

MINUTES FOR REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY JULY 21, 2020 -7:15 p.m.

To meet the requirements established by the Office of Open records for virtual meetings, this meeting was recorded with audio and video via Publicinput.com/Webex from the initial announcement of the meeting till its end with the exception of executive session, if any, which shall not be recorded.

VIRTUALLY PRESENT: Borough Manager Brian Bond, Mayor Martinelli, Maury Molin, Carrie Panepinto, Ken Konz, Roger DeLarco, Borough Engineer Nate Oiler, and Zoning Officer Marv Walton

PRESENT AT MUNICIPAL BUILDING: Don Cross, Sonia Wolbert, Bill Reese, Solicitor John Prevoznik, and Public Works Director Brian Ace

The Pledge of Allegiance was recited.

Solicitor's Report on Executive Session

Executive Session was held prior to the start of the regular meeting. Matters regarding a personnel investigation and property acquisitions were discussed. No decisions were made.

July 7, 2020 Minutes

A motion was made by Mr. Cross and seconded by Mr. Molin, to approve the July 7, 2020 minutes. The motion carried unanimously.

Public Comments – Agenda Items

None.

SROSRC

Ms. Wolbert reported the pool was at capacity six days so far this season, and camp is going well with a limit of 50 participants.

Middle Smithfield Township Daily Pool Passes

A motion was made by Ms. Wolbert and seconded by Mr. Cross to approve an agreement between Stroud Region Open Space & Recreation Commission (SROSRC) and Middle Smithfield Township to allow residents of Middle Smithfield Township to purchase a daily pass at the same rate a resident of the Borough of East Stroudsburg may purchase such pass, with Middle Smithfield Township reimbursing SROSRC the difference between the non-resident pass and resident pass for any passes purchased by Middle Smithfield Township residents. The motion carried unanimously.

Veterans Park Update

Mr. Reese confirmed with Mr. Bond that a PA One Call has been placed in preparation of stump removal in the park. Mr. Bond stated trees are on order, the old trees have been cut down, and we are waiting for cooler weather to plant anything new. Mr. DeLarco suggested the East Stroudsburg Borough sign in the park be cleaned, and asked if the lights that shine on the sign and flags are working. Mr. Cross confirmed with Mr. Bond that the new trees will not block the view of the mural on the fence.

150 +1 Update

Mr. Molin announced the next committee meeting will be Thursday, August 6, 2020 at 1:00 p.m. Please reach out to Mr. Molin with any suggestions on the celebration to be held in 2021.

East Stroudsburg Community Alliance

Ms. Wolbert announced the cancelation of Music on Mondays and should resume in 2021. ECA is planning an October Fest on Crystal Street, incorporating face masks. Ms. Wolbert reported concerns of business owners regarding the Recovery Plan, including the daily removal of outdoor dining equipment. The concerns were passed along to Mr. Bond and being referred to the Zoning Ordinance Review Committee.

Engineer's Report

The Engineer's Report was distributed.

South Green Street Paving and ADA Ramps

Mr. Oiler requested approval for the Notice of Intent to Award, based on the recommendation by RKR Hess to NE Site Contractors, the apparent low bidder.

A motion was made by Ms. Wolbert and seconded by Mr. DeLarco to approve the Notice of Intent to Award based on the recommendation by RKR Hess to NE Site Contractors, the apparent low bidder. The motion carried unanimously.

Reconditioning of Well Nos. 3 and 4

Mr. Oiler requested approval for the Notice of Intent to Award, based on the recommendation by RKR Hess to A.C. Schultes.

A motion was made by Mr. Molin and seconded by Ms. Wolbert to approve the Notice of Intent to Award based on the recommendation by RKR Hess to A.C. Schultes. The motion carried unanimously.

Washington Street Survey

Mr. Oiler requested authorization for RKR Hess to conduct a survey for a storm water project on Washington Street and for the Borough Solicitor to perform a title search on the alley.

A motion was made by Ms. Wolbert and seconded by Mr. DeLarco to approve RKR Hess to conduct a survey for a storm water project on Washington Street and for the Borough Solicitor to perform a title search on the alley. The motion carried unanimously.

Trail Easement for the Levee Loop

Mr. Oiler requested authorization for RKR Hess to provide a Metes and Bounds for the trail easement for the levee loop on the Salvation Army property.

A motion was made by Ms. Wolbert and seconded by Mr. Cross to approve RKR Hess to provide a Metes and Bounds for the trail easement for the levee loop on the Salvation Army property. The motion carried unanimously.

Mr. DeLarco advised ZORC discussed potentially allowing RKR Hess to research a walkway connecting Elk Street to Crystal Street since the bridge on Ridgway Street is closed to pedestrians and would allow access from the hill section to the business district.

A motion was made by Mr. DeLarco and seconded by Ms. Wolbert authorizing RKR Hess to provide a field visit and schematic plan of necessary improvements to accomplish the trail from Braeside Avenue to Miller Park, with a cost of the study not to exceed \$2,000.00. The motion carried unanimously.

Ms. Wolbert asked if there is an update from Monroe County Planning Commission regarding the Eastern Monroe Active Transportation Plan, and if the county is expecting information from the Borough with a list of our priorities. Mr. Oiler stated there is no update. Mr. Molin advised the due date to submit information is August 1, 2020. A committee of Mr. Molin, Ms. Wolbert, Mr. Bond, and Autumn Arthur was created to develop a list of the Borough's priorities regarding the transportation plan, and Mr. Bond will coordinate the meeting between the committee and the employees of the Monroe County Planning Commission.

Public Comments – New Business

None.

Reports:

Brian Ace:

The DPW Report was distributed.

Mr. Ace provided the following departmental updates:

Recycling – There had been a problem getting rid of glass and plastic due to COVID-19 but we are back in action now. Unfortunately, we only receive \$91.00 for a tractor trailer load of glass. The crew continue to take televisions and computers to Monroe County Waste Authority at no charge. They take them by the truckload as we get them so we don't get behind and get stuck with them.

Water Plant – Two replacement 14-inch valves are being installed.

Sewer Plant – The crew is down one employee for approximately eight weeks. There is a major issue at the pump station with a 40-horsepower motor out of service and Mr. Ace hopes it can be rebuilt.

Streets – The crew is prepping South Green Street for the upcoming paving project, with most of the storm water drains replaced, three trees have been removed, stump grinding is scheduled, and a water leak was discovered and fixed. Mowing on the levee continues. Repairs were made to concrete flaking off in the pool. Mr. Reese mentioned flaking at the end of the pool towards the baseball field. Mr. Ace stated there is minor flaking and creating growing issues.

Fire Chief's Report:

The Fire Chief's Report was distributed.

Marv Walton:

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

Ordinance 1366, COVID-19 Outdoor Dining

Mr. Walton was prepared to set a public hearing for Ordinance 1366, COVID-19 Outdoor Dining, however, the original ordinance was changed and it needs to be referred back to ZORC before a public hearing can be scheduled.

A motion was made by Ms. Wolbert and seconded by Mr. Cross to approve Mr. Walton to refer Ordinance 1366, COVID-19 Outdoor Dining back to ZORC for review. The motion carried unanimously.

Ordinance 1368, Amending Chapter 73, Codes and Code Enforcement

Mr. Walton reported an ordinance is not necessary in regards to the UCC Code of Appeals, and can be established by resolution, on which Mr. Walton is working. PA Act 45 requires specific criteria for a member of the UCC Codes of Appeals Board, including a licensed architect or engineer with experience in the building industry or be an inspector or plans examiner. Mr. Walton stated the current Codes Board cannot function and he has made calls and will advertise in attempt to find members, however, if all attempts are made with no success, Mr. Walton can accept members from outside the Borough. Please reach out to Mr. Walton with any suggestions of people to contact.

A motion was made by Mr. Molin and seconded by Mr. Cross to ratify the authorization of advertisement for UCC Code of Appeal Board members. The motion carried unanimously.

Ordinance 1367, Chapter 150, Vehicles and Traffic

Mr. Walton requested authorization to advertise and set a public hearing for Ordinance 1367, amending Chapter 150, Vehicles and Traffic, for Tuesday, August 4, 2020 at 7:40 p.m. at the Municipal Building. This is regarding commercial vehicles for deliveries.

A motion was made by Ms. Wolbert and seconded by Mr. Cross to authorize Mr. Walton to advertise and set a public hearing for Ordinance 1367 , amending Chapter 150, Vehicles and Traffic, for Tuesday, August 4, 2020 at 7:40 p.m. at the Municipal Building. The motion carried unanimously.

Ken Konz:

The June 2020 Borough Financial Statements were distributed.

Mr. Konz reported on the memo from Martha Robbins regarding the DCED COVID-19 funding. He stated the funding from DCED has a lot of stipulations and regulations, and needs to benefit the Borough as a whole. Monroe County receives an 18% administrative charge and they would review any applications from residents; the deadline to apply is August 31, 2020 and the funds can be used through September 2020. Autumn Arthur, Martha Robbins and Mr. Konz met to discuss ideas that would be a direct benefit to the Borough. Ideas for eligibility include hand sanitizer for public locations throughout the Borough, and subsidized payments for mortgage assistance. Ms. Wolbert suggested Mr. Konz look at other communities to see how they are using the funds. Mr. Martinelli asked if rental assistance is an option. Mr. Bond asked if assistance with utility bills is an option. Mr. Konz will look into both of these suggestions. He will also check to see if there is limit set for individuals.

Mayor Armand Martinelli:

No Report.

Roger DeLarco:

Mr. DeLarco reported the Finance Committee meets weekly. The golf course is doing a good job managing money and income is exceeding expenses as this point. Mr. Reese asked how much to the good, to which Mr. DeLarco responded they are close to breaking even. Regarding the Borough Audit, the PMRS information is delayed again and the issue was referred to the Audit Committee. The committee is meeting at the end of the month to discuss a qualified audit, with their recommendations provided to council and the August 4th meeting. Ms. Wolbert stated they also discussed the anticipated revenue of the Borough. ESU is not returning in the fall which is impacting the water and sewer revenue, and the deadline for taxes is delayed which is also impacting our revenue. Ms. Wolbert advised the Borough to be prudent and cautious on spending. Mr. Ace suggested the Borough start allowing sludge hauling. Mr. DeLarco suggested bulk water sales.

Don Cross:

Mr. Cross asked Mr. Walton the status of the property located at 450 North Courtland Street. Mr. Walton advised the property owner has been cited and fined and has had court hearings at the District Magistrate. The issue can be referred to ZORC.

Maury Molin:

No Report.

Sonia Wolbert:

Ms. Wolbert announced the community theater is planning to host an outdoor showing of *Jaws* in Miller Park.

Ms. Wolbert reported on the Personnel Committee, who recommends not bringing additional staff on board because of the Borough's finances and the unpredictability of COVID -19, and suggests the Borough put a hold on all hiring. The Finance Committee has recommended this action to the Personnel Committee.

Carrie Panepinto:

Ms. Panepinto relayed a concern from a resident regarding the speeding on East Broad Street, which is especially dangerous now that there are more walkers in the area.

Ms. Panepinto asked if there is an update on the Short Term Rental regulations. Mr. Walton advised ZORC has not had the opportunity to review short term rentals yet but is on the agenda for the next meeting. Mr. Prevoznik added ZORC has so many topics to discuss that they are on a rotating schedule to cover all pending topics.

Manager's Report

Mr. Bond reported the request from Steven Simpson to complete an Eagle Scout project at the Fire House consisting of a Community Food Sharing Box in memory of Elisa and Brett Lee. Mr. Bond is waiting for something in writing from the Fire Department to acknowledge they will be responsible for future maintenance.

A motion was made by Mr. Cross and seconded by Ms. Panepinto to approve the request from Steven Simpson to complete an Eagle Scout project at the Fire House consisting of a Community Food Sharing Box in memory of Elisa and Brett Lee, contingent upon the Fire Department

acknowledging their responsibility, in writing, to keep up the future maintenance. The motion carried unanimously.

Resolution 10-2020

Mr. Bond requested approval of Resolution 10-2020, establishing an employee firefighting policy. The employee manual will be amended, and all previous letters regarding employee firefighting will be rescinded.

A motion was made by Mr. Cross and seconded by Mr. DeLarco to approve Resolution 10-2020, establishing an employee firefighting policy, to amend the employee manual and to make copasetic with the current union contract, and to rescind all previous letters regarding employee firefighting. The motion carried unanimously.

Bill Reese

Mr. Reese reported that East Stroudsburg United Methodist Church contacted him regarding a digital sign at their location and he referred them to Mr. Walton for any restrictions.

Solicitor John Prevoznik

Mr. Prevoznik reported the Borough is in a position that would allow us to soon take action in regards to the Eagle Valley Pump Station. This action should be handled the council meeting scheduled for August 4. Therefore, a continuation of this meeting to a date and time certain of Tuesday, July 28, 2020 is necessary to allow the Borough to take up additional business.

Bills Payable

A motion was made by Ms. Wolbert and seconded by Mr. Molin to ratify bills payable through July 21, 2020. The motion carried unanimously.

Adjournment

A motion was made at 8:47 p.m. by Ms. Wolbert and seconded by Mr. Molin to continue the meeting to a date and time certain, Tuesday, July 28, 2020 at 7:15 p.m. The motion carried unanimously.

NEXT REGULAR MEETING: Tuesday, August 4, 2020 @ 7:15 p.m. in person at the East Stroudsburg Borough Municipal Building and via virtual/telephonic means.