

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, APRIL 2, 2018  
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; D. Casole; A. Montanez; and, M. Hensel. Mayor F. Courtright, Solicitor J. Fareri and Borough Secretary/ Treasurer L. Noonan were also present.

Councilmember K. Transue Junior Councilmember S. Darwish were absent.

The Pledge of Allegiance was said by all.

**PRELIMINARY ANNOUNCEMENTS**

None

**APPROVAL OF MINUTES**

Councilmember M. Hensel moved to accept the Regular Meeting minutes of Monday, March 5, 2018, as presented. Councilmember S. Stewart-Keeler seconded. Motion carried unanimously.

**OFFICERS’ REPORTS**

**PRESIDENT**

President C. Williams read the following resignation letter she received from Keith Transue:

*It is with a heavy heart and deepest regrets that I must resign my position as councilman for the borough of Mount Pocono. This is effective today April 1st, 2018.*

*I have enjoyed my time on council and feel that the borough is on the right track to improving the quality of life for both the residents and the visitors. I embrace the current council and their views and am comfortable that I as a resident have a very competent President of council as well as the other elected officials. If I can be of any assistance to the borough, please reach out to me.*

*Thank you for everything and best of luck in your future political career.*

**MAYOR**

Mayor F. Courtright wished everyone Happy Spring and hoped everyone had a Happy Easter, noting that Spring is coming. He advised the public that the street sweeping will be on April 18<sup>th</sup>, 19<sup>th</sup> and 20<sup>th</sup>.

**TREASURER’S REPORT**

GENERAL FUND CHECKING ACCOUNT	\$ 138,430.04
PENN SECURITY GENERAL FUND ACCOUNT	42.21
CAPITAL RESERVE ACCOUNT	1,281.99
BANNER BEAUTIFICATION ACCOUNT	3,145.30
STATE LIQUID FUELS	105,730.32
PARK & RECREATION FUND	871.83
PLANNING COMMISSION REIMB. FUND	9,759.67
ROAD FUND – GENERAL FUND	18,822.41
STORMWATER FUND	67,746.92
GENERAL FUND RESERVE ACCOUNT	1,108.18

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SANITATION FUND	\$ 2,218.89
INTERSECTION& SIGNALIZATION FUND	<u>482,490.40</u>
 GRAND TOTAL	 <u>\$831,648.16</u>

Councilmember A. Montanez moved to pay and approve the bills as outlined in the Treasurer's Report dated Monday, April 2, 2018, as presented. Councilmember S. Stewart-Keeler seconded. Councilmember M. Hensel abstained from the bill from One Eight Five Media for \$75.00 but agreed with the rest of the bills. Motion carried.

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

ACE Hardware	(ice melt, shop supplies,)	\$	398.05
Alarm Installers Corp.	(service call – front door contact)		120.00
AmTrust North America	(workers comp)		3,015.00
Barry Isett & Associates	(Windstream Bond Review)		110.00*
Bartonsville Printing	(ZO/Code Enforcement business cards)		60.00
Berkheimer Associates	(LST Commission)		216.70
Blue Ridge Communications	(phones)		356.81
Cintas	(uniforms & rugs)		390.40
EM Kutz, Inc.	(chains, parts)		2,680.77
Ed's Auto Service	(repairs to trucks)		4,340.07
FNB Visa	(computer, maint. supplies)		1,489.56
Highmark Blue Shield	(health insurance)		7,612.91
Internation Code Council	(yearly dues)		135.00
Jack Williams Tire	(F-550 )		168.22
Kenworth of PA	(fuel filter)		719.53
Monroe County Control Center	(2 <sup>nd</sup> quarter Fire/EMS)		694.23
Monroe County Info Services	(RE Tax bills & Int. Bills)		621.70
NAPA Auto Parts	(airgun parts & DEF)		46.74
Nagle Elevator	(lift inspection)		75.00
Newman, Williams, Mishkin	(Fareri: Chadha & ½ Retainer)		10,225.00
Northern Tool	(impact wrench)		197.73
One Eight Five Media, LLC	(web administration)		75.00
PA American Water	(boro bldg. & maint garage)		67.17
Panko Reporting	(B&B Ord.)		397.25
Plociniak Fuel	(boro bldg. & Maint heating oil)		2,918.85
Pocono Mountain Regional Police	(March Mortgage Payment)		2,792.12
Pocono Record	(advertising)		116.72
PM Public Library	(One Mill dedicated RE Taxes)		1,771.86
PM Pubic Library	(one mill delinq. Taxes owed)		1,773.03
PM Vol. Fire Co.	(one mill dedicated fire tax)		884.99
Quill Corp	(office supplies/chair)		221.13
Response Computers	(set up new computer)		490.00
Schoonover & Vanderhoof	(pole building meetings)		400.00
Tulpehocken Spring Water	(water for coolers)		44.00
Verizon Wireless	(cell phones)		140.04

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Wal-Mart	(truck exhaust & building/maint supplies)	\$ 401.31
WB Mason	(clipboard- zo supplies)	<u>9.99</u>

**GRAND TOTAL** **\$46,177.28**

\*Engineer Fee Reimb. \$110.00

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

Mt Pocono Payroll	(w/e 03/01/18)	\$ 6,510.74
Mt Pocono Payroll	(w/e 03/08/18)	9,807.21
Mt Pocono Payroll	(w/e 03/15/18)	8,571.01
ESSA	(loan payment)	2,309.20
Met Life	(life/disability insurance)	366.21
Joseph Brady	(ZO Work – February 2018)	90.00
Cintas Corporation	(uniform/rugs)	390.40
US Bank	(copier lease)	294.10
Mt Pocono Payroll	(w/e 03/22/18)	7,042.89
Jerome P. Cheslock	(mediation PMRP v. Coolbaugh Twp)	250.00
Mt Pocono Payroll	(w/e 03/29/18)	<u>7,055.23</u>

**GRAND TOTAL** **\$42,686.99**

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

Cargill	(de-icing salt)	\$13,576.52
Edwards Sand & Stone	(anti-skid)	2,448.50
PP&L (already paid 3/6/18)	(street lights & signals)	2,571.26
PP&L	(traffic signals)	<u>260.70</u>

**GRAND TOTAL** **\$18,856.98**

**Webinar**

Vice President F. O’Boyle moved to allow the Borough Secretary/ Treasurer to attend a PSAB Webinar on Municipal Minutes and Communication at a cost of \$45.00. Councilmember S. Stewart-Keeler seconded. Motion carried unanimously.

**Farmer’s Market**

Borough Secretary/ Treasurer L. Noonan discussed the Farmer’s Market and the opinion of our insurance agent, John Barry, and that of Solicitor J. Fareri that the farmer should obtain liability insurance and name the Borough as an additional insured in the amount of \$500,000.00.

In view of this Councilmember M. Hensel moved to send a letter to Elmer from the Farmer’s Market advising him of the need to have \$500,000.00 liability insurance listing the Borough as an additional insured and that he would also be responsible in paying the \$400.00 per month vending permit fee. Councilmember D. Casole seconded. Motion carried unanimously.

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**Zoning Officer**

Mr. Noonan was present and gave a brief report from the last two (2) weeks, noting that the office is straightened and cleaned up and it is in a presentable and orderly manner. He also noted he has been busy reviewing the files left by the previous Zoning Officer and issuing/reviewing permits that were received just prior to his arrival.

Borough resident, Mike Oser of 39 Fairview Avenue questioned if the Zoning/Codes Enforcement Officer has investigated the ALZ Auto Sales Conditional Use and the parking lot of the Forensic Psychology.

**SOLICITOR**

Councilmember M. Hensel moved to accept the resignation of Keith Transue. Councilmember S. Stewart-Keeler seconded. Motion carried unanimously.

Solicitor J. Fareri noted that Borough Council has thirty (30) days from today to fill the vacancy created by Mr. Keith Transue's resignation.

It was stated that anyone interested should submit a letter of interest and Borough Council would vote on the matter within thirty (30) days.

Vice President F. O'Boyle moved to advertise that anyone interested in filling the vacancy on Borough Council should send a letter of interest to the Borough Secretary/ Treasurer. Letters of interest are due by April 14<sup>th</sup> and those interested must be able to attend the April 16<sup>th</sup> work session to be interviewed for the position. Borough Council will hold a special meeting on Monday, April 30<sup>th</sup>, at 7:00 P.M. to fill the vacancy. Councilmember A. Montanez seconded. Motion carried unanimously.

**PERSONS TO BE HEARD**

**Raissa Simchak, Winona Road**, stated that her purpose to be in attendance tonight was that she wanted Councilmember K. Transue to resign. However, that has already been done. She asked Borough Council if they can do something to change the rules so that this doesn't happen again.

**Mike Oser, Fairview Avenue**, stated that he also asked to be placed on the agenda this evening to seek Mr. Transue's resignation. He also stated that Borough Council could have requested the House of Representatives to impeach Mr. Transue and that we could have contacted our State Senator regarding this matter. He also felt that Borough Council should take the initiative to change the law and to talk to State Senator Mario Scavello and State Representative Jack Rader.

**Dennis Regan** was not present this evening as he was stuck in West Virginia. But his father-in-law, Mike Oser, stated that he was asking to be on the agenda seeking Keith Transue's resignation.

**Raissa Simchak** questioned if a Borough Councilmember missed a certain number of meetings is that not enough to have them removed from Borough Council.

It was stated that it was not.

**Delores Desanto, 94 Fairview Avenue**, stated that laws change.

**UNFINISHED BUSINESS**

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**Maurock's B & B Conditional Use Decision**

Solicitor J. Fareri stated that the decision was made at the Conditional Use Hearing and that no further vote was needed.

Councilmember M. Hensel stated that the Mount Pocono Municipal Authority will be meeting on April 12<sup>th</sup> and will review the EDU Policy and Procedures Manuel.

**NEW BUSINESS**

**Signal Service, Inc.**

Borough Council was in receipt of the Signal Service, Inc. traffic signal maintenance contract for the year 2018 at a cost of \$1,700.00, It was noted that this contact covers the four (4) traffic signalized intersections.

Vice President F. O'Boyle moved to pay and execute the maintenance contract with Signal Service, Inc. for the yearly maintenance contract of our signalized intersections at the cost of \$1,700.00. Councilmember S. Stewart-Keeler seconded. Motion unanimously.

**Metz Company**

Councilmember D. Casole moved to sign the Metz Company HVAC Contract for 2018 in the amount of \$1,920.00. Councilmember M. Hensel seconded. Motion carried unanimously.

**Advertise 2018 Road Rehabilitation Specifications**

Vice President F. O'Boyle moved to advertise the 2018 Road Paving Rehab Specs to be opened at our next meeting, Monday, May 7, 2018. Councilmember A. Montanez seconded Motion carried unanimously.

**STANDING COMMITTEES**

**Planning**

No meeting.

**Department of Public Works**

Vice President F. O'Boyle stated that they are doing their job and that the Personal Committee will be meeting with all the workers.

**Utilities**

Councilmember M. Hensel stated that as of today that Jonathan Klotz has been hired as the Executive Director of Mount Pocono Municipal Authority. He will oversee the office staff, plant staff and will handle all human resource issues.

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**Water**

Councilmember D. Casole stated that there was a small water break on Edgewood Drive and that has been taken care of.

**Recreation**

Councilmember S. Stewart-Keeler stated that she attended the last meeting and that Randy, Deb and Robin were in attendance since Deb and Robin are new it was a learning experience. They approved Pocono Mountain Little League, Pocono Pride and Men's League for the upcoming season. They have received an inquiry from a football team interested in using one (1) of the fields. It was noted that building repairs are needed on some of the structures. They also discussed a dog park, a jogging trail and the need for playground equipment at the Deerfield Park. Their next regular meeting will be on May 17, 2018, at 7:00 P.M.

**Sanitation**

It was noted that the Sanitation Committee will be following up with Snowshoe and Oakview at a PRD meeting on April 11<sup>th</sup>. Also, the Annual Joseph Battisto Clean Up Day is scheduled Saturday, April 21, 2018.

**Buildings**

Vice President F. O'Boyle stated that he spoke with Dave McGarry and they are waiting for Jonathan Shupp to look at the land where the pole barn will be erected. He noted that there are cracks in the new sidewalks and the door is peeling.

**Budget and Finance**

No meeting.

**Personnel**

President C. Williams noted that they are meeting one on one with street employees and they will be evaluating them on a quarterly or bi-yearly basis.

**Regional Police**

Mayor F. Courtright noted that the Police meeting packet will be sent out with the monthly update. He also noted that the next meeting is on Tuesday, April 10, 2018, at 7:00 P.M.

**Regional EMS**

No report.

**COG**

No report.

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**Junior Councilmember**

No report.

**PUBLIC PARTICIPATION**

**Ruth Gross, 50 Monovision Road**, advised Borough Council that State Senator Mario Scavello is dedicating and changing the name of Pocono Boulevard to Roy Gross Boulevard and that there will be a ceremony for this soon.

**Tom Neville, 209 Knob Road**, thanked Borough Council, the Mayor, Solicitor and Borough Secretary/ Treasurer for their hard work. He noted that the Borough's Facebook page now has over 6,500 members and the Borough population is only 3,100.

Mayor F. Courtright corrected him and stated that the Facebook page now has over 7,000 members.

**Rich Jones, 101 Winona Road**, discussed the Callahan house on Winona Road and that it is an eyesore and that it needs to be taken care of.

**Councilmember D. Casole** discussed the Bracey Gas Station and signs are needed that state "No Right-Hand Turns" onto SR 196 as there are many accidents at this location.

**Raissa Simchak, Winona Road** questioned when the last traffic study at the 5 Points Intersection was conducted.

There being no further business or any further public participation coming before the Board, Vice President F. O'Boyle moved to adjourn. Councilmember A. Montanez seconded. Motion carried unanimously.

Respectfully submitted,

Lori Noonan, Borough Secretary