

STROUDSBURG BOROUGH COUNCIL
MEETING MINUTES, FEBRUARY 7, 2023

A regular meeting of the Stroudsburg Borough Council convened at 7:00 P.M. on Tuesday, February 7, 2023 in the Council Chambers of the Stroudsburg Borough Municipal Building with the following members present: Council President Matt Abell, Vice-President of Council Erica McCabe, Council President Pro-Tem Tobias Sabatine, Council Member Joanne Kochanski, and Council Member Melody Trunfio. Council Members Victoria DeVries and James Smith were absent.

Also present were: Mayor Michael Moreno, Borough Manager Larry Kopp, Executive Assistant Mary Pat Quinn, Borough Solicitor Christopher Brown, Esq., and Street Superintendent Brian Ace, Jr.

The Pledge of Allegiance was recited.

Approval of Council Meeting Minutes for the regular meeting on January 17, 2023.

The minutes of the regular meeting on January 17, 2023 were approved as circulated on a motion made by Mr. Sabatine, seconded by Ms. McCabe. The motion was carried. (5-yes; 0-no; 0-abstentions)

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

Kristina Heaney, District Manager of the Monroe County Conservation District, will speak regarding the roll out of Act 167, the Storm Water Management Act.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to table this matter. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to schedule a Public Hearing for consideration of An Ordinance of the Borough of Council of the Borough of Stroudsburg in the County of Monroe, Commonwealth of Pennsylvania, to Amend Chapter 26 “Water”, Part 1 “Brodhead and McMichaels Creeks Stormwater Management Ordinance”.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to table consideration to schedule a public hearing for this Ordinance. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to schedule a Public Hearing for consideration of An Ordinance of the Borough Council of the Borough of Stroudsburg in the County of Monroe, Commonwealth of Pennsylvania, to Amend Chapter 2 “Animals”, Part 2 “Keeping of Animals”, Section §2-203 “Violations” of the Stroudsburg Borough Code”.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to schedule a public hearing for the aforementioned Ordinance at the next Council meeting on February 21, 2023. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to schedule a Public Hearing for consideration of An Ordinance of the Borough Council of the Borough of Stroudsburg, in the County of Monroe, Commonwealth of Pennsylvania to Amend Chapter 15, Part 4, Section §15-407 of the Stroudsburg Borough Code of Ordinances Entitled, “Unlawful to Park After Time on Meter has Elapsed; Evidence of Violations”.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to schedule a public hearing for the aforementioned Ordinance at the next Council meeting on February 21, 2023. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to approve a request from the YMCA of Stroudsburg for a Subdivision and Land Development Waiver of Borough Decision Deadline through August 31, 2023.

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to approve the aforementioned request from the YMCA through August 31, 2023. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to approve a request from Shanti House for a Subdivision and Land Development Waiver of Borough Decision Deadline through May 31, 2023.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve the aforementioned request from Shanti House through May 31, 2023. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to Adopt a Resolution for Abbreviated Act 537 Sewage Plan Update Related to the Proposed Ann Street Sewer Main Replacement/Rehabilitation contingent upon receipt of review letters from the Borough of Stroudsburg Planning Commission and Monroe County Planning Commissions with no comments.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to adopt the aforementioned Resolution contingent upon a favorable review from the Stroudsburg Borough Planning Commission and the Monroe County Planning Commission.

Kat Nunn asked if consideration could be given to the residents and businesses on Ann Street during the construction in order to allow people to get to their homes/businesses. Mr. Abell replied that the Borough would make that request of the contractor. George Nunn asked if improvements to the stormwater system would be part of the project. Mr. Ace advised that the project will only address replacement/repair of the sewer main on Ann Street. He continued to

say that the main would be replaced from the train station part to just before the Willow Tree Restaurant. From that point on, the main will be slip lined. There will be no excavation for the area being slip lined.

The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to approve the Draft CY 2022 Joint Municipal Landfill Report.

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to approve the draft CY 2022 Joint Municipal Landfill Report.

Mr. Abell noted that the report indicates that there could be a reduction in the frequency of the landfill monitoring in the second, third, and fifth years. He asked when the monitoring would cease. Mr. Kopp will look in to that.

The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to Adopt a Resolution of the Borough of Stroudsburg, Monroe County, Pennsylvania, Authorizing the Transfer of Funds for Budget Purposes for CY 2022.

A motion was made by Ms. McCabe, seconded by Mr. Sabatine to adopt the CY 2022 Budget Transfer Resolution. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to Adopt a Resolution of the Borough of Stroudsburg, Monroe, County, Pennsylvania, Authorizing the Transfer to Funds for Budget Purposes for CY 2022 in the Twin Boroughs Recycling Fund.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to adopt the CY 2022 Budget Transfer Resolution for the Twin Boroughs Recycling Fund. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to Adopt a Resolution of the Stroudsburg Borough Council to Establish a Quarterly Permit Fee of \$90.00 for Municipal Parking Lot 6.

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to adopt the Resolution to establish a quarterly parking permit fee of \$90.00 for Municipal Parking Lot 6. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to approve the purchase of 200 refurbished Mackay parking meters from "Take a Powder, Inc." at the price of \$65.00 each.

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to authorize the purchase of 200 refurbished Mackay parking meters from "Take a Powder, Inc." at the price of \$65.00 each. The motion was carried. (5-yes; 0-no; 0-abstentions)

Ms. McCabe stated that Parking Secretary Robin Wall did a lot of research to find this option which is more economical for the Borough. Mr. Kopp also praised Mrs. Wall for the work she did on this.

Consideration to Authorize the Recycling of 86 Mackay Parking Meters by “Take a Powder, Inc.” for \$5.00 per Meter.

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to recycle 86 Mackay parking meters by selling them to “Take a Powder, Inc.” at \$5.00 each. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to Adopt a Resolution to Authorize the Signers on the Twin Boroughs Recycling Account.

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to adopt a Resolution to authorize the following signers on the Twin Boroughs Recycling Account: Mr. Abell, Mr. Sabatine, Ms. McCabe, and Mr. Kopp. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to approve a Professional Services Agreement between Barry Isett and Associates and the Borough of Stroudsburg for Interim Zoning Services for a fee of \$90.00 per hour.

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to approve the Professional Services Agreement between the Borough and Barry Isett and Associates for interim zoning services at the hourly fee of \$90.00. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to approve a proposal from RKR Hess, a Division of UTRS, for the preparation of the Annual Chapter 94 Report for CY 2022 at a cost of \$2,000.00 to \$3,000.00. The report is due to the Brodhead Creek Regional Authority no later than February 28, 2023.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to authorize RKR Hess, a Division of UTRS, to repair the Annual Chapter 94 Report for CY 2022 at a cost not to exceed \$3,000.00. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to approve an Event Permit Application from Eric Scelza for the 2nd Annual Happy Hour Street Fest on May 6, 2023 from 12:00 to 10:00 P.M. (rain date May 7, 2023).

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve a request from Eric Scelza to conduct the 2nd Annual Happy Hour Street Fest on Saturday, May 6, 2023 from 12:00 to 10:00 P.M. with a rain date of Sunday, May 7, 2023. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to approve a request from Trudyann Buckley, Recreation Manager of the Stroud Region Open Space and Recreation Commission to host the Levee Loop Trail Run and Walk on Saturday, June 3, 2023.

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to approve the application of SROSRC to conduct the Levee Loop Trail on Saturday, June 3, 2023. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to approve a request from Sarah Collier for the Sherman Theater to conduct the 2023 Latin Fusion Fest on Saturday, July 15, 2023 from 2:00 P.M. to 7:00 P.M.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve the application of The Sherman Theater to conduct the 2023 Latin Fusion Fest on Saturday, July 15, 2023. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to approve a request from the Monroe County Bar Association to conduct the Annual Law Day 5K and 5-Mile Races on Sunday, April 30, 2023 from set-up at 6:30 A.M. to 1:00 P.M.

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to approve the application of the Monroe County Bar Association to conduct the Annual Law Day 5K and 5-Mile Races on Sunday, April 30, 2023. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to approve the hiring of Lawrence Meng as a Part-Time, East Stroudsburg Employee at Twin Boroughs Recycling.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve hiring Lawrence Meng as a part-time Twin Boroughs Recycling employee. Mr. Meng will be an employee of the Borough of East Stroudsburg. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to approve including a \$1 Million match from the Borough of Stroudsburg as part of the Borough's U.S. DOT RAISE Grant application.

A motion was made by Mr. Sabatine, seconded by Ms. McCabe to approve the commitment of a one-million-dollar match from Stroudsburg Borough in the U.S. DOT RAISE Grant Application. Mr. Kopp advised that he spoke with the Borough's financial advisor, and the local match could be in the form of another grant, a bond issue, or from the Capital Improvement Fund. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to approve a support letter from Borough Council as part of the Borough's application for a U.S. DOT RAISE Grant.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve the submission of a letter supporting the U.S. DOT RAISE Grant under the signature of all Borough Council members. The motion was carried. (5-yes; 0-no; 0-abstentions)

Consideration to appoint a Vacancy Board Chair.

Kat Nunn volunteered to serve as the Vacancy Board Chair. A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to appoint Mrs. Nunn as the Vacancy Board Chair. The motion was carried. (5-yes; 0-no; 0-abstentions)

Mr. Abell explained that the Vacancy Board Chair would be necessary in the event that there is a vacancy on Council, and the remaining Council members reached an impasse in appointing a replacement.

Committee Reports

Codes Committee – Mr. Abell reported that the Committee is working with Mr. Kopp on the list of problem properties. Also being considered is raising the penalties for vandalism, a Rental Inspection program, and a Property Transfer Inspection program.

Budget Committee – There was nothing to report.

Parking Committee – The Parking Enforcement Officers will be calibrating the refurbished meters, and Nancy Gordon, a retired PEO, will assist with the recalibration. A resident at 315 North 5th Street asked for a residential parking pass for Thomas Street, but the Borough does not issue parking passes for North 5th Street. The PEO's will resume ticketing for vehicles that are parked on private property if the violation can be seen from the road. The delivery of Municipal Parking Lot Permits will be discontinued. Permit holders can use the portal or pick up their permits from the Borough office.

Recycling Committee – Mr. Kopp advised that the new East Stroudsburg employee will be a big help particularly if a recycling employee is absent.

Sewer Committee – Mr. Kopp addressed these topics in his report to Council.

Street Committee – Mayor Moreno advised that the Committee will be sending some designs of wayfinding signs to the HARB for its consideration. He thanked Mr. Ace for installing the Underground Railroad sign. A Community Development Block Grant (CDBG) will fund a portion of the North 7th Street Paving and ADA Ramps Project. The streets that are scheduled to be paved “in house” are: Brown Street from King Street to the dead end, Lindbergh Avenue between Phillips Street and Brown Street, Spring Garden Street between Phillips Street and North 8th Street, and Church Alley between North 9th Street and North 10th Street. Mr. Ace added that Church Alley will also need to be milled.

Mrs. Kochanski asked the Street Department to place no parking signs on the west side of Stone Street.

Personnel Committee – Mr. Abell advised that there were only thirty-two (32) responses to the HARB Survey. A public hearing will be held at the next Council meeting on February 21 for public comment. The Personnel Committee will meet on February 8 at 4:00 P.M. to go over the results of the survey in preparation for the public hearing on February 21.

Public Relations/Media Committee – Mr. Sabatine advised that the Committee will meet in two weeks.

Redevelopment Committee – The Committee is revisiting the LERTA Ordinance.

I-80 Expansion Task Force Committee – Ms. McCabe advised that she recently attended a public policy meeting. There will be another public policy meeting on March 3 at 8:00 A.M. at the

Stroud Township Municipal Building. She, Kristen Battle and State Representative Tarah Probst will attend to get information about the I-80 Expansion Project.

Stroud Region Open Space and Recreation Commission – Ms. McCabe advised that SROSRC reorganized, and Sonya Wolbert is the Chairperson, Jennifer Shukaitis is the Vice-Chairperson, Gary Morris is the Secretary, and Cynthia Gehm is the Treasurer. SROSRC is working on a strategic plan, a review of accomplishments in CY 2022, and goals moving forward.

SROSRC would like to return to the Stroudsburg High School for the summer recreation program. She asked the Borough Council to send a letter of support to the SASD Superintendent to ask for his consideration to permit the high school to be used in light of the number of parents who need the program for their children.

Mayor's Report

Mayor Moreno advised that there is a grant opportunity through the Pocono Mountains Visitors Bureau (PMVB), "Community Impact Grant" that the Borough may wish to look in to. He is working with Chris Barrett, the Director of the PMVB and Pocono 3C on the litter problem downtown by possibly exploring the possibility of employing homeless individuals to pick up litter. He also reported that he joined the Keystone Equality Board as the secretary. The Board advances civil rights for LGBTQ people through powering change within the communities and across local, State and Federal Government.

Council Member Reports

Ms. McCabe asked that the Street Department install a stop sign at Mill Alley and North 9th Street.

Solicitor's Report

Solicitor Brown, who has been attending the HARB meetings since July, reported that things are going well. He would like to work on a couple of things. He wants to make sure the applicants who are present at the meetings understand what the Board is telling them, and that HARB's thoughts are relayed to the Borough Council. He continued to say that the members of HARB are pretty sophisticated, that they know what they are talking about.

Manager's Report

Meetings

Jon PAMS/Billing	January 17 th
Alta RAISE Check-In	January 19 th
Russ & Brian/I&I	January 20 th
Kraemer Avenue/Dumpster	January 20 th
January 27 th /PT Recycling Interview	January 27 th
COG Meeting	January 30 th

Interviews/Open Position	January 30 th
Staff Counseling	January 31 st
Interview/Open Position	January 31 st
Interview/Open Position	February 1 st
Dumpster 314-318 Main Street	February 1 st
Alta RAISE Check-In	February 2 nd
Pocono Public Policy Meeting	February 3 rd
Alta RAISE Check-In	February 16 th
Denny Peters/Engineering/Creek Walk	February 17 th

Infrastructure/Streets/Capital Projects

Sidewalk Replacement Project/Multimodal Grant. Working on rebid portion of grant funds. Out to bid in February.

Ann Street Sewer Replacement & Paving. Public comment period for Draft Abbreviated Act 537 Plan Update complete. Received notes from Stroud Township Planning Commission. Waiting on comments from

Grants Strategy 2023

LSA Grant. Statewide LSA Grant submitted on March 15th. CFA Board meeting on January 12, 2023 was cancelled. Now the meeting will be held in March.

DCED Multimodal. Grant completed and submitted. Contains “Quick Build” elements of Main Street Project. CFA Board meeting on January 12, 2023 was cancelled. Now the meeting will be held in March.

Monroe County LSA Grant. Submitted on September 28th. For “Quick Build” elements of the plan.

H2O & Small Water and Sewer Grants. Submitted to CFA by December 21st.

FEMA Assistance to Firefighters Grant. Awarded \$218,236; 5% minimum match required.

Consolidated Bargaining Agreement (CBA with Teamsters Union)

Contacted by union; they want to start negotiations early, which I support. Scheduling a meeting in mid to late February, date TBD. Have not heard back from the union on a date.

Engineering Creek Walk Project

Terrainwalk with Denny Peters, Project Engineer, scheduled for Friday, February 17th.

Mobility Study/Alta Planning

Meeting with Alta bi-weekly on grant and Penn Strategies for Letters of Support. Working on letters of support from local organizations and quotes from downtown business/property owners. Grant is very political, so support from elected officials is key. PennDOT is supporting; tie-in with I-80 Project. Minimum grant of \$1 Million; 50% going to rural areas. Cost share 20% or less depending on a number of factors; rural areas may have smaller matches. We are going to include a \$1 Million local match; we also have \$2 Million in outstanding grants that could be leveraged for this project if awarded.

Capital Improvements Plan

Working on 10-year Capital Improvements Plan for the Borough listing all major capital projects and purchases through 2031. Dump truck that was ordered in 2022 will not be delivered until 2024; looking at purchasing a utility pick-up instead with the budgeted funds.

Borough Building Repairs

Working on getting quotes for repairs. In the 2023 Budget.

Parking Meters

Robin is working on replacement meters for the Borough. Quote for refurbished meters would keep costs down.

Verkada Security Cameras

Installation underway. Approximately 60% complete. Working on completing this project now that I am free from other projects. Waiting to hear back from the installation contractor.

Solid Waste Ordinance

Compliance is very high; a small number of minor pick-up issues that we are ironing out with GFL. Resident questions/concern have dropped to about zero. Sent out an employee to check on those carts we have identified staying out by curb. Mailing was delivered with calendars for trash & recycling and to remind residents of Ordinance's requirements. Biggest issue is too much trash for cans; probably is a recycling issue. Working on billing with PAMS. First bill to go out end February/beginning March.

Dumpster Ordinance Implementation

On hold until I receive further guidance. 42 properties have asked for appeal or some sort of relief from the Ordinance. 17 Properties have either complied or have met with me and have received go-ahead to proceed. I have received no response from 72 properties.

Sewer Billing

Met with Dave Horton to discuss. Want to ensure we are including verbiage for procedures for overdue accounts. Our Ordinance spells out in detail exactly what is required for 60+ day overdue accounts; they must be sent to a collection agency. Only question is interest rates charged to overdue accounts; Solicitor for BCRA contends that anything above 10% interest annually is illegal, which our Ordinance currently is. Chris is looking into this.

Sewer Rates/EDU Reassessment

Inspection of properties complete. Final review in 2023 and appeal for those whose EDUs are changing. Look at potential EBU system in 2023. Use data to review and update rental property information develop comprehensive database for the Borough with all resident information.

Sewer Collection System/I&I Initiative

BCRA is scheduling a meeting to discuss I&I in late February. Met with Russ and Brian on Friday to put together report; we did a considerable amount of work on this in 2022.

LERTA

Met with Cos Curry from the School District to discuss LERTA. School Board is tentatively “on-board,” need to draft a new “draft” Ordinance in conjunction with the District and County Commissioners to ensure everyone agrees.

Code Enforcement

Rental Properties: Follow-up letter sent between Christmas and New Years that have not yet registered their properties. Very Small response back. These are the “hard core” slum lords.

Short-Term Rentals: Compiling list of properties for notification.

Staff Training

Working on a training presentation on Customer Service.

MyGov Software for Codes/Zoning

Going fully “live” with MyGov in 2023 on select permits and licenses. Customers will be required, unless they have a compelling reason, to submit all permit and license online through the Customer Service Portal.

Emergency Operations Plan

I'm working with Mehmet to update our contacts and to look specifically at EMP and Cyber Attacks. Current world situation has me concerned and I want us to be ready. Plan was due to be updated in 2021.

Sewer Fund Delinquent Accounts/Liens

Mary Pat is looking at our list of liens and see what liens need to be renewed and if any need to be taken of the lit. BCRA wants to review billing procedures, as do I. I have talked to three collection agencies with the idea of letting them go after delinquent accounts, which is allowed in our Sewer Ordinance.

Bicycle Racks

Three racks remain to be installed: 745 Main, 401 Main & 33 North 7th Streets. North 7th Street was approved with a slightly changed location. Waiting to hear back from the remaining two property owners. One property owner (1172 Main Street) declined to have the rack on their property. Installation in Spring 2023.

Upcoming Focus

Capital Improvements Plan
Sewer EDU AssessmentPlan
Dumpster Ordinance Implementation

RAISE/Main Street Grants
Rental Property Registrations
Day to Day Activities

Code Enforcement Officer's Report

There was nothing new to report.

Street Superintendent's Report

Mr. Ace repeated the future paving projects and emphasized that the entire length of Church Alley is in a state of disrepair. He added that his department has perfected the "in house" paving that they do.

Approval of Bills on Warrants 230207

The bills on Warrants 230207 were approved for payment on a motion made by Mr. Sabatine, seconded by Ms. McCabe. The motion was carried. (5-yes; 0-no; 0-abstentions)

Public Input for Non-Agenda Items

There were no questions or comments from the public.

There was no need for an Executive Session.

The meeting was adjourned at 7:45 P.M. on a motion made by Ms. McCabe, seconded by Mrs. Kochanski. The motion was carried. (5-yes; 0-no; 0-abstentions)