

STROUDSBURG BOROUGH COUNCIL  
MEETING MINUTES, JANUARY 3, 2023

A regular meeting of the Stroudsburg Borough Council convened at 8:00 P.M. in the Council Chambers of the Stroudsburg Borough Municipal Building with the following members present: Council member Matt Abell, Council member Jim Evanisko, Council member Victoria DeVries, Council member Tobias Sabatine, and Council member Joanne Kochanski. Council member Erica McCabe advised of her absence prior to the meeting. Council member James Smith was absent.

Also present were: Mayor Michael Moreno, Borough Manager Larry Kopp, Executive Assistant Mary Pat Quinn, Borough Solicitor Christopher Brown, Esq., Street Superintendent Brian Ace, Jr., and Zoning/Codes Officer Land Development Administrator Jennifer Walker.

The Pledge of Allegiance was recited.

Public Hearing and Consideration to Adopt an Ordinance to Amend Chapter 20 “Solid Waste”, Part 3 “Mandatory Municipal Solid Waste Collection Service”, Section §20-305 “Annual Fee” of the Stroudsburg Borough Code.

There were no questions or comments from the public. The public hearing was closed on a motion made by Mrs. Kochanski, seconded by Mr. Sabatine. The motion was carried. (5-yes; 0-no; 0-abstain)

The aforementioned Ordinance was adopted on a motion made by Mr. Sabatine, seconded by Mrs. Kochanski. The motion was carried. (5-yes; 0-no; 0-abstain)

Approval of Council Meeting Minutes for the regular meeting on December 20, 2022.

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to approve the minutes of the regular Council meeting on December 20, 2022 as circulated. The motion was carried. (5-yes; 0-no; 0-abstain)

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

Consideration to waive the requirement for the Italian Mutual Benefit Association “IMBA” located at 408 Main Street to provide a dumpster enclosure. Felix Staffaroni will be present to represent the IMBA.

Felix Staffaroni, the President of the Italian Mutual Benefit Association “IMBA” and Larry Swarry, the Treasurer of the IMBA, were present to request a waiver from the requirement to provide a dumpster enclosure at the IMBA building. Mr. Staffaroni advised Council that the Association is a non-profit with a limited income which they use to provide donations in the

community. He continued to advise that they obtained two quotations to screen their 4 cubic foot dumpster which is located behind their building between two concrete walls: Monroe Fence, \$3,850.00 and Lehigh Valley Fence, \$5,715.00. Mr. Swarry provided photographs to show that the dumpster is not visible from Lower Main Street (the front of the building) or North 4<sup>th</sup> Street. The dumpster is in their parking lot next to the back of their building which is situated 120 feet from McConnell Street.

The IBMA will make sure that the area around the dumpster is cleaned according to the provisions in the Ordinance.

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to waive the requirement for the Italian Mutual Benefit Association to provide a dumpster enclosure. The motion was carried. (5-yes; 0-no; 0-abstain)

### Appointments

A motion was made by Mrs. Kochanski, seconded by Ms. DeVries to appoint Greg Christine as a member of the Planning Commission for a four-year term through December 31, 2026. The motion was carried. (5-yes; 0-no; 0-abstain).

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to appoint Dan Lichty as a member of the Planning Commission for a four-year term through December 31, 2026. The motion was carried. (5-yes; 0-no; 0-abstain).

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to appoint George Westervelt as a member of the Shade Tree Commission for a five-year term through December 31, 2027. The motion was carried. (5-yes; 0-no; 0-abstain).

A motion was made by Mr. Sabatine, seconded by Ms. DeVries to appoint Ken Sandri as a member of the Historical Architectural Review Board for a four-year term through December 31, 2026. The motion was carried. (5-yes; 0-no; 0-abstain).

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to appoint Earl "Ted" Hoyt as a member of the Historical Architectural Review Board for a four-year term through December 31, 2026. The motion was carried. (5-yes; 0-no; 0-abstain).

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to appoint Nathan S. Oiler, P.E. and Russell D. Scott, IV, P.E. as the Borough Engineers for CY 2023. The motion was carried. (5-yes; 0-no; 0-abstain).

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to appoint Christopher S. Brown, Esq. as the Borough Solicitor for CY 2023. The motion was carried. (5-yes; 0-no; 0-abstain).

A motion was made by Ms. DeVries, seconded by Mr. Sabatine to appoint Todd Weitzmann, Esq. as the Zoning Hearing Board Solicitor for CY 2023.

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to appoint Christopher S. Brown, Esq. as the Planning Commission Solicitor for CY 2023. The motion was carried. (5-yes; 0-no; 0-abstain).

A motion was made by Mr. Sabatine, seconded by Ms. DeVries to appoint Ben Guthrie, P.E., Traffic Planning Engineers as the Traffic Engineer for CY 2023. The motion was carried. (5-yes; 0-no; 0-abstain).

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to appoint Jason Fitzgerald, Penn Strategies, as the Professional Grant Writer for CY 2023. The motion was carried. (5-yes; 0-no; 0-abstain).

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to appoint Mary Pat Quinn as the Right to Know Officer for CY 2023. The motion was carried. (5-yes; 0-no; 0-abstain).

#### Council President appointments to Borough Council Committees

Mr. Abell made the following Committee appointments:

Monroe County Council of Governments: Mayor Moreno and Ms. McCabe (alternate).

Middle Eastern Council Association of Boroughs: Ms. McCabe and Mrs. Kochanski (alternate).

Park and Recreation Committee: Gretchen Rusk and Sue Welsh.

Tax Collection Committee: Mr. Kopp, Mr. Sabatine, and Ms. Quinn.

Non-Uniform Pension Board: Ms. McCabe, Mr. Kopp, Mr. Ace, Walter Phillips, Wayne LaBar, Barbara Quarantello, and Ms. Quinn.

Codes Committee: Mr. Abell, Mr. Sabatine, Mayor Moreno, and Mrs. Kochanski.

Finance Committee: Mr. Abell, Ms. McCabe, Mr. Sabatine, and Mr. Kopp.

Parking Committee: Ms. McCabe, Ms. DeVries, Ms. Quinn, Robin Wall, Walter Phillips, Cynthia Talamo, and Kenelle DeStefano.

Recycling Committee: Mr. Abell and Mr. Sabatine.

Sewer Committee: Mr. Abell, Mr. Sabatine, and Mr. Ace.

Street Committee: Mr. Abell, Mayor Moreno, Ms. DeVries, Mr. Ace, and Adam Courtney.

Personnel Committee: Mr. Abell, Mrs. Kochanski, Ms. McCabe, and Mr. Kopp.

PR/ Media Committee: Mr. Sabatine, Ms. McCabe, Mayor Moreno, and Adam Courtney.

Redevelopment Committee: Mr. Abell, Mayor Moreno, Mr. Sabatine, and Nathan Staruch.

Hamilton, Stroud, Pocono, Stroudsburg Regional Planning Group "HSPS": Mrs. Kochanski and Mr. Sabatine.

I-80 Task Force Committee: Ms. McCabe and Kris Battle.

There are a number of vacancies on the Boards, Commissions, and Committees. A list of the vacancies and descriptions of what each group does will be posted on the Borough website and the Borough Facebook page. Letters of interest should be sent to Mr. Kopp.

Mrs. Kochanski suggested that interested candidates should attend those meetings to familiarize themselves with how the meetings are conducted and what can be expected as a member.

#### Appointment of Borough Council Officers

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to nominate and appoint Mr. Abell as the Council President for CY 2023. The motion was carried. (5-yes; 0-no; 0-abstain).

A motion was made by Ms. DeVries, seconded by Mrs. Kochanski to nominate and appoint Mr. Sabatine as the Council President Pro-Tem for CY 2023. The motion was carried. (5-yes; 0-no; 0-abstain).

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to nominate and appoint Ms. McCabe as the Vice-President of Council for CY 2023. The motion was carried. (5-yes; 0-no; 0-abstain).

#### Consideration to adopt a Resolution of the Stroudsburg Borough Council Authorizing the Destruction of Specific Records in Accordance with the Municipal Records Act of January 18, 1968 (P.L. 961, NO. 428)

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to adopt the aforementioned Resolution. The motion was carried. (5-yes; 0-no; 0-abstain).

#### Consideration to accept the resignation of Jim Evanisko as a member of the Stroudsburg Borough Council effective January 3, 2023.

A motion was made by Mrs. Kochanski, seconded by Mr. Sabatine to accept, with regret, the resignation of Mr. Evanisko as a member of the Stroudsburg Borough Council effective January 3, 2023. The motion was carried. (4-yes; 0-no; 0-abstain).

Mr. Evanisko advised that he will continue to work on the lighting at the Ann Street falls, Ann Street art, the improvements to the Ann Street Park, Go Collaborative events, and the bicycle sculpture. Mr. Abell thanked Mr. Evanisko for his service on the Council and stated that his input will be missed.

Solicitor Brown stated that the Borough Council needs to appoint an individual to fill Mr. Evanisko's unexpired term on the Council within 30 days. Mr. Evanisko's term expires December 31, 2023. The Council will accept letters of interest up to the January 17, 2023 meeting. Formal action to select a new Council member is anticipated at that meeting.

### Committee Reports

Codes Committee – Mr. Abell advised that the Committee meets on the 4<sup>th</sup> Wednesday of each month at 4:00 P.M.

Budget Committee – Nothing new to report.

Parking Committee – Nothing new to report.

Recycling Committee – Nothing new to report.

Sewer Committee – Nothing new to report.

Street Committee – Mayor Moreno advised that the Committee will meet on January 4 at 4:00 P.M.

Personnel Committee – Mr. Kopp advised that the Teamsters withdrew their grievance. Mr. Abell will schedule a Committee meeting so that the HARB survey results can be discussed.

Public Relations/Media Committee – Mr. Sabatine advised that the Committee will meet on January 17.

Redevelopment Committee – Mr. Abell advised that the Committee meets on the 3<sup>rd</sup> Wednesday of each month.

I-80 Expansion Task Force – Nothing new to report.

Stroud Region Open Space and Recreation Commission – Nothing new to report.

### Mayor's Report

Mayor Moreno reported that he spoke with a representative of ServePro, and they should be finished with the mitigation at Siamsa early next week. The owner hired private contractors who will be working inside of the building.

He reached out to the SARP Police Chief Jen Lyon to compliment the Department for an excellent job during the recent hearing at the Courthouse.

### Council Member Reports

There were no reports from Council members.

### Solicitor's Report

Solicitor Brown did not have anything to report.

### Manager's Report

Mr. Kopp advised that the Stroudsburg Borough Fire Department was awarded the FY 2021 Assistance to Firefighters Grant from the Department of Homeland Security in the amount of \$207,844.15. The local match is \$10,392.21.

## Meetings

Teamsters Grievance	December 22 <sup>nd</sup>
GFL/Charlie	December 27 <sup>th</sup>
George Loudon/Trash & EDUs	January 3 <sup>rd</sup>
Text MyGov Demo	January 4 <sup>th</sup>
Chamber Public Policy Meeting	January 6 <sup>th</sup>
Bare Root Tree Grant Program	January 9 <sup>th</sup>

## Infrastructure/Streets/Capital Projects

*Sidewalk Replacement Project/Multimodal Grant.* Wrapped up for the season. Remainder of project will be completed in the Spring (March 2023). Rebid portion of grant funds not yet expended in January.

*Ann Street Sewer Replacement & Paving.* Public comment period for Draft Abbreviated Act 537 Plan Update. Approve at next meeting and then submit to DEP. Then begin bid process.

## Grants Strategy 2023

*LSA Grant.* Statewide LSA Grant submitted on March 15<sup>th</sup>. Will be voted on by the CFA Board on January 12, 2023.

*DCED Greenway, Trails and Recreation Program Grant.* Submitted May 31<sup>st</sup>.

*DCED Multimodal.* Grant complete and submitted. Contains “Quick Build” elements of Main Street Project. Will be voted on by the CFA Board on January 12, 2023.

*Monroe County LSA Grant.* Submitted on September 28<sup>th</sup>. For “Quick Build” elements of the plan.

*H2O & Small Water and Sewer Grants.* Funding opened up for sewer projects through CFA-DCED. Programs have not been funded for several years. Submitted to CFA by December 21<sup>st</sup>.

*FEMA Assistance to Firefighters Grant.* Awarded \$218,236; 5% minimum match required.

## Verkada Security Cameras

Installation underway. Approximately 60% complete. Working on completing this project now that I am free from other projects.

## Mobility Study/Alta Planning

RAISE Grant Round in 2023 has been announced by DOT; \$75 Million allocated by DOT for this round. Minimum grant of \$1 Million; 50% going to rural areas. Cost share 20% or less

depending on a number of factors; rural areas may have smaller matches. Applications due February 28<sup>th</sup>. Will work with Alta to expedite, not a lot of time to complete by the deadline!

### Solid Waste Ordinance

Carts/cans distributed last week in December. Will work with GFL first several weeks of collection in January to ensure compliance and smooth transition as well as .

### Dumpster Ordinance Implementation

Sent final notice to the owners of all properties in the Borough identified to have dumpsters on their property. Beginning in-person review of properties. 37 properties have asked for appeal or some sort of relief from the Ordinance. 15 Properties have either complied or have met with me and have received go-ahead to proceed. I have received no response from 76 properties.

### Sewer Billing

BCRA has been doing billing for the Borough's Sewer Service under an agreement from 2003. Will begin work in 2023 with Sewer Committee to update billing agreement. 2023 Project.

### Sewer Rates/EDU Reassessment

Inspection of properties complete. Final review in 2023 and appeal for those whose EDUs are changing. Look at potential EBU system in 2023. Use data to review and update rental property information develop comprehensive database for the Borough with all resident information.

### Sewer Collection System/I&I Initiative

I&I has been on the "back burner" with all other projects ongoing. Will continue efforts in 2023.

### LERTA

Met with Cos Curry from the School District to discuss LERTA. School Board is tentatively "on-board," need to draft a new "draft" Ordinance in conjunction with the District and County Commissioners to ensure everyone agrees.

### Code Enforcement

*Rental Properties:* Follow-up letter sent this week to rental properties that have not yet registered their properties.

*Short-Term Rentals:* Compiling list of properties for notification.

### Staff Training

Working on a training presentation on Customer Service.

## MyGov Software for Codes/Zoning

Going fully “live” with MyGov in 2023 on select permits and licenses. Customers will be required, unless they have a compelling reason, to submit all permit and license online through the Customer Service Portal.

## Five Points Intersection North 5<sup>th</sup> Street

Cost estimate for project around \$1.2 Million. Looking at other options for the intersection through Alta as part of RIASE Grant.

## Emergency Operations Plan

I’m working with Mehmet to update our contacts and to look specifically at EMP and Cyber Attacks. Current world situation has me concerned and I want us to be ready. Plan was due to be updated in 2021.

## Capital Improvements Plan

In first quarter 2023, completing a 10-year Capital Improvements Plan for the Borough listing all major capital projects and purchases through 2031.

## Sewer Fund Delinquent Accounts/Liens

Mary Pat is looking at our list of liens and see what liens need to be renewed and if any need to be taken of the lit. BCRA wants to review billing procedures, as do I. I have talked to three collection agencies with the idea of letting them go after delinquent accounts, which is allowed in our Sewer Ordinance.

## 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. 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 2023.

## Upcoming Focus

Solid Waste Ordinance Implementation  
Dumpster Ordinance Implementation  
Rental Property Registrations  
Day to Day Activities

Capital Improvements Plan  
Sewer EDU Assessment Plan  
RAISE/Main Street Grants

### Code Enforcement Officer's Report

Ms. Walker did not have anything to report.

### Street Superintendent's Report

Mr. Ace reported that his department finished making 300 new alternate side of the street signs. There are a couple of signs to be put up pending PA-One calls. The International truck that was ordered in 2021 was to be delivered next month; however, Mr. Ace was informed that the new delivery date is sometime in December this year. The truck will need to go to the upfitter, so it will not be put into service until 2024.

The white lights in the trees on Main Street will be restored. Bad weather trips the GFI's, and he has been short-staffed, and other projects took priority. He will start to work on them this week and next week. The lights will remain lit through Winterfest in February.

### Approval of Bills on Warrants 230103

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to approve the payment of bills on Warrants 230103. The motion was carried. (4-yes; 0-no; 0-abstain).

### Public Input for Non-Agenda Items

Barbara VanBuskirk, was present to advise Council that her late mother's home located at 729 Scott Street, is vacant. She is trying to sell the house and asked to be excluded from the GFL trash pick-up until the house is sold because there is no trash. Mr. Abell advised that there is no provision in the Ordinance for exclusions; however, he referred this matter to the Codes Committee for review and recommendation.

### Executive Session, re: Litigation

A motion was made by Mr. Sabatine, seconded by Mrs. Kochanski to go in to Executive Session at 8:46 P.M. for the purpose of discussing litigation. The motion was carried. (4-yes; 0-no; 0-abstain).

The executive session concluded at 8:54 P.M. on a motion made by Mrs. Kochanski, seconded by Mr. Sabatine. The motion was carried. (4-yes; 0-no; 0-abstain).

The meeting was adjourned at 8:54 P.M. on a motion made by Mrs. Kochanski, seconded by Mr. Sabatine. The motion was carried. (4-yes; 0-no; 0-abstain).

