

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, SEPTEMBER 14, 2015  
7:30 P.M.**

Vice President K. Davis opened the Regular Meeting at 7:30 P.M. with the following members present: Councilmembers, F. O'Boyle; D. Casole; J. Scalamandre, C. Williams, and J. Woehrle. Mayor F. Courtright, Solicitor J. Fareri and Borough Secretary/ Treasurer L. Noonan were also present.

President J. Finnerty was absent.

The Pledge of Allegiance was said by all.

**PRELIMINARY ANNOUNCEMENTS**

Vice President K. Davis apologized for opening the meeting late, explaining that Borough Council met with two (2) individuals who were interested in being appointed to committees prior to the start of tonight's meeting. Those were: Robin Watson, wishing to be appointed to the Pocono Mountain Public Library Board; and, Beverley Harper, seeking appointment to the Planning Commission.

**APPROVAL OF MINUTES**

Councilmember J. Scalamandre moved to approve the Regular Meeting minutes of the Monday, August 10, 2015, as submitted. Councilmember F. O'Boyle seconded. Motion carried unanimously.

**OFFICERS' REPORTS**

**PRESIDENT**

Vice President K. Davis noted that the renovations to the Borough building have begun and the handicap ramp is underway and they are working out some plans in regards to the drainage of that area.

**MAYOR**

Mayor F. Courtright noted that the Pocono Mountain Regional Police Commission held their meeting here last week on Tuesday, September 8, 2015, and at that meeting there was an unveiling of the bust of former Vice President Roy Gross commemorating his years of service to the Pocono Mountain Regional Police Commission and that will be hung in the Police building.

Mayor F. Courtright noted that he as well as Vice President K. Davis and Councilmember C. Williams attended the 2015 Economic Summit on Friday, September 7, 2015, at East Stroudsburg University.

Mayor F. Courtright also noted that Harvest Fest will be held on Saturday, September 26<sup>th</sup>, and he will have a table that he will be manning and he asked other Councilmembers to also help out in manning that table.

Mayor F. Courtright noted that the Official Mount Pocono Facebook page now has 1,319 Facebook members.

Mayor F. Courtright discussed a request from the Pocono Mountain Regional EMS for a letter of support for a LSA Grant for the LUCAS Devices. Mayor F. Courtright explained that the LUCAS Device provides perfect CPR every time.

Councilmember J. Woehrle moved to send a letter of support for a LSA Grant for a LUCAS Device to the Pocono Mountain Regional EMS. Councilmember C. Williams seconded. Motion carried unanimously.

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**TREASURER’S REPORT**

The following cash report was given as follows:

GENERAL FUND CHECKING ACCOUNT	\$ 417,617.97
PENN SECURITY GENERAL FUND ACCOUNT	20,692.71
CAPITAL RESERVE ACCOUNT	48,723.86
BANNER BEAUTIFICATION ACCOUNT	2,417.36
STATE LIQUID FUELS	55,025.40
PARK & RECREATION FUND	16,027.98
PLANNING COMMISSION REIMB. FUND	52,687.63
ROAD FUND – GENERAL FUND	96,932.17
STORMWATER FUND	132,447.61
GENERAL FUND RESERVE PLGIT ACCOUNT	41,631.17
SANITATION FUND	28,392.26
ROUTE 940 CORRIDOR FUND	53,675.00
FIVE POINT INTERSECTION FUND	<u>443,849.90</u>
<b>GRAND TOTAL</b>	<b><u>\$ 1,410,121.02</u></b>

Councilmember F. O’Boyle moved to pay and approve the bills as outlined in the Treasurer’s Report dated Monday, September 14, 2015, as presented and to pay/ request extension on the Wayco payment due to the Borough providing traffic control for that time. Councilmember J. Scalamandre seconded.

There were questions from Michelle Peck and Agneiszka Danch regarding monies outlined in the Cash Report for the Stormwater Fund, the Road Fund and the Five Points Intersection Fund.

Motion carried unanimously.

**BILLS TO BE PAID FROM THE GENERAL FUND CHECKING ACCOUNT:**

ACE Hardware	(shop/ building supplies)	\$ 286.42
American Casualty Service	(workers comp)	2,450.22
Berkheimer	(LST Commission)	337.87
Blue Cross of NEPA	(health insurance)	6,511.15
Blue Ridge Communications	(phones/ internet)	356.15
Blue Tarp Financial	(hand carry hose wheel, grease)	380.13
Boston Mutual	(life/ disability insurance)	240.01
C & S Brothers, Inc.	(nameplates)	40.00
H. Clark Connor	(PC Solicitor)	525.00
Eastern Time, Inc.	(fire alarm monitoring contract)	310.00
First National Bank	(maint tools, repairs to oil tank)	561.69
G & K Services	(uniforms/ rugs)	307.58
Gilmore & Associates, Inc.	(Engineering)	1,742.90
Hillsborough County NH Sheriff	(service for 134 Winona Road)	63.00
Kirk, Summa & Co., LLP	(2014 financial)	6,050.00
Gotta Go Potties	(port-a-potties)	170.00
Lehigh Hanson	(2A subbase stone)	1,358.02
Locust Ridge Quarry	(hot black top)	364.41

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Monroe County Control Center	(4 <sup>th</sup> Quarter)	1,155.47
Mountain Services	(2013 Kenworth & 2009 F350)	\$ 1,626.11
NAPA Auto Parts	(truck parts)	180.43
Neopost	(postage meter)	120.77
Newman, Williams, Mishkin	(1/2 retainer Fareri)	10,000.00
Shirley O'Boyle	(reimb. Photo frames)	21.25
Payrolls Unlimited	August payroll)	81.00
PA American Water	(bldgs. & fire hydrants)	788.39
PPL	(electric)	796.53
PA One Call	(monthly fees)	8.33
PA Paper & Supply	(paper towels/ tissues)	28.40
Pocono Mtn. Reg. Police	(mortgage)	2,811.27
Pocono Mtn. Reg. Police	(monthly payment)	57,216.72
Pocono Mtn. Public Library	(2015 RE taxes rec'd Aug – 1 mil)	73.65
Pocono Mtn. Vol. Fire Co.	(2015 RE taxes rec'd Aug – 1 mil)	73.65
Pocono Mtn. Reg. EMS	(2015 RE taxes rec'd Aug ½ mil)	36.82
Pocono Mtn. Public Library	(delinquent taxes April, May & June)	647.83
Pocono Mtn. Vol. Fire Co.	(delinquent taxes April, May & June)	647.83
Pocono Mtn. Reg. EMS	(delinquent taxes April, May & June)	323.92
<i>Pocono Record</i>	(advertising)	24.60
Potcher Construction	(pamt request #1, approved by S & V)	10,818.00
Quill	(paper, receipt books)	99.36
RKR Hess	(SEO – septic repair 6 Mason St)	406.50
Reliable Sign	(signs)	331.00
Schoonover & Vanderhoof	(architectural services)	642.20
Selective Insurance	(insurances)	2,175.00
Sunoco (COSTARS)	(gas/ diesel)	558.66
Tulpehocken Spring Water	(bottled water)	20.00
United Concordia	(dental insurance)	524.60
US Bank	(copier lease)	415.68
Verizon Wireless	(phones)	114.90
Verizon	(phones)	32.52
Wayco, Inc.	(2015 road rehab)	217,577.51
ZEE Medical Services	(supplies)	<u>28.83</u>

**GRAND TOTAL** **\$ 332,462.28**

**BILLS ALREADY PAID FROM THE GENERAL FUND CHECKING ACCOUNT:**

Mt Pocono Payroll	(w/e 08/12/15)	\$ 5,568.88
Mt Pocono Payroll	(w/e 08/19/15)	6,375.76
Mt Pocono Payroll	(w/e 08/26/15)	5,187.12
Mt Pocono Payroll	(w/e 09/02/15)	5,343.97
Mt Pocono Payroll	(w/e 09/09/15)	<u>4,721.64</u>

**GRAND TOTAL** **\$ 27,197.37**

**BILLS TO BE PAID FROM THE STATE LIQUID FUELS ACCOUNT:**

PPL	(traffic signals – 2 months)	<u>\$ 1,961.18</u>
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**BILLS TO BE PAID FROM THE PARK & RECREATION FUND:**

Mount Pocono Fence	(Oak St. Fence)	<u>\$ 11,200.00</u>
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<b>GRAND TOTAL</b>		<b><u>\$ 11,200.00</u></b>
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Councilmember F. O'Boyle noted that in the Borough's Audit Report it does not mention in our financial statements about the once the Belmont Knoll's mortgage is paid off that the Borough will receive a one percent (1%) interest for a grant that the Borough received on their behalf.

Borough Secretary/ Treasurer L. Noonan discussed changes to the front door to the Borough building, noting that there were thoughts to change it from a double door to a single door. She explained that the design of the door would look very similar to the door that is there now, but it would be one (1) single door.

Councilmember F. O'Boyle questioned whether or not the landing was wide enough and Councilmember D. Casole requested a different type of door rather than wood.

Borough Secretary/ Treasurer L. Noonan noted that she has been seeking quotes to have the trees and brush cut back at Knob Overlook so that the view would be restored and also receiving a quote for tree removal on Center Avenue that is in the Borough's right-of-way.

Borough Secretary/ Treasurer L. Noonan also noted that she is receiving quotes for the Borough sign in front of the Borough building as it needs to be updated and repaired.

Borough Secretary/ Treasurer L. Noonan further noted that in the bill list there was a check to Hillsborough County New Hampshire Sheriff's Office that is to serve the owner of the Callahan house on Winona Road as it is a dangerous structure with broken windows and recently there was concern that a squatter was residing there with several dogs. She also discussed the Kanofsky property on Summit Drive which is also a dangerous structure, noting that we have taken the owner to the District Magistrate and Mr. Kanofsky promises to correct the problems. He has never followed through on his promises. The District Magistrate correspondence gets returned and a constable was unable to serve him at his address on file. We are now in the process of trying to get him served at his place of employment.

**SOLICITOR**

Solicitor J. Fareri gave an update on the lawsuit with Pocono Mountain Regional Police. He stated that this is still an ongoing matter. He further discussed the worker's compensation insurance and the recent request of the Pocono Mountain Volunteer Fire Company for a resolution outlining what the workers compensation insurance covers. He noted that his working on this with the Paradise Township Solicitor.

**PERSONS TO BE HEARD**

**Agnieszka Danch, 32 Summit Drive**

Solicitor J. Fareri stated that Mrs. Danch has obtained legal counsel and it is his legal opinion that we should not discuss this at the meeting and as it is potential litigation and any communication in regards to this matter will be between him and Mrs. Danch's attorney. In view of that Mrs. Danch requested that Michelle Peck of Summit Drive be heard in place of her.

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Mrs. Peck discussed the stormwater issues over at Summit Drive and questioned the drainage/trench work that is currently being done on Summit Drive. Mrs. Peck stated this the work is being done on the opposite side of the street from her home and questioned what would be done to alleviate the water coming onto her property. Councilmember J. Woehrle stated that they believe the work currently underway will deter the water from her property.

**George Azal, Knob Road**

Mr. Azal distributed a packet of information regarding an issues he has and noted that he will be back next month to discuss this with Borough Council.

**UNFINISHED BUSINESS**

**Stormwater Management Ordinance Amendments**

Councilmember J. Scalamandre moved to advertise the Stormwater Management Ordinance Amendments as outlined and recommended for approval from the Planning Commission and if necessary to hold a Public Hearing at 6:45 P.M. on October 5, 2015. Councilmember J. Woehrle seconded. Motion carried unanimously.

**NEW BUSINESS**

**Appointments**

Councilmember J. Woehrle moved to appoint Beverley Harper to the Planning Commission. Councilmember C. Williams seconded. Motion carried unanimously.

Councilmember J. Scalamandre moved to appoint Robin Watson to the Pocono Mountain Public Library. Councilmember F. O'Boyle seconded. Motion carried unanimously.

**2016 MMO – Non Uniform Pension Plan**

Councilmember D. Casole moved to approve the Financial Requirement and Minimum Municipal Obligation Budget for 2016 in the amount of \$14,917.00. Councilmember J. Woehrle seconded. Motion carried unanimously.

**Short Term Rental Ordinance**

Borough Council was in receipt of a request from the Planning Commission for some direction on whether or not Borough Council wanted the Planning Commission to continue reviewing the Tenant Registration Ordinance and to possibly incorporate short term rental regulations into the current Ordinance. It was agreed that this will be discussed at next week's work session and that the Planning Commission members were also invited to attend that work session to discuss.

**Tattoo Establishment Update**

Borough Secretary/ Treasurer L. Noonan noted that the tattoo artist that wanted to open a business on Pocono Boulevard has moved out of state and the owners' of the space have rented it to an individual who is opening a hair salon.

**STANDING COMMITTEES**

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**Planning**

Previously discussed

**Stormwater**

Previously discussed

**Utilities**

Councilmember F. O'Boyle noted that last week they held their meeting and tomorrow they will be meeting with the DRBC.

**Water**

Councilmember D. Casole noted that PAWC will be flushing the fire hydrants in the Borough sometime in October and that they will be notifying everyone prior to the hydrants being flushed.

**Streets**

Councilmember J. Woehrle noted that they have been working on filling potholes, stormwater issues and have also installed drain boxes. He discussed the possibility of Borough Council considering replacing the 2006 Peterbilt this next budget year.

**Sanitation**

Borough Secretary/ Treasurer L. Noonan reminded everybody that when a holiday falls on a Monday, like last week, that garbage collection will be one (1) day later and for us that means that garbage would be picked up on Wednesday.

**Buildings**

No report

**Budget and Finance**

No report

**Recreation/ Open Space**

Councilmember F. O'Boyle discussed the Borough Council selling the two (2) properties: the former Little Mexico Gift Shop and the vacant lot on Brunswick Drive and to get those back on our tax rolls.

Solicitor J. Fareri stated that Borough Council may need to auction off those properties in order to sell them. He will research and get back to Borough Council.

**Personnel**

Mayor F. Courtright stated that Kevin Seese was hired back in May has now completed his ninety (90) day probationary period. Mayor F. Courtright stated that the Personnel Committee's recommendation is for a twenty-five cent per hour raise retroactive back to his ninety (90) day probationary period end date of August 6, 2015.

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Councilmember J. Woehrle moved to increase Kevin Seese's hourly rate by twenty-five cents. Councilmember F. O'Boyle seconded. Motion carried unanimously.

**Regional Police**

Mayor F. Courtright noted that the next month's meeting of the Pocono Mountain Regional Police Commission will be held at the Library in Coolbaugh Township on October 13, 2015.

**Regional EMS**

Mayor F. Courtright noted as he stated earlier that they will be applying for a grant for the LUCAS devices.

**COG**

No report

**Five Points Intersection**

No report

**PUBLIC PARTICIPATION**

**Chris Sarajian, Owner of Bailey's, Steak & Rib House**, discussed with Borough Council the status of the proposed traffic light at SR 611 and Pine Hill Road. He noted that recently his wife and kids were involved in an accident at this intersection. He stated that he's willing to pledge more money to see the traffic light installed and requested that Borough Council set up a meeting with all interested parties for a project update status.

It was agreed that Borough Council would contact PMEDC and try to get a meeting scheduled in the next couple of weeks.

**Mike Oser, 39 Fairview Avenue**, requested that Borough Council put the meeting packet on the website and also discussed the Borough building renovations and holding the meeting in the building when the handicap access ramp is not available.

Councilmember J. Scalandre discussed a meeting he attended at Coolbaugh Township regarding the Belmont Avenue Bridge replacement.

Councilmember F. O'Boyle stated that the pavilions need to be painted as it has not been done.

It was also requested that the Borough Secretary/ Treasurer advertise the sale of the tractor.

Councilmember F. O'Boyle requested that Borough Council consider reducing the height of the high grass on the Property Maintenance Ordinance, reducing it to six inches (6") inches from ten inches (10").

There being no further business or any further public participation coming before the Board, Councilmember J. Scalandre moved to adjourn. Councilmember D. Casole seconded. Motion carried unanimously.

Respectfully submitted,

Lori Noonan, Borough Secretary