

MINUTES FOR REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY, NOVEMBER 7, 2017 - 7:00 p.m.

PRESENT: Roger DeLarco, Don Cross, Ed Flory, Sonia Wolbert, Bill Reese, and
Manager Brian Bond

ALSO PRESENT: Solicitor John C. Prevoznik, Borough Engineer Nate Oiler, Codes Officer
Marv Walton, Mayor Armand Martinelli, and DPW Director Steve
DeSalva

ABSENT: Maury Molin, and Finance Officer Ken Konz

The Pledge of Allegiance was led by Deborah Kuchinski.

October 17, 2017 Minutes

A motion was made by Mr. Flory, and seconded by Mr. Cross, to approve the October 17, 2017, Council Meeting minutes as presented. The motion was carried unanimously.

Public Comment – Agenda Items

None.

SROSRC Report

Mr. Bond made a recommendation by the commission for approval of the proposed 2018 SROSRC budget. The borough's share will be \$118,030.00, which is a 1% increase compared to 2017 budget.

A motion was made by Ms. Wolbert and seconded by Mr. Cross to approve the proposed 2018 SROSRC budget. The motion was carried unanimously.

Police Report

The SARPD report will be given at the November 21, 2017 meeting.

Eastburg Community Alliance

Ms. Randall announced the Winterfest Tree Lighting is scheduled for Saturday, December 9th from 1:00 pm to 5:00 pm.

Mr. Bond noted he received from Mr. Randall a thank you letter praising the Public Works Maintenance Department for an exemplary performance in supporting projects of the ECA.

Engineer's Report

The Engineer's Report was distributed.

Day Street and Broad Street ADA Ramp Construction:

Mr. Oiler reported that all final closeout documents were submitted, verified and determined to be acceptable by RKR Hess. RKR Hess recommends final payment of \$7090.49 as requested.

A motion was made by Mr. Flory and seconded by Mr. Reese to approve the final payment of \$7090.49 as recommended by RKR Hess. The motion carried unanimously.

Public Comments – New Business

Deborah Krushinski, owner of Brodhead Brew on Crystal Street, expressed her concerns with the proposed changes to the parking meter ticket fines. She suggested the meters should be adjusted to increase the length of time a meter can be fed. Mr. Martinelli stated the few meters within the South Courtland Street parking lot were adjusted to three-hour limits, and concurred with Ms. Krushinski that meters should be adjusted. Mr. Flory mentioned the new tickets do not come with payment envelopes and asked how people pay. Additionally, Ms. Krushinski stated the Kistler Street parking lot as well as the walkway next to Trackside is poorly lit and is concerned for community safety. Mr. DeLarco advised the lighting within the Kistler Street lot is on the list of items to be addressed. Mr. Bond thanked Ms. Krushinski for her input and advised the parking issues will be brought up in future budget meetings.

Reports

Steve DeSalva:

The DPW report was distributed prior to the meeting. Mr. DeSalva reported he and Mr. Bond are preparing the appropriate bidding documents for the Prospect Street signal turning lane project, in hopes the contractors will start during ESU's summer vacation. Also, he was having issues with the alarm system at the Fire House again. Mr. Cross asked if the leaking roof at the Fire House could be affecting the alarm system, to which Mr. DeSalva responded no. Lastly, Mr. DeSalva and Cal Miller are preparing for the Dam Construction to begin.

Marv Walton:

The October Permits report was distributed.

Ken Konz:

Muni-Link/Accufund billing and accounting system

Onsite training took place the week of November 1 – 3rd for the Muni-Link/Accufund billing and accounting system and are still in the process of extracting data from AMS to generate databases as well as test reports and billings for financial statements, payment registers and utility billings.

Developer Receivable Escrow

Mr. Bond and Mr. Konz are working with Ken Long of ESU to bring the reimbursement of student housing and information charges expenditures to a conclusion. ESU has been presented with an invoice in addition to supporting invoices initially paid by East Stroudsburg Borough.

Mayor Armand Martinelli:

No Report.

Sonia Wolbert:

Ms. Wolbert expressed her gratitude to the Department of Public Works with their help for the successful SROSRC Haunted Trail this year.

Don Cross:

No Report.

Roger DeLarco:

Mr. DeLarco thanked all the members of the Collections Committee for all their hard work and attending the meetings. He noted there is now a good system in place and now the committee will only meet on an as-needed basis. He also thanked Mr. Reese for bringing up the initial idea for the committee.

Bill Reese:

Mr. Reese expressed his thanks to Mr. Charlie Garris for securing the funding for the painting of the water tower, and noted that Council acknowledged the donors.

Ed Flory:

No Report.

Manager's Report

Mr. Bond noted the review of the MEA final report on the IBW property will be at the November 21st meeting.

Mr. Bond requested consideration of a resolution to enter into a contract with Mullin and Lonergan Associates, Inc. to provide consulting on the administration of the 2012, 2013 and 2014 CDBG grants.

A motion was made by Mr. Flory and seconded by Mr. Reese to enter into a contract with Mullin and Lonergan Associates, Inc. to provide consulting on the administration of the 2012, 2013 and 2014 CDBG grants. The motion carried unanimously.

Mr. Bond also requested consideration to approve the 2018 Budget for the Stroud Area Regional Police Department (SARPD), as recommended for approval by the SARPD Commission, with the contribution from the Borough of East Stroudsburg to be \$2,273,081, an increase of \$89,381, or 4.09%.

A motion was made by Mr. Cross and seconded by Mr. Flory to approve the 2018 Budget for the Stroud Area Regional Police Department (SARPD), as recommended for approval by the

SARPD Commission, with the contribution from the Borough of East Stroudsburg to be \$2,273,081, an increase of \$89,381, or 4.09%. The motion carried unanimously.

The Manager asked for consideration of a request to SARP to undertake a new actuarial study on unfunded liability to ensure accuracy during the budgetary process.

A motion was made by Ms. Wolbert and seconded by Mr. Cross to request SARP undertake a new actuarial study on unfunded liability to ensure accuracy during the budgetary process. The motion carried unanimously.

Mr. Bond asked for consideration to renew a contract with the USDA for Canadian Geese control at Gregory Pond, Zacharias Pond, Terra Greens and Dansbury Park at a cost not to exceed \$7140.

A motion was made by Mr. Reese and seconded by Mr. Cross to approve renewing a contract with the USDA for Canadian Geese control at Gregory Pond, Zacharias Pond, Terra Greens and Dansbury Park at a cost not to exceed \$7140. The motion carried unanimously.

Mr. Bond asked for consideration of a request of the ECA to utilize the DPW crews to install the Holiday Wreaths on the decorative street lights and the Season's Greetings banners in the C1A district.

A motion was made by Mr. Cross and seconded by Ms. Wolbert to approve the installation of the Holiday Wreaths on the decorative wreaths and the Season's Greetings banners by the DPW crews. The motion carried unanimously.

The Manager advised the proposed changes to Chapter 150, Vehicles and Traffic; Article III, Parking Regulations; Section 27, Penalties and Section 32 Meter Bags have been distributed for review. He requested any comments and questions by directed to him or Mr. Walton shortly.

Mr. Bond requested consideration to approve a Professional Services Agreement Form for services provided by the Borough Engineer and/or Solicitor in reviewing certain plans, drawings, engineering studies and other documents for the premises so developer will be able to pursue an application for land development for the premises and have its Solicitor provide such legal services as are required by the Borough.

A motion was made by Ms. Wolbert and seconded by Mr. Reese to approve the Professional Services Agreement Form for services provided by the Borough Engineer and/or Solicitor in reviewing certain plans, drawings, engineering studies and other documents for the premises so developer will be able to pursue an application for land development for the premises and have its Solicitor provide such legal services as are required by the Borough. The motion carried unanimously.

Bills Payable

A motion was made by Mr. Cross seconded by Mr. Flory to ratify bills payable through November 7, 2017. The motion carried unanimously.

Executive Session

A motion was made by Ms. Wolbert and seconded by Mr. Cross to adjourn the meeting to Executive Session at 7:41 pm. The motion carried unanimously.

A motion was made by Mr. Reese and seconded by Mr. Flory to reconvene the meeting at 9:18 pm. The motion carried unanimously.

Solicitor's Report on Executive Session

Employment and personnel matters were discussed and no action was taken.

Mr. Bond requested the Borough provide an offer of employment to Eliezer (Eli) Candelario to fill the vacancy of the Part Time Parking Enforcement Officer at \$15.00 an hour.

A motion was made by Ms. Wolbert and seconded by Mr. Flory to provide an offer of employment to Eliezer (Eli) Candelario to fill the vacancy of the Part Time Parking Enforcement Officer at \$15.00 an hour. The motion carried unanimously.

Mr. Bond requested to rescind a motion that was made previously allowing Mr. Cross to march in the upcoming Veterans Day Parade on Sunday, November 12th.

A motion was made by Ms. Wolbert and seconded by Mr. Flory to rescind a motion that was made previously allowing Mr. Cross to march in the upcoming Veterans Day Parade on Sunday, November 12th. The motion carried unanimously.

Adjournment

A motion was made by Mr. Flory and seconded by Ms. Wolbert to adjourn the meeting at 9:19 pm. The motion carried unanimously.

NEXT BUDGET WORK SESSIONS: Thursday, November 9, 2017 at 5:00 pm.

NEXT REGULAR MEETING: Tuesday, November 21, 2017 at 7:00 pm.