

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, JUNE 1, 2020  
7:11 P.M.**

Vice President F. O'Boyle opened the Regular Meeting at 7:11 P.M. with the following members present: Councilmembers; S. Stewart-Keeler; T. Neville, A. Montanez, P. Bucco and, R. Emilie. Mayor M. Penn and Borough Secretary/ Treasurer L. Noonan were also present. Participating via phone were Solicitor J. Fareri, Zoning Officer J. Simchak, Junior Councilmembers K. Crosby and A. Chambers, Borough residents Michael Oser, Deb Fulton, Colleen McGuire and Jeanine Hofbauer with the *Pocono Plateau*.

President C. Williams was absent.

Mount Pocono Borough Council following national, state, and local COVID guidelines as well as recommendations from the Office of Open Records, has established a conference call for Councilmembers, the Borough Secretary/ Treasurer, Solicitor, Engineer and anyone who wishes to call in to participate in tonight's meeting.

The Pledge of Allegiance was said by all.

**PRELIMINARY ANNOUNCEMENTS**

None

**APPROVAL MINUTES**

Councilmember P. Bucco moved to accept the Regular Meeting minutes of Monday, May 4, 2020, as presented. Councilmember S. Stewart-Keeler seconded. Vice President F. O'Boyle made a correction on page #5 in grammar under the Brunswick Drive property discussion. Vice President F. O'Boyle also discussed Solicitor J. Fareri's bill dated May 4, 2020. Motion carried unanimously.

**OFFICERS' REPORTS**

**PRESIDENT**

Vice President F. O'Boyle stated that President C. Williams had an emergency and he will be conducting the meeting this evening. He noted that President C. Williams hopes to be in attendance later this evening.

**MAYOR**

Mayor M. Penn discussed that Monroe County is now in the COVID-19 Yellow Phase and reviewed what the Yellow Phase means. He stated that Memorial Day services were held at the Borough building and at the VFW Post 3448 and he spoke at both events. Mayor M. Penn also discussed President C. Williams and her son who is a police officer in the Atlanta PD, who in the recent protests took several hits as he was protecting the CNN building in Atlanta. He noted that the Resolution for the PMRD budget was in everybody's packet for their review. He also noted that regarding the speed radar signs he has an upcoming meeting and he will keep everyone updated on that meeting. He discussed the Emergency Management Coordinator that Borough Council replaced, and our new Emergency Management Coordinator has updated the Emergency Management Plan. The contacts need to be updated and this has not been completed in almost twenty (20) years. He thanked Rich Gannon and Denise Doremus for their work in the draft of the Emergency Management Plan. He also discussed the Zoning Officer resumes have been reviewed and interviews will be scheduled this week. He further discussed the pop-up food pantry that President C. Williams has been having and thanked Councilmembers T. Neville and P. Bucco and stated that if anyone is interested in helping please let President C. Williams know. He further noted that a Borough clean-up is scheduled for this Saturday, June 6<sup>th</sup> beginning at 9:00 A.M. volunteers are meeting at the Wendy's and invited everybody to come out and pick-up litter in the Borough.

**Resolution #3 of 2020 – Pocono Mountain Regional Police Commission Budget 2020 Resolution**

Councilmember A. Montanez moved to adopt Resolution #3 of 2020. A Resolution of the Borough Mount Pocono approving the proposed 2020 budget of the Pocono Mountain Regional Police Commission. Councilmember P. Bucco seconded. Motion carried unanimously.

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, JUNE 1, 2020  
7:11 P.M.**

**TREASURER'S REPORT:**

GENERAL FUND CHECKING ACCOUNT	\$ 604,907.01
PENN SECURITY GENERAL FUND ACCOUNT	440.56
BANNER BEAUTIFICATION ACCOUNT	3,791.50
STATE LIQUID FUELS	89,935.15
PARK & RECREATION FUND	884.17
PLANNING COMMISSION REIMB. FUND	2,518.95
ROAD FUND – GENERAL FUND	193,681.02
STORMWATER FUND	49,381.44
SANITATION FUND	3,660.34
INTERSECTION & SIGNALIZATION FUND	<u>149,382.25</u>
 GRAND TOTAL	 <u>\$1,098,582.39</u>

Councilmember P. Bucco moved to pay and approve the bills as outlined in the Borough Secretary/ Treasurer's report dated June 1, 2020. Councilmember A. Montanez seconded. Motion carried unanimously.

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

Barry Isett & Associates	(Mc D's, Hirshland, POSH Prop.)	1,191.00*
Berkheimer Associates	(LST commission)	31.48
Blue Ridge Communications	(phones)	60.99
CS Davidson, Inc.	(annual support & maint. Agreement)	1,850.00
Cintas	(uniforms/rugs)	563.40
Ed's Auto Service	(2012 Pete inspection)	354.11
Ehrlich	(pest control)	102.00
ESSA	(loan payment)	2,309.20
FNB Visa	(novastor – backup software, postage)	129.25
Fry Communications, Inc.	(PA Bulletin)	87.00
Geisinger	(health insurance)	10,878.87
Highmark Blue Shield	(eye/dental)	409.57
Kuharcik Construction	(ARLE work @ 5 Points)	49,174.85@
Lowe's	(road marking paint)	61.36
Met Life	(life/disability)	360.74
Modern Group Power Systems	(generator Preventative Maintenance)	810.00
NAPA Auto Parts	(gloves/masks)	157.20
Newman, Williams, Mishkin	(Additional Fees)	429.00*
Panko Reporting	(ZHB – McDonald's)	271.65
Payrolls Unlimited	(payroll service)	113.05
PA American Water Co	(water)	685.95
PA State Assoc. of Boroughs	(Boro Mgmt Renewal)	25.00
PA One Call	(service)	2.10
Pennoni Associates	(traffic engineer)	908.75#
Plociniak Oil	(heating oil – boro bldg. & Maint)	1,275.34
Pocono Mountain Regional Police	(May Mortgage Payment)	2,792.12
PM Regional Police	(2 <sup>nd</sup> Qtr Jan, Feb, March)	182,894.73
PM Public Library	(dedicated RE Taxes)	13,390.27
PM Vol. Fire Co.	(dedicated RE Taxes)	13,390.30
PM Regional EMS	(dedicated RE Taxes)	6,695.05
Pocono Record	(advertising)	527.07
Quill	(paper, USB Drives, clips)	164.43
Sunoco	(gas/diesel)	557.35
Tulpehocken Spring Water	(bottled water)	44.99
Underdog Computer	(website maintenance)	75.00
Jimmy Vaccola	(reimb. new battery for trap rake)	<u>56.89</u>

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, JUNE 1, 2020  
7:11 P.M.**

**GRAND TOTAL** \$292,830.06

\*Engineer & Solicitor Reimbursable  
#Traffic Engineer Reimbursable \$616.00  
@This will be reimbursed by the ARLE Grant

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

Mt Pocono Payroll	(w/e 05/07/20)	\$ 7,529.89*
Mt Pocono Payroll	(w/e 05/14/20)	5,906.74
US Bank	(copier lease)	278.04
Mt Pocono Payroll	(w/e 05/20/20)	6,055.92
PP & L	(electric)	660.97
Mt Pocono Payroll	(w/e 05/27/20)	<u>\$5,873.60</u>

**GRAND TOTAL** \$26,305.16

\*Tax Collector was paid this pay period.

**BILLS ALREADY PAID FROM THE LIQUID FUELS ACCOUNT:**

P P & L	(electric)	<u>\$2,034.42</u>
---------	------------	-------------------

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

PP & L	(electric)	<u>\$ 117.30</u>
--------	------------	------------------

**BILLS TO BE PAID FROM THE STORMWATER FUND:**

Fry's Plastic	(stormwater pipes)	<u>\$10,273.48</u>
---------------	--------------------	--------------------

**ZONING/CODES ENFORCEMENT OFFICER**

Acting Temporary Zoning Officer Jean Simchak reviewed her report with Borough Council. She noted she has had numerous requests for larger sheds than what our Ordinance provides and suggested that Borough Council amend the Ordinance to allow larger sheds. She also discussed handicap parking and that the ADA states how many spaces are needed but it doesn't address where they are located and she advised that she caught the ice cream vendor over the weekend and informed the ice cream vendor that they were in violation for not having a permit and they're trying to decide if they want to obtain a permit.

**SOLICITOR**

Solicitor J. Fareri presented to Borough Council the Lot 28/ LPC Pocono 1 Logistics Property Land Development Agreement (LDA). Solicitor J. Farer stated that he reviewed the LDA and that it was ready for Borough Council's approval. In reviewing this, Solicitor J. Fareri advised Borough Council that the Park and Recreation Impact Fees would total \$201,056.00 and that the developer waives any right for a refund of the recreation fee if it is not utilized by the Borough within three (3) years.

Councilmember A. Montanez moved to authorize the Borough President and Secretary to sign the Land Development Agreement with LPC Pocono 1/ Lot 28. Councilmember S. Stewart-Keeler seconded.

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, JUNE 1, 2020  
7:11 P.M.**

On the question: Borough resident and Park & Recreation Vice Chair Deb Fulton, asked for an explanation on what happens after three (3) years. Solicitor J. Fareri explained the Borough does not have to reimburse funds if not used within three (3) years.

Motion carried unanimously.

**JUNIOR COUNCILMEMBER**

Junior Councilmembers K. Crosby and A. Chambers participated via phone and stated that the last few weeks have been very demanding with classes and they have been unable to pursue the on-line tutoring program. However, they have been working on voter registration sending emails and reminding everyone to vote and spreading awareness and encouraging peaceful protests.

**PERSONS TO BE HEARD**

None

**UNFINISHED BUSINESS**

**Fireworks Ordinance**

Councilmember S. Stewart-Keeler moved adopt Ordinance #2 of 2020 Fireworks Ordinance. Councilmember P. Bucco seconded. Councilmember A. Montanez discussed the Noise Ordinance and the times of the Noise Ordinance and the Fireworks Ordinance do not match. It was agreed that the Noise Ordinance will be reviewed and amended.

At 8:13 P.M. President C. Williams was participating via phone.

Motion carried unanimously for the Fireworks Ordinance.

**PPL Streetlight Conversion Contract – Resolution #4 of 2020**

Councilmember P. Bucco moved to approve and adopt Resolution #4 of 2020, PPL Street Light Conversion and authorized signing of the contract with PPL for the streetlight conversion. Councilmember T. Neville seconded. Motion carried unanimously.

**HVAC Service Maintenance Contracts**

There was discussion regarding the following quotes received for the HVAC yearly maintenance contract:

Metz Company. - \$1,920.00; Furino Mech Contracting & Furino Fuels - \$595.00; and R. J. Groner - \$1,578.00

There was further discussion on the need to replace the damper/ louver.

Councilmember A. Montanez suggested getting cost estimates from other companies to replace the damper/ louver system. It was explained that most companies want to charge a service call to evaluate what work needs to be done.

After a lengthy discussion. Councilmember A. Montanez moved that Vice President F. O'Boyle and Councilmember T. Neville work with Metz Company to see if they will come down in price and possibly meet the price quoted by the R. J. Groner of \$1,578.00 and to include the filters and belts. Councilmember T. Neville seconded. Motion carried unanimously.

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, JUNE 1, 2020  
7:11 P.M.**

**Hand Sanitizer Quotes**

Councilmember A. Montanez moved to accept the hand sanitizer quote with EcoLab at a cost of \$160.00, which purchases the actual hand sanitizer and gives us free dispensers. Councilmember P. Bucco seconded. Motion carried unanimously.

**Email Quotes**

Borough Council has received several quotes for emails.

After some discussion, Vice President F. O'Boyle suggested that three (3) Councilmembers form a committee. He recommended that the committee would consist of President C. Williams, Mayor M. Penn, Councilmembers A. Montanez, and S. Stewart-Keeler to review the quotes and provide a suggestion on which proposal to go with.

**Action Items List**

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

**Sale of Brunswick Drive Property**

Borough Council requested that the Borough Secretary/ Treasurer call Classic Quality Homes to see if they would be interested in purchasing the property and if not contact Ella Santiago and see if she would list the property for \$20,000.00

Councilmember T. Neville moved to list the Brunswick Drive property for sale \$20,000 for a six (6) month period. Councilmember A. Montanez seconded.

**Weed and Feed**

Borough Council was in receipt of several different options for Weed & Feed from Destination Landscaping.

After a review of these options/quotes, Councilmember T. Neville moved to award Destination Landscaping three-step program and to add the playground to that quote for a maximum of five (5) months. The motion went to a roll call vote: Councilmember T. Emilie, "No"; President C. Williams, "Yes"; Councilmember A. Montanez, "Yes"; Councilmember P. Bucco, "Yes"; Councilmember T. Neville, "Yes"; Councilmember S. Stewart-Keeler, "Yes"; and, Vice President F. O'Boyle, "Yes". Motion carried 6 – 1.

**NEW BUSINESS**

**Mount Pocono United Methodist Church Yard Sale Fee Waiver Request**

Councilmember P. Bucco moved to waive any fees associated with the Mount Pocono United Methodist Church holding two (2) yard sales; on July 25<sup>th</sup> and August 29<sup>th</sup>. Councilmember S. Stewart-Keeler seconded. Motion carried unanimously.

**Cleaning Services**

Borough Council was in receipt of two (2) quotes: SPW Cleaning Services for heavy general cleaning of the Borough building at a cost of \$380.00 and weekly cleanings at a cost of \$150.00 all labor and cleaning materials included and another quote from Michelle Burger at a cost of \$30.00 per hour.

Councilmember P. Bucco moved to award the cleaning contract to SPW Cleaning Services provided that they provide a certificate of insurance and a contract with a thirty (30) day cancellation policy. Councilmember S. Stewart-Keeler seconded. Motion carried unanimously.

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, JUNE 1, 2020  
7:11 P.M.**

**Burn Ordinance**

Councilmember A. Montanez moved to advertise the Burning Ordinance for the July 6, 2020, meeting. Councilmember S. Stewart-Keeler seconded. Motion carried unanimously.

**Standing Committees**

Due to the lateness of the hour, Vice President F. O'Boyle requested that if a Standing Committee has a report please give it.

**Personnel** – President C. Williams stated that interviews for the Zoning Officer will be scheduled for June 8<sup>th</sup> and June 12<sup>th</sup>.

**Utilities** – Councilmember R. Emilie stated that beginning in the October 2020 bill there will be a \$10.00 per quarter increase in the sewage bill. He noted that the plant expansion is on schedule.

**Planning** – No meeting.

**Regional Police** – Mayor M. Penn reviewed the police statistics.

**Regional EMS** – Mayor M. Penn discussed the funds are low and there's possibility if they do not receive more funding they may have to close by the end of the year.

Councilmember A. Montanez suggested that financial reports be sent to State Representative Rader, State Senator Scavello and Governor Wolf requesting budgetary money for EMS.

Councilmember T. Neville discussed opening the ballpark behind the Borough building to local businesses, Fridays, and Saturdays. After some discussion it was noted that this item will be discussed at the work session.

**PUBLIC PARTICIPATION**

**Deb Fulton, Reeder Street**, expressed her frustration in trying to participate in tonight's meeting via conference call. Stating that this kind of meeting cannot happen again as it is very frustrating and very difficult to hear people and impossible to participate.

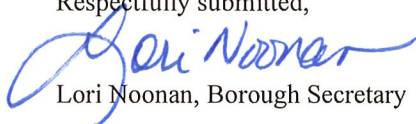
**Mike Oser, 39 Fairview Avenue**, suggested Borough Council look into a free conference call service.

**Colleen McGuire, Fairview Avenue**, discussed the telephone pole that has been put in the middle of sidewalk in front of the Catholic Church and stated that this cannot meet ADA requirements as people can hardly walk around it.

Zoning Officer J. Simchak stated she has a cease and desist order going out to Verizon telling them that they must meet the ADA requirements.

There being no further public participation or any further business coming before the board, Councilmember A. Montanez moved to adjourn at 10:29 P.M. Councilmember T. Neville seconded. Motion carried unanimously.

Respectfully submitted,

  
Lori Noonan, Borough Secretary