

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

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

ABSENT: Edmund Freeborn.

The Pledge of Allegiance was recited.

**Report on Executive Session:**

The Solicitor reported that an Executive Session was held on November 15, 2022, starting at 6:55 p.m., prior to the start of the Council meeting. All members of Council were present, with the exception of Mr. Freeborn. Brian Bond, Mayor Brozusky, and Mr. Prevotnik were also in attendance. A tax appeal litigation, and a resolution to a pending zoning litigation matter were discussed. Zoning Officer, Sam D'Alessandro, joined at 7:04 p.m., at which time the pending zoning litigation was further discussed. At 7:20 p.m., Mr. D'Alessandro was excused, and union negotiations were discussed. Executive Session ended at 7:25 p.m. No decisions were made.

**November 1, 2022 Council Minutes:**

A motion was made by Mr. Molin and seconded by Mr. Reese to approve the Minutes of the November 1, 2022 Council meeting. The motion carried unanimously.

**Public Comments – Agenda Items:**

None.

**SROSRC Report:**

A motion was made by Mr. Molin and seconded by Ms. Panepinto to approve the 2023 SROSRC budget in the amount of \$167,990.00, as presented. The motion carried unanimously.

**Police Report:**

The SARPD Report was distributed via email.

A motion was made by Ms. Panepinto and seconded by Mr. Reese to approve the 2023 SARPD budget in the amount of \$2,840,516.00, as presented. The motion carried unanimously.

A motion was made by Ms. Panepinto and seconded by Ms. Huber to accept the October 2022 SARPD report, as distributed, and attach to the Minutes. The motion carried unanimously.

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

The Holiday Tree Lighting Event will occur on Friday, December 2, 2022, from 6:00 p.m. to 8:00 p.m.

**Engineer's Report:**

The Engineer's report was distributed.

**Brown Street Water Main Project Update:**

A motion was made by Ms. Huber and seconded by Mr. Molin to approve Payment Request No. 3 in the amount of \$104,188.00 to Ankiewicz Enterprises, Inc. for work completed through

October 6, 2022, as recommended by the Borough Engineer. The amount due should be paid in two tranches; payment of \$78,438.00 to be released now, and the balance of \$25,750.00 to be released upon Penn DOT's approval of material certifications, and installation of the ADA ramps, curbs, and sidewalks. The motion carried unanimously.

**Water Meter Replacement and Line Survey Project Update:**

A motion was made by Mr. Reese and seconded by Ms. Panepinto to table the proposal from Core & Main for the supply of Sensus water meters and an Advanced Metering Infrastructure system. The motion carried unanimously.

A motion was made by Ms. Panepinto and seconded by Ms. Huber to accept the Engineer's Report as submitted and attach to the Minutes. The motion carried unanimously.

**Public Comments – New Business:**

Laura Kessler, of 126 Analomink Street, asked if any money has been budgeted for 2023 for Dark Sky lighting, a system which reduces light pollution. Mr. Bond stated there is nothing budgeted for 2023 for Dark Sky lighting.

**Reports:**

**Public Works:**

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

**Operations Committee:**

No Report.

**Utility Committee:**

**WTP and WWTP Repairs Update:**

The concrete repairs are being done at the Water Treatment Plant. Mr. Bond stated two quotes have been received for the repairs of two beams.

A motion was made by Ms. Panepinto and seconded by Mr. Reese to approve the quote from GPRS, Inc. to camera the sewer main from Manhole #235 to Manhole #229, at a cost not to exceed \$4,200.00. The motion carried unanimously.

**Community Relations Committee:**

The Elks will be administering the Hometown Heroes Banners project. The fee for hanging banners needs to be set by Council. Mr. Bond will determine the cost associated with hanging a banner and will provide a report at the December 6, 2022 Council Meeting.

The November 21, 2022 Community Relations Committee meeting is cancelled. The next meeting is scheduled for Monday, December 5, 2022.

**Zoning and Planning Committee:****Animal Ordinance Discussion:**

Mr. D'Alessandro reviewed the current animal ordinance and the proposed changes for the ordinance. A revised ordinance will be created and presented to Council for review and consideration to advertise a public hearing.

A motion was made by Mr. Molin and seconded by Mr. Reese to approve sending Ordinance 1396, amending Chapter 157 Zoning, Table of Use, to the Monroe County Planning Commission and the Borough Planning Commission for review. The proposed changes include: Residential and related uses – remove and consolidate the duplicate term, “place of worship”; Commercial uses (retail) – delete and consolidate the term, “retail furniture showroom”; Commercial uses (services) – add “places of worship of 50 or less occupants shall be permitted by right in the OM-1 Zones”; and “places of worship of 50 or more occupants shall be permitted by conditional use only”; add “technical, charter, private, religious, and trade schools, of 50 or less occupants, shall be permitted by right in the OM-1 Zone”; and “technical, charter, private, religious, and trade schools with 50 or more occupants shall be permitted by Conditional Use only”. The motion carried unanimously.

A motion was made by Ms. Panepinto and seconded by Ms. Huber to approve sending Ordinance 1397, amending Chapter 157 Zoning, Table of Use, to change the requirement for a Traffic Impact Study from “50 or more people” to “more than 50 people”, to the Monroe County Planning Commission and the Borough Planning Commission for review. The motion carried unanimously.

**Mayor Victor Brozusky:**

Mr. Brozusky received complaints from Shirley Futch Plaza about the pathway crossing the railroad tracks between South Kistler and Crystal Streets being in poor condition, creating unsafe conditions. Mr. Brozusky suggested Council write a letter to the Rail Authority regarding this matter.

**Ed Freeborn:**

Absent.

**Bill Reese:**

No report.

**Maury Molin:**

No report.

**Erika Huber:**

No report.

**Carrie Panepinto:**

No report.

**Solicitor John Prevoznik:**

Mr. Prevoznik received a letter from Chris Brown, indicating that the East Stroudsburg School District will allow Mr. Brown to represent the East Stroudsburg Borough, as well as the school district, for the tax assessment appeals. Mr. Brown's fee is \$165 per hour, and the school district agrees to pay 87.5% of the bill, and the Borough will pay 12.5%. A motion was made by Ms. Huber and seconded by Mr. Molin to authorize signing and returning the retention letter to Mr. Brown. Mr. Brown will appeal only the cases that the school district wishes to pursue. This item was not on the agenda; however, there are pending litigations with scheduled court dates, and is a time-sensitive matter.

**Manager's Report:**

A motion was made by Ms. Huber and seconded by Mr. Molin to approve and authorize a drawdown 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. The motion carried unanimously.

A motion was made by Mr. Molin and seconded by Mr. Reese to approve advertising and posting the proposed 2023 East Stroudsburg Borough budget, as agreed upon, and post for thirty days for enactment on January 1, 2023. This budget includes a proposed 15.7% tax increase to Borough properties which would cost residents an approximate \$125.00 - \$140.00 increase per household. The motion carried unanimously.

A motion was made by Ms. Huber and seconded by Mr. Molin to ratify appointing Schnabel Engineering, LLC as the engineering firm for the Middle Dam project review at a cost not to exceed \$15,000.00 without prior Borough Council approval, billed Time and Material as per the Fee and Rate Schedule provided. The motion carried unanimously.

A motion was made by Mr. Reese and seconded by Mr. Molin to table the request from Dunkin for a modification to the approved Land Development Plan to allow landscape stone to be placed in lieu of mulch. Mr. Prevoznik advised the process for this type of request is for the client to submit their final as-built plans, demonstrating everything that has changed from the original approved Land Development Plan, and Council will vote on the changes. The motion carried unanimously.

A motion was made by Mr. Molin and seconded by Mr. Reese to approve the auditing proposal from Kirk, Summa, & Co., LLP for the Twin Boro's Recycling fund, at a cost not to exceed \$2,000.00, to be paid out of the Twin Boro's Recycling Fund, contingent upon Stroudsburg Borough's Council approval. The motion carried unanimously.

A motion was made by Ms. Huber and seconded by Mr. Molin to approve a request from the Salvation Army to purchase 21 meter bags for the Thanksgiving food drive to be held on Monday, November 21, 2022, from 9:00 a.m. to 2:00 p.m. The motion carried unanimously.

**Sonia Wolbert:**

Ms. Wolbert reported that Council hosted a Town & Gown with East Stroudsburg University prior to this meeting at Dansbury Depot.

Ms. Wolbert requested Mr. Bond to add to the December 6, 2022 Council agenda to appoint Mr. Brozusky to a three-year term to SARPD, and to appoint Armand Martinelli to fill Ms. Wolbert's remaining two-year term to SARPD.

**Approval of Warrant List 221115:**

A motion was made by Ms. Panepinto and seconded by Ms. Huber to approve Warrant List 221115, as presented. The motion carried unanimously.

**Executive Session:**

A motion was made by Ms. Huber and seconded by Ms. Panepinto to go into Executive Session at 8:38 p.m. The motion carried unanimously.

A motion was made by Mr. Molin and seconded by Ms. Huber to reconvene the meeting at 9:09 p.m. The motion carried unanimously.

The Solicitor reported that an Executive Session was held at 8:38 p.m. and ended at 9:20 p.m. All members of Council except for Mr. Freeborn and Mr. Reese were present as were Mayor Brozusky and Mr. Bond. Discussed were contract negotiations and strategy regarding the Middle Dam. Also discussed were negotiations regarding possible relocation of sewer easement. No decisions were made.

**Adjournment:**

A motion was made by Ms. Panepinto and seconded by Ms. Huber to adjourn the meeting at 9:10 p.m. The motion carried unanimously.

**NEXT WORK SESSION:**

Monday, November 28, 2022, at 7:00 p.m.

**NEXT REGULAR MEETING:**

Tuesday, December 6, 2022, at 7:15 p.m.