

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, APRIL 7, 2014  
7:00 P.M.**

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

Councilmember C. Williams was absent.

The Pledge of Allegiance was said by all.

**PRELIMINARY ANNOUNCEMENTS**

President J. Finnerty stated that the next meeting on May 5<sup>th</sup> will be picture night and requested that everybody dress up for said pictures.

**APPROVAL OF MINUTES**

Councilmember K. Davis moved to approve the Regular Meeting minutes of March 3, 2014, as presented. Councilmember D. Casole seconded. Motion carried unanimously.

**OFFICERS' REPORTS**

**PRESIDENT**

President J. Finnerty stated that also at the May meeting we will be honoring former Councilmembers Martin Waldenberger and Jeff Woehrle with plaques thanking them for their years of service to the Board.

President J. Finnerty advised that Councilmember Claudette Williams is not present this evening as she is attending the PSAB Conference in Harrisburg and it was noted by President J. Finnerty that she signed up for and paid to attend this on her own. President J. Finnerty further noted that reimbursement to Councilmember C. Williams be considered and that he will review the cost with her upon her return.

President J. Finnerty also stated now that the weather is getting nicer he's going to start working on cutting back the brush at the Knob.

Councilmember K. Davis offered to help.

President J. Finnerty further stated that he talked to Zoning Officer Joseph Brady and requested that he ask Mr. Bracey to clean up his property at Knob and Knox of some debris that was caught up in the snow was piled there from this winter.

President J. Finnerty stated that he received a phone call complaining about the cost of the rental inspection fee that the Borough charges of \$75.00 and asked if there were any complaints that were received and if the Borough's fee were too high.

Borough Secretary/ Treasurer L. Noonan explained that the \$75.00 fee that is paid is good for twelve (12) months and should a tenant move out before a one (1) year time elapses a rental inspection is still needed however we do not charge an additional \$75.00. She stated while the fee may seem to be excessive she explained that many times Zoning Officer J. Brady goes out to inspect the property only, it fails and then he returns for the follow-up inspection and fails again. Sometimes he returns three or four times.

**MAYOR**

Mayor F. Courtright stated that he has been very busy this past month he marched in the St. Patrick's Day Parade, he also attended a Shop-Rite event honoring the associates who had their pictures on a Cheerio box for their help in hunger awareness, which raised \$1.24 million, he also attended a NAACP Dinner this week.

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Mayor F. Courtright reminded everyone about the First Annual Spring Fest is being held on Saturday, May 10<sup>th</sup> at the Bailey's Rib & Steakhouse property on SR 611.

Mayor F. Courtright stated that according to the last census the Borough's population was 3,170 and based on that population he is proud to say that we now have 10% of the Borough's residents following our Facebook page. He noted that this is a good way to get information out there to the residents.

**TREASURER'S REPORT**

The following cash report was given as follows:

GENERAL FUND CHECKING ACCOUNT	\$ 452,976.33
PENN SECURITY GENERAL FUND ACCOUNT	20,712.71
CAPITAL RESERVE ACCOUNT	48,433.11
BANNER BEAUTIFICATION ACCOUNT	1,957.37
STATE LIQUID FUELS	94,331.07
PARK & RECREATION FUND	10,698.02
PLANNING COMMISSION REIMB. FUND	52,067.68
ROAD FUND – GENERAL FUND	28,932.17
STORMWATER FUND	132,637.58
GENERAL FUND RESERVE PLGIT ACCOUNT	41,382.87
SANITATION FUND	14,935.66
ROUTE 940 CORRIDOR FUND	53,875.00
FIVE POINT INTERSECTION FUND	<u>327,058.48</u>

<b>GRAND TOTAL</b>	<b><u>\$ 1,279,998.05</u></b>
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Vice President R. Gross moved to pay and approve the bills as outlined in the Treasurer's Report dated Monday, April 7, 2014, as presented. Councilmember K. Davis seconded. Motion carried unanimously.

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

ACE Hardware	(small tools/ supplies)	\$ 202.62
Beekman's Plumbing & Heating	(shop oil burner service call)	95.00
Berkheimer Associates	(LST Commission)	342.13
Blue Cross of NEPA	(health insurance)	8,867.98
Blue Tarp Financial (Northern Tool)	(aluminum platform/ cart)	486.00
John Bonham Road Supplies	(snow plow cutting edges)	877.40
Boston Mutual	(life/ disability insurance)	234.15
H. Clark Connor	(April retainer PC Solicitor)	500.00
Cramer's	(plywood for salt bin)	33.24
Cyphers Truck Parts	(truck flood lights)	87.90
DG Nicholas Co.	(mirror arm)	44.16
Eastern Time	(fire alarm service contract)	843.00
FNB Visa	(uniforms, recycling stickers, parts)	365.17
General Code	(Codification & E-Code)	3,256.75
G & K Services	(uniforms/ rug service)	309.56
Gilmore & Associates	(engineering)	2,015.90
International Code Council	(annual dues)	125.00
Kimball Midwest	(lubricants)	125.40
E.M. Kutz, Inc.	(snow plow parts)	140.37
Lowe's	(parts to build signs)	4.68
Metz, Inc.	(HVAC Contract)	1,696.00
Miller's Automotive	(repairs to 1997 Ford F-350)	953.55

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Monroe County Control Center	(Fire/ EMS)	\$ 1,155.47
Monroe County Info Services	(RE Bills)	888.06
Mount Pocono Municipal Authority	(DES Community Partners in Recycling)	60.00
Mountain Services	(inspection of 2009 Ford F-550)	491.87
Murray's towing	(F-350 tow & repair)	1,861.02
NAPA Auto parts	(vehicle parts)	42.06
Newman, Williams, Mishkin	(1/2 annual retainer)	10,000.00
PPL	(electric)	794.13
PA American Water Co.	(Boro bldg. /maint garage)	622.60
PA One Call	(monthly service)	47.35
PA State Association of Boroughs	(drug testing)	130.00
Payrolls Unlimited	(payroll service)	80.00
Plociniak Oil Co.	(heating oil for bldgs. 3 deliveries)	2,499.28
PM Regional police	(mortgage)	3,010.44
Quill	(paper & calculator ribbons)	206.11
Reliable Sign	(signs)	1,503.30
Response Computers	(install security in ZO & Maint)	125.00
Sunoco (COSTARS)	(gas/ diesel)	1,069.79
Thyssenkrupp Elevator Corp.	(service)	159.74
US Bank	(copier)	317.06
United Concordia	(dental)	362.40
Verizon	(phone)	366.99
Verizon Wireless	(cell phones)	120.57
Wal-Mart	(Blue Def – exhaust fuel)	<u>14.30</u>

**GRAND TOTAL** **\$ 47,533.50**

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

American Rock Salt Company	(de-icing salt)	\$ 11,425.53
PPL	(electric)	<u>1,987.45</u>

**GRAND TOTAL** **\$ 13,412.98**

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

Mt Pocono Payroll	(w/e 03/05/14)	\$ 5,056.35
Mt Pocono Payroll	(w/e 03/12/14)	5,241.68
Mt Pocono Payroll	(w/e 03/19/14)	5,585.47
Mt Pocono Payroll	(w/e 03/26/14)	6,433.19
Mt Pocono Payroll	(w/e 04/02/14)	<u>5,468.79</u>

**GRAND TOTAL** **\$ 27,785.48**

**Bottled Water Supplier**

Borough Secretary/ Treasurer L. Noonan explained that our bottled water supplier, Pocono Springs, is now out of business and she received a quote from Tulpehocken Mountain Spring Water at a cost of \$5.00 per 5 gallon bottle.

Councilmember W. Jabara moved to switch the bottled water supplier to Tulpehocken Spring Water with the price outlined of \$5.00 per 5 gallon bottle. Vice President R. Gross seconded. Motion carried unanimously.

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**LTAP Roadside Safety Seminar**

Borough Secretary/ Treasurer L. Noonan stated that LTAP Roadside Safety Seminar is being held on Tuesday, April 22<sup>nd</sup>, at the Smithfield Township Building. It was noted that Councilmembers: W. Jabara; F. O'Boyle; and, K. Davis along with Road Foreman Jim Trombetta will be attending.

Vice President R. Gross moved to sign up Councilmembers W. Jabara; F. O'Boyle; and, K. Davis along with Road Foreman J. Trombetta to attend the LTAP Roadside Safety Seminar and noted that there is no fee for this seminar. Councilmember K. Davis seconded. Motion Carried unanimously.

**RFP Bulk Grass Mowing**

Borough Secretary/ Treasurer L. Noonan stated that she would like permission to send out request for proposals for the bulk grass mowing and provided an outline of the RFP for everyone's review.

Councilmember W. Jabara requested that under the Miscellaneous Duties that a *Summer application of a weed control* be added.

**Metz Company HVAC Contract 2014**

Vice President R. Gross moved to enter into the HVAC Contract for year 2014 at cost of \$1,696.00 with Metz Company. Councilmember D. Casole seconded. Motion carried unanimously.

**Community Yard Sales**

Borough Secretary/ Treasurer L. Noonan asked if Borough Council wished to set forth dates for Community Yard Sales where no fees would be charged if a resident would hold a yard sale on those weekends. She stated that the dates used last year were: the weekend of June 14<sup>th</sup>; and, the weekend of August 23<sup>rd</sup>.

There was some discussions about including a third weekend and if doing so to allow that weekend to be the same weekend as the Spring Fest.

After some discussion, Councilmember K. Davis moved to allow the Community Yard Sales to be the weekends of June 13<sup>th</sup>, 14<sup>th</sup> and 15<sup>th</sup> and August of 22<sup>nd</sup>, 23<sup>rd</sup> and 24<sup>th</sup>. Vice President R. Gross seconded. Motion carried unanimously.

**SOLICITOR**

Solicitor J. Fareri stated that it has been brought to our attention that three (3) Ordinances need to be re-instated as they were inadvertently deleted with the recent large amendments that were approved recently to the Borough's Zoning and SALDO. Those Ordinances were in regards: to traffic signals; sidewalks and curbs; and, the lighting Ordinance. It was explained that Borough Council would need to re-advertise the Ordinances and hold a Public Hearing.

Councilmember F. O'Boyle moved to advertise and hold a Public Hearing at our next meeting May 5, 2014, at 6:30 P.M. Vice President R. Gross seconded. Motion carried unanimously.

**PERSONS TO BE HEARD**

None

**UNFINISHED BUSINESS**

**Belmont Avenue Bridge**

Councilmember W. Jabara reported that he and Councilmembers F. O'Boyle and K. Davis attended a meeting with representatives from Coolbaugh Township and the Engineers from both municipalities to review the

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bridge. It was agreed that the bridge and the road should remain closed. It was discussed about applying for a \$300,000.00 LSA Grant which would be a multi-municipal project for infrastructure and emergency repair work along with Coolbaugh for the repairs to the bridge.

Councilmember K. Davis moved to send a letter to Coolbaugh Township to jointly work with us to apply for a LSA Grant for a multi-municipal infrastructure and emergency repair for the bridge. Vice President R. Gross seconded. Motion carried unanimously.

**A-Frame/ Portable Sign Ordinance Proposed Changes**

Borough Council was in receipt of a recommendation from the Mount Pocono Planning Commission in regards to revisions to the Borough's A-Frame/ Portable Sign Ordinance.

Councilmember D. Casole moved to advertise and hold a Public Hearing on Monday May 5, 2014, at 6:30 P.M. for the revision to the Borough's A-Frame/ Portable Sign Ordinance as follows:

**DEFINITION**

*A-FRAME OR SANDWICH BOARD SIGN: A movable sign consisting of two (2) faces connected and hinged at the top.*

**SECTION**

*A-Frame or Sandwich Board Sign: A-frame or sandwich board signs shall be permitted as a temporary sign for retail/service/wholesale commercial establishments subject to the following:*

- 1. Each business establishment shall be limited to one (1) A-frame or sandwich board sign.*
- 2. The sign shall be comprised of two (2) boards of durable material with no attachments.*
- 3. The sign shall not exceed eight (8) square feet for each exposed face and shall not exceed thirty (30) inches in width and that the sign shall not have an overall height greater than five (5) feet from ground level.*
- 4. The sign shall not be illuminated.*
- 5. The sign shall be displayed only during the hours when the establishment is open for business and shall include advertising pertaining only to the establishment of location.*
- 6. The sign shall not be placed in such manner as to impede pedestrian or vehicle traffic or the opening of vehicle doors.*
- 7. The sign shall be sufficiently secured or weighted to resist overturning.*
- 8. The placement of the sign shall comply with PennDOT and American with Disabilities Act requirements and that off premise A-Frame signs shall not be permitted.*
- 9. The sign shall not be displayed at any time when snow has accumulated on or has not been completely removed from the sidewalk in front of the premises where the sign is permitted.*

Councilmember K. Davis seconded. Motion carried unanimously.

**NEW BUSINESS**

**Good Friday Passion Procession (VIA CRUCIS)**

Councilmember W. Jabara moved to allow the Most Holy Trinity parish and Reverend Jose Mendoza to hold their annual Passion Procession (VIA CRUCIS) on Good Friday, April 18, 2014, which would start about 2:00 P.M. Vice President R. Gross seconded. Motion carried unanimously.

**Easter Sunday Sunrise Service Paradise Valley**

Borough Council was in receipt of a request from the Pastor of the Paradise Valley Baptist Church to hold an Easter Sunday Sunrise Service on April 20<sup>th</sup>, at approximately 6:00 A.M at the "Knob Overlook". There was

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some discussion regarding that Mount Pocono United Methodist Church also holds an Easter Sunday service and that the Borough Secretary/ Treasurer should advise Paradise Valley Baptist Church as such and perhaps they could work out some type of an agreement amongst themselves on using that location. It was requested that the Borough Secretary/ Treasurer advise the Pastor at Paradise Valley Baptist Church that Skywood Park is another beautiful place to hold a sunrise service as perhaps he was not aware of that park.

**Blue Ridge Communications High Speed Internet, Cable Phone Quote**

Borough Secretary/ Treasurer L. Noonan stated that she's received a quote from Blue Ridge Communications to provide the Borough offices with high speed Pro 15 Internet and business phones and also a business phone line at the maintenance garage. It was explained that this is better service and it will save the Borough approximately \$50.00 a month.

After review Councilmember W. Jabara moved to approve the quote from Blue Ridge Communications to provide the Borough building with high speed and cable phones. Councilmember D. Casole seconded. Motion carried unanimously.

Borough Secretary/ Treasurer noted that she will be seeking a quote for cable access to the Deerfield/ Oak Park.

**New Street Signs Quotes**

Borough Council was in receipt of several quotes for the street signs.

Councilmember W. Jabara advised Borough Council that we will be replacing the signs in the Borough in sections and that this quote is for all intersecting streets along Pocono Boulevard and SR 940 also the roads on the Knob.

Councilmember W. Jabara moved to accept the CPC Signs quote at an approximate cost of \$2,482.86. Councilmember K. Davis seconded. Motion carried unanimously.

**Mount Pocono Planning Commission 2013 Annual Report**

Borough Council acknowledged receipt and accepted the Mount Pocono Planning Commission 2013 Annual Report.

**STANDING COMMITTEES**

**Regional Police**

President J. Finnerty stated as the Mayor needs to excuse himself that we would receive the report of the Regional Police at this time.

Mayor F. Courtright stated that Regional Police Commission has requested that the municipalities require a criminal background check of the appointees to the Regional Police Commission and that this would need to be approved by the Borough Council. He noted that he and Vice President R. Gross are not opposed to having a criminal background check completed.

After some discussion, Councilmember K. Davis moved to require criminal background checks of all appointees who represent the Borough on the Regional Police Commission. Vice President R. Gross seconded. Motion carried unanimously.

It was noted that the next meeting of the Regional Police Commission will be held tomorrow, April 8<sup>th</sup> at the Regional Police Headquarters and that they encourage attendance. It was also noted that the Alarm Permit Ordinance and possible changes to the current Ordinance will be discussed at an upcoming Borough Council work session.

At this time Mayor F. Courtright left the meeting at 8:37 P.M.

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**Planning**

Councilmember K. Davis noted that the proposed A-Frame Sign Ordinance was discussed at the last Planning Commission meeting.

**Stormwater**

Councilmember W. Jabara stated that they are watching and keeping an eye on all the storm drains and keeping them clear.

Borough Secretary/ Treasurer discussed the easements that may be needed for the stormwater project on Center and Church Avenues noting that several are still needed.

It was agreed that Councilmember W. Jabara would meet with her to discuss those after the meeting.

**Utilities**

Vice President R. Gross stated that they are moving forward with the Act 537 Plan and the next meeting will be held on Thursday, April 10, 2014.

It was further noted by Councilmember F. O'Boyle that they are working with USDA on receiving grant money.

**Water**

Councilmember D. Casole noted that there is nothing new to report at this time.

Councilmember W. Jabara stated that the hydrant is still needed at SR 611 by Burke's Tavern.

**Streets**

Councilmember W. Jabara noted that they will be working on upgrading the signs.

Borough Secretary/ Treasurer questioned about the street paving and getting the bid specifications together.

Councilmember W. Jabara noted that he will be working on reviewing the streets and deciding along with Councilmember F. O'Boyle what street will be paved this year. He also noted that the chip seal of the streets will be spearheaded by Councilmember K. Davis.

**Sanitation**

It was noted by the Borough Secretary/ Treasurer that we need to bid this out this year and that she will be scheduling a committee meeting in the coming weeks.

**Buildings**

Vice President R. Gross stated that he will be reviewing the doors and some other items that need to be taken care of this summer.

**Budget and Finance**

It was noted that the real estate tax monies are coming in.

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**Recreation**

Borough Secretary/ Treasurer L. Noonan noted that the re-dedication of the Oak Street Park will be held on Saturday, May 17<sup>th</sup>. This will be a dedication of the upgraded facilities.

**Personnel**

No report.

**Regional EMS**

It was noted that the next meeting will be held on Thursday, April 17<sup>th</sup>.

**COG**

Councilmember W. Jabara noted that the spring dinner was held last month.

**Open Space**

No report

**PARC**

Councilmember K. Davis did not attend the meeting however Mike Oser noted that they are moving forward with master site plan work.

**Five Points Intersection**

Councilmember W. Jabara discussed the SR 940/ Knox Street grant and a possible upcoming meeting regarding that work.

**PUBLIC PARTICIPATION**

**Alice Makla, Knob Road**, requested that the graffiti on the rocks at Knob Road be painted over and reminded the Borough Council that she had given the paint for this to the road crew.

There being no further business or any further public participation coming before the Board, Vice President R. Gross moved to adjourn at 9:03 P.M. Councilmember D. Casole seconded. Motion carried unanimously.

Respectfully submitted,

Lori Noonan, Borough Secretary