

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

PRESENT IN PERSON: William T. Reese; Carrie Panepinto; Sonia Wolbert; Edmund Freeborn; Erika Huber; Mayor Victor Brozusky; Borough Manager Brian Bond. Also present were: Solicitor John Prevoznik; Public Works Director Brian Ace; and Borough Engineer Russ Scott

ABSENT: Maury Molin

The Pledge of Allegiance was recited.

**December 14, 2021 Council Minutes**

A motion was made by Ms. Wolbert and seconded by Ms. Panepinto to approve the minutes of the December 14, 2021 Council meeting. The motion carried 3-0, with 2 abstentions (Yea: Ms. Wolbert, Ms. Panepinto, Mr. Reese; Abstain: Mr. Freeborn, Ms. Huber, as they were not present at the December 14, 2021 Council meeting).

**December 21, 2021 Special Council Minutes**

A motion was made by Ms. Panepinto and seconded by Ms. Wolbert to approve December 21, 2021 Special Council meeting minutes. The motion carried 3-0, with 2 abstentions (Yea: Ms. Wolbert, Ms. Panepinto, Mr. Reese; Abstain: Mr. Freeborn, Ms. Huber, as they were not present at the December 14, 2021 Council meeting).

**Swearing in of Council Members by Mayor Brozusky**

Mayor Brozusky performed the swearing in of Councilmembers Ms. Wolbert and Ms. Huber.

**Nomination and Election of Council President**

A motion was made by Ms. Panepinto and seconded by Mr. Freeborn to elect Sonia Wolbert for Council President. No other nominations were made. The motion carried unanimously.

**Nomination and Election of Council Vice President**

A motion was made by Ms. Panepinto and seconded by Mr. Freeborn to elect Bill Reese for Council Vice President. No other nominations were made. The motion carried unanimously.

**Nomination and Election of Treasurer**

A motion was made by Ms. Panepinto and seconded by Mr. Reese to elect Ed Freeborn for Treasurer. No other nominations were made. The motion carried unanimously.

**Nomination and Election of Assistant Treasurer**

A motion was made by Mr. Freeborn and seconded by Mr. Reese to elect Brian S. Bond for Assistant Treasurer. No other nominations were made. The motion carried unanimously.

**Nomination and Election of Secretary**

A motion was made by Ms. Panepinto and seconded by Mr. Freeborn to elect Brian S. Bond for Secretary. No other nominations were made. The motion carried unanimously.

### **Nomination and Election of Assistant Secretary**

A motion was made by Ms. Panepinto and seconded by Mr. Freeborn to elect Rebecca Smith for Assistant Secretary. No other nominations were made. The motion carried unanimously.

### **Nomination and Election of Vacancy Board Chair**

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to elect Margaret Muth, Borough resident, for Vacancy Board Chair. No other nominations were made. The motion carried unanimously.

### **Resolution 1-2022 appointing Officers for 2022**

A motion was made by Mr. Reese and seconded by Ms. Panepinto to approve Resolution 1-2022, appointing Officers for 2022, which is attached to the minutes and will be added to the Borough's website. The motion carried unanimously.

### **Annual Board and Commissions Appointments**

A motion was made by Mr. Reese and seconded by Ms. Panepinto to appoint Brian Bond and Brian Ace as the representative and alternate representative, respectively, to the Council of Governments. The motion carried unanimously.

A motion was made by Mr. Freeborn and seconded by Mr. Reese to appoint Sonia Wolbert to the Stroud Area Regional Police Commission with a term ending December 31, 2024. The motion carried unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to table the annual appointments for the following boards and commissions: Monroe County Tax Collection Committee, Monroe County Control Center, Pennsylvania Municipal League.

### **Committee Assignments as designated by the Council President**

Ms. Wolbert appointed the following councilmembers to the Personnel Committee: Sonia Wolbert, Bill Reese, and Ed Freeborn.

Ms. Wolbert will assign members to the other committees at a later date once all councilmembers have an opportunity to learn about each committee.

### **Set Borough Council Meeting Schedule for 2022**

A motion was made by Mr. Freeborn and seconded by Mr. Reese to set and advertise the 2022 Borough Council Meeting Schedule as presented. The schedule is attached to the minutes. The motion carried unanimously.

### **Set Borough Boards and Committees Meeting Schedule for 2022**

A motion was made by Mr. Reese and seconded by Ms. Panepinto to set and advertise the 2022 Borough Boards and Committees Meeting Schedule as presented, with the exception of the Utility Dispute Resolution Committee, Finance Committee, Zoning Ordinance Review Committee, and the Golf Committee. The schedule is attached to the minutes. The motion carried unanimously.

### **Resolution 2-2022, Naming Four Signatories for Bank Accounts**

A motion was made by Mr. Reese and seconded by Ms. Panepinto to approve Resolution 2-2022, naming four signatories for bank accounts, which is attached to the minutes. The motion carried unanimously.

## **Public Comments – Agenda Items**

None.

### **Veterans Park Update:**

A motion was made by Mr. Reese and seconded by Mr. Freeborn to set the Hometown Hero's Banner cost at \$235.00, which includes the banner, hardware, and installation for a three-year period and add the cost to the 2022 Fee Schedule. The motion carried unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to authorize setting up a Veterans Park Account, with all funds donated or collected to be utilized for the Hometown Hero's Banners, operation, maintenance, and improvements of Veterans Park. The motion carried unanimously.

### **Resolution 3-2022, Setting the 2022 Fee Schedule**

A motion was made by Ms. Panepinto and seconded by Mr. Reese to approve Resolution 3-2022, setting the 2022 Fee Schedule, as presented and attached to the minutes. The motion carried unanimously.

### **SROSRC Report**

The SROSRC Report was distributed via email.

A motion was made by Ms. Panepinto and seconded by Mr. Freeborn to accept the SROSRC Report as submitted and attach to the minutes. The motion carried unanimously.

### **Police Report:**

The SARPD report will be given at the January 18, 2022 Council meeting.

### **East Stroudsburg Community Alliance (ECA):**

Ms. Wolbert reported that the ECA Election of Officers meeting will be held on January 10, 2022 at 5:15 p.m.

### **Engineer's Report:**

The Engineer's report was distributed. A copy of the report is attached to the Minutes.

A motion was made by Mr. Reese and seconded by Ms. Panepinto to accept the Engineer's Report as submitted and attach to the minutes. The motion carried unanimously.

## **Public Comments – New Business**

None.

### **Reports:**

#### **Public Works:**

A motion was made by Ms. Panepinto and seconded by Mr. Reese to approve the Public Works Report as distributed and attach to the minutes. The motion carried unanimously.

#### **Zoning:**

The Zoning Report will be submitted at the January 18, 2022 Council meeting.

**Finance:**

A motion was made by Mr. Reese and seconded by Ms. Panepinto to approve the Finance Report as distributed and attach to the minutes. The motion carried unanimously.

**Mayor Victor Brozusky:**

No report.

**Sonia Wolbert:**

No report.

**Erika Huber:**

No report.

**Maury Molin:**

Absent.

**Ed Freeborn:**

Mr. Freeborn inquired if the 2022 budget could be opened so the newly elected councilmembers have a chance to review the budget process that was done before they were in office. Mr. Prevoznik advised Mr. Freeborn of the process.

A motion was made by Mr. Freeborn and seconded by Ms. Huber to set and advertise Budget Workshop meetings for Tuesday, January 11, 2022 at 5:30 p.m., and if necessary, Wednesday, January 12, 2022 at 7:00 p.m. The motion carried unanimously.

**Carrie Panepinto:**

No report.

**Bill Reese:**

**Recycling Committee Report:** Mr. Reese reported that the 2022 Twin Boro's Recycling Budget was approved.

**Solicitor John Prevoznik, Esq.:**

Mr. Prevoznik noted he has items to discuss in executive session.

**Manager's Report:**

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to approve Resolution 4-2022, appointing Sharon J. Gerberich as Deputy Tax Collector, contingent upon taxing authorities and Surety Company approval. The motion carried unanimously.

**Resolution 5-2022, Authorizing Transfer of Funds for Budget Purposes in Connection with Twin Boroughs Recycling for the Calendar Year 2021**

A motion was made by Mr. Freeborn and seconded by Mr. Reese directing the Borough Manager to amend Resolution 5-2022, adding the amount of \$18,740.00, which is the amount the Borough of East Stroudsburg paid for the new recycling truck. The motion carried unanimously.

A motion was made by Mr. Reese and seconded by Mr. Freeborn to approve Resolution 5-2022, authorizing budget line item transfers specified in the resolution of the Twin Boro's Fund, with the amendment previously approved, of the Borough of Stroudsburg. The motion carried unanimously.

### **Resolution 6-2022, Authorizing a Budget Line Item Transfer of the Sewer Fund**

A motion was made by Mr. Freeborn and seconded by Mr. Reese directing the Borough Manager to amend Resolution 6-2022, correcting the amount of the transfer to \$3,000.00 (erroneously typed on resolution as \$3,00.00). The motion carried unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to approve Resolution 6-2022, authorizing a budget line item transfer of the Sewer Fund for the purchase of Sewer Jetter Nozzles, with the amendment previously approved. The motion carried unanimously.

A motion was made by Ms. Panepinto and seconded by Mr. Reese to approve the 2021 Shade Tree Commission Report and attach to the minutes. The motion carried unanimously.

A motion was made by Ms. Panepinto and seconded by Mr. Reese to approve renewing the annual contract with Granicus for short-term rental monitoring within the Borough at a cost of \$2,655.30. The motion carried unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Huber to authorize the Manager to signing the Pennsylvania Intrastate Allocation, the Janssen Participation, and the Pennsylvania Distributor Participation forms on behalf of the Borough. The motion carried unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to authorize the advertising of the Fair Housing Act. The motion carried unanimously.

A motion was made by Mr. Freeborn and seconded by Mr. Reese to table 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. The motion carried unanimously.

### **Approval of Warrant List 220103**

A motion was made by Ms. Panepinto and seconded by Ms. Huber to approve Warrant List 220103 as presented. The motion carried unanimously.

### **Executive Session**

A motion was made by Ms. Panepinto and seconded by Mr. Reese to go into Executive Session at 8:54 p.m.

A motion was made by Mr. Reese and seconded by Ms. Panepinto to reconvene the regular meeting at 9:40 p.m.

The Solicitor reported that all members of council were present with the exception of Mr. Molin. Mayor Brozusky was also present. The Borough Manager was present during the discussion of the Collective Bargaining Agreement. The Borough Manager was not in attendance during the discussion of personnel matters. No decisions were made.

### **Adjournment**

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to adjourn the meeting at 9:41 p.m. The motion carried unanimously.

### **NEXT REGULAR MEETING:**

Tuesday, January 18, 2022 at 7:15 p.m.