

AGENDA FOR REGULAR MEETING  
EAST STROUDSBURG BOROUGH COUNCIL  
TUESDAY, JULY 5, 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 July 5, 2022 at 6:45 p.m., prior to the start of the Council Meeting. Litigation and personnel matters were discussed
3. Minutes of June 21, 2022, Council Meeting  
  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve June 21, 2022 Council meeting minutes.
4. Minutes of June 28, 2022, Council Special Meeting  
  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve June 28, 2022 Council Special meeting minutes
5. Minutes of June 28, 2022, Council Work Session  
  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve June 28, 2022 Council work session minutes
6. Public Comments – Agenda Items
7. SROSRC Report:
8. Police Report: The SARPD to be presented at the July 19, 2022 meeting.
9. East Stroudsburg Community Alliance Information Item:
10. Engineer's Report: Engineer's report was distributed.
  - (i) Middle Dam Rehabilitation
    - a) Project Update.
    - b) Consideration to approve a payment request from RKR Hess for Invoice #108243 in the amount of \$26,108.38.  
  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the payment request from RKR Hess for Invoice #108243 in the amount of \$26,108.38.
  - c) Consideration to approve Payment Request No. 11 in the amount of \$153,173.13 to Pioneer Construction Co., Inc. for work completed through May 31, 2022 as recommended by the Engineer.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Payment Request No. 11 in the amount of \$153,173.13 to Pioneer Construction Co., Inc. for work completed through May 31, 2022 as recommended by the Engineer.

- d) Consideration to approve Change Order No. 2 for an increase in the contract amount of \$13,828.88 for over excavation and removal of unsuitable material and backfill with suitable materials as determined by PADEP Dam Safety under the spillway chute, as recommended by the engineer. This change order will not increase contract time associated with this change order.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Change Order No. 2 for an increase in the contract amount of \$13,828.88 for over excavation and removal of unsuitable material and backfill with suitable materials as determined by PADEP Dam Safety under the spillway chute, as recommended by the engineer. This change order will not increase contract time associated with this change order.

(ii) MS4

- a) Consideration to direct the Solicitor and Manager to reach out to ESASD regarding access easements.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to direct the Solicitor and Manager to reach out to ESASD regarding access easements

- b) Consideration to authorize RKR Hess to assist with the preparation and submittal of the MS4 Annual Report for the period of July 1, 2021 through July 1, 2022 at a cost not to exceed \$6,500.00.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize RKR Hess to assist with the preparation and submittal of the MS4 Annual Report for the period of July 1, 2021 through July 1, 2022 at a cost not to exceed \$6,500.00.

(iii) Landfill E&S Plan

- a) Consideration to authorize laboratory testing of stockpiles for determination of suitable disposal methods.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize laboratory testing of stockpiles for determination of suitable disposal methods.

- b) Consideration to notify J.D. Eckman that the Borough has determined that the Landfill site is not available as a staging area for the Exit 308 Project.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to notify J.D. Eckman that the Borough has determined that the Landfill site is not available as a staging area for the Exit 308 Project.

(iv) Forge Road Sewer Main

- a) Consideration to authorize RKR Hess to survey existing conditions, prepare preliminary design concept and cost estimates for replacement of the sewer trunk main under I-80, at a cost not to exceed \$25,000.00.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize RKR Hess to survey existing conditions, prepare preliminary design concept and cost estimates for replacement of the sewer trunk main under I-80, at a cost not to exceed \$25,000.00

(v) Chestnut Street Water and Sewer Main Extension

- a) Consideration to grant conditional approval of the water and sewer extension plans and to authorize issuance of Will Serve Letters, contingent upon the remaining comments in Review Letter No. 3 being adequately addressed.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to grant conditional approval of the water and sewer extension plans and to authorize issuance of Will Serve Letters, contingent upon the remaining comments in Review Letter No. 3 being adequately addressed.

- (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 Report: Distributed via Email.

- (i) Brodhead Avenue Water Main Break Update.

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) Consideration to approve the Zoning Report as distributed and attach to the minutes.

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

C. Finance Report: Distributed via Email.

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

D. Operations Committee:

- (i) Consideration to approve the Committee rules and policy as presented.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Committee rules and policy as presented.

- (ii) Consideration to have all Committees develop a comprehensive list of all proposed projects outlining committee priority, estimated timeline, estimated cost and funding sources to be presented at the August 22, 2022 Borough Council Work Session.

- (iii) Consideration to direct the Solicitor and Manager to provide a policy and form for outside employment to discuss with the Union.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to direct the Solicitor and Manager to provide a policy and form for outside employment to discuss with the Union.

E. Utility Committee:

F. Public Relations and Beautification Committee:

- (i) Consideration to direct staff to do a watering of all the planters to determine the man-hours and the amount of water required per watering event.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to direct staff to do a watering of all the planters to determine the man-hours and the amount of water required per watering event.

G. Zoning and Planning Committee:

- (i) Consideration to authorize the advertising and to set a Public Hearing for Ordinance 1389 amending Chapter 154 Water; Article II, Mandatory Nonuse of Aquifer; Section 154-33 Definitions ANUA to update the map reference.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the advertising and to set a Public Hearing for Ordinance 1389 amending Chapter 154 Water; Article II, Mandatory Nonuse of Aquifer; Section 154-33 Definitions ANUA to update the map reference.

H. Mayor Victor Brozusky:

I. William T. Reese:

J. Ed Freeborn:

K. Maury Molin:

L. Erika Huber:

M. Carrie Panepinto:

N. Solicitor John Prevoznik, Esq.:

O. Manager's Report:

- (i) Consideration of a request from ESU for a refund of the Community Yard Sale Permit Fee in the amount of \$5.00 for the Warrior Community Yard Sale that was held on Saturday, June 18, 2022.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve a request from ESU for a refund of the Community Yard Sale Permit Fee in the amount of \$5.00 for the Warrior Community Yard Sale that was held on Saturday, June 18, 2022.

- (ii) Consideration of a request by the following charitable organization for a donation of a round of golf for two, with cart at Terra Greens Municipal Golf Course for a fundraiser as follows:

- Our Lady of Victory Church, Tannersville, PA.

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:

- Our Lady of Victory Church, Tannersville, PA.

- (iii) Consideration of a request from the following companies to park on Centre Street from July 6, 2022 to July 21, 2022, from 7:00 a.m. to 4:00 p.m. for the remodeling work being performed at the Prospect Street WAWA. This is a Residential Parking District, Manager recommends the WAWA Parking lot be utilized by the contractors and that meter bags be purchased for Prospect Street for any additional parking.

- Benavidez Commercial Contractors, 8 vehicles.
- Neilsen Plumbing, 3 vehicles.
- VKT Electric, 2 vehicles.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve a request from the following companies to park on Centre Street from July 6, 2022 to July 21, 2022, from 7:00 a.m. to 4:00 p.m. for the remodeling work being performed at the Prospect Street WAWA. This is a Residential Parking District:

- Benavidez Commercial Contractors, 8 vehicles.
- Neilsen Plumbing, 3 vehicles.
- VKT Electric, 2 vehicles.

- (iv) Consideration to approve a drawdown of the 2016 G.O note in the amount of \$179,281.51.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve a drawdown of the 2016 G.O note in the amount of \$179,281.51.

L. Sonia Wolbert:

13. Ratification of Bills Payable through July 5, 2022.

(i) Approval of Warrant List #220705

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Warrant List #220705 as presented.

14. Adjournment

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

NEXT REGULAR MEETING: Tuesday, July 19, 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.