

STROUDSBURG BOROUGH COUNCIL
MEETING MINUTES – NOVEMBER 6, 2023

A regular meeting of the Stroudsburg Borough Council convened at 7:00 p.m. in the Council Chambers of the Stroudsburg Borough Municipal Building with the following members present: Council President Matt Abell, Council Vice-President Erica McCabe, Council Member Joanne Kochanski, Council Member Victoria DeVries, and Council Member Melody Trunfio. Council Member James Smith was absent.

Also present were: Mayor Michael Moreno, Borough Manager Larry Kopp, Borough Solicitor Christopher Brown, Esq., Street Superintendent Brian Ace, Jr., Zoning/Codes Officer/Land Development Administrator Nate Pozzi, and Executive Assistant Becky Smith.

The Pledge of Allegiance was recited.

Public Hearing and Consideration to Approve an Ordinance of the Borough Council of the Borough of Stroudsburg in the County of Monroe, Commonwealth of Pennsylvania, Chapter 15, Motor Vehicles and Traffic, Part 3, 15-306, entitled “Parking Prohibited at all Times in Certain Locations”.

This ordinance will create a no parking zone on both sides of Bell Terrace for 20-feet north of the intersection with Scott Street, to allow an adequate turning radius for trucks and emergency vehicles.

There were no questions or comments from Council or the public. A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to close the public hearing. The motion was carried. (5-yes; 0-no; 0-abstain)

The aforementioned Ordinance was adopted on a motion made by Mrs. Kochanski, seconded by Ms. McCabe. The motion was carried. (5-yes; 0-no; 0-abstain)

Public Hearing and Consideration to Approve an Ordinance of the Borough Council of the Borough of Stroudsburg in the County of Monroe, Commonwealth of Pennsylvania, Chapter 15, Motor Vehicles and Traffic, Part 3, 15-316, entitled “Handicapped Parking Zones Established”.

This ordinance will add a handicapped parking space in front of 151 Broad Street in Stroudsburg Borough.

There were no questions or comments from Council or the public. A motion was made by Ms. McCabe, seconded by Mrs. Kochanski to close the public hearing. The motion was carried. (5-yes; 0-no; 0-abstain)

The aforementioned Ordinance was adopted on a motion made by Mrs. Kochanski, seconded by Ms. McCabe. The motion was carried. (5-yes; 0-no; 0-abstain)

Public Hearing and Consideration to Approve an Ordinance of the Borough Council of the Borough of Stroudsburg in the County of Monroe, Commonwealth of Pennsylvania, Chapter 15, Motor Vehicles and Traffic, Part 4, 15-417, entitled “Display of Permit”.

This ordinance changes the placement for displaying municipal lot parking permits. The permits shall be visible from the windshield while parked in municipal parking lots.

There were no questions or comments from Council or the public. A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to close the public hearing. The motion was carried. (5-

yes; 0-no; 0-abstain)

The aforementioned Ordinance was adopted on a motion made by Mrs. Kochanski, seconded by Ms. McCabe. The motion was carried. (5-yes; 0-no; 0-abstain)

Public Hearing and Consideration to Approve an Ordinance of the Borough Council of the Borough of Stroudsburg in the County of Monroe, Commonwealth of Pennsylvania, Chapter 15, Motor Vehicles and Traffic, Part 3, 15-307, entitled “Alternate Parking Established on Certain Streets”.

This ordinance clarifies parking restrictions along Bell Terrace and King Street, making the ordinance match the signage. Parking will be permitted on both sides of Bell Terrace and King Streets, with the exception of Wednesdays 5:00 p.m. to Thursdays 5:00 p.m., when parking will only be permitted on the East Side.

There were no questions or comments from Council or the public. A motion was made by Mrs. Kochanski, seconded by Ms. Trunfio to close the public hearing. The motion was carried. (5-yes; 0-no; 0-abstain)

The aforementioned Ordinance was adopted on a motion made by Mrs. Kochanski, seconded by Ms. Trunfio. The motion was carried. (5-yes; 0-no; 0-abstain)

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

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

Old Business

New Business

Mr. Kopp discussed the financing/purchase options for a Pierce 2028 Pumper Rescue Body for Phoenix Fire Company #2. The Borough is currently paying off another fire truck, with annual payments of \$56,360.00, ending in 2026. Mr. Kopp provided a summary of financing options prepared by Concord Public Finance, outlining the details for 10, 15, and 20-year loans, calculated with current interest rates. Additionally, Mr. Kopp advised that the 2023 millage rate is 0.12 mills, and the maximum millage rate for the Fire Equipment Fund is 3.00 mills, giving the Borough options to fund the purchase of the new truck. Lastly, Mr. Kopp noted The Fire and Emergency Medical Services Loan Program (FEMSLP) provides loans at a fixed 2% interest rate to fire and EMS companies. The loan allows financing of \$270,000.00, or 50%, whichever is less, for 20 years. No action taken.

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve the 2024 Stroud Area Regional Police (SARP) Budget. The motion was carried. (5-yes; 0-no; 0-abstain)

A motion was made by Ms. McCabe, seconded by Mrs. Kochanski to approve the 2024 Stroud Region Open Space and Recreation Commission (SROSRC) Budget. The motion was carried. (5-yes; 0-no; 0-abstain)

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve waiving SALDO requirement, Section 22-613-10 c.d., of the Approved Landscape Plan for the Monroe County Courthouse Project, to permit planting of 2 ½”-caliper trees. The motion was carried. (5-yes; 0-no; 0-abstain)

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve a Resolution authorizing the submission of a Local Share Account (LSA) Statewide Grant to the Department of Community and Economic Development, not to exceed \$1 Million. The motion was carried. (5-yes; 0-no; 0-abstain)

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve purchasing, as part of the 2024 Budget, a Takeuchi TWC2HS High Speed Wheel Loader for \$74,487.00 after trade of the Borough's Takeuchi TW65 Wheel Loader, COSTARS Contract #4400027914. The motion was carried. (5-yes; 0-no; 0-abstain)

A motion was made by Ms. McCabe, seconded by Ms. Trunfio to approve purchasing, as part of the 2024 Budget, a Kyocera TA-3554ci color and black and white copier for \$5,966.87. The motion was carried. (5-yes; 0-no; 0-abstain)

A motion was made by Ms. McCabe, seconded by Ms. Trunfio to accept the resignation of Council Member Toby Sabatine, effective Friday, September 29, 2023. The motion was carried. (5-yes; 0-no; 0-abstain)

A motion was made by Ms. Trunfio, seconded by Ms. DeVries to approve advertising for a Part-Time Codes and Zoning Secretary. The motion was carried. (5-yes; 0-no; 0-abstain)

Mr. Abell read a list of his concerns related to organizations' requests for events and free parking. He would like to create an ad hoc committee to further discuss these types of requests so they are handled responsibly and fairly by Council. The members of this committee will be Matt Abell, Joanne Kochanski, Erica McCabe, Michael Moreno, and Larry Kopp. Mr. Kopp will extend the invite to the Downtown Stroudsburg Business Association seeking additional committee members. Mr. Abell suggested the committee has its first meeting in December and requested Mr. Kopp to coordinate a date with members.

A motion was made by Ms. McCabe, seconded by Ms. DeVries to table the consideration of a Special Event Application to hold Rebel Fest: Indie Music & Arts Festival until after the Ad Hoc Committee meets to discuss event requests. The motion was carried. (5-yes; 0-no; 0-abstain)

A motion was made by Ms. McCabe, seconded by Mrs. Kochanski to deny the request from The African-American Network for free parking on Saturday, June 15, 2024 during the JuneTeenth Freedom Festival. The organization can purchase meter bags from the Borough for vendor spots. The motion was carried. (5-yes; 0-no; 0-abstain)

A motion was made by Ms. McCabe, seconded by Mrs. Kochanski to approve scheduling a public hearing for November 21, 2023 to adopt an Ordinance of the Borough Council of the Borough of Stroudsburg in the County of Monroe, Commonwealth of Pennsylvania, to Amend Chapter 15, Motor Vehicles and Traffic, Chapter 15-713, entitled "Residential Parking Permits". The motion was carried. (5-yes; 0-no; 0-abstain)

Committee Reports

Codes Committee – The next meeting is November 29, 2023.

Budget Committee – Mr. Kopp reported that the 2024 Budget is almost complete.

Parking Committee – The next meeting is November 28, 2023.

Recycling Committee – The next meeting is November 13, 2023. Mr. Kopp advised The Monroe County Waste Authority accepts vape cartridges at their facility. Ms. McCabe

suggested the Borough provide a collection container for public use and our staff can properly dispose of the cartridges.

Sewer Committee – Mr. Kopp reported that Thursday, November 9, 2023 is the bid opening for the Ann Street Project.

Street Committee – Mr. Moreno reported that Brian Ace assessed Barry Street with snow plow equipment to see if the traffic pattern could potentially be changed. Mr. Ace recommended the current traffic pattern should not be altered.

Personnel Committee – Mr. Kopp reported a draft of the updated employee manual should be ready for approval at the November 21 Council Meeting.

Public Relations/Media Committee – No report.

Redevelopment Committee – No report.

I-80 Expansion Task Force Committee – A Town Hall meeting will be held on Thursday, November 9, 2023 at 6:00 p.m. at the Stroudsburg High School. The meeting is open to the public, and everyone is encouraged to attend.

Stroud Region Open Space and Recreation Committee – Ms. McCabe reported that the agreement for Terra Greens Golf Course in East Stroudsburg is finalized, and the golf course is now open to the public for the remainder of the 2023 season.

Mayor's Report

Mayor Moreno attended a Neighborhood Watch meeting, and The Legislative Fellow Breakfast at ESU. He plans to attend a Poverty Simulation at ESU, and the Annual Report to Community at the Mountain Center for Pocono Services for Families.

Council Member Reports

None.

Solicitor's Report

No report.

Manager's Report

Borough Manager Report November 6th, 2023

Meetings

Grant Administration Check-In/Penn Strategies	October 25 th
Chris Gibbons/ Fire Truck Financing	October 26 th
Pre-Construction Mtg/Corps of Engineers Levee Project	October 27 th
Peters Engineering/Parking Garage	October 27 th
Monroe County Tax Collection Committee	October 30 th
COG (Council of Governments) Meeting	October 30 th
Autumn/SROSRC Budget	October 31 st
Jim Evanisko/Go Collaborative	October 31 st
Pocono Chamber/Public Policy Meeting	November 3 rd
KMIT Safety Training	November 6 th
I-80 Project Open House	November 9 th

Infrastructure/Streets/Capital Projects

Sidewalk Replacement Project/Multimodal Grant. Approval on agenda for final sidewalk repairs to be completed this week.

Ann Street Sewer Replacement & Paving. Updated Act 537 Plan approved by DEP on 11/2; project has the green light to proceed! Advertising period began September 25th; bid opening November 9th. That puts work beginning in April 2024.

Ann Street Park. Picnic table and bench arrived; installation in 2024. Bastogne Tulips planted.

Paving 2023. Borough projects underway. Ann Street (5th to 8th) as part of Ann St. Sewer Project now in 2024.

Grants Strategy 2023

DOT Reconnecting Communities & Neighbors Grant. Submitted 9/28/23.

DCEd Multimodal. Application submitted.

PennDOT Multimodal. 2023 PennDOT Multimodal working with Penn Strategies. Due October 31st.

2023 Statewide LSA Grant. Working on submission for Creek Walk Project.

2023 Monroe County LSA Grant. Submitted 9/27/23.

2022 Monroe County LSA Grant. Received \$500,000 for the project. Working on engineering with Alta and with PennDOT for approval/input. Signage and traffic calming. Work to be completed in 2024.

RACP Grant. Peters Engineering completed draft budget for LSA Grant & RACP Grant. Work with Pocono Economic Development Corp on grant and administering these funds.

PMVB 2023 Tourism Impact Grant. Reimbursement approved, waiting for check from PMVB.

Monroe County Hotel Tax Allocation. 2024 request for remainder of Bollard Project. Submitted 8/31.

LCB/Noise Exemption

Packet submitted. Will go to the Liquor Control Board at their next meeting. Public Hearing scheduled for Thursday, November 16th, 12:00 pm, in Council Chambers.

Sewer Rates/EDU Reassessment

Contacted BCRA to update Sewer Records. New EDUs tentatively going into effect 1st Quarter 2023.

Sewer Billing

Draft billing SOP to BCRA for review; scheduling a meeting to implement.

Levee Repair Project

Contractor awarded 9/29. Amount is \$374,466. Pre-Construction Meeting 10/27; staging to begin after Thanksgiving with work to begin late 2023 or early 2024.

Personnel Handbook Rewrite/Update

Draft complete. Currently under review by staff and attorney. Complete by end of 2023.

Collective Bargaining Agreement Negotiations (CBA with Teamsters Union)

Negotiations complete. Approved by membership. Waiting on OK of updated agreement by union.

Tree City USA Application

Application complete and submitted. Borough has been recognized as a "Tree City USA" Community 16 times in the past.

LERTA

Discussions with several School Board members. Draft Ordinance was provided. Potential presentation to School Board in 2024, after elections and Board is seated.

Engineering Creek Walk Project

Peters working on permitting with DEP and PEMA. Working on securing easements as needed. Applying for funding through statewide LSA.

Borough Building Repairs

Working on developing Request for Proposals for work to be done early 2024. In the 2023 Budget.

MyGov Software for Codes/Zoning

Going fully “live” with MyGov 4th Quarter 2023/1st Quarter 2024 on all permits and licenses. Requiring all Rental Registrations to be submitted through MyGov. Customers will be required, unless they have a compelling reason, to submit all permit and license online through the Customer Service Portal.

Solid Waste Ordinance

Fourth Quarter bill mailed on September 30th, due October 31st. Working on billing rates for 2024.

Senior Waste Collection Assistance Program

To date, we have had 17 applicants. All have been eligible and full funding provided by the Borough. \$6,732 of \$15,000 Program Funds expended.

Staff Performance Evaluations/ Counseling

Annual evaluations are due. Counselling with all staff in September.

Sewer Collection System/I&I Initiative

Update report provided to BCRA. ArcGIS mapping of all cleanouts & manholes complete. Reinstalled flow meters. Restarting Smoke Testing this fall.

Emergency Operations Plan

Plan was due to be updated in 2021; looking at completing in 2023-24.

Sewer Fund Delinquent Accounts/Liens

Becky is looking at our list of liens and see what liens need to be renewed and if any need to be taken off the list.

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 2024.

Upcoming Focus

2024 Budget
Grants (LSA/Multimodal)
Day to Day Activities

Sewer EDU Reassessment Plan
Borough Building Repair Proposal

Code Enforcement Officer's Report

Mr. Pozzi reported that a Planning Commission Meeting is scheduled for November 13, 2023 to discuss the P2 Towers Project.

Street Superintendent's Report

Mr. Ace reported that his department is finishing the 2023 paving project, with Church Alley, Brown Street, Lindbergh Avenue, and Spring Garden Street being paved. The project was under budget. Mr. Ace now has access to change street light bulbs along the 7th Street Bridge. The lights at the Third Street basketball courts have been adjusted to turn off at 8:20 p.m.

Approval of Bills on Warrants 231106

A motion was made by Mrs. Kochanski, seconded by Ms. Trunfio to authorize the payment of bills on Warrants 231106. The motion was carried. (5-yes; 0-no; 0-abstain)

Public Input for Non-Agenda Items

Trish D'Imperio, owner of Ready Set Run on Main Street, asked if a one-way sign can be installed to be visible for cars exiting onto Main Street from the KFC parking lot. Mr. Ace will assess the location for the possible installation of a one-way sign.

Adjournment

The meeting adjourned at 7:58 p.m., on a motion made by Ms. McCabe, seconded by Mrs. Kochanski. The motion was carried. (5-yes; 0-no; 0-abstain)