

**MOUNT POCONO BOROUGH COUNCIL
REGULAR MEETING MINUTES
MONDAY, JUNE 5, 2017
7:00 P.M.**

President K. Davis opened the Regular Meeting at 7:00 P.M. with the following members present: Vice President J. Woehrle, Councilmembers: F. O'Boyle; D. Casole; C. Williams; and, M. Oser. Mayor F. Courtright, Solicitor J. Fareri and Borough Secretary/ Treasurer L. Noonan were also present.

Councilmember K. Transue was absent.

The Pledge of Allegiance was said by all.

PRELIMINARY ANNOUNCEMENTS

None.

APPROVAL OF MINUTES

Councilmember M. Oser moved to approve the Regular Meeting minutes of Monday, June 5, 2017, as presented. Councilmember D. Casole seconded. Councilmember C. Williams abstained. Motion carried unanimously.

OFFICERS' REPORTS

PRESIDENT

President K. Davis thanked the members of Borough Council and the public who sent him cards, flowers and their kind words that he received after the passing of his mother last month. He noted that residents should keep an eye on the empty K-Mart Plaza as we understand that an Ollie's Outlet and a Planet Fitness plan to occupy a portion of that location. Also, the Hibachi Grill and Pet Value will be opening soon.

MAYOR

Mayor F. Courtright thanked the road crew for fixing the road sign for Seneca Road. He noted that May Fest was a great success and it was a beautiful day. He gave a quarterly report for the first quarter of 2017 noting that he has conducted four (4) wedding ceremonies all ceremonies were conducted in the Borough Chambers. \$150.00 per ceremony was submitted to the Borough Secretary/ Treasurer. The weddings were held on April 24th, April 28th, May 5th and May 22nd. Mayor F. Courtright noted that there is a large pothole at the intersection of Brunswick and Seneca and he requested that the road crew try to fill it at their earliest convenience.

TREASURER'S REPORT

GENERAL FUND CHECKING ACCOUNT	\$ 715,379.84
ESSA MONEY MARKET	17,347.83
PENN SECURITY GENERAL FUND ACCOUNT	961.71
CAPITAL RESERVE ACCOUNT	49,167.35
BANNER BEAUTIFICATION ACCOUNT	2,538.15
STATE LIQUID FUELS	75,035.38
PARK & RECREATION FUND	869.52
PLANNING COMMISSION REIMB. FUND	17,097.14
ROAD FUND – GENERAL FUND	100,693.04
STORMWATER FUND	88,559.80
GENERAL FUND RESERVE ACCOUNT	42,010.23

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SANITATION FUND	\$ 17,302.80
ROUTE 940 CORRIDOR FUND	53,675.00
FIVE POINT INTERSECTION FUND	<u>443,227.39</u>
 GRAND TOTAL	 <u>\$1,623,865.18</u>

BILLS TO BE PAID FROM THE GENERAL FUND CHECKING ACCOUNT:

ACE Hardware	(nuts & bolts, trash bags etc.)	\$ 112.94
Berkheimer Associates	(LST Commission)	42.91
Blue Ridge Communications	(phones)	413.54
Boston Mutual	(disability insurance)	253.08
CS Davidson, Inc.	(permit manager software support)	1,850.00
Cintas	(uniform & rug service)	274.31
Community Planning & Management	(ZO consult RE: Kmart redevelopment)	42.50
Ed's Auto Service	('12 Pete, '09 Ford, '01 GMC, '06 Pete)	3,757.78
Ehrlich	(pest control)	88.00
ESSA Bank	(interest on line of credit)	571.23
FNB Visa	(flags, flowers, background cks, flowers)	924.39
Joann Misuraca-Ficco	(supply reimb.)	55.02
First Source Solutions	(CDL Drug Testing)	83.43
Fry Communications, Inc.	(PA Bulletin Subscription)	82.00
Edward Geisler	(constable service)	20.00
Hartman Electrical Contractors	(pole light repair)	434.00
Highmark Blue Shield	(health insurance)	7,318.99
The Home Depot	(flowers)	253.68
Kenworth of PA	(2015 Kenworth)	412.14
Lowe's	(shop supplies/bulb)	49.53
Metz, Inc.	(supplies/parts)	170.20
NAPA Auto Sales	(starting fluid)	13.08
Newman, Williams & Mishkin	(Pine Hill Road & Fontaine lawsuit)	345.00
Northern Tool	(power washer nozzles)	102.31
One Eight Five Media, LLC	(Matt Hensel/website admin)	75.00
PPL	(electric)	1,089.58
PA American Water	(water bills)	704.00
PACCAR	(last payment 2012 Pete)	32,971.29
PA One Call	(monthly activity/service)	15.58
Payroll Unlimited	(payroll – April & May)	175.40
Panko Reporting	(ZHB Transcript Chadha)	384.65
Pocono Mountain Regional Police	(June Mortgage Payment)	2,811.27
Pocono Mountain Regional Police	(2 nd Qtr Payment)	180,279.26
Pocono Mtn. Public Library	(RE Taxes – May 2017 & Delinq. Taxes)	15,849.38
Pocono Mtn. Vol. Fire Co.	(RE Taxes - May 2017 & Delinq. Taxes)	15,850.44
Pocono Mtn. Reg. EMS	(RE Taxes – May 2017 & Delinq. Taxes)	7,925.14
Pocono Record	(help wanted ad)	398.50
PSAB	(Boro Management Caucus Renewal)	25.00
Reliable Sign	(nuts/bolts, washers, angle bolts)	405.00
Schwaaab, Inc.	(stamp supplies/ink)	232.94
Sunoco	(gas/diesel)	692.15
Tulpehocken Spring Water	(bottled water)	25.00

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US Bank	(copier lease)	\$ 294.10
Verizon	(phone)	32.54
Verizon Wireless	(cell phones)	140.71
WB Mason	(office supplies)	199.98
Walmart	(maint. & office supplies)	146.38
ZEE Medical Supplies	(medicine cabinet restock)	341.98
GRAND TOTAL		<u>\$278,735.33</u>

BILLS ALREADY PAID FROM THE GENERAL FUND CHECKING ACCOUNT:

Mt Pocono Payroll	(w/e 05/03/17)	\$ 6,145.96
Mt Pocono Payroll	(w/e 05/10/17)	6,158.69
Mt Pocono Payroll	(w/e 05/17/17)	7,692.28*
PPL	(electric)	1,244.73
Mt Pocono Payroll	(w/e 05/25/17)	6,415.84
Mt Pocono Payroll	(w/e 06/01/17)	6,170.14
Magisterial District 43-4-02	(civil complaint 39 Deerfield)	101.50
Magisterial District 43-4-02	(civil complaint Coba, Inc. Fork St)	97.00
Magisterial District 43-4-02	(civil complaint Gelt Properties, Fairview Ave)	174.50
FP Mailing Solutions	(postage for meter)	<u>200.00</u>
GRAND TOTAL		<u>\$34,400.64</u>

*Tax Collector paid in this pay period

BILLS TO BE PAID FROM THE STATE LIQUID FUELS ACCOUNT:

CPC Signs	(street signs)	\$2,133.76
Garden State Highway Products	(sign posts/parts)	912.50
PPL	(already paid traffic signals & lights)	2,417.11
PPL	(street lights)	<u>\$2,084.38</u>
GRAND TOTAL		<u>\$7,547.76</u>

Councilmember C. Williams moved to pay and approve the bills as outlined in the Treasurer's Report dated Monday June 5, 2017, as presented. Vice President J. Woehrle seconded. Motion carried unanimously

Zoning Officer – Fee Schedule Suggestions

Borough Council reviewed the proposed changes to the Fee Schedule as outlined in the Zoning Officer's report as follows:

Fee Schedule changes needed immediately as follows;

- 1- For work being done within a Borough Road Right-of-Way by a contractor.

A- Permit fees: \$200.00 (for the first 50') plus \$1.00 for each linear foot thereafter.

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Note: All current Chapter 187 (SALDO) fees, bonds and other requirements to remain. To be determined by our Engineer.

2- In SALDO Chapter 187-25 we do not have a listed fee on the fee schedule for "Lot Improvement Subdivisions. This is where 2 adjoining lots are to be combined into one parcel and no property lines are being added. The center line for example would be eliminated. It states that this simplified "lot combination" must go to planning and then be approved by the council. It would require very little review by the Planning Board.

Suggested fee: \$250.00

Councilmember M. Oser moved to approve the changes to the Fee Schedule. Councilmember C. Williams seconded. Motion carried unanimously.

Advertise Changes in Meetings

Councilmember M. Oser moved to postpone the work session scheduled for Monday, June 17th to Monday, June 26th and to postpone the scheduled regular meeting Monday, July 3rd to Monday, June 10th. Vice President J. Woehrlé seconded. Motion carried unanimously.

PA Association of Municipal Administrators Conference

Councilmember D. Casole moved to approve to allow the Borough Secretary/ Treasurer to attend the PA Association of Municipal Administrators Conference being held at Kalahari on Wednesday, August 16th through August 19th at a cost of \$300.00. Councilmember C. Williams seconded. Motion carried unanimously.

SOLICITOR

Solicitor J. Fareri stated that at last month's work session Borough Council reviewed the Pocono Mountain Regional Police's Inter-Governmental Agreement. He noted that the changes were forwarded to all member municipalities, while he has provided Borough Council a copy of a letter from the Regional Police's attorney in regard to said agreement. This will be reviewed again at an upcoming work session.

Solicitor J. Fareri noted that the properties needed for the proposed traffic signal at SR 611 and SR 196 are now ours and that the Fontaine lawsuit is moving forward and possibly a court hearing will be held later this year. He also noted that he is working on the deed for Souaid property.

PERSONS TO BE HEARD

Michael Digioia, 1 Deerfield Drive

Mr. Digioia was present as was: Bill Moss, 17 Summit Drive; Luis Krause, 1 Deerfield Drive; and, Diane Schepp, 3 Deerfield Drive.

The record should note that there were other people present from the Summit Point area however they did not speak on record.

There was a lengthy discussion between Mr. Digioia, Mr. Moss, Mr. Kraus and Ms. Schepp and various Councilmembers and Solicitor J. Fareri regarding the problems they have been experiencing with short-term rentals in the Summit Point area.

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UNFINISHED BUSINESS

Ordinance # 3 of 2017 Medical Marijuana

Councilmember F. O'Boyle moved adopt Ordinance #3 of 2017 Medical Marijuana. Vice President J. Woehrle seconded. Motion carried unanimously.

Shed Replacement

Borough Council was in receipt of an estimate for a 12x30 shed from Kramer Sheds in the amount of \$6,100.00. It was agreed that action on this would be tabled until the next meeting and that the area be marked out for the placement of the shed for Borough Council to review at its June 26, 2017.

NEW BUSINESS

Community Blood Drive and Pet Event

Vice President J. Woehrle moved to approve the blood drive at the Borough building to be conducted by Geisinger on Sunday, July 16th, provided that a proper certificate of insurance is received prior to the event. Councilmember M. Oser seconded. Motion carried unanimously.

Planning Commission Alternate Member

Councilmember D. Casole moved to appoint Nancy Holmqvist as an Alternate member to the Planning Commission. Vice President J. Woehrle seconded. Motion carried unanimously.

Park and Recreation Impact Fee – Resolution #8 of 2017

Councilmember moved adopt Resolution # 8 of 2017:

WHEREAS, the Mount Pocono Subdivision and Land Development Ordinance (“SALDO”) provides for the collection of recreational facility fees from the developer of any subdivision or land development; and,

WHEREAS, the amount of such recreational fees is to be set by the Mount Pocono Borough Council in accordance with the provisions of Section 187-61 (C)(1)(a)(b) of the SALDO; and,

WHEREAS, Borough Council wishes to set recreational fees in accordance with the above provisions of the SALDO.

BE IT RESOLVED, that the residential facility fees established by the SALDO are hereby set by resolution of the Mount Pocono Borough Council as follows:

- a) a recreation facility fee in the amount of One Thousand (\$1,000.00) Dollars per dwelling, lot or unit is assessed for any residential subdivision or land development in accordance with SALDO Section 187-61 (C)(1)(a).*
- b) a recreation facility fee in the amount of twenty-five cents (\$.25) per square foot of impervious area is adopted for non-residential development in accordance with SALDO Section 187-61 (C)(1)(b).*
- c) This Resolution shall be effective immediately.*

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Councilmember C. Williams seconded. Motion carried unanimously.

90th Anniversary Celebration Banner Request

Borough Secretary/ Treasurer L. Noonan stated that the Borough's 90th Anniversary Celebration is fast approaching. It will be held on Saturday, July 15th and the committee would like to hang a double-sided banner. The cost of the banner is \$292.00 and is proposed to be paid from the proceeds of the calendars.

Councilmember C. Williams moved to spend the necessary funds for the 90th Anniversary Celebration banner. Councilmember M. Oser seconded. Motion carried unanimously.

PMRP Foundation Banner Request

Councilmember M. Oser moved to approve the request of the Pocono Mountain Regional Police Foundation to erect a banner across SR 611 from Monday, June 12th and removed on Friday, June 23rd. Vice President J. Woehrle seconded. Motion carried unanimously.

2017 Road Rehab Bid Results

Below are the 2017 Road Rehab Bid Results:

Pensy Supply Inc	\$432,762.55
Intercounty Paving Assoc.	\$348,292.52
Hanson Heidelberg Cement Group	\$346,150.00
Locust Ridge Contractors	\$347,854.90
Northeast Site Contractors	\$433,517.00
Wayco	\$394,571.89

Councilmember F. O'Boyle went on record to state that Crestwood Drive should be paved from SR 940 and Seneca as that portion of the road is very bad and he also commented that the committee should meet to discuss what road to pave if Crestwood is not paved.

Councilmember M. Oser moved to accept the bid from Hanson Heidelberg Cement Group in the amount of \$346,150.00 and be contingent upon that the committee would meet to decide on whether or not to pave Crestwood Drive and/ or what roads to pave instead of Crestwood Drive. Councilmember F. O'Boyle seconded. Motion carried unanimously.

MPMA Member Vacancy

Councilmember F. O'Boyle stated that the Municipal Authority is down one (1) member and they have a vacancy and that Borough Council should be looking to fill said vacancy.

STANDING COMMITTEES

Planning Commission

Councilmember D. Casole reported the following:

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After discussion regarding lack of agenda and the absence of Commissioners; it was agreed by all Commissioners present to conduct Planning Commission Meetings every other month except for June 21, 2017.

At the next meeting scheduled for June 21, 2017, Chairman Kirkwood recommended getting the new Commissioners familiar with the standard procedures in the recommendation/ approval process of submitted Applications.

The Hirshland Project was the selected Project to familiarize the new Commissioners from the Preliminary Plans to the Final Approval Recommendations forwarded to Boro Council for Final Approval.

Also discussed was to ensure that the application procedure/recommendation process be performed in the timeliest manner as possible.

There was no Meeting held for the month of April due to a lack of submissions/ applications.

Parks & Recreation

Councilmember D. Casole gave the following report:

Mr. Altomose indicated that he hasn't had a chance to check on the condition of the ball fields, but will do so as soon as possible. He also indicated that due to the amount of rain; the ball fields would require weekly maintenance to keep up with the grass and weeds during the growing season.

Board Member Tom Ford indicated that he hasn't had much response to the Parks and Recreation Foundation submission of Prospective Board Member Applications.

Due to the absence of two Board Members; no further business was discussed, and the meeting was shortly adjourned.

Public Works

Bid results were discussed earlier in the meeting.

Water

Councilmember D. Casole gave the following report:

There was one Water Main Break in the Summit Pointe Area that caused low pressure. The Water Main was repaired during the overnight and water was restored in the morning.

There were no other Water Quality Complaints or Issues for Mt. Pocono Boro.

Pennsylvania American will be commencing System Improvement Work on Brookville Terrace, Seneca Road and Crestwood Drive.

They will be replacing the Water Mains and Fire Hydrants. Work is expected to commence around June 19th and service disruptions will be kept to a minimum.

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The initial phase of replacing the new Water Mains while keeping the old Water Mains active will help achieve this.

More information will come as PAWC coordinates with the Contractor, RLE Enterprises.

It should be noted that there was discussion regarding the residential water bill, noting that they pay for fire hydrant fees and Councilmember D. Casole will be looking into this.

Sanitation

No report

Budget & Finance

The Budget & Finance Committee will meet prior to the July 10th meeting.

Buildings

Councilmember F. O'Boyle discussed the down spouts and some other areas that need to be looked at regarding the roof contractors work.

Vice President J. Woehrle stated that last fall Borough Council received an appraisal on the Borough building in the amount of \$500,000.00. He stated that it is his feeling that we should put the building up for sale.

Vice President J. Woehrle moved to seek bids for the sale of the building and land and open these bids on July 14th and review all proposals and make a decision by the August 7th meeting. If there is a proposal and if the closing happens by September 14th that the agreement with purchaser would be that they pay off the mortgage that the Borough has on the building and that the buyer may have possession of the building one (1) year after that. Councilmember D. Casole seconded.

There was a lengthy discussion with Councilmember F. O'Boyle noting that several years ago there was a petition that went around and that the residents were overwhelmingly against selling the building. He stated that it is a tragedy to sell this building and that he is totally against this and does not feel that six (6) people should not make this decision, at the very least Borough Council should put a referendum on the ballot to see what the people/ taxpayers want Borough Council to do with the building.

Mrs. Shirley Lansdowne of Center Avenue was not in favor of the building being sold and she was in agreement to put a referendum on the ballot.

Councilmember M. Oser went on record noting that he feels that Borough Council should see what the sale of the building would bring just to get answers to questions.

Councilmember C. Williams stated that she was in favor of answers to questions.

Aida Montanez of Ward Avenue stated that she understands the sentimental value of the building she questioned if anybody has looked into where the Borough offices would move d to.

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The motion went to a roll call vote: Councilmember M. Oser, “Yes”; Councilmember C. Williams, “No”; Vice President J. Woehrle, “Yes”; Councilmember F. O’Boyle, “No”; Councilmember D. Casole, “Yes”; and, President K. Davis, “No”. The motion was a tie. The Mayor broke the tie by voting “No”. Motion denied.

Councilmember F. O’Boyle moved to have a non-binding referendum on the November election ballot asking the residents if they are in favor of selling the Borough building. Councilmember D. Casole seconded. Motion went to a roll call vote: Councilmember M. Oser, “No”; Councilmember C. Williams, “Yes”; Vice President J. Woehrle, “Yes”; Councilmember F. O’Boyle, “Yes”; Councilmember D. Casole, “Yes”; and, President K. Davis, “Yes”. Motion carried 5 – 1.

Borough resident Hildy Franzo of Knob Road suggested that Borough Council put a questionnaire in the next sewer billing and get an answer from anyone who receives a sewer bill.

Pocono Mountain Regional Police

Councilmember M. Oser had a lengthy conversation on several Regional Police items of personal concern regarding a Right to Know Request for copies of police records.

Regional Police/ EMS

Mayor F. Courtright noted that Regional EMS will be holding a Regional Roundup Pig Roast BBQ on September 7, 2017, from 6:00 P.M. to 9:00 P.M. with more information to follow.

COG

Last month they opened bids for rock, salt and cinders. It was noted that there was no meeting during the month of April and the next meeting is scheduled for Monday, May 15, 2017.

Public Participation

Chris Sarajian, Bailey’s Rib & Steakhouse, SR 611, questioned the status of the proposed traffic signal at SR 611 and Pine Hill Road.

There being no further business or any further public participation coming before the Board, Councilmember C. Williams moved to adjourn at 9:40 P.M. Councilmember M. Oser seconded. Motion carried unanimously.

Respectfully submitted,

Lori Noonan, Borough Secretary