

East Stroudsburg Borough, November 1, 2016

A regular meeting of the East Stroudsburg Borough Council was held at the Municipal Building on Tuesday, November 1, 2016. The following members were in attendance: Donald Cross, Edward Flory, Roger DeLarco, William Reese, and Sonia Wolbert. Maury Molin was absent. Also attending were: Solicitor John C. Prevoznik; Manager James S. Phillips; Codes Official Marvin Walton; DPW Director Steven DeSalva; Finance Officer Kenneth Konz; and Engineering Representative Samuel D'Alessandro P.E. of RKR Hess, a Division of UTRS.

Call to Order/Pledge of Allegiance – President DeLarco

Mr. DeLarco called the meeting to order at 7:30 p.m. The Pledge of Allegiance was led by Dy'Asia Simon and Ushra Mazumder.

Moment of Silence and Reflection

A moment of silence was observed by all in attendance.

SARPD Report – September 2016

Lieutenant Paul Gasper of SARPD said the most serious matter in this month's report was a kidnapping incident over a drug deal gone bad; arrests have been made. Mr. Flory asked about a police call to his street, supposedly involving a gun. Lt. Gasper said that part of the call turned out to be unfounded. Mr. Phillips asked about arrangements for the Veterans Day Parade this Sunday. Lt. Gasper said a coordination meeting is being held tomorrow; Corporal Matt Broncatello is in charge of coordinating for the event Sunday.

Junk Vehicles

Janice Giannolla of 5876 N. Courtland Street said she is glad to see that the Borough is updating its comprehensive plan, but the Borough still needs to do something about unlicensed vehicles. She said the back of her house looks out on a junkyard on either side. One neighbor has three unlicensed and unregistered cars in his yard, the other neighbor has construction debris filling the yard.

Marvin Walton said the Asst. Codes Officer has been spending time in that neighborhood, and the property owners have been notified of violations. Citations must be issued if they do not address the complaint. Mr. DeLarco asked Mr. Walton for another report in two weeks.

Water Bills – 387 N. Courtland Street

Mrs. Vicki Bader said she was before Council two weeks ago concerning the issue with her water bill for 387 N. Courtland Street. Mr. Phillips said a Committee of Council and Staff did meet last Friday for almost three hours to review the Water Code issues, and will be continuing to meet every week with the goal of revising the Ordinance by early next year. Mr. D'Alessandro said, in addition, today he visited three of the multi-use businesses that Mrs. Bader referenced in her Right To Know request – Walmart, Weis Market, and former Cooper Building – and verified that all three are being billed according to requirements for the number of business located at each.

Mrs. Bader said the Borough did not bill them for three units in the building for several years, until there had been a water leak outside their building which drained into their basement. Mr. Prevoznik told Mrs. Bader she made a valid point; but the real question is whether she is now being billed properly?

Mr. DeLarco said Council is all aware of the issue and is working diligently to address any issues with the water and sewer billing. Mrs. Bader asked why doesn't the Borough install additional water meters where only one meter exists for multiple units? Mr. Prevoznik said the property owners would be responsible for that cost.

Mrs. Bader said she still does not feel she should pay any late charges. Mr. DeLarco said her property is being billed based on the number of units in the building. Mrs. Bader questioned whether fraternity houses are billed based on the number of students in the house.

Dangerous Structures

Linda Miller of 472 Oak Street said she owns 435-437 N. Courtland Street property, and the property next door has a wall ready to fall onto her property. Also, the roof on 457 Oak Street is collapsing; a “good wind” could bring it down. And the Bedzicki house on N. Courtland is an eyesore. Mr. Walton said he would look at all these issues, and obtained Mrs. Miller’s phone number to set up a time to review with her.

Public Hearing on Proposed Ordinance No. 1315 – Amending the Code of the Borough of East Stroudsburg, Chapter 134 Entitled Solid Waste; Establishing a Hardship Provision Allowing for an Extended Payment Period for the Annual Solid Waste User Fee by Low/Moderate Income Residents

Mr. Cross made a motion, seconded by Mr. Flory, to open a public hearing on the proposed ordinance; the motion carried unanimously. Mr. Phillips said Council had adopted an ordinance to shorten the time period that the annual solid waste fee can be paid before the penalty fee applies, and this ordinance was developed in response to a concern from Mayor Martinelli that some people need more time to pay the bill in installments. So this ordinance will allow up to 180 days to pay the bill if a resident can demonstrate eligibility under CDBG low/moderate income guidelines and applies for the extended payment option. Mr. Phillips reviewed the exhibits prepared for the public hearing:

- Exhibit A – copy of notice of public hearing advertised in Pocono Record on Oct. 24, 2016
- Exhibit B – copy of proof of publication of notice advertised in Pocono Record Oct. 24, 2016
- Exhibit C – copy of proposed Ordinance No. 1315
- Exhibit D – copy of notice to Monroe County Law Library of attested Ordinance No. 1315
- Exhibit E – copy of notice to Pocono Record newspaper of attested Ordinance No. 1315
- Exhibit F – copy of sign-in sheet for this public hearing

Mr. DeLarco asked for comments from Council and there were none. Mr. DeLarco asked for comments from the audience, and there were none. Mr. Flory then made a motion, seconded by Mr. Reese, to enter the Exhibits into the record and close the public hearing; the motion carried unanimously

Public Comments – Agenda Items

None.

Ordinance No. 1315 - Amending the Code of the Borough of East Stroudsburg, Chapter 134 Entitled Solid Waste; Establishing a Hardship Provision Allowing for an Extended Payment Period for the Annual Solid Waste User Fee by Low/Moderate Income Residents

Mr. Flory made a motion, seconded by Mr. Cross, adopt proposed Ordinance No. 1315 as advertised; the motion carried unanimously

Resolution No. 23-2016 – Approving Proposed FY 2016 Community Development Block Grant (CDBG) Application to be submitted by Monroe County

Mr. Cross made a motion, seconded by Mrs. Wolbert, to adopt proposed Resolution No. 23-2016 – Approving the Proposed FY 2016 Community Development Block Grant (CDBG) Application and authorizing its submittal by Monroe County to PA Department of Community and Economic Development. The motion carried by a vote of 4-1, with Mr. Flory voting no.

Certification of the Completion/Findings of the Four Factor Analysis for Limited English Proficiency (LEP) Persons for CDBG Program

Mr. Phillips said another requirement under the CDBG Program is that a plan for reaching residents with limited English language proficiency (LEP) must be done, if more than

5% of the Borough population has LEP. According to published information, the Borough is under that figure; but we still must file a certification that an analysis has been done and the Borough must certify that since we receive our own CDBG allocation. The Redevelopment Authority of Monroe County (RAMC) has done the analysis. Mr. Cross made a motion, seconded by Mr. Reese, to authorize Mr. DeLarco to execute the certification after he has talked with Martha Robbins of RAMC and is satisfied that with the analysis. The motion carried by a vote of 4-1, with Mr. Flory voting no.

Public Comments – New Business

Upon question from Mr. DeLarco, Dy' Asia Simon and Ushra Mazumder said they were students from Notre Dame High School and were attending their first local government Council meeting. Mr. Phillips provided them with copies of the approved October 18, 2016 regular meeting minutes.

Correspondence

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

- i. Dr. Donald Biffen – Parking for Food Pantry Operation.

Reports

Mr. Konz reported that the Technology/Website Committee has decided to go with the proposal from the PA Boroughs Association vendor for updating the Borough website, at a cost of \$389 per year.

Mr. DeSalva reported he is obtaining a quotation from the Floor Source (who installed the carpet in Borough Offices) for replacing/repairing floor tile at the Fire Station.

Mr. Cross asked about the power washer at the Recycling Center which apparently is not working.

Mr. D'Alessandro reviewed his written Engineer Report which had been previously submitted to Council.

Mrs. Wolbert proposed that a Committee be formed to review the capital projects being funded through the loan with ESSA Bank; particularly in regards to technological advances needed such with the parking meter system. Mr. DeLarco suggested that Mr. Konz, Mr. DeSalva, and Mr. Walton from the Staff serve on that Committee; and Mrs. Wolbert, Mr. DeLarco, and Mr. Flory volunteered to serve as Council representatives.

Mr. DeLarco reminded Council members that their comments on the new draft Employee Manual are due by November 8th; also Budget Review Meetings are scheduled for Tuesday Nov. 8th and Thursday Nov. 10th.

List of Bills Payable – November 1, 2016

Mr. Flory made a motion, seconded by Mr. Reese, to approve the List of Bills Payable as presented and ratify payroll and expenditures to date; the motion carried unanimously.

Executive Session for Discussion of Real Estate and/or Personnel Matters

Mr. Cross made a motion, seconded by Mr. Flory, to adjourn into executive session at 8:35 p.m.; the motion carried unanimously.

At 8:43 p.m. Council members reassembled in the meeting room, and Mr. Flory made a motion, seconded by Mr. Cross, to reconvene the public meeting; the motion carried unanimously. Mr. Prevoznik said the executive session was held to discuss an employment matter, and no decisions were made.

Step Increase for DPW Maintenance Employee

Mrs. Wolbert made a motion, seconded by Mr. Reese, to approve an hourly rate increase for DPW Maintenance employee Michael Stettler to \$20.00 / hour, retroactive to the date of attaining his CDL license, as recommended; the motion carried unanimously.

Adjournment

With no further business, Mr. Flory made a motion, seconded by Mrs. Wolbert, to adjourn the meeting at 8:45 p.m.; the motion carried unanimously.

James S. Phillips, Secretary