

East Stroudsburg Borough, August 27, 2015

A regular rescheduled meeting of the East Stroudsburg Borough Council was held at the Municipal Building on Thursday, August 27, 2015. The following members were in attendance: Peter Begley, Roger DeLarco, Edward Flory, William Reese, Richard Smith, and Sonia Wolbert. Also attending were: Manager James S. Phillips; Director of Public Works Steven DeSalva; Codes Officer Marvin Walton; Engineering Representative Samuel D'Alessandro of R.K.R Hess Associates, a Division of UTRS; and Chief William Parrish of the Stroud Area Regional Police Department.

Call to Order/Pledge of Allegiance – President DeLarco

Council President Roger DeLarco called the meeting to order at 7:30 p.m. The Pledge of Allegiance was led by Stephen Washington.

Moment of Silence

A moment of silence and reflection was observed by all in attendance.

Minutes of August 4, 2015 Council Meeting

Mr. Flory made a motion, seconded by Mr. Begley, to approve the minutes of the July 7, 2015 regular Council meeting as submitted; motion carried unanimously.

ECA/Acme Hose Company – Request to close portions of Crystal St. and Washington St. for Fall Festival October 10, 2015

Susan Randall, Downtown Manager for the Eastburg Community Alliance (ECA), was present to discuss plans for the proposed Fall Festival to be held in conjunction with Acme Hose Company on their 125th anniversary, and the East Stroudsburg Crime Watch group. Ms. Randall said they are requesting approval to close Crystal St. from Analomink St. to Federal St., and Washington St. from Crystal St. to Courtland St. Mr. Phillips said Council had discussed this at the meeting last week, and has three concerns:

- a Certificate of Insurance will be required
- traffic control must be coordinated with the Regional Police Department
- no alcohol will be permitted for the event.

Ms. Randall indicated those conditions would not be a problem. After brief further discussion, Mr. Begely made a motion, seconded by Mr. Smith, to approve the request, subject to ECA addressing the first two conditions; the motion carried by a vote of 4 – 0 with Mr. Flory abstaining due to his position with the Fire Department.

ECA Plans to install portico on west side of old Dansbury Depot Building

John Schoonover and Sonya Cole were present on behalf of ECA. Mr. Schoonover reviewed plans for the installation of a portico on the side of the old Depot Building facing downtown and the railroad tracks. Mr. D'Alessandro noted that the proposed portico would be over the Borough sanitary sewerline and asked what the height clearance would be? Mr. Schoonover said the clearance would be nominally 14 feet; pavers would be installed on the ground so they could be removed in the event that access would be ever needed to the sanitary sewerline. Mr. DeLarco noted that ECA would have to agree to remove and replace the pavers, at ECA expense, in the event they ever needed to be removed for access to the sewerline. Mr. Phillips asked if this construction would require approval of a land development plan? Mr. Walton replied yes; if the original plans were approved as a LDP. After discussion, Mrs. Wolbert made a motion, seconded by Mr. Begley, to refer the plan to the Engineer and Codes Official for review and comment; the motion carried unanimously.

Presentation by Basic Power, Inc. for installation of Energy Bank Unit at Sewage Treat. Plant

Steven Washington was present on behalf of Basic Power, Inc. Mr. Washington said one of these units was temporarily installed at the Sewer Plant and it showed a significant reduction in electricity usage. The Company guarantees a minimum 11% reduction in kilowatt hours used. The unit also provides surge protection and lightning protection, and cleans up “dirty power” from the utility company. Head Sewer Plant Operator Brian Ace said we had our electrician present during the trial demonstration, and he was favorably impressed with the operation of the

EBU. Also, the Borough does experience a lot of power surges from Met-Ed and this unit should help save our machinery. Mr. Washington said the EBU helps motors from overheating; and answered in response to a question, that the EBU does not affect the operations of the Plant in any manner. Mr. Begley asked how long has Middle Smithfield Township been using a unit at their Sewer Plant? Mr. Washington replied, over a year. After discussion, Mr. Begley made a motion, seconded by Mr. Flory, to refer the plan to Mr. DeSalva and to Glace Associates, Inc. for review and recommendation; the motion carried unanimously.

SARPD Report for July 2015

Chief William Parrish reviewed the SARPD Police Department Report for June 2015, and noted:

- three more patrol officers were hired in the last month
- the Department responded to several recent incidents at Dansbury Park
- Quality of Life patrols will start up again tonight, in conjunction with the new school year at the University.

Mr. Phillips asked if ECA has been in contact with the Department concerning the proposed Fall Festival? Chief Parrish responded yes. Mrs. Wolbert thanked the Chief for the increased patrol presence at Dansbury Park.

Public Comments – Agenda Items

None.

Resolution No. 27-2015 – Approving Renewal of Winter Traffic Services Agreement with PennDOT (Maintenance of sidewalk north side of Veterans Bridge)

Mr. Phillips reported receipt of the renewal agreement with PennDOT, for the Borough to continue winter maintenance of the north (upstream side) sidewalk of the Veterans Bridge. Mr. Phillips said Stroudsburg Borough maintains the south side sidewalk; although the municipalities do not get paid much for the work, both municipalities have removed ice and snow from the sidewalk for years under an agreement with PennDOT because we can service the sidewalk sooner and better than PennDOT. Mr. Flory made a motion, seconded by Mr. Begley, to adopt proposed Resolution No. 27-2015 approving the Winter services agreement with PennDOT as submitted; the motion carried unanimously.

Resolution No. 28-2015 – Authorizing Acceptance of Deed of Easement from Commonwealth of Pennsylvania, acting by and through the PA Dept. of General Services - for road widening/construction of turning lane on Prospect Street at Normal Street

Mr. Flory asked if the East Stroudsburg University Council of Trustees had approved the grant of easement yet? Mr. Phillips said they apparently will be taking action at their September meeting. Mr. Flory made a motion, seconded by Mr. Smith, to adopt proposed Resolution No. 28-2015 authorizing acceptance of the Deed of Easement for the road widening, subject to receipt of the signed request from the ESU Trustees; the motion carried unanimously.

Change to Hawk Mountain Lab, Inc. for sample analysis for Borough Water System

Mr. Phillips noted that Council had authorized changing to Hawk Mountain Lab for the routine monitoring at the Sewage Treatment Plant, and we are now recommending changing also to Hawk Mountain for analysis of samples from the Water System as well. The Borough had already utilized them for some special sampling done during the recent problem with water quality at the Filtration Plant. Mr. Begley made a motion, seconded by Mr. Flory, to authorize change of environmental lab used for the Borough Water System to Hawk Mountain Lab, Inc. as recommended and based on their 2015 fee schedule as submitted; the motion carried unanimously.

Public Comments – New Business

None

Correspondence

Mr. Phillips reported receipt of the following items of correspondence:

- i. PA DEP – 8/5/15 Inspection Report for East Stroudsburg Water Department. The Report notes no violations.

ii. US HUD – East Stroudsburg eligible for direct entitlement status for CDBG Funding. Mr. Phillips said the letter from HUD goes on to say that the Borough’s estimated funding allocation as a direct entitlement would be \$81,800; compared to the \$127,887 the Borough expects to receive under the current state-administered program by DCED.

iii. Monroe County Assessment Office – 2016 assessment appeals scheduled for 9/15/15. Mr. Phillips said most of these appeals so far are for residential properties.

iv. Craig Todd – Resignation from Zoning Hearing Board. Mr. Phillips said Craig Todd is resigning because he wants to participate in the Comprehensive Plan Update process, which he cannot do as a member of the ZHB. Mr. Flory made a motion, seconded by Mrs. Wolbert, to accept the resignation of Craig Todd from the ZHB; and to appoint the following individuals to the Comprehensive Plan Committee:

- Craig Todd
- Karen Barwick
- Victor Brozusky

The motion carried unanimously.

v. Wayne Gross, P.E., Sewage Enforce. Officer – Complaint received concerning septic system for 4 South Marguerite Street residence. Mr. Phillips said no violations were found, and apparently the issue is due to a neighbor dispute.

Mr. Reese arrived at the meeting at this time.

Reports

Mr. D’Alessandro reported on the following:

- in regard to the levee certification, the 90 day appeal process began July 14 for those properties which have a change in their flood zone designation
- he and Mr. Phillips along with Head Operator Cal Miller had met with a representative of Gulbrandsen Technologies concerning the water quality issue at the Water Plant, and Gulbrandsen has agreed to terminate the contract with the Borough for providing coagulant – and to take back the product still on hand at the Water Plant.
- The Borough received a notification from PennVEST that the Borough cannot pursue funding from PV because our loan application with the USDA Rural Development was already preliminarily approved.
- The Borough must apply for a permit from the Monroe County Conservation District for the Little Sambo Creek scour repair at Dansbury Park. Mr. Begley made a motion, seconded by Mrs. Wolbert, to authorize application to MCCD for the required permit; motion carried unanimously.
- One contractor’s material release is still required to close out the Gregory Pond Trail Project.
- Further research on the applicability of MBD/DBE requirements is needed for the proposed ADA Ramp project being bid in conjunction with Monroe County using CDBG funds.
- His office is working with the Water Plant operators to document operating procedures for the Operation & Maintenance Manual; on schedule for completion in October.
- The water transmission lines from the Water Plant into town were located and mapped using GIS equipment provided by Monroe County; also fire hydrants were located using the GIS equipment.
- Mr. D’Alessandro said he needed to discuss with Council in executive session the update on disinfection byproduct monitoring for the water system.
- Easements for Wells No. 1 and No. 2 on the East Stroudsburg University campus have been re-drafted in final form for inclusion in legislation being drafted for SSHE.

Mr. Flory asked if the parts had been received for repair of the fire hydrants on King St. – Mr. DeSalva reported that one has been fixed and the other one will be scheduled after paving work is complete. Mr. Flory said he is still anxious to see figures on resident/non-resident use of the swimming pool for the season. Mr. Flory also asked if there is an ordinance prohibiting shrubbery overgrowing the sidewalk?

Mrs. Wolbert asked if the permit issues with UGI Gas Co. have been resolved? Mr. DeSalva said he is current on their permits issued to date.

Mr. Smith again noted that sidewalks along N. Courtland Street are in need of repair and/or replacement.

Mr. Walton reviewed the Activity Report for the Codes Office that he had distributed to Council for the month of July 2015. Mr. Walton also reported that the owner of the former Starr Furniture store building on Milford Road has removed/cleaned up the debris from the stone façade which fell off the front of the vacant building.

Mrs. Wolbert asked about the last house on East Brown Street going towards Route 447? Mr. Walton said that house, which is in poor condition, is located within Smithfield Township.

Mr. DeSalva reported that the contractor began work this week on the Streetscape project, doing holes to locate the utility service lines prior to doing boring work for the electrical conduits.

Mr. Phillips reported on the following:

- A meeting was held this week with Monroe County, Stroudsburg Borough, and the Redevelopment Authority of Monroe County (RAMC) concerning the 2015 Community Development Block Grant (CDBG) application – which will be a joint application administered by RAMC. The Borough's 2015 allocation is \$127,887, down \$369 from the 2014 allocation.
- The new Tymco Street Sweeper was delivered yesterday, after completion of lease financing arrangements last week.
- The bid notice for the Municipal Building Security Entry Renovations project is ready to be advertised.
- He received an inquiry from the Crystal Park Property Owners Association concerning possible inclusion of South Kistler Street in the permit parking district.
- He has reviewed a proposal from ESSA Bank & Trust for banking services for the Borough, and recommends that the Borough consolidate most banking operations with ESSA. Mr. Reese made a motion, seconded by Mr. Begley, to move towards consolidating most banking with ESSA as recommended and based on their proposal; the motion carried unanimously.

The Brodhead Watershed Association (BWA) has requested the Borough install "Please don't feed the ducks" signs at several locations with in the BList of Bills Payable – August 27, 2015

Mr. Begley made a motion, seconded by Mr. Flory, to approve the List of Bills Payable and to ratify expenditures and payroll made through 08/27/15 as submitted; the motion carried unanimously.

Executive Session for Discussion of Real Estate Matters

Mrs. Wolbert made a motion, seconded by Mr. Begley, to adjourn into executive session at 8:55 p.m.; the motion carried unanimously.

At 9:19 p.m. Council members reassembled in the meeting room, and Mr. Begley made a motion, seconded by Mr. Smith, to reconvene the public meeting; the motion carried unanimously. Mr. Phillips said the executive session was held to discuss a real estate matter, possible lease terms for the 66 Analomink St. building; and no decisions were made.

Additional Water Testing – disinfection byproduct samples

Mr. Flory made a motion, seconded by Mr. Reese, to authorize additional water testing for the Borough water system as recommended by the Engineer; the motion carried unanimously.

Stroudsburg Borough 200th Anniversary

Mr. Reese made a motion, seconded by Mr. Flory, to authorize the Manager to send a letter of recognition to Stroudsburg Borough upon the celebration of the 200th anniversary of the municipality. The motion carried unanimously.

Recess of Meeting

Mr. Reese made a motion, seconded by Mr. Begley, to recess the meeting for continuation at 8:00 a.m. Friday, August 28 (tomorrow morning); the motion carried unanimously.

James S. Phillips, Secretary

