

**MOUNT POCONO BOROUGH COUNCIL
REGULAR MEETING MINUTES
MONDAY, OCTOBER 5, 2015
7:00 P.M.**

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

President J. Finnerty was absent.

The Pledge of Allegiance was said by all.

PRELIMINARY ANNOUNCEMENTS

None

APPROVAL OF MINUTES

Councilmember J. Scalamandre moved to approve the Regular Meeting minutes of the Monday, September 14, 2015, as submitted. Councilmember F. O'Boyle seconded. Motion carried unanimously.

OFFICERS' REPORTS

PRESIDENT

No report was received from the President.

Vice President K. Davis noted that there was a meeting held last week at Pocono Mountain Economic Development Corporation along with several Councilmembers and the commercial property owners in the vicinity of Pine Hill Road in regards to the proposed traffic signal at SR 611 and Pine Hill Road.

MAYOR

Mayor F. Courtright further discussed the recent meeting held in regards to the proposed traffic signal at SR 611 and Pine Hill Road and noted that he was hopeful that the monies needed for this traffic signal will be found amongst all involved.

Mayor F. Courtright thanked Councilmember J. Scalamandre for his excellent job on the Harvest Fest, noting that somehow we managed to sandwich it between the weekend with a flaming RV and the worst bad weather we've had in months. He further discussed the RV fire on September 18th, which caused damage in the downtown area, specifically to the Borough's decorative streetlamp posts and clock as well as other items and thanked the emergency responders and everyone who responded to that tragedy.

TREASURER'S REPORT

The following cash report was given as follows:

GENERAL FUND CHECKING ACCOUNT	\$ 302,185.62
PENN SECURITY GENERAL FUND ACCOUNT	20,692.71
CAPITAL RESERVE ACCOUNT	48,723.86
BANNER BEAUTIFICATION ACCOUNT	2,417.36
STATE LIQUID FUELS	55,064.22
PARK & RECREATION FUND	4,827.98
PLANNING COMMISSION REIMB. FUND	52,687.63

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ROAD FUND – GENERAL FUND	\$ 96,932.17
STORMWATER FUND	132,447.61
GENERAL FUND RESERVE PLGIT ACCOUNT	41,631.17
SANITATION FUND	28,392.26
ROUTE 940 CORRIDOR FUND	53,675.00
FIVE POINT INTERSECTION FUND	<u>443,849.90</u>

GRAND TOTAL **\$ 1,281,527.49**

Councilmember J. Scalandre moved to pay and approve the bills as outlined in the Treasurer's Report dated Monday, October 5, 2015, as presented. Councilmember J. Woehrle seconded. Motion carried unanimously.

BILLS TO BE PAID FROM THE GENERAL FUND CHECKING ACCOUNT:

ACE Hardware	(shop/ building supplies)	\$ 375.39
American Casualty Service	(workers comp)	2,450.22
Association of Mayors	(2016 dues)	60.00
Blue Cross of NEPA	(health insurance)	6,511.15
Blue Ridge Communications	(phones/ internet)	356.15
Blue Tarp Financial	(tamper/ compacter)	1,090.35
Bill Beekman's Plumbing & Heating	(oil burner service)	435.00
Boston Mutual	(life/ disability insurance)	240.01
Bureau Veritas	(L & I bldg. renovations review)	4.00
Ehrlich	(pest protection)	85.00
First National Bank	(maint tools)	143.68
G & K Services	(uniforms/ rugs)	403.21
Gilmore & Associates, Inc.	(Engineering)	1,092.90
Gotta Go Potties	(port-a-potties)	170.00
Locust Ridge Quarry	(hot black top)	715.35
Metz, Inc.	(HVAC parts)	52.08
Mountain Services	(20006 Pete)	635.22
Payrolls Unlimited	(September payroll)	81.00
PA American Water	(bldgs. & fire hydrants)	788.39
PA One Call	(monthly service)	14.76
PPL	(electric)	766.14
Pocono Mtn. Reg. Police	(mortgage)	2,811.27
Pocono Mtn. Reg. Police	(monthly payment)	57,216.72
Pocono Mtn. Public Library	(2015 RE taxes rec'd Sep – 1 mil)	19.51
Pocono Mtn. Vol. Fire Co.	(2015 RE taxes rec'd Sep – 1 mil)	19.51
Pocono Mtn. Reg. EMS	(2015 RE taxes rec'd Sep ½ mil)	9.76
<i>Pocono Record</i>	(advertising)	159.80
Schaedler Yesco	(repairs to outside outlet)	53.04
Selective Insurance	(insurances)	2,195.00
Sunoco (COSTARS)	(gas/ diesel)	511.32
Thyssen Krupp	(elevator)	164.93
Elmer Stoltzfus	(autumn decorations)	16.00
United Concordia	(dental insurance)	365.18
US Bank	(copier lease)	317.06
Verizon Wireless	(phones)	111.56

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Verizon	(phones)	\$ 32.49
W.B. Mason	(copy paper)	114.95
ZEE Medical Services	(supplies)	<u>84.62</u>

GRAND TOTAL **\$ 80,672.72**

BILLS ALREADY PAID FROM THE GENERAL FUND CHECKING ACCOUNT:

Mt Pocono Payroll	(w/e 09/16/15)	\$ 5,067.06
Mt Pocono Payroll	(w/e 09/23/15)	5,365.34
Potcher Construction	(pymt request #2 Approved by S & V)	21,600.00
Mt Pocono Payroll	(w/e 09/30/15)	<u>5,190.24</u>

GRAND TOTAL **\$ 37,222.64**

BILLS TO BE PAID FROM THE STATE LIQUID FUELS ACCOUNT:

DeAngelo Brothers, LLC	(line painting)	\$ 10,680.47
PPL	(traffic signals & street lights)	<u>1,974.57</u>

GRAND TOTAL **\$ 12,655.04**

Tobyhanna United Methodist Church Sign Waiver

Councilmember D. Casole moved to approve the sign waiver request of the Tobyhanna United Methodist Church to place a sign advertising their Election Day Spaghetti Dinner one (1) week before Election Day. Councilmember J. Scalamandre seconded. Motion carried unanimously.

Gilmore & Associates Request for Direction

Borough Council was in receipt of a letter from Borough Engineer Russ Kresge with Gilmore & Associates looking for direction for the expenditure of work that is needed in regards to the Dirt, Gravel and Low volume Road Maintenance Program Potential Grant Applications. The costs for the work needed to complete a preliminary analysis of the project and the estimated costs for use and determining if these projects can be undertaken with the assistance of the grant is approximately \$1,200.00 to \$1,500.00,

There was a great deal of discussion regarding this matter with Councilmember J. Scalamandre moving to table this matter until our next meeting as we are awaiting for the traffic counts to be taken on Church Avenue. Councilmember J. Woehrle seconded. Motion carried unanimously.

Councilmember F. O'Boyle noted that it does not mention in our financial statements that once the Belmont Knoll's mortgage is paid off that the Borough will receive a one percent (1%) interest for a grant that the Borough received on their behalf.

Borough Secretary/ Treasurer L. Noonan discussed changes to the front door to the Borough building, noting that there were thoughts to change it from a double door to a single door. She explained that the design of the door would look very similar to the door that is there now, but it would be one (1) single door.

Councilmember F. O'Boyle questioned whether or not the landing was wide enough and Councilmember D. Casole requested a different type of door rather than wood.

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It was agreed that Vice-President K. Davis and Councilmembers F. O'Boyle and J. Woehrle would meet with the contractor and with the architect to review the landing and come to a decision on the door.

PMRPD 2016 Uniform Pension MMO

Borough Council agreed to table this item until the next meeting as there was a question regarding the three (3) figures that were received.

Borough Building Renovation Change Work Order #1 - Drainage

Borough Council was in receipt of a work change order in regards to the drainage for the rear of the Borough building to relocate the catch basins from the original plans, connect all the catch basin and run a new twelve (12) inch corrugated smooth wall pipe to daylight. The estimate was \$12,800.00.

After a great deal of discussion, Councilmember C. Williams moved to approve the work change order #1 in the amount \$12,800.00 for the drainage work. Councilmember J. Woehrle seconded. Motion carried unanimously.

Borough Building Renovation Change Work Order #2 – The Ramp Foundation

Borough Council was in receipt of a work change order in regards to changes to the ramp foundation to include a twelve inch (12") block wall against the old foundation with footing rebar, durawall, concrete filled cores and filled against the old foundation, and to also install ten inch (10") block foundation wall at ramp with a twenty inch (20") fitting rebar, durawall, core fill and to fix the rotten framing under the backdoor and flash for a total cost of \$3,080.00.

Councilmember J. Woehrle moved to approve the work order #2 for the ramp foundation in the amount of \$3,080.00. Councilmember C. Williams seconded. Motion carried unanimously.

Borough Building Renovation Change Work Order #3 – Basement Wall

Borough Council was in receipt of a work change order to remove drywall and framed wall in stairwell basement against the old foundation and replace with a six inch (6") concrete block wall, prime and paint and to also remove drywall and furring strips on back wall and paint, and dispose of all scrap and leave clean. The total cost of this change order is \$6,670.00.

Councilmember F. O'Boyle questioned the clean-up of the old foundation.

Councilmember D. Casole questioned the type of paint that would be used on the block wall.

After a lengthy discussion regarding this, Councilmember J. Woehrle moved to table action on this change order until a meeting on site can be scheduled with the architect and the contractor that would include himself, Councilmember F. O'Boyle and Vice President K. Davis to discuss this change order. It was also agreed that after this meeting was held the three (3) in attendance would be able to make a decision on granting approval on this change order. Councilmember J. Scalmandre seconded. Motion carried unanimously.

RV Fire Insurance Adjuster Notification of Coverage

Borough Secretary/ Treasurer L. Noonan provided Borough Council with an email outline of the items that would be covered and not covered from the damages from the recent RV fire. It was noted that the three (3)

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decorative streetlamps would be covered as well as the town clock, the benches, trash receptacles, flower pots, bushes, flags and street signs would all be covered. The items not covered were the block wall around the clock and the pavers on ground with inscriptions around the clock as well as damage to the lawn and damage to the sidewalk. She also noted that she is working on obtaining all these quotes to send to the insurance adjuster.

Borough Secretary/ Treasurer L. Noonan also provided Borough Council with the most recent Zoning Officer's report for the month of September 2015.

SOLICITOR

Solicitor J. Fareri discussed the recent letter he sent regarding the sale of the two (2) properties that the Borough wishes to sell. He noted that the properties may only be sold by the Borough for consideration in excess of \$1,500.00 by selling to the highest bidder.

Councilmember F. O'Boyle moved to advertise the two (2) properties for sale, those being on Brunswick and the other on Fork Street and to receive sealed bids. Councilmember J. Woehrle seconded. Motion carried unanimously.

Regulation of Clothing Collection Boxes

Solicitor J. Fareri stated that he reviewed the Borough Zoning Ordinance and does not see anything in our Ordinance with respect to regulation of the Good Will type collection boxes for clothing. He believes that Borough Council could amend our Ordinance to include regulations of such boxes.

In view of this, Councilmember J. Scalamandre moved to send to the Planning Commission the request for them to review and provide Borough Council with a recommendation and possible amendments to the Borough Ordinance to regulate clothing collection boxes in the Borough of Mount Pocono. Councilmember D. Casole seconded. Motion carried unanimously.

PERSONS TO BE HEARD

None

UNFINISHED BUSINESS

Ordinance No. 5 of 2015 - Stormwater Management Ordinance Amendments

Councilmember F. O'Boyle moved to adopt Ordinance No. 5 of 2015, amending the Borough's Stormwater Management Ordinance, as advertised. Councilmember J. Scalamandre seconded. Motion carried unanimously.

Hotel M HOP & Tenant Registration Outstanding Items

Councilmember J. Scalamandre discussed the Hotel M and that since their conditional use approval which was granted to them back in July, they have yet to take care of the several items that were requested that they take care of immediately, such as bringing their property into compliance with their current HOP and also the Tenant Registration Ordinance.

It was agreed that a letter would be sent to the owners of Hotel M to take care of these two (2) items.

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Belmont Avenue Bridge Update

Councilmember J. Scalamandre discussed a meeting that he attended at Coolbaugh Township a few weeks ago and he feels that the Borough needs to take the lead in the replacement, while he understands that ninety percent (90%) of the bridge is in Coolbaugh Township, one hundred percent (100%) of the liability lies within the Borough of Mount Pocono and he feels that this is a job for rapid bridge replacement project.

It was agreed that this item would be discussed at the next work session of the Borough Council and that Coolbaugh Township officials would be invited to attend.

2001 Refurbished Bucket Truck

Councilmember J. Woehrle discussed and showed pictures of a refurbished 2001 bucket truck that is for sale in the amount of \$17,000.00.

After review of the truck, Councilmember J. Scalamandre moved to purchase the 2001 refurbished bucket truck in the amount of \$17,000.00 and to advertise the 1992 bucket truck for sale. Councilmember C. Williams seconded. Motion carried unanimously.

2015 Kenworth Truck

Councilmember J. Woehrle stated that Kenworth of Pennsylvania Dunmore, PA has a 2015 Kenworth truck with special PACCAR financing and they are offering us no money down for six (6) months with the first payment due six (6) month thereafter. Councilmember J. Woehrle was proposing to sell the 2006 Pete and replace with a 2015 Kenworth.

Councilmember F. O'Boyle moved to purchase the 2015 Kenworth truck and to contact other municipalities to see if they might be interested in purchasing the 2006 Pete. Councilmember C. Williams seconded. Motion carried unanimously.

NEW BUSINESS

PennDOT Winter Meeting

Councilmember J. Woehrle and Borough Road Forman Jim Trombetta will be attending the PennDOT Annual Winter Meeting scheduled for Thursday, October 22, 2015, at 9:00 A.M.

STANDING COMMITTEES

Planning

No report

Stormwater

No report

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Utilities

Councilmember F. O'Boyle noted that the DRB has approved their spray irrigation and they are now working with DEP on getting their final approvals. He also noted that the credit card system is working very well with residents paying their bills on-line.

Water

Councilmember D. Casole noted that PAWC is planning on flushing the hydrants sometime in the next few weeks and everyone will be notified prior to this hydrant flushing being conducted.

Streets

Councilmember J. Woehrle noted that the road crew has been working on line painting, shoulders and drainage work.

Sanitation

Borough Secretary/ Treasurer L. Noonan stated that J. P. Mascaro would like to meet with Sanitation Committee and she hopes to schedule this meeting for the last week of October 2015.

Buildings

No report

Budget and Finance

No report

Recreation

No meeting was held.

Personnel

No report

Regional Police

Mayor F. Courtright noted that the next month's meeting of the Pocono Mountain Regional Police Commission will be held next Tuesday, October 13, 2015.

Regional EMS

No report

COG

Vice President K. Davis noted that he was unable to attend the last meeting and he requested that Councilmember J. Woehrle be added to COG.

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Five Points Intersection

It was once again stated about the recent meeting held at PMEDC in regards to the proposed traffic signal at SR 611 and Pine Hill Road.

PUBLIC PARTICIPATION

Mike Oser, Fairview Avenue, asked again that meeting packets be put on the website.

There being no further business or any further public participation coming before the Board, Councilmember C. Williams moved to adjourn at 9:00 P.M. Councilmember J. Scalamandre seconded. Motion carried unanimously.

Respectfully submitted,

Lori Noonan, Borough Secretary