

MINUTES FOR REGULAR MEETING  
EAST STROUDSBURG BOROUGH COUNCIL  
TUESDAY, AUGUST 2, 2022 – 7:15 p.m.

PRESENT IN PERSON: Sonia Wolbert; Maury Molin; Carrie Panepinto; Erika Huber; Mayor Victor Brozusky. Also present were: Borough Manager Brian Bond; Borough Engineer Russ Scott; and Solicitor John Prevoznik.

ABSENT: William Reese; and Edmund Freeborn.

The Pledge of Allegiance was recited.

**Report on Executive Session:**

The Solicitor reported that an Executive Session was held on August 2, 2022, starting at 7:00 p.m., prior to the start of the Council meeting. All members of Council were present with the exception of Mr. Reese and Mr. Freeborn. Mayor Brozusky, Mr. Prevoznik, and Brian Bond were also in attendance. Security issues and the manager search were discussed. Executive Session ended at 7:09 p.m. No decisions were made.

**July 19, 2022 Council Minutes:**

A motion was made by Mr. Molin and seconded by Ms. Huber to approve the Minutes of the July 19, 2022 Council meeting. The motion carried unanimously.

**July 25, 2022 Council Work Session Minutes:**

A motion was made by Ms. Panepinto and seconded by Ms. Huber to approve the Minutes of the July 25, 2022 Council Work Session. The motion carried 3-0 with one abstention (Yea: Ms. Wolbert; Ms. Panepinto; Ms. Huber; Abstain: Mr. Molin, not present at the Work Session).

**Christmas Decorations Refund:**

A motion was made by Ms. Huber and seconded by Ms. Panepinto to amend the motion approved at the July 19, 2022 Borough Council meeting reducing the previously approved Christmas light donation refund from \$250.00 to \$200.00 which represents the actual amount Mr. Molin donated. The motion carried 3-0 with one abstention (Yea: Ms. Wolbert; Ms. Panepinto; Ms. Huber; Abstain: Mr. Molin, receiver of the approved refund).

**Public Comments – Agenda Items:**

None.

**SROSRC Report:**

The SROSRC Report was distributed via email. A motion was made by Ms. Panepinto and seconded by Ms. Huber to accept the SROSRC Report as submitted and attach to the Minutes. The motion carried unanimously.

**Police Report:**

The SARPD report will be presented at the August 16, 2022 Council meeting.

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

No report.

**Engineer's Report:**

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

**Middle Dam Project:**

Mr. Scott provided an update on the Middle Dam project. A substantial amount of concrete work in the major section of the spillway has been completed. Mr. Scott and Mr. Bond met with the owner of Pioneer Construction. The owner requested the proposed change order for the additional work around the core wall be approved and processed. Mr. Scott would like to resolve the schedule issues prior to approving the change order. An updated schedule is currently being negotiated.

A motion was made by Mr. Molin and seconded by Ms. Huber to table the RKR Hess Change of Scope No. 1 in an amount not to exceed \$33,000.00 for redesign, permitting, and construction phase engineering services to address the unanticipated core wall conditions encountered at the Middle Dam. The motion carried unanimously.

**Crystal Street Project, Analomink Street to Washington Street:**

A motion was made by Ms. Huber and seconded by Mr. Molin to authorize the Engineer to proceed with the development of a conceptual plan for the Crystal Street project to include a review of property lines in order to confirm the limits of the right-of-way, prepare a conceptual drainage plan, and preliminary budget cost for site improvements and to review funding options. The engineering budget for this task is not to exceed \$4,000.00 based on a time and reimbursable basis. The motion carried unanimously.

**Crystal Street Project, Washington Street to Ridgeway Street:**

A motion was made by Ms. Panepinto and seconded by Mr. Molin to authorize the Engineer to proceed with the development of a conceptual plan for the Washington/Ridgeway Street portion of the Crystal Street project to include review of property lines in order to confirm limits of the Borough and Rail Authority properties, to refine the sketch plan for use in discussions with the Rail Authority. The purpose of this phase of conceptual plan is to allow the Borough to determine the interest of the Rail Authority in cooperating with the project. The engineering budget for this task is not to exceed \$1,500.00 based on a time and reimbursable basis. The motion carried unanimously.

**Crystal Street Project, Analomink Street to North Courtland Street:**

A motion was made by Ms. Huber and seconded by Ms. Panepinto to authorize the Engineer, Manager, and Solicitor to meet with property owners adjoining the one-way portion of Crystal Street alongside the Municipal Building to determine if the property owners are agreeable with the concept proposed by RKR Hess. The engineering budget for this task is not to exceed \$500.00 based on a time and reimbursable basis. The motion carried unanimously.

**Crystal Street Project Public Meetings:**

A motion was made by Mr. Molin and seconded by Ms. Panepinto to set and advertise two public meetings for public input on the Crystal Street project for Tuesday, September 6, 2022, at 6:00 p.m., and Monday, September 26, 2022, at 6:00 p.m. The motion carried unanimously.

A motion was made by Ms. Panepinto and seconded by Mr. Molin 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:**

The Public Works Report was distributed via email. A motion was made by Ms. Panepinto and seconded by Ms. Huber to accept the Public Works Report as distributed and attach to the Minutes. The motion carried unanimously.

### **Zoning:**

The Zoning Report was distributed via email. A motion was made by Ms. Huber and seconded by Mr. Molin to accept the Zoning Report as distributed and attach to the Minutes. The motion carried unanimously.

### **Finance:**

The Finance Report was distributed via email. A motion was made by Ms. Huber and seconded by Ms. Panepinto to accept the Finance Report as distributed and attach to the Minutes. The motion carried unanimously.

### **Operations Committee:**

A motion was made by Mr. Molin and seconded by Ms. Panepinto to set and advertise Budget Work Session meeting dates as Thursday, August 25, 2022, at 6:00 p.m. and Thursday, September 22, 2022, at 6:00 p.m. The motion carried unanimously.

A project list was distributed to Council members. Ms. Wolbert requested all Council members to review the list and add any preferred projects for 2023 to the list. The list will be discussed at budget meetings.

Mr. Bond provided an updated schedule for committee meetings: Operations Committee at 5:00 p.m. on the second Tuesday and fourth Wednesday of each month; Zoning and Planning Committee at 5:00 p.m. on the second Wednesday of each month; Utility and Capital Improvement Committee at 3:30 p.m. on the second and fourth Tuesday of the month; Community Relations Committee at 4:30 p.m. on the first and third Monday of each month; and ZORC Professionals Committee at 8:00 a.m. every Tuesday of each month. A motion was made by Ms. Panepinto and seconded by Mr. Molin to approve the updated schedule of committee meetings as announced. The motion carried unanimously.

### **Utility Committee:**

A motion was made by Ms. Huber and seconded by Ms. Panepinto to authorize the Manager and Engineer to work up cost estimates for utility projects at a cost not to exceed \$5,000.00. The motion carried unanimously.

### **Community Relations Committee:**

The Committee discussed scheduling a Town and Gown with East Stroudsburg University. ESU will provide dates they are available to meet.

Further discussion of the 150<sup>th</sup> Anniversary time capsule, cap stone and plaque, and remaining funds will take place at the September 19, 2022 Community Relations Committee meeting in

order to finalize these outstanding projects. The members of the 150<sup>th</sup> Anniversary committee will be invited to attend.

A motion was made by Mr. Molin and seconded by Ms. Panepinto to approve placing the 150<sup>th</sup> Anniversary time capsule in Veterans Park, contingent upon confirmation from the 150<sup>th</sup> Anniversary Committee that all items are in the time capsule. The motion carried unanimously.

A motion was made by Ms. Panepinto and seconded by Ms. Huber to approve the installation of a 4-foot bench at Veterans Park donated by Jane Gagliardo at a cost of \$1,650.00, contingent upon her approval and Ms. Gagliardo signing the agreement. The motion carried unanimously.

**Zoning and Planning Committee:**

A motion was made by Ms. Panepinto and seconded by Ms. Huber to direct Borough staff to review the Home Occupation definition. The motion carried unanimously.

A motion was made by Ms. Huber and seconded by Mr. Molin to direct Borough staff to review the overnight parking on all streets for revision. The motion carried unanimously.

A motion was made by Ms. Panepinto and seconded by Ms. Huber to direct Borough staff to review and amend the pool ordinance. The motion carried unanimously.

A motion was made by Ms. Panepinto and seconded by Mr. Molin to direct Borough staff to review the Borough Ordinances regarding chickens, fowl, and other animals. The motion carried unanimously.

A motion was made by Mr. Molin and seconded by Ms. Huber 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 for Tuesday, August 16, 2022, at 7:25 p.m. The motion carried unanimously.

**Mayor Victor Brozusky:**

No report.

**Bill Reese:**

Absent.

**Ed Freeborn:**

Absent.

**Maury Molin:**

No report.

**Erika Huber:**

No report.

**Carrie Panepinto:**

No report.

**Solicitor John Prevoznik:**

No report.

**Manager's Report:**

A motion was made by Ms. Panepinto and seconded by Mr. Molin to accept a letter of resignation from Brandon Burchartz effective August 3, 2022. The motion carried unanimously.

A motion was made by Ms. Huber and seconded by Ms. Panepinto to authorize advertising the part-time Recycling Worker position at an hourly rate of \$15.00 per hour. The motion carried unanimously.

A motion was made by Mr. Molin and seconded by Ms. Huber to approve the request from Jimmy's Ice Cream to hold an event on Crystal Street on August 13, 2022 from 2:00 p.m. to 9:00 p.m. to raise money for ESU woman's sports, contingent upon all forms and fees are provided. The motion carried unanimously.

A motion was made by Ms. Panepinto and seconded by Mr. Molin 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 Street to Analomink Street to Prospect Street to Normal Street, contingent upon all forms and fees being submitted and the event coordinator to contact Stroud Regional Police Department and East Stroudsburg University Police. The motion carried unanimously.

**Sonia Wolbert:**

No report.

**Approval of Warrant List 220802:**

A motion was made by Ms. Panepinto and seconded by Ms. Huber to approve Warrant List 220802, as presented. The motion carried unanimously.

**Adjournment:**

A motion was made by Ms. Panepinto and seconded by Ms. Huber to adjourn the meeting at 8:10 p.m. The motion carried unanimously.

**NEXT REGULAR MEETING:**

Tuesday, August 16, 2022, at 7:15 p.m.

**NEXT WORK SESSION:**

Monday, August 22, 2022, at 7:00 p.m.