

STROUDSBURG BOROUGH COUNCIL  
MEETING MINUTES – AUGUST 19, 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 Pro-Tem Joseph Shay, Council Member J. Zac Christman, Council Member Victoria DeVries, and Council Member Cheryl Joubert.

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 Vice-President Erica McCabe and Council Member TJ Lopez were absent.

The Pledge of Allegiance was recited.

**Public Hearing and Consideration to Adopt an Ordinance of the Borough of Stroudsburg, in the County of Monroe, Commonwealth of Pennsylvania to amend Chapter 21, “Streets and Sidewalks”, Part 2 “Sidewalks”, to amend Section 21-211 of the Stroudsburg Borough Code.**

The proposed ordinance clarifies the outdoor dining policy, permitting outdoor dining year-round.

A motion was made by Ms. DeVries, seconded by Mr. Christman 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 Ms. DeVries, seconded by Mr. Christman. The motion was carried. (5-yes; 0-no; 0-abstain)

**Public Hearing and Consideration to Adopt an Ordinance of the Borough of Stroudsburg, in the County of Monroe, Commonwealth of Pennsylvania, Establishing a Tax on Skill Game Machines as Authorized by the Local Tax Enabling Act.**

The proposed ordinance will require an operator of any skill game machine in the Borough to obtain a license. Also, an annual tax will be imposed on each skill game machine located or operated within the Borough of Stroudsburg. The tax rate shall be set by resolution of Borough Council. The ordinance will not be enforced until the fee schedule is set. Mr. Shay suggested the term “Skill Game” be more clearly defined, as it could be interpreted for games like pool, darts, etc. Solicitor Brown said a skill game is any game that gives out cash. The definition in the ordinance reads “any electronic, mechanical, or electro-mechanical device that: 1. Requires payment in cash or electronic cash equivalent to play; and 2. Provides a game or activity in which a player can win cash or credit redeemable for cash; 3. Exclusions: This term shall not include traditional arcade games, pinball machines, claw machines, jukeboxes, pool tables, skee-ball machines, coin-operated children’s rides, or similar devices intended primarily for amusement that do not award cash or credit redeemable for cash”. Max Augugliaro asked if the Borough has record of the number of skill games, and the expected amount of money that will be generated from this tax. Mr. Abell stated there are approximately ten to twelve establishments within the Borough, with some establishments having over a dozen machines each. This tax is not intended to generate income, but to pay for the effort of Borough staff.

A motion was made by Mr. Christman, seconded by Ms. DeVries to close the public hearing. The motion was carried. (4-yes;1-no, J. Shay; 0-abstain)

The aforementioned Ordinance was adopted on a motion made by Ms. DeVries, seconded by Mr. Christman. The motion was carried. (4-yes;1-no, J. Shay; 0-abstain)

### **Approval of Council Meeting Minutes for the Regular meeting on August 5, 2025**

The minutes of the regular meeting on August 5, 2025 were approved on a motion made by Ms. DeVries, seconded by Mr. Christman. The motion was carried. (4-yes; 0-no; 1-abstain, Mr. Shay was not present at the August 5<sup>th</sup> meeting)

### **Monthly Administrative Reports**

The following monthly reports were approved on a motion made by Ms. DeVries, seconded by Ms. Joubert: Right-To-Know Report, Parking Report, Fire Department Report, and the Police Department Report. The motion was carried. (5-yes; 0-no; 0-abstain)

### **Accept Unaudited July 2025, Treasurer Report**

A motion was made by Ms. DeVries, seconded by Mr. Shay to accept the Balance Sheets, FY 25 vs FY 24, and the Budget to Actual Report. The motion was carried. (5-yes; 0-no; 0-abstain)

### **Old Business**

None.

### **New Business**

The discussion to consider a separation agreement with Parking Enforcement Officer Walter Phillips will be held later in this meeting, during Executive Session.

A motion was made by Mr. Christman, seconded by Ms. Joubert to grant a Certificate of Appropriateness as recommended for the following applicants and addresses: Amy Broxton at 703 Thomas Street for replacement of windows, and John Iacono of TSS Holding LCC at 564 Main Street for windows and a masonry sill. The motion was carried. (5-yes; 0-no; 0-abstain)

### **Committee Reports**

Codes Committee – Mr. Abell reported the committee discussed: details of building permits; identifying properties that should be paying Vacant and Abandoned fees; and the Real Estate Property Transfer Inspection ordinance.

Budget Committee – No report.

Parking Committee – No report.

Recycling Committee – The next committee meeting is Monday, September 22 at 5:00 p.m.

Sewer Committee – No report.

Street Committee – The next committee meeting is Wednesday, August 20 at 4:30 p.m.

Personnel Committee – One item for Executive Session.

Public Relations/Media Committee – No report.

Redevelopment Committee – Mr. Abell reported the committee met with the Shanti House developers, viewed the basic architectural drawing, and will determine what their next steps will be.

I-80 Expansion Task Force Committee – No report.

Parks and Rec (Stroud Region Open Space and Recreation) Committee – Mr. Moreno reported the Park Ordinance Ad-Hoc Committee met on August 13<sup>th</sup>; SROSRC Solicitor Huffman will present the first draft of the proposed ordinance to SROSRC during the August 26<sup>th</sup> meeting for preliminary review. The next SROSRC meeting is Tuesday, August 26 at 5:30 p.m. at the Day Street Center.

### **Mayor's Report**

Mr. Moreno reported: the first Junior Council Committee meeting is August 20 at 4:00 p.m. via Zoom; he is officiating a wedding on August 22; he is attending the grand opening and ribbon cutting ceremony for the Vault 636 Restaurant on August 23; and he is beginning his final semester of the Master of Science in Management and Leadership program with a concentration in Public Administration and Policy at ESU.

### **Council Member Reports**

Mr. Shay attended a meeting with the Veterans Association, who offered their full assistance and support for the July 4, 2026 parade in Stroudsburg that is being planned by the America250PA committee.

### **Solicitor's Report**

No report.

### **Manager's Report**

## **Borough Manager Report August 19<sup>th</sup>, 2025**

### **Meetings**

Denny/Borough Building Inspection	August 5 <sup>th</sup>
SARPD 25 <sup>th</sup> Anniversary Committee	August 6 <sup>th</sup>
Denny/Parking Garage	August 6 <sup>th</sup>
Consolidated Food Pantry Meeting	August 7 <sup>th</sup>
PAMA Conference	August 11 <sup>th</sup> – 13 <sup>th</sup>
Downtown Stroudsburg	August 12 <sup>th</sup>
West Main Street Motel Development	August 13 <sup>th</sup>
I-80/Tarah & Conservation District	August 14 <sup>th</sup>
SARP Executive Committee	August 15 <sup>th</sup>
SARP Pension Board Meeting	August 15 <sup>th</sup>
T-Mobile for Government	August 18 <sup>th</sup>
Road Surface Management	August 19 <sup>th</sup>
SARP Commission	August 20 <sup>th</sup>
StroudFest Coordination Meeting	August 21 <sup>st</sup>
SARP Pension Board Hearing	August 22 <sup>nd</sup>
Pocono COG	August 25 <sup>th</sup>
Food Pantry Meeting	August 28 <sup>th</sup>
Coordination Meeting Irish-American Festival	September 2 <sup>nd</sup>

## **Infrastructure/Streets/Capital Projects**

**Quick Build / Main Street Project.** Labor & Industry approved Borough Labor; will need to get determination for Mural Artists' hourly wage requirements. Three mural locations approved by property owners. Met with PPG for Thermoplastic Crosswalks; finalizing locations and cost.

**Creek Walk Trail.** Statewide LSA, DCNR and DCED GTRP Grants submitted. PNDI complete. Going forward with the levee portion of the trail with funds on-hand, bid opening in September.

**Parking Garage Repair/Rehabilitation.** Updated deed. Environmental study complete. Going out to bid.

**Levee Erosion Mitigation.** Emplacing rip rap on the Brodhead Creek side of the levee to stop erosion. DCED Flood Mitigation Grant submitted. Work in 2026.

## **Grants Strategy 2024-25**

**Main Street Matters Program Grants.** Due August 31<sup>st</sup>. Looking at several programs for grants.

**Monroe County LSA.** Due September 30<sup>th</sup>. Tentatively for new parking meters for the remainder of the Borough.

**Monroe County Hotel Tax Allocation.** Due August 29<sup>th</sup>. Potentially Placer AI subscription.

**PennDOT Transportation Alternatives Set-Aside (TASA).** Draft applications due September 5<sup>th</sup>. Final applications due October 31<sup>st</sup>. For portion of Transforming Main Street.

**DCED Greenways, Trails & Recreation Program.** Submitted. For Stroudsburg Creek Walk Project.

**USDOT Safe Streets for All.** Submitted. Stroudsburg Vision Zero Plan for Main Street

**Office of the Budget (OMB) Redevelopment Assistance Capital Program (RACP).** For Borough Building renovation. Working cost estimate; meeting with PMEDC.

**PennDOT Automated Red Light Enforcement Program (ARLE).** Received pre-application approval from PennDOT. Submitted. For Park & Broad Streets traffic signal.

**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.

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

**Letters of Appropriation.** Submitted to Senators McCormick, Fetterman and Congressman Bresnahan. Bresnahan tentatively including Five Points Roundabout in recommended appropriations. McCormick will also support.

**2025 DCED PA Small Water & Sewer Program.** Submitted. For slip lining sewer and water lines.

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

**DCED's Flood Mitigation Program.** Submitted. Grant amount of \$84,991.

**USDOT Safe Streets and Roads for All Planning Grant.** Submitted.

**2025 DCED Multimodal Transportation Fund.** Submitted w/BCRA. For complete street restoration, paving plus water line replacement.

**2024 Monroe County LSA Grant.** Received \$200,000 for Parking Garage Repairs.

**PMVB Beautification Grant Program.** Received \$8,500 for Bollards & Sleeves, requested amount.

**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.

***RACP Grant.*** Scope approved by DCED. Preparing PMP Report. Going out to bid.

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

***DEP Levee Inspection Reimbursement.*** \$3,975. Reimbursement received.

### **Dumpster Painting & Screening**

All dumpsters delivered!

### **Official Visits**

Visit to Harrisburg on September 9<sup>th</sup>. Working on potential visit by Congressman Bresnahan to Stroudsburg.

### **Downtown Manager**

Deadline for application was August 1<sup>st</sup>. Received 37 applications; most were not qualified. Considering reopening/extending search. Meeting with committee to review applications.

### **My Work Program**

Program underway, running from July 28<sup>th</sup> to August 21<sup>st</sup>. Work on data entry, trash pick-up, painting, cleaning.

### **Sewer Units/Trash/EDU Reassessment**

Finding multiple properties not paying for trash as well as unregistered apartments. Boarding Houses are springing up as well; Zoning only allows them as a Special Exception in R-3 Zones. Looking at numerous data sets: Water EDUs, Sewer EDUs, Act 511 Payroll Taxes, Rental Property Registrations, and Solid Waste registrations.

### **Consolidated Stroudsburg Food Bank Creation**

Next meeting on August 28<sup>th</sup>, 7:00 pm, Borough Building. Working on assembling Board of Directors, 501c3.

### **Senior Waste Collection Assistance Program**

To date, 16 participants in the program in 2025.

### **Commercial/Residential Recycling**

Weekly inspections in September.

### **Residential Rental Property Inspections**

Beginning 2025-26 inspections.

### **Exercise Equipment**

Installation in Glen Park scheduled.

### **Monthly E-Newsletters**

Working on August Newsletter; out this week.

### **Safety Committee**

Training and Safety Committee Meeting scheduled for August.

### **Borough Newsletter**

Summer Newsletter late August.

### **Bicycle Racks**

Three racks remain to be installed: 745 Main, 401 Main & 33 North 7<sup>th</sup> Streets. North 7<sup>th</sup> Street was approved with a slightly changed location. Going to restart installation process.

### **August Priorities**

Main Street Manager Implementation  
LSA/Main Street Project  
Grants

EDU/Unit Scrub  
Inspection Residential/Commercial Recycling

### **Engineer's Report**

Kathleen Brady reported the bids for the parking garage repairs should be ready to advertise, with a tentative bid opening date of September 16<sup>th</sup>. Denny Peters is working on a cost estimate for Borough Building alterations.

### **Zoning/Codes Officer Report**

No report.

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

Mr. Ace reported a recent sewer blockage on Bryant Street that led to sewage backup in the basement of 729 Bryant Street. The line was fixed immediately, but unfortunately the damage to the home's basement was already done. The Borough is responsible for the clean-up; Mr. Ace has not yet received the estimate from the contractor. Owner, Derrick Hiestand, expressed his gratitude towards Brian Ace for being very helpful and very responsive during this situation.

### **Approval of Bills on Warrants 250819**

A motion was made by Mr. Christman, seconded by Mr. Shay to approve the payment of bills on Warrants 250819. The motion was carried. (5-yes; 0-no; 0-abstain)

### **Public Input for Non-Agenda Items**

Dulce Ridder requested an update on an email she sent to members of Borough Council on July 10, 2025 with regards to personnel matters. Mr. Abell confirmed there is an independent investigation going on.

Nancy Belker asked if the Borough has a noise or muffler ordinance, stating the amount of vehicle noise throughout the area is excessive. Mr. Abell stated the Borough is fully concerned about the issue, and has previously considered such an ordinance, however enforcement is through Stroud Area Regional Police Department (SARPD) and is nearly impossible. Ms. Joubert recommended obtaining license plate numbers and reporting them to SARPD. Mr. Shay said if parking meter enforcement is extended, and there are concerns with safety of borough staff, we can ask for SARPD assistance. If a police officer is already walking the streets with parking enforcement, the noise enforcement may be easier. Mr. Abell stated after a meeting with the Downtown Business Association, parking meter enforcement hours will not be extended. Mr. Kopp will bring the excessive vehicle noise topic up again at the next SARPD meeting.

Mike Schroder asked if the Borough can add "reduced speed ahead" signs on West Main Street, where the speed limit goes from 35 mph to 25 mph. Mr. Ace stated it is a PennDOT road, therefore, the Borough cannot add signs. Mr. Schroder requested the Borough petition PennDOT for signage, or reduced speeds along West Main Street.

Residents can voice their concerns about enforcement and other police matters at the SARPD Commission meetings. The meetings are open to the public, held at 7:00 p.m. on the third

Wednesday of each month at 100 Day Street, East Stroudsburg. Complete meeting details can be found at [www.sarpd.com](http://www.sarpd.com).

Mr. Schroder asked if all committee meetings dates and times could be listed on the Borough's website.

Robert Smith requested the full text of proposed ordinances be added to our website, instead of just the legal advertisement. Also, within the legal advertisement, add that the proposed ordinance is available to be viewed on the borough website in addition to the other options.

### **Executive Session**

A motion was made by Mr. Christman, seconded by Ms. DeVries to go in to Executive Session to discuss personnel issues at 7:53 p.m. The motion was carried. (5-yes; 0-no; 0-abstain)

The Executive Session concluded at 8:05 p.m. on a motion made by Mr. Shay, seconded by Mr. Christman. The motion was carried. (5-yes; 0-no; 0-abstain).

A motion was made by Ms. DeVries, seconded by Mr. Christman to approve a separation agreement with Walter Phillips for a lump sum payment of \$25,000, with Borough health insurance to be continued through October 31, 2025. The motion was carried. (5-yes; 0-no; 0-abstain)

### **Adjournment**

The meeting adjourned at 8:06 p.m., on a motion made by Mr. Christman, seconded by Ms. Joubert. The motion was carried. (5-yes; 0-no; 0-abstain)