

STROUDSBURG BOROUGH COUNCIL
MEETING MINUTES – APRIL 15, 2025

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 Pro-Tem Joseph Shay, Council Member Victoria DeVries, Council Member J. Zac Christman, and Council Member TJ Lopez.

Also present were: Mayor Michael Moreno, Borough Manager Larry Kopp, Borough Solicitor Christopher Brown, Esq., Street Superintendent Brian Ace, Zoning/Codes Officer Kenelle DeStefano, and Executive Assistant Becky Smith. Council Member Cheryl Joubert was absent.

The Pledge of Allegiance was recited.

Public Announcement

Borough Council intends to convey land to AWSOM for the expansion of the existing AWSOM animal shelter on Godfrey Ridge Drive, pursuant to the terms of the Agreement presented to Council at this meeting. Mr. Abell added that the Borough of Stroudsburg owns a small piece of property which is needed by AWSOM to proceed with their addition to the shelter.

Approval of Council Meeting Minutes for the Regular meeting on April 1, 2025

Mr. Shay advised of one correction to the April 1, 2025 minutes, regarding the cell tower discussion. Mr. Shay's opinion is a navigation light should be installed on top of the cell tower, even though it is not an FAA requirement. This will be added to the April 1st minutes. The minutes of the regular meeting on April 1, 2025 were approved with this correction, on a motion made by Mr. Christman, seconded by Ms. McCabe. The motion was carried. (yes-6; no-0; abstain-0)

Monthly Administrative Reports

The following monthly reports were approved on a motion made by Ms. McCabe, seconded by Mr. Lopez: Right-To-Know Report, Parking Report, Fire Department Report, and the Police Department Report. The motion was carried. (6-yes; 0-no; 0-abstain)

Accept Unaudited March 2025, Treasurer Report

A motion was made by Ms. McCabe, seconded by Ms. DeVries to accept the Balance Sheets, FY 25 vs FY 24, and the Budget to Actual Report. The motion was carried. (6-yes; 0-no; 0-abstain)

New Business

Agreement with AWSOM to convey land for the expansion of the existing animal shelter:

Mr. Brown stated the appraised value of this piece of property is \$2,500.00, which is below the threshold to convey real property. A motion was made by Ms. McCabe, seconded by Ms. DeVries to approve the Agreement with ASWOM to convey land for the expansion of the existing animal shelter. The motion was carried. (yes-6; no-0; abstain-0)

Mr. Kopp discussed the Borough of Stroudsburg Non-Uniformed Pension's 2024 Combined GASB 67/68 Financial Statements. GASB (Governmental Accounting Standards Board) reports are required every two years by the Commonwealth for municipalities with pension plans. Mr. Kopp stated the net funding increased from 67% in 2023 to 71% in 2024; the plan is moving in the right direction. No action necessary.

Discussion of the Wetland and Waters Identification and Delineation Report for the Bryant Street Study Area: This wetlands and delineation report is for the area between the I-80 off-ramp and backyards of Bryant Street residences. A vernal pool was located in this area, which will require a retaining wall if Route 80 is expanded. Mr. Kopp and Solicitor Brown will draft a letter to formally notify PennDOT of this report. Jessica Defino, of 762 Bryant Street, advised that landowners along Bryant Street can report vernal pools to the state and federal government themselves. Any work or studies that happen in that area also need to be reported to the Monroe County Conservation District. No action necessary.

A motion was made by Ms. McCabe, seconded by Mr. Christman to approve a Resolution of the Borough of Stroudsburg, County of Monroe, authorizing the submission of a request for funding of up to \$500,000.00 through the Commonwealth Financing Authority of Pennsylvania's Small Water and Sewer Program. The motion was carried. (6-yes; 0-no; 0-abstain)

A motion was made by Ms. McCabe, seconded by Ms. DeVries to approve a Resolution of the Borough of Stroudsburg, County of Monroe, authorizing the release of the \$197,071.00 Performance Guarantee, in its entirety plus interest, to AKS Realty LLC, for the 100 N. 9th Street project. The motion was carried. (yes-5; no-1, Mr. Shay; abstain-0)

A motion was made by Ms. McCabe, seconded by Ms. DeVries to grant Certificates of Appropriateness as recommended by the HARB for the following applicants/addresses: 516 Thomas Street (roof); 809 Main Street (EIFS application); and 818 Main Street (demolition of garage, Parcel 18-3.1.12.13). Mr. Abell asked the reasoning behind granting the Pocono Family YMCA, 809 Main Street, the approval for Exterior Insulation Finishing System (EIFS) since this material is not on the approved list of materials for the Historic Architectural Review Board (HARB). Solicitor Brown stating the YMCA is replacing existing stucco, not on the façade of the building, and after a cost analysis, it was the most economical for the project. The material is in a low-exposure, and non-historical area of the building. The motion was carried. (yes-6; no-0; abstain-0)

Committee Reports

Codes Committee – Mr. Abell reported the committee will begin discussing a property transfer ordinance.

Budget Committee – No report.

Parking Committee – Ms. McCabe reported the committee meets on April 28, 2025 at 5:00 p.m. Solicitor Brown will provide a draft ordinance to amend handicapped parking space procedures for the committee's review.

Recycling Committee – No report.

Sewer Committee – No report.

Street Committee – Mr. Moreno reported the next committee meeting is April 16, 2025 at 4:30 p.m. and will continue to discuss available traffic calming devices.

Personnel Committee – No report.

Public Relations/Media Committee – The next committee meeting is April 24, at 6:30 p.m.

Redevelopment Committee – Mr. Abell reported a meeting was held April 15th with a developer interested in renovating the hotel at 1220 West Main Street into affordable housing. David Mitchell’s development company, GoodHomes Communities, LLC., discussed creating approximately 110 one- and two-bedroom apartments out of the existing 146-room hotel. The next committee meeting is May 14, 2025 at 4:30 p.m.

I-80 Expansion Task Force Committee – No report.

Parks and Rec (Stroud Region Open Space and Recreation) Committee – Mr. Moreno reported the next meeting is on April 22, 2025. The committee and its’ solicitor will review ordinances from all three municipalities to align them for more consistent enforcement throughout all the parks.

Mayor’s Report

Mayor Moreno thanked the Monroe County Democratic Committee for organizing the protest on April 5th, and stated the organization inquired if a permit was necessary. Mr. Moreno advised if they are on county property, a permit from the Borough is not needed. Photos of the event were posted on social media, showing pedestrians blocking streets. Mr. Moreno will reach out to the organizers of future events, advising a special event application should be submitted to the Borough for use of barricades to ensure public safety.

Mayor Moreno wanted to clarify that the homeless encampment around Glen Park is not actually within the Borough, but on Monroe County property.

Mr. Moreno was advised a resident reached out to Borough Manager Larry Kopp demanding he recant what he said to the media regarding homeless camping on Monroe County property. Mr. Moreno explained that the Borough Manager takes direction from Borough Council, not residents directly.

Mayor Moreno has received complaints about illegally parked vehicles along North 2nd Street, specifically on Friday afternoons between 12:30 and 1:30, around the Mosque located at 133 North 2nd Street. Mr. Moreno suggested borough staff place a warning on illegally parked vehicles before issuing tickets. Also, Mr. Moreno stated the 3rd Street hill, between 3rd Street and 5th Street, is filled with litter, and would like to have volunteers with Pick Up the Poconos in that area on April 26th.

Department of Community and Economic Development (DCED) Deputy Secretary Rick Vilello has nominated Mayor Moreno to the 18-month Rural Urban Leadership Program, starting in the fall of 2026.

Council Member Reports

Mr. Shay frequently hears gun shots in the general area of Thomas and Fifth Streets, and reported it to 911 last week. Mr. Abell recommended Mr. Kopp and Ms. McCabe, who are on the SARPD Commission, report this to Chief Lyon directly.

Solicitor’s Report

Solicitor Brown reported progress has been made with obtaining easements for the Creek Walk project. LaBar Village has not responded to a recent request to become in compliance with the Borough’s vacant and abandoned ordinance, therefore, Mr. Brown sent them another request advising citations will be filed if they do not submit the proper paperwork with the Borough.

Manager's Report

Borough Manager Report April 15th, 2025

Meetings

LTAP/Temporary Traffic Control	April 2 nd
Parking Issues/PSAB	April 2 nd
Public Policy Committee Meeting/Chamber	April 4 th
SARP CBA Prep	April 4 th
Delta Status Update	April 7 th
LTAP/GIS Basics	April 8 th
SARP Executive Committee	April 14 th
Thermoplastic Crosswalks/Rod	April 15 th
David Mitchell/Good Homes	April 15 th
LTAP/Asphalt Roads	April 16 th
Park Visits/SROSRC	April 16 th
Pension Board Meeting	April 21 st
BCRA/Borough Check-In	April 23 rd
Pick-Up the Poconos	April 26 th
Arbor Day	April 26 th
Walt Phillips Physical	May 2 nd

Infrastructure/Streets/Capital Projects

Quick Build / Main Street Project. Sent second request for Signage District to PennDOT on January 30th. Upgrades to the Borough's sign printer & laptop; should be delivered late April – early May. Called Labor & Industry in regard to Prevailing Wage requirements for project labor. Still waiting for return call.

Creek Walk Trail. Statewide LSA Grant submitted November 26th. DCNR Grant submitted. DCED this year.

Parking Garage Repair/Rehabilitation. Design complete. Intent is to go out to bid for 2025 completion in May. LSA Grant award probably in May.

Levee Erosion Mitigation. Emplacing rip rap on the Brodhead Creek side of the levee to stop erosion. Working on plan from engineer; DCED Flood Mitigation Grant. Late 2025 or 2026.

Grants Strategy 2024-25

2024 Statewide LSA Grant. For Creek Walk Trail & Footbridge. Submitted to DCED.

2024 PennDOT Multimodal Transportation Fund Grant. Submitted. For Five Points Roundabout.

Rural and Tribal Assistance Pilot Program. For engineering study for Main Street Project. Will resubmit when the grant program reopens.

PMVB Beautification Grant Program. For remainder of bollards and sleeves for North 6th Street. Submitted. Bollards, and sleeves, have been ordered to allow for installation in 2025.

DCED's Flood Mitigation Program. For erosion control on levee along Brodhead Creek. Due May 31st.

2025 DCED PA Small Water & Sewer Program. Due April 30th. For slip lining sewer and water lines. Identified streets and priorities, up to \$500,000 available.

2025 DCNR Grant C2P2 Grant. Submitted. Working on finalizing easements.

DEP Levee Inspection Reimbursement. \$3,975. Inspection complete. Will be reimbursed for actual costs of video inspection. Grant document(s) submitted to DEP.

2024 Monroe County LSA Grant. Submitted September 30th. Remainder of cost of Parking Garage Repairs/ Restoration.

2023 Statewide LSA Grant. Received \$250,000 for the Creek Walk Project.

2023 Monroe County LSA Grant. For Parking Garage Repairs. Received \$250,000.

2022 Monroe County LSA Grant. Received \$500,000 for the Main Street Project.

EPA Community Change Grant. Lead Applicant for submission. Application submitted! Looks like program funding will be eliminated by the EPA, waiting for notification.

RACP Grant. DCED received letters of support from elected officials and detailed construction/implementation timeline. Given OK to change scope of grant to repairs.

Monroe County Hotel Tax Allocation. Received \$9,847 for equipment for Dog Park. Equipment ordered.

Dumpster Painting & Screening

Dumpsters delivered to ESU for painting. Supplies and paint to ESU. Students developed themes based upon locations of dumpsters.

Potential Official Visits

Delta has a potential visit to our legislators in Washington on either May 8th or 22nd. There also is the possibility of a visit to Stroudsburg by Congressman Rob Bresnahan in May as well.

Storm and Wastewater Pipe Reconditioning

Priorities for slip lining established. Contacting COSTARS vendors. To begin summer 2025.

My Work Program

Contacted by PA Labor and Industry about again participating in this program. Due to funding cuts, program will be four weeks in 2025, not six as in previous years.

2024 Volunteer Service Tax Credit Program

Updated Volunteer Service Credit Program Application. Produced an Instruction Sheet for the program for 2024 submissions, provided to Fire Department.

Sewer Rates/EDU Reassessment

Restarting, doing double duty as a confirmation of potential rental properties. Looking at numerous data sets: Water EDUs, Sewer EDUs, Act 511 Payroll Taxes, Rental Property Registrations, and Solid Waste registrations.

Food Bank Relocation

Meeting on Thursday, March 27th, cancelled. Next meeting will be after Easter. Father Bruce, who spearheaded the project, is moving to a parish in New York.

Senior Waste Collection Assistance Program

To date, 15 participants in the program in 2025.

Downtown Manager

Joined PA Downtown and working on scheduling one-day visioning session. Working on putting together Articles of Incorporation, Bylaws, 501c3 request to IRS.

Homeless Workgroup

Next meeting not yet scheduled.

Commercial/Residential Recycling

Reminder letter sent to all commercial properties. Another round of residential trash inspections in Spring.

Residential Rental Property Inspections

Finishing inspection for 2024-25. Working on notifying 2025-26 inspections.

Dog Park

Delivered. Spring installation.

Monthly E-Newsletters

March Newsletter sent.

Safety Committee

Training and Safety Committee Meeting on March 25th.

Borough Newsletter

1st Quarter Newsletter going out late April – early May.

MyGov Software for Codes/Zoning

Going fully “live” with MyGov in Spring 2025 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.

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 2025.

January Priorities

Main Street Manager Implementation
LSA/Main Street Project
Inspection Residential/Commercial Recycling
Verkada Cameras

EDU/Unit Scrub
Monthly E-Newsletter
Homeless Issue
Grants

Engineer’s Report

No report.

Zoning/Codes Officer Report

No report.

Street Superintendent’s Report

No report.

Approval of Bills on Warrants 250415

Mr. Shay asked why the Borough is responsible for paying fees associated with county tax bills.

Mr. Kopp will contact Monroe County Treasurer’s Office to inquire.

A motion was made by Mr. Christman, seconded by Ms. DeVries to approve the payment of bills on Warrants 250415, with the exception of payment to Monroe County Treasurer’s Office. The motion was carried. (6-yes; 0-no; 0-abstain)

Public Input for Non-Agenda Items

Ms. Decker, of 511 Bryant Street, and multiple neighbors recently received parking tickets for alternate side of the street parking shortly after 5:00 p.m., and requested more of a leeway to move their vehicles to the correct side of the street. The ordinance states vehicles must move to the correct side of the street at 5:00 p.m., as indicated on the posted signs. The main purpose of alternate side parking is to allow for street sweeping, plowing, leaf collection. Also, the width of most streets within the borough are too narrow to have parked cars on both sides of the streets, making it hard to navigate school buses, large trucks, and emergency vehicles. After discussion, council agreed to provide a half hour leeway, from 5:00 p.m. to 5:30 p.m., for residents to move their cars to the correct side of the street. The residents that received tickets for this violation, and who were in attendance of this meeting were told to leave their information with the Executive Assistant so the parking tickets could be voided and the payments will be refunded.

Representative Tarah Probst provided an update to council, stating grant monies from the state will be distributed to municipalities who have 15% or more non-profit organizations who do not pay property taxes. It is anticipated that Stroudsburg Borough will receive \$490,000.00 from the state.

Ms. Probst would like a marker to be placed at the location of an 1894 lynching that occurred in the borough. Mr. Abell suggested the plaque be placed along the Creek Walk Trail, close to the actual lynching site. Ms. Probst will coordinate the location of the plaque with Engineer Denny Peters.

Executive Session

A motion was made by Mr. Christman, seconded by Ms. McCabe to go in to Executive Session to discuss real property negotiations at 8:20 p.m. The motion was carried. (6-yes; 0-no; 0-abstain).

The Executive Session concluded at 8:26 p.m. on a motion made by Mr. Christman, seconded by Ms. McCabe. The motion was carried. (6-yes; 0-no; 0-abstain).

Adjournment

The meeting adjourned at 8:26 p.m., on a motion made by Mr. Christman, seconded by Mr. Lopez. The motion was carried. (6-yes; 0-no; 0-abstain)