

East Stroudsburg Borough, November 15, 2016

A regular meeting of the East Stroudsburg Borough Council was held at the Municipal Building on Tuesday, November 15, 2016. The following members were in attendance: Donald Cross, Edward Flory, Roger DeLarco, Maury Molin, William Reese, and Sonia Wolbert. Also attending were: Mayor Armand M. Martinelli; 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 7:00 p.m. The Pledge of Allegiance was led by Bradley Ace.

Moment of Silence and Reflection

A moment of silence was observed by all in attendance.

Minutes of October 27, 2016 Special/Committee Meeting and November 10, 2016 Special/Budget Work Session Meeting

Mr. Cross made a motion, seconded by Mr. Flory, to approve the minutes of the October 27, 2016 Council meeting as submitted; the motion carried unanimously. Mr. Molin made a motion, seconded by Mr. Flory, to approve the minutes of the November 10, 2016 Council meeting as submitted; the motion carried unanimously.

SARPD Report for October 2016

Lieutenant Paul Gasper reported that there is good news in the October report. Of eight burglaries reported, only one was in East Stroudsburg; and only one of four robberies occurred in the Borough, and that was basically a domestic incident. Lt. Gasper said the Department is initiating new community policing efforts under the direction of Chief Ward, and also noted the “No shave November” fundraising effort going on.

Mr. Molin noted he had reported to the Police a group of young kids in the Elizabeth Street area causing vandalism and using vulgar language, etc.

Gary Walck said there has been a drastic increase in people using motorbikes on the flood protection levee.

Mr. Reese asked about two tents set up in the area under the Iron Bridge. Lt. Gasper said the Police are aware of it; one is occupied by Johnny Miller who recently was evicted from the Westgate Plaza because he failed to follow the rules.

Resolution No. 24-2016 Approving Monroe County Hazard Mitigation Plan

Mr. Phillips noted that municipalities must adopt the County Plan in order to be eligible to receive federal assistance in the event of a disaster declaration. After discussion, Mr. Cross made a motion, seconded by Mr. Molin, to adopt Proposed Resolution No. 24-2016 approving the Monroe County 2016 Hazard Mitigation Plan as submitted; the motion carried unanimously.

Extension of Garbage Collection & Disposal contract with Waste Management of PA, Inc.

Mr. Phillips said the bids taken in November 2014 for the garbage collection and disposal contract awarded to Waste Management provide for a 3.0% increase in the collection cost to the Borough for the 2017 year; the disposal cost is based on the actual tons for disposal and the per ton disposal fee as set by Monroe County. The County Waste Management Authority also sets the per ton administrative fee which is charged on all waste disposed of from the County. After discussion, Mr. Flory made a motion, seconded by Mr. Molin, to extend the Waste Management of PA, Inc. contract for the 2017 year based on the original bids and to reaffirm the annual solid waste fee as set by Council. The motion carried unanimously.

Bids Received 11/15/16 for Sale of Used Municipal Vehicles/Equipment

Me. Phillips reported that bids for sale of various used vehicles and equipment were received this afternoon via the Municibid website with the high bids as follows:

1999 Tymco/International Street Sweeper Truck	\$4,152.00
David Eichenlaub, 114 Tower Road, Saxonburg PA 16056	
1991 GMC 4x4 Pickup Truck	\$2,100.00
Joseph Egan, 351 Hanover St., Northumberland PA 17857	
1991 GMC Topkick Dump Truck	\$ 910.00
John Handschuh, 2823 Street Rd., Warrington PA 18976	
1976 Wheelhorse C-120 Garden Tractor/mower	\$ 86.00
Brian Ace, 15 Fulton St., East Stroudsburg PA 18301	

Mr. Flory made a motion, seconded by Mr. Cross, to award sale of the 1999 Tymco Sweeper to the high bidder for \$4,152 as indicated; the motion carried unanimously.

Mr. Flory made a motion, seconded by Mr. Cross, to award sale of the 1991 GMC Pickup Truck to the high bidder for \$2,100 as indicated; the motion carried unanimously.

Mr. Flory made a motion, seconded by Mr. Cross, to award sale of the 1991 GMC Dump Truck to the high bidder for \$910 as indicated; the motion carried unanimously.

Mr. Flory made a motion, seconded by Mr. Cross, to award sale of the Wheelhorse Tractor to the high bidder for \$86 as indicated; the motion carried unanimously.

Public Comments – Agenda Items

None.

Vicki Bader – Water Accounts

Mrs. Bader said three of the commercial accounts she had asked for copies on are not being billed correctly. She said Weis Markets should be billed 4 units, not 3 – because of the water sales operation they have outside the building. Mrs. Bader also said the Sunoco Station should be billed for another unit for the pawn shop. Mr. Walton said the Borough is not always immediately aware of a change of use. Mr. Molin said he was not aware of the pawn shop being located next to the gas station.

Mr. Walton said the Council Zoning Ordinance Review Committee is meeting with the Engineer to review the rate and billing structure. The target date for the new proposal is mid-December. Also, the Committee is looking at definition changes that may address one of Mrs. Bader's concerns.

Mr. Prevoznik said Mrs. Bader has the option to attend the Council Committee meetings to discuss her concerns; or if she is unable to attend she can provide information to the Committee through Mr. Walton. Mr. DeLarco encouraged Mrs. Bader to provide information to the Committee ahead of time.

Linda Miller – Property Maintenance

Linda Miller of Oak Street thanked Mr. Walton for contacting her concerning her complaints regarding adjoining properties. Mrs. Miller said her tenants had reported 16 cars parked outside the apartments at 438-440 N. Courtland Street one night. Mr. Walton said the units are registered with four persons living in each.

Public Comments – New Business

None.

Correspondence

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

- i. PA Commonwealth Financing Authority – Application for Flood Mitigation Grant Funds NOT APPROVED
- ii. Monroe County Vector Control Program – Municipal Contributions Requested to Support Vector Control Department. Mr. Flory asked where they spray for

Mosquito control within the Borough? After discussion, Mr. Reese made a motion, seconded by Mr. Cross, to authorize a \$2,000 donation/contribution to the County Vector Control Program, subject to obtaining a report on vector control activities undertaken in East Stroudsburg Borough. The motion carried unanimously.

- iii. PA Department of Environmental Protection – Site Characterization Approval for Mountain Fuels site 190 King Street (fuel release of 08/27/16).

Reports

Mr. Konz reported that Stipulations have been prepared regarding required payments to be made by Salvatore and Susan Catalano for post-petition amounts owed for water/sewer and garbage at various properties under their bankruptcy plan. The stipulations are to be filed pending approval by the Borough. Mr. Cross made a motion, seconded by Mr. Molin, to authorize filing of the Stipulations; the motion carried unanimously.

Mr. DeSalva noted his written Public Works Report previously submitted to Council. Mr. DeSalva said he is having a problem with the COG guiderail contractor, who has is supposed to install the guiderail at the Fire Station parking lot.

Mr. Walton said he has followed up on several property maintenance issues; he has issued four citations for unlicensed vehicles to two property owners, and also issued a notice of violation for a collapsing wall and building roof that were noted by Mrs. Miller.

Mr. D'Alessandro reviewed his written Engineers Report previously issued to Council:

- The annual inspection of the East Stroudsburg Dam is scheduled for completion in December.
- Small Water System Grant applications were submitted for the Roof Replacement on the Finished Water Tank and for the Elizabeth Street waterline replacement.
- ADA Ramp Designs have been sent to the Alternate Engineer firm, Hanover Engineering, for review of TIF ramps as required by PA DCED guidelines.
- Design of the Willow Street stormwater system is on hold pending the MS4 meeting with PA DEP.
- A letter has been prepared concerning the review of request by BCRA for an increase in the water allocation limits purchased from the Borough.
- A meeting has been scheduled for the Middle Dam Committee for Monday 11/21/16 at 10:30 a.m.
- The water/sewer rate structure study is ongoing under direction of the Council Committee.

Mr. Phillips reported that the \$42,500 check from ESU Center for Research and Development (CFRED) was finally received in settlement of the Chaperone Technologies litigation.

Mr. Cross inquired whether flood mitigation efforts are included in the County Hazard Mitigation Plan.

Mr. Molin suggested that Council and Staff may want to join together to support the Salvation Army Thanksgiving Donation efforts and/or the Toys for Tots Program. Several Council members indicated they support the Salvation Army programs individually.

Mr. Prevoznik reported that the Sewer Task Force Committee will meet again on 12/14/16; the Committee is working on an RFI (Request for Information) to be distributed to interested parties.

Mr. Flory noted that despite the letter sent to DEIN Properties and the Crossfit Gym, that there is still an issue with people running in the DEIN parking lot and not paying attention to the fire trucks leaving and entering the Fire Station.

List of Bills Payable – November 15, 2016

Mr. Flory made a motion, seconded by Mr. Reese, to approve the list of bills payable and to ratify payroll and expenditures made through 11/15/16 as submitted; the motion carried with no “no” votes, but Mrs. Wolbert abstained regarding a payment to be made to Michael Wolbert, due to a conflict of interests.

Executive Session

Mr. Flory made a motion, seconded by Mr. Molin, to adjourn into executive session at 8:07 p.m.; the motion carried unanimously.

At 8:16 Council members reassembled in the meeting room, and Mr. Cross made a motion, seconded by Mr. Reese, to reconvene the public meeting; the motion carried unanimously. Mr. Prevoznik said the executive session was held to discuss a litigation matter, and no decisions were made.

Approval of Repayment Agreements for Delinquent Water/Sewer and Garbage Fees

Mr. Flory made a motion, seconded by Mr. Cross, to ratify approval of repayment agreements for Ahmed H. and Douaa Assad Ahmed for 104 Prospect Street, as submitted; the motion carried unanimously.

Budget Review Work Session

Council continued review of the proposed 2017 Year Borough Budget for all funds.

Meeting Recessed

Mr. Flory made a motion, seconded by Mr. Cross, to recess the meeting to be continued tomorrow morning, Wednesday, November 16, 2016 at 8:00 a.m. for discussion of staff transition issues with Ed Knittel of the PA State Association of Boroughs. The motion carried unanimously.

East Stroudsburg Borough, November 16, 2016

A continued regular meeting of the East Stroudsburg Borough Council was held at the Municipal Building on Wednesday, November 16, 2016 at 8:00 a.m. The following members were in attendance: Donald Cross, Edward Flory, Roger DeLarco, Maury Molin, William Reese, and Sonia Wolbert. Also attending were: Mayor Armand M. Martinelli; Solicitor John C. Prevoznik; and Manager James S. Phillips.

Mr. Flory made a motion, seconded by Mr. Reese, to reconvene the meeting at 8:08 a.m. The motion carried unanimously. Ed Knittel of the PA State Association of Boroughs was present and discussed best practices for hiring of a municipal manager, and services/assistance that PSAB can provide – at no cost to the Borough. Mr. Knittel noted that PSAB is currently assisting Stroudsburg Borough in their search for a new Manager. Mr. Knittel fielded questions from Council members.

Council discussed forming a Manager Search Committee due to the upcoming retirement of Mr. Phillips. Mrs. Wolbert made a motion, seconded by Mr. Reese, to appoint Mrs. Wolbert, Mr. Molin, and Mr. DeLarco to the Manager Search Committee; the motion carried unanimously.

Mr. Reese made a motion, seconded by Mr. Molin, to utilize the services of the PA State Association of Boroughs (PSAB) in the Manager Search process; the motion carried unanimously.

Adjournment

Mrs. Wolbert made a motion, seconded by Mr. Cross, to adjourn the meeting at 9:10 a.m.; the motion carried unanimously.

James S. Phillips, Secretary