

AMENDED AGENDA FOR REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY, May 17, 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 May 17, 2022 at 6:30 p.m., prior to the start of the Council Meeting. Litigation and personnel matters were discussed, no action taken.
 3. Minutes of May 3, 2022, Council Meeting.

Motion made by _____, seconded by _____, to approve May 3, 2022 Council meeting minutes.
 4. Public Comments – Agenda Items
 5. SROSRC
 6. Police Report: The SARPD distributed via email.
 7. East Stroudsburg Community Alliance Information Item:
 8. Engineer's Report: Engineer's report was distributed.
 - (i) Brown Street Water Main Replacement Project
 - a) Discussion of night work with the hours of 7:00 p.m. to 6:00 a.m. Sunday Through Thursday and the following contingencies: notification of all property owners a minimum of 48 hours prior to commencement of work, access to drive ways of all affected properties when not working, this shall be a no-cost change order, will not affect the project timeline and contractor shall get all affected residents to sign off on night work.
 - (ii) Stemple Street Paving and ADA Ramp Project.
 - a) Consideration to issue the Notice to Proceed to the Contractor upon execution of the Agreements by the Borough based on recommendations of engineer who has reviewed and approved contract documents.
- Motion made by _____, seconded by _____, to issue the Notice to Proceed to the Contractor upon execution of the Agreements by the Borough based on recommendations of engineer who has reviewed and approved contract documents.

(iii)Exit 308 Project

- a) Consideration to direct the manager to send a letter to Penn DOT regarding the barriers on the on ramp for exit 308 creating an unsafe condition.

Motion made by _____, seconded by _____ direct the manager to send a letter to Penn DOT regarding the barriers on the on ramp for exit 308 creating an unsafe condition.,

(iv)Twin Boro's Recycling Center

- a) Inspection Report.

Motion made by _____, seconded by _____, to accept the inspection report and attach to the minutes.

- b) Consideration to direct the Manager do complete and submit the E&S plan contingent upon Engineers review and approval.

Motion made by _____, seconded by _____, to direct the Manager do complete and submit the E&S plan contingent upon Engineers review and approval.

- c) Consideration to direct the Manager and Engineer work together to submit an application for a Chapter 106 permit.

Motion made by _____, seconded by _____, to direct the Manager and Engineer work together to submit an application for a Chapter 106 permit.

- (v) 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.

9. Public Comments – New Business

10. Reports

A. Public Works Report: 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 via Email.

- (i) 291 South Courtland Street Discussion.

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

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:

(i) Proclamation: National Public Works Week

E. William T. Reese:

F. Ed Freeborn:

G. Maury Molin:

H. Erika Huber:

I. Carrie Panepinto:

J. Solicitor John Prevoznik, Esq.:

K. Manager's Report:

(i) Consideration of requests by the following charitable organizations for a donation of a round of golf for two, with cart at Terra Greens Municipal Golf Course for a fundraiser as follows:

- Penn State Alumni Association, Pocono Mountain Chapter
- Angels and Dragonflies Children's Charity Inc
- the East Stroudsburg ELKS Lodge #319
- ESU Men's and Woman's Soccer Team

(ii) Motion made by _____, seconded by _____, to approve the requests by the following charitable organizations for a donation of a round of golf for two, with cart at Terra Greens Municipal Golf Course for a fundraiser as follows:

- Penn State Alumni Association, Pocono Mountain Chapter
- Angels and Dragonflies Children's Charity Inc
- the East Stroudsburg ELKS Lodge #319
- ESU Men's and Woman's Soccer Team

(iii) Consideration to approve moving Ryan Philips to a Non-Probationary Maintenance Worker "B" as he has completed the probationary requirements set forth in the Collective Bargaining Agreement. His rate of pay shall be \$23.95 as of May 4, 2022.

Motion made by _____, seconded by _____, to approve moving Ryan Philips to a Non-Probationary Maintenance Worker "B" as he has completed the

probationary requirements set forth in the Collective Bargaining Agreement. His rate of pay shall be \$23.95 as of May 4, 2022.

- (iv) Consideration to authorize submittal of Payment Requests No. 1 to the Commonwealth Financing Authority for partial reimbursement under the PA Small Water and Sewer Grant in the amount of \$11,035.47.

Motion made by _____, seconded by _____, to authorize submittal of Payment Requests No. 1 to the Commonwealth Financing Authority for partial reimbursement under the PA Small Water and Sewer Grant in the amount of \$11,035.47.

- (v) Consideration to approve a driveway permit for 112 Maple Avenue to widen the driveway to 24 feet.

Motion made by _____, seconded by _____, to approve a driveway permit for 112 Maple Avenue to widen the driveway to 24 feet.

- (vi) Consideration to authorize a Handi-Cap Parking space in front of 480 Chestnut Street. The space has been reviewed and recommended by the DPW.

Motion made by _____, seconded by _____, to authorize a Handi-Cap Parking space in front of 480 Chestnut Street. The space has been reviewed and recommended by the DPW. All fees and forms have been submitted.

- (vii) Consideration of a request from Jim Rondeau to allow him to place his dumpster in the Parking Lot No. 1 Right of Way to his parking lot while his parking lot is being paved and curing for a 2-week period upon purchase of a dumpster permit, a meter bag and proof of insurance.

Motion made by _____, seconded by _____, to approve a request Jim Rondeau to allow him to place his dumpster in the Parking Lot No. 1 Right of Way to his parking lot while his parking lot is being paved and curing for a 2-week period upon purchase of a dumpster permit, a meter bag and provide proof of insurance.

- (viii) Consideration to hire Greg Eck, Christopher Gavalas and Zachary Sabol as Part-time Seasonal Pro Shop Attendants at an hourly rate of \$11.88.

Motion made by _____, seconded by _____, to approve hiring Greg Eck, Christopher Gavalas and Zachary Sabol as Part-time Seasonal Pro Shop Attendants at an hourly rate of \$11.88.

- (ix) Consideration to approve the Zoning/Codes Secretary Job Description as presented.

Motion made by _____, seconded by _____, to approve the Zoning/Codes Secretary Job Description as presented.

- (x) Consideration to approve moving Sandy Messerle to Full-Time Zoning/Codes Secretary at an hourly rate of \$18.00 as recommended by the Personnel Committee.

Motion made by _____, seconded by _____, to approve moving Sandy Messerle to Full-Time Zoning/Codes Secretary at an hourly rate of \$18.00 as recommended by the Personnel Committee.

- (xi) Consideration to authorize an appraisal of a property within East Stroudsburg Borough.

Motion made by _____, seconded by _____, to authorize an appraisal of a property within East Stroudsburg Borough.

- (ix) Update on Vehicle Purchase.

L. Sonia Wolbert:

11. Ratification of Bills Payable through May 17, 2022.

- (i) Approval of Warrant List #220517

Motion made by _____, seconded by _____, to approve Warrant List #220517 as presented.

- (i) Ratify Interim Check List # 220511

Motion made by _____, seconded by _____, to ratify Interim Check List #220511 as presented

12. Adjournment

- A. Motion made by _____, seconded by _____ to adjourn the meeting; note time _____.

NEXT REGULAR MEETING: Tuesday, June 7, 2022; 7:15 p.m.