

STROUDSBURG BOROUGH COUNCIL
MEETING MINUTES – JUNE 6, 2023

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 Joanne Kochanski, Council Member Melody Trunfio, and Council Member Victoria DeVries. Borough Manager Larry Kopp, Council Pro-Tem Toby Sabatine, and Council Member James Smith were absent.

Also present were: Mayor Michael Moreno, Borough Solicitor Christopher Brown, Esq., Street Superintendent Brian Ace, Jr., Zoning/Codes Officer/Land Development Administrator Nate Pozzi, and Executive Assistant Becky Smith.

The Pledge of Allegiance was recited.

Approval of Council Meeting Minutes for the regular meeting on May 15, 2023

The minutes of the regular meeting on May 15, 2023 were approved as circulated on a motion made by Mrs. Kochanski, seconded by Ms. McCabe. The motion was carried. (5- yes; 0-no; 0-abstain)

Old Business

There was no old business to discuss.

New Business

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve scheduling a Public Hearing on June 20, 2023 for consideration of An Ordinance of the Borough of Council, Borough of Stroudsburg, in the County of Monroe, Commonwealth of Pennsylvania, to Amend Chapter 26, “Water”, Part 1 “Brodhead and McMichaels Creeks Stormwater Management Ordinance”. The motion was carried. (5- yes; 0-no; 0-abstain)

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to appoint Nathaniel Pozzi as the Code Enforcement Officer, Planning and Zoning Officer, and Subdivision and Land Development Administrator for the Borough of Stroudsburg. The motion was carried. (5- yes; 0-no; 0-abstain)

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to adopt a Resolution of the Stroudsburg Borough Council, approving an Intergovernmental Cooperation Agreement with East Stroudsburg Borough to create a Joint Board of Appeals. The motion was carried. (5- yes; 0-no; 0-abstain)

A motion was made by Ms. McCabe and seconded by Mrs. Kochanski to approve Payment Request #8 in the amount of \$49,283.09, to the Vanic Company, Inc. (payment to be made to SureTec Information Systems), for the Multimodal Sidewalk Replacement project. The motion was carried. (5- yes; 0-no; 0-abstain)

A motion was made by Ms. McCabe and seconded by Mrs. Kochanski to approve Payment Request #9 in the amount of \$18,490.87, to the Vanic Company, Inc. (payment to be made to SureTec Information Systems), for the Multimodal Sidewalk Replacement project. The motion was carried. (5- yes; 0-no; 0-abstain)

A motion was made by Ms. McCabe, seconded by Ms. Trunfio to approve a request from East Stroudsburg University to place ESU flags along Main Street from August 25 through October 10, 2023. The motion was carried. (5- yes; 0-no; 0-abstain)

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to approve a request from the Housing Authority of Monroe County for 30 family pool passes to the Stroudsburg Pool at a discounted rate of \$82.50 per pass. The motion was carried. (5- yes; 0-no; 0-abstain)

Committee Reports

Codes Committee – Mr. Abell reported the committee is reviewing the rental ordinance, and will determine if the inspections will be performed by in-house staff, or contracted out.

Budget Committee – No report.

Parking Committee – No report.

Recycling Committee – No report.

Sewer Committee – No report.

Street Committee – No report.

Personnel Committee – No report.

Public Relations/Media Committee – Ms. McCabe reported a representative from St. Luke's Church contacted Tara Probst's office to have a Pride Flag removed from the front of the church. No action taken. Constituents are upset that adult toys were being sold by a vendor at Pride Fest.

Redevelopment Committee – Mr. Abell reported the committee is still waiting to hear back from the Stroudsburg School District in regard to a LERTA Ordinance.

I-80 Expansion Task Force Committee – No report.

Stroud Region Open Space and Recreation Committee – Ms. McCabe reported that SROSRC is hiring a pool manager, lifeguards, park caretakers, and park patrol employees. Camp registration is underway; \$1,800.00 was raised for the skatepark renovation project at Dansbury Park; \$500.00 was raised at trivia events for the Glen Park Dog Park; and there is a skate event at Stroudsburg Skatepark on June 21, 2023.

Mayor's Report

The Mayor reported attendance at the following events: met virtually with the Senator Fetterman's NE Regional Representative to advocate for the Main Street RAISE Grant Project; Volunteered for the Levee Loop Trail Race; and Volunteered for the Pocono Pride Festival. Mayor Moreno filmed a segment that aired on Pocono Television Network, as well as ABC in Philadelphia. The Mayor will attend the Monroe County Association of Township Officials Kick-Off meeting, and the Neighborhood Watch meeting.

Council Member Reports

Mrs. Kochanski reported the following: a dumpster on Scott Street, which Nate Pozzi will look into; garbage accumulating around the clothing bins at the gas station on McConnell Street, and mentioned the clothing bins are not legal within the Borough; a yard sale behind the stores on Lower Main Street, which is illegal in the Borough and is accumulating trash; and dumpsters on Ann Street that are not covered at night.

Ms. McCabe reported the business next to The Warrior on Lower Main Street has trash service but does not have a dumpster; they are piling black garbage bags along the curb.

Solicitor's Report

Solicitor Brown reported one piece of litigation regarding the residential trash ordinance that was resolved without court.

Manager's Report

Meetings

CBA Negotiation	May 16 th
MS4 Staff Training	May 18 th
Verkada Cameras	May 19 th
Overdue Sewer/Kevin Buraks	May 23 rd
Monroe County Hazard Mitigation Annual Review	May 23 rd
Coordination Meeting/Pridefest	May 25 th
Ad-Hoc Committee EMS Services	May 25 th
ESSA Bank/Sarah Wallace	May 30 th
CBA Negotiation	June 1 st
Healthy Cities Campaign	June 2 nd
AARP PT Employee Interview	June 2 nd
PSAB Conference/Hershey	June 4 th to 7 th
Municipal Manager Meeting	June 7 th
Coordination Meeting/Juneteenth Festival	June 8 th
Verkada Cameras	June 9 th

Infrastructure/Streets/Capital Projects

Sidewalk Replacement Project/Multimodal Grant. Ann Street Park complete. Work on South 6th & 7th Streets complete, then Borough Hall, Williams Street and South 9th Street. Completion date NLT June 15th.

Ann Street Sewer Replacement & Paving. Resubmitted proof of advertisement and original resolution to DEP. DEP has 120 Days to respond to the plan. Plan to go out to bid this month.

Ann Street Park. Sidewalk replacement complete. Stamped concrete for middle and lower decks complete. Wooden deck complete. Colored panels, paint railings, clean concrete and plant flowers this month. Boy Scout Projects ready. Need to plan reopening ceremony; all work should be complete mid-summer 2023 (Except Flower Planting).

Paving Summer 2023. North 7th Street and Courthouse Square bid approved by Council and contractor. Ann Street (5th to 8th) as part of Ann Street Sewer Project. Borough projects include: Church Alley, Brown Street and Spring Garden. Borough projects to start mid-Summer.

Grants Strategy 2023

DOT RAISE Grant. Submitted on February 27th. Reviewed by the DOT; no comments yet. All grant materials have been posted on the Borough website on a separate project page. Grant awards will be announced in June.

DCED Multimodal. Grant completed and submitted. Contains "Quick Build" elements of Main Street Project. CFA Board meeting on May 16th.

Monroe County LSA Grant. Will receive \$500,000 for the project. Working with Alta for plan for the use of funds.

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

PMVB 2023 Tourism Impact Grant. Awarded \$15,000 on 3/31 for bollards on N 7th Street. Ad for Bollards published, opening on May 2nd. Working on purchasing bollards for portions affected by 7th Street Paving Project.

AARP Senior Community Service Employment Program

On Monday, we brought onboard a new participant in this program, Salah Malik. Mr. Malik is a fascinating individual; he worked as an airline pilot in his native Pakistan before moving to the US. He will be helping out with filing in Codes/Zoning and general office duties as needed.

Levee Repair Project

Received reimbursement for Municipal Portion from DEP (\$80,000). Easements provided to Corps of Engineers; issues still remain. Calendar has contact award by June 30th.

MY Work Program

Program through the PA Department of Labor & Industry for special needs students to get them interested, and used to, participating in the workforce. We will have four program students 20 hours weekly to keep the downtown and parks clean and to help with any additional tasks required. Program lasts during summer break, June 19th through August. All fees, and supervisor (Living Unlimited, Inc), paid for by the state.

Levee Maintenance

Conduit inspection this month to determine potential need for repairs on piping. Levee was built in 1962 and pipes deteriorate over time. Emergency Action Plan update complete; waiting for inundation map.

Collective Bargaining Agreement Negotiations (CBA with Teamsters Union)

Second session on June 1st; next session scheduled for Wednesday, June 21st.

Engineering Creek Walk Project

Surveying complete. For use in grant request to DCED (And DCNR in 2024) for funding project.

Staff Performance Evaluations/ Counseling

Next two weeks, I am doing annual evaluations on Parking Enforcement Officers.

Capital Improvements Plan

Working on 10-year Capital Improvements Plan for the Borough listing all major capital projects and purchases through 2031.

Senior Waste Collection Assistance Program

To date, we have had 14 applicants. All have been eligible and full funding provided by the Borough. \$5,544 of \$15,000 Program Funds expended.

Borough Building Repairs

Working on getting quotes for repairs of both porches. In the 2023 Budget.

Safety Committee

Need to schedule 2nd Quarter 2023 Meeting.

Verkada Security Cameras

Installation complete. Three spare cameras, which were ordered due to sub-contractor error. Verkada will not accept return, but will be installed at no charge by Verkada. We have plenty of locations that need cameras!

Solid Waste Ordinance

Second bill mailed on May 15th, due June 15th. Looking at additional days in summer to locate solid waste ordinance violations; many cans still overflowing and incorrect bags used. After 2nd Cycle PAMS will run late fees for the first two cycles.

MS4

The Borough's NPDES Permit expires this year; permit renewal complete, except for updated Stormwater Ordinance. Annual MS4 Report ready for submission; again, waiting for updated Stormwater Ordinance.

Dumpster Ordinance Implementation

GFL agreed to allow painting of dumpsters in visible locations with some restrictions. Working on compiling a list of dumpster sizes and GFL dumpsters. 43 properties have asked for appeal or some sort of relief from the Ordinance. 17 Properties have either complied or have met with me and have received go-ahead to proceed. I have received no response from 71 properties.

Sewer Billing

Draft billing SOP to BCRA for review; working on scheduling a meeting. Our Ordinance spells out in detail exactly what is required for 60+ day overdue accounts; they must be sent to a collection agency.

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 2024. 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

Update report provided to BCRA. Working on ArcGIS mapping of all cleanouts & manholes. Reinstalled flow meters. Restarting Smoke Testing; smoke testing of Garden Street this week.

LERTA

Draft LERTA Ordinance to School Board for review. Should have comments soon.

Staff Training

Working on a training presentation on Customer Service.

MyGov Software for Codes/Zoning

Going fully "live" with MyGov in 2023 on all 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. Waiting for a full staff before implementing.

Emergency Operations Plan

Plan was due to be updated in 2021; looking at completing in 2023.

Sewer Fund Delinquent Accounts/Liens

We are looking at our list of liens and see what liens need to be renewed and if any need to be taken off the list. 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 7th Streets. North 7th 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

New Employee Integration
Capital Improvements Plan

Sewer EDU Assessment Plan
Day to Day Activities

Code Enforcement Officer's Report

Mr. Pozzi provided an update on department activity: 7 HARB applications; 7 Change of Use Permits; 1 Fence Permit; 2 Sign Permits; and 9 Building Permits. 35 Notice of Violation letters were issued for various violations pertaining to the Borough of Stroudsburg Code.

Mr. Pozzi reported receipt of a request from a resident at 411 North Eighth Street for a variance to place a dumpster on the street during retaining wall repair. Mr. Ace does not see any safety issues with this request.

A motion was made by Mrs. Kochanski, seconded by Ms. DeVries to approve the request from John and Mary Beth Brush of 411 North Eighth Street for a variance to place a dumpster on the street for the period of June 16 through June 30, 2023. The motion was carried. (5- yes; 0-no; 0-abstain)

Street Superintendent's Report

Mr. Ace reported the flowers are hung; the pool is ready; the department began street painting; paving will begin in six to eight weeks, and there is a preconstruction meeting with Northeast Site Contractors next week.

Approval of Bills on Warrants 230606

A motion was made by Mrs. Kochanski, seconded by Ms. Trunfio to authorize the payment of bills on Warrants 230606. The motion was carried. (5- yes; 0-no; 0-abstain)

Public Input for Non-Agenda Items

There were no public comments for non-agenda items.

Executive Session

There was no Executive Session.

Adjournment

The meeting adjourned at 7:30 p.m., on a motion made by Mrs. Kochanski, seconded by Ms. McCabe. The motion was carried. (5- yes; 0-no; 0-abstain)