

AGENDA FOR REGULAR MEETING  
EAST STROUDSBURG BOROUGH COUNCIL  
TUESDAY, DECEMBER 6, 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 December 6, 2022 at 6:30 p.m., prior to the start of the Council Meeting. Litigation and personnel matters were discussed

3. Minutes of November 15, 2022, Council Meeting

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve November 15, 2022 Council meeting minutes.

4. Minutes of November 28, 2022, Council Work Session

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve November 28, 2022 Council work session minutes

5. Public Hearing

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

Motion made by \_\_\_\_\_, Second by \_\_\_\_\_ to reopen the conditional use hearing.

Motion made by \_\_\_\_\_, Second by \_\_\_\_\_ to enter exhibits \_ through \_ into evidence.

Motion made by \_\_\_\_\_, Second by \_\_\_\_\_ to close the public hearing and reconvene the regular meeting.

Motion Made by \_\_\_\_\_, Second by \_\_\_\_\_ to continue the Public Hearing to December 20, 2022 at 7:20 p.m.

6. Public Comments – Agenda Items

7. SROSRC Report:

(i) Discussion of Skate Park Fundraising.

8. Police Report: The SARPD Report to be presented at the December 20, 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 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. This does not include payment for any concrete installed in July or August.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, 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.

(ii) H2O PA Grant for Replacement of Sewer Trunk Main under Interstate 80 and the railroad tracks at Forge Road.

- a) Consideration to authorize RKR Hess to assist the Manager with the application and exhibits required to apply for the H2O PA Grant on a time and expense basis at a cost not exceed \$8,800.00.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize RKR Hess to assist the Manager with the application and exhibits required to apply for the H2O PA Grant on a time and expense basis at a cost not exceed \$8,800.00.

- b) Consideration of Resolution 22-2022 authorizing filing an application for a COVID-19 American Rescue Plan Act H2O Grant in the amount of \$4,000,000

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Resolution 22-2022 authorizing filing an application for a COVID-19 American Rescue Plan Act H2O Grant in the amount of \$4,000,000.

- c) Consideration to authorize submittal of the following items:
- Ownership Statement.
  - Matching Funds Commitment, (matching fund would be required up to 1/3 of the total project costs).
  - \$100.00 application fee.
  - Letter of Support from Smithfield Township and the Smithfield Township Sewer Authority.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize submittal of the following items:

- Ownership Statement.
- Matching Funds Commitment, (matching fund would be required up to 1/3 of the total project costs).
- \$100.00 application fee.
- Letter of Support from Smithfield Township and the Smithfield Township Sewer Authority.

- d) Consideration to direct the 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 project.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to direct the 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 project.

(iii) Water Meter Replacement and Line Survey 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 \$1,169,204.00 without further action of Borough Council, purchased under PA COSTAR's Contract number 016-E22-245 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 \$1,169,204.00 without further action of Borough Council, purchased under PA COSTAR's contract number 016-E22-245 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) Ridgeway/Prospect Overlay District

- a) Consideration to authorize URDC to assist with the Zoning ordinance change of the Ridgeway/Prospect Overlay District at a cost not to exceed \$5,100 as recommended by the Zoning and Planning Committee.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, authorize URDC to assist with the Zoning ordinance change of the Ridgeway/Prospect Overlay District at a cost not to exceed \$5,100 as recommended by the Zoning and Planning Committee.

- b) Consideration to authorize a Task Force to review the Ridgeway/Prospect Overlay District as recommended by the Zoning Professionals.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize a Task Force to review the Ridgeway/Prospect Overlay District as recommended by the Zoning Professionals.

(v) 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:

E. Utility Committee:

F. Community Relations Committee:

(i) Banner installation fee.

(ii) Veterans Park Decorations.

G. Zoning and Planning Committee:

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) Beta Pentation Corp. / 91 Analomink Street.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to forward the Stipulation and conditions to the Zoning Hearing Board.

(ii) Consideration to schedule and advertise a work session/special meeting for December 13, 2022 at 5:00 p.m.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to schedule and advertise a work session/special meeting for December 13, 2022 at 5:00 p.m.

- (iii) Consideration 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.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, 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.

- (iv) Consideration to ratify the updated 2023 proposed Budget adding \$2,000,000 to the Sewer Capital Projects, advertising, and posting the updated proposed 2023 Budget.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to ratify the updated 2023 proposed Budget adding \$2,000,000 to the Sewer Capital Projects, advertising, and posting the updated proposed 2023 Budget.

- (v) Consideration of a request from 393 Brodhead Avenue to remove the Handi-cap Parking space in front of the residence as the Handi-cap resident no longer resides at this location.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the request from 393 Brodhead Avenue to remove the Handi-Cap Parking space in front of the residence as the Handi-Cap resident no longer resides at this location.

- (vi) Consideration of a request from Saint Matthew Catholic Church to hold the Our Lady of the Cloud Parade on January 1, 2023 at 12:00 p.m. The Parade route will be the same as last year, No Borough personnel are being requested.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the request from Saint Matthew 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.

- (vii) Consideration to appoint Victor Brozusky to a three year term to the SARP Commission to begin January 1, 2023.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to appoint Victor Brozusky to a three year term to the SARP Commission to begin January 1, 2023.

- (viii) Consideration to accept the resignation of Sonia Wolbert from the SARP Commission effective at 11:59 p.m. December 31, 2022.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the resignation of Sonia Wolbert from the SARP Commission effective at 11:59 p.m. December 31, 2022.

- (ix) Consideration to appoint Armand Martinelli to the SARP Commission to the remaining term of Sonia Wolbert to begin January 1, 2023.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to appoint Armand Martinelli to the SARP Commission to the remaining term of Sonia Wolbert to begin January 1, 2023.

- (x) Consideration to authorize the President, Solicitor and Manager to investigate and to retain legal counsel.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the President, Solicitor and Manager to investigate and to retain legal counsel.

- (xi) Consideration 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.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, 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.

L. Sonia Wolbert:

- (i) UCC Board of Appeals appointees are:

- Troy Nauman
- Ed Henning
- Don Lynch

13. Ratification of Bills Payable through December 6, 2022.

- (i) Approval of Warrant List #221206

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Warrant List #221206 as presented.

14. Adjournment

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

NEXT REGULAR MEETING: Tuesday, December 20, 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, December 26, 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.