

STROUDSBURG BOROUGH COUNCIL  
MEETING MINUTES, APRIL 21, 2020

A regular meeting of the Stroudsburg Borough Council convened at 7:00 P.M. electronically and livestreamed through the Stroudsburg Borough Facebook Page with the following members present: Council President Anthony Lanfrank, Vice-President of Council Matt Abell, Council President Pro-Tem Erica McCabe, Councilman James Smith, Councilman Jim Evanisko, Councilwoman Victoria DeVries, and Councilman Boyd Weiss. Also present were: Brian Ace, Jr., Borough Manager; Tarah Probst, Mayor; Joseph McDonald, Jr, Borough Solicitor; Mary Pat Quinn, Executive Assistant; and Ron Kimes, Zoning and Code Enforcement Officer.

Solicitor McDonald advised that adequate notice of the format of the meeting was provided by publishing notice of same in The Pocono Record in the issue of April 7, 2020; by providing notice to the Monroe County Law Library; by publishing notice on the homepage of the Stroudsburg Borough website [www.stroudsburgboro.com](http://www.stroudsburgboro.com); and by posting notice on the Stroudsburg Borough Facebook page. Opportunities for public comment were provided by allowing the public to submit comments on agenda items and non-agenda items to the Borough Manager via [bace@stroudsburgboro.com](mailto:bace@stroudsburgboro.com) prior to the meeting. The public was also invited to participate via livestream by following the link on the Stroudsburg Borough Facebook page; public comment was then submitted by keyboard prompt to the host administrator. All meetings of the Stroudsburg Borough Council will be held in this manner for the duration of the Local Disaster Emergency Declaration resulting from the COVID-19 pandemic situation.

**Approval of Minutes for the Regular Meeting, April 7, 2020**

A motion was made by Mr. Weiss, seconded by Ms. McCabe to approve the minutes of the April 7, 2020 meeting as circulated. The motion was carried. (7-yes; 0-no; 0-abstain)

**Monthly Administrative Reports**

A motion was made by Mr. Weiss, seconded by Mr. Smith to approve the following monthly administrative reports: Permits Issued Report, Public Works Report, Parking Report, and Right-to-Know Report. The motion was carried. (7-yes; 0-no; 0-abstain)

**Unaudited March, 2020 Treasurer's Report**

A motion was made by Mr. Weiss, seconded by Mr. Smith to approve the unaudited Treasurer's Report for March, 2020 to include bank account balances and a budget to actual report. The motion was carried. (7-yes; 0-no; 0-abstain)

**OLD BUSINESS**

**Status of Bike Rack Project**

Mr. Ace advised that he spoke with Richard Schlamuss of the Monroe County Transit Authority, who reported that the specifications for the bike racks are ready to go out to bid. That should

occur after May 8, 2020 at which time the stay home order by Governor Wolf is scheduled to be relaxed.

### **Consideration to Schedule a Public Hearing for An Ordinance Establishing Certain License Criteria for Short-Term Rental of Residential Dwelling Units**

A discussion ensued regarding the proposed Ordinance. Mr. Smith suggested that Council should schedule a public hearing when in person meetings resume so that the public can be physically present for the hearing. A motion was made by Mr. Abell, seconded by Mr. Weiss to schedule a public hearing on the proposed Ordinance for consideration at the May 5, 2020 Borough Council meeting. The motion was carried. (5-yes; 2-no Mr. Smith and Mr. Weiss; 0-abstain).

### **Consideration to Schedule a Public Hearing for An Ordinance Amending the Stroudsburg Borough Zoning Ordinance to Amend the Definitions of Family and Dwelling unit, Add New Definitions for Short-Term Home Rental, Amending the Zoning District Use Requirements and Table of Non-Residential Zoning District Use Requirements and Off-Street Parking Requirements**

A motion was made by Mr. Abell, seconded by Ms. McCabe to schedule a public hearing on the proposed Ordinance for consideration at the June 2, 2020 Borough Council meeting and to forward the Ordinance to the Stroudsburg Borough Planning Commission and the Monroe County Planning Commission. The motion was carried. (7-yes; 0-no; 0-abstain)

### **Consideration to Reschedule a Public Hearing to determine scope and boundary of Deteriorated Properties for purpose of determining LERTA Ordinance Eligibility and soliciting input from local taxing authorities, planning commission or redevelopment authority and other public and private agencies and individuals, knowledgeable and interested in the improvement of deteriorated areas**

A motion was made by Mr. Abell, seconded by Ms. McCabe to schedule a public hearing at the June 2, 2020 Borough Council meeting to determine scope and boundary of Deteriorated Properties for purpose of determining LERTA Ordinance Eligibility and soliciting input from local taxing authorities, planning commission or redevelopment authority and other public and private agencies and individuals, knowledgeable and interested in the improvement of deteriorated areas. Public comment: Denise Flightman asked that Council continue to hold virtual meetings. The motion was carried. (7-yes; 0-no; 0-abstain)

### **Consideration to apply for a grant through The Chamber Foundation**

A motion was made by Mr. Smith, seconded by Mr. Abell to authorize and direct the Borough Manager to apply for a \$2,000.00 grant through The Chamber Foundation 2020 Chamber Foundation Main Street Lehigh Valley Grant Program for the Bike Rack Project. Public comment: Denise Flightman spoke in favor of the project. The motion was carried. (7-yes; 0-no; 0-abstain)

## **NEW BUSINESS**

### **Consideration to approve the final payment in the amount of \$11,955.00 to Super Heat, Inc. for the Mechanical Upgrades to the Municipal Building**

A motion was made by Mr. Smith, seconded by Mr. Weiss to approve a payment in the amount of \$11,955.00 to Super Heat, Inc. The motion was carried. (7-yes; 0-no; 0-abstain)

### **Consider a Zoning Amendment Application from Nancy Guardo, Pocono Bed and Biscuits Dog Hotel to allow for a boarding kennel in the non-residential uses for the C-2 District.**

Mr. Kimes explained that the use of a boarding kennel is permitted in the C-1 and C-1A districts as a special exception providing that the establishment is not located within 100 feet of a residence, hotel, or restaurant. The use is not permitted in the C-2 district. Matt Guardo, who was on Facebook live stream advised that he and Nancy Guardo are considering the purchase of a property on Williams Street. They have been operating at their current location for the past ten (10) years. Joanne Kochanski, a resident of Stroudsburg Borough, was also on Facebook live stream, and suggested that the location of boarding kennels should be limited since they are noisy.

A motion was made by Ms. McCabe, seconded by Mr. Abell to direct the staff and the applicant to work on proposed language for the special exception in the zoning ordinance. The motion was carried. (7-yes; 0-no; 0-abstain)

### **Consideration to adopt a Resolution to Authorize John Schnatter, Superintendent of Streets, Permission to Drive the 2019 Ford F-250 Pick Up Truck between the Borough of Stroudsburg and his Residence**

A motion was made by Mr. Abell, seconded by Ms. McCabe to adopt the aforementioned Resolution. Mr. Smith expressed concern about the availability of the truck to the street department if Mr. Schnatter takes time off; he also had concerns about liability. Mr. Abell answered that allowing Mr. Schnatter to take the truck home would provide better responsiveness to get after hours situations corrected faster. Roll call vote: Mr. Weiss-no, Mr. Smith-no, Mr. Evanisko-yes, Mr. Abell-yes, Ms. DeVries-yes, Ms. McCabe-yes, Mr. Lanfrank-yes. The motion carried.

### **Reminder: The 2019 Statement of Financial Interest is due to the Manager's Office by Friday, May 1, 2020.**

### **Consideration to adopt a Resolution of the Stroudsburg Borough Council to Change the End Date for the Discount Period for the Payment of Local Real Property Tax and to Waive any Associated Penalties on Said Local Real Property Tax Providing that the Entire Tax Amount is Paid no later than December 31, 2020**

A motion was made by Mr. Abell, seconded by Ms. McCabe to adopt the aforementioned Resolution. The motion was carried. (7-yes; 0-no; 0-abstain)

## **Committee Reports**

Codes Committee – Meeting scheduled for 3:00 P.M. on April 22.

Budget Committee – No meeting

Parking Committee – The Committee will try to schedule a meeting next week.

Recycling Committee – No meeting.

Sewer Committee – No meeting.

Street Committee –The Committee met to discuss the proposed Chamber Foundation Grant.

Personnel Committee –The Personnel Committee met and discussed the vacancy for the full-time Assistant Zoning/Code Enforcement Official and the full-time Assistant Superintendent of Streets. Mr. Ace and Mr. Kimes are exploring the cost of having a third-party inspection agency to perform building permit plan review and inspections of residential properties before a decision is made on the Assistant Zoning/Code Enforcement position. The position on the Street Department will be posted in-house first.

Public Relations/Media Committee – The Committee did not meet; however, the members are considering what to do about “Concerts in the Park”.

Redevelopment Committee – No meeting.

I-80 Expansion Task Force Committee – No meeting.

Stroud Region Open Space and Recreation Commission – No meeting.

**Mayor’s Report** – Ms. Probst thanked the Street Department for doing the curbside leaf pick up and the brush pick up. She received a lot of positive feedback from residents about that.

**Council Member Reports** – Mr. Smith stated that he is opposed to replacing staff until the Borough Council can do a budget without using savings to offset expenses. Mr. Abell noted that a Resolution will need to be adopted for Short Term Licensing Fees if the proposed ordinance is adopted. Mr. Lanfrank advised that there is a feral cat problem on Scott Street. Ms. McCabe suggested contacting Paula Jones to see if she is still volunteering for Camp Papillion. The Council authorized a reimbursement program with her last year. She was able to trap feral cats and have them neutered/spayed for a reduced fee, and the Borough reimbursed her \$15.00 per cat.

**Solicitor’s Report** – Solicitor McDonald reminded the Borough Council that the Local Disaster Emergency Declaration will expire on April 30, 2020.

## **A Proclamation by the Stroudsburg Borough Council Declaring a Local Disaster Emergency in Stroudsburg Borough, County of Monroe, Commonwealth of Pennsylvania**

A motion was made by Mr. Smith, seconded by Mr. Weiss to extend the aforementioned Declaration through May 8, 2020. The motion was carried. (7-yes; 0-no; 0-abstain)

Solicitor McDonald noted that he and Mr. Kimes are continuing to look in to the abandoned trailer behind the former Ray Price car dealership on North Ninth Street. There is no court date for the Adam's Outdoor Advertising appeal.

**Manager's Report** – Mr. Ace reported that there was a meeting on April 16 of the chair people of the Parking, Redevelopment and Street Committees together with Solicitor McDonald, John Schnatter, Nate Oiler, Ron Kimes, Chuck Leonard and Michelle Bisbing regarding the Multimodal Grant and the proposed scope of work. Mr. Ace, Mr. Schnatter, Mr. Kimes, Mr. Abell and Mr. Oiler will work on a suggested reduction in the scope of work and report back to the Borough Council.

Nine employees (2 part-time and 5 full-time) were furloughed on April 17.

**Code Enforcement Officer's Report** – Mr. Kimes reported that the Zoning Hearing Board will meet on April 29 at 12:00 P.M. to conduct two hearings: 1) An application of Jason Villardo for a variance from Section 611.1 of the Borough's Zoning Ordinance, which allows structures accessory to residential buildings that are not attached to a principal structure to be erected within the side and rear yards of a principal structure. Mr. Villardo proposes to construct a detached accessory structure in his front yard. 2) An application of Reaching Out for Jesus for special exception use approval to operate a church on the second floor of a vacant building located at 301 N. 9th Street, Stroudsburg, PA 18360 owned by Legacy 301 North Ninth Street, LLC. Under Attachment 1 (Table of Nonresidential Zoning District Use Requirements) of the Borough's Zoning Ordinance, churches are permitted as special exceptions, subject to the general conditions of Section 1003.

### **Street Superintendent's Report**

Mr. Schnatter confirmed that his department is doing brush pick-up this week, and leaf pick-up will start next week.

### **Approval of Bills on Warrants 200421**

A motion was made by Mr. Weiss, seconded by Ms. McCabe to authorize the payment of Bills on Warrants 200421. The motion was carried. (7-yes; 0-no; 0-abstain)

The meeting was adjourned at 8:34 P.M. on a motion made by Mr. Weiss, seconded by Ms. McCabe. The motion was carried. (7-yes; 0-no; 0-abstain)

