

MINUTES FOR REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY, DECEMBER 19, 2017 - 7:00 p.m.

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

ALSO PRESENT: Solicitor John C. Prevoznik, Borough Engineer Nate Oiler, Codes Officer
Marv Walton, and Finance Officer Ken Konz and DPW Director Steve
DeSalva

ABSENT: Don Cross and Mayor Armand Martinelli

The Pledge of Allegiance was led by Maureen Madden.

December 5, 2017 Minutes

A motion was made by Mr. Molin, and seconded by Mr. Flory, to approve the December 7,
2017, Council Meeting minutes as presented. The motion was carried unanimously.

Public Comment – Agenda Items

State Representative Maureen Madden presented Mr. DeLarco with a certificate from the State
House recognizing his 25 years of service.

She also noted her office is located at 18 S. 9th Street in Stroudsburg if anyone should need her
assistance.

Police Report

The November report was distributed; Mr. Molin expressed his concerns about the area
surrounding the recent homicide. SARPD Chief Lyon stated the Housing Authority provides
money to SARPD for extra patrols in that area. With that said, crime rates are down this year.
She reiterates that residents need to call the police when they see something so SARPD can
continue helping to serve the community and keep us safe. Mr. Reese disagrees with how the
local paper states are streets are unsafe, and made a bad impression of our town and increased the
fright in our residents. ESU Chief Parish stated the University is working to enhance technology
to secure the campus with new cameras and additional personnel.

Eastburg Community Alliance

Mr. Bond asked for consideration of a request to authorize the final 2017 disbursement of
\$2000.00.

A motion was made by Ms. Wolbert and seconded by Mr. Reese to authorize the final 2017
disbursement of \$2000.00 as requested. The motion was carried unanimously.

Engineer's Report

The Engineer's Report was distributed. There are no action items.

Public Comments – New Business

Debbie Krushinski is concerned about the parking tickets that are issued during inclement
weather; people cannot see them on their windshield if it is snowing and they shred if the
windshield wipers are turned on. Mr. Walton stated we use thermal paper for tickets and they do
not fall apart and are waterproof. He stated we can look into other options regarding colored
paper to be used during snowstorms and/or envelopes.

Reports

Steve DeSalva:

The DPW report was distributed prior to the meeting. Mr. DeSalva noted he is pursuing the
firehouse roof with our own employees to do the work in house.

Marv Walton:

Mr. Walton discussed the need to have an asbestos inspection at the 42-48 Lackawanna Avenue location before demolition. His recommendation is to award the asbestos inspection to Quad 3 Architecture Engineering Environmental Services, at a cost of \$1050.00.

A motion was made by Mr. Molin and seconded by Mr. Reese to award the asbestos inspection to Quad 3 Architecture Engineering Environmental Services, at a cost of \$1050.00, based on the recommendation of the Zoning Officer. The motion was carried unanimously.

Ken Konz:

The Muni-Link/Accufund billing and accounting system

Mr. Konz reported they are 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. Muni-Link Client Profile is in the process of being completed. Additional onsite training is to take place Friday, December 29th. Given the fact that there are only a few weeks 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.

The November 2017 Borough Financial Statements were distributed. If there are any questions, please contact Mr. Konz.

CDBG

Mr. Konz requested to set a public hearing on January 2, 2018 for the revising of the Fiscal Year 2013 CDBG funds, allocating funds from housing rehabilitation to ADA curb ramp project.

A motion was made by Mr. Flory and seconded by Ms. Wolbert to set a public hearing on January 2, 2018 for the revising of the Fiscal Year 2013 CDBG funds, allocating funds from housing rehabilitation to ADA curb ramp project. The motion carried unanimously.

Liquid Fuels (Highway) Audit

Mr. Konz reported there is a scheduled audit of the Liquid Fuels fund on Wednesday, December 20th. Mr. DeSalva and Mr. Konz are in the process of gathering records for the Department of Auditor General’s exam.

Sonia Wolbert:

No Report.

Maury Molin:

Mr. Molin recommended the Borough should begin a Junior Council Person Program. He suggests having two members, possibly one from East Stroudsburg University and one from the within the school district. Mr. DeLarco suggests borough officials go speak with students at student council meetings.

A motion was made by Mr. Molin and seconded by Mr. Flory to direct the Borough Manager to contact East Stroudsburg University, East Stroudsburg Area School District and Notre Dame High School administrators to solicit interested participants. The motion carried unanimously.

Mr. Molin also mentioned the Christmas lights on the Municipal building looked nice and festive.

Roger DeLarco:

Mr. DeLarco requested we inform residents of the delay in service for Garbage and Recycling pick up during the holidays by posting signs within our building and posting it on the website. Garbage pick-up will be on Wednesday, December 27 and Wednesday, January 3. Recycling curbside pick-up will be delayed one day based on the current schedule.

Bill Reese:

Mr. Reese mentioned he distributed a recent newspaper article to other council members regarding the new fireworks law in Pennsylvania. He noted the tax will go to first responders. Mr. Walton stated he needs to revisit our ordinance on the fireworks policy.

Ed Flory:

No Report.

Solicitor John Prevoznik, Esq.:

Items for executive session.

Manager's Report

Mr. Bond reported the Zoning Ordinance Review Committee recommends Council to set a Public Hearing for the Proposed Ordinances amending Chapter 91 for the January 16, 2018 Council Meeting.

A motion was made by Mr. Flory and seconded by Ms. Wolbert to approve setting a Public Hearing for the Proposed Ordinances amending Chapter 91 for the January 16, 2018 Council Meeting. The motion carried unanimously.

Also, Mr. Bond reported the Zoning Ordinance Review Committee recommends Council to set a Public Hearing for the Proposed Ordinances amending Chapter 150 for the January 16, 2018 Council Meeting.

A motion was made by Ms. Wolbert and seconded by Mr. Flory to approve setting a Public Hearing for the Proposed Ordinances amending Chapter 150 for the January 16, 2018 Council Meeting. The motion carried unanimously.

The Zoning Ordinance Review Committee recommends Council approve Russ Scott of RKR Hess to work with Ken Konz to review the Sewer Billing policy, not to exceed \$11,000.00.

A motion was made by Mr. Reese, seconded by Mr. Molin, to approve Russ Scott of RKR Hess to work with Ken Konz to review the Sewer Billing policy, not to exceed \$11,000.00. The motion carried unanimously.

The Manager requested the consideration of a request from Laura L Mitchell of 459 Normal Street for a Handi-Cap Parking Space.

A motion was made by Mr. Flory and seconded by Mr. Reese to approve a Handi-Cap Parking space at 459 Normal Street, contingent upon proving current home address. The motion carried unanimously.

Also, the Manager requested the consideration of a request from James Engels of 11 Taylor Street for a Handi-Cap Parking Space.

A motion was made by Mr. Reese and seconded by Mr. Molin to approve a Handi-Cap Parking space at 11 Taylor Street. The motion carried unanimously.

Mr. Bond was seeking consideration to authorize the Borough Manager to release the UPI Public improvement funds, payment of \$19,593.77 to the Borough for reasonable fees incurred and \$20,000 to the Borough for future and final reasonable fees incurred.

A motion was made by Mr. Flory and seconded by Ms. Wolbert to authorize the Borough Manager to release the UPI Public improvement funds, payment of \$19,593.77 to the Borough for reasonable fees incurred and \$20,000 to the Borough for future and final reasonable fees incurred. The motion carried unanimously.

Mr. Bond requested consideration to advertise for a vacancy on the East Stroudsburg Borough Planning Commission.

A motion was made by Ms. Wolbert seconded by Mr. Molin to authorize the advertising of a vacancy on the East Stroudsburg Borough Planning Commission. The motion carried unanimously.

The Manager requested consideration to purchase the CCTV sewer van from Stroudsburg Borough at a cost of \$10,600.00 as recommended by the Borough Manager.

A motion was made by Ms. Wolbert and seconded by Mr. Reese to approve the purchase of the CCTV sewer van from Stroudsburg Borough at a cost of \$10,600.00 as recommended by the Borough Manager. The motion carried unanimously.

Mr. Bond reported that he is currently working with Steve DeSalva and Dan Strunk to reevaluate the hydrant flushing procedures and policy to alleviate complaints of the quality of the water.

Bills Payable

A motion was made by Mr. Reese and seconded by Mr. Flory to ratify bills payable through December 19, 2017. The motion carried unanimously.

Executive Session

A motion was made by Ms. Wolbert and seconded by Mr. Molin to adjourn the meeting to Executive Session at 7:35 pm. The motion carried unanimously.

A motion was made by Mr. Flory and seconded by Mr. Molin to reconvene the meeting at 8:19 pm. The motion carried unanimously.

Mr. Prevoznik reported that personnel and potential litigation matters were discussed and no decisions were made.

Adjournment

A motion was made by Mr. Flory and seconded by Mr. Molin to adjourn the meeting at 8:20 pm. The motion carried unanimously.

NEXT REGULAR MEETING: Tuesday, January 2, 2018 at 7:00 pm.