

MINUTES FOR REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY OCTOBER 5, 2021 - 7:15 p.m.

PRESENT IN PERSON: William T. Reese; Carrie Panepinto; Maury Molin; Sonia Wolbert; Don Cross; Roger DeLarco; Borough Manager Brian Bond. Also present were: Solicitor John Prevoznik; Public Works Director Brian Ace; and Borough Engineer Nate Oiler

VIRTUALLY PRESENT: Mayor Armand Martinelli

The Pledge of Allegiance was led by Jane Gagliardo.

Solicitor's Report on Executive Session

The Solicitor reported that an Executive Session was held on October 5, 2021 starting at 6:20 p.m., prior to the start of the Council meeting. All members of Council were present; Mayor Martinelli was absent. The following matters were discussed: A possible resolution of a zoning litigation matter; two employment matters involving hiring; one employment issue with potential disciplinary consequences. Executive Session ended at 7:03 p.m. No decisions were made.

September 21, 2021 Council Minutes

A motion was made by Mr. Molin and seconded by Mr. Cross to approve the minutes of the September 21, 2021 Council meeting. The motion carried unanimously.

September 29, 2021 Council Minutes

A motion was made by Mr. Cross and seconded by Ms. Panepinto to approve the minutes of the September 29, 2021 continuation of the September 21, 2021 Council meeting. The motion carried unanimously.

Public Comments – Agenda Items

None.

SROSRC Report:

The SROSRC report was distributed via email. A motion was made by Mr. Molin and seconded by Ms. Panepinto to accept the SROSRC report and attach to the minutes. The motion carried unanimously.

Veterans Park:

Mr. Reese advised that the Borough has received a check in the amount of \$11,500.00 from the Monroe County Commissioner's Office to put towards the sidewalk within Veterans Park.

A motion was made by Mr. Molin and seconded by Mr. Cross directing Mr. Bond to send a letter to the Monroe County Commissioner's Office thanking them for the \$11,500.00 donation. The motion carried unanimously.

150th Update:

Mr. Molin reported the Closing Ceremonies will be held Sunday, October 17, 2021 from 1:00 to 4:00 p.m. at the Elks Lodge. The 150th movie will be released at the Pocono Cinema on November 10, 2021.

IBW Update:

Mr. Oiler reported that an RFP for asbestos study at the IBW site was prepared. Mr. Oiler received the grant information necessary to prepare the demolition bid specifications.

Police Report:

The SARPD report will be presented at the October 19, 2021 Council Meeting.

East Stroudsburg Community Alliance (ECA):

Ms. Wolbert reported the ECA will be hosting a holiday event on December 1, 2021. The ECA will be doing an event debrief with regards to the Pickle Me Poconos festival at their next board meeting and sharing the information with the Pocono Mountain Chamber of Commerce. Feedback on the event from Council should be forwarded to Ms. Wolbert.

Engineer's Report:

The Engineer's report was distributed. A copy of the report is attached to the Minutes.

Middle Dam Rehabilitation and New Water Supply Intake Line

Mr. Oiler requested approval of Payment Request Number 3 in the amount of \$170,606.68 to Pioneer Construction Co., Inc. for work completed through September 29, 2021, as recommended by the Borough Engineer.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to approve Payment Request Number 3 in the amount of \$170,606.68 to Pioneer Construction Co., Inc. for work completed through September 29, 2021, as recommended by the Borough Engineer. The motion carried unanimously.

Emergency Generator for Well #3

Mr. Oiler requested approval of Payment Request Number 1 in the amount of \$96,129.00 to North End Electric, Inc. for work completed through September 21, 2021, as recommended by the Borough Engineer.

A motion was made by Ms. Wolbert and seconded by Ms. Panepinto to approve Payment Request Number 1 in the amount of \$96,129.00 to North End Electric, Inc. for work completed through September 21, 2021, as recommended by the Borough Engineer. The motion carried unanimously.

Mr. Oiler requested authorization for the Borough to submit Payment Application Number 1 to the Commonwealth Financing Authority for partial reimbursement under the PA Small Water and Sewer Grant.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to authorize the Borough to submit Payment Application Number 1 to the Commonwealth Financing Authority for partial reimbursement under the PA Small Water and Sewer Grant. The motion carried unanimously.

North Green Street Paving and ADA Ramp Project

Mr. Oiler requested authorization of a change order from Kobalt Construction for revised quantities based on field conditions of \$41,027.50, as recommended by RKR Hess.

A motion was made by Ms. Wolbert and seconded by Mr. Molin to authorize the change order from Kobalt Construction for revised quantities based on field conditions of \$41,027.50, as recommended by RKR Hess. The motion carried unanimously.

Mr. Oiler requested authorization for Payment Request Number 1 to Kobalt Construction in the amount of \$133,007.60, as recommended by RKR Hess. The total amount is less than the estimate provided on April 2, 2021.

A motion was made by Mr. Cross and seconded by Ms. Wolbert to authorize Payment Request Number 1 to Kobalt Construction in the amount of \$133,007.60, as recommended by RKR Hess. The motion carried unanimously.

MS4

Mr. Oiler requested authorization for RKR Hess and the Borough Manager to continue with the development and design of the stream bank restoration project of Reservoir Run for the MS4 program.

A motion was made by Ms. Wolbert and seconded by Mr. Cross to authorize RKR Hess and the Borough Manager to continue working together on the development and design of the stream bank restoration project of Reservoir Run for the MS4 program. The motion carried unanimously.

Land Development Management

Mr. Oiler requested approval to utilize RKR Hess for interim plan review and Land Development Management at the rate set forth in the previously approved Borough rate schedule for 2021.

A motion was made by Mr. Cross and seconded by Ms. Panepinto approving the utilizing RKR Hess for interim plan review and Land Development Management set forth in the previously approved Borough rate schedule for 2021. The motion carried unanimously.

Public Comments – New Business

Dave Czahor, of 147 Analomink Street, addressed the ongoing water problem in front of his house on Analomink Street and suggested someone from the Borough come look at the sinkhole that is forming at 149 Analomink Street. Mr. Bond recommended the property owner hire an engineer or enter into a professional services agreement with the Borough since this issue is on private property.

Jane Gagliardo, of 113 West Broad Street, advised We Share, a new non-profit organization in the Borough, is hosting an event with vendors and food trucks at their location on Milford Road on October 23, 2021. We Share is requesting the food license fees be waived for their event. Mr. DeLarco explained that the fee the Borough charges is to cover the expense of Borough employees performing the inspections of the food trucks. Mr. Bond advised that this request can be added to the agenda of the October 19, 2021 Council Meeting for consideration.

Ms. Gagliardo requested the parking restriction times be changed on West Broad Street. She requested this change at a previous Council meeting and no action has been taken. Currently, parking is restricted on West Broad Street from midnight to 8:00 a.m. and she is requesting the time to be changed until 7:00 a.m. Ms. Gagliardo suggested the change can be made to the other streets affected, such as Lenox Avenue and Grove Street. Mr. Molin added that Grove Street becomes a one lane road due to the parked cars. A suggestion was made to make Grove Street a one-way street. Mr. Martinelli stated if the Borough is considering making Grove Street a one-way street, all residents in the area should be notified of the potential change and allow time at a meeting for any resident to voice their opinions before any changes are officially made.

A motion was made by Mr. Molin and seconded by Mr. Cross to direct Mr. Bond to review the parking restriction times and signage on West Broad Street, Lenox Avenue, and Grove Street and provide a recommendation at the October 19, 2021 Council Meeting. The motion carried unanimously.

A motion was made by Mr. Molin and seconded by Mr. Cross to direct Mr. Bond to review and determine if Grove Street should become a one-way street and provide a recommendation at the October 19, 2021 Council Meeting. The motion carried unanimously.

Greg Amundsen, of 312 East Broad Street, expressed his concerns about a house across from him and asked if the Borough will enforce any violations that are applicable to the residence. Mr. Bond advised that multiple violations have been issued to this particular home. Mr. Bond will check the status of open violations and citations for this property and will follow up accordingly.

Deb Kuchinski, of 145 Sopher Street, suggested that the Borough review and possibly reduce the fees for temporary food licenses since it is a common request for the fees to be waived. She asked what other local municipalities charge. Mr. Bond stated Stroudsburg Borough charges about \$125.00 per day.

Ms. Kuchinski requested the parking restrictions on Sopher Street be reviewed and suggested alternate side of the street parking for that area. She stated that current parking becomes a problem on her street particularly in the winter with snow removal. Mr. Bond advised that is one of the streets that he will be reviewing for alternate side of the street parking.

Ms. Kuchinski requested sturdier, larger garbage bags be provided for the residents to purchase for additional weekly garbage. Ms. Kuchinski also requested stickers that residents can put on their garbage cans indicating that the resident is handicapped, which would prevent those residents from being fined for their cans out earlier for collection and brought in later than the current ordinance allows.

Andrea Cechak, of 594 Chestnut Street, who joined virtually, expressed her concerns about a residence on North Courtland Street that continues to illegally dump and dispose of construction materials. Mr. Bond advised that multiple violations have been issued to this property and we will continue to monitor the situation. Ms. Wolbert suggested the Borough review the fees for

property violations to be sure the fines are suitable and encourage the homeowner to make the corrections instead of frequently receiving small fines.

Ms. Kuchinski reported on Pickle Me Poconos festival that was held on Crystal Street. She advised there were a few issues as the vendors were setting up, and requested the Borough has a plan for future events.

Reports:

Brian Ace/Public Works:

The DPW report was distributed via email. A motion was made by Mr. Cross and seconded by Mr. Molin to accept the DPW reports as presented. The motion carried unanimously. A copy of the report is attached to the Minutes.

Zoning/Codes:

The Zoning/Codes reports were distributed via email. A motion was made by Ms. Panepinto and seconded by Mr. Molin to accept the Zoning/Codes reports as presented. The motion carried unanimously. Copies of the reports are attached to the Minutes.

Finance:

The financial reports were distributed via email. A motion was made by Mr. Molin and seconded by Mr. Cross to accept the financial reports as presented. The motion carried unanimously. Copies of the reports are attached to the Minutes.

Mayor Armand Martinelli:

No report.

Sonia Wolbert:

Ms. Wolbert inquired about the status of the 2022 budget. Mr. Bond advised he has a meeting on October 12, 2021 at which time he will receive the final figures for the 2022 health insurance costs. Once he has that information, he will send out a draft budget to Council members for review.

A motion was made by Ms. Panepinto and seconded by Ms. Wolbert to set and advertise a budget workshop meeting for October 27, 2021 at 5:15 p.m. The motion carried unanimously.

Don Cross:

No report.

Maury Molin:

Mr. Molin reported there is a Naming Committee meeting on October 14, 2021 at 4:00 p.m.

Roger DeLarco:

No report.

Carrie Panepinto:

No report.

Solicitor John Prevoznik, Esq.:

No report.

Manager's Report:

Mr. Bond requested authorization to appoint Hanover Engineering as the Interim Zoning Official until one can be hired at the previously approved rate schedule for 2021.

A motion was made by Mr. DeLarco and seconded by Mr. Molin to authorize appointing Hanover Engineering as the Interim Zoning Official until one can be hired at the previously approved rate schedule for 2021. The motion carried unanimously.

Mr. Bond requested authorization to accept the letter of resignation for Bob Miller from the Waste Water Treatment Plant effective October 13, 2021.

A motion was made by Mr. Molin and seconded by Ms. Panepinto to accept the letter of resignation for Bob Miller from the Waste Water Treatment Plant effective October 13, 2021. The motion carried unanimously.

Mr. Bond requested authorization to accept the letter of resignation for Lora Miller as part-time secretary effective October 13, 2021.

A motion was made by Mr. Molin and seconded by Ms. Panepinto to accept the letter of resignation for Lora Miller as part-time secretary effective October 13, 2021. The motion carried unanimously.

Mr. Bond requested approval to set the 2021 Trick or Treat date and time as October 31, 2021 from 6:00 p.m. to 8:00 p.m.

A motion was made by Ms. Wolbert and seconded by Ms. Panepinto to approve setting the 2021 Trick or Treat date and time as October 31, 2021 from 6:00 p.m. to 8:00 p.m. The motion carried unanimously.

Mr. Bond requested authorization to advertise for a Waste Water Treatment Plant Operator with salary commensurate with experience.

A motion was made by Mr. Molin and seconded by Ms. Panepinto to authorize advertising for a Waste Water Treatment Plant Operator with salary commensurate with experience. The motion carried unanimously.

Mr. Bond requested authorization to advertise for a part-time secretary at the hourly rate of \$15.00 per hour.

A motion was made by Mr. Molin and seconded by Ms. Panepinto to authorize advertising for a part-time secretary at the hourly rate of \$15.00 per hour. The motion carried unanimously.

Mr. Bond requested authorization to advertise for a part-time Zoning Officer with salary commensurate with experience.

A motion was made by Mr. Molin and seconded by Ms. Wolbert to authorize advertising for a part-time Zoning Officer with salary commensurate with experience. The motion carried unanimously.

Mr. Bond requested approval to hire Ryan Philips as a Maintenance Worker “C” with the probationary hourly rate of \$18.45 as per the Collective Bargaining Agreement.

A motion was made by Ms. Panepinto and seconded by Mr. Molin to approve hiring Ryan Philips as a Maintenance Worker “C” with the probationary hourly rate of \$18.45 as per the Collective Bargaining Agreement. The motion carried unanimously.

Mr. Bond requested approval to hire Anthony Heyne as a Maintenance Worker “C” with the probationary hourly rate of \$18.45 as per the Collective Bargaining Agreement.

A motion was made by Ms. Wolbert and seconded by Ms. Panepinto to approve hiring Anthony Heyne as a Maintenance Worker “C” with the probationary hourly rate of \$18.45 as per the Collective Bargaining Agreement. The motion carried unanimously.

Mr. Bond requested to table the consideration to transition Sandy Messerle to Codes Enforcement officer at the hourly rate of \$16.50.

A motion was made by Ms. Wolbert and seconded by Ms. Panepinto to table the consideration to transition Sandy Messerle to Codes Enforcement officer at the hourly rate of \$16.50. The motion carried unanimously.

Mr. Bond requested approval to advertise for a part-time Zoning/Codes Secretary with an hourly rate of \$15.00 and a maximum of 28 hours weekly.

A motion was made by Mr. Molin and seconded by Ms. Panepinto to approve advertising for a part-time Zoning/Codes Secretary with an hourly rate of \$15.00 and a maximum of 28 hours weekly. The motion carried unanimously.

Bill Reese:

Approval of Warrant List 211005

A motion was made by Ms. Wolbert and seconded by Ms. Panepinto to approve Warrant List 211005 as presented. The motion carried unanimously.

Adjournment

A motion was made by Ms. Wolbert and seconded by Mr. Molin to adjourn the meeting at 8:56 p.m. The motion carried unanimously.

NEXT MEETING: Tuesday, October 19, 2021, at 7:15 p.m., in person at the East Stroudsburg Borough Municipal Building and virtually on Facebook on the East Stroudsburg Virtual Meeting page.