

STROUDSBURG BOROUGH COUNCIL  
MEETING MINUTES – SEPTEMBER 2, 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 J. Zac Christman, Council Member Victoria DeVries, Council Member TJ Lopez.

Also present were: Mayor Michael Moreno, Borough Solicitor Christopher Brown, Esq., Borough Manager Larry Kopp, 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.

**Approval of Council Meeting Minutes for the Regular meeting on August 19, 2025**

The minutes of the regular meeting on August 19, 2025 were approved on a motion made by Ms. McCabe, seconded by Mr. Christman. The motion was carried. (yes-4; no-0; abstain-2, Ms. McCabe and Mr. Lopez were not present at the August 19, 2025 meeting)

**Old Business**

None.

**New Business**

A motion was made by Mr. Christman, seconded by Ms. McCabe to approve the Resolution approving Asbury Living, Inc.'s use of tax-exempt financing obligations for its site in the Borough at Grace Park. The motion was carried. (yes-6; no-0; abstain-0)

A motion was made by Ms. McCabe, seconded by Mr. Lopez to approve advertising for a public hearing on October 7, 2025 for the consideration of an Ordinance of the Borough of Stroudsburg, Monroe County, Pennsylvania, amending the Borough Zoning Ordinance to define Tobacco Retail Use and provide for the regulation thereof. Mr. Abell stated the purpose of this proposed ordinance is to diversify Stroudsburg Borough's profile. The motion was carried. (yes-4; no-1, Mr. Shay; present-1, Mr. Lopez)

A motion was made by Mr. Christman, seconded by Ms. McCabe to approve a Letter of Amendment to the Delta Development Consultant Agreement dated September 3, 2024, extending the terms of the agreement for an additional twelve (12) months, beginning September 3, 2025. The motion was carried. (yes-6; no-0; abstain-0)

A motion was made by Ms. McCabe, seconded by Ms. DeVries to approve the 2026 Minimum Municipal Funding Obligation (MMO) in the amount of \$927,558.00. The motion was carried. (yes-6; no-0; abstain-0)

A discussion about creating a recurring television show on Blue Ridge Cable (BRC) as part of our franchise agreement ensued. Mr. Kopp stated the Borough's franchise agreement with BRC TV requires the company to offer a show on cable TV. Borough resident Jessica Delfino would like to host a show highlighting the town of Stroudsburg, its people, and anything to do with Stroudsburg. Episodes will also include interviews and information from educators and local leaders, and potentially find ways to connect the show with the entire area. Social media could also be incorporated into the shows. Ms. Delfino, who has experience in this field, plans to use

the assistance of East Stroudsburg University students, and her husband will assist with production as well. The Borough receives annual franchise fees, of which Ms. Delfino proposes to utilize about 20-25% for the production of the show. Ms. Delfino is not seeking to get paid for hosting the show at this time; the entire budget will be for the production of each episode. A motion was made by Ms. McCabe, seconded by Ms. DeVries to direct Solicitor Brown to draft a contractual agreement between the Borough of Stroudsburg and Jessica Delfino, and present to Council for approval. The motion was carried. (yes-6; no-0; abstain-0)

A Special Event Application was received from Pete Begley for a Rally for Israel and our Jewish Community, to be held on Sunday, September 21, 2025 from 1:00 p.m. to 4:00 p.m. in Courthouse Square. Participants of the rally will remain on the grass and sidewalks, not on any roadways, and no road closures are requested. A motion was made by Mr. Lopez acknowledging that Council was made aware of this event, however, the application does not need to be approved since the participants of the rally will be using public walkways and will not need the Borough to close any streets. There was no second to Mr. Lopez's motion, therefore, the motion failed. The Borough acknowledges the planned event, and acknowledges that no permit is required. No further action necessary.

A motion was made by Mr. Christman, seconded by Mr. Lopez to approve the Special Event Application for the Happy Hour Oktoberfest submitted by Happy Hour Bar & Grill on Saturday, October 11, 2025, from 12:00 p.m. to 8:00 p.m. on Clermont Avenue, with Clermont Avenue closed to vehicular traffic from 10:00 a.m. to 10:00 p.m. Mr. Moreno asked if Mr. Kopp heard back from the constituent who emailed concerns about parking during a festival in South Stroudsburg. Mr. Kopp stated he has not heard back from that resident. The motion was carried. (6-yes-; no-0; abstain-0)

### **Committee Reports**

Codes Committee – Mr. Abell reported the committee discussed Ramsey School, and stated a fence is required to be around the playground. Parking on the basketball court was approved on a temporary basis for the county's use of the building; staff vehicles used to park in the alley next to Ramsey when it was still operating as an elementary school. Mr. Abell believes parking on site, as opposed to on the residential streets, is safer for the function of the school. Solicitor Brown and Ms. DeStefano will review the current ordinance to be sure everything is being followed properly. Tarah Probst suggested vehicles of school employees park in the alley, since it is school property, and require residents to obtain parking permits for street parking. Ms. Probst requested for the Borough to discuss with the school to allow the playground at Ramsey to be open to the public outside of school hours. Also, there is a padlock on the gate, but should be left unlocked for public use. Mr. Kopp will discuss this with the school. Mr. Abell mentioned the indoor/outdoor carpet at the playground is for the school's infant program.

The sign ordinance was discussed, specifically blinking, lit signs. Mr. Abell requested to hire a consultant for drafting ordinances. Mr. Kopp is working on the fee schedule for Skill Games; Ms. DeStefano has issued a letter to Penn Stroud to advise vacant and abandoned fees are due to the Borough for the ground floor of their building; and Mr. Kopp will check with the manager of Walmart regarding shopping carts left throughout the Borough. Joanne Viola stated the Penn Stroud building is in shambles and the Borough should cite them monthly. Mr. Abell advised the Borough's ordinance does not allow that. Ms. Viola also reminded council that Penn Stroud received grant money but never did anything with the funds. Mr. Shay regularly tells hotel staff that their door is open, potentially allowing varmints inside the building. Mr. Shay also stated the concrete planters on North 7<sup>th</sup> Street, adjacent to the hotel, are a hazard to pedestrians.

Ms. DeStefano advised a Notice of Violation has been issued to 558 North 5<sup>th</sup> Street, and corrections are required to be made within 30 days from the August 29<sup>th</sup> posting. The next committee meeting is August 27 at 4:30 p.m.

Ms. DeStefano stated a Stop Work Order was issued to Angel Rodriguez, 13 North 6<sup>th</sup> Street on August 27, 2025. Her office has not yet received signed and sealed copies of plans. If the work has not stopped, the Borough will begin the citation process.

The next Codes Committee meeting is Wednesday, September 24<sup>th</sup> at 4:30 p.m. via Zoom.

Budget Committee – No report.

Parking Committee – No report.

Recycling Committee – The quarterly Twin Boro Recycling Committee Meeting is September 22, 2025, at 5:00 p.m. in Stroudsburg Borough Council Chambers.

Sewer Committee – Mr. Kopp reported the 2026 sewer flow estimates have been submitted, which are projected to be less than 2025.

Street Committee – Mr. Moreno reported Urban SDK will be giving a presentation to the committee at their next meeting; Chief Lyon and representatives from Stroud Township and East Stroudsburg Borough will also be present. The bollard sleeve noise mitigation will occur after the Irish American Festival. The next committee meeting is Wednesday, September 17<sup>th</sup> at 4:30 p.m. via Zoom.

Personnel Committee – No report.

Public Relations/Media Committee – Ms. McCabe reported the Concerts in the Square series is over for 2025; it is planned to have a smaller series for the 2026 season. The committee will begin looking for bands in February for the next concert series.

Redevelopment Committee – The next committee meeting is Wednesday, September 10<sup>th</sup> at 4:30 p.m.

I-80 Expansion Task Force Committee – No report.

Parks and Rec (Stroud Region Open Space and Recreation) Committee – Ms. McCabe announced Movies in the Park will be held on Friday, September 19 in Miller Park, East Stroudsburg. The Avengers will be the featured movie. All upcoming events can be found at [www.srosrc.org](http://www.srosrc.org). Two Budget Workshop meetings will be held: September 15<sup>th</sup>, and September 23<sup>rd</sup>, at 5:30 p.m. The draft budget will be presented to each municipality on October 14<sup>th</sup>.

### **Mayor's Report**

Mayor Moreno reported the Junior Council Committee met on August 20<sup>th</sup>; letters were sent to the Stroudsburg Area School District, ESU, and NCC Monroe Campus. The initial deadline is September 16<sup>th</sup>, and the second deadline is October 14<sup>th</sup>. Mr. Moreno will attend the Fun Dog Show training meeting on Sunday, September 7<sup>th</sup>, and the main event hosted by AWSOM on September 20<sup>th</sup> at the Brodhead Creek Park, where he will be a judge. Mr. Moreno will attend the WVIA: Building the Future Campaign hosted by the Kirkwoods at the Shawnee Inn and Golf Resort on September 10<sup>th</sup>. Lastly, Mr. Moreno reported Access Office Technologies is under new ownership, now called NEPA Business Technologies. Mr. Moreno is unable to attend their

September 16<sup>th</sup> ribbon-cutting ceremony, but encourages a council member to attend if they are able.

### **Council Member Reports**

Mr. Lopez stated the 1<sup>st</sup> Annual Block Party on Fetherman Street was held on Labor Day and was a successful event!

### **Solicitor's Report**

Absent.

### **Manager's Report**

#### **Borough Manager Report September 2<sup>nd</sup>, 2025**

### **Meetings**

SROSRC Parks Issues w/SARP	August 20 <sup>th</sup>
SARP Commission	August 20 <sup>th</sup>
StroudFest Coordination Meeting	August 20 <sup>th</sup>
SARP Pension Board Hearing	August 22 <sup>nd</sup>
SARP Pension Board Meeting	August 22 <sup>nd</sup>
Pocono COG	August 25 <sup>th</sup>
T-Mobile Government Services	August 28 <sup>th</sup>
Food Pantry Meeting	August 28 <sup>th</sup>
Investigation Meeting	August 29 <sup>th</sup>
Fraternity/SARP/ESU Police	August 29 <sup>th</sup>
Coordination Meeting Irish-American Festival	September 2 <sup>nd</sup>
Placer.ai Meeting	September 3 <sup>rd</sup>
Employee Interviews	September 4 <sup>th</sup>
BCRA Check-In	September 4 <sup>th</sup>
Delta Development Status Check-In	September 5 <sup>th</sup>
MPS Parking Enforcement Technology	September 8 <sup>th</sup>
Visit to Harrisburg	September 9 <sup>th</sup>

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

**Quick Build / Main Street Project.** Labor & Industry letter for approved Borough Labor; working determination for Mural Artists' hourly wage requirements. Four 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 Fall 2025.

**Parking Garage Repair/Rehabilitation.** Working final issues before 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.

**Paving 2024.** Received approval from the County to go ahead with CDBG Project (Kramer Avenue). In-house projects in September-October: North 6<sup>th</sup> (Main to Thomas); Barry Street; Lenox Avenue; Monroe Street (6<sup>th</sup> to 9<sup>th</sup>); Bell Terrace. No need to go out to bid; will use COSTARS asphalt vendors.

### **Grants Strategy 2024-25**

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

**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.

**Office of the Budget (OMB) Redevelopment Assistance Capital Program (RACP).** Program announced; applications due September 23<sup>rd</sup>. It's a short window, but we can meet the deadline.

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

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

**Monroe County Hotel Tax Allocation.** Submitted. For Placer AI subscription.

**Main Street Matters Program Grants.** Submitted. For Business Improvement Grants.

**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.

**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>. Meeting with Rick Vilello (DCED); Sen Brown & staff; Chris Detorre and DCNR staff; and Chris Fetterman/House Majority Leader's Staff.

### **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 concluded August 21<sup>st</sup>.

### **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**

Meeting on August 28<sup>th</sup>, 7:00 pm, Borough Building. Unfortunately, no one attended.

### **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**

August Newsletter sent.

### **Safety Committee**

Training and Safety Committee Meeting rescheduled for September 12<sup>th</sup>.

### **Borough Newsletter**

3<sup>rd</sup> Quarter Newsletter in September.

### **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**

Kylie Shoemaker of Peters Consultants reported their firm is working on Act 105 for the Levee, Mr. Peters will be obtaining more measurements needed for the Borough building renovations project, and the information has been submitted for the Kraemer Avenue paving project.

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

Ms. DeStefano received a permit application for a dumpster at 632 Main Street, which will be removed by Friday. Council agreed to approve the dumpster permit.

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

No report.

### **Approval of Bills on Warrants 250902**

A motion was made by Mr. Christman, seconded by Ms. McCabe to approve the payment of bills on Warrants 250902. The motion was carried. (6-yes; 0-no; 0-abstain)

**Public Input for Non-Agenda Items**

Joanne Viola requested a status update on the enforcement at 238 Stokes Avenue. Ms. DeStefano advised the Borough can only enforce what can be seen from public right of way. Ms. Viola said the property still has overgrown shrubs and large piles of debris in the backyard, inviting varmints and bugs. Solicitor Brown will review the pictures of Ms. Viola's and discuss with Kenelle to see what the Borough can legally do.

**Executive Session**

None.

**Adjournment**

The meeting adjourned at 8:36 p.m., on a motion made by Mr. Christman, seconded by Ms. McCabe. The motion was carried. (6-yes; 0-no; 0-abstain)