

East Stroudsburg Borough, December 6, 2016

A regular meeting of the East Stroudsburg Borough Council was held at the Municipal Building on Tuesday, December 6, 2016. The following members were in attendance: Donald Cross, Roger DeLarco, Edward Flory, Maury Molin, William Reese, and Sonia Wolbert. 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 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 Jack Curtis.

Moment of Silence and Reflection

A moment of silence was observed by all in attendance.

Minutes of November 29, 2016 Meeting

Mr. Cross made a motion, seconded by Mr. Flory, to approve the minutes of the November 29, 2016 Council meetings as submitted; the motion carried unanimously.

Public Comments – Agenda Items

None.

Draft Green Infrastructure Plan for the Lower Brodhead Creek prepared by Brodhead Watershed Association

Craig Todd was present on behalf of the Brodhead Watershed Association (BWA) to answer any questions concerning the BWA Draft Green Infrastructure Plan. Mr. Prevoznik noted that Council members had only received a copy of the Plan today. Mr. Todd said the study area is about 70% impervious area; and stream degradation tends to occur when 20% or more is paved. The Plan will help mitigate stream degradation and could be part of the Borough's plan for MS4 compliance. Mr. Prevoznik said the MS4 Committee of Council can work with the BWA on these issues.

Mr. Phillikps asked if the map provided with the Plan identifies possible locations for "green projects" within the Borough? Mr. Todd said he was not familiar with the map. Mr. DeLarco asked if the grass areas between parking areas at East Stroudsburg University are possible sites for rain gardens? Mr. Todd said those areas were supposed to be "green" areas but are not maintained as originally intended.

Resolution No.25-2016 Adopting New Employee Manual

Mr. Phillips said the new Manual was drafted by Labor Counsel John McLaughlin and then reviewed by the Personnel Committee of Council. Meetings were held with employees to review the new manual, and some final revisions were made; the Manual is now ready for approval. After discussion, Mr. Flory made a motion, seconded by Mr. Molin, to adopt proposed Resolution No. 25-2016 adopting the new Employee Manual as submitted; the motion carried unanimously.

Resolution No. 26-2016 Adopting Proposed Five Year Capital Improvement Program for 2017-2021 Years

Mr. Flory made a motion, seconded by Mr. Reese, to adopt proposed Resolution No. 26-2016 Adopting the Proposed Five Year Capital Improvement Program for 2017-2021_Years; the motion carried unanimously.

Resolution No. 27-2016 Establishing Employee Contribution Rate for PMRS Pension Plan for 2017 Year.

Mr. Molin made a motion, seconded by Mr. Flory, to adopt proposed Resolution No. 27-2016 Establishing Employee Contribution Rate for PMRS Pension Plan for 2017 Year at 3.5%; the motion carried unanimously.

Proposed 2017 Borough Budget for All Funds – Authorize Availability for Public Inspection

Mr. Phillips noted that the Executive Committee of Council had discussed possible changes to the proposed Budget at their meeting this morning, with the goal of reducing the transfer monies budgeted from the Water Fund. After discussion, Mr. Molin made a motion, seconded by Mr. Cross, to rescind the motion on advertising the proposed Budget from the Nov. 29, 2016 meeting. The motion carried by a vote of 5-1, with Mrs. Wolbert voting no.

After further discussion, Mr. Flory made a motion, seconded by Mr. Reese, to authorize advertising the proposed Budget with a total General Fund millage rate of 24.0 mills (6.30 for debt service and 17.7 mills for general purposes), and with a reduced transfer from the Water Fund to General Fund of \$420,000. Mr. DeLarco said he is now in favor of this proposal, because of the reduction of the amount of transfer from the Water Fund to General Fund. Mr. Molin said he also, now, concurs with this proposal. Mrs. Wolbert said she is still not in favor of a tax increase, because the Borough has significant fund balances over and above operating expenses. Upon a roll call vote, the motion carried by a vote of 5-1, with Mrs. Wolbert voting no.

Proposed Ordinance No. 1316 Fixing the Real Estate Tax Millage Rate for 2017 Year

Mr. Flory made a motion, seconded by Mr. Molin, to authorize advertising proposed Ordinance No. 1316 fixing the real estate tax millage rate for the 2017 year at 6.3 mills for debt service and 17.7 mills for general purposes, for a total of 24.0 mills; the motion carried by a vote of 5-1 with Mrs. Wolbert voting no.

Proposed Schedule for Recycling – 2016 Christmas Tree Pickups and 2017 Yard Waste Curbside Pickups

Mr. Phillips distributed the proposed schedules. Mr. Reese made a motion, seconded by Mr. Flory, to approve the proposed Schedule for 2016 Christmas Tree Yard Pickups and 2017 Yard Waste Curbside Pickups, as submitted; the motion carried unanimously.

Designation of Free Parking Downtown for Christmas Season

Mr. Phillips distributed a memo on how Council has handled this issue in previous years. Susan Randall of the Eastburg Community Alliance (ECA) said even though some employers do not discourage their employees from parking in front of the businesses, ECA would still like to see free parking before Christmas to encourage people to shop downtown. After discussion, Mr. Molin made a motion, seconded Mr. Flory, to designate Free Parking downtown from Monday 12/19 through Saturday 12/24; the motion carried unanimously.

Authorize preparation by Engineer of specifications for bidding joint and crack repairs at Dansbury Park Swimming Pool

Mr. D'Alessandro reported that the Pool Consultant, Mr. Boyer of Aquatic Facility Design, Inc., feels the pool shell is experiencing major water loss. In order to repair the cracks and joints in the pool shell, bids for a contract will need to be "specked out" for bidding. Also, six plugs must be purchased to block the pool drains over the winter so the drains can be eliminated as a source of water loss; the cost of the plugs and winterizing the pool (also replacing the water meter) should not exceed \$2,500. After discussion, Mr. Molin made a motion, seconded by Mr. Flory, to authorize this work at the not to exceed cost of \$2,500; the motion carried unanimously.

Authorize Bids for Sale of 1991 GMC Dump Truck

Mr. Flory made a motion, seconded Mr. Molin, to authorize bids for sale of a 1991 GMC Topkick Dump Truck via Municibid; the motion carried unanimously.

Public Comments – New Business

Susan Randall reported that ECA (Eastburg Community Alliance) had planned to raise enough donations to make and hang approximately 30 natural wreathes in the downtown area for the Christmas season; now they have received a great response and anticipate doing a total of 72 wreathes. Mr. Molin said the wreathes look great, and he is also pleased to see that the holiday banners were able to be hung by the Borough maintenance crew. Mr. Molin said he understands that ECA is short only by \$174 to be able to do the 72 wreathes, and he made a motion, seconded by Mr. Cross, for the Borough to donate the \$174 needed to offset the cost of these holiday decorations. The motion carried unanimously.

State Rep. David Parker was present to thank Council for their support during his term of office as State Representative over the last two years, and indicated that Representative-elect Maureen Madden will be opening an office in Stroudsburg. Council members individually thanked Mr. Parker for his service and wished him well.

Correspondence

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

- i. PA Department of Environmental Protection (DEP) to Oak Tree Properties, Inc. – Site characterization work plan required for former Bustin Industrial Products operation. After discussion, Mr. Flory made a motion, seconded by Mr. Reese, to send a letter to the owner, Mr. Lichty, regarding the stormwater pump, which has been inoperative at the site. The motion carried unanimously.
- ii. PA Department of Environmental Protection (DEP) – Review completed of Draft Emergency Action Plan(s) (EAP) for East Stroudsburg Dam and Middle Dam.

Comment [JP1]: r.

Reports

Mayor Martinelli noted that the Recycling Center is still accepting televisions for recycling, and he said this is important so that TV's aren't left all over the two Boroughs.

Mrs. Wolbert asked for a report from Mr. Walton on Rental License permits issued for the next meeting.

Mr. Cross noted the County has agreed to waive the delinquent taxes on the 42 Lackawanna Avenue fire-damaged property, and he hopes the School District will do the same so this eyesore can be demolished and removed.

Mr. Phillips noted the Drought Warning is still in effect, and Borough Water System Users are being asked to conserve water by 10-15%. The Reservoir level is down 7 ft.; which is up 1 ft. since the recent rain event last week. Mr. Phillips reported that TPD Engineers have concluded that the easement for the Prospect Street road widening at Normal St. is wide enough to accommodate the relocation of the one Met-Ed utility pole that needs to be moved. Finally, Mr. Phillips reported that the income surveys for Elizabeth Street are not projecting to qualify for low/moderate eligibility for use of CDBG funds for the waterline replacement; with 50% of surveys submitted, only 32% of the persons qualify under low/moderate income guidelines.

Mr. DeLarco thanked Council members for their hard work on the various Committees of Council.

Mr. Flory noted three recent robberies reported in the downtown area. Mr. Flory asked Mr. Phillips if a letter was received from the Fire Company asking the Borough to donate the 1983 Fire Pumper to the County Fire Training Academy? Mr. Phillips replied; "not yet".

Mr. DeSalva reviewed his written DPW Activity Report submitted to Council.

Mr. D'Alessandro reviewed his written Engineer Report previously submitted to Council. Mr. DeLarco asked about completion of the Water Plant SOP? Mr. D'Alessandro noted on his report that the final two sections should be completed by 12/19/16.

Mr. Phillips noted that a single operator leaf truck has been approved for purchase under the Recycling Grant for Twin Boroughs Recycling. Mr. Molin made a motion, seconded by Mr. Flory, to authorize purchase of the Leaf Collection truck under Co-Stars purchasing, subject to the same action by Stroudsburg Borough, if necessary. The motion carried unanimously.

List of Bills Payable –December 6, 2016

Mrs. Wolbert made a motion, seconded by Mr. Molin, to approve the List of Bills Payable as submitted and to ratify payroll and expenditures to date; the motion carried unanimously.

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

Mr. Reese made a motion, seconded by Mr. Flory, to adjourn into executive session at 9:15 p.m.; the motion carried unanimously.

At 9:24 p.m. Council members reassembled in the meeting room, and Mr. Cross made a motion, seconded by Mr. Molin, to reconvene the public meeting; the motion carried unanimously. Mr. Prevoznik said the executive session was held to discuss a personnel matter and a litigation matter; and no decisions were made.

Ratify Hiring Offer of Employment for DPW Maintenance Employee

Mr. Cross made a motion, seconded by Mr. Molin, to ratify a conditional offer of employment to Zachary Bankes for a DPW maintenance position at a starting rate of pay of \$17.50 per hour; the motion carried unanimously

Adjournment

With no further business, Mrs. Molin made a motion, seconded by Mr. Cross, to adjourn the meeting at 9:27 p.m.; the motion carried unanimously.

James S. Phillips, Secretary