

STROUDSBURG BOROUGH COUNCIL
MEETING MINUTES – OCTOBER 3, 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 Victoria DeVries, and Council Member Melody Trunfio. Council Member James Smith was absent.

Also present were: Mayor Michael Moreno, Borough Manager Larry Kopp, 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 September 19, 2023

The minutes of the regular meeting on September 19, 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

Ms. McCabe reported that the Parking Committee discussed the parking on Bell Terrace, and determined that an ordinance was never officially adopted to allow parking on both sides of the street. Therefore, the parking signs have since been removed from Bell Terrace, King Street, and Collins Street. The Parking Committee recommends amending the current ordinance to allow parking on both sides of Bell Terrace, except one day for street cleaning, and to paint a yellow curb on the first twenty feet of Bell Terrace to allow an adequate turning radius for trucks.

Ezra and Asmeret Nemgistu, of 7 Bell Terrace, expressed their concerns about the current parking restrictions on Bell Terrace. After discussion, Council advised that Mrs. Nemgistu can apply for a handicapped parking space in front of her residence. Once Mrs. Nemgistu submits the handicapped parking space application and a copy of her valid handicapped placard, it will be placed on an agenda for Council's approval.

New Business

A motion was made by Ms. McCabe, seconded by Ms. DeVries to approve a Resolution authorizing the Board of Commissioners of Monroe County to submit an application for FFY 2023 Community Development Block Grant Program Funds in the amount of \$116,010.00 on behalf of 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 approve the draft 2022 Twin Boroughs Recycling Financial Statements. The motion was carried. (5- yes; 0-no; 0-abstain)

Mr. Kopp discussed the 2022 GASB 75 Report, regarding the Borough's pension fund.

A motion was made by Ms. McCabe, seconded by Ms. Trunfio to approve a Special Event Application submitted by the Pocono Family YMCA for their 10th Annual Scott Ewing Memorial 5K Run, scheduled for Sunday, November 19, 2023, from 9:00 a.m. to 10:00 a.m. The motion was carried. (5- yes; 0-no; 0-abstain)

A motion was made by Ms. McCabe, seconded by Ms. DeVries to approve hiring Navleen Sappal as the Assistant Code Enforcement Officer, at an hourly rate of \$21.00. The motion was carried. (5- yes; 0-no; 0-abstain)

A motion was made by Ms. McCabe, seconded by Ms. Trunfio to approve a Special Event Application submitted by Pocono Bike Club for their Glen Park Enduro Bike Race, scheduled for October 21 through October 22, 2023, from 8:00 a.m. to 4:00 p.m. on both days in Glen Park. The motion was carried. (5- yes; 0-no; 0-abstain)

Mr. Kopp discussed the unordained alleyway between Bryant and Clermont Streets, and Club Court and Woodcliff Avenue. Dan Justice, owner of 723/725 Bryant Street, requested the Borough maintain the alleyway. No action was taken.

A motion was made by Ms. McCabe, seconded by Ms. Trunfio to table accepting the resignation of Council Member Toby Sabatine. The motion was carried. (5- yes; 0-no; 0-abstain)

A motion was made by Ms. DeVries, seconded by Ms. McCabe to approve hiring Brian Roder as a full-time Municipal Worker B, with a start date of October 16, 2023, at a probationary hourly rate of \$22.26, as per the Collective Bargaining Agreement with Teamsters Local 773. The motion was carried. (5- yes; 0-no; 0-abstain)

A motion was made by Ms. McCabe, seconded by Ms. Trunfio to approve hiring Zack Weiss as a full-time Municipal Worker B, with a start date of October 17, 2023 at a probationary hourly rate of \$22.26, as per the Collective Bargaining Agreement with the Teamsters Local 773. The motion was carried. (5- yes; 0-no; 0-abstain)

A motion was made by Ms. Trunfio, seconded by Ms. McCabe to approve a Special Event Application submitted by Go Collaborative for the annual Downtown Stroudsburg Christmas Tree Lighting on November 24, 2023, from 5:30 p.m. to 7:30 p.m., and to waive the application fee. The motion was carried. (5- yes; 0-no; 0-abstain)

Committee Reports

Codes Committee – Mr. Abell reported the committee is reviewing the rental inspection ordinance, and the pricing for dumpster decals.

Budget Committee – Mr. Kopp began working on the 2024 Budget.

Parking Committee – Ms. McCabe reported that the current ordinance for municipal parking lot permits states the permit needs to be hung from the rearview mirror. The Parking Committee recommends amending the ordinance for permits to be visible from the windshield.

The Committee recommends approving the application for a handicapped parking space at 151 Broad Street. An application for a handicapped parking space at 705-707 Sarah Street was reviewed; the committee recommends approving the application if the resident has a valid placard.

There are numerous discrepancies with street names between the ordinance and street signs, which is causing drivers to be redirected erroneously.

The Committee recommends that the first two parking spaces, meters #299 and #301, near Panko Reporting on the 500 Block of Sarah Street be combined into one space.

There are numerous vehicles parking illegally on North 7th Street in spaces designated for Borough Business Only, and on North 6th, North 7th, and North 8th Streets for business at the

Courthouse. The Parking Committee recommends removing the one-hour courtesy from the Residential Permit Parking ordinance, between Sarah and Thomas Streets, for the 100 Block of North 6th, the 200 Block of North 7th, and the 200 Block of North 8th Streets, ensuring these spaces will be available for residents.

Lastly, Ms. McCabe advised a vehicle owner damaged a parking boot that was placed on the vehicle. The Committee will be pursuing a remedy for the broken boot.

Recycling Committee – There was not a quorum at the September 13th meeting, and Mr. Kopp has been trying to schedule an emergency meeting with committee members.

Sewer Committee – Mr. Kopp will contact BCRA to coordinate future billings using the recalculated EDUs. Mr. Kopp is working on billing procedures for BCRA to review.

Street Committee – Mayor Moreno reported that the Pocono Mountains Vacation Bureau is paying for the Pride Crosswalk paint.

Personnel Committee – No report.

Public Relations/Media Committee – Ms. McCabe reported that SROSRC is looking into food trucks in parks. This has been referred to the Codes Committee for further discussion about the current food truck ordinance.

Redevelopment Committee – No report.

I-80 Expansion Task Force Committee – No report.

Stroud Region Open Space and Recreation Committee – SROSRC is seeking volunteers for the Mom & Me Mascarade.

Mayor's Report

No report.

Council Member Reports

Mrs. Kochanski expressed her concerns about the street lights along the 7th Street bridge that are not working. Mr. Ace stated they are still waiting for a special key from PennDOT in order to have access to replace the bulbs. Mr. Kopp will send an email to PennDOT to help expedite the situation.

Solicitor's Report

Mr. Brown has a litigation item for Executive Session.

Manager's Report

Borough Manager Report October 3rd, 2023

Meetings

Pocono COG	September 25 th
LSA Grant/Penn Strategies	September 26 th
Safety Committee Meeting	September 28 th
Pocono Prayer Breakfast	October 3 rd
Benecon Renewal Meeting (Health Insurance)	October 3 rd

Infrastructure/Streets/Capital Projects

Sidewalk Replacement Project/Multimodal Grant. Submitted final payment for grant closure.

Ann Street Sewer Replacement & Paving. Deadline for completion of review by DEP review of the Abbreviated Act 537 Plan is November 6, 2023. Advertising period began September 25th; bid opening November 9th. That puts work beginning in April 2024.

Ann Street Park. Still waiting on picnic table and bench (ordered). 300 Bastogne Tulips ordered for fall planting.

Paving Summer 2023. Borough projects include: Church Alley, Brown Street, Lindberg and Spring Garden Streets. Work tentatively scheduled for early October. Ann Street (5th to 8th) as part of Ann Street Sewer Project now in 2024.

Grants Strategy 2023

DOT Reconnecting Communities & Neighbors Grant. Submitted 9/28/23.

D CED Multimodal. Application submitted.

PennDOT Multimodal. 2023 PennDOT Multimodal working with Penn Strategies. Due November.

2022 Monroe County LSA Grant. Submitted 9/27/23.

2022 Monroe County LSA Grant. Received \$500,000 for the project. Working on engineering, PennDOT approval/input and bid preparation for work to be completed in 2024.

FEMA Assistance to Firefighters Grant. Awarded \$218,236; match submitted. Grant complete. Finalizing.

RACP Grant. Peters Engineering completed draft budget for LSA Grant & RACP Grant. Work with Pocono Economic Development Corp on grant and administering these funds.

PMVB 2023 Tourism Impact Grant. Awarded \$15,000 on 3/31 for bollards on N 7th Street. Working on reimbursement.

Monroe County Hotel Tax Allocation. 2024 request for remainder of Bollard Project. Submitted 8/31.

Verkada Security Cameras

Verkada/Gridless scheduled installation today 10/3/23.

Fall 2023 Newsletter

Complete. Submitted to printer 9/13. Should be out by early October.

LCB/Noise Exemption

Working with LCB to assemble packet for submittal. Hearing will be held by LCB in regard to change at the Borough building. LCB Board has 60 days to act once they have received and approved request packet from Borough.

Collective Bargaining Agreement Negotiations (CBA with Teamsters Union)

Negotiations complete. Approved by membership. Waiting on OK of updated agreement by union.

Sewer Rates/EDU Reassessment

Final scrub complete. Letter sent to affected properties in August. Online site to schedule appointments to review properties, if requested. New EDUs tentatively going into effect 4th Quarter 2023.

Dumpster Ordinance Implementation

GFL agreed to allow painting of dumpsters in visible locations with some restrictions. Updated list of dumpsters. Reviewing properties that requested exemptions. Working with a vendor on decals for dumpsters in lieu of fencing.

Personnel Handbook Rewrite/Update

Draft complete. Currently under review by staff and attorney. Complete by end of 2023.

LERTA

Discussions with several School Board members. Draft Ordinance was provided. Potential presentation to School Board.

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.

Engineering Creek Walk Project

Peters working on permitting with DEP and PEMA. Working on securing easements as needed. Assessing grant opportunities to fund.

Levee Repair Project

Contractor selected (CEG). Next step is to get the solicitation to them for their review and proposal in the next few weeks. Award contract, earliest August, NLT 30 Sep 23.

Borough Building Repairs

Working on developing Request for Proposals. In the 2023 Budget.

MyGov Software for Codes/Zoning

Going fully "live" with MyGov 4th Quarter 2023/1st Quarter 2024 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.

Solid Waste Ordinance

Third Quarter bill mailed on June 30th, due September 30th. Looking at additional days this fall to locate solid waste ordinance violations; many cans still overflowing and incorrect bags used.

Staff Performance Evaluations/ Counseling

Annual evaluations are due. Counselling with all staff in September.

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.

Sewer Collection System/I&I Initiative

Update report provided to BCRA. ArcGIS mapping of all cleanouts & manholes complete. Reinstalled flow meters. Restarting Smoke Testing this fall.

Emergency Operations Plan

Plan was due to be updated in 2021; looking at completing in 2023-24.

Sewer Fund Delinquent Accounts/Liens

Becky is looking at our list of liens and see what liens need to be renewed and if any need to be taken off the list.

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 2024.

Upcoming Focus

2024 Budget	Dumpster Ordinance
Sewer EDU Reassessment Plan	PennDOT Multimodal Grant
Borough Building Repair Proposal	Day to Day Activities

Code Enforcement Officer's Report

Mr. Pozzi advised the Borough does not currently have an ordinance for temporary storage units, and will draft an ordinance for Council's review.

Street Superintendent's Report

Mr. Ace reported the in-house paving project is delayed due to waiting on equipment. PennDOT is currently paving Broad Street, and will be paving the Interborough Bridge and part of McConnell Street the week of October 16. Both projects will create traffic delays.

Approval of Bills on Warrants 231003

A motion was made by Ms. McCabe, seconded by Ms. DeVries to authorize the payment of bills on Warrants 231003. The motion was carried. (5- yes; 0-no; 0-abstain)

Public Input for Non-Agenda Items

Rob Jenkins, the coordinator of the Veterans Day Parade asked about a coordination meeting for the upcoming parade. He will contact Mr. Kopp to schedule a meeting.

Todd Nemura, Director of Resource Development with the Pocono Mountains United Way, provided information to Council and requested the consideration for the Borough to budget money for contributions to their program. Mr. Kopp is working on the 2024 budget and will contact Mr. Nemura with any additional questions.

Executive Session

A motion was made by Mrs. Kochanski, seconded by Ms. McCabe to go in to Executive Session at 8:02 p.m. to discuss a litigation matter. The motion was carried. (5-yes; 0-no; 0-abstain).

The executive session concluded at 8:07 p.m. on a motion made by Mrs. Kochanski, seconded by Ms. DeVries. The motion was carried. (5-yes; 0-no; 0-abstain).

Adjournment

The meeting adjourned at 8:07 p.m., on a motion made by Ms. McCabe, seconded by Mrs. Kochanski. The motion was carried. (5- yes; 0-no; 0-abstain)