

MINUTES FOR REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY JANUARY 19, 2021 -7:15 p.m.

PRESENT: Sonia Wolbert, Carrie Panepinto, Roger DeLarco, Don Cross, Borough Manager Brian Bond, Solicitor John Prevoznik, Zoning Officer Marv Walton, Borough Engineer Russ Scott, and Public Works Director Brian Ace
JOINED VIRTUALLY: Maury Molin, Mayor Martinelli
ABSENT: Bill Reese

The Pledge of Allegiance was recited.

Solicitor's Report on Executive Session

The Solicitor reported there was no Executive Session held.

January 5, 2021 Minutes

A motion was made by Mr. Cross and seconded by Ms. Panepinto to approve the minutes of the January 5, 2021 council meeting. The motion carried unanimously.

Public Comments – Agenda Items

None.

SROSRC Report:

Ms. Wolbert requested approval to appoint Stanley Li-Ming Chiang as the alternate representative to the SROSRC. A motion was made by Mr. Cross and seconded by Mr. Maury to approve the appointment of Stanley Li-Ming Chiang as the alternate representative to the SROSRC. The motion carried unanimously.

East Stroudsburg Community Alliance:

Ms. Wolbert reported the newly elected Board of Director officers for the ECA are Troy Nauman, President; Debbie Kuchinski, Vice President; Roger DeLarco, Treasurer; and Sonia Wolbert, Secretary.

150th Update

The 150th Committee Meeting has been rescheduled for February 18, 2021, at 1:00 p.m. in the Municipal Building.

Veterans Park Update

The Veterans Park Committee has received a second donation from Mr. Lanterman for an additional bench to be placed in Veterans Park.

The next committee meeting will be held Monday, February 1, 2021 at 9:00 a.m. in the Municipal Building.

Engineer's Report:

The Engineer's report was distributed.

Middle Dam and New Water Supply Intake Line Project

The bids have been opened for the Middle Dam project. Six bids were received. Mr. Scott recommended tabling the motion to approve the bids until further review is performed.

A motion was made by Mr. Cross and seconded by Mr. Molin to table the motion to approve the bids until further review is performed. The motion carried unanimously.

South Green Street Paving and ADA Ramp Project

This CDBG-funded construction project is complete. Mr. Scott recommended approval of Payment Application No. 3 in the amount of \$6,872.44, payable to Northeast Site Contractors.

A motion was made by Mr. Cross and seconded by Mr. Cross to approve Payment Application No. 3 in the amount of \$6,872.44, payable to Northeast Site Contractors. The motion carried unanimously.

Replacement of Effluent Flow Control Valves at the Water Treatment Plant

A One Service, Inc. has installed the new effluent flow valves and meters. The project is substantially complete and complies with the PA DEP requirements. Mr. Scott recommends approval of Payment Application No. 1 in the amount of \$50,689.15, payable to A One Services, Inc., for work completed through January 5, 2021.

A motion was made by Mr. Cross and seconded by Mr. Molin to approve Payment Application No. 1 in the amount of \$50,689.15, payable to A One Services, Inc., for work completed through January 5, 2021. The motion carried unanimously.

Public Comments – New Business

None.

Proposed Ordinance 1373

Authorizing and directing the issuance of a General Obligation Note, Series of 2021

The Borough's debt services representative, Chris Gibbons, presented information regarding multiple bank proposals to assist the Borough in financing its current debt and future projects. The best proposal received was from ESSA Bank & Trust, with a fixed rate of 2.5% per annum for a period of 21 years. Mr. Gibbons explained that the loan would provide flexibility to the Borough to restructure or refinance since the loan can be prepaid at any time. Mr. Gibbons reviewed the three options available. Mr. Prevoznik added that the Borough is in a better financial position now as the bids for the Middle Dam project have come in lower than anticipated. The Borough does not need to borrow as much money as previously thought.

After discussion, a motion was made by Mr. DeLarco and seconded by Mr. Cross to approve the advertising and setting a public hearing for Ordinance 1373, Authorizing and directing the issuance of a General Obligation Note, Series 2021, in the principal amount of \$3,050,000.00, for Tuesday, February 2, 2021 at 7:30 p.m. at the Municipal Building. The motion carried unanimously.

Reports:

Brian Ace/Public Works:

The DPW report was distributed via email.

Marv Walton:

Mr. Walton's reports were distributed via email.

Mr. Walton requested authorization to advertise to fill the vacant positions of the East Stroudsburg Borough Zoning Hearing Board and the East Stroudsburg Borough Planning Commission.

A motion was made by Mr. DeLarco and seconded by Ms. Panepinto to approve advertising the vacant positions of the East Stroudsburg Borough Zoning Hearing Board, and the East Stroudsburg Borough Planning Commission on the Borough's website, and in the *Pocono Record*. The motion carried unanimously.

A motion was made by Mr. DeLarco and seconded by Mr. Cross to authorize Mr. Bond and Mr. Walton to compose a proclamation honoring Mr. Harvey Miller and his years of service to the Borough of East Stroudsburg and be presented at the next Council meeting. The motion carried unanimously.

Ken Konz:

The December 2020 Borough Financial Statements were distributed via email.

Mayor Armand Martinelli:

No Report.

Sonia Wolbert:

No Report.

Don Cross:

Mr. Cross asked Mr. Walton the status of a house on Oak Street that appears vacant. Mr. Walton advised he would look into it.

Maury Molin:

No Report.

Roger DeLarco:

No Report.

Carrie Panepinto:

No Report.

Solicitor John Prevoznik, Esq.:

Mr. Prevoznik distributed and reviewed with Council a proposed Easement Agreement between the Borough of East Stroudsburg and 940 Holdings, LLC regarding the existing and possible future relocation of a sanitary sewer main currently in an easement under the former Rosen's building on Washington Street. The Easement Agreement establishes a new easement around the building. This easement must be in place prior to any future sewer line relocation of the main that currently runs under the existing building. This easement supplements the Borough's existing easement and requires the owner to establish a response plan in the event of a gas leak from the sewer line. Additionally, a twenty percent (20%) contribution to the Borough from the owner of the property is required in the event the existing sewer main is relocated.

A motion was made by Mr. DeLarco and seconded by Mr. Cross to accept the Easement Agreement as drafted contingent upon 940 Holdings, LLC executing and returning said easement to the Borough for action. The motion carried unanimously.

Manager's Report:

Mr. Bond reported the request from St. Mathews Church for an event permit for the St. Mathews March for Life on January 29th from 12:30 p.m. to 2:30 p.m. No Borough personnel will be utilized, and all paperwork and fees have been received.

A motion was made by Mr. Panepinto and seconded by Mr. Cross to approve the request from St. Mathews Church for an event permit for the St. Mathews March for Life on January 29th from 12:30 p.m. to 2:30 p.m. The motion carried unanimously.

Mr. Bond requested approval to appoint Deborah Kuchinski to the Eastern Monroe County Public Library Board of Trustees as recommended by the EMCPL Board of Trustees.

A motion was made by Mr. Cross and seconded by Mr. DeLarco to approve the appointment of Deborah Kuchinski to the Eastern Monroe County Public Library Board of Trustees as recommended by the EMCPL Board of Trustees. The motion carried unanimously.

Mr. Bond requested approval of Resolution 9-2021, authorizing the Borough of East Stroudsburg to enter into an agreement with PPL Electric Utilities Corporation to convert 392 of the Cobra Head Street lights to LED's at no cost to the Borough. The Borough should see a savings of a minimum of \$140.00 per month upon completing of the conversion.

A motion was made by Mr. Cross and seconded by Mr. DeLarco to approve Resolution 9-2021, authorizing the Borough of East Stroudsburg to enter into an agreement with PPL Electric Utilities Corporation to convert 392 of the Cobra Head Street lights to LED's at no cost to the Borough. The motion carried unanimously.

Mr. Bond requested authorization to advertise the following positions: Golf Maintenance Supervisor, Assistant Golf Maintenance Supervisor, and Part Time Recycling Worker, as recommended by the Personnel Committee.

A motion was made by Mr. DeLarco and seconded by Ms. Panepinto to authorize the advertising of the Golf Maintenance Supervisor, Assistant Golf Maintenance Supervisor, and Part Time Recycling Worker, as recommended by the Personnel Committee. The motion carried unanimously.

Mr. Bond requested an amendment to the above motion. A motion was made by Mr. DeLarco and seconded by Ms. Panepinto to rescind the motion to authorize the advertising of the Golf Maintenance Supervisor, Assistant Golf Maintenance Supervisor, and Part Time Recycling Worker, as recommended by the Personnel Committee. The motion carried unanimously. Mr. Bond requested authorization to advertise the following positions: Golf Maintenance Supervisor, with an hourly rate of \$18.00 to \$28.00; Golf Maintenance Assistant Supervisor, with an hourly rate of \$15.00 to \$22.00; and a Part Time Recycling Worker, with an hourly rate of \$10.00 to \$13.00.

A motion was made by Mr. Cross and seconded by Ms. Panepinto to authorize the advertising of the Golf Maintenance Supervisor, with an hourly rate of \$18.00 to \$28.00; Golf Maintenance

Assistant Supervisor, with an hourly rate of \$15.00 to \$22.00; and a Part Time Recycling Worker, with an hourly rate of \$10.00 to \$13.00. The motion carried unanimously.

Mr. Bond requested approval to award the 2021 Removal and Disposal of Liquid Sludge of the Water Treatment Plant contract to Russel Reid Waste Hauling and Disposal Service Company, Inc. with an estimated cost of \$49,365.00 per year.

A motion was made by Mr. Cross and seconded by Ms. Panepinto to award the 2021 Removal and Disposal of Liquid Sludge of the Water Treatment Plant contract to Russel Reid Waste Hauling and Disposal Service Company, Inc. with an estimated cost of \$49,365.00 per year. The motion carried unanimously.

Mr. Bond requested approval to award the 2021 Removal and Disposal of Dewatered Sludge of the Waste Water Treatment Plant contract to Solid Waste Services, Inc., d/b/a J.P. Mascaro, with an estimated cost of \$56,876.25 per year, contingent upon the signing of a new addendum.

A motion was made by Mr. Cross and seconded by Ms. Panepinto to award the 2021 Removal and Disposal of Dewatered Sludge of the Waste Water Treatment Plant contract to Solid Waste Services, Inc., d/b/a J.P. Mascaro, with an estimated cost of \$56,876.25 per year, contingent upon the signing of a new addendum. The motion carried unanimously.

Mr. Bond requested approval to extend the late fee deadline for the water and sewer bills until Friday, February 12, 2021, due to the slowness of the mail system.

A motion was made by Mr. Cross and seconded by Ms. Panepinto to approve the extension of the late fee deadline for the water and sewer bills until Friday, February 12, 2021, due to the slowness of the mail system. The motion carried unanimously.

Mr. Bond requested approval of awarding low bids for the 2021 East Stroudsburg Borough Chemical Bids; all low bidders have posted bonds as required. Bid summaries with all low bidders are attached.

A motion was made by Mr. DeLarco and seconded by Ms. Panepinto to approve the awarding of low bids for the 2021 East Stroudsburg Borough Chemical Bids; all low bidders have posted bonds as required. Bid summaries with all low bidders are to be attached to the Minutes. The motion carried unanimously.

Bill Reese:

Absent.

Approval of Warrant List 210119

A motion was made by Ms. Panepinto and seconded by Mr. Cross to approve Warrant List 210119, as presented. The motion carried unanimously.

Adjournment

A motion was made by Ms. Panepinto and seconded by Mr. DeLarco to adjourn the meeting at 7:54 p.m. The motion carried unanimously.

NEXT REGULAR MEETING: Tuesday, February 2, 2021, @ 7:15 p.m. in person at the East Stroudsburg Borough Municipal Building and virtually on Facebook on the East Stroudsburg Virtual Meeting page.