

AGENDA FOR REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY, December 20, 2022 – 6:00 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. Minutes of December 6, 2022, Council Meeting.

Motion made by _____, seconded by _____, to approve December 6, 2022 Council meeting minutes.

3. Minutes of December 13, 2022 Special Council Meeting.

Motion made by _____, seconded by _____, to approve December 13, 2022 Special Council meeting minutes.

4. 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 continue the Public Hearing to 7:20 p.m.

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 January 3, 2023 at 7:30 p.m.

B. Public Hearing for Ordinance 1399, Chapter 150, Vehicles and Traffic, Article VIII, Schedules, Section 69, Schedule XVII, Parking Prohibited certain hours, of the East Stroudsburg Borough Code of Ordinances.

Motion made by _____, Second by _____ to recess the regular meeting and convene the Public Hearing.

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

Motion made by _____, Second by _____ to close the public hearing reconvene the regular meeting.

Motion made by _____, Second by _____ to approve Ordinance 1399, amending the East Stroudsburg Code of Ordinances, Chapter 150, Vehicles and Traffic, Article VIII, Schedules, Section 69, Schedule XVII, Parking Prohibited certain hours as advertised.

C. East Stroudsburg Borough 2023 Budget

Motion made by _____, Second by _____ to recess the regular meeting.

Motion made by _____, Second by _____ to convene a Public hearing on the 2023 East Stroudsburg Borough Budget.

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

Motion made by _____, Second by _____ to close the public hearing reconvene the regular meeting.

Motion Made by _____, Second by _____ to approve the East Stroudsburg Borough Budget for the Year 2023 as presented

D. Ordinance 1398, Fixing the Real Estate Tax Rate for the Year 2023.

Motion made by _____, Second by _____ to recess the regular meeting.

Motion made by _____, Second by _____ to convene a Public hearing on Ordinance No. 1398.

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

Motion made by _____, Second by _____ to close the public hearing reconvene the regular meeting.

Motion Made by _____, Second by _____ to approve Ordinance No. 1384, Fixing the Real Estate Tax Rate for the Year 2023 as presented.

5. Public Comments – Agenda Items

6. SROSRC

7. Police Report: The SARPD Report.

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

8. East Stroudsburg Community Alliance Information Item:

- (i) Transfer of account funds.

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

(i) Middle Dam Project Update.

(ii) Water Plant Repairs Update.

- a) Consideration accept the lowest responsive bid for Sedimentation Tank #1 Beam Spall Repair from R.W. Masten, Jr, as submitted November 15, 2022 in an amount of \$4,680.00.

Motion made by _____, seconded by _____, to accept the lowest responsive bid for Sedimentation Tank #1 Beam Spall Repair from R.W. Masten, Jr, as submitted November 15, 2022 in an amount of \$4,680.00.

(iii) Water Meter Replacement Program Update – review of checklist.

(iv) Joint Municipal Landfill Monitoring.

- a) Consideration to authorize RKR Hess, a Division of UTRS, Inc. to proceed with the 2023 Joint Municipal Landfills Monitoring and Reporting at a cost not to exceed \$19,950, plus reimbursable, contingent upon the approval of the other two municipalities. This proposal amount is unchanged from the 2022 authorization.

Motion made by _____, seconded by _____, to authorize RKR Hess, a Division of UTRS, Inc. to proceed with the 2023 Joint Municipal Landfills Monitoring and Reporting at a cost not to exceed \$19,950, plus reimbursable, contingent upon the approval Stroudsburg Borough and Stroud Township to share expenses. This proposal amount is unchanged from the 2022 authorization.

(v) Forge Road Sanitary Sewer Line.

- a) Consideration of Borough Council to select either Alternative A (24" pipe at a minimum slope of 1%) or Alternative B (30" pipe at a minimum slope of 0.2%) for the relocation of the sewer main, as outlined in the December 13, 2022 memo from the Borough Engineer, to serve as the basis for a Memorandum of Understanding with the Developer.

Motion made by _____, seconded by _____, to select either Alternative A (24" pipe at a minimum slope of 1%) or Alternative B (30" pipe at a minimum slope of 0.2%) for the relocation of the sewer main, as outlined in the December 13, 2022 memo from the Borough Engineer, to serve as the basis for a Memorandum of Understanding with the Developer

- a) Consideration to authorize the Borough Solicitor and Engineer to work with the Developer's consultants to prepare a Memorandum of Understanding.

Motion made by _____, seconded by _____, to authorize the Borough Solicitor and Engineer to work with the Developer's consultants to prepare a Memorandum of Understanding.

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(vi) Status of Copper Reduction WWTP.

- (vii) 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.

10. Public Comments – New Business

11. 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.

- (i) Motion to advertise and set a Public Hearing and start the Borough Council meeting on January 3, 2023 at 6:00 p.m. for a Conditional Use hearing.

Motion made by _____, seconded by _____, to advertise and set a Public Hearing on January 3, 2023 at 6:00 p.m. for a Conditional Use hearing.

- (ii) Consideration to advertise and set a public Hearing on January 25, 2023 at 6:00 p.m. for a Conditional Use Hearing.

Motion made by _____, seconded by _____, to advertise and set a public Hearing on January 25, 2023 at 6:00 p.m. for a Conditional Use Hearing.

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. Public Relations and Beautification Committee:

F. Zoning and Planning Committee:

G. Mayor Victor Brozusky:

H. William T. Reese:

I. Ed Freeborn:

J. Maury Molin:

K. Erika Huber:

L. Carrie Panepinto:

M. Solicitor John Prevoznik, Esq.:

N. Manager's Report:

- (i) Consideration to advertise the January 3, 2023 Borough Council Meeting to start at 6:00 p.m.

Motion made by _____, seconded by _____, to advertise the January 3, 2023 Borough Council Meeting to start at 6:00 p.m.

- (ii) Consideration to approve free holiday parking in the Business district parking meters, Chrystal Street, Washington Street from Crystal to Starbird and South Courtland and North Courtland Streets.

Motion made by _____, seconded by _____, to approve free holiday parking in the Business district parking meters, Chrystal Street, Washington Street from Crystal to Starbird and South Courtland and North Courtland Streets.

- (iii)UCC Third Party Inspection Company.

Motion made by _____, seconded by _____, to approve _____ as the third party inspection company at the rates attached for the year 2023. Existing UCC Building Official, will remain as Building Official for all projects currently in progress

- (iv)Consideration to start talks with Stroud Township to explore a joint UCC Appeals Board.

Motion made by _____, seconded by _____, to start talks with Stroud Township to explore a joint UCC Appeals Board.

- (v) Consideration to approve the job descriptions for the water meter installation personnel as recommended by the Manager and Engineer.

Motion made by _____, seconded by _____, to approve the job descriptions for the water meter installation personnel as recommended by the Manager and Engineer.

- (vi)Consideration to authorize advertising the water meter installation personnel at an hourly rate commensurate with experience but not to exceed \$19.00 an hour. This position is in the Water Department and is intended to be a full-time position for the duration of the water meter installation program. Scheduling personnel shall be a part-time position requiring a minimum of 28 hours per week.

Motion made by _____, seconded by _____, to authorize advertising the water meter installation personnel at an hourly rate commensurate with experience but not to exceed \$19.00 an hour. . This position is in the Water Department and is intended to be a full-time position for the duration of the water meter installation program. Scheduling personnel shall be a part-time position requiring a minimum of 28 hours per week.

P. Sonia Wolbert:

12. Ratification of Bills Payable through December 20, 2022.

(i) Approval of Warrant List #221220

Motion made by _____, seconded by _____, to approve Warrant List #221220 as presented.

13. Executive Session for Discussion of Litigation and/or Personnel Matters

A. Motion made by _____, seconded by _____, to go into Executive Session; note time _____.

B. Motion made by _____, seconded by _____ to reconvene meeting; note time _____.

C. Solicitor's report on Executive Session

14. Adjournment

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

NEXT REGULAR MEETING: Tuesday, January 3, 2023; 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, January 23, 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.