Adjournment
Motion by Ms. Kochanski to adjourn at 9:06pm, second by Mr. Weiss. All in favor, Motion Carries.