

AGENDA FOR REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY, NOVEMBER 15, 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 November 15, 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 November 1, 2022, Council Meeting.

Motion made by _____, seconded by _____, to approve November 1, 2022 Council meeting minutes.

4. Public Comments – Agenda Items

5. SROSRC

- (i) Consideration to approve the 2023 SROSRC budget in the amount of \$167,990. The 2022 SROSRC approved budget was \$146,675.

Motion made by _____, seconded by _____, to approve the 2023 SROSRC budget in the amount of \$167,990 as presented.

6. Police Report: The SARPD Report.

- (i) Consideration to approve the SARPD 2023 budget in the amount of \$2,840,516. The 2022 approved budget was \$2,724,954.

Motion made by _____, seconded by _____, to approve the 2023 SARPD budget in the amount of \$2,840,516 as presented.

Motion made by _____, seconded by _____, to accept the October SARPD report as distributed and attached to the minutes.

7. East Stroudsburg Community Alliance Information Item:

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

- (i) Middle Dam Project Update.

- (ii) Brown Street Water Main Project

- a) Consideration to approve Payment Request No. 3 in the amount of \$- _____ to Ankiewicz Enterprises, Inc. for work completed through October 30, 2022, contingent upon the receipt of the notarized original payroll certifications, as recommended by the Engineer.

Motion made by _____, seconded by _____, to approve Payment Request No. 3 in the amount of \$_____ to Ankiewicz Enterprises, Inc. for work completed through October 30, 2022, contingent upon the receipt of the notarized original payroll certifications, as recommended by the Engineer.

(iii) Water Meter Replacement AMI System Project

- a) Consideration to accept the proposal from Core & Main for the supply of Sensus water meters and an Advanced Metering Infrastructure system at a capital cost not to exceed of \$1,169,204, purchased under PA COSTAR's Contract number _____ as recommended by the Engineer. These costs will be incurred over 2.5 years. Annual service costs are anticipated to be in the range of \$15,000 - \$18,000 per year over the first five years. This does not include the cost of the Customer Portal Option.

Motion made by _____, seconded by _____, to accept the proposal from Core & Main for the supply of Sensus water meters and an Advanced Metering Infrastructure system at a capital cost not to exceed of \$1,169,204, purchased under PA COSTAR's contract number _____ as recommended by the Engineer. These costs will be incurred over 2.5 years. Annual service costs are anticipated to be in the range of \$15,000 - \$18,000 per year over the first five years. This does not include the cost of the Customer Portal Option.

- (iv) 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 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: Finance Report distributed via Email.

Motion made by _____, seconded by _____, to accept the unaudited finance report as distributed and attach to the minutes

D. Operations Committee:

E. Utility Committee:

(i) WTP and WWTP Repairs Update.

(ii) Consideration to approve the GPRS Inc quote to camera the sewer main from the manhole 235 to manhole 229 at a cost not to exceed \$4,200.

Motion made by _____, seconded by _____, to approve the GPRS Inc quote to camera the sewer main from the manhole 235 to manhole 229 at a cost not to exceed \$4,200.

F. Public Relations and Beautification Committee:

G. Zoning and Planning Committee:

(i) Animal Ordinance Discussion.

(ii) Consideration to approve sending Ordinance 1394 amending Chapter 157 Zoning, Table of Use, to add Private schools with under 50 students shall be permitted by right, 51 or more shall be by Conditional Use, to the Monroe County Planning Commission and the Borough Planning Commission for review.

Motion made by _____, seconded by _____, to approve sending Ordinance 1394 amending Chapter 157 Zoning, Table of Use, to add Private schools with under 50 students shall be permitted by right, 51 or more shall be by Conditional Use, to the Monroe County Planning Commission and the Borough Planning Commission for review.

(iii) Consideration to approve sending Ordinance 1395 amending Chapter 157 Zoning, Table of Use, to change the requirement for a Traffic Impact Study to More Than 50 people, to the Monroe County Planning Commission and the Borough Planning Commission for review.

Motion made by _____, seconded by _____, to approve sending Ordinance 1395 amending Chapter 157 Zoning, Table of Use, to change the requirement for a Traffic Impact Study to More Than 50 people, to the Monroe County Planning Commission and the Borough Planning Commission for review.

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 approve and authorize a draw down for RKR Hess invoice number 116755 in the amount of \$21,258.47 for Construction Observation of the Middle Dam, period ending October 28, 2022.

Motion made by _____, seconded by _____, to approve and authorize a draw down for RKR Hess invoice number 116755 in the amount of \$21,258.47 for Construction Observation of the Middle Dam, period ending October 28, 2022.

- (ii) Consideration to approve advertising and posting the 2023 budget as agreed upon and post for 30 days.

Motion made by _____, seconded by _____, to approve advertising and posting the 2023 budget as agreed upon and post for 30 days.

- (iii) Consideration to ratify appointing Schnabel Engineering, LLC as the engineering firm for the Middle Dam Project review at a cost not to exceed \$15,000 without prior Borough Council approval, billed Time and Material as per the rate schedule provided and attached to the minutes.

Motion made by _____, seconded by _____, to ratify appointing Schnabel Engineering, LLC as the engineering firm for the Middle Dam Project review at a cost not to exceed \$15,000 without prior Borough Council approval, billed Time and Material as per the rate schedule provided and attached to the minutes.

- (iv) Consideration to approve sending Ordinance 1394 amending Chapter 157 Zoning, Table of Use, to the Monroe County Planning Commission and the Borough Planning Commission for review.

Motion made by _____, seconded by _____, to approve sending Ordinance 1394 amending Chapter 157 Zoning, Table of Use, to the Monroe County Planning Commission and the Borough Planning Commission for review.

- (v) Consideration to approve a request from Dunkin for a modification to the Approved Land Development Plan to allow landscape stone to be placed in lieu of mulch.

Motion made by _____, seconded by _____, to approve a request from Dunkin for a modification to the Approved Land Development Plan to allow landscape stone to be placed in lieu of mulch.

- (vi) Consideration to approve the auditing proposal from Kirk, Summa & Co, LLP for the Twin Boro's Recycling fund at a cost not to exceed \$2,000 to be paid out of the Twin Boro's Recycling fund.

Motion made by _____, seconded by _____, to approve the auditing proposal from Kirk, Summa & Co, LLP for the Twin Boro's Recycling fund at a cost not to exceed \$2,000 to be paid out of the Twin Boro's Recycling fund.

- (vii) Consideration to approve a request from the Salvation Army to purchase 21 meter bags for the Thanksgiving food drive to be held on Monday, November 21st from 9:00 a.m. to 2:00 p.m.

Motion made by _____, seconded by _____, to approve a request from the Salvation Army to purchase 21 meter bags for the Thanksgiving food drive to be held on Monday, November 21st from 9:00 a.m. to 2:00 p.m.

P. Sonia Wolbert:

11. Ratification of Bills Payable through November 15, 2022.

(i) Approval of Warrant List #221115

Motion made by _____, seconded by _____, to approve Warrant List #22115 as presented.

12. Adjournment

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

NEXT REGULAR MEETING: Tuesday, December 6, 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.

WORK SESSION: Monday November 28, 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.