

AGENDA FOR REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY, MARCH 1, 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 until 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. Solicitor's report on Executive Session:
The Solicitor reported Executive Session was held on March 1, 2022 at 5:30 p.m., prior to the start of the Council Meeting. Litigation and personnel matters were discussed
3. Minutes of February 15, 2022, Council Meeting

Motion made by _____, seconded by _____, to approve February 15, 2022 Council meeting minutes.
4. Public Hearing
 - (i) Ordinance 1386, amending Chapter 150, Vehicles and Traffic.

Motion made by _____, Second by _____ to recess the regular meeting convene a Public hearing on Ordinance 1386.

Motion made by _____, Second by _____ to enter exhibits _ through _ into evidence.

Motion made by _____, Second by _____ to close the public hearing reconvene the regular meeting.

Motion Made by _____, Second by _____ to approve Ordinance 1386 amending Chapter 150, vehicles and Traffic as presented and advertised.
 - (ii) Ordinance 1387, amending Chapter 151, Vehicles, Parking.

Motion made by _____, Second by _____ to recess the regular meeting and convene the Public Hearing.

Motion made by _____, Second by _____ to enter exhibits _ through _ into evidence.

Motion made by _____, Second by _____ to close the public hearing reconvene the regular meeting.

Motion Made by _____, Second by _____ to approve Ordinance 1387, amending Chapter 151, Vehicles, Parking as presented and advertised.
5. Public Comments – Agenda Items
6. SROSRC Report: Report distributed via email.

7. Veterans Park Update: William Reese.

8. Police Report: The SARPD to be presented at the March 15, 2022 meeting.

9. East Stroudsburg Community Alliance Information Item:

- (i) Consideration of a request to close Crystal Street from Analomink Street to Washington Street on the following dates: July 1, 2022, August 5, 2022 and September 2, 2022 from 4:0p.m. to 10:00 p.m.

Motion made by _____, seconded by _____, to approve the request to close Crystal Street from Analomink Street to Washington Street on the following dates: July 1, 2022, August 5, 2022 and September 2, 2022 from 4:00 p.m. to 10:00 p.m.

- (ii) Consideration to approve the Special Event Open Container Permit for Friday, July 1, 2022 contingent upon all forms, fees and required documents, which include costs incurred by the Borough are provided.

Motion made by _____, seconded by _____, to approve the Special Event Open Container Permit for Friday, July 1, 2022 contingent upon all forms, fees and required documents, which include costs incurred by the Borough are provided.

- (iii) Consideration to approve the Special Event Open Container Permit for Friday, August 5, 2022 contingent upon all forms, fees and required documents, which include costs incurred by the Borough are provided.

Motion made by _____, seconded by _____, to approve the Special Event Open Container Permit for Friday, August 5, 2022 contingent upon all forms, fees and required documents, which include costs incurred by the Borough are provided.

- (iv) Consideration to approve the Special Event Open Container Permit for Friday, September 2, 2022 contingent upon all forms, fees and required documents, which include costs incurred by the Borough are provided.

Motion made by _____, seconded by _____, to approve the Special Event Open Container Permit for Friday, September 2, 2022 contingent upon all forms, fees and required documents, which include costs incurred by the Borough are provided.

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

- (i) Middle Dam Rehabilitation

- a) Consideration to approve Payment Request No. 6 in the amount of \$58,315.25 to Pioneer Construction Co., Inc. for work completed through December, 2021 as recommended by the Engineer.

Motion made by _____, seconded by _____, to approve Payment Request No 6 in the amount of \$58,315.25 to Pioneer Construction Co., Inc. for work completed through December, 2021 as recommended by the Engineer.

(iii) Brown Street Water Main Project

- a) Consideration to issue Notice to Proceed to the Contractor, Ankiewicz Enterprises, Inc. at the direction of the Borough Manager.

Motion made by _____, seconded by _____, to issue Notice to Proceed to the Contractor, Ankiewicz Enterprises, Inc. at the direction of the Borough Manager.

(iv) 2019/2020 CDBG Funding Application

- a) Consideration by Council to authorize the advertisement of construction bids for the Stemple Street Paving and ADA Ramp Project with a bid opening date of April 13, 2022.

Motion made by _____, seconded by _____, to authorize the advertisement of construction bids for the Stemple Street Paving and ADA Ramp Project with a bid opening date of April 13, 2022.

- (vi) 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.

11. Public Comments – New Business

12. Reports

- A. Public Works: Distributed via Email.

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

- B. Zoning Report: Distributed to be distributed at the March 15 meeting.

- (i) 268 Washington Street Update.

- C. Finance: Distributed via Email.

Motion made by _____, seconded by _____, to approve the Finance Report as distributed and attach to the minutes

- D. Mayor Victor Brozusky:

- (i) East Stroudsburg South High School student drop off and pick up.

- E. William T. Reese:

- F. Ed Freeborn:

- (i) Finance Committee Report

- G. Maury Molin:

(i) Naming Committee Report

H. Erika Huber:

I. Carrie Panepinto:

(i) Community Garden Report

J. Solicitor John Prevoznik, Esq.:

K. Manager's Report:

(i) Update on issues reported to Penn DOT.

(ii) Eagle Valley Pump Station update.

(iii) Consideration to approve hiring Gerry Dell'Aquila for the Part-Time Recycling Worker position at the hourly rate of \$15.75 as recommended by the Personnel Committee.

Motion made by _____, seconded by _____, to approve hiring Gerry Dell'Aquila for the Part-Time Recycling Worker position at the hourly rate of \$15.75 as recommended by the Personnel Committee.

(iv) Consideration to authorize Joe Agnello and John Gatardi to start work at the Terra Greens Municipal Golf Course for the opening of the season as recommended by the Golf Committee.

Motion made by _____, seconded by _____, to authorize Joe Agnello and John Gatardi to start work at the Terra Greens Municipal Golf Course for the opening of the season as recommended by the Golf Committee.

(v) Consideration to approve Resolution 9-2022 setting the fees for the Terra Greens Municipal Golf Course.

Motion made by _____, seconded by _____, to approve Resolution 9-2022 setting the fees for the Terra Greens Municipal Golf Course.

(vi) Consideration to approve the purchase of a Jacobsen LF 1880 for \$9,500.00, a Salsco 9010 Greens roller for \$1,900.00, a Toro Groundsmaster 4500-D for \$19,900.00, a delivery fee of \$875.00 and a discount of \$1,700.00, total cost of \$30, 475.00, for the Terra Greens Municipal Golf Course. All equipment has been service and is in good running order as per Joe Agnello

Motion made by _____, seconded by _____, to approve the purchase of a Jacobsen LF 1880 for \$9,500.00, a Salsco 9010 Greens roller for \$1,900.00, a Toro Groundsmaster 4500-D for \$19,900.00, a delivery fee of \$875.00 and a discount of \$1,700.00, total cost of \$30, 475.00, for the Terra Greens Municipal Golf Course.

(vii) Consideration to approve teaming up with ESU for the Pickup the Poconos event on April 23, 2022.

Motion made by _____, seconded by _____, to approve teaming up with ESU for the Pickup the Poconos event on April 23, 2022.

- (viii) Consideration to approve the 2022 Pickle Me Poconos Festival Permit for Saturday, October 1, 2022.

Motion made by _____, seconded by _____, to approve the 2022 Pickle Me Poconos Festival Permit for Saturday, October 1, 2022.

- (ix) Consideration to approve the 2023 Pickle Me Poconos Festival Permit for Saturday, October 7, 2023.

Motion made by _____, seconded by _____, to approve the 2023 Pickle Me Poconos Festival Permit for Saturday, October 7, 2023.

- (x) Consideration of a request from the Pocono Chamber of Commerce to close Crystal Street from Analomink Street to Federal Street and Washington Street from Crystal Street to South Courtland Street with exception of the portion utilized by the bank for exiting, on Saturday, October 1, 2022 from 8:00 a.m. to 7:00 p.m. for the Pickle Me Poconos Festival, contingent upon all forms, fees and required documents are provided.

Motion made by _____, seconded by _____, to approve a request from the Pocono Chamber of Commerce to close Crystal Street from Analomink Street to Federal Street and Washington Street from Crystal Street to South Courtland Street with exception of the portion utilized by the bank for exiting, on Saturday, October 1, 2022 from 8:00 a.m. to 7:00 p.m. for the Pickle Me Poconos Festival, contingent upon all forms, fees and required documents are provided.

- (xi) Consideration to approve the Special Event Open Container Permit from the Pocono Chamber of Commerce for Saturday, October 1, 2022 contingent upon all forms, fees and required documents are provided.

Motion made by _____, seconded by _____, to approve the Special Event Open Container Permit from the Pocono Chamber of Commerce for Saturday, October 1, 2022 contingent upon all forms, fees and required documents are provided.

- (xii) Consideration of a request from the Pocono Chamber of Commerce to allow free parking in all Borough Parking Lots and Meter Parking in the downtown business district on Saturday, October 1, 2022.

Motion made by _____, seconded by _____, to approve a request from the Pocono Chamber of Commerce to allow free parking in all Borough Parking Lots and Meter Parking in the downtown business district on Saturday, October 1, 2022.

- (xiii) Consideration of a request from the Pocono Chamber of Commerce to allow for additional handi-cap parking space in Municipal Lot #4, spaces 7, 8, 10, 11 and 12.

Motion made by _____, seconded by _____, to approve a request from the Pocono Chamber of Commerce to allow for additional handi-cap parking space in Municipal Lot #4, spaces 7, 8, 10, 11 and 12.

- (xiv) Consideration of a request from the Pocono Chamber of Commerce to allow Port-a-Potty's to be placed on the edge of Municipal lot #4 and Miller Park

from Friday, September 30, 2022 through Monday, October 3, 2022 for the Pickle Me Poconos Festival.

Motion made by _____, seconded by _____, to approve a request from the Pocono Chamber of Commerce to allow Port-a-Potty's to be placed on the edge of Municipal lot #4 and Miller Park from Friday, September 30, 2022 through Monday, October 3, 2022 for the Pickle Me Poconos Festival.

- (xv) Consideration of a request from ESU to allow free parking on Saturday, March 5, 2022 from 8:00 a.m. to 2:00 p.m. for Open House/Campus Day.

Motion made by _____, seconded by _____, to approve a request from ESU to allow free parking on Saturday, March 5, 2022 from 8:00 a.m. to 2:00 p.m. for Open House/Campus Day.

- (xvi) Consideration of a request from East Stroudsburg University to allow the ESU Flags to be placed on the decorative street light poles from August 1, 2022 through November 30, 2022.

Motion made by _____, seconded by _____, to approve a request from East Stroudsburg University to allow the ESU Flags to be placed on the decorative street light poles from August 1, 2022 through November 30, 2022 contingent upon all fees being paid.

- (xvii) Consideration to authorize the Manager to allow emergency family unpaid leave to Anthony Heyne contingent upon an agreement from the Union that this not a past practice and will not be raised. This will extend his probationary period by the amount of hours granted as per the CBA.

Motion made by _____, seconded by _____, to authorize the Manager to allow emergency family unpaid leave to Anthony Heyne contingent upon an agreement from the Union that this not a past practice and will not be raised. This will extend his probationary period by the amount of hours granted as per the CBA.

- (xviii) Consideration to approve the new Full-Time and Part-Time Parking Enforcement Officer Job Descriptions as recommended by the Personnel Committee.

Motion made by _____, seconded by _____, to approve the new Full-Time and Part-Time Parking Enforcement Officer Job Descriptions as recommended by the Personnel Committee.

- (xix) Consideration of Resolution 10-2022 establishing three Long Term Lease Parking Spaces in Municipal Parking Lot number 5.

Motion made by _____, seconded by _____, to approve Resolution 10-2022 establishing three Long Term Lease Parking Spaces in Municipal Parking Lot number 5.

- (xx) Consideration of a request from Sidnal Mechanical DBA Energy Technologies to purchase 12 Double-Head Meter Bags and close Municipal Parking Lot number 3 for Tuesday, March 8, 2022 from 7:00a.m. to 12:00 p.m. to load AC units onto the roof of the Pocono Cinema.

Motion made by _____, seconded by _____, to approve a request from Sidnal Mechanical DBA Energy Technologies to purchase 12 Double-Head Meter Bags and close Municipal Parking Lot number 3 for Tuesday, March 8, 2022 from 7:00a.m. to 12:00 p.m. to load AC units onto the roof of the Pocono Cinema, contingent upon the Solicitor and Manager approval of the certificate of insurance.

(xxi) Consideration to approve the event insurance requirements as presented.

Motion made by _____, seconded by _____, to approve the event insurance requirements as presented and recommended by the solicitor and Borough insurance broker.

(xxii) Consideration to authorize advertising of the following positions: Seasonal Part-time Golf Pro Shop Attendants, Seasonal Part-time Golf Maintenance Mechanic and Seasonal Part-time Golf Grounds Maintenance as recommended by the Personnel Committee.

Motion made by _____, seconded by _____, to authorize advertising of the following positions: Seasonal Part-time Golf Pro Shop Attendants at \$10.76 per hour, Seasonal Part-time Golf Maintenance Mechanic at \$12.50 per hour and Seasonal Full-time Golf Grounds Maintenance at \$12.88 per hour, as recommended by the Personnel Committee.

L. Sonia Wolbert:

(i) Personnel Committee Report

13. Ratification of Bills Payable through March 1, 2022.

(i) Approval of Warrant List #220301

Motion made by _____, seconded by _____, to approve Warrant List #220301 as presented.

14. Adjournment

A. Motion made by _____, seconded by _____ to Adjourn; note time _____.

NEXT REGULAR MEETING: Tuesday, March 15, 2022; 7:15 p.m. to be held in person and virtually on the East Stroudsburg Virtual Meeting Facebook Page and via WebEx and/or at the East Stroudsburg Borough Municipal Building.