

**MOUNT POCONO BOROUGH COUNCIL
REGULAR MEETING MINUTES
MONDAY, MAY 6, 2019
7:00 P.M.**

President C. Williams opened the Regular Meeting at 7:00 P.M. with the following members present: Vice President F. O'Boyle Councilmembers; D. Casole; M. Hensel; A. Montanez; and, S. Stewart-Keeler. Mayor M. Penn, Solicitor J. Fareri, Borough Secretary/ Treasurer L. Noonan, and Zoning/Codes Enforcement Officer D. Noonan were also present.

Councilmember T. Ford and Junior Councilmembers S. Darwish and K. Rinaldi were absent.

The Pledge of Allegiance was said by all.

PRELIMINARY ANNOUNCEMENTS

None

APPROVAL MINUTES

Vice President F. O'Boyle requested that on page 6 of the minutes that the sentence under the Buildings Report that the word "withdrawn" be added in the third line.

Councilmember D. Casole moved to accept the Regular Meeting minutes of Monday, April 1, 2019, as corrected. Councilmember S. Stewart-Keeler seconded. Motion carried unanimously.

OFFICERS' REPORTS

PRESIDENT

President C. Williams stated that she will give her report later in the meeting.

MAYOR

Mayor M. Penn announced that there were no weddings in the month of April. However, it was a busy month. He announced that there will be a farmer's market behind the Borough building beginning the second week of June. It is the same farmer who was interested in coming last year but because of the wet weather and the short growing season was never able to make it. He noted that she will be here on Thursdays and Fridays and hopes to add another weekday later in the season. She hopes to be able to open a Christmas market selling Christmas trees and wreaths.

Vice President F. O'Boyle questioned if they will be providing a certificate of insurance and if they have agreed to pay the vending fees.

Mayor M. Penn stated that they had. He also discussed the DECD Early Intervention Program Grant that provides a five-year improvement plan, they will review our budget and the Borough could really benefit from this program. He will provide more information later. He also stated he has been in discussions with PennDOT checking into the feasibility of painting the crosswalks in 3D, especially at SR 611 and Fairview Avenue and SR 611 and Knob Road. PennDOT has given approval for the 3D crosswalks. He discussed studies that show it slowed traffic down from 31 miles per hour to 19 miles per hour, with no increase in traffic accidents. He also noted that he has discussed the street safety on SR 611 with Pocono Mountain Regional Police, and they agree to set up speed traps in the downtown. He further noted he is also a member of the Planning Commission and they recently reviewed sketch plans for the development of Lot 28 at the Industrial Park behind the Wal-Mart where they proposed a large warehouse, it will employ approximately 600 employees and he requested that they give consideration to developing a road from Industrial Park Drive to SR 611 by Bailey's. He advised that he designated April 28 – May 5 as Days of Remembers of the Victims of the Holocaust. The proclamation was read at the First Annual Interfaith Community Wide Days of Remembrance. He briefly discussed the fatal hit and run that occurred on May 4, 2019 on SR 611 where a 55-year-old man was hit and killed. The police are looking for a dark gray Toyota Sienna minivan.

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TREASURER’S REPORT

| | |
|------------------------------------|--------------------------|
| GENERAL FUND CHECKING ACCOUNT | \$ 415,595.62 |
| PENN SECURITY GENERAL FUND ACCOUNT | 815.81 |
| CAPITAL RESERVE ACCOUNT | 1,291.74 |
| BANNER BEAUTIFICATION ACCOUNT | 3,169.23 |
| STATE LIQUID FUELS | 70,781.09 |
| PARK & RECREATION FUND | 878.46 |
| PLANNING COMMISSION REIMB. FUND | 9,901.55 |
| ROAD FUND – GENERAL FUND | 67,523.71 |
| STORMWATER FUND | 48,662.68 |
| GENERAL FUND RESERVE ACCOUNT | 1,116.61 |
| SANITATION FUND | 3,281.13 |
| INTERSECTION& SIGNALIZATION FUND | <u>249,758.80</u> |
| GRAND TOTAL | <u>\$ 872,776.43</u> |

Councilmember A. Montanez moved to approve the Treasurer’s Report dated Monday May 6, 2019, and pay the bills as presented. Vice President F. O’Boyle seconded. Motion carried unanimously.

BILLS TO BE PAID FROM THE GENERAL FUND CHECKING ACCOUNT:

| | | |
|---------------------------------|-----------------------------------|------------|
| Ace Hardware | (maint. & janitor supplies) | \$ 233.58 |
| Alarm Installers Corp | (service call/battery replaced) | 135.00 |
| Barry Isett & Associates | (Hirshland) | 165.00* |
| Berkheimer Associates | (LST Commission) | 110.42 |
| Blue Ridge Communications | (phones) | 413.72 |
| Cintas | (uniforms/rugs – 2 months) | 732.68 |
| CS Davidson, Inc. | (tech support – permit software) | 1,850.00 |
| FNB Visa | (UPS & tire for chipper) | 30.25 |
| FP Mailing Supplies | (postage meter) | 75.00 |
| Geisinger | (health insurance) | 8,013.64 |
| H. Clark Connor | (PC Solicitor – Feb, Mar, Apr) | 1,005.00 |
| Highmark Blue Shield | (eye/dental) | 232.27 |
| Metz, Inc. | (HVAC Contract) | 1,920.00 |
| Modern Group | (General PM Renewal) | 810.00 |
| Nagle Elevator | (elevator lift inspection) | 75.00 |
| NAPA Auto Parts | (battery for chipper) | 94.83 |
| Newman, Williams, Mishkin | (Oser Defense) | 1,052.97 |
| PACCAR | (2016 Kenworth) | 36,145.18 |
| PP & I | (electric) | 837.19 |
| Payrolls Unlimited | (April) | 85.60 |
| PA American Water Co | (water) | 750.82 |
| PA One Call | (monthly service) | 2.22 |
| PA State Assoc. of Boroughs | (Boro Mgmt Caucus Renewal) | 25.00 |
| Panko Reporting | (ZHB Hirshland) | 491.65 |
| Pocono Mountain Regional Police | (May Mortgage Payment) | 2,792.12 |
| Pocono Mtn. Regional Police | (2 nd Quarter Payment) | 182,894.73 |
| PM Public Library | (1 mill dedicated RE Taxes) | 17,484.65 |
| PM Vol. Fire Co. | (1 mill dedicated RE Taxes) | 17,485.69 |
| PM Vol. Fire Co. | (fuel expense) | 3,000.00 |
| PM Regional EMS | (1/2 mill dedicated RE Taxes) | 8,742.71 |
| PM Regional EMS | (fuel expense) | 500.00 |
| Quill | (office supplies, paper) | 375.84 |
| Scott’s Signs & Printing | (name plates) | 131.00 |

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|----------------------------|---------------------------|----------------------------|
| Stroudsburg Electric Motor | (repair boiler pump) | \$ 203.22 |
| Summit Welding | (sheet steel) | 20.00 |
| Sunoco | (gas/diesel) | 381.66 |
| Tulpehocken Spring Water | (water) | 108.47 |
| US Bank | (copier lease – 2 months) | 310.36 |
| Verizon Wireless | (cell phones) | <u>142.37</u> |
| GRAND TOTAL | | <u>\$289,859.84</u> |

*Reimbursable

BILLS ALREADY PAID FROM THE GENERAL FUND CHECKING ACCOUNT:

| | | |
|-----------------------------|-----------------------------|----------------------------|
| Mt Pocono Payroll | (w/e 04/03/19) | \$ 7,748.90* |
| Mt Pocono Payroll | (w/e 04/10/19) | 6,217.44 |
| Mount Pocono Municipal Auth | (sewer 103 Brunswick Dr) | 74.40 |
| Mt Pocono Payroll | (w/e 04/17/19) | 6,382.65 |
| Mt Pocono Payroll | (w/e 04/24/19) | 5,408.85 |
| Mt Pocono Payroll | (w/e 05/01/19) | 5,352.22 |
| PM Regional Police | (1 st Qtr 2019) | 182,894.73 |
| PP & L | (electric) | 510.99 |
| Met Life | (life/disability insurance) | 59.18 |
| ESSA | (Loan) | <u>2,309.20</u> |
| GRAND TOTAL | | <u>\$216,958.56</u> |

*tax collector was paid in this pay period

BILLS TO BE PAID FROM THE LIQUID FUELS ACCOUNT:

| | | |
|-------------------------|-------------------|--------------------------|
| Cargill Salt | (de-icing salt) | \$1,890.08 |
| Locust Ridge Quarry | (cold patch) | 697.16 |
| Martin's Power Sweeping | (street sweeping) | 2,452.50 |
| PP & L | (electric) | <u>1,829.66</u> |
| GRAND TOTAL | | <u>\$6,869.40</u> |

Borough Secretary/ Treasurer L. Noonan stated that Jean Simchak the Chair & Secretary of the Zoning Hearing Board has requested that she and the two newest members, Leanon Trawick and Norman DeLano, Jr. attend a zoning course entitled the *Duties of the Zoning Hearing Board*. The course would cost \$50.00 per person.

Vice President F. O'Boyle moved to authorize sending the three Zoning Hearing Board members to the *Duties of the Zoning Hearing Board* course at a total cost of \$150.00. Councilmember S. Stewart-Keeler seconded. Motion carried unanimously.

Borough Secretary/ Treasurer L. Noonan stated that the Zoning/ Codes Enforcement Officer has requested to attend a webinar at a cost of \$45.00 on the Ticketing Ordinances.

Vice President F. O'Boyle moved to authorize the Zoning/ Codes Enforcement Officer to attend a webinar at a cost of \$45.00 in regard to the ticketing system. Councilmember A. Montanez seconded. Motion carried unanimously.

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ZONING/CODES ENFORCEMENT OFFICER

Zoning/ Codes Enforcement Officer D. Noonan reviewed the following report for Aril 2019:

Permits / Certificates Issued (4/1 to 4/30):

Deck – 2
Roof – 1
Sign – 2
Driveway – 1
Certificate of Occupancy – 2
Road Cut – 1
Temporary Tent - 1
Pool – 2

Fees (4/1 to 4/30): \$1,221.13

Rental Inspections: 1

Additional Work / Activities:

- 4/1 - Council meeting.
- 4/9 – Zoning Hearing Board re: Hirshland
- 4/17 – Planning Commission
- 4/23 – Onsite PennDOT meeting re: Hirshland
- Review of Zoning / SALDO ordinances complete

SOLICITOR

No report

PRESIDENT

President C. Williams stated that Borough Council is still reviewing and working on the traffic signal at SR 611 and Pine Hill Road. She announced the opening of the Military Museum Honoring Women Veterans at 4 Fork Street on Saturday June 8th from 4:00 P.M. to 6:00 P.M. and that everyone is invited. She also noted that the Personnel Committee will begin the interview process to replace the CDL driver we lost earlier this year and that interviews will take place in the next two weeks. She reminded everybody that this weekend is Mother's Day and that everyone should remember their Mom. She further noted that Election Day is Tuesday, May 21st and stated your vote is your right your voice.

PERSONS TO BE HEARD

Hirshland HOP – Rob Hoffman, TPD

Rob Hoffman of Traffic Planning and Design (TPD) was present, on behalf of Larry Hirshland regarding the sidewalk. He explained that at a previous Borough Council meeting the developer had agreed to include sidewalks for the proposed land development. During the final Highway Occupancy Permit (HOP) review PennDOT denied the proposal and offered comments that are reflected on a map that he presented to Borough Council. He noted that PennDOT stated that the shoulder of SR 940 in this area is six feet wide and PennDOT felt that safe area enough and did not want the proposed sidewalks within the right of way.

Councilmember A. Montanez moved to approve the Hirshland HOP plans subject to the note on the plan regarding the sidewalks will be installed as per the plan, subject to future development on the adjacent properties. Councilmember S. Stewart-Keeler seconded. Motion carried unanimously.

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Monroe County Commission John Christy

Commissioner John Christy was present and discussed the County Reassessment Project and took questions and answers from the public.

Karen Struckle owner of the Casino Theatre and Liaison of the Mount Pocono Association

Mrs. Struckle introduced Jodi Bohdal, President of the Mount Pocono Association. Mrs. Struckle noted that on April 30th a planning meeting was held to bring the Harvest Fest back downtown which is being planned for Saturday, September 28th. They would like to close Fairview Avenue from SR 611 to Elm Street and requested a waiver of any fees. She asked if the Association could post the Harvest Fest vendor application on the Borough's website.

Councilmember D. Casole moved to waive any fees associated with the Mount Pocono Association's Harvest Fest on September 28, 2019, and to further waive fees associated with the Mount Pocono United Methodist Church Yard Sales being held on June 1st and July 27th and the Mother's Day Flower Sale being held on May 9th through May 10th and sign permit fees in regards to the Drive-In Fly In Breakfast being held over the Memorial Day weekend. Councilmember S. Stewart-Keeler seconded. Motion carried unanimously.

UNFINISHED BUSINESS

Action Items List

The Borough Secretary/ Treasurer reviewed and updated the Action Item List accordingly.

One Mill Dedicated Library Tax

Councilmember D. Casole moved to authorize the Borough Solicitor to draft a referendum to be placed on the general election ballot repealing the one mill dedicated library tax. Councilmember M. Hensel seconded it to open the floor for discussion.

Vice President F. O'Boyle questioned why we would do this.

Several Borough residents spoke in favor of the library, noting that they don't mind paying the library tax as they are regular members of the library.

Motion went to a roll call vote: Councilmember S. Stewart-Keeler, "No"; Vice President F. O'Boyle, "No"; Councilmember D. Casole, "Yes"; Councilmember A. Montanez, "No"; Councilmember M. Hensel, "No"; and, President C. Williams, "No". Motion was denied.

NEW BUSINESS

None

STANDING COMMITTEES

Junior Councilmember Report

Junior Councilmember K. Rinaldi stated that they have raised \$150.00 for search and rescue, they have been working on voter registration and hope to clean up the park behind the Borough building. She noted that she will be graduating next month, and she will be attending John Hopkins University studying pre-med.

Junior Councilmember S. Darwish had left the meeting at 8:00 pm. However, prior to leaving he advised Council that he will be attending Georgetown University in the fall studying Political Science on a full scholarship.

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Planning

Councilmember D. Casole gave the following report:

The Planning Commission reviewed a sketch plan for the applicant LPC Pocono I, LLC for the Proposed Development of 62.50 acres (Lot #28) within the Pocono Mountain Business Park. The currently undeveloped lot is located Northeast of Walmart and north of undeveloped land. It will be accessed via the Market Way (aka Commerce Court) cul-de-sac in Coolbaugh Township. The Lot is bisected by the Municipal Boundary Line between Mt. Pocono and Coolbaugh Township. The portion of the Lot belonging to Mt. Pocono is located in the "M" (Industrial) Zoning District.

The Developer is proposing to construct a 750,000 Square Foot Warehouse with 150 Loading Docks, 188 Trailer Spaces and 653 Car Parking Spaces. All Access will be via Market Way -a Coolbaugh Township Road. The Development will be served by extending Central Water and Central Sewer Facilities from the existing Market Way right of way. Approximately one half of the Building - 75 Truck Loading Docks, 87 Trailer Spaces, and 362 Car Parking stalls would be located within Mt. Pocono Borough.

The Planning Commission also reviewed the Proposed Planning Commission By-Laws.

Department of Public Works

President C. Williams stated that winter is over, and residents have been calling with flooding and drainage concerns. The road department has cleaned drains and stated that if anyone sees standing water to please let us know. She also stated that Borough Council has discussed the maintenance garage however we have limited funding, so they are pulling back and dedicating money to drainage concerns and keeping the residents safe.

Councilmember M. Hensel stated that the Monroe County Planning Commission has traffic counters available for the month of April through October, there's no cost to the Borough and he stated that Borough Council may wish to get traffic counts leading into Five Points from SR 940 and SR 611

Utilities

Councilmember M. Hensel stated that the Board has motioned and sent a thirty-day termination letter to RKR Hess on the spray irrigation project. He also stated that the lawyers are handling it and that the backup engineer is doing third party reviews. More information on the future forecast on rates will be forthcoming.

Water

No update.

Recreation

No update.

Sanitation

Borough Secretary/ Treasurer L. Noonan stated that the 5th Annual Joseph Battisto Litter Pickup was a great success. We have 12 volunteers who collection 51 bags of garbage in the Borough.

Buildings

Vice President F. O'Boyle stated that we are still waiting for the weather to break for the sidewalk replacement and the door brass to be replaced.

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Budget and Finance

President C. Williams stated that they are working on cutting costs.

Personnel

President C. Williams stated that they will be meeting to review and update our current Personnel Policy, developing a written safety plan and they will be interviewing to replace the CDL driver

Regional Police/ EMS

Mayor M. Penn reviewed the Police stats for the month. He reminded everyone the Regional EMS subscription drive is continuing.

COG

Borough Secretary/ Treasurer L. Noonan gave the following report:

Pocono Mountains COG met on Monday, April 29, 2019, at 10:00 A.M.

Guest speaker was Kelly Lewis, CEO & President of Lewis Strategic presented a power point presentation on “A Strategy for 5G and Gigabit Broadband for Municipalities, Regions & States. Mr. Lewis stated that there are laws & zoning ordinances municipalities should be considering now and offered suggestions as what changes municipalities could do right now. PACOG will send a letter to the Monroe County Commissioners in favor of the county taking the lead regarding 5G discussions and negotiations.

The Drug Awareness Committee did not meet in April. A follow up meeting date has not been determined.

COG received five bids for de-icing salt. COG accepted the Cargill Salt bid for De-icing salt. Contract period will be from 01/01/2020 to 12/31/2020.

PUBLIC PARTICIPATION

Tom Neville, 209 Knob Road, discussed the website and the current webmaster.

This led to a lengthy discussion regarding the current webmaster Tom Ford and concerns about confusion between the Borough’s website and the Facebook page, which is not an authorized Facebook page of the Borough of Mount Pocono.

After this lengthy discussion Councilmember A. Montanez moved to remove Tom Ford as the Borough’s webmaster. Councilmember S. Stewart-Keeler seconded. Motion went to a roll call vote: Councilmember S. Stewart-Keeler, “Yes”; Vice President F. O’Boyle, “Yes”; Councilmember D. Casole, “Yes”; Councilmember A. Montanez, “Yes”; Councilmember M. Hensel, “No”; and, President C. Williams, “Yes”. Motion carried 5 – 1.

Councilmember A. Montanez moved to appoint Carmine Corridore, with Underdog Computer Repair and Network Support as the Borough’s webmaster at a rate of \$75.00 per month Councilmember S. Stewart-Keeler seconded. Vice President F. O’Boyle questioned if there was enough money in the budget to pay for this. Borough Secretary/ Treasurer was not sure of the remaining outstanding bills that will need to be paid soon for the domain to “dot.gov”.

After lengthy discussion among numerous people, Borough resident Tom Neville agreed to a donation to offset the cost if the money is not found in the budget.

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Motion went to a roll call vote: Councilmember S. Stewart-Keeler, "Yes"; Vice President F. O'Boyle, "Yes"; Councilmember D. Casole, "Yes"; Councilmember A. Montanez, "Yes"; President C. Williams, "Yes"; Councilmember M. Hensel, was overlooked, but voted "No"; Motion passed 5 -1.

CONTINUING PUBLIC PARTICIPATION

Patty Bucco, 140 Winona Road, discussed the water company.

President C. Williams stated that she would like to change the work session this month from May 20th to May 28th as the Borough Secretary/ Treasurer will not be available to attend the May 20th meeting.

Councilmember D. Casole moved to advertise postponing the work session from May 20th to May 28th, at 7:00 P.M. Councilmember S. Stewart-Keeler seconded. Motion carried unanimously.

Jerry Geiger, Attorney, discussed the County mediation program.

Tom Neville, 209 Knob Road, thanked Borough Council for all their work.

There being no further business or any further public participation coming before the Board, Councilmember S. Stewart-Keeler moved to adjourn at 9:20 P.M. Councilmember A. Montanez seconded. Motion carried unanimously.

Respectfully submitted,

Lori Noonan, Borough Secretary