

MINUTES
Stroudsburg Borough Council Meeting
Tuesday, May 21, 2019 at 7:00 P.M.

1. Call to Order/Roll Call - Present were: Council Member Joanne Kochanski, Council Member Anthony Lanfrank, Solicitor Joseph McDonald, Borough Manager Maier, Council Member Matt Abell and Council Member Mark Connors. Absent was Council Vice President Boyd Weiss, Mayor Tarah Probst, Council President James Smith and Council Member Erica McCabe. A Quorum was present.

2. Pledge of Allegiance was recited.

3. Public Hearing and Consideration to Adopt An Ordinance of the Stroudsburg Borough Council to Revise an Ordinance Entitled Motor Vehicles and Traffic, §15-608 Entitled “Penalties” of the Stroudsburg Borough Code. The proposed Ordinance will remove erroneous references to conviction and sentencing in this section of the Ordinance.

Motion by Mr. Lanfrank to close Public Hearing and Consideration to Adopt An Ordinance of the Stroudsburg Borough Council to Revise an Ordinance Entitled Motor Vehicles and Traffic, §15-608 Entitled “Penalties” of the Stroudsburg Borough Code. The proposed Ordinance will remove erroneous references to conviction and sentencing in this section of the Ordinance, second by Mr. Abell. All in favor, Motion Carries.

Motion by Mr. Connors to Adopt An Ordinance of the Stroudsburg Borough Council to Revise an Ordinance Entitled Motor Vehicles and Traffic, §15-608 Entitled “Penalties” of the Stroudsburg Borough Code. The proposed Ordinance will remove erroneous references to conviction and sentencing in this section of the Ordinance, second by Mr. Lanfrank. All in favor, Motion Carries.

4. Public Hearing and Consideration to Adopt An Ordinance of the Stroudsburg Borough Council to Revise an Ordinance Entitled Motor Vehicles and Traffic, §15-808 1. “Penalties” of the Stroudsburg Borough Code. The proposed Ordinance will remove “upon conviction thereof before a District magistrate” from this section of the Ordinance.

Motion by Mr. Abell to close Public Hearing and Consideration to Adopt An Ordinance of the Stroudsburg Borough Council to Revise an Ordinance Entitled Motor Vehicles and Traffic, §15-808 1. “Penalties” of the Stroudsburg Borough Code. The proposed Ordinance will remove “upon conviction thereof before a District magistrate” from this section of the Ordinance, second by Mr. Connors. All in favor, Motion Carries.

Motion by Mr. Abell to Adopt An Ordinance of the Stroudsburg Borough Council to Revise an Ordinance Entitled Motor Vehicles and Traffic, §15-808 1. “Penalties” of the Stroudsburg Borough Code. The proposed Ordinance will remove “upon conviction thereof before a District magistrate” from this section of the Ordinance, second by Mr. Connors. All in favor, Motion Carries.

5. Public Input for Agenda Items. No Public Input.

6. Approval of Council Meeting Minutes for Regular Meeting, May 7, 2019.

Motion by Mr. Lanfrank to Approve Council Meeting Minutes for Regular Meeting, May 7, 2019, second by Mr. Connors. All in favor, Motion Carries.

7. 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. Abell to Approve Monthly Administrative Reports, second by Mr. Lanfrank. All in favor, Motion Carries.

8. Accept Unaudited April, 2019 Treasurer's Report.
 - a. Bank Account Balances
 - b. Budget to Actual Report

Motion by Mr. Lanfrank to Accept Unaudited April, 2019 Treasurer's Report, second by Mr. Abell. All in favor, Motion Carries.

Old Business

9. Status of remaining Municipal Building Renovation Project Loan balance, re: Fire Alarm System, Upgrade Reception Area. Ms. Maier advises Solicitor McDonald has prepared a letter to Simplex since the final quote is above the threshold and will need to go out for bid. Ms. Maier advises there is an item on tonight's agenda to purchase the carpet and the proposal from RL Home Construction to paint and install the carpet. Ms. Maier will email total costs on Friday to Council; there will be one additional item for the HVAC as bid drawings were just received from the architect. Ms. Maier will look into extra security for Council Chambers and entrance doors for the main office.
10. Status of Bike Rack Project. Ms. Maier advises we are waiting for Monroe County Transit Authority.
11. Consideration to employ Parliamentary Procedure.

Motion by Mr. Abell to table Parliamentary Procedure, second by Mr. Connors. All in favor, Motion Carries.

New Business

12. Consideration to schedule a public hearing for An Ordinance to Amend Chapter 15 "Motor Vehicles and Traffic", Part 3 "General Parking Regulations" to Establish a New Section §15-319 Entitled, "electric Vehicle Charging Station Zones".

Motion by Mr. Abell to schedule a public hearing June 4, 2019 for An Ordinance to Amend Chapter 15 "Motor Vehicles and Traffic", Part 3 "General Parking Regulations" to Establish a New Section §15-319 Entitled, "electric Vehicle Charging Station Zones, second by Mr. Lanfrank. All in favor, Motion Carries.
13. Consideration to adopt a Resolution to Authorize the Purchase of a 2019 Ford F-350 Crew Cab Chassis with Knapheide Utility Body.

Motion by Mr. Abell to adopt a Resolution to Authorize the Purchase of a 2019 Ford F-350 Crew Cab Chassis with Knapheide Utility Body, second by Mr. Lanfrank. Mr. Lanfrank inquiring if we can purchase "green" type trucks. Mr. Connors inquired about rust proofing. All in favor, Motion Carries.
14. Consideration to adopt a Resolution to Authorize the Purchase of a 2018 Ford F-250 Super Cab Chassis with Knapheide Aluminum Utility Body.

Motion by Mr. Abell to adopt a Resolution to Authorize the Purchase of a 2018 Ford F-250 Super Cab Chassis with Knapheide Aluminum Utility Body, second by Mr. Lanfrank. All in favor, Motion Carries.

15. Consideration to adopt a Resolution to Amend the Right to Know Law and Provide Relief from Vexatious Requestors.
Motion by Mr. Connors to adopt a Resolution to Amend the Right to Know Law and Provide Relief from Vexatious Requestors, second by Mr. Abell. Ms. Maier advises these requests can be time consuming to research. All in favor, Motion Carries.
16. Consideration to adopt a Resolution to Authorize the Borough Manager to Prepare an Application for a DCED CFA Greenways, Trails and Recreation Program Grant to fund the purchase of a pool liner and stairs for the Stroudsburg Borough Pool, the Renovation of the Pool House, and paving the parking lot.
Motion by Mr. Lanfrank to adopt a Resolution to Authorize the Borough Manager to Prepare an Application for a DCED CFA Greenways, Trails and Recreation Program Grant to fund the purchase of a pool liner and stairs for the Stroudsburg Borough Pool, the Renovation of the Pool House, and paving the parking lot, second by Mr. Abell. Ms. Maier is waiting for the grant award, if received too late we may need to wait until next year to replace. Ms. Maier advises Mr. Ed Henning is OK with ESSA funding but does not want to open a bank account. All in favor, Motion Carries.
17. Consideration to adopt a Resolution to Authorize the Borough Manager to Coordinate with the Friends of the Jacob Stroud Foundation for the submission to ESSA Bank Foundation for the purchase of a pool liner and stairs for the Stroudsburg Borough Pool, the Renovation of the Pool House, and paving the parking lot.
Motion by Mr. Lanfrank to adopt a Resolution to Authorize the Borough Manager to Coordinate with the Friends of the Jacob Stroud Foundation for the submission to ESSA Bank Foundation for the purchase of a pool liner and stairs for the Stroudsburg Borough Pool, the Renovation of the Pool House, and paving the parking lot, second by Mr. Abell. All in favor, Motion Carries.
18. Consideration to adopt a Resolution to Authorize the Borough Manager to prepare an application for a Driving PA Forward Grant to fund the purchase of two (2) Electric Vehicle Charging Stations.
Motion by Mr. Lanfrank to adopt a Resolution to Authorize the Borough Manager to prepare an application for a Driving PA Forward Grant to fund the purchase of two (2) Electric Vehicle Charging Stations, second by Mr. Abell. All in favor, Motion Carries.
19. Consideration to adopt a Resolution to Authorize the Borough Manager to prepare an application for a 2019-2020 Pennsylvania Partners in the Arts Grant to fund the 2020 Summer Concert Series.
Motion by Mr. Connors to adopt a Resolution to Authorize the Borough Manager to prepare an application for a 2019-2020 Pennsylvania Partners in the Arts Grant to fund the 2020 Summer Concert Series, second by Mr. Abell. All in favor, Motion Carries.
20. Consideration to adopt a Resolution to Authorize the Borough Manager to prepare an application for a 2019 Hotel Tax Grant to fund Winterfest, Halloween on Main, and First Saturday Art Walks.
Motion by Mr. Lanfrank to adopt a Resolution to Authorize the Borough Manager to prepare an application for a 2019 Hotel Tax Grant to fund Winterfest, Halloween on Main, and First Saturday Art Walks, second by Mr. Connors. All in favor, Motion Carries.
21. Consideration to adopt a Resolution to Authorize the Borough Manager to prepare a Multimodal Transportation Fund Grant Application in the amount of \$1,078,326.00 from the Commonwealth

Financing Authority to be used for “Main Street Sidewalk Replacement and the Rehabilitation of Bank Alley and Hood Alley.”

Motion by Mr. Lanfrank to adopt a Resolution to Authorize the Borough Manager to prepare a Multimodal Transportation Fund Grant Application in the amount of \$1,078,326.00 from the Commonwealth Financing Authority to be used for “Main Street Sidewalk Replacement and the Rehabilitation of Bank Alley and Hood Alley.”, second by Mr. Abell. Ms. Maier advises this is the same grant already applied for, when following up Ms. Maier was advised alot of people were applying for this Grant and to reach out to legislators and advise them of our request. This would make Bank Alley one way with a bike lane from 4th Street to Grace Park. All in favor, Motion Carries.

22. Consideration to adopt a Resolution to Execute a Contract between the Borough of Stroudsburg and Richard Lally in the amount of \$20,540.75 for the Interior Finishes of the Stroudsburg Borough Municipal Office.

Motion by Mr. Lanfrank to adopt a Resolution to Execute a Contract between the Borough of Stroudsburg and Richard Lally in the amount of \$20,540.75 for the Interior Finishes of the Stroudsburg Borough Municipal Office, second by Mr. Abell. Ms. Maier advises we received only one bid. Lengthy discussion ensued. All in favor, Motion Carries.

23. Consideration to adopt a Resolution for the purchase of carpeting for the Municipal Office.

Motion by Mr. Abell to adopt a Resolution for the purchase of carpeting for the Municipal Office, second by Mr. Connors. All in favor, Motion Carries.

24. Consideration to approve a recommendation of the Personnel Committee to revise the job descriptions for Municipal Worker A and B on the Street Department.

Motion by Mr. Lanfrank to approve a recommendation of the Personnel Committee to revise the job descriptions for Municipal Worker A and B on the Street Department, second by Mr. Abell. All in favor, Motion Carries.

25. Consider the application of Todd Womelsdorf, as recommended for approval and issuance by the Historic Architectural Review Board for exterior alterations of McDonalds Restaurant, 330 Main Street.

Motion by Mr. Lanfrank to approve the application of Todd Womelsdorf, as recommended for approval and issuance by the Historic Architectural Review Board for exterior alterations of McDonalds Restaurant, 330 Main Street, second by Mr. Abell. Voting YES (Mr. Lanfrank, Ms. Kochanski, Mr. Abell), Voting NO (Mr. Connors). Motion Carries.

26. Consider the application of Androulla A. Tefalli, as recommended for approval and issuance by the Historic Architectural Review Board for a roof replacement at 501 Sarah Street.

Motion by Mr. Abell to approve the application of Androulla A. Tefalli, as recommended for approval and issuance by the Historic Architectural Review Board for a roof replacement at 501 Sarah Street, second by Mr. Connors. All in favor, Motion Carries.

27. Consideration to accept the Lease Amendment between the Stroudsburg Area School District and the Borough of Stroudsburg for “Borough Park”.

Motion by Mr. Abell to accept the Lease Amendment between the Stroudsburg Area School District and the Borough of Stroudsburg for “Borough Park”, second by Mr. Lanfrank. Ms. Maier advises this lease

is between the Borough and the School District and that we would need to do a sub-lease between the Borough and Stroudsburg Little League. Solicitor McDonald advises an Inter-Municipal Agreement is not needed. All in favor, Motion Carries.

28. Discuss the timeframe for the Veterans Banners on Main Street. Mr. Ace advises banners can be put up from Labor Day through Memorial Day. Lengthy discussion ensued.
Motion by Mr. Connors to refer to the Streets Committee to look into potential conflicts with banners and timeframes and to coordinate with other banner requests, second by Mr. Abell. All in favor, Motion Carries.
29. Discuss the information regarding the Smithsonian Traveling Exhibition Service and Facing History and Ourselves national initiative, "Choosing to Participate". Ms. Maier will send an email to Mr. Jacob Morris to contact the school district.
30. Consideration to adopt a Resolution to Establish a Fee for the Use of the Chargepoint Electric Vehicle Charging Stations.
Motion by Mr. Lanfrank to adopt a Resolution to Establish a Fee of \$1.00 per hour for the Use of the Chargepoint Electric Vehicle Charging Stations, second by Mr. Abell. All in favor, Motion Carries.
31. Consideration to adopt a Resolution to Disallow 2019 Cost of Living Increases for the Recipients of the Stroudsburg Borough Non-Uniformed Pension Plan.
Motion by Mr. Abell to adopt a Resolution to Disallow 2019 Cost of Living Increases for the Recipients of the Stroudsburg Borough Non-Uniformed Pension Plan, second by Mr. Lanfrank. Ms. Kochanski advises a Cost of Living increase has never been given and we do not have a contractual obligation to do so. All in favor, Motion Carries.
32. Consideration to adopt a Resolution to Approve a Proposal from Giant Carpet One Floor and Home to Furnish Carpeting for the Municipal Offices. No Motion as this is a duplicate to item #23.
33. Committee Reports.
 - A. Codes Committee –Ms. Kochanski advises the Dumpster Ordinance is still being discussed; the Committee voted to exclude alleys as they are highly travelled; Quaker Alley will be looked at again once the County completes their work. Codes will also look at 8-foot dumpsters. The Committee is still working on Short term rentals with the Pennsylvania law changing.
 - B. Budget Committee– No meeting
 - C. Parking Committee - No meeting
 - D. Recycling Committee - No meeting
 - E. Sewer Committee - No meeting
 - F. Street Committee– Mr. Lanfrank advises the Committee met and is researching purchasing pavers and rollers and are looking for grants. The Committee looked at our Ordinance to verify there is nothing listed about not being able to pave. The Committee will be writing an article for the newsletter highlighting the positive work done in the Borough and all the hard work of the Streets Department. The Committee spoke about the roads that were paved and still need to be paved. Ms.

Maier advised Ben Guthrie, the traffic engineer, will send the sketches, once received he will reach out and schedule a meeting. Mr. Lanfrank advises the meeting with Ben Guthrie will be prior to the regularly scheduled meeting to not hold up Mr. Jody Singer. Mr. Lanfrank advises we asked the traffic engineer to look at the KFC corner to possibly change to a 2-way, also to look at 2nd Street and 4th Street changing to a 1-way.

G. Personnel Committee– Mr. Connors advises the Committee met and Mr. Brian Ace has modified job descriptions. Ms. Maier advises there will be a personnel item for Executive Session. Mr. Connors advises Ms. Maier is due for her one-year review and we are looking for input from employees as well.

H. Public Relations/Media Committee - No meeting

I. Redevelopment Committee–No meeting

J. I-80 Expansion Task Force Committee– Mr. Connors advises we had a great meeting thanks to Representative Maureen Madden and Representative Mike Carroll, the Minority Chair of the Transportation Committee. Mr. Connors advises refining information for not wanting 6 lanes of traffic, not closing Dreher Avenue, reconfiguring the West Main Street exit. Mr. Connors advises speaking to Penn Dot leaders and other legislators and we need to move into a lobbying effort and getting other counties involved for support. The next meeting will be next Tuesday at 6:00pm. Mr. Connors advises we are still waiting to talk to Senator Scavello. Ms. Kochanski advises she spoke to COG (Council of Governments) and we are on their agenda.

K. Stroud Region Open Space and Recreation Commission– Ms. Kochanski advises a new director is needed. Mr. Connors is waiting for the Trail Gap Analysis. Ms. Maier attended the Trail Gap Analysis meeting, there are 3 areas were recommended:

- Broad Street Bridge over Route 80 along Collins to Huston to Glen Park
- Main Street behind the high school to the pedestrian bridge
- Where the multi modal hub was going behind ESSA's headquarters; Ms. Maier sent an email to Fallon at the Planning Commission for support

34. Mayor's Report. No report.

35. Council Member Reports

Ms. Kochanski – No Report

Mr. Lanfrank – Mr. Lanfrank advises the Pennsylvania Council on the Arts Strategic Plan has an available grant for \$25k per year for 4 years, could we apply with the crosswalk art competition and possibly Quaker Alley. Ms. Maier will research and report back to Council. Mr. Lanfrank advised a resident spoke to him about the 30-minute parking on Snyder Street. Mr. Lanfrank will refer the 2-hour parking behind Westgate and the 30-minute parking sign across the street from Morey to the Parking Committee.

Mr. Abell – No Report

Mr. Connors –No Report

36. Solicitor's Report– Solicitor McDonald advises working with Ms. Maier on the proposed Lerta Ordinance, currently addressing all non-residential districts in the Borough; this would leverage recent

actions taken by the Federally Qualified Opportunity Zone Legislation which includes Stroudsburg as a qualified Economic Community. Lengthy discussion ensued about including residential districts.

37. Manager's Report-No Report

38. Code Enforcement Officer's Report - No Report

39. Street Superintendent's Report– Mr. Brian Ace attended a meeting in Allentown about the Wawa bridge, work is scheduled between June 5th and November 12th, Main Street will be restricted to one lane as they resurface the deck and sidewalks, in front of the Morey school initially only 50 feet was going to be replaced, now they will be replacing asphalt to asphalt.

40. Approval of Bills on Warrants 190521.

Motion by Mr. Abell to Approve Bills on Warrants 190521, second by Mr. Lanfrank. All in favor, Motion Carries.

41. Public Input for Non-Agenda Items.

42. Executive Session.

Motion by Mr. Lanfrank to adjourn to Executive Session at 8:47pm, second by Mr. Abell. All in favor, Motion Carries.

Motion by Mr. Abell to re-convene Regular Council Meeting at 9:05pm, second by Mr. Connors. All in favor, Motion Carries.

Solicitor McDonald advises during Executive Session Council discussed matters pertaining to personnel or labor and expressed answers to questions to a specific labor matter which does not require further attention tonight.

43. Adjournment

Motion by Mr. Connors to adjourn at 9:06pm, second by Mr. Lanfrank. All in favor, Motion Carries.