

MINUTES FOR REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY, February 6, 2018 - 7:00 p.m.

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

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

ABSENT: Don Cross and Finance Officer Ken Konz

The Pledge of Allegiance was led by Don Lynch.

January 16, 2018 Minutes

A motion was made by Mr. Reese, and seconded by Mr. Flory, to approve the January 16, 2018, Council Meeting minutes as presented. The motion was carried unanimously.

Public Comments – Agenda Items:

None.

Police Report

The SARPD report will be given at the February 20th, 2018 meeting.

Engineer's Report:

The Engineer's Report was distributed.

Mr. Oiler requested Council to approve and execute a contract addendum with Analytical Laboratory Services, Inc. (ALS) to continue landfill sampling and testing services through the end of 2018, at the current 2017 unit prices not to exceed \$8065.00, subject to approval by Stroud Township and Stroudsburg Borough.

Mr. Reese asked if this is done once a year. Mr. Oiler responded, yes, it is performed once a year.

A motion was made by Mr. Molin and seconded by Mr. Reese to approve and execute a contract addendum with Analytical Laboratory Services, Inc. (ALS) to continue landfill sampling and testing services through the end of 2018, at the current 2017 unit prices not to exceed \$8065.00, subject to approval by Stroud Township and Stroudsburg Borough. The motion carried unanimously.

Mr. Oiler also requested Council to authorize RKR Hess to submit the permit application for the mixer system in the Woods Road Water Tank to PA DEP and authorize a check for \$750 to the "Commonwealth of Pennsylvania" for the application fee.

A motion was made by Mr. Molin and seconded by Mr. Flory to authorize RKR Hess to submit the permit application for the mixer system in the Woods Road Water Tank to PA DEP and authorize a check for \$750 to the "Commonwealth of Pennsylvania" for the application fee. The motion carried unanimously.

Mr. Oiler reported that PA DEP issued the Water Allocation Permit Renewal for Michael Creek Diversion on January 19, 2018. This permit renewal maintains the Borough's ability to seasonally divert water to the reservoir system. The permit is valid for 25 years, until 2043. As a condition of the permit, the Borough will be required to develop a plan for reducing unaccounted for water in the water system over a five-year period.

Mr. Molin asked what the status is of the Willow Street project. Mr. Oiler advised the goal is to proceed, however, we need all the easements before we start the bidding process.

Public Comments – New Business:

None.

Reports

Steve DeSalva:

The DPW report was distributed prior to the meeting. Mr. DeSalva noted three upcoming meetings regarding the Ridgeway Street Bridge; February 12 (invite only), February 16 (PUC meeting) and February 20th from 6:00 – 6:45 pm before the regularly scheduled council meeting (open to the public).

Mr. Reese asked Mr. DeSalva to clean up Veteran's Park before spring time and before the flags and banners are hung. He said the park area is in need of some care, and the bushes need to be trimmed. Mr. DeSalva advised he will put this on his plan for spring.

Marv Walton:

The January Permits report was distributed prior to the meeting. Mr. Walton noted that 21 snow/ice hang tag warnings were issued, and after follow-ups, 11 citations were subsequently filed with the Magistrate.

Mr. Walton requested consideration of a recommendation of Borough staff to hire Monte Rafaniello as the Part-Time Rental Housing Inspector at \$16.85 an hour.

A motion was made by Mr. Molin and seconded by Mr. Flory to approve the hiring of Monte Rafaniello as the Part-Time Rental Housing Inspector at \$16.85 an hour. The motion carried unanimously.

Mr. Walton requested to set a special meeting for the ESU Information Commons Conditional Use Hearing for Thursday, March 1, 2018 at 5:30 pm.

A motion was made by Mr. Reese and seconded by Mr. Molin to set a special meeting for the ESU Information Commons Conditional Use Hearing for Thursday, March 1, 2018 at 5:30 pm. The motion carried unanimously.

Mr. Prevoznik noted this is a request of ESU; although it is an ambitious schedule, it seems that March 1, 2018 is a reasonable date for the hearing. The traffic reviews and parking studies have been done. The information is being submitted to the Planning Commission on February 13, 2018.

Ken Konz:

No Report.

Mayor Armand Martinelli:

Mr. Martinelli requested approval to present a Resolution to Wanda and Charlie Lasher for their 20+ years of dedicated service to the East Stroudsburg Crime Watch and the Borough of East Stroudsburg. He asks that Borough Council and the Police Commission all be involved with the presentation.

A motion was made by Mr. DeLarco and seconded by Mr. Molin to proceed with the presentation of a Resolution to Wanda and Charlie Lasher for their 20+ years of dedicated service to the East Stroudsburg Crime Watch and the Borough of East Stroudsburg. The presentation shall be at the next Borough Council Meeting, February 20th 2018. The motion carried unanimously.

Sonia Wolbert:

No Report.

Don Cross:

Absent.

Maury Molin:

Mr. Molin read aloud a letter from a constituent regarding her involvement in a three-car accident on Prospect Street near Wawa and ESU. She is requesting Borough Council review that area as it is a danger to the community, and a very high-traffic area.

Mr. Bond noted this is a state road and requested permission to forward the letter to PennDot for their review.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to allow Mr. Bond to forward the letter from the constituent to PennDot for review of this area. The motion was carried unanimously.

Mr. Molin requested an ad hoc committee be formed to review the current ward system. He is concerned the wards are currently proportioned differently and represented unfairly based upon the numbers. He suggested to allow one at-large member, but was advised the borough can either have all at-large members or wards, but not a mixture of both. Mr. DeLarco stated a committee will be set up to review the current ward system and advised Mr. Molin to reach out for committee member volunteers. Mr. Reese and Ms. Wolbert both expressed interest in becoming part of the committee.

Bill Reese:

No Report.

Ed Flory:

No Report.

Solicitor John Prevoznik, Esq:

Mr. Prevoznik reported that he and Mr. Bond are scheduled to attend a tax exempt request hearing on Wednesday, February 7, 2018 in regards to 66/68 Analomink Street building. The building is no longer on the market, is now being used for Borough business and we are request tax exempt status effective January 1, 2018.

Mr. Reese asked what is the normal success of this type of situation? Mr. Prevoznik responded there is a good chance we will obtain tax exemption effective January 1, 2018.

Manager's Report:

Mr. Bond reported we received seven bids for the Various Chemicals for the Water Filtration Plant and Wells and Wastewater Treatment Plant and were opened January 16, 2018. There was no bid on Item #1. Mr. Bond is requesting consideration of awarding the East Stroudsburg Borough Chemical Bids as follows:

- Chlorine, 2,000 lb. cylinders to Kuehne Company for \$150.00 per Centum Weight.
- Zinc Phosphate, 50 lb. bags to Shannon Chemical for \$107.07 per Centum Weight.
- Powdered Activated Carbon, 40 lb. bags to Coyne Chemical for \$106.63 per Centum Weight.
- Sodium Hypochlorite, 15 gallon containers to Main Pool and Chemical Co., Inc. for \$19.40 per Centum Weight.
- Sodium Hydroxide, bulk delivery to Main Pool and Chemical Co., Inc. for \$26.50 per Centum Weight.
- Aqua Mag Blended Phosphate, 30 gallon drums to Coyne Chemical for \$99.29 per Centum Weight.
- Polyaluminum Chloride, bulk delivery to Holland Co., Inc. for \$24.80 per Centum Weight.

A motion was made by Mr. Reese and seconded by Mr. Flory to award the East Stroudsburg Borough Chemical Bids as stated and attached here unto. The motion carried unanimously.

Mr. Prevoznik noted the bid tabulation is attached to the minutes with all of the bid results. Mr. Martinelli asked Mr. Bond to define centum weight, to which Mr. Bond responded it is "per hundred pounds". Mr. Reese asked what we do about receiving no bid for Item #1. Mr. Bond stated we are reaching out to the companies who bid last year on that product and we will have to rebid Item #1.

The Manager asked for approval to utilize Tom Josiah, CPA, for accounting services not to exceed 100 hours annually at \$100.00 per hour. The service agreement is included.

A motion was made by Mr. Molin and seconded by Mr. Flory to approve utilizing Tom Josiah, CPA, for accounting services not to exceed 100 hours annually at \$100.00 per hour. The service agreement is included. The motion carried unanimously.

Mr. Bond requested consideration to appoint Marv Walton as the Flood Plain Administrator.

A motion was made by Mr. Flory and seconded by Mr. Reese to appoint Marv Walton as the Flood Plain Administrator. The motion carried unanimously.

Mr. Bond reported he received a request from the Carbon-Monroe-Pike Mental Health and Development Services to hold their 18th Annual Mental Health Awareness Walk on May 18, 2018 from 11:00 am – 12:00 pm, contingent upon providing the deposit, application fee and certificate of insurance.

A motion was made by Ms. Wolbert and seconded by Mr. Reese to approve the Carbon-Monroe-Pike Mental Health and Development Services to hold their 18th Annual Mental Health Awareness Walk on May 18, 2018 from 11:00 am – 12:00 pm, contingent upon providing the deposit, application fee and certificate of insurance. The motion carried unanimously.

The Manager requested authorization to send out an additional mailer to all residents of the Borough of East Stroudsburg informing them of the amended ordinances and summer job opportunities provided by SROSRC.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to approve sending out an additional mailer to all residents of the Borough of East Stroudsburg informing them of the amended ordinances and summer job opportunities provided by SROSRC. The motion carried unanimously.

Mr. Bond reported he received a request from the Monroe County Veterans Association, Inc. to hold the Annual Veterans Day Parade on Sunday, November 4th, 2018 from 1:00 pm – 3:00 pm contingent upon providing the deposit, application fee and certificate of insurance.

A motion was made by Mr. Flory and seconded by Mr. Reese to approve the request from the Monroe County Veterans Association, Inc. to hold the Annual Veterans Day Parade on Sunday, November 4th, 2018 from 1:00 pm – 3:00 pm contingent upon providing the deposit, application fee and certificate of insurance. The motion carried unanimously.

Mr. Bond requested authorization for Borough staff to scrap 24 unrepairable parking meters.

A motion was made by Mr. Molin and seconded by Mr. Reese to approve Borough Staff to scrap 24 unrepairable parking meters. The motion carried unanimously.

Pool Update

The Manager reported he is ordering new valves, preparing for spring repairs and exploring other options on things to do with the pool in the future.

Mr. Prevoznik reported on the agreement of sale of 0.69 acres in Smithfield Township to be joined at the Middle Dam, for Ten Thousand Dollars (\$10,000.00), the appraised value of the property, plus One Thousand Dollars (\$1,000.00) for attorney review and professional services from Mr. Schwartz and Ms. Graham.

A motion was made by Mr. Flory and seconded by Mr. Reese to approve the agreement of sale of 0.69 acres in Smithfield Township to be joined at the Middle Dam, for Ten Thousand Dollars (\$10,000.00), the appraised value of the property, plus One Thousand Dollars (\$1,000.00) for attorney review and professional services from Mr. Schwartz and Ms. Graham.

Mr. Bond suggested that Council conduct one meeting a month in July and August, on the 3rd Tuesday of both months, July 17 and August 21, and cancel the 1st meeting in July and August.

A motion was made by Mr. Flory and seconded by Mr. Molin to schedule the council meetings in July and August to be the third Tuesday for each month, being July 17 and August 21, and cancel the 1st meeting in July and August. The motion was carried unanimously.

Roger DeLarco:

Mr. DeLarco distributed the State of the Borough Address. This will also be posted to the East Stroudsburg Borough website, and attached to the minutes.

Bills Payable

A motion was made by Ms. Wolbert and seconded by Mr. Molin to ratify bills payable through February 6, 2018. The motion carried unanimously.

Ms. Wolbert asked about the payment on the report to AMS. Mr. Bond advised there will be one, possible two more payments to AMS until we are certain all the information has been imported completely into the new system.

Executive Session

A motion was made by Ms. Wolbert and seconded by Mr. Reese to go into Executive Session at 7:34 pm. The motion carried unanimously.

A motion was made by Mr. Flory and seconded by Mr. Reese to reconvene the meeting at 7:50 pm. The motion carried unanimously.

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

Adjournment

A motion was made by Mr. Flory and seconded by Mr. Reese to adjourn the meeting at 7:50 pm. The motion was carried unanimously.

NEXT REGULAR MEETING: Tuesday, February 20, 2018; 7:00 pm.