

AGENDA FOR REGULAR MEETING  
EAST STROUDSBURG BOROUGH COUNCIL  
MONDAY, JANUARY 3, 2022 - 7:15 p.m.

**SPECIAL NOTE- To meet the requirements established by the Office of Open records for virtual meetings, this meeting shall be audio and video recorded via WebEx and East Stroudsburg Borough Virtual Meeting page on Facebook from the initial announcement of the meeting till its end with the exception of the executive session if any, which shall not be recorded**

1. Call to Order/Pledge of Allegiance led by \_\_\_\_\_.

2. Minutes of December 14, 2021, Council Meeting

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve December 14, 2021 Council meeting minutes

3. Minutes of December 21, 2021, Special Council Meeting

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve December 21, 2021 Council meeting minutes

4. Swearing of Council Members by Mayor Brozusky.

(i) Council Person Sonia Wolbert

(ii) Council Person Erika Huber

5. Election of Officers by Mayor Brozusky.

(i) Nomination and Election of Council President.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to elect \_\_\_\_\_.

Gavel Passed to Borough Council President.

(ii) Nomination and Election of Council Vice President.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to elect \_\_\_\_\_.

(iii) Nomination and Election of Treasurer.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to elect \_\_\_\_\_

(iv) Nomination of Assistant Treasurer.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to elect Brian S. Bond.

(v) Nomination of Secretary.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to elect Brian S. Bond.

(vi) Nomination of Assistant Secretary.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to elect Rebecca Smith.

(vii) Nomination and Election of Vacancy Board Chair.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to elect \_\_\_\_\_.

6. Consideration of Resolution 1-2022 appointing Officers for 2022.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Resolution 1-2022 appointing Officers for 2022.

7. Annual Board and Commission Appointments

- a) Council of Governments representative and alternate (currently Brian Ace; Maury Molin as alternate)

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to appoint \_\_\_\_\_ and \_\_\_\_\_ as the representative and alternate representative to the Council of Governments.

- b) Monroe County Tax Collection Committee (\_\_\_\_\_;  
\_\_\_\_\_ as alternate)

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to appoint \_\_\_\_\_ and \_\_\_\_\_ to the Monroe County Tax Collection Committee.

- c) Monroe County Control Center (currently Maury Molin and Brian Bond)

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to appoint \_\_\_\_\_ and \_\_\_\_\_ to the Monroe County Control Center Board of Director's.

- d) Pennsylvania Municipal League (\_\_\_\_\_; Brian Bond as alternate)

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to appoint \_\_\_\_\_ (\_\_\_\_\_; Brian Bond as alternate as the representatives to the Pennsylvania Municipal League.

- e) Stroud Area Regional Police Commission term 1/1/2022 ending 12/31/2024 (Currently Sonia Wolbert)

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to appoint \_\_\_\_\_ to the Stroud Area Police Commission with a term ending 12/31/ 2024.

8. Committee Assignments as designated by the Council President

- a) Finance/Audit Committee (\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, Brian Bond)  
b) Zoning Ordinance and Review Committee (\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, Brian Bond)  
c) Recycling Committee (\_\_\_\_\_, Brian Bond, \_\_\_\_\_)

- d) Personnel Committee (\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, Brian Bond)
- e) Comprehensive Plan Committee (\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, Brian Bond)
- f) Executive Committee (President, Vice President, Treasurer, Brian Bond)
- g) MS4 Committee (\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_)
- h) Utility Dispute Committee (3-year term); (Brian Bond to expire 12/31/2024, \_\_\_\_\_ to expire 12/31/2023, Carrie Panepinto to expire 12/31/2022)
- i) Golf Committee (\_\_\_\_\_, \_\_\_\_\_, Brian Bond)

9. Set Borough Council Meeting Schedule for 2022.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to set and advertise the 2022 Borough Council Meeting Schedule as presented and attach schedule to the minutes.

10. Set Borough Boards and Committees Meeting Schedule for 2022.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to set and advertise the 2022 Borough Boards and Committees Meeting Schedule as presented and attach schedule to the minutes

11. Consideration of Resolution 2-2022, naming four signatories for bank accounts.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Resolution 2-2022 naming four signatories for bank accounts.

12. Public Comments – Agenda Items

13. Veterans Park Update.

- (i) Consideration to set the Hometown Hero's Banner cost at \$235.00, to include the banner, hardware and installation for a three-year period.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to set the Hometown Hero's Banner cost at \$235.00, to include the banner, hardware and installation for a three-year period and add to the 2022 Fee Schedule.

- (ii) Consideration to set up a Veterans Park Account with all funds donated or collected will be utilized for the operation, maintenance and improvements of Veterans Park.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize setting up a Veterans Park Account with all funds donated or collected will be utilized for the Hometown Hero's Banners, operation, maintenance and improvements of Veterans Park.

14. Consideration of Resolution 3-2022, setting the 2022 Fee Schedule.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Resolution 3-2022, setting the 2022 Fee Schedule as presented and attach to the minutes

15. SROSRC Report – Report distributed via email.

- (i) Consideration to accept the SROSRC Report as submitted and attach to the minutes.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the SROSRC Report as submitted and attach to the minutes.

16. Police Report: The SARPD report will be given at the January 18<sup>th</sup>, 2022, meeting.

17. East Stroudsburg Community Alliance Information Item:

18. Engineer's Report: Engineer's report was distributed.

- (i) Consideration to accept the Engineers Report as submitted and attach to the minutes.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the Engineers Report as submitted and attach to the minutes.

19. Public Comments – New Business

20. Reports

A. Public Works Report: Pocono Mountain Council of Governments Report

- (i) Report were distributed via email

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Public Works Report as distributed and attach to the minutes.

B. Zoning Report: Report to be submitted at the January 18<sup>th</sup>, 2022 meeting.

C. Finance Report: Finance Report distributed via Email.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the finance report as distributed and attach to the minutes

D. Mayor Victor Brozusky:

E. Sonia Wolbert: Finance Committee Report

F. Ed Freeborn:

G. Maury Molin: Monroe County Control Center Report

H. Erika Huber:

I. Carrie Panepinto:

J. Solicitor John Prevoznik, Esq.: Executive session.

K. Manager's Report:

- (i) Consideration Resolution 4-2022 appointing Sharon J. Gerberich as Deputy Tax Collector.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Resolution 4-2022 appointing Sharon J. Gerberich as Deputy Tax Collector contingent upon taxing authorities and Surety Company approval.

- (ii) Consideration of Resolution 5-2022 Authorizing a budget line item transfer of the Twin Boro's Fund of the Borough of Stroudsburg.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Resolution 5-2022 Authorizing a budget line item transfer of the Twin Boro's Fund of the Borough of Stroudsburg.

- (iii) Consideration of Resolution 6-2022 Authorizing a budget line item transfer of the Sewer Fund for the purchase of Sewer Jetter Nozzles.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Resolution 5-2022 Authorizing a budget line item transfer of the Sewer Fund for the purchase of Sewer Jetter Nozzles.

- (iv) Consideration of a request from Barbara Verne of 447 Chestnut Street for the Installation of a Handi-Cap Parking space in front of her residence. This resident currently has access to off street parking. The Director of Public Works does/Does not recommend approval.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the request from Barbara Verne of 447 Chestnut Street for the Installation of a Handi-Cap Parking space in front of her residence. This resident currently has access to off street parking. The Director of Public Works does/Does not recommend approval

- (v) Consideration to approve the 2021 Shade Tree Commission Report as attached.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the 2021 Shade Tree Commission Report and attach to the minutes.

- (vi) Consideration to renew the annual contract with Granicus for Short-Term Rental Monitoring within the Borough at a cost of \$2,655.30.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve renewing the annual contract with Granicus for Short-Term Rental Monitoring within the Borough at a cost of \$2,655.30

- (vii) Discussion of the Intrastate Opioids Trust and Allocation Order.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the Manager to sign the Pennsylvania Intrastate Allocation, the Janssen Participation and the Pennsylvania Distributor Participation forms on behalf of the Borough.

- (viii) Consideration to authorize the advertising of the Fair Housing Act.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the advertising of the Fair Housing Act

- (ix) Consideration of a request from the Monroe County Historical Association to be a sponsoring member at the cost of \$250.00, This expense is not in the budget.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the request from the Monroe County Historical Association to be a sponsoring member at the cost of \$250.00, This expense is not in the budget.

William T. Reese: Recycling Committee Report

21. Ratification of Bills Payable through January 3, 2022.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to ratify bills payable through January 3, 2022.

22. Executive Session for Discussion of Litigation and/or Personnel Matters

A. Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to go into Executive Session; note time \_\_\_\_\_.

B. Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to reconvene meeting; not time \_\_\_\_\_.

C. Solicitor's report on Executive Session

23. Adjournment

A. Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to adjourn the meeting; note time \_\_\_\_\_.

NEXT REGULAR MEETING: Tuesday, January 15, 2022; 7:\_\_\_ p.m.