

MINUTES FOR REGULAR MEETING  
EAST STROUDSBURG BOROUGH COUNCIL  
TUESDAY, DECEMBER 6, 2022 – 7:15 p.m.

PRESENT IN PERSON: Sonia Wolbert; William Reese; Maury Molin; Carrie Panepinto; Erika Huber; Edmund Freeborn; and Mayor Victor Brozusky. Also present were: Borough Manager Brian Bond; Borough Engineer Nate Oiler.

ABSENT: Solicitor John Prevoznik.

The Pledge of Allegiance was recited.

**Report on Executive Session:**

Ms. Wolbert reported that an Executive Session was held on December 6, 2022, starting at 6:45 p.m., prior to the start of the Council meeting. All members of Council were present. Brian Bond, and Mayor Brozusky were also in attendance. Mr. Prevoznik was absent. Litigation and personnel matters were discussed. Executive Session ended at 7:10 p.m. No decisions were made.

**November 15, 2022 Council Minutes:**

A motion was made by Mr. Molin and seconded by Mr. Reese to approve the Minutes of the November 15, 2022 Council meeting. The motion carried unanimously.

**November 28, 2022 Council Work Session Minutes:**

A motion was made by Ms. Huber and seconded by Ms. Panepinto to approve the Minutes of the November 28, 2022 Council Work Session meeting. The motion carried unanimously.

**Conditional Use Hearing, Amerco Real Estate Company, U-Haul, U-Box Storage Facility**

A motion was made by Ms. Panepinto and seconded by Mr. Reese to reopen the Conditional Use Hearing. The motion carried unanimously.

A motion was made by Mr. Freeborn and seconded by Mr. Molin to enter exhibits 32 through 35 into evidence. The motion carried unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to continue to the Conditional Use Hearing for Amerco Real Estate Company, U-Haul, U-Box Storage Facility to December 20, 2022, at 6:00 p.m. The motion carried unanimously.

**Public Comments – Agenda Items:**

None.

**SROSRC Report:**

SROSRC's Executive Director, Autumn Hawthorne, discussed improvements to the Dansbury Park skate park. Fundraising will begin throughout the community to benefit the skate park improvements.

**Police Report:**

The SARPD Report will be presented at the December 20, 2022 meeting.

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

The Holiday Tree Lighting was held on Friday, December 2, 2022. On behalf of the ECA, Ms. Wolbert thanked the Borough for their assistance with the event.

**Engineer's Report:**

The Engineer's report was distributed.

**Middle Dam Rehabilitation:**

A motion was made by Mr. Molin and seconded by Mr. Reese to approve Payment Request No. 14 in the amount of \$173,680.10 to Pioneer Construction Co., Inc. for work completed through August 31, 2022, as recommended by the Engineer. The motion carried 5-0, with one abstention (Yea: Mr. Reese, Mr. Molin, Ms. Panepinto, Ms. Huber, Ms. Wolbert; Abstain: Mr. Freeborn).

**H2O PA Grant for Replacement of Sewer Trunk Main under Interstate 80 and the railroad tracks at Forge Road:**

A motion was made by Mr. Freeborn and seconded by Ms. Huber to authorize RKR Hess to assist the Borough Manager with the application and exhibits required to apply for the H2O PA Grant on a time and expense basis at a cost not to exceed \$8,800.00. The motion carried unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Huber to approve Resolution 22-2022, authorizing filing an application for a COVID-19 American Rescue Plan Act H2O Grant, in the amount of \$2,512,317.00. The motion carried unanimously.

A motion was made by Mr. Freeborn and seconded by Mr. Molin to authorize submittal of the following items to apply for the aforementioned grant: Ownership Statement; Matching Funds Commitment (matching fund would be required up to one-third of the total project costs); \$100.00 application fee; Letter of Support from Smithfield Township, the Smithfield Township Sewer Authority, and all of our local elected officials, including the State Representative, Congressman, and Senator. The motion carried unanimously.

A motion was made by Mr. Reese and seconded by Ms. Panepinto to direct the Borough Manager and Engineer to attend the next Smithfield Township Supervisors meeting, and the Smithfield Township Sewer Authority meeting to request a Letter of Support for the sewer trunk main replacement project. The motion carried unanimously.

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

A motion was made by Mr. Freeborn and seconded by Ms. Huber 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 \$1,169,204.00 without further action of Borough Council, purchased under PA COSTAR'S contact number 016-E22-245, as recommended by the Borough Engineer. These costs will be incurred over two and a half years. Annual service costs are anticipated to be in the range of \$15,000.00 to \$18,000.00 per year, over the first five years. This does not include the cost of the Customer Portal option. The motion carried unanimously.

**Ridgeway/Prospect Overlay District:**

A motion was made by Mr. Freeborn and seconded by Mr. Molin to authorize Urban Research and Development Corporation (URDC) to assist with the zoning ordinance change of the Ridgeway/Prospect Overlay District at a cost not to exceed \$5,100.00, as recommended by the Zoning and Planning Committee. The motion carried unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to authorize a Task Force to review the Ridgeway/Prospect Overlay District, as recommended by the Zoning Professionals. The motion carried unanimously.

A motion was made by Mr. Reese and seconded by Mr. Molin to accept the Engineers Report as submitted and attach to the Minutes. The motion carried unanimously.

#### **Public Comments – New Business:**

Margaret Muth, of 271 Prospect Street, asked the status of parking on Prospect Street since the parking meters were removed. Mr. Bond advised the meters were removed in anticipation of PennDOT's construction project, however, the Borough received a revised construction schedule, which indicates work will commence in June 2023.

A motion was made by Mr. Freeborn and seconded by Mr. Molin to instruct the Borough Manager to reinstall the parking meters that had been removed from Prospect Street. The motion carried unanimously.

Bruce Smith, of 87 North Green Street, reported that Waste Management continues to take extra trash from residents without being in specially marked bags. Mr. Bond advised that the Codes Enforcement Officer issues tickets throughout the Borough on a weekly basis, and the Waste Management staff have been trained not to take trash that is not in specially marked bags. Ms. Wolbert requested Mr. Bond to provide Council with a report of the number of garbage citations that have been filed with the Magistrate, and how many have been paid. Mr. Bond advised this information is in the agenda packets, which are distributed to Council.

David Meinst, of 136 Day Street, expressed his frustration with the parking restrictions on Borough Street, and asked why it was changed. Mr. Bond stated alternate side parking is necessary for leaf collection, snow removal, and street sweeping. After discussion, Mr. Bond will revise the ordinance, changing the days that parking is prohibited on either side of Borough Street. At the next Council meeting, Mr. Bond will request approval to set and advertise a public hearing for the proposed ordinance. Mr. Bond will confirm the street sweeping schedule will coordinate with the alternate of the side parking restrictions.

#### **Reports:**

##### **Public Works:**

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

##### **Operations Committee:**

Ms. Wolbert advised that the Operations Committee and the Utility Committee will combine into one committee, meeting monthly on the second Tuesday and the fourth Wednesday at 5:00 p.m. Mr. Reese and Ms. Panepinto will share their time as committee chairs.

### **Community Relations Committee:**

#### **Hometown Heroes Banners Program:**

The Elks Lodge of East Stroudsburg will be administering the Hometown Heroes Banners program and asked how much the Borough will charge to hang each banner. Mr. Bond advised the cost for Borough staff to hang banners is approximately \$31.26 per banner. A motion was made by Mr. Freeborn and seconded by Mr. Molin to set the fee for hanging Hometown Heroes Banners at \$20.00 per banner. This cost will be added to the total price of each banner. The motion carried unanimously.

#### **Veterans Park Decorations:**

The committee requested decorations be added to Veterans Park for this holiday season. Mr. Bond will direct the Maintenance Department to decorate Veterans Park before the end of the week.

#### **Zoning and Planning Committee:**

A motion was made by Mr. Freeborn and seconded by Mr. Molin to direct the Borough Manager to send an meeting invitation to the Comprehensive Plan Committee members by the end of this week to attend the January 11, 2023 Zoning and Planning Committee meeting.

#### **Mayor Victor Brozusky:**

Mr. Brozusky received a complaint from a resident who placed plastic recyclables in black plastic garbage bags at curbside for recycling collection. His recycling collection day is the same day as garbage collection. The Borough issued a violation for placing black garbage bags out for trash collection, not realizing the bags were recycling materials. Mr. Bond will review the recycling ordinance and make recommendations for any changes, specifically to definitions of approved containers.

Mr. Brozusky met with the Salvation Army and Autumn Hawthorn with regards to the holiday meal distribution. SROSRC can accommodate overflow traffic in the Dansbury Park parking lot if necessary. The two organizations will remain in contact during the event.

#### **Ed Freeborn:**

Mr. Freeborn reported that an event was being held at the Armory over the past weekend, and a bus that was transporting guests to the event hit a sign at the Elks Lodge. The charter buses created a traffic jam while loading and unloading. Mr. Freeborn asked if the Armory could be included in the parking study to address this problem. Mr. Oiler said this feedback is helpful while the Special Event ordinance is being prepared.

#### **Maury Molin:**

No report.

#### **Erika Huber:**

Ms. Huber reported parking and traffic issues during student drop-off at J.M. Hill Elementary. The recent changes to alternate side of the street on Warren Street seem to have made the situation worse. Ms. Huber requested Mr. Bond to review the parking restrictions on Warren

Street. Mr. Bond will direct the Borough's Parking Enforcement Officers to patrol this area on a regular basis.

**Carrie Panepinto:**

Ms. Panepinto reported receipt of an email from a resident concerned about the Borough closing or leasing the golf course. Mr. Freeborn suggested a position statement should be published on our website.

**Bill Reese:**

Mr. Reese reported a private vehicle collecting recyclable materials from Borough residences that have been placed at curbside for Twin Boro's Recycling collection. Mr. Bond stated to call Stroud Area Regional Police Department (SARPD), or Monroe County Waste Authority, who can issue violations. The Monroe County Waste Authority's fines are more expensive than SARPD.

**Solicitor John Prevostnik:**

Absent.

**Manager's Report:**

A motion was made by Ms. Panepinto and seconded by Mr. Molin to approve the Stipulation and Conditions, contingent upon all applicant signatures, and to forward to the Zoning Hearing Board. The motion carried unanimously.

A motion was made by Ms. Panepinto and seconded by Mr. Molin to approve scheduling and advertising a work session/special meeting for December 13, 2022 at 6:00 p.m. The motion carried unanimously.

A motion was made by Mr. Reese and seconded by Mr. Freeborn to approve promoting Christopher Owens from a Municipal Worker "C" to a Municipal Worker "B", as he has completed the required classes to advance as per the Collective Bargaining Agreement. The motion carried unanimously.

A motion was made by Mr. Molin and seconded by Mr. Freeborn to ratify the updated 2023 proposed budget, adding \$2,000,000.00 to the Sewer Capital Projects, advertising, and posting the updated proposed 2023 budget. The motion carried unanimously.

A motion was made by Mr. Reese and seconded by Mr. Molin to approve the request from 393 Brodhead Avenue to remove the handicapped parking space in front of the residence as the handicapped resident no longer resides at this location. The motion carried unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to approve the request from Saint Matthew's Catholic Church to hold the Our Lady of the Cloud Parade on January 1, 2023, at 12:00 p.m., contingent upon all forms, fees, proof of insurance, and proof of SARPD being notified of the event. The motion carried unanimously.

A motion was made by Ms. Panepinto and seconded by Mr. Reese to appoint Victor Brozusky to a three-year term to the SARP Commission, to begin January 1, 2023. The motion carried unanimously.

A motion was made by Ms. Huber and seconded by Mr. Molin to accept the resignation of Sonia Wolbert from the SARP Commission, effective at 11:59 p.m., December 31, 2022. The motion carried unanimously.

A motion was made by Mr. Freeborn and seconded by Mr. Reese to appoint Armand Martinelli to the SARP Commission to the remaining term of Sonia Wolbert, to begin January 1, 2023. The motion carried unanimously.

A motion was made by Ms. Panepinto and seconded by Ms. Huber to authorize the Council President, Borough Solicitor, and Borough Manager to investigate and retain special legal counsel, subject to ratification of Council. The motion carried 5-0, with one abstention (Yea: Mr. Reese, Mr. Molin, Ms. Panepinto, Ms. Huber, Ms. Wolbert; Abstain: Mr. Freeborn).

A motion was made by Ms. Panepinto and seconded by Mr. Molin to advertise and set a Public Hearing for Ordinance 1398, setting the 2023 Real Estate Tax rate at 5.1747 Mills for December 20, 2022, at 7:35 p.m., in Borough Council Chambers. The motion carried unanimously.

**Sonia Wolbert:**

Ms. Wolbert appointed the following to the UCC Board of Appeals: Troy Nauman; Ed Henning; and Don Lynch.

**Approval of Warrant List 221206:**

A motion was made by Mr. Molin and seconded by Ms. Huber to approve Warrant List 221206, as presented. The motion carried unanimously.

**Adjournment:**

A motion was made by Ms. Panepinto and seconded by Ms. Huber to adjourn the meeting at 8:57 p.m. The motion carried unanimously.

**NEXT WORK SESSION/SPECIAL MEETING:**

Tuesday, December 13, 2022, at 6:00 p.m.

**NEXT REGULAR MEETING:**

Tuesday, December 20, 2022, at 7:15 p.m.