

MINUTES FOR REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY OCTOBER 6, 2020 -7:15 p.m.

PRESENT: Borough Manager Brian Bond, Don Cross, Roger DeLarco, Maury Molin, Carrie Panepinto, Bill Reese, Solicitor John Prevoznik, Borough Engineer Nate Oiler, Zoning Officer Marv Walton, and Public Works Director Brian Ace

ABSENT: Sonia Wolbert, Finance Director Ken Konz, and Mayor Martinelli

The Pledge of Allegiance was led by Ms. Jeanschild.

Executive Session

The Solicitor reported Executive Session was held on October 6, 2020 at 6:30 p.m., prior to the start of the Council Meeting. A possible resolution to a pending litigation matter and two personnel matters were discussed. No decisions were made. Executive Session concluded at 6:53 p.m.

September 15, 2020 Minutes

A motion was made by Mr. Molin and seconded by Mr. Cross to approve the minutes of the September 15, 2020 Council meeting. The motion carried unanimously.

Public Comments – Agenda Items

None.

SROSRC Report:

No Report.

Veterans Park Update:

Mr. Reese reported a re-dedication of Veterans Park is scheduled for November 11, 2020. The ceremony is open to the public and programs will be made for those who attend. Masks are required and social distancing will be practiced. Mr. Cross asked if traffic control should be coordinated. Mr. Reese suggested we reach out to Chief Lyon of SARPD. A press release was distributed to multiple media outlets. BRC TV13 interviewed the Committee, which was aired Monday, October 5 on Channel 13. The new trees are scheduled to be delivered on October 28 and will be planted prior to the re-dedication. Mums were added to the urns within the park, taking place of the silk flowers. Mr. Reese expressed his gratitude to Brian Ace for keeping the lawn nice by mowing and trimming.

150th + 1 Update:

Mr. Molin reported the next committee meeting will be held on October 29, 2020 at 5:00 p.m. at the Borough Municipal Building.

Police Report:

The September SARP report will be presented at the October 20th council meeting.

East Stroudsburg Community Alliance:

The next ECA Board meeting is scheduled for Tuesday, October 13, 2020 at 5:15 p.m. in the Depot building. Mr. Molin noted the ECA is the business association for our community.

Engineer's Report:

The Engineer's report was distributed.

Crystal Street Pedestrian Path

Mr. Oiler provided an update on the Crystal Street pedestrian path. RKR Hess was requested to investigate access from ESU to Crystal Street from Elk Street along the railroad track. The estimated cost for the gravel trail is \$30,000.00. In addition, lighting would be required for security and safety if it is a Borough-sponsored trail. The cost for lighting was estimated to be between \$60,000.00 and \$150,000.00 dependent upon lights chosen. In order to perform the necessary engineering, a survey is required to determine ownership of the proposed trail along the railroad. Mr. Oiler stated that the trailhead included a steep slope which would have to be tiered to be ADA compliant. It was thought that the trail itself would not create much of a shortcut to Crystal Street compared to using Ridgeway Street to Crystal Street. The newly constructed bridge on Ridgeway Street is planned to reopen by November 15, 2020. Once the bridge is open, pedestrians can use Ridgeway Street to Crystal Street. The Zoning Ordinance Review Committee has discussed the construction and operation of the proposed trail and is providing this report to Council. Mr. Oiler asked if Council wanted to pursue this as a trail or provide a more formal access to Crystal Street via the Ridgeway Street bridge to Crystal Street. Mr. DeLarco stated the trail was a concept from previous discussions from the business community to bring ESU and Medical Center staff and visitors to the Crystal Street businesses. He acknowledged that adding lights would increase the cost of the project, but he was not sure why the lights would be necessary if what was planned was a recreational trail and not a gateway trail. Currently, the trail is listed in the Eastern Monroe Active Transportation Plan (EMATP). Mr. Oiler advised he spoke with Fallon Horan, head of the EMATP implementation. She stated that the EMATP may still be tweaked but whatever decision is made regarding the trail should be done so quickly as the study is basically finalized. Ms. Panepinto suggested this matter be referred to the Finance Committee due to the large cost associated with either a recreational trail or a gateway trail. It was noted that if the trail is completely recreational, then it may be an expenditure of the SROSRC. Mr. DeLarco stated the Comprehensive Plan refers to East Stroudsburg's recreational, hiking, and biking trails. Mr. Molin added a Comprehensive Plan meeting should be scheduled soon. Mr. Bond suggested Business District signs be installed directing traffic down Crystal Street, as long as they are not within Penn DOT right of way.

A motion was made by Mr. Cross and seconded by Mr. Molin to authorize Mr. Oiler to work with Mr. Molin and contact Eastern Monroe Active Transportation Plan to define the trail project as a recreational trail to Crystal Street. The motion carried unanimously.

A motion was made by Mr. Molin and seconded by Mr. DeLarco to refer the concept of a formal access to Crystal Street via the Ridgeway Street Bridge with decorative lighting along Crystal Street for a feasibility analysis. The motion carried unanimously.

268 Washington Street

Mr. Oiler requested authorization for RKR Hess to perform a survey, provide a preliminary design, draft easements, and a cost estimate required for the relocation of a sanitary sewer main at 268 Washington Street, at a cost not to exceed \$15,000.00.

A motion was made by Mr. Molin and seconded by Mr. Cross to authorize RKR Hess to perform a survey, provide a preliminary design, draft easements, and a cost estimate required for the

relocation of a sanitary sewer main at 268 Washington Street, at a cost not to exceed \$15,000.00. The motion carried unanimously.

Public Comments – New Business

Pat Jeanschild of East Brown Street asked when Penn DOT is scheduled to execute the eminent domain with regard to the Exit 308 project. Mr. Bond advised the project is expected to be bid out by December 31, 2020. Preliminary work by utility companies has started.

Ms. Jeanschild expressed her concerns about the traffic lights on Prospect Street. Mr. Bond advised the temporary lights were installed by Penn DOT while Prospect Street and Forge Road are being used as detours for the Ridgeway Street bridge project.

Ms. Jeanschild asked if anything can be done with feral cats in her area. Mr. Bond stated there is no SPCA in our area. No other suggestions were available.

Aly Khadr, owner of Adams Fuel, 365 North Courtland Street, advised he is still having billing issues as he once brought to Council's attention. He stated the water and sewer bill is the same amount even though the apartment is vacant, he is still receiving a garbage bill, and is still being billed for a rental license. Mr. Bond explained the billing structure of the water and sewer invoice to Mr. Khadr. The establishment is considered mixed use, and there is a minimum of one EBU. There is only one water meter installed so the water cannot be shut off to the apartment. Mr. Bond advised Mr. Khadr to check sinks and toilets for any leaks if he is concerned about the usage amount. Mr. Walton advised that a residential rental license invoice will be sent every year, unless Mr. Khadr submits an affidavit certifying the apartment is vacant and intends to keep it vacant. If Mr. Khadr has questions about the rental registration program, he can call Mr. Walton, the administrator of the program. Mr. Bond advised there is a form Mr. Khadr can fill out to be relieved of the refuse bill, provided that he meets all the criteria. Mr. Khadr was advised the two necessary forms would be available for him to pick up on Wednesday, October 7th, at the Municipal Building.

Reports:

Brian Ace/Public Works:

The DPW Report will be presented at the October 20th Borough Council Meeting.

Fire Chief's Report:

The Fire Chief's Report will be presented at the October 20th Borough Council Meeting.

Marv Walton:

Mr. Walton stated that from January 2020 through the end of September 2020, 1,000 property violations have been issued and he commended his staff for doing a great job.

Mr. Walton reported the Zoning Ordinance Review Committee will be attending a virtual meeting with Host Compliance on Thursday, October 15, at 2:00 p.m. for short-term rental information regarding the total number and locations of short-term rentals within the Borough.

Mr. Walton requested authorization to approve utilizing the Borough Traffic Engineer, Traffic Planning & Design (TPD), for review and input of the Traffic/Mobility/Parking study RFP.

A motion was made by Mr. Molin and seconded by Mr. Cross to approve utilizing the Borough Traffic Engineer, Traffic Planning & Design (TPD), for input on reviewing and finalizing the Traffic/Mobility/Parking study RFP at a cost not to exceed \$3,000.00. If the cost exceeds \$3,000.00, this needs to be brought back to Council for approval.

Mr. Walton requested authorization to approve a joinder deed for Jay Armitage, 36 Spangenburg Avenue, contingent upon the submittal of tax certificates and the lot joinder plan be recorded with the deed.

A motion was made by Carrie Panepinto and seconded by Mr. Molin to approve the joinder deed for Jay Armitage, 36 Spangenburg Avenue, contingent upon the submittal of tax certificates and the lot joinder plan be recorded with the deed. The motion carried unanimously.

Ken Konz:

Absent.

Mayor Armand Martinelli:

Absent.

Sonia Wolbert:

Absent.

Don Cross:

No Report.

Maury Molin:

Mr. Molin reported the mums project through the Borough is going well and encourages anyone to place mums in their planters for the fall.

Mr. Molin would like to recognize the ESU Football team for their participation in the “Pick Up The Poconos” that was held on Saturday, September 26, 2020. A total of 70 trash bags, one kitchen chair, and one couch were collected.

A motion was made by Mr. Molin and seconded by Mr. Cross to authorize the Borough Manager to send a recognition letter to the ESU Football team for their participation in the “Pick Up The Poconos” event. A copy of the letter will also be sent to President Long. The motion carried unanimously.

Mr. Molin asked the status of the application from the Methodist Church for two lighted signs. Mr. Walton advised a hearing was held for this matter last month with the Zoning Hearing Board and the board is rendering their decision next Thursday.

Roger DeLarco:

Mr. DeLarco reported the ECA audit is scheduled to be approved at the upcoming ECA board meeting. Once it is approved, Council will be provided a copy.

Carrie Panepinto:

Ms. Panepinto reported parking issues within the Kimco Plaza on Lincoln Avenue. Mr. Bond advised there is a security company that patrols the entire plaza and enforces the fire lanes. The

security worker from the liquor store makes illegally parked vehicles move. Mr. Molin stated the Domino's delivery vehicles are part of the problem and suggested we reach out to the business.

Ms. Panepinto stated speeding is an obvious problem within residential areas. She received a suggestion to paint stop lines and "Stop" stencils on our roads to slow traffic down as they did in Stroudsburg Borough. Ms. Panepinto asked if we can contact Stroudsburg for more information and ideas.

Bill Reese:

No Report.

Solicitor John Prevoznik:

No Report.

Manager's Report:

Mr. Bond requested approval of Resolution 14-2020, authorizing the Board of Commissioners, of Monroe County, to apply for FY 2020 Community Development Block Grant Program Funds in the amount of \$153,680.00 on behalf of the Borough of East Stroudsburg.

A motion was made by Mr. Cross and seconded by Ms. Panepinto to approve Resolution 14-2020, authorizing the Board of Commissioners, of Monroe County, to submit an application for FY 2020 Community Development Block Grant Program (CDBG) Funds in the amount of \$153,680.00 on behalf of the Borough of East Stroudsburg. The motion carried unanimously.

Mr. Bond requested authorization for the Borough Council President to execute the Cooperation Agreement between Monroe County and East Stroudsburg Borough for the Fiscal Year 2020 CDBG Program Administration.

A motion was made by Mr. Molin and seconded by Mr. Cross to authorize the Borough Council President to execute the Cooperation Agreement between Monroe County and East Stroudsburg Borough for the Fiscal Year 2020 CDBG Program Administration. The motion carried unanimously.

Mr. Bond reported the request to approve the rescheduled 43rd Annual St. Patrick's Day Parade for Sunday, March 21, 2020, from 1:00 p.m. to 4:00 p.m. All fees were previously paid in 2020, and a new certificate of insurance has already been submitted.

A motion was made by Mr. Molin and seconded by Ms. Panepinto to approve the rescheduled 43rd Annual St. Patrick's Day Parade for Sunday, March 21, 2020, from 1:00 p.m. to 4:00 p.m. The motion carried unanimously.

Mr. Bond reported the request from Stroudsburg Area High School for use of ten golf carts on Friday, October 30, 2020, to be returned on Saturday, October 31, 2020, prior to 10:00 a.m. The Golf Director has no issue with this request.

A motion was made by Ms. Panepinto and seconded by Mr. Molin to approve the request from Stroudsburg Area High School for use of ten golf carts on Friday, October 30, 2020, to be returned on Saturday, October 31, 2020, prior to 10:00 a.m. The motion carried unanimously.

Mr. Bond reported the recommendation from the Recycling Committee to advertise for the vacant part-time recycling worker that is a cost shared employee with Stroudsburg Borough with a salary range of \$12.00 to \$15.00 per hour, based on experience, with an average of 56 hours worked bi-weekly.

A motion was made by Mr. Cross and seconded by Ms. Panepinto to approve advertising for the vacant part-time recycling worker that is a cost shared employee with Stroudsburg Borough with a salary range of \$12.00 to \$15.00 per hour, based on experience, with an average of 56 hours worked bi-weekly. The motion carried unanimously.

Mr. Bond requested approval to reimburse the BCRA for property acquisition in the amount of \$153,037.01.

A motion was made by Mr. Cross and seconded by Ms. Panepinto to approve reimbursing the BCRA for property acquisition in the amount of \$153,037.01. The motion carried unanimously.

Mr. Bond reported the request from the Monroe County Housing Authority to install a wireless relay system to upgrade the current video system at the Kistler Street Housing Development. This system would include two small transceivers, and Ethernet Switch, and a DVR computer at the Borough Annex Building and one small transceiver on the Municipal Building. There is no cost incurred for the Borough.

A motion was made by Mr. Molin and seconded by Mr. Cross to approve the request the Monroe County Housing Authority to install a wireless relay system to upgrade the current video system at the Kistler Street Housing Development. This system would include two small transceivers, and Ethernet Switch, and a DVR computer at the Borough Annex Building and one small transceiver on the Municipal Building. The motion carried unanimously.

Mr. Bond requested to establish a committee to make a recommendation for the color scheme for the Exit 308 round-about decorate wall wording, letter color, and the landscape design. Mr. Reese appointed Mr. Cross, Mr. Molin, and Ms. Panepinto to this committee. Ed Flory will be involved with the committee to make recommendations. A committee report is necessary by the October 20th Council Meeting so recommendations can be submitted to Penn DOT by their deadline.

Mr. Bond requested authorization for the Borough Council President to execute the contract with Autocar for a 2022 Autocar ACMD 42 on Sourcewell contract #081716-ATC with a cost of \$128,880.00 as part of the PA DEP 902 Recycling Grant. This is for the cab and chassis, with a 70/30 cost share for the grant. Stroudsburg Borough is responsible for half of our cost.

A motion was made by Mr. Cross and seconded by Ms. Panepinto to authorize the Borough Council President to execute the contract with Autocar for a 2022 Autocar ACMD 42 on Sourcewell contract #081716-ATC with a cost of \$128,880.00 as part of the PA DEP 902 Recycling Grant. The motion carried unanimously.

Mr. Bond requested approval of Resolution 15-2020 establishing the 2021 Minimum Municipal Obligation in the amount of \$231,837.

A motion was made by Mr. DeLarco and seconded by Mr. Molin to approve Resolution 15-2020 establishing the 2021 Minimum Municipal Obligation in the amount of \$231,837. The motion carried unanimously.

Approval of Warrant List 201008

A motion was made by Mr. Cross and seconded by Mr. Molin to approve Warrant List 201008, as presented. The motion carried unanimously.

Adjournment

A motion was made by Mr. DeLarco and seconded by Ms. Panepinto to adjourn the meeting at 8:18 p.m. The motion carried unanimously.

NEXT REGULAR MEETING: Tuesday, October 20, 2020, @ 7:15 p.m. in person at the East Stroudsburg Borough Municipal Building.