

MINUTES FOR MONTHLY WORK SESSION
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY, JUNE 28, 2022 – 7:10 p.m.

PRESENT IN PERSON: Sonia Wolbert; William Reese; Edmund Freeborn; Maury Molin; Mayor Victor Brozusky. Erika Huber (arrived at 8:00 p.m.); Carrie Panepinto (arrived at 8:50 p.m.); Also present were: Borough Manager Brian Bond; Zoning Officer Sam D'Alessandro; Solicitor John Prevoznik; and Borough Engineer Russ Scott.

A motion was made by Mr. Freeborn and seconded by Mr. Molin to waive reciting the Pledge of Allegiance since it was recited at the beginning of the Special Council meeting held directly before this Work Session. The motion carried unanimously.

Utility and Capital Improvement Committee Report:

Mr. Freeborn provided a report from the Utility and Capital Improvement Committee. The Committee suggested a timeline be developed for the various projects and projected costs associated with anticipated improvements, which will be coordinated with the Operations Committee. Mr. Freeborn requested that each Councilperson examine their wards and report back so a prioritized list of streets to be improved can be created. Mr. Bond stated he will distribute the completed street evaluation report.

Community Relations and Beautification Committee:

Mr. Molin provided a report from the Community Relations and Beautification Committee. The committee requested staff to water and mulch the planters on Crystal Street and the breezeway. Mr. Bond stated this will take a staff member two to four hours a day, and if the planters are watered twice a week, that is four to eight hours a week that a staff member will be pulled from other projects. Points of discussion included determining the cost and time associated with a staff member performing this task for budgeting purposes, and requesting an organization such as the fire department to water the planters instead of Borough personnel. This item will be placed on the July 5, 2022 Borough Council Agenda as an action item.

The committee discussed the potential of creating a dog park within the Borough, as well as a possible disc golf course at Zacharias Pond or Gregory's Pond Park. This item will be placed on a future agenda to ask SROSRC to look at possible locations for a dog park, and the possibility of creating a disc golf course at Zacharias Pond or Gregory's Pond Park.

Mr. Molin reported that the committee would like to have meetings with East Stroudsburg University, Lehigh Valley Pocono Hospital, and East Stroudsburg School District. These meetings would be beneficial to keep communication open between these stakeholders and the Borough. It was recommended that the committee set agendas for the desired meetings and then reach out to the entities to schedule the meetings. Council will have to decide who will be attending these meetings, and what type of meetings they will be. Mr. Molin will take this topic back to the Community Relations and Beautification Committee for further discussion.

Planning and Zoning Committee:

Mr. D'Alessandro provided a report from the ZORC Professionals meeting. Representatives from the Armory property on Washington Street were at the most recent ZORC Professionals meeting to discuss the parking issues. The Borough requires further information to be able to move forward with their requests. Mr. Berkowitz agreed to be a stakeholder in the Borough's parking study. Mr. D'Alessandro reported that a draft ordinance will be prepared for the July 12,

2022 ZORC Professionals meeting to discuss permitted uses and regulations for the Armory property.

Mr. D'Alessandro has prepared an amended C-2A Table of Use, Bulk Use Chart, and a zoning map for Council's review.

There was a discussion about zoning permits being issued after all other required permits were obtained. Mr. D'Alessandro stated he received an application for a short-term rental permit that is located on a state road. Due to the fact that a short-term rental is considered a business, a permit would be required from PennDOT to allow use of the driveway that enters and exits off the state road. Mr. D'Alessandro suggested that the ordinance be amended to require all other necessary permits be obtained before any zoning permits or certificate of occupancy permits be issued by the Borough.

Mr. Scott reported other topics of discussion from the ZORC Professionals meeting. MS4 compliance was discussed. Mr. Scott proposed a streambank restoration project on Reservoir Run near the East Stroudsburg High School soccer fields in order to receive credit from PA DEP for our MS4 permit. The Manager and Solicitor will have to obtain easements in order to proceed with the project. This topic will be added to the July 5, 2022 Borough Council Agenda as an action item.

Mr. Scott advised all Chapter 102 and 105 violations have been addressed, and a copy of the Borough's erosion and sediment pollution control plan has been sent to the Monroe County Conservation District with notification that the violations have been resolved. Mr. Scott reminded Council that the contractor performing the Exit 308 work requested to use the landfill area for storage and parking during construction. The recommendation from the ZORC Professionals is to deny the contractor's request due to the limited space in that area now that the Borough's stockpiles have been relocated, and for environmental concerns. This topic will be added to the July 5, 2022 Borough Council Agenda as an action item.

Also discussed were options for disposal of street sweeping materials. A recommendation from the ZORC Professionals is to authorize laboratory testing of these materials to determine how the Borough handles disposal. This topic will be added to the July 5, 2022 Borough Council Agenda as an action item.

There was a about a potential regional stockpile for such materials. This is being referred to the Operations Committee and Utility and Capital Improvement Committee for further discussion.

Mr. Scott reported receipt of an email from Marv Walton, the Monroe County Land Bank Administrator. Mr. Walton inquired about the status of the IBW demolition. The Borough received grant money from Monroe County to demolish the IBW buildings. Mr. Scott asked Mr. Walton if the grant money can be used to purchase the chain link fence we plan to erect prior to demolition. Mr. Scott is waiting for Mr. Walton's response.

A recommendation from the ZORC Professionals is to amend Ordinance 1313, with regard to Chapter 154, Water and the aquifer non-use area by correcting the date on the map reference. This topic will be added to the July 5, 2022 Borough Council Agenda as an action item.

The owners of the property on Forge Road that is the proposed site of a U-Haul facility submitted development plans to the Borough and will impact the existing sewer main that runs through that property to the Borough's Wastewater Treatment Plant. Revised development plans

show relocation of the line to lessen the impacts to the Borough, however, there are concerns with this plan. A recommendation from the ZORC Professionals is to have the developers' consultant provide an updated telegraphic and utility survey of the entire site which will allow the Borough to better evaluate the plans. This sewer line's flat pitch makes it very difficult to relocate.

There was a discussion about the replacement of the sewer trunk main under I-80. This topic will be added to the July 5, 2022 Borough Council Agenda as an action item for RKR Hess to prepare a preliminary design concept and cost estimates for the sewer trunk main replacement.

Mr. Scott reported on the replacement and upgrades to water meters throughout the Borough. It has been confirmed that the replacement of water meters would be eligible for funding under the American Recovery Act. Water meter replacement is a major component of the Borough's plan to reduce unaccounted for water in the system. The new system will modernize and streamline meter reading and the utility billing procedures. The Borough intends to perform the actual installation of meters with its own personnel.

I-80 Rock Fall Fence Project

Ms. Wolbert reported receipt of a request from an individual to be placed on the July 5, 2022 Borough Council Agenda to discuss the I-80 Rock Fall Fence project. This individual is concerned about the impact this project will have on tourism in our area and has been in contact with other municipalities to gain support. It was recommended that a letter be sent to Council Members for their review.

Operations Committee:

Ms. Wolbert provided a report from the Operations Committee meeting. The committee reviewed letters from employees requesting outside employment. Since most of the employees are part of the Union, an agreement has to be made between the Borough and the Union. The committee recommends the Manager and Solicitor provide an updated Outside Employment Policy and form for discussion with the Union. This topic will be added to the July 5, 2022 Council Agenda as an action item.

There will be discussion in Executive Session concerning the applications received for the Borough Manager's position.

Public Comments:

There have been recent violations issued for cars parked on grass, front lawn, and other areas that are prohibited per the Borough Ordinance. Mr. D'Alessandro stated that he was responding to a complaint and in doing so, noticed other vehicles violating the same ordinance. It was his responsibility to enforce all violations he observed, not just the complaint he received. Concerns were raised that this ordinance has not been enforced for years and some feel that residents should have been issued warnings prior to receiving tickets. Mr. Prevoznik advised Mr. D'Alessandro's job is to enforce the law, not to make a policy decision. There is potential of discrimination charges if enforcement is only for certain violators and not all. Council has the ability to create a policy and direct the Zoning Officer differently once a policy is adopted. Mr. Wilder of Park Street stated he received a ticket for parking in a grassy area adjacent to his property where he has parked for thirty years. He brought to Council's attention that the new parking restriction signs along Park Street are incorrect, and requested that Mr. Bond review and correct them if necessary. The current ordinance prohibits parking in areas that have not been approved as driveways. The fine for this violation is \$15.00 and is not currently an escalating

fine. Ms. Wolbert requested this topic be referred to the Planning and Zoning Committee to review the fines set for this violation.

The Borough now has Enforcement Officers working evening and weekend hours and will be enforcing violations according to Borough Ordinances.

Executive Session:

A motion was made by Mr. Freeborn and seconded by Mr. Molin to go into Executive Session at 8:53 p.m. The motion carried unanimously.

A motion was made by Mr. Freeborn and seconded by Mr. Molin to reconvene the Work Session at 9:25 p.m. The motion carried unanimously.

The Solicitor reported that all members of Council were present. Mayor Brozusky, Mr. Prevoznik, and Mr. Bond were also in attendance. Contract negotiations, consulting business, and applications for the Borough Manager position were discussed. No decisions were made.

Adjournment:

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to adjourn the meeting at 9:26 p.m. The motion carried unanimously.

NEXT REGULAR MEETING:

Tuesday, July 5, 2022, at 7:15 p.m.

NEXT WORK SESSION:

Monday, July 25, 2022, at 7:00 p.m.