

MINUTES FOR REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY, JULY 16, 2019 – 7:00 p.m.

PRESENT: Bill Reese, Manager Brian Bond, Don Cross, Roger DeLarco, Sonia Wolbert, Solicitor John C. Prevoznik, Maury Molin, Mayor Martinelli, Borough Engineer Nate Oiler, and Codes Officer Marv Walton

ABSENT: Ed Flory

The Pledge of Allegiance was led by Brian Ace.

June 18, 2019 Minutes

A motion was made by Mr. Molin and seconded by Mr. Cross, to approve the June 18, 2019 Council Meeting minutes. The motion carried unanimously.

July 2, 2019 Minutes

A motion was made by Mr. Molin and seconded by Mr. Cross to approve the July 2, 2019 Council Meeting minutes. The motion carried unanimously.

Public Hearing – 2019 CDBG Program

A motion was made by Mr. DeLarco and seconded by Mr. Molin to recess the regular meeting and convene a public hearing on the 2019 CDBG program. The motion carried unanimously.

Martha Robbins led the discussion. The purpose of this public hearing is to discuss the Community Development Block Grant (CDBG) program. Monroe County is expected to receive an allocation of approximately \$641,613.00 of FY 2019 CDBG funds from the Commonwealth of Pennsylvania; The Borough of East Stroudsburg's allocation will be \$149,057.00. At least 70% of the available funding must be used for activities which benefit low and moderate income persons in the service area to qualify as a low-moderate income project. The following types of activities may be eligible for funding under the CDBG Program: water and sewer line replacement and improvements, housing rehabilitation, construction of affordable housing, construction/reconstruction of public/community facilities, recreational facilities, public services that are new or provide quantifiable increases in the delivery of services, street improvements, historic preservation, removal of architectural barriers, code enforcement, economic development, acquisition and relocation, clearance and demolition, and general administration. The second public hearing is scheduled for October 2, 2019. Ms. Robbins wants to educate and encourage residents to participate in the offered programs.

A motion was made by Mr. Cross and seconded by Ms. Wolbert to close the public hearing on the 2019 CDBG program and reconvene the regular meeting. The motion carried unanimously.

The Borough Manager requested authorization to advertise and set an Informational Meeting for July 30, 2019 at 6:00 p.m. for the proposed Solid Waste Collection Service. After discussion, it was recommended to advertise this as a regular council meeting.

A motion was made by Mr. Molin and seconded by Ms. Wolbert to advertise and set an Information Meeting for the proposed Solid Waste Collection Service for July 30, 2019 at 6:00 p.m., and advertise it as a regular council meeting. The motion carried unanimously.

Public Comments – Agenda Items

None.

Police Report

Captain Gasper was present to review any questions regarding the June SARP report. Captain Gasper reported two officers retired June 30, 2019, and there are two new hires starting at the end of July.

Public Comment for Police Issues:

None.

East Stroudsburg Community Alliance

None.

Stroud Regional Open Space and Recreation Commission

Ms. Wolbert reported SROSRC hired a new executive director. Samantha Holbert, Interim Executive Director, was present and delivered 2018 financial statements. Mr. Reese asked when the pool is scheduled to close. Ms. Holbert stated the pool is scheduled to close August 18, but hopefully they will have enough staff to keep it open until August 26 or 27. Additionally, SROSRC may be able to have at least one of the borough pools open for Labor Day weekend. Mr. Molin asked about the attendance this season. Ms. Holbert advised the attendance was higher this season and the swim lessons also had good numbers. She stated they now accept credit cards, which has made a difference this year. Mr. Cross asked if there have been maintenance issues. Ms. Holbert said there have been no reported problems. On behalf of the Borough of East Stroudsburg, Ms. Wolbert thanked Ms. Holbert for her services every time she is needed.

Veterans Park Update

Mr. Reese reported that improvements are still happening in the park. They are soon purchasing the fence, and their goal is to have a dedication for Veteran's Day.

Engineer's Report

The Engineer's Report was distributed.

Willow Street

Mr. Oiler recommended the approval of payment request #9 in the amount of \$92,169.84 to Northeast Site Contractors in accordance with the recommendation from RKR Hess.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to approve payment request #9 in the amount of \$92,169.84 to Northeast Site Contractors in accordance with the recommendation from RKR Hess. The motion carried unanimously.

Mr. Oiler reported that the contractor has completed pavement restoration along Willow Street from the southern intersection with King Street to the intersection of Race Street.

CDBG ADA Ramp Project

Mr. Oiler recommended the approval of issuing the Notice of Award and Notice to Proceed to Heim Construction Company upon review of required documents and favorable recommendation by the engineer and solicitor.

A motion was made by Mr. Molin and seconded by Ms. Wolbert to approve issuing the Notice of Award and Notice to Proceed to Heim Construction Company upon review of required documents and favorable recommendation by the engineer and solicitor. The contract amount is \$193,380.92. The motion carried unanimously.

2019 Street Improvement Bids

Mr. Oiler recommended the approval of issuing the Notice of Intent to Award and Notice of Award to Gaver Industries Inc., dba Barker & Barker Paving, in the amount of \$183,471.50 upon review of required documents and favorable recommendation by engineer and solicitor.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to approve issuing the Notice of Intent to Award and Notice of Award to Gaver Industries Inc., dba Barker & Barker Paving, in the amount of \$183,471.50 upon review of required documents and favorable recommendation by engineer and solicitor. The motion carried unanimously.

Public Comments – New Business

Nicole from Underground Yoga and Deb Kuchinski asked permission to use the lawn in back of the ECA building for “Yoga on the Lawn”, to be held the first Saturday of each month, beginning at 5:30 p.m. Mr. Reese asked if that location is owned by the Railroad, or the borough. Ms. Kuchinski advised they will set up the same place Music on Mondays uses. Mr. DeLarco asked if there is a cost and who can join. Nicole stated adults may participate, and she would like to build a relationship with the community, therefore, maybe a donation from the participants, if anything.

A motion was made by Mr. Cross and seconded by Mr. Molin to allow the manager to approve “Yoga on the Lawn”, contingent upon date confirmation, insurance, and any other required information. The motion carried unanimously.

Ms. Kuchinski asked when the borough plans to maintain and water the planters that have been adopted. Mr. Bond advised we will be watering on Tuesday and Thursdays, and mentioned that there are seven out of twenty-four planters available to adopt.

Ms. Kuchinski asked what the rule is about table settings on sidewalks, and sandwich boards. She and other merchants along Crystal Street were under the impression that tables and chairs could not exceed into sidewalks, and asked if they are now allowed in the walkway. Mr. Bond advised sandwich boards are prohibited, and the committee is currently working on a new ordinance for outdoor dining. Anything on the sidewalks must abide by the Americans with Disabilities Act. Mr. Walton clarified that sandwich boards are allowed but not on public sidewalks. Ms. Summa asked why we would want to obstruct more foot traffic on public sidewalks. Mr. Molin stated as long as it is complaint with ADA standards, it is not an obstruction.

Samantha Holbert spoke about her not-for-profit organization, 1% for Nature. This organization raises money for nature through businesses. Some businesses in the borough already participate. Any money generated becomes available for grants for nature projects for government organizations, or other not-for-profit businesses.

Reports

Fire Chief:

The Fire Chief’s report was distributed.

Marv Walton:

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

Mr. Walton requested approval to set and advertise a Conditional Use Hearing for Tuesday, August 13, 2019 at 7:00 p.m. in Borough Council chambers for Green Valley Apartments.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to set and advertise a Conditional Use Hearing for Tuesday, August 13, 2019 at 7:00 p.m. in Borough Council chambers for Green Valley Apartments. The motion carried unanimously.

Mr. Walton reported a Joinder Deed request from Andi McClanahan for her property on Braeside Avenue. Mr. Prevoznik noted Ms. McClanahan applied for the joinder deed, Mr. Walton reviewed it and asked Mr. Prevoznik if there are any prohibitions. Mr. Prevoznik stated there is nothing about putting together two pieces of land, even if they are split by a borough road, like in this case. The homeowner is probably joining the two lots for tax purposes. The deed has a restriction to improvements and development. Mr. Molin asked how many other properties are on that road that are in the same situation. Mr. Walton stated this property is one of the only ones that has not been joined, that most of the other properties are already done.

A motion was made by Ms. Wolbert and seconded by Mr. DeLarco to approve the Joinder Deed request from Andi McClanahan for her property on Braeside Avenue. The motion carried unanimously.

Mr. Walton reported the Comprehensive Plan Task Force meets every other Wednesday, and sets forth action items for Council's consideration. One item is a comprehensive update of our zoning ordinance and map. This is already a budgeted item and Mr. Molin advised one could refer to page 77 of the Comprehensive Plan for more details regarding this topic.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to authorize Mr. Bond and Mr. Walton to develop a request for proposal (RFP) and send to planning firms to update our zoning ordinance and map. The motion carried unanimously.

Ken Konz:

The May 2019 Borough Financial Statements were distributed.

Mayor Martinelli:

Mr. Martinelli requested that Mr. Bond confirm the email to which he sends borough-related information as he is not getting the agenda packets.

Sonia Wolbert:

No Report.

Mr. Cross:

Mr. Cross reported line of sight issues. The corner of East 5th Street and Oak Street is overgrown, and the corner of Lackawanna Avenue and East Broad Street has overgrown hedges and forces pedestrians to walk in the street. Mr. Cross asked when the stencils on Crystal Street will be painted. Mr. Bond advised after the levee inspection.

Mr. Molin:

Mr. Molin advised there are residents of the borough who have less mobility than most, and requested we post pictures of the garbage cans on our website for their reference. Council agrees this would be a good idea.

Roger DeLarco:

Mr. DeLarco advised in other towns he visits, they schedule one week a year to allow residents to place bulky items out for collection, and asked if we could do something similar. Instead of offering clean up days, we could arrange the items to be collected from the residence. Mr. Martinelli stated the new ordinance allows one bulk item per week, and the borough is scheduling two clean up days throughout the year. Mr. Molin suggested using the private clean out services, like “Got Junk”, or private dumpsters.

Ed Flory:

Absent.

Solicitor John Prevoznik, Esq.:

No Report.

Manager’s Report:

Mr. Bond reported the request from St. Matthew’s Church to close Braeside Avenue from Ridgeway to Elks Street on August 9 through August 11, 2019 during the hours of the Annual Church Festival.

A motion was made by Mr. DeLarco and seconded by Mr. Molin to approve the request from St. Matthew’s Church to close Braeside Avenue from Ridgeway to Elks Street on August 9 through August 11, 2019 during the hours of the Annual Church Festival. The motion carried unanimously.

Mr. Bond reported the request from Doreen Mirams Charity Inc. for a donation of a round of golf for four with carts at Terra Greens Golf Course for a fundraising prize. Mr. Molin asked what is the cause for their charity. Mr. Bond advised they raise money for cancer.

A motion was made by Mr. Cross and seconded by Mr. Molin to approve the request from Doreen Mirams Charity Inc. for a donation of a round of golf for four with carts at Terra Greens Golf Course for a fundraising prize. The motion carried unanimously.

Mr. Bond requested authorization to advertise and schedule a Public Hearing on Ordinance 1353, Solid Waste, on Tuesday, August 13, 2019 at 8:00 p.m. in Borough Council Chambers. Mr. Prevoznik asked if the latest version of the proposed ordinance will be posted on our website, to which Mr. Bond advised it will be posted tomorrow.

A motion was made by Ms. Wolbert and seconded by Mr. Cross to approve advertising and scheduling a Public Hearing on Ordinance 1353, Solid Waste, on Tuesday, August 13, 2019 at 8:00 p.m. in Borough Council Chambers. The motion carried unanimously.

Mr. Bond requested authorization to purchase a Caterpillar 926M Wheel Loader and a 262D Skid Steer with attachments, to be financed through Caterpillar with a total cost of \$248,296.00. This will be a five-year finance period and is in the general budget. The borough is getting \$15,000 in the trade-in of our old piece of equipment.

A motion was made by Ms. Wolbert and seconded by Mr. Cross to approve the purchase of a Caterpillar 926M Wheel Loader and a 262D Skid Steer with attachments, to be financed through Caterpillar over a five-year period for a total cost of \$248,296.00 upon favorable review of the financing contract by the Solicitor and Manager. The motion carried unanimously.

Mr. Bond reported the request from East Stroudsburg University for free parking in the institutional district on the following dates: August 24, October 5, December 14, 2019, and May 9, 2020.

A motion was made by Mr. Molin and seconded by Mr. Cross to approve the request from East Stroudsburg University for free parking in the institutional district on the following dates: August 24, October 5, December 14, 2019, and May 9, 2020, contingent upon the University also providing free parking on these dates. The motion carried unanimously.

Mr. Bond requested authorization to approve the settlement agreement for the SR 0080-05S road improvement project, granting PennDot the required Right of Way, Aerial Easement, Drainage Easement and Temporary Construction Easement for \$49,700.00.

Mr. Oiler and Mr. Bond will speak to PennDot before moving forward to make sure it does not impact any current borough business.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to table the approval of the settlement agreement for the SR 0080-05S road improvement project, granting PennDot the required Right of Way, Aerial Easement, Drainage Easement and Temporary Construction Easement for \$49,700.00, and allow Mr. Oiler and Mr. Bond to speak with PennDot before moving forward to make sure it does not impact any current borough business. The motion carried unanimously.

Mr. Bond requested approval to purchase ten additional decorative trash receptacles for Crystal Street at a cost not to exceed \$14,886 through COSTARS Contract #033-026. Mr. Molin asked how often they are collected. Mr. Bond advised three times a week; Monday, Wednesday and Friday.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to approve the purchase of ten additional decorative trash receptacles for Crystal Street at a cost not to exceed \$14,886 through COSTARS Contract #033-026. The motion carried unanimously.

Mr. Bond reported the request from the Monroe County Veterans Association, Inc. to hold the annual Veterans Day Parade on Sunday, November 3, 2019 from 1:00 p.m. to approximately 3:00 p.m., with the parade route being closed by Borough Employees. Mr. Cross asked if he could march in the parade in his uniform with a sash, representing the Borough of East Stroudsburg. Mr. Molin and Mr. Reese both agreed that Mr. Cross should march in the parade in his uniform but not with a sash representing the Borough of East Stroudsburg. Mr. Bond agreed, and stated Mr. Cross should represent the veterans, not the Borough.

A motion was made by Mr. Cross and seconded by Ms. Wolbert to approve the request from the Monroe County Veterans Association, Inc. to hold the annual Veterans Day Parade on Sunday, November 3, 2019 from 1:00 p.m. to approximately 3:00 p.m., with the parade route being closed by Borough Employees, contingent upon all appropriate forms, deposits, and fees are provided. The motion carried unanimously.

The Borough Manager requested authorization to discuss redistricting the wards of the Borough with the Monroe County Planning Commission based on the 2020 census.

A motion was made by Mr. Molin and seconded by Mr. Cross to authorize the Borough Manager to discuss redistricting the wards of the Borough with the Monroe County Planning Commission based on the 2020 census. The motion carried unanimously.

Mr. Bond requested approval for himself and Mr. DeLarco to attend the PML Summit in Gettysburg, PA on October 3 through October 6, 2019. Mr. DeLarco will be the Borough delegate and Mr. Bond will be the alternate delegate.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to approve Mr. Bond and Mr. DeLarco to attend the PML Summit in Gettysburg, PA on October 3 through October 6, 2019. Mr. DeLarco will be the Borough delegate and Mr. Bond will be the alternate delegate. The motion carried unanimously.

Bill Reese:

Mr. Reese commended the recycling center for the pots of flowers, and mulching along the hill.

Mr. Reese requested authorization to attend a Monroe County Commissioners' meeting in attempts in acquiring a donation towards Veterans Park.

A motion was made by Mr. Molin and seconded by Mr. Cross to authorize Mr. Reese to attend a Monroe County Commissioners' meeting in attempts in acquiring a donation towards Veterans Park. The motion carried unanimously.

Bills Payable

A motion was made by Mr. Molin and seconded by Mr. Cross to ratify bills payable through July 16, 2019. The motion carried unanimously.

Executive Session

No Executive Session.

Adjournment

A motion was made by Ms. Wolbert and seconded by Mr. Molin to adjourn the meeting at 8:09 p.m. The motion carried unanimously.

NEXT REGULAR MEETING: Tuesday, August 20, 2019; 7:00 p.m.

Public Informational Meeting on the Proposed Solid Waste Collection Service: Tuesday, July 30, 2019, 6:00 p.m.

Special Meeting for Public Hearing: Tuesday, August 13, 2019 at 7:00 p.m.