

MINUTES FOR REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY, JULY 17, 2018 – 7:00 p.m.

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

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

ABSENT: Don Cross, Junior Council Member Corbin Ensley and DPW Director Steve DeSalva

The Pledge of Allegiance was led by Ann Gould.

June 19, 2018 Minutes

A motion was made by Mr. Molin and seconded by Mr. Flory, to approve the June 19, 2018, Council Meeting minutes. The motion carried unanimously.

2018 Community Development Block Grant Public Hearing

A motion was made by Mr. Flory and seconded by Mr. Molin to open the public hearing. The motion carried unanimously.

Martha Robbins, Executive Director of the Monroe County Redevelopment Authority, led the public hearing. She explained this is the first of two required hearings for the 2018 grant monies allocated to the Borough of East Stroudsburg, which will benefit citizens in a low to moderate income area by providing decent housing, a suitable living environment and expanding economic opportunities. She is here to encourage citizens to participate in the grant program.

No public comments were made. Mr. Prevoznik noted the sign in sheet to be Exhibit 1.

A motion was made by Mr. Molin and seconded by Mr. Flory to move in Exhibit 1. The motion carried unanimously.

A motion was made by Mr. Reese and seconded by Mr. Flory to close the public hearing. The motion carried unanimously.

SARPD Budget Amendment Public Hearing

A motion was made by Ms. Wolbert and seconded by Mr. Molin to open the public hearing. The motion carried unanimously.

Mr. Prevoznik explained this public hearing is for the consideration of budget amendment line item #126 of the SARPD budget. The budget line needs to be raised from \$10,000.00 to \$310,000.00 to perform necessary repairs to the SARPD building. The SARPD building needs a new rubber roof and 7 central air condition units. Stroud Township, Stroudsburg Borough and East Stroudsburg Borough own the SARPD building. Amending the budget line prevents municipalities from amending their budgets and there is unassigned money available in SARPD budget to use. Mr. Flory asked if this includes the roof of the old building. Mr. Prevoznik stated this is just the roof of the main building. Mr. Molin asked if our share is affected. Mr. Prevoznik stated the municipalities' shares do not increase; they remain the same. There will be no changes to the municipalities' budgets for this.

No public comments were made. Mr. Prevoznik noted the sign in sheet to be Exhibit 1.

A motion was made by Mr. Reese and seconded by Mr. Flory to move in Exhibit 1. The motion carried unanimously.

A motion was made by Mr. Molin and seconded by Ms. Wolbert to close the Public Hearing. The motion carried unanimously.

A motion was made by Ms. Wolbert and seconded by Mr. Flory to approve the SARPD Budget Amendment as presented. The motion carried unanimously.

Public Comments – Agenda Items

Ann Gould of Stroudsburg Old Time Farmer's Market was present to express the groups' concerns of moving from their current location to the proposed location along Crystal Street. She said moving is not a good idea, the cars go too fast in that area. The residents of Shirley Futch who frequent the market will not be able to walk that far, and there is eight-inch curbing that poses a tripping hazard. The vendors currently have access to the bathrooms in the ECA building, but would be too far from new location, and the dumpsters for Trackside would be too close to their area. Ms. Gould suggested they move along the railroad tracks to be closer to Analomink Street, but was told that is railroad property. Mr. Flory thought everyone was on board for the move. Ms. Gould stated nobody agreed to move on the day Mr. Bond approached them. Mr. DeLarco stated the business owners wanted the market to be on Crystal Street for publicity. Ms. Gould stated she approached business owners about logos on tote bags and only five or six people agreed. The business owners and the vendors of the farmers market should promote each other. Ms. Gould said they are more concerned about the safety of their patrons more than publicity. She stated she wants to find a solution with someone at the borough. Sharon Laverdure said not everyone at the ECA agreed with the move, either. Mr. Bond said there is room for an 18-foot truck and tent with the table of goods set up at curbside and the patron would be on the sidewalk without having to step off the curb. The market was originally approved to be held within Miller Park. They have moved themselves down and are now setting up on railroad property. Sonya Cole stated not having close bathrooms is an issue and is the borough going to rent a portable toilet for Miller Park. Mr. Molin said most markets do not have toilets available and is not a problem. Ms. Wolbert added that having a bathroom is not a breaking point, the patron goes, shops and leaves. Mr. Prevoznik said council cannot approve a place at this meeting and they need to go to Miller Park as originally approved until they reach a new resolution. They are not authorized to be at their current location. Mr. Reese suggested adding caution cones or crosswalk cones to slow down traffic along Crystal Street. Ms. Gould, Ms. Lavedure of ECA, Ms. Kuchinski of Brodhead Brew, Mr. Molin and Mr. Bond will arrange a meeting in attempts to find a resolution.

SROSRC

The May SROSRC report was distributed via email. Mr. Bond reported the Dansbury Pool daily attendance totals. From June 16 through June 30, there was a total of 2,862 participants (674 season pass holders and 2,188 daily admission) and from July 1 through July 17, there was a total of 3,692 participants (830 season pass holders and 2,862 daily admissions).

Police Report

The June SARPD report was distributed. Lt. Schmidt reported June was an uneventful month for police activity. The donation kettle was stolen from the Salvation Army.

Public Comments for Police Issues:

Sonya Cole expressed her gratitude to SARPD for their help with the Freedom Festival and stated there were no fights!

East Stroudsburg Community Alliance:

None.

Engineer's Report:

The Engineer's Report was distributed.

Willow Street Utility Draining and Road Improvements

Mr. Oiler requested approval of the issuance of Notice of Intent to Award the construction contract to Northeast Site Contractors in the amount of \$1,252,021.00.

A motion was made by Mr. Molin and seconded by Mr. Flory to approve the issuance of Notice of Intent to Award the construction contract to Northeast Site Contractors in the amount of \$1,252,021.00. The motion carried unanimously.

Mr. Oiler requested Council to authorize 1) Issuance of the Final Award Notice, 2) Execution of the Contract by the Borough Manager, and 3) Issuance of the Notice to Proceed, upon a favorable review of the Agreement, Bonds and other documents by the Solicitor, Engineer and Manager.

A motion was made by Mr. Reese and seconded by Mr. Flory to authorize 1) Issuance of the Final Award Notice, 2) Execution of the Contract by the Borough Manager, and 3) Issuance of

the Notice to Proceed, upon a favorable review of the Agreement, Bonds and other documents by the Solicitor, Engineer and Manager. The motion carried unanimously.

Demolition of building at 42-48 Lackawanna Avenue

Mr. Oiler recommended Council to approve the final payment request to Brdaric Excavating, Inc. in the amount of \$67,075.00.

A motion was made by Mr. Molin and seconded by Mr. Flory to approve the final payment request to Brdaric Excavating, Inc. in the amount of \$67,075.00. The motion carried unanimously.

Mr. Oiler recommended Council to give authorization for the Borough Engineer, Solicitor and Manager to draft a new deed to place CDBG required deed covenants and remove all former Land Development approvals.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to authorize the Borough Engineer, Solicitor and Manager to draft a new deed to place CDBG required deed covenants and remove all former Land Development approvals. The motion carried unanimously.

Kimco/Pocono Plaza

Mr. Oiler requested Council authorize the Borough Engineer, Solicitor and Manager to draft an agreement designating full responsibility of Brown Street and the Brown Street Extension to Kimco/Pocono Plaza.

A motion was made by Mr. Reese and seconded by Ms. Wolbert to authorize the Borough Engineer, Solicitor and Manager to draft an agreement designating full responsibility of Brown Street and the Brown Street Extension to Kimco/Pocono Plaza. The motion carried unanimously.

Public Comments – New Business:

Sharon Laverdure was present with Alex Kelly, Eagle Scout who is completing his kiosk project to be located on Crystal Street. Ms. Laverdure asked why the project was not on the agenda. Mr. Bond stated that the ECA board members never authorized the maintenance of the kiosk, and copies of minutes from ECA meetings were never provided to the Manager as requested. Mr. DeLarco advised this should be presented to ECA board to be approved, and the transition within the ECA has nothing to do with approval of a project. Ms. Wolbert asked if there is money allocated for the cost of maintenance and suggested a discussion should happen within ECA. Sonya Cole stated this is a gift to the Borough. Mr. Prevoznik said there is nothing wrong with the project; there is a fight within the ECA board and legally, the appropriate minutes and motions during meetings need to happen. Mr. DeLarco asked Ms. Cole to send the bi-laws, however she does not have access to them and has to wait for Sue Randall to come to office on Thursday. Alex Kelly presented his project to Council. Jared Predmore of Schoonover and Vanderhoof architects assisted with the design. The project will be a kiosk located on the corner of Crystal Street and will be a map of the borough with information on upcoming events. There will be a plexi-glass window with a lock to allow for changing bulletins easily. Alex will also be replacing the existing Streetscape sign and redo the flowers within the flower bed. Mr. Prevoznik asked if anyone from the borough helped with the location. Alex advised Steve DeSalva assisted him and performed the One Call. The line of sight was cleared with Mr. DeSalva. Mr. Prevoznik asked Alex what type of materials he is using for the sign. Alex advised he is using lumber, concrete anchors, two 6-foot tall poles and A-frame roof and a corkboard covered with plexi-glass and a lock. He has about \$750 invested in the project. ECA is to provide the map for inside the kiosk. Mr. Prevoznik asked Mr. Walton if any permits are required, and if there are fees associated with them, would they be waived. Mr. Walton advised he will work with Mr. DeSalva. Mr. Reese asked when the project would be complete. Mr. Kelly advised he is building it off-site, and hopes to install it late August or early September.

A motion was made by Mr. Flory and seconded by Mr. Molin to allow Mr. Alex Kelly to proceed with the kiosk project, contingent upon a meeting with the Zoning Officer, Borough Officials and waiving of fees. The motion carried unanimously.

Reports

Steve DeSalva:

The DPW report, Monthly Man Hour report and Street Opening Reports were distributed.

Mr. Molin asked if any paving was being done this summer. Mr. Bond advised no paving will be done this year because Mr. DeSalva did not approach Mr. Bond until June about paving and did not do any research of underground utilities. Mr. Bond stated Mr. DeSalva is required to provide a spreadsheet after he performs a street assessment, which will provide a better idea of cost. It will also allow coordination with underground utilities to prevent ripping up the road after it is paved.

Marv Walton:

The Permits report, Violations report and Parking Enforcement reports were distributed.

Mr. Walton requested Council for authorization of a request from Eastburg 2025 Implementation Task Force to approve a professional services agreement with Gannett Fleming to provide assistance to the task force at a price not to exceed \$5,000.00.

Mr. DeLarco asked if there is money in the budget, to which Mr. Bond advised there is. Mr. DeLarco mentioned he and Mayor Martinelli both attended the last Task Force meeting and Mr. Martinelli is happy they are finally moving forward and are starting to accomplish their goals. Ms. Wolbert asked Mr. Walton how he will determine which consultant to use; Mr. Walton stated he is not sure as he has only dealt with the current consultant thus far.

A motion was made by Mr. Molin and seconded by Ms. Wolbert authorized the request from Eastburg 2025 Implementation Task Force to approve a professional services agreement with Gannett Fleming to provide assistance to the task force at a price not to exceed \$5,000.00. The motion carried unanimously.

Ken Konz:

The May 2018 Borough Financial Statements were distributed.

Mayor Armand Martinelli:

Mr. Martinelli presented a World Ostomy Day Proclamation and requested the borough declare October 6 World Ostomy Day – Speaking Out, Changing Lives.

A motion was made by Mr. Flory and seconded by Ms. Wolbert to declare October 6 as World Ostomy Day. The motion carried unanimously.

Sonia Wolbert:

No Report.

Don Cross:

Absent.

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 received a request from ESU to allow the banner at Prospect Street and Ridgeway Street to stay up until December 31, 2018.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to approve a request from ESU to allow the banner at Prospect Street and Ridgeway Street to stay up until December 31, 2018 for the 125th Anniversary of East Stroudsburg University. The motion carried unanimously.

Mr. Bond received a request from the Brodhead Watershed Association for a donation of \$300.00. The Borough has budgeted \$250.00 for this donation.

A motion was made by Ms. Wolbert and seconded by Mr. Reese to approve a \$250.00 donation to the Brodhead Watershed Association as provided for in the 2018 Budget. The motion carried unanimously.

Mr. Bond provided an update on Exit 308 – decorative lighting has been discussed with PennDot representatives.

The Borough Manager reported he met with Dawgs Infinite Music and the involved Merchants regarding the upcoming Crystal Street Block Party. Mr. DeLarco stated about twelve businesses were present, and all were sharing ideas, donating time and money.

Mr. Bond received a request from the First Baptist Church of East Stroudsburg to close Harris Street from East Broad Street to Dearth Street from Monday, July 23rd through Friday, July 27 from 8:00 am to 12:30 pm and on Friday, July 27 from 5:00 pm to 8:00 pm.

A motion was made by Ms. Wolbert and seconded by Mr. Flory to approve the First Baptist Church of East Stroudsburg to close Harris Street from East Broad Street to Dearth Street from Monday, July 23rd through Friday, July 27 from 8:00 am to 12:30 pm and on Friday, July 27 from 5:00 pm to 8:00 pm. The motion carried unanimously.

Mr. Bond received a request from the following charities: AWSOM, Bushkill American Legion Post #514, and St. Matthews Parish for a donation of a round of golf for four and two golf carts for Terra Greens Golf Course.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to approve the requests from AWSOM, Bushkill American Legion Post #514, and St. Matthews Parish for a donation of a round of golf for four and two golf carts for Terra Greens Golf Course. The motion carried 4 – 1. (Yea: Ms. Wolbert, Mr. Molin, Mr. DeLarco, Mr. Reese; Nay: Mr. Flory)

Mr. Bond received a request of the Comprehensive Plan Task Force to authorize advertising for an RFP for a Market Analysis.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to approve the request from the Comprehensive Plan Task Force to authorize the advertising of an RFP for a Market Analysis. The motion carried unanimously.

The Manager requested authorization of Resolution 15-2018 to ratify the Deed of Conformation between Norman and Florence Gregory to correct an error in the recording of the Deed of Dedication dated December 19, 2011. Mr. Prevoznik noted this is just from Borough to Borough as the original deed had no information on it and is for formality.

A motion was made by Ms. Wolbert and seconded by Mr. Flory to approve the resolution 15-2018 to ratify the Deed of Conformation between Norman and Florence Gregory to correct an error in the recording of the Deed of Dedication dated December 19, 2011. The motion carried unanimously.

Mr. Bond requested Council to accept a letter of resignation from Sue Randall resigning from the Shade Tree Commission.

A motion was made by Ms. Wolbert and seconded by Mr. Flory to accept the letter of resignation from Sue Randall resigning from the Shade Tree Commission. The motion carried unanimously.

Mr. Bond received a request from the Shade Tree Commission to appoint Lewis F. Wolff to the Shade Tree Committee with a term December 31, 2021.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to accept the request from the Shade Tree Commission to appoint Lewis F. Wolff to the Shade Tree Committee with a term December 31, 2021. The motion carried unanimously.

Mr. Reese asked if this committee was defunct and if you have to live in the Borough to be part of it, and Mr. Bond said people are interested in helping. Mr. Prevoznik advised under current codes a committee member needs to live within the Borough.

Mr. Bond requested authorization of the ratification of the hiring of Chris Brown as the Zoning Office Solicitor.

A motion was made by Ms. Wolbert and seconded by Mr. Flory to ratify the hiring of Chris Brown as the Zoning Office Solicitor. The motion carried unanimously.

Roger DeLarco:

No report.

Bills Payable

A motion was made by Mr. Reese and seconded by Ms. Wolbert to ratify bills payable through July 17, 2018. The motion carried unanimously.

Executive Session

A motion was made by Ms. Wolbert and seconded by Mr. Molin to go into Executive Session at 8:11 pm. The motion carried unanimously.

A motion was made by Mr. Molin and seconded by Ms. Wolbert to reconvene the meeting at 8:25 pm. The motion carried unanimously.

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

Mr. Bond reported he received an email from Linda McIntosh regarding the process of responding to requests made from settlement companies for closings or refinancing. Each response takes about an hour to complete and currently there is no charge for the Borough to complete these requests. So far this year, Linda has completed over 230 requests and she feels the Borough should charge for time and services rendered. Mr. Bond stated other municipalities charge for this service and asked council to continue the discussion in the future.

Adjournment

A motion was made by Mr. Flory and seconded by Ms. Wolbert to adjourn the meeting at 8:28 pm. The motion was carried unanimously.

NEXT REGULAR MEETING: Tuesday, July 24, 2018; 6:30 pm.