

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

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.

The Pledge of Allegiance was recited.

Executive Session

An Executive Session to discuss personnel matters was held prior to the start of the Council Meeting.

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

The minutes of the regular meeting on July 1, 2025 were approved on a motion made by Ms. DeVries, seconded by Ms. Joubert. The motion was carried. (3-yes; 0-no; 3-abstain, Mr. Lopez, Ms. DeVries, and Mr. Abell were not present at the July 1st 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. (6-yes; 0-no; 0-abstain)

Accept Unaudited June 2025, Treasurer Report

A motion was made by Mr. Shay, seconded by Mr. Lopez to table accepting the Balance Sheets, FY 25 vs FY 24, and the Budget to Actual Report until the information has been reviewed. The motion was carried. (6-yes; 0-no; 0-abstain)

Old Business

None.

New Business

A presentation was given by Jonas Crass from the PA Governor's Center for Local Government Services on the Home Rule Charter Process. No action taken. The slideshow presentation is available from the Borough Office upon request.

Mr. Kopp discussed the Main Street Matters Program grants. Applications are due by the end of the month, with funding options that include planning grants, façade grants, business improvement grants, and district development grants. Mr. Kopp asked how Council wants to proceed. After discussion, Mr. Abell stated the Borough should apply for planning grants and district development grants (Mr. Kopp will gather more information on this program before applying), and if the district development grant is not appropriate, the Borough will apply for façade grants. No further action required.

The draft of the Special Events Application was discussed. After discussion, a motion was made by Ms. DeVries, seconded by Mr. Lopez to approve the Special Events Policy and table the Fee Schedule. The proposed Fee Schedule will be added to the August 5, 2025 Council Meeting

Agenda. The Policy will be effective immediately; however, fees will not increase until 2026. The motion was carried. (5-yes; 1-no, Mr. Shay; 0-abstain)

A motion was made by Ms. McCabe, seconded by Ms. DeVries to approve a Resolution authorizing the submission of a request for funding through the Commonwealth Financing Authority Multimodal Transportation Fund. The motion was carried. (6-yes; 0-no; 0-abstain)

A motion was made by Ms. McCabe, seconded by Ms. DeVries to direct Mr. Kopp to draft a Request for Proposal for Solid Waste Service in the Borough of Stroudsburg, starting January 1, 2026 and present it for Council review at the August 5, 2025 Council Meeting. The motion was carried. (6-yes; 0-no; 0-abstain)

Mayor Moreno discussed establishing a Junior Council Committee, meant to review interested prospective students and provide leadership opportunities. Mr. Moreno stated the Junior Council Program will be open to full-time high school or college students, and must be a resident of Stroudsburg Borough. Mr. Abell appointed the following members to the Junior Council Committee: Committee Chair Michael Moreno, TJ Lopez, Matt Abell, and Kenelle DeStefano. Mr. Moreno will coordinate meeting dates for the committee to further discuss the program details.

A motion was made by Ms. McCabe, seconded by Ms. DeVries to approve the Special Event Application for the Annual Scott Street Block Party on Saturday, August 23, 2025, from 1:00 p.m. to 10:00 p.m., temporarily closing the 700 Block of Scott Street for the duration of the event. The motion was carried. (6-yes; 0-no; 0-abstain)

A motion was made by Ms. McCabe, seconded by Mr. Lopez to approve the request from Stroudsburg High School to hold their Annual Homecoming Parade on Friday, October 17, 2025, beginning at 5:00 p.m. along Main Street, starting at North 7th and Main Streets, concluding at Stroudsburg High School around 5:45 p.m. The motion was carried. (6-yes; 0-no; 0-abstain)

A motion was made by Ms. McCabe, seconded by Mr. Lopez to approve the request from Stroudsburg High School to hold their Annual Bonfire on Thursday, October 16, 2025, from 6:00 p.m. to 9:00 p.m. The motion was carried. (6-yes; 0-no; 0-abstain)

A motion was made by Ms. DeVries, seconded by Ms. McCabe to approve the request from Stroudsburg High School to set off fireworks to celebrate each time the Stroudsburg football team scores a touchdown at their home football games on August 22, September 5, September 26, October 10, and October 17, contingent upon coordination with the fire department, requiring their presence at each event. The motion was carried. (4-yes; 2-no, Mr. Shay and Ms. Joubert; 0-abstain)

A motion was made by Ms. McCabe, seconded by Mr. Lopez to grant a Certificate of Appropriateness as recommended for the following applicants and addresses: Michael Katz, 603 Ann Street, window replacement; DNA Properties Management, 503 Thomas Street, roof replacement; and Brian Zage of 745 Main, LLC., 745 Main Street, door replacement. Solicitor Brown stated there was not a quorum at the July 7, 2025 HARB meeting, however, all three applications were straight forward. The motion was carried. (6-yes; 0-no; 0-abstain)

Committee Reports

Codes Committee –The next Codes Committee meeting is July 23rd at 4:30 p.m.

Budget Committee – No report.

Parking Committee – The next Parking Committee meeting is July 28th at 5:00 p.m. Mr. Abell has received requests from multiple business owners to extend the enforcement of parking meters until 9:00 p.m. The parking meters are currently enforced until 6:00 p.m. Ms. McCabe will add this to the agenda for the next committee meeting for further discussion.

Recycling Committee – Mr. Abell would like to create a comprehensive policy regarding recycling in commercial establishments to discuss at the next committee meeting, and also check on the issue with recycling collection on the north side of Wallace Street, as previously reported by Michael Schroder.

Sewer Committee – No report.

Street Committee – The next committee meeting is July 16th, at 4:30 p.m. The committee is awaiting the outcome of SARPD's meeting with Urban SDK before having Council consider the purchase of the TrafficSTAT Data Collection System, a traffic calming device.

Personnel Committee – A motion was made by Ms. McCabe, seconded by Ms. DeVries to direct Solicitor Brown to solicit proposals for personnel investigations. The motion was carried. (6-yes; 0-no; 0-abstain)

Public Relations/Media Committee – Ms. McCabe announced that Christian Porter is scheduled to perform at the July 17th Concerts in the Square. Ms. McCabe advised that when there is thunder and lightning in the area, the concerts will be cancelled for safety reasons. The committee discussed proofreading the Borough's newsletters.

Redevelopment Committee – Mr. Abell reported there was a meeting on July 15th with the Shanti House engineers. The next committee meeting is August 13th at 4:30 p.m.

I-80 Expansion Task Force Committee – No report.

Parks and Rec (Stroud Region Open Space and Recreation) Committee – The next SROSRC meeting is July 22nd at 5:30 p.m., and the Park Ordinance Ad Hoc Committee meeting is August 6th at 5:30 p.m.

Mayor's Report

Mayor Moreno attended a summer cookout by Vision of a Better Tomorrow on July 11th. Vision of a Better Tomorrow is a non-profit organization, dedicated to providing quality support services, education, resources, and mentorship to people diagnosed with intellectual and developmental disabilities, as well as those who are underserved within our society, to ensure they can live a more meaningful and purposeful life. Mr. Moreno will attend Hair – The Musical, presented by Rebel Stages on July 18th at the Sherman Theater. The Mayor read aloud a proclamation honoring Rebel Stages and the School of Visual and Performing Arts, on the presentation of Hair – The Musical. Mayor Moreno will attend Edith "Penny" Hess's 100th Birthday Celebration on July 19th; Mr. Moreno read aloud a proclamation honoring Ms. Hess. Mr. Moreno will attend the Pocono Center for the Arts Broadway Summer Celebration on July 20th, and has a meeting with Stroudsburg Area Veteran, Jason Kamora, a life and wellness coach, on July 25. The Mayor announced as of July 24th, he will have completed all 76 credits required to become a Certified Borough Official through the Pennsylvania State Association of Boroughs.

Council Member Reports

Mr. Shay advised of one correction to the July 1, 2025 Council Minutes; the third paragraph under “Public Input for Non-Agenda Items”, the word “inhabitable” should be corrected to “uninhabitable”. This will be corrected.

Solicitor’s Report

No report.

Manager’s Report

Mr. Kopp announced WNEP meteorologist, Joe Snedeker, will make a stop in Courthouse Square on July 24 at noon, as part of his annual charity bike ride, benefiting St. Joseph’s Center.

Borough Manager Report July 1st, 2025

Meetings

YMCA/Coffee Chat	June 18 th
ClearGov Demonstration	June 24 th
Training/Governor’s Center f/Local Government	June 26 th
Pocono COG	June 30 th
Downtown Manager Focus Group	July 8 th
Levee Inspection	July 9 th
Consolidated Foodbank Organization	July 10 th
SARP/Pension Board Hearing	July 11 th
Delta Development Status Update	July 11 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. Environmental studies underway.

Parking Garage Repair/Rehabilitation. Initial meeting w/state for RACP Grant June 5th. Updating advertisement with verbiage from RACP & LSA contracts.

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

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

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

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.

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. Submitting with BCRA for complete street restoration, paving plus water line replacement. Due July 31st.

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.

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. Given OK to change scope of grant to repairs. Initial meeting to approve work June 5th.

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

Pick-up and delivery by Casella started last Thursday.

Potential Official Visits

Working on potential visit by Congressman Bresnahan to Stroudsburg.

Downtown Manager

Next Meeting scheduled for July 8th. Draft Job Description/Advertisement complete. Draft Bylaws complete; working on putting together Articles of Incorporation and 501c3 request to IRS. Hiring Downtown Manager during summer; working on Board Members from community to begin hiring process.

My Work Program

Program will be from July 28th to August 21st. Task list to Youth Advocate Programs.

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 Thursday, July 10th, 7:00 pm. Working on assembling Board of Directors, 501c3.

Senior Waste Collection Assistance Program

To date, 16 participants in the program in 2025.

Homeless Workgroup

Next meeting not yet scheduled.

Commercial/Residential Recycling

Reminder postcard sent to all residential properties. Beginning weekly inspections this summer.

Residential Rental Property Inspections

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

Dog Park

Installation complete of obstacle course for dogs.

Exercise Equipment

Installation in Glen Park scheduled.

Monthly E-Newsletters

June Newsletter sent.

Safety Committee

Training and Safety Committee Meeting scheduled for Wednesday, July 2nd.

Borough Newsletter

Spring Newsletter delivered!

MyGov Software for Codes/Zoning

Going fully “live” with MyGov in Summer 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. Going to restart installation process.

June Priorities

Main Street Manager Implementation
LSA/Main Street Project
Grants

EDU/Unit Scrub
Inspection Residential/Commercial Recycling

Engineer’s Report

Denny Peters provided an overview of his report. The Creek Walk DEP study is complete; he is working with the wetland consultant, and the PNDI was negative for bog turtles. Mr. Peters suggests the Borough split the project and consider advertising the bids for the Levee Trail. The Phase 1 Environmental Study for the parking garage is complete, there are no issues, and Mr. Peters will issue the certifications; this project can go out for bid. Mr. Peters and Mr. Kopp will discuss the repair of a broken pipe discovered during the levee inspection. Cost estimates for multiple projects have been provided to Delta Development Group, Inc. The Kraemer Avenue milling and paving project – waiting on Monroe County to complete the environmental review; once approved the project will go out for bid.

Zoning/Codes Officer Report

No report.

Street Superintendent's Report

Mr. Ace reported the recent levee inspection went well and commended his staff for the work to make it successful, especially in the extreme heat. The inspection report from the Army Corp of Engineers will be submitted to the Borough. The bulk of the new parking meters will be installed within the next two weeks.

Approval of Bills on Warrants 250715

Mr. Shay asked why a portion of the Cohen Law Group invoice is being paid from the Sewer Fund. Mr. Kopp will have the sewer fund check voided and have the invoice processed without using sewer funds. A motion was made by Ms. McCabe, seconded by Ms. DeVries to approve the payment of bills on Warrants 250715, with the exception of checks written to Cohen Law Group. The motion was carried. (6-yes; 0-no; 0-abstain)

Public Input for Non-Agenda Items

Dulce Ridder expressed her concerns with the old Pocono Record building at 511 Lenox Avenue, stating it needs to be power washed and the rusty mailbox needs to be replaced. Mr. Kopp said he will check to see if there are any code violations to be enforced at this property.

Ms. Ridder stated a few years ago a blighted house on Lee Avenue (Rear) was torn down and the buyer had to pay the costs. Ms. Ridder asked if the Borough can use this process for other blighted properties. Mr. Abell advised this is a lengthy, tricky process and very costly.

Michael Schroder asked why the cell tower on Borough Street does not have a beacon on top. Mr. Kopp stated that prior to the tower being installed, the Borough's Emergency Management Coordinator, Mehmet Barzev, provided his comments as a light on top is not necessary.

Mr. Schroder advised the fire department no longer has a siren system that works in the Borough, and with the recent flooding tragedies in Texas, he believes there should be a working system and stated there are grants available. Ms. McCabe stated this will be discussed with the Borough's Emergency Management Coordinator, Mehmet Barzev, directly.

Executive Session

None.

Adjournment

The meeting adjourned at 9:06 p.m., on a motion made by Ms. McCabe, seconded by Ms. DeVries. The motion was carried. (6-yes; 0-no; 0-abstain)