

STROUDSBURG BOROUGH COUNCIL
MEETING MINUTES – AUGUST 5, 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 Member J. Zac Christman, Council Member Victoria DeVries, Council Member TJ Lopez, and Council Member Cheryl Joubert.

Also present were: Mayor Michael Moreno, Borough Manager Larry Kopp, Street Superintendent Brian Ace, Zoning/Codes Officer Kenelle DeStefano, and Executive Assistant Becky Smith.

Council Pro-Tem Joseph Shay, and Borough Solicitor Christopher Brown, Esq., were absent.

The Pledge of Allegiance was recited.

Approval of Council Meeting Minutes for the Regular meeting on July 15, 2025

The minutes of the regular meeting on July 15, 2025 were approved on a motion made by Ms. McCabe, seconded by Mr. Lopez. The motion was carried. (6-yes-; no-0; abstain-0)

Old Business

A motion was made by Ms. McCabe, seconded by Mr. Lopez to accept the Unaudited June 2025 Treasurer Report, tabled from the July 15, 2025 meeting. The motion was carried. (6-yes-; no-0; abstain-0)

New Business

A motion was made by Ms. McCabe, seconded by Mr. Christman to approve the engagement letter with Eckert Seamans, as presented. The motion was carried. (6-yes-; no-0; abstain-0)

A motion was made by Ms. McCabe, seconded by Ms. DeVries to approve a Resolution authorizing the submission of an application for funding from the Department of Community and Economic Development (DCED) through the Main Street Matters Program. The motion was carried. (6-yes-; no-0; abstain-0)

Mr. Abell discussed extending parking hours in the Borough of Stroudsburg until 9:00 p.m. Multiple retail businesses have expressed their concerns about the current meter enforcement hours until only 6:00 p.m., penalizing their shops and customers. They feel that the owners and patrons of bars and restaurants are not burdened by parking meters after 6:00 p.m. and suggest enforcement be extended. Ms. McCabe stated the Parking Committee discussed this topic at their last meeting. The parking department is now fully staffed, making it possible to cover extended enforcement hours. Several years ago, parking enforcement attempted to extend the hours of parking meters, however, trouble with intoxicated people occurred. The committee suggested enforcement until 8:00 p.m. to avoid these issues. Additionally, it was suggested to extend enforcement Wednesday through Saturday, since there is not a lot of activity on Mondays and Tuesdays. This will be brought to the August 12th Downtown Business Association meeting for input from the business community. Ms. McCabe mentioned if approved, Stroudsburg Borough would be the only municipality in Monroe County to have later meter enforcement. No action taken at this time.

Mr. Kopp discussed the Borough's Risk Management Assessment for 2025, provided by Keystone Municipal Insurance Trust (KMIT). The Borough scored a 99% on a recent on-site risk management assessment! No action necessary.

Mr. Kopp discussed a request he received regarding recycling pick-up in LaBar Village. Mr. Kopp advised housing developments are required to get their own recycling collection, per the Borough's trash ordinance. This service has never been offered before in LaBar Village or any other housing development. No action necessary.

Mr. Kopp discussed Brodhead Creek Regional Authority's (BCRA) 2025 Mid-Year Report. A study of our flow to the waste water treatment plant is studied every July, and determines our rates with BCRA. Projections are due in September for the following year. Stroudsburg Borough's flow was less than projected, providing a break on our fees due to BCRA. No action necessary.

Mr. Kopp discussed the draft Borough Special Event Policy. At the July 15, 2025 Council Meeting, the policy was approved, however, the fee schedule was tabled. Mr. Kopp presented two fee schedules, one which incorporated fees recommended by the Ad Hoc Committee. This policy and fee schedule will create a clear and consistent process for all events; Council will still have the right to waive event fees at their discretion. A motion was made by Ms. McCabe, seconded by Ms. DeVries to approve the Special Event Policy Fee Schedule, utilizing the fees recommended by the Ad Hoc Committee, effective for 2026 events. The motion was carried. (6-yes-; no-0; abstain-0)

A motion was made by Ms. McCabe, seconded by Ms. Joubert to approve advertising an RFP for Solid Waste Collection and Disposal for the Borough of Stroudsburg, starting January 1, 2026. The motion was carried. (6-yes-; no-0; abstain-0)

A motion was made by Ms. McCabe, seconded by Ms. DeVries to approve advertising for the Parking Garage Repair Project. The motion was carried. (6-yes-; no-0; abstain-0)

Mr. Kopp discussed appointing a Primary and Alternate Representative to the Monroe County Association of Township Officials. Since this township-based program does not apply to boroughs, borough officials can attend, but do not have voting power. Larry Kopp and Michael Moreno will be listed as borough representatives, no action necessary.

Mr. Kopp discussed the Monroe County Hotel Tax Allocation Grants, for which applications are due by the end of August. Mr. Kopp provided information regarding a subscription for Placer.ai, an online system that uses artificial intelligence and cell phone data to derive information on demographics and visitors, which would be beneficial to the borough and downtown businesses. Mr. Abell agreed that an AI service would be a perfectly suited use of grant funds. No further action necessary.

Mr. Kopp discussed the 2025 Monroe County Local Share Account (LSA) Grants, for which applications are due by the end of September. Mr. Abell suggested utilizing these grant funds for the purchase of more smart meters. No further action necessary.

A motion was made by Ms. McCabe, seconded by Mr. Lopez to approve tabling the Street Committee's recommendation to purchase a TrafficSTAT Data Collection System for \$2,829.00 from MPH Industries. Mr. Moreno stated this product is expensive, and one unit would only cover a portion of one street. The committee will explore different options. The motion was carried. (6-yes-; no-0; abstain-0)

Mr. Kopp discussed the purchase and installation of a trailer for the Twin Boroughs Recycling Center, as well as the removal of the existing trailer, for a total cost of \$59,950.00 to Monmouth Solutions, Inc. Mr. Kopp explained that per the Twin Boro Recycling Center Agreement

between East Stroudsburg and Stroudsburg Boroughs, that expense would be the responsibility of East Stroudsburg Borough, not a shared expense. The expense could potentially come from the joint recycling account, however, there is not enough money in that fund to pay outright. Mr. Kopp will advise the East Stroudsburg Borough Manager to research an EPA grant that may apply to this purchase. A motion was made by Ms. McCabe, seconded by Ms. Joubert to direct Mr. Kopp to respond to East Stroudsburg Borough's request to research financing the trailer through the Twin Boro Recycling Fund as an operating expense. The motion was carried. (6-yes-; no-0; abstain-0)

A motion was made by Ms. McCabe, seconded by Mr. Christman to approve scheduling a public hearing on August 19, 2025 for the consideration of an Ordinance of the Borough of Stroudsburg, County of Monroe, Commonwealth of Pennsylvania, to amend Chapter 21 "Streets and Sidewalks" Part 2 "Sidewalks" to amend Section 21-221 of the Stroudsburg Borough Code. The motion was carried. (6-yes-; no-0; abstain-0)

Mr. Moreno pointed out a change to the proposed skill game machine ordinance, Page 3, 24-811 Additional Regulations, D: change "immediate" point of egress to "any" point of egress. This will be changed prior to advertising. Mr. Lopez asked if tax rates are set yet, to which Mr. Abell advised no, tax rates will be set by resolution. Mr. Lopez asked how the Borough will collect the fees, to which Mr. Abell stated it would be a fee paid directly to the Borough Office. A motion was made by Mr. Christman, seconded by Ms. McCabe to approve scheduling a public hearing on August 19, 2025 for the consideration of an Ordinance of the Borough of Stroudsburg, County of Monroe, Commonwealth of Pennsylvania, establishing a tax on skill game machines as authorized by the Local Tax Enabling Act. The motion was carried. (6-yes-; no-0; abstain-0)

A motion was made by Ms. McCabe, seconded by Ms. DeVries to table scheduling a public hearing for the consideration of an Ordinance to require payment of Borough costs and fees in any enforcement action brought under the Zoning Ordinance, until the proposed ordinance can be corrected. The motion was carried. (6-yes-; no-0; abstain-0)

Committee Reports

Codes Committee – Mr. Abell stated that more strict enforcement should occur on non-compliant signs throughout the Borough, specifically those with a back-lit panel, and signs that are lit with movement, which do not meet the Borough's requirements. Ms. DeStefano advised she visits establishments with non-compliant signs to provide the owners with the Code, and if they do not comply, the owner receives a letter. The next committee meeting is August 27 at 4:30 p.m.

Budget Committee – No report.

Parking Committee – Ms. McCabe requested Brian Ace to repaint the yellow curb lines on Bryant Street, near the Bryant Street Park parking lot. A resident requested parking restrictions on Bryant Street at the bend, closer to LaBar Village. No action taken. Ms. McCabe reported that smart meters, which accept credit card, quarters, and the parking app, have been installed and thanked the Street Department, Parking Department, and Robin for all their coordination.

Recycling Committee – No report.

Sewer Committee – No report.

Street Committee – The committee discussed: the TS50 Emergency Vehicle Warning System and will await the announcement of the RACP Grant; the tentative Street Paving Schedule to be published on the Borough's website; and reviewed rubber form speed cushions (a traffic calming

device). Regarding the Ramsey Elementary School, the existing School Zone signage has been used elsewhere within the school district, therefore, the Borough will be creating new signage. Brian Ace will look into the School Zone Light Emitting Signage, and road paint will be applied to both Scott and Thomas Streets, stating it is a school zone. Regarding the bollard sleeve noise mitigation, Brian Ace will introduce a sound- deadening material and will have the project completed before the next Streets Committee Meeting, which is Wednesday, August 20 at 4:30 p.m. via Zoom.

Personnel Committee – Mr. Kopp has personnel items for Executive Session.

Public Relations/Media Committee – Ms. McCabe stated the concerts are going well. There will be no extensions to account for any rained out concerts; the series wraps up on August 21.

Redevelopment Committee – The next committee meeting is Wednesday August 13 at 4:30 p.m.

I-80 Expansion Task Force Committee – No report.

Parks and Rec (Stroud Region Open Space and Recreation) Committee – Movies in the Park in Miller Park, East Stroudsburg is on August 15th and will feature “Mean Girls”; the pool season is doing well; and all SROSRC programs are on www.StroudRec.org. Ms. McCabe thanked the lifeguards for a job well done during a recent near-drowning incident. The Park Ordinance Ad-Hoc Committee is rescheduled for Wednesday, August 13 at 5:30 p.m. The next committee meeting is Tuesday, August 26 at 5:30 p.m.

Mayor’s Report

Mayor Moreno met with Stroudsburg Area Veteran, Jason Kamora, a life and wellness coach and will connect him with the Community Foundation of Monroe County so he may establish a fund to help aid in hosting an event within the Borough, promoting mental health awareness. The Junior Council Committee will meet on August 20 at 4:30 p.m. Mr. Moreno will attend the Grand Opening and Ribbon Cutting ceremony for Coldwell Banker located at 22 S. 6th Street on August 15 at 4:00 p.m.

Council Member Reports

No report.

Solicitor’s Report

Absent.

Manager’s Report

Borough Manager Report August 5th, 2025

Meetings

Shanti House Project Update	July 15 th
Denny/Levee Pipe	July 15 th
Liquid Fuels Audit	July 15 th – 16 th
BCRA/Multimodal Grant	July 16 th
Borough Document Survey/Filebank Inc	July 17 th
Delta/Grants Status Meeting	July 17 th
SARP Pension Committee	July 18 th

Charlie/Firehouse Upgrades	July 21 st
Pension Board Meeting	July 21 st
Text MyGov	July 21 st
Ryan/Placer AI	July 21 st
Joes/Teamsters/Personnel	July 21 st
Pastor Monica/Murals	July 22 nd
Joe Snedecker/Go Joe	July 24 th
Bill Paletski/KMIT/Safety Inspection	July 25 th
Pocono COG	July 28 th
LTAP/Geosynthetics	July 29 th
Trip & Fall Claim w/Attorney	July 29 th
Delta/Public Funding Status Meeting	August 1 st
Denny/Borough Building Inspection	August 5 th
Denny/Parking Garage	August 6 th
Consolidated Food Pantry Meeting	August 7 th
Downtown Stroudsburg	August 12 th
I-80/Tarah & Conservation District	August 14 th
SARP Executive Committee	August 18 th
Road Surface Management	August 19 th

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 almost complete.

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 31st. Looking at several programs for grants.

Monroe County LSA. Due September 30th. Tentatively for new parking meters for the remainder of the Borough.

Monroe County Hotel Tax Allocation. Due August 29th. Potentially Placer AI subscription.

PennDOT Transportation Alternatives Set-Aside (TASA). Draft applications due September 5th. Final applications due October 31st. 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. Finalizing requirements before 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

Issues with delivery on some of the dumpsters; found new locations.

Potential Official Visits

Working on potential visit by Congressman Bresnahan to Stroudsburg.

Downtown Manager

Deadline for application was August 1st. Received over 30 applications; most were not qualified. Considering reopening/extending search.

My Work Program

Program underway, running from July 28th to August 21st. Work on data entry,

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 7th, 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

Reminder postcard sent to all residential properties. Weekly inspections began this week.

Residential Rental Property Inspections

Finishing inspection for 2024-25. Beginning 2025-26 inspections.

Exercise Equipment

Installation in Glen Park scheduled.

Monthly E-Newsletters

July Newsletter sent last week.

Safety Committee

Training and Safety Committee Meeting scheduled for Thursday, August 7th.

Borough Newsletter

Summer Newsletter late August.

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. 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

No report.

Zoning/Codes Officer Report

Ms. DeStefano reported her staff is working on the second year of rental inspections; 70 inspections have been performed so far; 50 have passed. Common failures include no smoke detectors, no fire extinguishers, and/or no GFI outlets.

Street Superintendent's Report

No report.

Approval of Bills on Warrants 250805

A motion was made by Mr. Christman, seconded by Ms. McCabe to approve the payment of bills on Warrants 250805. The motion was carried. (6-yes; 0-no; 0-abstain)

Public Input for Non-Agenda Items

Michael Schroder reported the traffic light on 9th and Main Streets has a broken top for emergency vehicles; Mr. Ace advised that is the responsibility of PennDOT. Mr. Schroder thanked the street employees for painting "STOP" on the intersection of Wallace and Scott Streets. Lastly, Mr. Schroder advised the Wesleyan Church on N. 5th street holds a food pantry on Fridays. Vehicles waiting in line block private driveways along Wallace Street, preventing residents from accessing their driveways. Mr. Schroder asked if the Borough can contact the church, to request them to redirect their food pantry traffic into the township instead of through Stroudsburg Borough. Mr. Kopp will reach out to the church.

Ms. Ridder asked the status of the inspection at 558 North 5th Street. Ms. DeStefano stated she is waiting for Peters Consulting. Ms. Ridder asked if any enforcement occurred at 238 Stokes Avenue. Ms. DeStefano advised the owner has received citations, who is aware of the issues. Ms. Ridder asked the status of the gas station on Sarah and N. 9th Streets. Mr. Kopp advised they have all their approvals and it is up to them to open for business. Ms. Ridder asked if any enforcement occurred at the old Pocono Record building. The mailbox is not the Borough's responsibility to enforce. Ms. Ridder asked the status of her Right to Know Requests. There is one that is overdue; Becky Smith will address that request.

Executive Session

A motion was made by Mr. Christman, seconded by Ms. McCabe to go in to Executive Session to discuss personnel issues at 8:45 p.m. The motion was carried. (6-yes; 0-no; 0-abstain)

The Executive Session concluded at 9:48 p.m. on a motion made by Mr. Lopez, seconded by Ms. McCabe. The motion was carried. (6-yes; 0-no; 0-abstain).

Adjournment

The meeting adjourned at 9:48 p.m., on a motion made by Mr. Christman, seconded by Ms. Joubert. The motion was carried. (6-yes; 0-no; 0-abstain)