

East Stroudsburg Borough, November 3, 2015

A regular meeting of the East Stroudsburg Borough Council was held at the Municipal Building on Tuesday, November 3, 2015. The following members were in attendance: Peter Begley, Edward Flory, Roger DeLarco, William Reese, and Sonia Wolbert. Richard Smith was absent. Also attending were: Solicitor John C. Prevoznik, Manager James S. Phillips; Director of Public Works Steven DeSalva; Codes Official Marvin Walton; and Samuel D'Alessandro, P.E., Engineering Representative from RKR Hess, a Division of UTRS.

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 Gail Flory.

Moment of Silence

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

Minutes of October 20, 2015 Regular Council Meeting

Mr. Flory made a motion, seconded by Mr. Reese, to approve the minutes of the October 20, 2015 regular Council meeting as submitted; the motion carried unanimously.

Public Comments – Agenda Items

None.

Possible Changes to Overnight Parking Restrictions on Sopher Street

Mr. Phillips said Council had received a request to change the parking regulations on Sopher Street to permit overnight parking; either on a portion of, or the entire length of the street. The Planning & Zoning Committee of Council had directed that a letter be sent to residents so that their opinions could be obtained. Mr. Phillips said he received one telephone call on this matter prior to the meeting, from resident Jim LaBar - Mr. LaBar indicated he was not in favor of permitting overnight parking on the entire length of the street, but would not object to allowing it on the North Green St. end of the street, only. Mr. DeLarco opened the floor to public comments.

Randy Strunk of 151 Sopher St. said the road is too narrow to permit overnight parking, and there is a fire hydrant located at the corner of Sopher St. with North Green St. It is difficult for fire trucks to make the turn from N. Green St. without parking.

Mary DeNora of 72 North Green St. said the issue with fire trucks would be the same during the day when parking is permitted on the street.

Deborah Kuchinski of 145 Sopher St. asked if permit parking would be required as part of any change; and was advised that would be a separate, not related issue.

Mr. Begley asked if overnight parking has ever been permitted on Sopher Street? Mayor Martinelli said there was overnight parking allowed on the street until 1995; that is when the current restrictions were adopted.

With no further comments, Mr. DeLarco said the matter would be referred back to the Planning & Zoning Committee.

Revised Contribution Agreement with Monroe County, PA Northeast Rail Authority, and PennDOT for Ridgeway Street Bridge Replacement Project

Mr. Phillips said the latest proposed terms of the agreement with Monroe County now requires the Borough to pay up to \$146,500 towards the engineering design costs for the bridge. Mr. Prevoznik said, also, per the letter from County Solicitor John Dunn – the Borough is no longer being asked to indemnify any other party to the agreement. Mr. Reese made a motion, seconded by Mrs. Wolbert, to approve the revised terms for the Contribution Agreement for the bridge project as referenced in Mr. Dunn’s 10/29/15 letter; the motion carried unanimously.

Recommendation of Task Force Committee on Update of Comprehensive Plan for selection of consultant from the RFP Process

Mr. Walton said four proposals had been received, the Committee interviewed three firms, and the near-unanimous recommendation is to go with the Gannett Fleming Engineering Co. proposal. Their proposal is for \$95,839. Mr. DeLarco suggested that the cost be capped at the stated figure, and that any change orders for increases must be approved by Borough Council. Mrs. Wolbert made a motion, seconded by Mr. Begley, to accept the recommendation of the Task Force Committee and award the contract for Comp. Plan Update to Gannett Fleming based on their proposal submitted July 2015; subject to any cost change orders being approved by Council; the motion carried unanimously.

Request for Extension of Time Period for timber harvesting contract by RGM Hardwoods, Inc.

Mr. Phillips said the contract with RGM Hardwoods requires completion of all timber harvesting by November 6, 2015; due to having to obtain a new subcontractor to complete the timber harvesting, RGM has requested an extension until the end of the year. Mr. Phillips said our Forester, Rod Jones of Northeast Timber Services, has recommended granting the extension. Mr. Flory made a motion, seconded by Mr. Reese, to approve the contract date extension until Dec. 31, 2015 as recommended; the motion carried unanimously.

Review and designation of proposed Capital Projects for loan financing

Mr. DeLarco said Council has received the proposed list of projects to be included in the proposal for loan financing; and asked Council to indicate their priorities. Mr. DeLarco said he feels two projects not listed are important: an automated water meter reading system (AMR); and parking meter enforcement automation. Mr. Phillips noted those projects could be funded through the Water Fund and General Fund, respectively. Mr. DeLarco also noted that Council has previously discussed implementing a parking “kiosk” type system for Normal St. and/or Crystal, and he would be in favor of including that project. Mr. Phillips said the cost for an initial phase of that work would probably be \$70,000 now.

Mr. D’Alessandro said he was not able yet to prepare a cost estimate for filtration system improvements for the Swimming Pool; the old sand filtration system at Wellhouse No. 3 possibly could be used to filter the swim pool water for filling once per year. Mr. DeLarco said we should not spend \$200,000 to recoat the swimming pool unless we also repair the leaks. Mr. DeLarco noted that the additional cost for the Pool could be \$125,000. Mr. Flory said he does not feel we can spend over \$300,000 on the swimming pool that loses money each year. Mr. Reese said he has always been supportive of recreation and the swimming pool.

Mrs. Wolbert said the Borough received grant funds from PA DCNR to renovate the pool in 2004 – perhaps grant funds could be available again? Mr. Phillips said it is unlikely that DCNR would fund renovation costs again for the same swimming pool. Mr. D’Alessandro said if leaks are significant, they should be eliminated. Mr. Flory said the pool is utilized only 50% by local residents. Mr. DeLarco asked for comments on other listed projects.

Mayor Martinelli said he feels the proposed lighting improvements at the N, Kistler St. parking lot could be eliminated.

Mr. Begley said he wants the Willow Street reconstruction work done, and agrees that we need the new Fire Truck; but agrees that the parking lot lighting improvements could be deleted. Mr. Begley also noted that the building security improvements are a lot more costlier than anticipated.

Mr. Reese asked about possible lease financing for the Dump Truck or Boom Mower? Mr. Phillips said that is an option; the interest rate would be slightly more for a lease, but the payback term a lot less so the annual cost would be more.

Mr. Flory said he also could do without the proposed parking lot lighting work

Mr. DeLarco said, unless there were other comments, there appears to be agreement on adding the following costs to the financing proposal:

- \$70,000 for parking “kiosk” system
- \$125,000 for swim pool leak repairs and filter system work

After discussion, Mrs. Wolbert made a motion, seconded by Mr. Reese, to authorize an RFP (Request for Proposal) for capital projects in the following amounts:

Projects to be financed from the General Fund	\$2,006,000
Refinancing of 2006 Loan (1 st Nazerath Bank)	<u>1,418,000</u>
Subtotal – General Fund	\$3,424,000
Projects to be financed from Water Fund	<u>\$3,754,000</u>
Total	\$7,178,000

The motion carried unanimously.

Proposed RFP for Loan Financing for Capital Projects through Concord Public Finance

Mrs. Wolbert made a motion, seconded by Mr. Flory, to request financing proposals through Concord Public Finance for both options – wrap around debt and level term financing – for the previously approved capital project amounts; the motion carried unanimously.

Update on Proposed Dedication by Harsco Corp. for Burson Street Right of Way

Mr. D’Alessandro reported that there is a “gore” in the title for a portion of the Harsco property that the company is seeking to clarify, perhaps through a quiet title action, before proceeding with the road right-of-way dedication to the Borough.

Request for Handicap Parking Sign at 440 Normal Street

Mr. Reese made a motion, seconded by Mr. Begley, to approve designation of a handicap parking space at 440 Normal Street as requested; the motion carried unanimously.

Authorize RFP for Audit Services for 2015 year/multi-year period

Mr. Flory made a motion, seconded by Mrs. Wolbert, to authorize an RFP (Request for Proposals) for audit services for the Borough for either a three or five year period beginning with the 2015 fiscal year; the motion carried unanimously.

Authorize RKR Hess to prepare submittal to PA DEP for reduced monitoring frequency at two former municipal landfill sites

Mrs. Wolbert made a motion, seconded by Mr. Begley, to authorize RKR Hess to prepare and submit a request to PA DEP for reduced monitoring frequency at the two former joint municipal landfill sites based on proposal dated 8/15/15; the motion carried unanimously.

Proposed FY 2015 CDBG Allocation – Public Hearing by Monroe County 11/18/15

Mr. Begley made a motion, seconded by Mr. Flory, to authorize the proposed FY 2015 Community Development Block Grant allocation of funds to be included in the public hearing to be held by Monroe County on November 18, 2015; the motion carried unanimously.

Advertise Budget Work Session Meetings and November Committee Meeting

Mr. Begley made a motion, seconded by Mr. Flory, to authorize advertising meetings of Council as follows:

- Budget Work Session meetings on 11/5/15 and 11/12/15 at 7:00 p.m.
- November Committee meeting on 11/24/15 at 7:00 p.m.

The motion carried unanimously.

Public Comments – New Business

Maura Green of 61 South Green Street said two trees need looked at on her street. Mr. Phillips said he would refer this to the Shade Tree Commission.

Correspondence

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

- i. RKR Hess, a Division of UTRS – 2015 year Inspection Reports for the East Stroudsburg and Middle Dams
- ii. Robert Gress – Parking on Exchange Street, STOP signs on E. Broad St., Walking path from Secor Avenue to Warren St. Mr. DeSalva said he would review those issues.
- iii. Jane Gagliardo – incident involving a Borough employee. Mr. Phillips said he would report to Council on this matter in executive session..

Reports

Mr. D'Alessandro reviewed his written Engineer's Report previously submitted to Council. Mr. D'Alessandro noted that in his preliminary review of the water rates, the Borough had met the revenue increase from the previous rate increase needed for the PennVEST loan debt service requirements.

Mr. Walton reported that he is continuing to work with the Collections Committee on collection efforts; and there is a current opening, and the possibility of two more openings, on the Zoning Hearing Board.

Mr. Reese reported there is a meeting Friday with SROSRC regarding swim pool management issues.

Mr. Phillips noted that ESU representatives are invited to attend the Planning & Zoning Committee meeting to be held this Friday 11/6/15 at 8:00 a.m.

Mr. DeLarco noted that the Collections Committee is meeting weekly, and putting a lot of effort into collecting delinquent water/sewer and garbage accounts – with some notable success.

List of Bills Payable – November 3, 2015

Mr. Reese made a motion, seconded by Mr. Begley, to ratify expenditures and payroll made through November 3, 2015 and approve the List of Bills Payable as submitted; the motion carried unanimously.

Executive Session

Mrs. Wolbert made a motion, seconded by Mr. Begley, to adjourn into executive session at 9:06 p.m.; the motion carried unanimously.

At 9:21 p.m. Council members reassembled in the meeting room, and Mr. Begley 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.

Attendance at Planning Commission Meeting

Mr. DeLarco encouraged any Council members to attend the 11/10/15 Planning Commission regarding the sandwich board sign issue.

Request for Meeting on Proposed 2016 SARPD Budget

Mr. Flory made a motion, seconded by Mrs. Wolbert, to request a meeting with the other participating municipalities under the Intergovernmental Agreement forming the regional police Department, and requesting an increase in the amount of Police Dept. reserve funds used to balance the proposed 2016 SARPD Budget. The motion carried by a vote of 4-1; with Mr. Begley voting no.

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

Mr. Phillips requested ratification of approval of agreements with the following:

- Bruce Cramer – W/S for 5 Park Street
- Mary DeNora – W/S for 72 North Green Street.
- Frederick Herr/Francis Latona – W/S for 15 Emerson Road
- Daniel Rose – W/S for 271 Brodhead Avenue
- Steven Washington – W/S for 383 Braeside Avenue

Mr. Flory made a motion, seconded by Mr. Reese, to ratify approval of these agreements as listed; the motion carried unanimously.

Adjournment

With no further business, Mr. Flory made a motion, seconded by Mr. Begley, to adjourn the meeting at 9:29 p.m.; the motion carried unanimously.

James S. Phillips, Secretary