

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, FEBRUARY 3, 2020  
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; S. Stewart-Keeler; and, T. Neville. Solicitor J. Fareri, Mayor M. Penn, Junior Councilmember K. Crosby, Borough Secretary/ Treasurer L. Noonan, and Zoning/Codes Enforcement Officer D. Noonan were also present.

Councilmember D. Casole and A. Montanez were absent.

The Pledge of Allegiance was said by all.

**PRELIMINARY ANNOUNCEMENTS**

Solicitor J. Fareri advised that Borough Council held a brief executive session prior to the meeting this evening on a personnel matter. No votes were taken.

**APPROVAL MINUTES**

Councilmember S. Stewart-Keeler moved to accept the minutes from the January 6, 2020 Reorganization and Regular Meeting as presented. Vice-President F. O'Boyle seconded. Motion carried unanimously.

**OFFICERS' REPORTS**

**PRESIDENT**

President C. Williams reminded Council of the PSAB Council Boot Camp being held on February 21 & 22 in Lackawanna County. She discussed the following items:

1. Recognized that the Borough's Junior Councilmember, Kathryn Crosby, along with 19 other students from the Pocono Mountain School District has been selected to be on the PA Student Ambassador Program with Senator Blake.
2. Noted that a Junior Councilmember tab has been added to the Borough's website.
3. Advised Council that she has received an application from another student wanting to be a Junior Councilmember.
4. Advised Council that she requested the Borough Secretary enroll the Borough in PSAB's membership for a fee of \$450 which will allow the Borough to attend webinars and seminars at no additional fee.
5. Advised that she has been working on the Personnel Policy and will have it ready for the March 2, 2020 meeting.
6. Employee evaluation process will begin in the next two (2) weeks and Council will be voting on everything at the March 2, 2020 meeting.

**MAYOR**

Mayor M. Penn advised everyone that he is recording tonight's meeting and will live stream the meetings soon. He stated that Council will need to designate an official live stream storage site. He noted that Council will be voting on the 2020 Tax Millage Ordinance this evening.

Mayor M. Penn discussed with Council the request from the Pocono Mountain Chamber of Commerce and their request to have Pride Flags displayed throughout the Borough during the month of June. He discussed that the Chamber would purchase the flags and poles/hardware needed and the Borough would be responsible to install/hang the flags. Mayor M. Penn stated that these flags/poles will not interfere with the Hometown Hero Banners.

Councilmember T. Neville moved to permit the Pride flags under the Hometown Hero Flags along SR 611 during the month of June 2020. Councilmember S. Stewart-Keeler seconded. Motion carried.

Mayor M. Penn also discussed the amazing Pocono Mountain East wrestling champion, Steven Storm who has 122 career wins and has surpassed John Laudenslauer who had 117 career wins. Mayor M. Penn discussed the controversy that the

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, FEBRUARY 3, 2020  
7:00 P.M.**

Pocono Mountain School District is not recognizing him since he wrestled for East Stroudsburg South School District his freshman year.

Mayor M. Penn stated that he recently hosted Mr. Don Leshner who is 83 years old at his home, which was the house Mr. Leshner grew up in.

**TREASURER'S REPORT:**

GENERAL FUND CHECKING ACCOUNT	\$ 23,949.07
PENN SECURITY GENERAL FUND ACCOUNT	245.56
BANNER BEAUTIFICATION ACCOUNT	3,783.07
STATE LIQUID FUELS	12,496.65
PARK & RECREATION FUND	882.21
PLANNING COMMISSION REIMB. FUND	12,488.54
ROAD FUND – GENERAL FUND	117,183.11 <sup>1</sup>
STORMWATER FUND	49,090.25 <sup>2</sup>
SANITATION FUND	575.91
INTERSECTION & SIGNALIZATION FUND	<u>148,772.99</u>
 GRAND TOTAL	 <u>\$369,467.36</u>

Vice-President F. O'Boyle moved to pay and approve the bills at outlined in the Borough Secretary/Treasurer's report dated February 3, 2020. Councilmember S. Stewart-Keeler seconded. Motion carried.

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

Barry Isett & Associates	(Munic., Hirshland, POSH Prop.)	2,829.36*
Berkheimer Associates	(LST Commission)	8.42
Blue Ridge Communications	(phones)	487.46
Cintas	(uniforms/rugs)	370.28
H Clark Connor	(PC Solicitor)	735.00
EM Kutz, Inc.	(plow truck parts)	730.05
ESSA Bank	(loan payment)	2,309.20
Ehrlich	(pest control)	97.00
FP Mailing Solutions	(postage meter)	75.00
FNB Visa	(microphones/cords/stands)	116.24
Joann Misuraca-Ficco	(supplies)	27.50
Law Offices of Michael V. Gazza	(ZHB Solicitor)	1,405.00
Geisinger	(health insurance)	19,147.02#
Highmark Blue Shield	(eye/dental)	523.34#
Lowe's	(sidewalk ice remover, toilet & bolts)	422.09
Met Life	(life/disability)	360.74
Metz, Inc.	(repairs to oil burner)	961.00
Monroe County General Fund	(reimbursement of 2018 RE Tax Int.)	94.27
NAPA Auto Parts	(oil, hydraulic hoses, wire clamps)	198.16
Newman, Williams, Mishkin	(Hoops International & LPC 1)	2,085.00*
PAMA	(2020 Annual Dues)	150.00
PSAB	(2020 CDL Renewal Fee)	75.00
Pennoni Associates	(ARLE Grant)	772.50
PA American Water Co	(water)	747.91
PP&L	(electric)	1,207.14

<sup>1</sup> \$20,000.00 LTS Money is contained in this figure

<sup>2</sup> \$40,000.00 transferred to the Park & Recreation Account on August 12, 2008. Reimbursement has not taken place as of this date & Reimbursement should be made to the Buildings Fund



**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, FEBRUARY 3, 2020  
7:00 P.M.**

Plociniak Oil	(heating oil – Maint & boro bldg.)	2,878.39
Pocono Mountain Regional Police	(February Mortgage Payment)	2,792.12
PM Public Library	(1 mill dedicated RE Taxes)	267.74
PM Vol. Fire Co.	(1 mill dedicated RE Taxes)	267.76
PM Regional EMS	(1/2 mill dedicated RE Taxes)	133.88
Payrolls Unlimited	(payroll service)	99.05
Pocono Record	(advertising)	405.32
Rarick Welding Supply, Inc.	(cutting torch fuels)	143.43
Scott's Signs & Printing	(name plate)	24.00
Selective Insurance	(insurances)	5,634.00
Sunoco	(gas/diesel)	1,109.97
Tulpehocken Spring Water	(water)	62.49
Underdog Computer	(website maintenance)	75.00
Verizon Wireless	(cell phones)	<u>139.25</u>

**GRAND TOTAL** **\$49,967.08**

\*Engineer & Solicitor Reimbursable  
#K. Seese & Children added on plan 12/1/19)

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

Mt Pocono Payroll	(w/e 01/08/20)	\$ 6,660.77
Mt Pocono Payroll	(w/e 01/15/20)	6,272.09
Mt Pocono Payroll	(w/e 01/22/20)	7,295.45
US Bank	(copier lease)	273.61
Mt Pocono Payroll	(w/e 01/29/20)	<u>\$6,216.84</u>

**GRAND TOTAL** **\$26,718.76**

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

Cargill	(de-icing salt)	\$ 7,730.84
Locust Ridge Quarry	(anti-skid)	1,582.66
P P & L	(electric)	<u>1,838.85</u>

**GRAND TOTAL** **\$11,152.35**

**Advertise Work Session**

Councilmember T. Neville moved to authorize the Borough Secretary/Treasurer to advertise Borough Council work sessions on the first Monday of each month at 6:00 pm for the year 2020. Councilmember S. Stewart-Keeler seconded. Motion carried.

**ZONING/CODES ENFORCEMENT OFFICER**

Permits / Certificates Issued (1/1 to 1/31):

Deck/Porch – 1

Fees (1/1 to 1/31): \$551

Rental Inspections: 2

Additional Work / Activities:

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, FEBRUARY 3, 2020  
7:00 P.M.**

- 1/6 - Council meeting.
- 1/15 – Planning Commission
- 1/21 – Joint meeting LPC re: Bureau Veritas
- Multiple plan reviews and Project monitoring re:

Hirshland  
Posh Properties  
McDonalds  
LTS single-family Summit Point  
Barone single-family – Kinney Ave.  
LPC – Lot 28 PMBP

**SOLICITOR**

Solicitor J. Fareri gave an update on the LPC Pocono I, LP (lot 28) noting that there was a meeting with Coolbaugh Township & the Borough regarding the permitting fee process with Bureau Veritas. Solicitor J. Fareri stated he will continue to provide updates to Council as this project moves along.

Solicitor J. Fareri also advised Council that the Lowe's tax appeal has been resolved and Lowe's agreed to a \$6.5 million assessment.

**JUNIOR COUNCILMEMBER**

Junior Councilmember K. Crosby stated she will be attending one meeting a month with Senator Blake. During her last meeting she toured the Scranton Cultural Center and is working on the opioid epidemic. She stated she participates in the morning announcements team, student voting registration and recently participated in fundraising benefiting the Australia Brush Fires.

**PERSONS TO BE HEARD**

Junior Councilmember K. Crosby left the meeting at 8:07 pm.

**Monroe County Redevelopment Authority**

Mr. Chris Gulotta, Mr. Jeff Weekes and Ms. Martha Robbins were present on behalf of the Monroe County Redevelopment Authority. Mr. Gulotta stated they are back for a second time to discuss with Council the Land Bank and reviewed the next step needed was for Council to adopt/agree to the Intergovernmental Cooperation Agreement & Memorandum of Understanding between the Redevelopment Authority of the County of Monroe, and the County of Monroe and the Pocono Mountain School District.

Mr. Gulotta explained the agreement can be terminated with a thirty (30) day notice should Council be unhappy with the process.

There was a lengthy discussion about the process of obtaining the properties, who is responsible to maintain the properties, and the length of time it could take to repair and sell the properties.

Solicitor J. Fareri stated Council can consider approving/entering into the Intergovernmental Cooperation Agreement & Memo of Understanding and if it isn't working, they can then opt out after providing a thirty (30) notice.

Councilmember S. Stewart-Keeler moved to enter into the Intergovernmental Cooperation Agreement and Memo of Understanding between the Redevelopment Authority, Monroe County and the Pocono Mountain School District and for Solicitor J. Fareri to draft the ordinance/resolution and advertise. Councilmember T. Neville seconded. Motion went to a roll call vote: T. Neville – Yes; F. O'Boyle – No; S. Stewart-Keeler – Yes; C. Williams – Yes. Motion carries 3-1.

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, FEBRUARY 3, 2020  
7:00 P.M.**

**Karen Struckle, Mount Pocono Association (MPA)**

Karen Struckle was present and advised Council the annual Harvest Festival will be held Saturday, September 26, 2020. She advised that the MPA has already talked with the constables for traffic control for the event.

Jodi Bohdal, President of the MPA was also present and advised Council that the MPA is working on a "summer kick off party" to be held the weekend after Memorial Day. Further information/details will follow.

**UNFINISHED BUSINESS**

**Action Items List**

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

**Ordinance #1 of 2020 – Taxation Ordinance**

Councilmember S. Stewart-Keeler moved to adopt Ordinance #1 of 2020 setting the tax millage for 2020. Councilmember T. Neville seconded. Motion carried unanimously.

**Unimogger Roaring '20's Geocache Request**

Councilmember S. Stewart-Keeler moved to approve the request of Unimogger's Roaring '20's Geocache Request pending approval by the Borough Insurance carrier. Councilmember T. Neville seconded. Motion carried unanimously.

**NEW BUSINESS**

**Council Vacancy**

Councilmember S. Stewart-Keeler nominated Patty Bucco to fill the Council Vacancy. Vice-President F. O'Boyle seconded. Motion carried unanimously.

At this time, Mayor M. Penn administered the Oath of Office to Patty Bucco and welcomed her to Borough Council.

**Planning Commission Membership Reduction**

Borough Council was in receipt of a memo from Planning Commission Chair, Kevin Kirkwood requesting Council consider reducing the Planning Commission membership from seven (7) members to five (5) and to appoint two (2) alternate members. Vice-President F. O'Boyle moved to advertise the ordinance needed to reduce the Planning Commission members from seven (7) to five (5) members. Councilmember S. Stewart-Keeler seconded. Motion carried.

**Planning Commission Alternate Members**

Vice-President F. O'Boyle moved to appoint Karl Davis to the Planning Commission. There being no second to the motion, motion died.

Councilmember P. Bucco moved to appoint Colleen McGuire to the Planning Commission as an alternate member. Councilmember S. Stewart-Keeler seconded. Motion carried.

Councilmember S. Stewart-Keeler moved to appoint Nancy Folger to the Planning Commission as an alternate member. Councilmember P. Bucco seconded. Motion carried.



**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, FEBRUARY 3, 2020  
7:00 P.M.**

**Zoning Hearing Board Members**

Vice-President F. O'Boyle moved to appoint Robert McMahon to the Zoning Hearing Board. Councilmember T. Neville seconded. Motion carried.

Councilmember S. Stewart-Keeler moved to appoint Raissa Simchak to the Zoning Hearing Board as an alternate member. Councilmember T. Neville seconded. Motion carried.

**Standing Committees**

President C. Williams stated that she will have standing committee appointments out by the end of the week. She noted that Personnel Policy will be reviewed and on the March 2, 2020 meeting agenda, requested the Secretary/Treasurer L. Noonan send an email to the road crew advising them that employee evaluations will be on Wednesday, February 5, 2020 at 1:00 pm.

Vice-President F. O'Boyle stated he looked at the mortgage for Belmont Knoll and it is a 30-year mortgage. They have thirteen (13) more years until they will have to pay the grant money back to the Borough.

**Audio of the Meetings**

Councilmember S. Stewart-Keeler moved to have the audio of the Council meetings on the Borough website. Councilmember P. Bucco seconded. Motion carried.

**PUBLIC PARTICIPATION**

Mike Oser, Fairview Avenue, questioned if the cameras in the Council meeting room also recorded audio.

**Park & Recreation Board Member Appointment**

Councilmember S. Stewart-Keeler moved to appoint Nancy Folger to the Park & Rec Board. Councilmember P. Bucco seconded. Motion carried unanimously.

There being no further public participation or any further business coming before the Council, the meeting adjourned.

Respectfully submitted,



Lori Noonan, Borough Secretary