

STROUDSBURG BOROUGH COUNCIL
MEETING MINUTES, JULY 21, 2020

A regular meeting of the Stroudsburg Borough Council convened via Zoom and was livestreamed through the Stroudsburg Borough Facebook page at 7:00 P.M. on July 21, 2020 with the following members present: Anthony Lanfrank, Council President; Matt Abell, Vice-President of Council; Erica McCabe, Council President Pro-Tem; James Smith, Council Member; Jim Evanisko, and Boyd Weiss, Council Member. Also present were: Brian Ace, Jr., Borough Manager; Tarah Probst, Mayor; Joseph McDonald, Jr., Borough Solicitor; Jennifer Lyon, Stroud Area Regional Police Department Chief; Mary Pat Quinn, Executive Assistant; and John Schnatter, Street Superintendent. Council Member Victoria DeVries was absent.

Amend the Agenda

Mr. Lanfrank suggested that the agenda be amended to allow the discussion about the Monroe Farmers' Market (agenda item #19) and the First Saturday Art Walks (agenda item #22) to be discussed first under New Business. A motion was made by Mr. Weiss, seconded by Mr. Smith to amend the agenda accordingly. The motion was carried. (6-yes; 0-no; 0-abstain)

Public Hearing and Consideration to Adopt An Ordinance of the Stroudsburg Borough Council to Revise Chapter 15 Motor Vehicles and Traffic, Parts 3 and 7 General Parking Regulations, Section §15-304 4. Entitled "Vehicles to be Parked Within Spaces, Parking Prohibited in Certain Areas"; Section §15-306 1. Entitled " Parking Prohibited at All Times in Certain Locations"; Section §15-316 1.A. AND 1.B. Entitled "Handicapped Parking Zones Established"; and Section §15-713 1.B. Entitled "Residential Parking Districts Designated"

The meeting was opened to the public in connection with the aforementioned Ordinance. There were no questions or comments from the public. The public hearing was closed on a motion made by Mr. Weiss, seconded by Ms. McCabe. The motion was carried. (6-yes; 0-no; 0-abstain)

The aforementioned Ordinance was adopted on a motion made by Mr. Weiss, seconded by Mr. Abell. The motion was carried. (6-yes; 0-no; 0-abstain)

Approval of Council Meeting Minutes for the Special Meeting, July 2, 2020

Solicitor McDonald suggested the following change on page 4 of the minutes:

"Solicitor McDonald confirmed that this is a district-wide matter not just adjoining or nearby properties. He referred to a memo dated June 30, 2020 that was sent to him and Council by Earl "Ted" Hoyt, who is a member of HARB. The Borough Council raised some questions about the guidelines that area applied by HARB for a Certificate of Appropriateness recommendation. ~~He~~**Mr. Hoyt** reached out to Cory Kegerise at Pennsylvania's State Historic Preservation Office for some insight. Mr. Kegerise did not render a decision about this project, but he did offer some background as to the framework of the review. Solicitor McDonald suggested that Council review the information as a resource. Solicitor McManus asked for a copy of that information."

A motion was made by Mr. Weiss, seconded by Ms. McCabe to approve the minutes as circulated and amended. The motion was carried. (6-yes; 0-no; 0-abstain)

Approval of Council Meeting Minutes for the Regular Meeting, July 7, 2020

A motion was made by Mr. Abell, seconded by Mr. Weiss to approve the minutes as circulated. The motion was carried. (6-yes; 0-no; 0-abstain)

Monthly Administrative Reports

The following monthly administrative reports were approved on a motion made by Mr. Weiss, seconded by Mr. Evanisko: Permits Issued Report, Public Works Report, Parking Report, Fire Department Report, Right-to-Know Report, and Police Department Report. The motion was carried. (6-yes; 0-no; 0-abstain)

Accept Unaudited June, 2020 Treasurer's Report

A motion was made by Mr. Weiss, seconded by Mr. Smith to approve the Bank Account Balances Report and the Budget to Actual Report. The motion was carried. (6-yes; 0-no; 0-abstain)

OLD BUSINESS

Consider the application of Monroe County Commissioners, as recommended for approval and issuance by the Historic Architectural Review Board, for an addition and renovations to the Monroe County Courthouse at 610 Monroe Street

Solicitor McDonald reported that the Monroe County Commissioners, through their Solicitor Timothy McManus on July 17, 2020, asked the Borough Council to table any action on the aforementioned application until the August 18, 2020 Borough Council meeting. He advised that Council action on the application, which was received by the Borough on May 22, 2020, must take place no later than August 20, 2020 (90 days after receipt of the application).

A motion was made by Mr. Abell, seconded by Mr. Weiss to place the matter on the agenda for the next Council meeting, which is August 4, 2020. The motion was carried. (6-yes; 0-no; 0-abstain)

A motion was made by Mr. Abell, seconded by Ms. McCabe to authorize the Council President to create a subcommittee which will meet with representatives of Monroe County prior to August 4, 2020. The motion was carried. (6-yes; 0-no; 0-abstain)

Lori Cerato asked if the subcommittee would include a member of HARB. Mr. Lanfrank responded that Ron Kimes will be on the subcommittee.

Consideration to determine a scope of work for the 2020 CDBG-CV Application of Stroudsburg Borough to the PA DCED

Martha Robbins, the Executive Director of the Monroe County Redevelopment Authority, was present. She discussed the July 17, 2020 letter that was sent by the Monroe County Redevelopment Authority in response to the Council's discussion at the July 7, 2020 meeting. It was suggested that a portion of the total CDBG-CV Program allocation could be used for the purchase of hand

sanitizers that could be placed throughout the low-moderate areas of the Borough, which includes Main Street and the Borough's parks. The second suggestion was to also provide for subsistence payments through a Mortgage Assistance Program. Ms. Robbins advised that pursuant to the CDBG regulations, since Stroudsburg Borough has its own entitlement, Stroudsburg Borough residents would be excluded from the County's program. A portion of the grant does go toward administration, which is done by the Redevelopment Authority.

Mr. Abell expressed concern about potential vandalism to the hand sanitizers, and that people should be doing those habits on their own. He would like to consider increasing digital access of the Borough's meetings so that there could be a better exchange between the Council and the public without relying upon Facebook livestream. He also suggested subsidizing broadband access to residences that are without internet access. Ms. Robbins responded that the DCED may view technological assistance as an aid to the Borough rather than low-moderate income areas; she will check on that with the DCED.

Mr. Smith would like to apply for personal protective equipment (PPE) for Borough employees and firefighters. Ms. Robbins advised that the County just announced the availability of a Federal Coronavirus Aid, Relief, and Economic Security Grant which may be a more appropriate source for PPE. The program is available to nonprofit organizations, municipalities, small businesses, and tourism. A grant in the amount of \$50,000 could be available to each entity.

A motion was made by Ms. McCabe, seconded by Mr. Weiss to approve the suggestions offered by the Monroe County Redevelopment Authority in its letter of July 17, 2020. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to distribute a Recycling Brochure to all residents of the Borough of Stroudsburg

A motion was made by Mr. Smith, seconded by Mr. Weiss to distribute the proposed Recycling Brochure to all residents of the Borough of Stroudsburg. The motion was carried. (6-yes; 0-no; 0-abstain)

State Representative Maureen Madden advised that the Big Belly recycling cans were overflowing when she was last in town, and she asked how often they are emptied. Mr. Ace responded that County Waste picks up the trash on Monday, Wednesday, Friday and Saturday. The recyclables are picked up by Twin Boroughs Recycling personnel one day per week.

Status of Bike Rack Project

Mr. Ace did not have any new information about the bike racks.

Status of LERTA Ordinance

Mr. Lanfrank emailed Dr. Cosmas Curry and School Board member Tameko Patterson to schedule a meeting to discuss the LERTA Ordinance.

NEW BUSINESS

Consideration to approve a request from the Monroe Farmer's Market for vendor parking passes

Michelle St. Andre was present to request complimentary vendor parking passes. A motion was made by Mr. Abell, seconded by Mr. Weiss to approve the request. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to Approve First Saturday Art Walks using sidewalks to display art from 6:00 to 8:00 P.M. on the first Saturday of each month through October

Mary Evanisko and Jody Singer were present to discuss the plans for First Saturday Art Walks. They would like to hold the event on the first Saturday of each month from August through November. Mr. Singer explained that they would like to set up art in the pocket park, in the County lot where Concerts in the Park is typically held, Courthouse Square and along Monroe Street between 6th Street and 7th Street at Courthouse Square. They will seek permission from the Monroe County Commissioners. Mrs. Evanisko added that they would use signs to direct people to the galleries and the areas where the art will be displayed. The organizers will promote and maintain social distancing and the other CDC regulations. Mr. Smith asked her if it would be helpful if the Borough Council closed that portion of Monroe Street, and she said it would be helpful.

A motion was made by Mr. Smith, seconded by Mr. Weiss to approve First Saturday Art Walks from August to November from 6:00 to 8:00 P.M. The Borough will close Monroe Street from 6th Street to 7th Street/Courthouse Square. 7th Street and the road around the square will remain open. A Certificate of Liability Insurance will be provided by either Go Collaborative or the Pocono Arts Council naming the Borough of Stroudsburg as additional insured. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to amend 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. Weiss, seconded by Mr. Smith to adopt the Declaration of a Local Disaster Emergency through December 15, 2020 (the last scheduled Council meeting of 2020) at 11:59 P.M. or until the Commonwealth of Pennsylvania lifts all emergency orders pertaining to the Covid-19 pandemic. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to schedule a Public Hearing for An Ordinance of the Stroudsburg Borough Council to Amend Chapter 27, Zoning, §27-501, Area and Bulk Requirements, and §27-701, Off-Street Parking, of the Stroudsburg Borough Code

A motion was made by Mr. Weiss, seconded by Mr. Abell to refer the aforementioned proposed Ordinance to the Monroe County Planning Commission and the Stroudsburg Borough Planning Commission for review and recommendation. A public hearing was not scheduled at this time. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to approve Change Order #1 in the amount of \$81,339.75 for the Oak Street Paving and Curb Replacement Project. Additional milling, excavation, 2A stone base and 25 mm base course was needed on Oak Street between Wallace Street and North 5th Street

The aforementioned Change Order #1 in the amount of \$81,339.75 was authorized on a motion made by Mr. Smith, seconded by Mr. Weiss. The motion was carried. (6-yes; 0-no; 0-abstain)

Ms. McCabe complimented Mr. Ace for keeping the residents of Oak Street up to date on the delays during the project. Residents of Oak Street and Scott Street thanked the Borough Council for having the roads paved.

Consideration to approve Change Order #2 in the amount of \$9,800.00 for the Oak Street Paving and Curb Replacement Project. Soft subgrade repairs were required to include excavation, installation of Geogrid and stone base

The aforementioned Change Order #2 in the amount of \$9,800.00 was authorized on a motion made by Mr. Smith, seconded by Mr. Weiss. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to approve a 5-Year Winter Traffic Services Agreement between the Commonwealth of Pennsylvania, Department of Transportation and the Borough of Stroudsburg

A motion was made by Mr. Weiss, seconded by Mr. Smith to approve a 5-Year Winter Traffic Services Agreement between the Commonwealth of Pennsylvania, Department of Transportation and the Borough of Stroudsburg. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration Monroe County Redevelopment Authority, Blighted Property Referral Program

A motion was made by Mr. Weiss, seconded by Mr. Smith to approve the referral a property on Lee Avenue and Scott Street to the Blighted Property Referral Program of the Monroe County Redevelopment Authority. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to schedule a Town-wide Yard Sale on August 7, 8 and 9, 2020 waiving the permit and fee requirement

A motion was made by Mr. Smith, seconded by Mr. Weiss to authorize a town-wide yard sale on August 7, 8, and 9, 2020. The permit and fee requirements are waived for this event only. The motion was carried. (6-yes; 0-no; 0-abstain)

Consideration to discuss the feasibility of a pedestrian track around Glen Park and exploring grant opportunities for a gazebo and exercise area

Mr. Abell noted that the Monroe County Transportation Plan identifies twelve different grants that are available for this type of work. He will forward that information to Council and the Borough Manager. Mr. Weiss spoke in favor of exploring the pedestrian track, gazebo and exercise area. Mr. Smith also suggested mile markers on the bike trails. Representative Maureen Madden stated that there is a Park and Recreation Grant for trails. Mr. Ace was directed to contact her office for that information.

A motion was made Mr. Weiss, seconded by Mr. Smith to authorize the Borough Manager to look in to grant opportunities for a pedestrian track, gazebo, exercise area and bike trail mile markers for Glen Park. The motion was carried. (6-yes; 0-no; 0-abstain) Bob Armstrong later expressed concern about increased traffic and recommended a traffic study.

Consider the application of Herbert Ortiz of EIBDP, LLC., as recommended for approval and issuance by the Historic Architectural Review Board, to change a roofline at 530 Main Street

A motion was made by Mr. Abell, seconded by Mr. Smith to approve the issuance of a Certificate of Appropriateness to Herbert Ortiz/EIBDP, LLC. to change a roofline at 530 Main Street. The motion was carried. (6-yes; 0-no; 0-abstain)

Consider the application of Keith Swiatkowski, as recommended for approval and issuance by the Historic Architectural Review Board, for the replacement of roofing at 214 North 8th Street

A motion was made by Mr. Weiss, seconded by Mr. Abell to approve the issuance of a Certificate of Appropriateness to Keith Swiatkowski for the replacement of roofing at 214 North 8th Street. The motion was carried. (6-yes; 0-no; 0-abstain)

Committee Reports

Codes Committee – Mr. Abell reported that the Codes Committee will meet on July 22 and will discuss a proposed fireworks ordinance and dog barking ordinance.

Budget Committee – Mr. Lanfrank noted that the Budget Committee will start meeting in the Fall.

Parking Committee – Ms. McCabe noted that the Parking Committee will meet next week. An area of concern is the parking space on Lower Main Street just before Kitson Street which causes a site distance problem.

Street Committee – Mr. Smith advised that there will be a meeting on August 5.

Public Relations/Media Committee – Mayor Probst reported that the Committee met just before the Council meeting and asked that the following be put in the Recycling Brochure: No fireworks in the Borough, clean up after your animals on public streets (fine can be up to \$300), landlords register new tenants, emergency or sewer issue calls after hours call the non-emergency number at the Control Center 570-992-9911, email addresses for all Council members, reminder about the Borough-wide yard sale days, and support the Stroudsburg Fire Department. A newsletter will also be provided in the Fall.

Redevelopment Committee – Mr. Abell reported that the Committee met last week and discussed the overlay ordinance that came before Council earlier during this meeting. An open space impact fee ordinance was discussed. The ordinance would require a developer who can not provide green space on a site to pay an impact fee that would fund key initiatives that are

identified in the Stroud Region Open Space and Recreation Commission Trail Gap Analysis and the Eastern Monroe County Active Transportation Plan. The Borough Council should begin to identify key projects that could be accomplished in a ten-year period whether it be areas to be developed or existing parks.

I-80 Expansion Task Force Committee –Mayor Probst reported that Kris Battle met with State Representative Maureen Madden about further measures to protect our water ways. Mrs. Battle is also trying to set up a meeting with representatives Jack Rader and Pat Toomey. A letter has been sent by Mr. Ace to the Brodhead Watershed Association to schedule a meeting. Mayor Probst has reached out to Senator John Blake, who represents Coolbaugh Township. Coolbaugh Township will also be affected by the expansion.

Solicitor McDonald reached out to the Monroe County Conservation District (MCCD), and they have not gotten any applications (Clean Water Act, Stream Encroachment) from Penn DOT for the I-80 Expansion Project. He advised that MCCD and the PA DEP have a delegation agreement process.

Mayor's Report

Mayor Probst reminded the Codes Office to follow up on the blighted properties and short-term rentals.

She commented on topics that have been the subject of Facebook postings and urged people to contact her or any Council member to get the facts.

Council Member Reports

Mr. Weiss reported that speeding is continuing on Lower Main Street. There are also loud vehicles speeding on Main Street and Lower Main Street on Sundays. A discussion ensued about the Sunday morning activity. Police Chief Lyon advised that police officers have been going out.

Solicitor's Report

Solicitor McDonald had one brief topic for executive session.

Manager's Report

Mr. Ace reported that the Pride Festival has been cancelled by the organizers. He advised Council that the LSA Grant process opened up this month, and he will discuss his recommendation with Council at a future meeting. There has been no response yet from Penn DOT about the Borough's Special Event Permit application for outdoor dining in parking spaces on Main Street.

Ms. McCabe reported that she went to the Town of Easton and observed that the restaurants using parking spaces in roadways are using water barriers. She will send pictures to Council.

Code Enforcement Officer's Report

Mr. Kimes had nothing to report.

Street Superintendent's Report

Mr. Schnatter had nothing to report.

Approval of Bills on Warrants 200721

A motion was made by Mr. Weiss, seconded by Ms. McCabe to authorize the payment of bills on Warrants 200721. The motion was carried. (6-yes; 0-no; 0-abstain)

Public Input for Non-Agenda Items

Cindy Blake asked when Council would be resuming in-person meetings. Mr. Lanfrank advised that Council Chambers cannot accommodate the appropriate social distancing required at this time, so Council meetings will be conducted via Zoom and livestreamed through the Borough's Facebook page.

Toby Sabatine stated that a proposal will be submitted to Council to request permission to paint "Black Lives Matter" on a Borough street. There were public comments opposed to painting the Borough streets.

There were other public comments about speeding and motorists going through stop signs.

There was an inquiry about the status of the Pocono Inn Town. Mr. Kimes responded that a temporary certificate of occupancy was issued to the owner just before the onset of the pandemic.

The Borough Manager's email address was given so that the public can submit questions or concerns. bace@stroudsburgboro.com

Executive Session

A motion was made by Ms. McCabe, seconded by Mr. Smith to go in to executive session at 8:30 P.M. The motion was carried. (6-yes; 0-no; 0-abstain)

The executive session was concluded at 8:50 P.M. on a motion made by Ms. McCabe, seconded by Mr. Weiss. The motion was carried. (6-yes; 0-no; 0-abstain)

The meeting was adjourned at 8:52 P.M. on a motion made by Ms. McCabe, seconded by Mr. Weiss. The motion was carried. (6-yes; 0-no; 0-abstain)

