

AGENDA FOR REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY, January 3, 2023 – 6:30 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 till 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 20, 2022, Council Meeting

Motion made by _____, seconded by _____, to approve December 20, 2022 Council meeting minutes.

3. Preliminary/Final Land Development Plan, Amerco Real Estate Company, U-Haul, U-Box Storage Facility.

4. Consideration of Resolution 1-2023 approving the Preliminary/Final Land Development Plan for Amerco Real Estate Company, U-Haul, U-Box Storage Facility.

Motion made by _____, seconded by _____, to approve Resolution 1-2023 approving the Preliminary/Final Land Development Plan for Amerco Real Estate Company, U-Haul, U-Box Storage Facility with conditions.

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 continue the Public Hearing to 7:00 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 approve/continue the Conditional Use.

6. Position Appointments (employees)
 - a) Borough Manager: Brian S. Bond
 - b) Right-To-Know Officer: Rebecca Smith
 - c) Finance Officer: Brian S. Bond
 - d) Emergency Management Coordinator: Brian S. Bond
 - e) Fair Housing Officer: Sam D'Alessandro
 - f) Director of Public Works: Brian S. Bond

Motion made by _____, seconded by _____, to approve the employee position appointments as stated.

7. Position Appointments (non-employee)
 - a) Borough Solicitor: John Prevoznik, Esquire, \$195.00 hourly
 - b) Borough Engineer: RKR Hess, a division of UTRS, Director Rate, \$135.00 hourly
 - c) Zoning Hearing Board Solicitor: Durney, Worthington and Madden, LLC, Hillary Madden, Esq., \$135.00 hourly
 - d) Planning Commission Solicitor: Todd Weitzman, Esq., \$150.00 hourly
 - e) Borough Sewer Engineer: RKR Hess, a division of URTS, Director Rate, \$135.00 Hourly
 - f) Borough Environmental Solicitor: Manko, Gold Katcher, Fox, Marc E. Gold, Esquire, \$595.00 hourly
 - g) Borough Sewer Task Force Advisor: Ralph Matergia, Esquire, \$300.00 hourly
 - h) Borough PUC Advisor: Craig Dool, Esquire, \$175.00 hourly
 - i) Borough Labor Solicitor: John McLaughlin, Esquire, \$325.00 hourly
 - j) Borough Alternate Engineer and Borough Alternate Sewer Engineer: Hanover Engineering, Principal Rate, \$126.50 hourly.
 - k) Borough Bankruptcy Solicitor: Newman Williams, Vincent Rubino, Esquire, \$165.00 hourly.

Motion made by _____, seconded by _____, to approve the non-employee position appointments as stated.

8. Consideration of Resolution 2-2023, setting the 2023 Fee Schedule.

Motion made by _____, seconded by _____, to approve Resolution 2-2023, setting the 2023 Fee Schedule as presented.

9. Consideration of Resolution 3-2023, setting the 2023 Solid Waste User Fee Schedule. The rate MRC for 2023 will remain the same as 2022, with the MRC exchange fee, Extra Bag fee and Extra Bulk Item fee being the only increases in 2023.

Motion made by _____, seconded by _____, to approve Resolution 3-2023, setting the 2023 Solid Waste User Fee Schedule as presented.

10. 2023 rate schedule for the Borough Engineer: RKR Hess, a division of UTRS, as presented. This is an increase of

Motion made by _____, seconded by _____, to accept the 2023 rate schedule for RKR Hess, a division of UTRS, as presented and attached to the minutes.

11. Annual Board Appointments

- a) Council of Governments representative and alternate (Maury Molin; Brian S. Bond as alternate)
- b) MECAB representative and alternate (Bill Reese; Sonia Wolbert as alternate)
- c) Tax Collection Committee (as alternate)
- d) Monroe County Control Center (Maury Molin and Brian Bond)
- e) Pennsylvania Municipal League (Ed Freeborn; Brian Bond as alternate).

12. Board and Commission Appointments

- a) Planning Commission (Janye Gagliardo, term ending 12/31/2026)
- b) Zoning Hearing Board (Brad Ace Term ending 12/31/2027)
- c) Stroud Region Open Space & Recreation Comm. (Sonia Wolbert, term ending 12/31/2025)
- d) Property Maintenance Board of Appeals: (Don Ludwig, term ending 12/31/2025)
- e) Utility Dispute Board: (Ed Freeborn, term ending 12/31/2025)

Motion made by _____, seconded by _____, to approve the Annual Board appointments as stated.

13. Set Borough Meeting Schedule for 2023 as presented.

Motion made by _____, seconded by _____, to set and advertise the 2023 Borough Boards and Committees Meeting Schedule as presented.

Regular Meeting

14. Public Comments – Agenda Items

15. SROSRC Report

(i) Pickleball Discussion.

(ii) Consideration of a request to provide a letter of intent to rehabilitate courts (create pickleball courts in defunct tennis court space) at Dansbury Park, requested by Monroe County in exchange for in-kind engineering work for grant purposes.

Motion made by _____, seconded by _____, to provide a letter of intent to rehabilitate courts (create pickleball courts in defunct tennis court space) at Dansbury Park, requested by Monroe County in exchange for in-kind engineering work for grant purposes.

16. Police Report: The SARPD report will be given at the January 17, 2023, meeting.

17. East Stroudsburg Community Alliance Information Item:

18. Engineers' Report: Engineer's report was distributed.

A. Middle Dam Update

B. Water Plant Repairs Update

- (i) Consideration to authorize an RFP for the replacement of 3 valves at the WTP.

Motion made by _____, seconded by _____, to authorize an RFP for the replacement of 3 valves at the WTP.

C. WWTP Update

D. Water Meter Replacement Project

E. WTP NPDES Permit Renewal

- (i) Consideration to authorize the Engineer, Solicitor and Manager to finalize and submit comments on the draft WTP NPDES Permit to PADEP within the 30-day public comment period.

Motion made by _____, seconded by _____, to authorize the Engineer, Solicitor and Manager to finalize and submit comments on the draft WTP NPDES Permit to PADEP within the 30-day public comment period.

Motion made by _____, seconded by _____, accept the Engineers Report as distributed and attach to the minutes.

19. Public Comments – New Business

20. Reports

A. Public Works: The DPW Report distributed via email.

Motion made by _____, seconded by _____, to accept the Public Works Report as distributed and attach to the minutes

B. Zoning Codes: Reports 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 unaudited Finance Report as distributed and attach to the minutes

D. Operations Committee:

E. Community Relations Committee:

F. Zoning and Planning Committee

G. Mayor Victor Brozuski:

H. Erika Huber:

I. Ed Freeborn:

J. Maury Molin:

K. Carrie Panepinto:

L. Bill Reese:

M. Solicitor John Prevoznik, Esq.: Executive session.

N. Manager's Report:

- (i) Consideration of a proposal from RKR Hess to assist in the preparation of the 2022 Public Water System Consumer Confidence Reports at a cost not to exceed \$5000.00.

Motion made by _____, seconded by _____, to approve the proposal from RKR Hess to assist in the preparation of the 2022 Public Water System Consumer Confidence Reports at a cost not to exceed \$5000.00.

- (ii) Consideration to authorize a draw down in the amount of \$31,015.63 for RKR Hess Invoice No. 117134.

Motion made by _____, seconded by _____, to authorize a draw down in the amount of \$31,015.63 for RKR Hess Invoice No. 117134.

- (iii) Consideration to approve the Parking Enforcement Job Description as presented.

Motion made by _____, seconded by _____, to approve the Parking Enforcement Job Description as presented.

- (iv) Consideration to provide a letter of commitment for the Crystal Street Project in the amount of \$469,314 in local funds to cover construction costs. These funds would have to be budgeted for in the General Fund and by applying for additional grants.

Motion made by _____, seconded by _____, to provide a letter of commitment for the Crystal Street Project in the amount of \$469,314 in local funds to cover construction costs.

- (v) Consideration to authorize the Manager to work with the Borough Auditor on the Liquid Fuels Audit.

Motion made by _____, seconded by _____, to authorize the Manager to work with the Borough Auditor on the Liquid Fuels Audit.

M. Sonia Wolbert:

21. Ratification of Bills Payable through January 3, 2023.

(i) Approval of Warrant List #230103

Motion made by _____, seconded by _____, to approve Warrant List #230103 as presented.

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

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

Motion made by _____, seconded by _____ to reconvene meeting; not time _____.

Solicitor's report on Executive Session

23. Adjournment

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

NEXT REGULAR MEETING: Tuesday, January 17, 2023; 6:00 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.

NEXT WORK SESSION/SPECIAL MEETING: Tuesday, January 10, 2023; 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

NEXT WORK SESSION/SPECIAL MEETING: Monday, January 23, 2023; 6:00 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.