

MINUTES FOR REGULAR MEETING  
EAST STROUDSBURG BOROUGH COUNCIL  
TUESDAY, SEPTEMBER 18, 2018 – 7:00 p.m.

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

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

ABSENT: Mayor Martinelli and Junior Council Member Corbin Ensley

The Pledge of Allegiance was led by Madison Reichard.

**September 4, 2018 Minutes**

A motion was made by Mr. Cross and seconded by Ms. Wolbert, to approve the September 4, 2018, Council Meeting minutes. The motion carried unanimously.

**Public Comments – Agenda Items**

None.

**SROSRC**

The SROSRC report was distributed via email.

**Police Report**

The August SARPD was distributed via email. Chief Lyon pointed out the Quality of Life report and advised their department is being proactive this year as far as the college students and parties. They have made good neighbor visits with students and staff. Officers are aware of “hot spot” party areas and patrolling those areas frequently. Mr. DeLarco asked the status of the “nuisance” house on Smith Street that reportedly has had frequent calls. Chief Lyon advised she is aware of this issue and it is being addressed. Mr. Cross asked if there is a time limit for parties and noise. Chief Lyon stated there is not a noise ordinance, and the officers will respond every time they receive a call, no matter what time it is.

**Public Comment for Police Issues**

Gail Tasnady of Smith Street expressed her concerns about the fraternity house along Smith Street. She stated she called ESU police twice one night to complain about the noise and amount of people at that house. She witnessed 150-200 people walking to the party. Chief Lyon directed residents to call SARPD as soon as they see something so they can respond immediately to control the crowd on the street and stop parties before they begin. Debbie Kuchinski asked if it is recommended to have several people call about the same issue, to which Chief Lyon answered yes.

**East Stroudsburg Community Alliance**

The Borough Manager reported there is a Work Session scheduled with Borough Council and the ECA Board of Directors on Monday, October 8 at 5:15 pm in Borough Council Chambers.

A motion was made by Mr. Flory and seconded by Mr. Molin to authorize the Borough Manager to advertise the Work Session with Borough Council and the ECA Board of Directors to be held Monday, October 8 at 5:15 pm in Borough Council Chambers. The motion carried unanimously.

**Engineer’s Report**

The Engineer’s Report was distributed.

Mr. Oiler stated the CDBG monies the borough receives are being used for ADA ramps. He is seeking approval for RKR Hess to proceed with the survey, design and bid documents for the ADA ramp project in the amount not to exceed \$49,000.00.

A motion was made by Mr. Molin and seconded by Mr. Cross to authorize RKR Hess to proceed with the survey, design and bid documents for the ADA ramp project in the amount not to exceed \$49,000.00. The motion carried unanimously.

## **Public Comments – New Business**

Gary Hartshorn of Smith Street expressed his concern with the busy intersection of Highland Road and Smith Street and requested a four-way stop sign to stop speeding cars. He stated school buses use Highland Road instead of Spangenburg. Also, there is no site distance at the bottom of Highland Road. Mr. Bond advised Highland Road is a private drive for Notre Dame. He suggested a speed camera could be used to log speed for one week, but a four-way stop sign would not be possible since Highland Road and the road from the Presbyterian Church are both private drives. The Federal Traffic Highway Administration recommends alternative methods to control speed before using stop signs. Mr. Oiler advised there are guidelines that need to be met for installing stop signs, including traffic volume, site distance and other warrants and this area probably will not meet those guidelines. There are other methods for speed control that ESU has already implemented. Mr. DeLarco referred this matter to the Engineer and DPW director to survey, review and report their recommendations at the next council meeting.

Mr. Hartshorn also stated that even though Highland Road is a private road, the school buses that use the road are owned by the school district. Since he is a tax payer, he would like the borough to fix the potholes on Highland Road. Mr. Prevoznik advised the borough has no legal right to fix the private road. He stated the road belongs to Notre Dame and suggested Mr. Hartshorn contact the school district. Mr. Cross recommended Mr. Hartshorn write a formal letter so his request is on record. Mr. DeLarco stated we cannot improve a private road and we cannot use tax payer's money as this road is not ordained by the borough. Mr. Bond added if we take care of one private road, we would have to take care of all others. Mr. Reese gave Buttonwood Court as an example of another private road that had similar issues and the residents had to contact the school district because the borough could not improve their private bridge. He also stated the site distance at the bottom of Highland Road is a huge issue and the brush should be cut or trimmed. Additionally, he said we can document and prevent future issues with the fraternity on Smith Street and the alumni are also fed up with the situation. Mr. Molin added just a change of leadership could ruin everything in a fraternity, and students need to be held accountable for their actions.

Gretchen Peters from the Office of the Aging requested approval for an upcoming Pink Light awareness walk to be held on Thursday, October 4 at 5:00 pm. She brought her application, payment and other required information along with her.

A motion was made by Mr. Reese and seconded by Mr. Flory to approve the request to hold the Pink Light Walk on Thursday, October 4 at 5:00 pm, contingent upon review of application and required documents by the Borough Manager. The motion carried unanimously.

## **Reports**

### **Steve DeSalva:**

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

Mr. DeSalva reported we received one bid for the North Courtland Street pavement restoration project. The bid was submitted by Northeast Site Contractors in the amount of \$55,021.00, which compares well with Mr. DeSalva's cost estimates.

A motion was made by Mr. Cross and seconded by Mr. Flory to Authorize the issuance of the Notice of Intent to Award, the issuance of the Final Award Notice, the execution of the contract by the Borough Manager, and the issuance of the Notice to Proceed, upon a favorable review of the agreement, bonds and other documents by the Solicitor, Engineer and Manager. Mr. Prevoznik advised the documents be reviewed by the Engineer first and then let Mr. Prevoznik review if necessary. The motion carried unanimously.

### **Marv Walton:**

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

Mr. Walton advised the report that is run from Permit Manager only reflects currently open violations, it does not capture all violations. He will try to alter the report to show all violations if the software program allows. Mr. DeLarco asked Mr. Walton to contact the software company for assistance so a report can be generated showing all violations and provide the report to council. Mr. Flory asked why only one ticket was issued for parking within a fire lane. Mr. Walton advised he will continue to have our parking enforcement officers patrol the fire lanes and Chief Lyon will confirm her officers know to patrol those areas as well.

**Ken Konz:**

The July 2018 Borough Financial Statements were distributed.

Mr. Konz reported the 2019 MMO payment to PMRS will be in the amount of \$243,958.00.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to approve Resolution 26-2018, approving the 2019 MMO payment to PMRS in the amount of \$243,958.00. The motion carried unanimously.

Mr. Konz requested council to approve East Stroudsburg Borough's revision of the 2016 Community Development Block Grant (CDBG) Program for the Lackawanna Avenue Demolition project to cover existing project shortfall of \$13,916.74 to reflect the actual costs of \$95,506.91 for the completed demolition project and that Monroe County is directed to file the revision with the Commonwealth of Pennsylvania Department of Community and Economic Development for review and approval.

A motion was made by Ms. Wolbert and seconded by Mr. Flory to approve East Stroudsburg Borough's revision of the 2016 Community Development Block Grant (CDBG) Program for the Lackawanna Avenue Demolition project to cover existing project shortfall of \$13,916.74 to reflect the actual costs of \$95,506.91 for the completed demolition project and that Monroe County is directed to file the revision with the Commonwealth of Pennsylvania Department of Community and Economic Development for review and approval. The motion carried unanimously.

**Mayor Armand Martinelli:**

Mr. Martinelli will present East Stroudsburg University a Proclamation for "Founders Day, Celebrating 125 Years".

A motion was made by Mr. Molin and seconded by Mr. Cross to approve Mr. Martinelli to present a Proclamation for "Founders Day, Celebrating 125 Years" to East Stroudsburg University. The presentation will be on a later date. The motion carried unanimously.

**Sonia Wolbert:**

No Report.

**Don Cross:**

No Report.

**Maury Molin:**

Mr. Molin asked when the turning lane at Prospect and Normal Streets will be done. Mr. DeSalva advised there is a conflict with underground utilities and he and Mr. Bond will be meeting on September 19 to review their options to proceed.

**Bill Reese:**

Mr. Reese asked the status of the fire hydrant by Cramer's on North Courtland Street. Dan Strunk advised the hydrant has been out of service and there are closer hydrants to use. There is no concern that this hydrant is out of use and advised it will be removed.

**Ed Flory:**

No Report.

**Solicitor John Prevoznik, Esq:**

Mr. Prevoznik has items for executive session.

**Manager's Report:**

Mr. Bond received a request from the Pocono Irish American Club to hold the 42<sup>nd</sup> Annual St. Patrick's Day Parade on Sunday, March 24, 2019 at 1:30 pm. All appropriate forms and applicable fees have been submitted.

A motion was made by Mr. Reese and seconded by Ms. Wolbert to approve the requests from the Pocono Irish American Club to hold the 42<sup>nd</sup> Annual St. Patrick's Day Parade on Sunday, March 24, 2019 at 1:30 pm. Any additional fees instituted by the Borough prior to the parade shall be paid in full. The motion carried unanimously.

Mr. Bond requested approval of Resolution 22-2018 for the Disposition of Specific Borough Records.

A motion was made by Mr. Cross and seconded by Mr. Flory to approve Resolution 22-2018 for the Disposition of Specific Borough Records. The motion carried unanimously.

Mr. Bond requested authorization to advertise the Solid Waste Bid Specs upon approval of the Borough Solicitor.

Ms. Wolbert stated this is a significant change to our current garbage program and asked how and when the public will be notified. Mr. Bond advised the new information will be in the upcoming newsletter and the garbage company who is awarded the contract will send out mailers to residents and place ads in the Pocono Record. Mr. DeLarco said this is a positive change for the Borough and encourages residents to recycle since you pay for what you use, not a blanket charge for garbage collection. He suggests council members take time to ask questions so they can relay information to their constituents. Mr. Flory stated he foresees a major problem with people stealing garbage pails instead of leasing their own. Mr. Bond advised Radio-Frequency Identification (RFID) tags will be on the garbage pails for tracking purposes. Mr. Reese agrees with the changes but stresses we do our due diligence and we have staff who will enforce the program. Ms. Wolbert is concerned that 30 days is not long enough for residents to purchase their garbage pails once they are made aware of the new program and asked if we have a contingency plan. Mr. Bond stated once the bids are opened and approved, a mailer will be immediately sent to residents. We can also communicate with residents via door knockers and text alerts, and possibly contact those who have not purchased their garbage cans two weeks before the first collection as a reminder. Ms. Wolbert suggested a 45-60 day purchase time would be better than only 30 days. Mr. Bond added the new contractor will have penalties imposed by the Borough if they fail to pick up garbage at any location on collection day.

A motion was made by Mr. Molin and seconded by Mr. Cross to approve the advertising of the Solid Waste Bid Specs upon approval of the Borough Solicitor. The motion carried unanimously.

Mr. Bond requested authorization to advertise bid specifications for the purchase of a Combination Sewer Jet/Vacuum Truck upon approval of the Solicitor. Mr. Flory asked the estimated cost for such a truck. Mr. Bond stated it would be a used truck around \$100,000.00.

A motion was made by Mr. Flory and seconded by Mr. Reese to approve the request from the Borough Manager to advertise bid specifications for the purchase of a Combination Sewer Jet/Vacuum Truck upon approval of the Solicitor. The motion carried unanimously.

Mr. Bond requested approval of Resolution 23-2018 authorizing the Borough Manager to submit an Application for Traffic Signal Approval to the Department of Transportation and to sign the application for the traffic signal located at Lincoln Avenue and Pocono Plaza/Walmart Driveways.

A motion was made by Ms. Wolbert and seconded by Mr. Cross to approve Resolution 23-2018 authorizing the Borough Manager to submit an Application for Traffic Signal Approval to the Department of Transportation and to sign the application for the traffic signal located at Lincoln Avenue and Pocono Plaza/Walmart Driveways. The motion carried unanimously.

Mr. Bond requested approval of Resolution 24-2018 authorizing the Borough Manager to submit an Application for Traffic Signal Approval to the Department of Transportation and to sign the application for the traffic signal located at Lincoln Avenue and SR 2012 Brown Street.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to approve Resolution 24-2018 authorizing the Borough Manager to submit an Application for Traffic Signal Approval to the Department of Transportation and to sign the application for the traffic signal located at Lincoln Avenue and SR 2012 Brown Street. The motion carried unanimously.

Mr. Bond requested approval of Resolution 25-2018 authorizing the Borough Manager to submit an Application for Traffic Signal Approval to the Department of Transportation and to sign the application for the traffic signal located at SR 2012 South Courtland Street and Ridgeway Street.

A motion was made by Ms. Wolbert and seconded by Mr. Cross to approve Resolution 25-2018 authorizing the Borough Manager to submit an Application for Traffic Signal Approval to the

Department of Transportation and to sign the application for the traffic signal located at SR 2012 South Courtland Street and Ridgeway Street. The motion carried unanimously.

**Roger DeLarco:**

Mr. DeLarco recognized Madison Reichard from East Stroudsburg University. Ms. Reichard stated she is a graduate student in the Public Health Department and came to the council meeting to observe. Mr. DeLarco thanked Ms. Reichard for attending.

**Bills Payable**

A motion was made by Ms. Wolbert and seconded by Mr. Cross to ratify bills payable through September 18, 2018. The motion carried unanimously.

**Executive Session**

A motion was made by Mr. Cross and seconded by Ms. Molin to go into Executive Session at 7:55 pm. The motion carried unanimously.

A motion was made by Ms. Wolbert and seconded by Mr. Cross to reconvene the meeting at 7:59 pm. The motion carried unanimously.

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

Mr. Bond reported that East Stroudsburg Borough received two 2018 Small Water & Sewer Grants. One grant is for \$198,375.00 for a Back Up Emergency Generator with an estimated cost of \$244,000.00. The other grant is for \$400,800.00 for the Brown Street Waterline Replacement Project with an estimated cost of \$474,800.00.

**Adjournment**

A motion was made by Ms. Wolbert and seconded by Mr. Cross to adjourn the meeting at 8:00 pm. The motion carried unanimously.

NEXT REGULAR MEETING: Tuesday, October 2, 2018; 7:00 p.m.