

AGENDA FOR REGULAR MEETING  
EAST STROUDSBURG BOROUGH COUNCIL  
TUESDAY, AUGUST 2, 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 August 2, 2022 at 6:45 p.m., prior to the start of the Council Meeting. Litigation and personnel matters were discussed
3. Minutes of July 19, 2022, Council Meeting  
  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve July 19, 2022 Council meeting minutes.
4. Minutes of July 26, 2022, Council Work Session  
  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve July 26, 2022 Council work session minutes
5. Consideration to amend the motion approved at the July 19, 2022 Borough Council meeting authorizing the refund of \$250 to Maury Molin to \$200 to represent the actual amount donated by Mr. Molin.  
  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to amend the motion approved at the July 19, 2022 Borough Council meeting authorizing the refund of \$250 to Maury Molin to \$200 to represent the actual amount donated by Mr. Molin.
6. Public Comments – Agenda Items
7. SROSRC Report:
8. Police Report: The SARPD to be presented at the August 16, 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 the RKR Hess Change of Scope No. 1 in an amount not to exceed \$33,000 for redesign, permitting and construction phase engineering services to address the unanticipated core wall conditions encountered at Middle Dam. This Change of Scope has been reviewed with the Manager and supplemental information provided, as requested.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the RKR Hess Change of Scope No. 1 in an amount not to exceed \$33,000 for redesign, permitting and construction phase engineering services to address the unanticipated core wall conditions encountered at Middle Dam. This Change of Scope has been reviewed with the Manager and supplemental information provided, as requested.

(i) Crystal Street Project

A. Crystal Street, Analomink Street to Washington Street.

- a) Consideration to authorize the Engineer to proceed with the development of the conceptual plan to review property lines to confirm the scope of the project is anticipated to be within the limits of the right of way, prepare a conceptual drainage plan and preliminary budget cost for site improvements to review funding options. The engineering budget for this task is not to exceed \$4,000 based on a time and reimbursable basis, funds available in the budget.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the Engineer to proceed with the development of the conceptual plan to review property lines to confirm the scope of the project is anticipated to be within the limits of the right of way, prepare a conceptual drainage plan and preliminary budget cost for site improvements to review funding options. The engineering budget for this task is not to exceed \$4,000 based on a time and reimbursable basis.

B. Crystal Street, Washington Street to Ridgeway Street.

- a) Consideration to authorize the Engineer to proceed with the development of the conceptual plan, to review property lines to confirm limits of the Borough and Rail Authority properties and to refine the sketch for the purpose of initiating discussions with the Rail Authority, in order to determine if the Rail Authority is interested in cooperating with this project that will impact their property. The engineering budget for this task is not to exceed \$1,500 based on a time and reimbursable basis, funds available in the budget.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the Engineer to proceed with the development of the conceptual plan, to review property lines to confirm limits of the Borough and Rail Authority properties and to refine the sketch for the purpose of initiating discussions with the Rail Authority, in order to determine if the Rail Authority is interested in cooperating with this project that will impact their property. The engineering budget for this task is not to exceed \$1,500 based on a time and reimbursable basis.

C. Crystal Street, Analomink Street to North Courtland Street.

- a) Consideration to authorize the Engineer, Manager and Solicitor to meet with property owner adjoining this portion of Crystal Street to determine if the owners are agreeable with the concept of the proposal. The engineering budget for this task is not to exceed \$500 based on a time and reimbursable basis, funds available in the budget.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the Engineer, Manager and Solicitor to meet with property owner adjoining this portion of Crystal Street to determine if the owners are agreeable with the concept of the proposal. The engineering budget for this task is not to exceed \$500 based on a time and reimbursable basis.

D. Consideration to set and advertise two Public Meetings for Public Input on the Crystal Street Project for \_\_\_\_\_ at \_\_\_\_\_ and \_\_\_\_\_ at \_\_\_\_\_.

E. Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to set and advertise two Public Meetings for Public Input on the Crystal Street Project for \_\_\_\_\_ at \_\_\_\_\_ and \_\_\_\_\_ at \_\_\_\_\_.

(ii) 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.

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

B. Zoning Report: Distributed via Email.

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

C. Finance Report: Distributed via Email.

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

D. Operations Committee:

(i) Consideration to set and advertise Budget Meeting dates.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to set and advertise Budget Meeting dates as \_\_\_\_\_ at \_\_\_\_\_ and \_\_\_\_\_ at \_\_\_\_\_.

(ii) Discussion of Project List.

(iii) Discussion and setting of Committee Meeting Dates.

E. Utility Committee:

- (i) Consideration to authorize the Manager and Engineer to work up cost estimates for Utility Projects at a cost not to exceed \$5,000.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the Manager and Engineer to work up cost estimates for Utility Projects at a cost not to exceed \$5,000.

F. Community Committee:

- (i) ESU Town and Gown Discussion.

- (ii) Discussion of 150<sup>th</sup> Items.

- Time Capsule
- Cap Stone and Plaque
- Remaining Funds

- (iii) Consideration to approve placing the Time Capsule in Veterans Park contingent upon confirmation from the 150<sup>th</sup> Committee that all items are in the Time Capsule.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve placing the Time Capsule in Veterans Park contingent upon confirmation from the 150<sup>th</sup> Committee that all items are in the Time Capsule.

- (iv) Consideration to approve the installation of a 4' bench at Veterans Park Donated by Jayne Gagliardo at a cost of \$1,650

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the installation of a 4' bench at Veterans Park Donated by Jayne Gagliardo at a cost of \$1,650.

G. Zoning and Planning Committee:

- (i) Consideration to direct staff to review the Home Occupation Definition.

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

- (ii) Consideration to direct staff to review the overnight parking on all streets for revision.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to direct staff to review the overnight parking on all streets for revision.

- (iii) Consideration to direct staff to review and amend the Pool Ordinance.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to direct staff to review and amend the Pool Ordinance.

- (iv) Consideration to direct staff to review the Borough Ordinances regarding chickens and other fowl.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to direct staff to review the Borough Ordinances regarding chickens, fowl and other animals.

- (v) Consideration to authorize the advertising and to set a Public Hearing for Ordinance 1391 amending Chapter 150 Vehicles and Traffic, Article III, Parking Regulations, Section 26, Parking Prohibited in Certain Areas Except for Special Purposes, of the East Stroudsburg Borough Code of Ordinances.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the advertising and to set a Public Hearing for Ordinance 1391 amending Chapter 150 Vehicles and Traffic, Article III, Parking Regulations, Section 26, Parking Prohibited in Certain Areas Except for Special Purposes, of the East Stroudsburg Borough Code of Ordinances.

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 to accept a letter of resignation from Brandon Burchartz effective August 3, 2022.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept a letter of resignation from Brandon Burchartz effective August 3, 2022.

- (ii) Consideration to advertise the Part-Time Recycling Worker Position.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize advertising the Part-Time Recycling Worker Position at an hourly rate of \$15.00.

- (iii) Consideration of a request from Jimmy's Ice Cream to hold an event on Crystal Street on August 13, 2022 from 2:00p.m. to 9:00p.m., to raise money for ESU woman's sports. Jimmy's will purchase 4 meter bags to utilize the 4 parking spaces in front of the building. No Borough employees will be utilized.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the request from Jimmy's Ice Cream to hold an event on Crystal Street on August 13, 2022 from 2:00p.m. to 9:00p.m., to raise money for ESU woman's sports, contingent upon all forms and fees are provided.

- (iv) Consideration of a request from the ESU Wellness Education and Prevention – Carbon – Monroe - Pike Drug and Alcohol Commission, East Stroudsburg Presbyterian Church for a parade permit for the Recovery Walk scheduled for Saturday, September 10, 2022 from 9:00 a.m. to 1:00 p.m. The walk route

will be Smith St. to Analomink St. to Prospect St. to Normal St., The walk will take place on the sidewalk. No Borough Personnel are requested.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the request from ESU Wellness Education and Prevention – Carbon – Monroe - Pike Drug and Alcohol Commission, East Stroudsburg Presbyterian Church for a parade permit for the Recovery Walk scheduled for Saturday, September 10, 2022 from 9:00 a.m. to 1:00 p.m. The walk route will be Smith St. to Analomink St. to Prospect St. to Normal St, contingent upon all forms and fees being submitted.

L. Sonia Wolbert:

13. Ratification of Bills Payable through August 8, 2022.

(i) Approval of Warrant List #220802

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Warrant List #220802 as presented.

14. Adjournment

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

NEXT REGULAR MEETING: Tuesday, August 16, 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.

NEXT WORK SESSION: Monday, August 29, 2022; 7:00 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.