

AGENDA FOR BIENNIAL AND REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
Monday, January 6, 2020 - 7:00 p.m.

Organizational Meeting

1. Swearing in of elected and re-elected Councilmembers
 - a. Mayor Martinelli to swear in Councilmember William Reese
 - b. Mayor Martinelli to swear in Councilmember Maury Molin
 - c. Mayor Martinelli to swear in Council Member Carrie Panepinto
2. Call to Order/Pledge of Allegiance led by _____.
3. Nomination and Election of Council President
 - (i) Motion made by _____, seconded by _____, to elect _____.
4. Nomination and Election of Council Vice President
 - (i) Motion made by _____, seconded by _____, to elect _____.
5. Nomination and Election of Council President Pro Tem
 - (i) Motion made by _____, seconded by _____, to elect _____.
6. Position Appointments (non-employee)
 - a) Borough Solicitor: John Prevoznik, Esquire, \$175.00 hourly
 - b) Borough Engineer: RKR Hess, a division of UTRS, Nate Oiler, P.E., \$114.00 hourly
 - c) Zoning Hearing Board Solicitor: Robert Maskrey, Esq., \$135.00 hourly
 - d) Planning Commission Solicitor: Todd Weitzman, Esq., \$150.00 hourly
 - e) Borough Sewer Engineer: Glace Associates, Inc., Max Stoner, P.E., \$135.00 hourly
 - f) Borough Environmental Solicitor: Manko, Gold Katcher, Fox, Marc E. Gold, Esquire, \$595.00 hourly
 - g) Borough Sewer Solicitor: Ralph Matergia, Esquire, \$300.00 hourly
 - h) Borough Utilities Solicitor: Craig Dool, Esquire, \$175.00 hourly
 - i) Borough Labor Solicitor: John McLaughlin, Esquire, \$325.00 hourly
 - j) Borough Collections Solicitor: Young and Harrows, LLC, Gregory D. Malaska, Esquire, \$165.00 hourly.
 - k) Borough Bankruptcy Solicitor: Fisher Christman, J. Zac Christman, Esquire, \$165.00 hourly

Motion made by _____, seconded by _____, to approve the non-employee position appointments as stated.

7. Position Appointments (employees)
 - a) Borough Manager/Secretary/Treasurer: Brian S. Bond
 - b) Alternate Borough Secretary and Right-To-Know Officer: Rebecca Smith
 - c) Health Officer: Anita Einolf
 - d) Finance Officer: Ken Konz
 - e) Emergency Management Coordinator: Marv Walton
 - f) Fair Housing Officer: Marv Walton
 - g) Director of Public Works: Brian Ace (acting)

Motion made by _____, seconded by _____, to approve the employee position appointments as stated.

Note: Names in parentheses are members/alternates with terms that had ended 12/31/19

8. Annual Board Appointments
 - a) Council of Governments representative and alternate (Brain Ace; Maury Molin as alternate)
 - b) MECAB representative and alternate (Bill Reese; Sonia Wolbert as alternate)
 - c) Tax Collection Committee (Ken Konz; Roger DeLarco as alternate)
 - d) Monroe County Control Center (Roger DeLarco and Brian Bond)
 - e) Pennsylvania Municipal League (Roger DeLarco; Brian Bond as alternate)
9. Board and Commission Appointments
 - a) Planning Commission (Vacancy, term ending 12/31/2021, Andrea McClanahan, Tracy Granger, Karen Barwick, terms ending 12/31/2023) **(Table Vacancy)**
 - b) Zoning Hearing Board (Frank Suma, Sonya Cole, Term ending 12/31/2022)
 - c) Shade Tree Commission (Maria Cohen term ending 12/31/2022, Vacancy, term ending 12/31/2022) **(Table Vacancy)**
 - d) Stroud Region Open Space & Recreation Comm. (Sonia Wolbert, term ending 12/31/2022, alternate to be appointed, term ending 12/31/2021) **(Table Alternate Vacancy)**
 - e) Stroud Area Regional Police Commission (Armand Martinelli, term ending 12/31/2022)
 - f) Property Maintenance Board of Appeals: (Donald Ludwig, term ending 12/31/2022, John Toleno, term ending 12/31/2022)

Motion made by _____, seconded by _____, to approve the Annual Board appointments as stated, tabling the Planning Commission Vacancy, the Shade Tree Commission Vacancy and the Stroud Regional Open Space & Recreation Commission Alternate Vacancy.

10. Consider Approval of Depositories
 - a) PA Treasury Invest Program
 - b) ESSA Bank

Motion made by _____, seconded by _____, to approve the Depositories.

11. Consideration of a Resolution naming four signatories for bank accounts.

Motion made by _____, seconded by _____, to approve a Resolution naming four signatories for bank accounts

12. Set Borough Council Meeting Schedule for 2020.

Motion made by _____, seconded by _____, to set and advertise the 2020 Borough Council Meeting Schedule as the first and third Tuesday of each month at _____ P.M.

13. Set Borough Meeting Schedule for 2020.

- a) Comprehensive Plan Task Force: 2nd and 4th Wednesday of each month at 5:00 p.m. at the Municipal Building.
- b) Shade Tree Commission: 2nd Monday of each month at 11:00 a.m. at the Municipal Building.
- c) Planning Commission: 2nd Tuesday of each month at 7:00 p.m. in the Municipal Building.
- d) Zoning Hearing Board: 2nd Thursday of each month at 7:00 p.m. in the Municipal Building.
- e) Property Maintenance Appeals Board: 4th Tuesday of each month at 7:00 p.m. in the Municipal Building.
- f) Utility Dispute Resolution Committee: February 5th, May 6th, August 5th, November 4th at 9:00 a.m. in the Municipal Building.
- g) Executive Committee January 17th, 31st; February 14th, 28th; March 13th; April 3rd, 17th; May 1st, 15th, 29th; June 12th; July 2nd, 17th, 31st; August 14th, 28th; September 11th; October 2nd, 16th, 30th; November 13th, 25th; December 11th at 8:00 a.m. in the Municipal Building.

Motion made by _____, seconded by _____, to set and advertise the 2020 Borough Boards and Committees Meeting Schedule as presented.

14. Committee Assignments as designated by the Council President

- a) Audit Committee (Roger DeLarco, _____, Maury Molin)
- b) Collections Committee (Roger DeLarco, Sonia Wolbert, _____, Ken Konz, Brian Bond)
- c) Sewer Task Force Committee (Bill Reese, Ed Flory, Maury Molin, Brian Bond)
- d) Zoning Ordinance and Review Committee (Sonia Wolbert, Maury Molin, Roger DeLarco, Marv Walton, Brian Bond)
- e) Recycling Committee (Bill Reese, Brian Bond, Don Cross)
- f) Personnel Committee (Sonia Wolbert, Bill Reese, Maury Molin, Brian Bond)
- g) Comprehensive Plan Committee (Roger DeLarco, Sonia Wolbert, Armand Martinelli, Marv Walton, Brian Bond)
- h) Executive Committee (Maury Molin, Sonia Wolbert, Bill Reese, Brian Bond)
- i) MS4 Committee (Sonia Wolbert, _____, Maury Molin)
- j) Utility Dispute Committee (3-year term); (_____)

Regular Meeting

15. Consideration to advertise and set a Public Hearing to amend the Intergovernmental Cooperative Agreement with the Brodhead Creek Regional Authority for 7:05 P.M. on Monday, January 21, 2020 at the East Stroudsburg Borough Municipal Building, amending the motion from Tuesday, December 17, 2019

Motion made by _____, seconded by _____, to advertise and set a Public Hearing to amend the Intergovernmental Cooperative Agreement with the Brodhead Creek Regional Authority for 7:05 P.M. on Tuesday, January 21, 2019 at the East Stroudsburg Borough Municipal Building.

16. Consideration to advertise and set a Public Hearing for Ordinance 1354 approving the payment agreement with the Brodhead Creek Regional Authority for the 7th amendment of the Intergovernmental Cooperative agreement, for 7:15 p.m. on Tuesday, January 21, 2020 at the East Stroudsburg Borough Municipal Building, amending the motion from Tuesday, December 17, 2019.

Motion made by _____, Second by _____ to advertise and set a Public Hearing for Ordinance 1354 approving the payment agreement with the Brodhead Creek Regional Authority for the 7th amendment of the Intergovernmental Cooperative agreement, for 7:15 p.m. on Tuesday, January 21, 2020 at the East Stroudsburg Borough Municipal Building, amending the motion from Tuesday, December 17, 2019.

17. Minutes of December 17, 2019, Council Meeting

Motion made by _____, seconded by _____, to approve December 17, 2019 Council meeting minutes.

18. Public Comments – Agenda Items

19. SROSRC Report – No Report

20. Police Report: The SARPD report will be given at the January 21st, 2020, meeting.

21. East Stroudsburg Community Alliance Information Item:

22. 150th Update: Mr. Molin

23. Veterans Park Update:

- (i) Consideration to authorize the Shade Tree Committee to plant a tree in Veterans Park for Arbor Day 2020 on Saturday, April 24, 2020.

Motion made by _____, seconded by _____, to approve the Shade Tree Committee's request to plant a tree in Veterans Park for Arbor Day 2020 on Saturday, April 24, 2020

24. Engineer's Report: Engineer's report was distributed.

- (i) 2020 Joint Municipal Landfill Monitoring

Action Item: RKR Hess recommends that the Borough approve and execute a contract with Analytical Laboratory Testing Services, Inc. (ALS) in the amount of \$8,279.00, to be shared by East Stroudsburg Borough, Stroudsburg Borough and Stroud Township.

Motion made by _____, seconded by _____, to approve and execute a contract with Analytical Laboratory Testing Services, Inc. (ALS) in the amount of \$8,279.00, to be shared by East Stroudsburg Borough, Stroudsburg Borough and Stroud Township.

25. Public Comments – New Business

26. Reports

a. Brain Ace:

- i. The DPW report was distributed

b. Marv Walton:

c. Ken Konz:

- (i) 2019 Year-end preparation – discuss process to be undertaken for the calendar year end 2019.

d. Mayor Armand Martinelli:

e. Sonia Wolbert:

f. Don Cross:

g. Maury Molin:

h. Roger DeLarco:

i. Carrie Panepinto:

j. Solicitor John Prevoznik, Esq.: Executive session.

k. Manager's Report:

- i. Consideration approve the 2020 Salary and Wage schedule as presented and recommended for approval by the Personnel Committee.

Motion made by _____, seconded by _____, to approve the 2020 Salary and Wage schedule as presented and recommended for approval by the Personnel Committee.

- ii. Consideration to advertise the job opening for Zoning Secretary.

Motion made by _____, seconded by _____, to authorize the advertising of the job opening for Zoning Secretary.

- iii. Consideration to appoint Barry Isett & Associates as the Borough's 3rd Party Inspection Service contingent upon review by the Solicitor and Borough Manager.

Motion made by _____, seconded by _____, to appoint Barry Isett & Associates as the Borough's 3rd Party Inspection Service contingent upon review of the Solicitor and Borough Manager.

- iv. TRE Plan discussion.

- v. Approval of the 2020 Borough Fee Schedule.

Motion made by _____, seconded by _____, to the 2020 Fee Schedule as presented.

L. Bill Reese:

27. Ratification of Bills Payable through January 6, 2020.

Motion made by _____, seconded by _____, to ratify bills payable through January 6, 2020.

28. Executive Session for Discussion of Litigation and/or Personnel Matters

a. Motion made by _____, seconded by _____ to go into Executive Session; note time _____.

b. Motion made by _____, seconded by _____ to reconvene meeting; not time _____.

c. Solicitor's report on Executive Session

29. Adjournment

a. Motion made by _____, seconded by _____ to adjourn the meeting; note time _____.

NEXT REGULAR MEETING: Tuesday, January 21, 2018; 7:00 p.m.