

MINUTES FOR REGULAR MEETING  
EAST STROUDSBURG BOROUGH COUNCIL  
TUESDAY, DECEMBER 5, 2017 - 7:00 p.m.

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

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

ABSENT: Codes Officer Marv Walton, and Finance Officer Ken Konz

The Pledge of Allegiance was led by Rich Ultsh.

**November 21, 2017 Minutes**

A motion was made by Mr. Reese, and seconded by Mr. Molin, to approve the November 21, 2017, Council Meeting minutes as presented. The motion was carried unanimously.

**Public Hearings**

A motion was made by Mr. Cross and seconded by Mr. Flory to open the public hearing of the proposed 2018 Annual Budget. The motion carried unanimously. Mr. Prevoznik noted there have been three work sessions for council members to work with and view the budget prior to this meeting.

Ms. Sharon Laverdure of the East Stroudsburg Community Alliance wanted to express her gratitude to the borough for their continuous support and appreciates that money is allocated in the budget again for the ECA in 2018.

With no other public comments, a motion was made by Mr. Molin and seconded by Mr. Cross to close the public hearing on the proposed 2018 Annual Budget. The motion carried unanimously.

Mr. Bond requested the approval of the proposed 2018 Annual Budget.

A motion was made by Ms. Wolbert and seconded by Mr. Cross to approve the 2018 Annual Budget as presented and advertised, with all expenditures of funds for the implementation of the Comprehensive Plan being approved by Borough Council. The motion was carried unanimously.

A motion was made by Mr. Molin and seconded by Mr. Cross to open the public hearing of the proposed Ordinance fixing the Real Estate Tax Rate for 2018. The motion carried unanimously.

Mr. Bond discussed the proposed Ordinance and advised there would be a 1.5 mil increase for the 2018 year. Mr. Molin suggested we publish the information on our website. There were no other public comments or questions.

A motion was made by Mr. Molin and seconded by Mr. Flory to close the public hearing on the proposed Ordinance fixing the Real Estate Tax Rate for 2018. The motion carried unanimously.

Mr. Bond requested consideration to adopt the proposed Ordinance fixing the Real Estate Tax Rate for 2018 as presented and advertised.

A motion was made by Mr. Flory and seconded by Mr. Molin to approve the Ordinance fixing the Real Estate Tax Rate for 2018 as presented and advertised. The motion carried unanimously.

**Public Comment – Agenda Items**

Sharon Laverdure invited everyone to the Winterfest Tree Lighting on Saturday, December 9<sup>th</sup> from 1:00 – 5:00 pm. There will be caroling, entertainment and the train ride with Santa Clause.

**Police Report**

The SARPD report will be given at the December 19<sup>th</sup>, 2017 meeting.

### **Eastburg Community Alliance**

Mr. Bond announced the Winterfest Tree Lighting is scheduled for Saturday, December 9<sup>th</sup> from 1:00 pm to 5:00 pm. The actual lighting will be between 5:00 – 5:30 pm.

### **Engineer's Report**

The Engineer's Report was distributed.

Mr. Oiler requested consideration of proposal from RKR Hess to provide construction administration and limited construction observation for the Elizabeth Street Water Line Replacement Project at a cost not to exceed \$28600.00.

A motion was made by Mr. Molin and seconded by Mr. Reese to approve RKR Hess to provide construction administration and limited construction observation for the Elizabeth Street Water Line Replacement Project at a cost not to exceed \$28600.00. The motion carried unanimously.

Mr. Oiler requested consideration of a proposal from RKR Hess to perform a Water Transmission Main Relocation feasibility study at a cost not to exceed \$25,000.00 plus reimbursable expenses.

A motion was made by Mr. Flory and seconded by Ms. Wolbert to approve RKR Hess to perform a Water Transmission Main Relocation feasibility study at a cost not to exceed \$25,000.00 plus reimbursable expenses. The motion carried unanimously.

### **Public Comments – New Business**

Debbie Krushinski expressed her concern with the lit wreaths that are hung through town. She reported some are not lit, or half lit and asked if we can fix them before the winter festival; Mr. Bond said he can have them looked at.

### **Reports**

#### **Steve DeSalva:**

The DPW report was distributed prior to the meeting. Mr. Cross inquired about the roof repair at the firehouse and if there was any idea of the cause to the problem. Mr. DeSalva responded that the flashing around the roof top unit was probably the cause.

#### **Marv Walton:**

The November Permits report was distributed prior to the meeting.

There will be a Zoning Ordinance Review Committee meeting held on Thursday, December 7<sup>th</sup> at 9am in the Borough Council Chambers.

#### **Ken Konz:**

#### **The Muni-Link/Accufund billing and accounting system**

In Mr. Konz's absence, Mr. Bond reported that we are in process of extracting data from AMS to generate databases as well as test reports and billings for financial statements, payment registers and utility billings. Muni-Link Client Profile in process of being completed. Given the fact that there is only one month left in 2017, the vendor thought it would make sense to "Go Live" in 2018. This would make the dividing line between AMS and Muni-Link/Accufund much more precise.

#### **Mayor Armand Martinelli:**

No Report.

#### **Maury Molin:**

No Report.

#### **Roger DeLarco:**

Mr. DeLarco wanted to thank council and Mr. Bond for their time and effort put into preparing the budget and for the tax documents.

**Bill Reese:**

No Report.

**Ed Flory:**

No Report.

**Solicitor John Prevoznik, Esq.:**

No Report, nothing for executive session.

**Manager's Report**

Mr. Bond requested authorization to allow the Borough Code to be reviewed by General Code.

A motion was made by Ms. Wolbert and seconded by Mr. Reese to authorize the Borough Manager to solicit a quote from General Code to review the East Stroudsburg Borough Code. The motion was carried unanimously.

The Manager requested the consideration of Change Orders #1 and #2 from Mobile Dredging and Video Pipe, Inc. for the Sewer System Rehabilitation Project as recommended by Glace Associates, Inc.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to approve Change Orders #1 and #2 from Mobile Dredging and Video Pipe, Inc. for the Sewer System Rehabilitation Project as recommended by Glace Associates, Inc. The motion was carried unanimously.

Mr. Bond requested the consideration of payment to Mobile Dredging and Video Pipe, Inc. for the amount of \$27,553.80 as recommended by Glace Associates, Inc. for the completion of the Sewer System Rehabilitation Project.

A motion was made by Ms. Wolbert and seconded by Mr. Flory to approve a payment of \$27,553.80 as recommended by Glace Associates, Inc. for the completion of the Sewer System Rehabilitation Project. The motion was carried unanimously.

The Manager received a request from the Pocono Dulcimer Club to purchase 20 parking meter bags for January 12<sup>th</sup> and 13<sup>th</sup> for the 16<sup>th</sup> Annual Pocono Dulcimer Festival.

A motion was made by Ms. Wolbert and seconded by Mr. Cross to approve the purchase 20 parking meter bags for January 12<sup>th</sup> and 13<sup>th</sup> for the 16<sup>th</sup> Annual Pocono Dulcimer Festival. The motion carried unanimously.

Mr. Bond requested the consideration of a proposal from the Pennsylvania Economy League to perform a financial analysis and projection of the Borough, as recommended by the Sewer Task Force Committee at a cost not exceed \$27,500.00.

A motion was made by Mr. Reese and seconded by Mr. Molin to approve the Pennsylvania Economy League to perform a financial analysis and projection of the Borough, as recommended by the Sewer Task Force Committee at a cost not exceed \$27,500.00. The motion carried unanimously.

**Bills Payable**

A motion was made by Mr. Cross and seconded by Mr. Flory to ratify bills payable through December 5, 2017. The motion carried unanimously.

**Adjournment**

A motion was made by Ms. Wolbert and seconded by Mr. Molin to adjourn the meeting at 7:36 pm. The motion carried unanimously.

NEXT REGULAR MEETING: Tuesday, December 19, 2017 at 7:00 pm.