

East Stroudsburg Borough

Minutes of April 4, 2017 Meeting

A regular meeting of the East Stroudsburg Borough Council was held at the Municipal Building on Tuesday, April 4, 2017. The following members were in attendance: Roger DeLarco, Edward Flory, Maury Molin, and William Reese. Absent were Don Cross and Sonia Wolbert. Also attending were: Mayor Armand Martinelli; Solicitor John C. Prevoznik; Interim Manager Peter Marshall; Codes Officer Marvin Walton; Public Works Director Steven DeSalva; Finance Officer Kenneth Konz; and Engineering Representative Samuel D'Alessandro, P.E., of RKR Hess, a Division of UTRS.

Call to Order/Pledge of Allegiance – President DeLarco

Mr. DeLarco called the meeting to order at 7:00 p.m. The Pledge of Allegiance was led by Mr. Peter Marshall.

Introduction of Interim Borough Manager Peter Marshall was given by Mr. DeLarco. Mr. Marshall spoke to the Council and to public attendees, in reference to his past experiences and expressed his desire to work with the Borough.

Motion was made to table the minutes for the special meeting of Council of March 30, 2017 by Mr. Molin and seconded by Mr. Reese. Motion carried unanimously.

Public Comments for Agenda Items – None.

Interim Manager

Motion to authorize Interim Manager Peter Marshall as a signatory to the Borough's ESSA checking account was made by Mr. Flory and seconded by Mr. Reese. Motion carried unanimously.

Motion to authorize obtaining a bond from H. A. Thompson (Borough insurer) for Interim Manager Peter Marshall under the same terms, conditions, and amounts as was in place for the Manager James S. Phillips was made by Mr. Flory and seconded by Mr. Reese. Motion carried unanimously.

ECA

Motion to table ECA request for banners along road right-of-ways was made by Mr. Molin and seconded by Mr. Reese. Motion carried unanimously. Motion was made because Sue Randall, of the ECA, was unavailable to attend the meeting and present her request.

Sewer Task Force Report

Max Stoner, of Glace Associates presented an engineer's assessment of the East Stroudsburg wastewater treatment plant and collection system. The assessment report was previously approved by Council. Mr. Stoner reported as to the various components and relative condition of the Borough's wastewater treatment plant and collection system. After presentation and questions

from Council, a motion was made by Mr. Flory and seconded by Mr. Reese to accept the assessment report as presented by Mr. Stoner, and the report was to be made available on the Borough's website. Motion carried unanimously.

The Sewer Task Force, through Mr. Molin, reported that the next step in the evaluation of the sewer process was to send out Requests for Information (RFI) to various public, private, and media outlets to determine if there was any interest in the possible purchase of some or all of the components of the wastewater treatment system. The RFI was prepared by William Rhodes and Steven Park, of Ballard, Spahr, and the assessment report was to be attached to the RFI. The RFI does not commit the Borough to take any action with regard to the responses to the RFI but rather will allow the Borough to assess any options available to it. The issuance of the RFI with the assessment report was the last action in Phase I of the Sewer Task Force approval to evaluate the wastewater treatment system. Motion to issue the RFI with the assessment report attached to various public, private, and media outlets for response was made by Mr. Flory and seconded by Mr. Reese. Motion carried unanimously.

Phase 2 of the Sewer Task Force charge to evaluate the wastewater treatment system was discussed. An implementation plan and timeline was presented to Council as prepared by Attorney Rhodes which included the issuance of the RFI's by April 10, 2017; the authorization for two wastewater treatment plant tours to be conducted by Max Stoner, of Glace Associates; the responding to RFI questions by Max Stoner; and establishing the date of May 19, 2017, at 1:00 p.m., as the last date on which to submit a response to the RFI's. Phase II will include a review, evaluation, and recommendation by the Sewer Task Force Committee based on the RFI's in consultation with the professionals involved in the process. A Motion to adopt the implementation plan and timeline as presented by the Sewer Task Force Committee was made by Mr. Flory and seconded by Mr. Reese. Motion carried unanimously.

Motion to authorize services of Ballard, Spahr and Glace Associates to complete Phase II which includes the collecting, gathering, analyzing, categorizing, meeting, and recommending to the Borough future action with regard to its wastewater treatment system not to exceed in the aggregate \$50,000.00 based upon the proposals of Mr. Rhodes and Mr. Stoner, and to authorize execution of the proposals by the Borough was made by Mr. Flory and seconded by Mr. Reese. Motion carried unanimously.

Motion to issue the RFI on April 10, 2017 with signature of Maury Molin, Chair of the Sewer Task Force Committee; to authorize Glace Associates to receive all responses electronically; and to authorize electronically that the solicitation be open to the public was made by Mr. Flory and seconded by Mr. Reese. Motion carried unanimously.

Elizabeth Street Grant

Motion to accept a Pa. Small Water and Sewer Grant from the Commonwealth Financing Agency for replacement of the water lines in Elizabeth Street in the amount of \$340,980.00 was made by Mr. Molin and seconded by Mr. Flory. It was noted that this was a matching grant and that the Borough would be responsible for \$104,270 to complete the Elizabeth Street project. Motion carried unanimously.

2017 Road Paving Projects

Motion to table the approval of the 2017 Road Paving Program and authorization to bid contracts for same was made by Mr. Flory and seconded by Mr. Molin. It was noted that the Interim Manager wanted to review the program and make a recommendation as well as Council wanted time to ensure that there were no other projects which should be included. Motion carried unanimously.

CDBG ADA Ramp Project

A discussion was led by Samuel D'Alessandro regarding the reallocation of CDBG funds which were set to expire to pay for the entire ADA ramp construction contract. The ramp construction contract as bid exceeded the amount initially allocated to be paid with available CDBG funds. A motion was made to reallocate the expiring CDBG funds for the years 2012, 2013, and, if applicable, 2014 to pay for the ADA ramps as bid. Motion was made by Mr. Reese and seconded by Mr. Molin.

MS4 Committee

A report was made regarding the activities of the MS4 Committee. It was noted that a notice was received from PaDEP that the application for advanced waiver of the MS4 Permit was denied. It was reported that a full application for an MS4 Permit will now be due by August 2017. A Motion for the MS4 Committee to continue to work with Nate Oiler, of RKR Hess, a division of UTRS, and Marc Gold (as necessary) to continue meeting with the MS4 Committee and to finalize the application process for the MS4 Committee. Marc Gold and Nate Oiler are to provide proposals. Motion made by Mr. Flory and seconded by Mr. Molin. Motion carried unanimously.

Request for Structural Engineering Services

Marv Walton, Codes Officer, requested the services of a structural engineer with regard to the assessment of two damaged structures located in the Borough for action under the Code. Motion was made by Mr. Flory and seconded by Mr. Reese to approve Jim Wilson as structural engineer with a \$750.00 limit. Motion carried unanimously.

Middle Dam

Mr. D'Alessandro reported that a Phase I historical review needed to be performed on the proposed site of improvement for the Middle Dam as a State requirement. Mr. D'Alessandro recommended the services of RGA Inc, cultural research consultant, at a price of \$8,718.00 for Phase I and a completion date of four to five weeks. A Motion to accept the recommendation as stated above of Mr. D'Alessandro was made by Mr. Molin and seconded by Mr. Flory. Motion carried unanimously.

Public Comments for New Business – None.

Reports

1. Golf Course – Bryan Zukawski presented an insurance quote for property and liability insurance on the golf course prepared by Sheeley Insurance. Motion was by Mr. Flory and seconded by Mr. Reese to defer consideration of the proposal to the Interim Manager for further review. Motion carried unanimously.
2. Pool – A report was made regarding the status of the repairs to the pool. It was questioned as to the drainage procedure utilized for the pool. A motion was made by Mr. Flory and seconded by Mr. Reese to authorize the Borough Engineer, Russell Scott, to work with Mr. DeSalva and Mr. Marshall to determine the correct procedure to be utilized in draining the pool. Motion carried unanimously.
3. PSAB Conference – Discussion was led by Mr. Reese regarding authorizing Borough Council to attend the PSAB Conference so long as the item was properly budgeted. A motion was made by Mr. Reese and seconded by Mr. Molin to authorize any member of Council and/or the Mayor to attend the PSAB Conference scheduled for May 7 through May 10, 2017 and to be reimbursed for lodging, meals, and transportation costs in accordance with the Borough Employee Manual. Motion was made by Mr. Reese and seconded by Mr. Molin. Motion carried unanimously.

Executive Session

Motion was made by Mr. Flory and seconded by Mr. Molin to adjourn to Executive Session. Motion carried unanimously. Time 8:17 P.M.

Time 8:29 P.M., Executive Session ended. The Solicitor John Prevoznik stated that an Executive Session was held and that no decisions were made.

Bills Payable

Motion was made by Mr. Flory and seconded by Mr. Molin to ratify the payment of bills as presented through April 4, 2017. Motion carried unanimously.

Adjournment

With no further business, motion was made to adjourn the meeting at 8:35 P.M. by Mr. Flory and seconded by Mr. Molin. Motion carried unanimously.

Peter Marshall, Secretary