

MINUTES FOR REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY, JUNE 5, 2018 – 7:00 p.m.

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

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

The Pledge of Allegiance was led by Gregory Lattimore.

May 1, 2018 Minutes

A motion was made by Mr. Molin and seconded by Mr. Flory, to approve the May 1, 2018, Council Meeting minutes with amendment as noted by Mr. Flory. The motion carried unanimously.

Mr. Flory wanted to be sure the minutes reflect his comment regarding his concerns about the amount of Terra Green gift certificates that are being donated for prizes at golf tournaments.

May 15, 2018 Minutes

A motion was made by Mr. Flory and seconded by Mr. Cross to approve the May 15, 2018, Council Meeting minutes. The motion carried unanimously.

Public Comments – Agenda Items

Ted Eilber wanted to express his concerns about the Shade Tree Commission, of which he is an ex officio member. He stated that as of June 13, the Shade Tree Commission will be defunct; not enough members attend meetings to have a quorum, therefore, the group cannot conduct any business or make any decisions. They are unable to get any volunteers to serve on the committee. Mr. Eilber does not have a solution and is seeking help from council. In the last 15 years, the committee has planted between 80-90 trees within the borough limits. Mr. DeLarco thanked Mr. Eilber for his continued years of service with the Shade Tree Commission and stated his expertise cannot be equated into what Mr. Eilber has given the Borough. Mr. Reese suggested that a fall planning season could be considered if we are able to find members and get back on track. He mentioned that the borough being recognized as Tree City is great, and trees are obviously good for our environment. Mr. Molin asked how many members make up the committee and how many vacancies there are. Mr. Eilber advised there should be five members, and there are currently five vacancies. Mr. Cross asked if the commission has reached out to other municipalities for ideas of how they get volunteers to serve. Mr. Eilber stated he has communicated with other local municipalities, and the lack of volunteers is a widespread problem and nobody has any other ideas or recommendations. Mr. DeLarco said council will be working on finding a solution.

SROSRC

Mr. Bond advised the Dansbury Pool is scheduled to open on Saturday, June 16th.

Mr. Bond reported on the StroudKids Camp Dansbury Park Pool revenue breakdown. Typically half the camp kids use the pool for one hour and then the other half of camp kids use the pool for one hour. A few kids may use the pool for 45 minutes during after camp care, but not every day. A total of \$500 from camp income (SROSRC) goes to the East Stroudsburg Borough pool income. Swim lessons are open to the general public and camp kids can participate, and pay the separate fee for the lessons. The swim lesson fee goes directly to pool income, not camp income.

Police Report

The SARPD report will be given at the June 19, 2018 meeting.

East Stroudsburg Community Alliance:

Mr. Bond reported the next ECA Board of Directors meeting is June 12th at 5:15.

Engineer's Report:

The Engineer's Report was distributed.

Mr. Oiler requested authorization for R.K.R. Hess to provide professional services to flag the Swartz property line and survey control points for construction not to exceed \$2,500.00.

A motion was made by Mr. Flory and seconded by Ms. Wolbert to approve R.K.R. Hess to provide professional services to flag the Swartz property line and survey control points for construction not to exceed \$2,500.00. The motion carried unanimously.

Mr. Oiler reported the Willow Street Project Bid due date is June 29, 2018 and the anticipated start date for the utility work is late summer/early fall. The final pavement installation is anticipated to begin in late spring/early summer 2019.

Mr. Bond reported that upon the review of the parking spaces along Normal Street adjacent to the student housing, there is only twelve inches of parking space within the limit of borough right of way. There is no room for meters or a kiosk within the borough's property, therefore, it is the recommendation of Mr. Bond to forgo placing meters on these specific parking spaces.

Public Comments – New Business:

Gregory Lattimore, President of Infinite Music Group, LLC, submitted a letter to the Borough Manager requesting permission to hold a "Back to School" block party along Crystal Street on Saturday, August 18 with a rain date of Saturday, August 25, 2018. He represents an entertainment group based in Pennsylvania and wants to give back to the community. Mr. Bond will be in contact with Mr. Lattimore to advise him of the requirements and details of his request. Mr. Bond will put this on a future agenda.

Deb Kuchinski, owner of Brodhead Brew on Crystal Street, asked why the two recent train events weren't advertised and why weren't the merchants notified. Mr. DeLarco suggested Ms. Kuchinski reach out to Sharon Laverdure to ask why these weren't publicized. Mr. DeLarco also advised the ECA has an opening on the board of directors and offered to add Mr. Kuchinski as a member.

Also, Ms. Kuchinski complained all the ECA activities and events are held in the depot building, not in the merchant area of Crystal Street.

Reports

Steve DeSalva:

The DPW Report and the Water Treatment Plant Report were distributed.

Mr. DeSalva reported he is preparing for the upcoming levee inspection. Also, the Penn Prime Loss Control is being completed.

Mr. Flory asked what the status is of the Normal Street project. Mr. DeSalva advised the contractor is in the process of receiving approval of all the materials that will be used, and should be starting construction in the next week or so, with a deadline of this upcoming fall.

Mr. DeSalva requested approval of the updated Mission Statement of Support for Employee Safety, a requirement of Penn Prime, which he read aloud. Mr. Prevoznik asked if the statement is true and if funds are set aside for a safety program, to which Mr. DeSalva answered yes.

A motion was made by Mr. Cross and seconded by Mr. Flory to approve the updated Mission Statement of Support for Employee Safety. The motion carried unanimously.

Marv Walton:

Mr. Walton reported E-File is now live. All parking citations are now being electronically filed with the magistrate.

Mr. Walton requested council to set a date for the Conditional Use Hearing for the Pocono Plaza Project on either Tuesday, July 24th or Thursday, July 26th at a recommended time of 5:30 p.m. Mr. Prevoznik asked if there would be written decisions by then, to which Mr. Walton answered yes.

A motion was made by Mr. Flory and seconded by Mr. Molin to set the Conditional Use Hearing for the Pocono Plaza Project on Tuesday, July 24 at 6:30 pm. The motion carried unanimously.

Mr. Walton stated that he, Mr. Prevoznik, and Mr. Bond discussed the necessity for the Zoning Officer to have his own solicitor. Mr. Prevoznik noted it is not a new procedure, and the

solicitor assigned to the Zoning Officer is only used when there is a conflict during which Mr. Prevoznik would not be able to represent him.

A motion was made by Mr. Cross and seconded by Mr. Wolbert to authorize the Borough Manager to contact and contract a solicitor for the Zoning Officer. The motion carried unanimously

Mr. Molin asked the status of the Brewski project. Mr. Walton advised the permits have expired, and they should be requesting an extension. It is ultimately the landowner's decision to proceed and file for extensions.

Mr. Walton also mentioned the Lackawanna demolition project is scheduled to begin June 11, 2018.

Ken Konz:

Mr. Konz requested authorization of a resolution revising the Fiscal year 2013 Community Development Block Grant Program budgets. East Stroudsburg Borough has completed the 2017 curb ramp project in the Borough which requires a reallocation of \$728.99 from the curb ramp line item to the housing rehabilitation line.

A motion was made by Mr. Reese and seconded by Mr. Molin to accept the resolution revising the Fiscal year 2013 Community Development Block Grant Program budgets. East Stroudsburg Borough has completed the 2017 curb ramp project in the borough which requires a reallocation of \$728.99 from the curb ramp line item to the housing rehabilitation line item. The motion carried unanimously.

Mr. Konz also requested authorization to process reoccurring invoices as they are received, such as the electric bills, garbage bills, etc. since Council only meets once a month in July and August.

A motion was made by Mr. Cross and seconded by Mr. Flory to authorize Mr. Konz to process reoccurring invoices as they are received. The motion carried unanimously.

Mayor Armand Martinelli:

No Report.

Sonia Wolbert:

No Report.

Don Cross:

No Report.

Maury Molin:

No Report.

Bill Reese:

No Report.

Ed Flory:

No Report.

Solicitor John Prevoznik, Esq:

Mr. Prevoznik has items for executive session.

Manager's Report:

Mr. Bond provided an update on the IBW property. PA DEP has released and approved the final report site characterization and remediation. The Borough was given the green light to proceed with the sale of the IBW property.

Mr. Ted Eilber has submitted a letter of resignation from the Shade Tree Commission.

A motion was made by Mr. Flory and seconded by Mr. Cross to accept Mr. Eilber's letter of resignation. The motion was carried 5-1. (Yea: Ms. Wolbert, Mr. Cross, Mr. Molin, Mr. DeLarco, Mr. Flory; Nay: Mr. Reese)

Mr. Bond received a request from Pocono Services for Families and Children for a donation of a foursome of golf at Terra Greens Golf Course as a prize at their Fourth Annual Golf Tournament to be held on Friday, June 1st, at Pocono Farms Country Club in Tobyhanna.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to approve the request from Pocono Services for Families and Children for a donation of a foursome of golf at Terra Greens Golf Course as a prize at their Fourth Annual Golf Tournament to be held on Friday, June 1st, at Pocono Farms Country Club in Tobyhanna. The motion was carried 5-1. (Yea: Ms. Wolbert, Mr. Cross, Mr. Molin, Mr. DeLarco, Mr. Reese; Nay: Mr. Flory)

Mr. Bond requested authorization to purchase one 2018 Peterbilt 337 Dump Truck from Hunter Truck Sales and Services with the Up-fit by Powell's sale and service for \$121,810.49, utilizing PA COSTARS contract #025-102, as provided for in the approved 2018 budget.

A motion was made by Mr. Molin and seconded by Ms. Wolbert to approve the Borough Manager to purchase one 2018 Peterbilt 337 Dump Truck from Hunter Truck Sales and Services with the Up-fit by Powell's sale and service for \$121,810.49, utilizing PA COSTARS contract #025-102, as provided for in the approved 2018 budget. The motion carried unanimously.

Mr. Cross asked if this was the best purchase price. Mr. Bond responded, yes, and will actually be \$500.00 less because they are eliminating the coal shoot.

Mr. Bond received a request from ESU Warrior Soccer for a donation of a foursome of golf at Terra Greens Golf Course as a prize at their Golf Tournament to be held on Friday, June 22nd at Mount Airy Casino Resort.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to approve the request from ESU Warrior Soccer for a donation of a foursome of golf at Terra Greens Golf Course as a prize at their Golf Tournament to be held on Friday, June 22nd at Mount Airy Casino Resort. The motion carried 5-1. (Yea: Ms. Wolbert, Mr. Cross, Mr. Molin, Mr. DeLarco, Mr. Reese; Nay: Mr. Flory)

Mr. Bond reported the request from the Comprehensive Plan Task Force to direct the Borough Manager to investigate and prepare a job description and funding source for an Economic Development Position.

A motion was made by Ms. Wolbert and seconded by Mr. Reese to approve the request from the Comprehensive Plan Task Force to direct the Borough Manager to investigate and prepare a job description and funding source for an Economic Development Position. The motion carried 5-1. (Yea: Ms. Wolbert, Mr. Cross, Mr. Molin, Mr. DeLarco, Mr. Reese; Nay: Mr. Flory)

Roger DeLarco:

None.

Bills Payable

A motion was made by Mr. Cross and seconded by Mr. Flory to ratify bills payable through June 5, 2018. The motion carried unanimously.

Executive Session

A motion was made by Mr. Reese and seconded by Mr. Molin to go into Executive Session at 7:42 pm. The motion carried unanimously.

A motion was made by Mr. Reese and seconded by Mr. Cross to reconvene the meeting at 8:06 pm. The motion carried unanimously.

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

Mr. Prevoznik stated the Town & Gown meeting with ESU on June 6, 2018 was not advertised at a council meeting. A committee of volunteers that consists of Ms. Wolbert, Mr. Cross and Mr. DeLarco will be attending the Town and Gown meeting at 5:30 pm.

Mayor Martinelli swore in the Junior Council Person (JCP), Corbin Ensley. Mr. Ensley, a student of East Stroudsburg High School South, accepted the position as JCP, and will attend monthly council meetings, observe borough council meeting rules, and actively participate in borough business. Mr. Ensley cannot vote on any issue and cannot attend “Executive Sessions”.

Adjournment

A motion was made by Mr. Flory and seconded by Mr. Reese to adjourn the meeting at 8:13 pm. The motion was carried unanimously.

NEXT REGULAR MEETING: Tuesday, June 19, 2018; 7:00 pm.