

AGENDA FOR REGULAR MEETING  
EAST STROUDSBURG BOROUGH COUNCIL  
TUESDAY, FEBRUARY 7, 2023 – 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 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. Solicitor's report on Executive Session  
The Solicitor reported Executive Session was held on February 7, 2023 at 6:30 p.m., prior to the start of the Council Meeting. Litigation and personnel matters were discussed.
3. Minutes of January 17, 2023 Council Meeting  
  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the January 17, 2023 Council meeting Minutes.
4. Minutes of January 23, 2023 Council Special Meeting  
  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the January 23, 2023, Council Special meeting Minutes.
5. 2022 East Stroudsburg University Field Hockey National Champions.
6. Act 167 Storm Water Management Act information presented by MCCD District Manager Kristina Heaney.
7. Public Comments – Agenda Items
8. SROSRC Report
9. Police Report: The SARPD report will be given at the February 21, 2023, meeting.
10. East Stroudsburg Community Alliance Information Item:
11. Engineers' Report: Engineer's report was distributed.
  - A. Middle Dam Update
    - (i) Consideration to authorize an engineering change of scope for a structural analysis of the Middle Dam based on the coring results to develop options for a fix, at a cost not to exceed \$\_\_\_\_\_.  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize an engineering change of scope for a structural analysis of the Middle Dam based on the coring results to develop options for a fix, at a cost not to exceed \$\_\_\_\_\_.

- (ii) Consideration to approve payment request No. 15 to pioneer Construction Co. Inc in the amount of \$773,034.43 for work completed September through November 30, 2022, as recommended by The Borough Engineer. This does not include payment for any primary spillway concrete installed since July 21, 2022.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve payment request No. 15 to pioneer Construction Co. Inc in the amount of \$773,034.43 for work completed September through November 30, 2022, as recommended by The Borough Engineer.

#### B. East Stroudsburg Dam

- (i) Consideration to authorize RKR Hess to perform the 2023 annual dam inspection for not to exceed \$1,500.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize RKR Hess to perform the 2023 annual dam inspection for not to exceed \$1,500.

#### C. Lower Dam

- (i) Consideration to authorize RKR Hess to investigate grant funding sources to breach and remove the Lower Dam and sedimentation for not to exceed \$2,000.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize RKR Hess to investigate grant funding sources to breach and remove the Lower Dam and sedimentation for not to exceed \$2,000.

#### D. Brown Street Waterline Replacement Project

- (i) Consideration to authorize RKR Hess to submit extension applications for PennDOT HOP Permits that expire March 17, 2023 at a cost not to exceed \$250.00 plus the PennDOT application fee.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize RKR Hess to submit extension applications for PennDOT HOP Permits that expire March 17, 2023 at a cost not to exceed \$250.00 plus the PennDOT application fee.

#### E. 43 Washington Street Escrow Release

- (i) Consideration to approve the reduction of financial security for 43 Washington Street to \$750.00 as recommended by the Borough Engineer.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the reduction of financial security for 43 Washington Street to \$750.00 as recommended by the Borough Engineer.

#### F. Green Valley Parktown Escrow Reduction

- (i) Consideration to approve the reduction of the Financial Security for required site improvements in the amount of \$462,992.32 leaving the remaining

amount of \$873,202.32 based on the recommendation of the Borough Engineer

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the reduction of the Financial Security for required site improvements in the amount of \$462,992.32 leaving the remaining amount of \$873,202.32 based on the recommendation of the Borough Engineer.

G. Water Plant Update

H. NPDES Permit Status Update

I. WWTP Update

J. Water Meter Replacement Project

K. DRBC Docket Renewal for Groundwater Withdrawals for the Public Water Supply Wells

- (i) Consideration to authorize RKR Hess to prepare and submit the DRBC Docket Renewal Application for Groundwater Withdrawals at a cost not to exceed \$18,000.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize RKR Hess to prepare and submit the DRBC Docket Renewal Application for Groundwater Withdrawals at a cost not to exceed \$18,000.

Crystal Street Improvements Project

- (i) Consideration of a proposal has been received from TPD, the Borough Traffic Engineer, to evaluate the proposed traffic pattern changes and confirm the involvement with PennDOT, if any, in the project. The proposal is being review by the professionals to make a recommendation to Council. The impact of the proposed train station and ADA Access to building on Crystal Street must be considered in the determination of the scope of these projects.

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

## 12. Public Comments – New Business

## 13. 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:

(i) Pick Up the Poconos is Saturday, April 22, 2023.

F. Zoning and Planning Committee:

G. Mayor Victor Brozusky:

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 to authorize advertising for a Borough Manager at a cost not to exceed \$5,000.00.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize advertising for a Borough Manager at a cost not to exceed \$5,000.00.

(ii) IBW Demolition Letter.

(iii) Auditor General Letter Update: BBD to present report on February 21, 2023

(iv) Consideration to approve the BETA PENTATION CORPORATION OF PHI SIGMA KAPPA deed as presented.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the BETA PENTATION CORPORATION OF PHI SIGMA KAPPA deed as presented.

- (v) Consideration to authorize submitting payment request No. 3 for the Brown Street Water Main Project to the Common Wealth Finance Authority in the amount of \$81,603.52.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize submitting payment request No. 3 for the Brown Street Water Main Project to the Common Wealth Finance Authority in the amount of \$81,603.52.

- (vi) Consideration of a request from The Greater Pocono Section, National Council of Negro Women for permission to utilize the Borough Annex parking lot during their monthly meetings on the second Saturday of each month from 11:30 a.m. to 2:30 p.m.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve a request from The Greater Pocono Section, National Council of Negro Women for permission to utilize the Borough Annex parking lot during their monthly meetings on the second Saturday of each month from 11:30 a.m. to 2:30 p.m.

- (vii) Consideration to authorize the advertising of the 2023 Vehicle Request for Proposal as presented.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the advertising of the 2023 Vehicle Request for Proposal as presented.

- (viii) Consideration to approve payment of RKR Hess Invoice No. 117913 for Middle Dam expenses in the amount of \$9,011.91.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve payment of RKR Hess Invoice No. 117913 for Middle Dam expenses in the amount of \$9,011.91.

- (ix) Consideration to authorize a drawdown of the 2021 GO in the amount of \$782,046.34, for RKR Hess invoice No. 117913 and Pioneer Payment request No. 15.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize a drawdown of the 2021 GO in the amount of \$782,046.34, for RKR Hess invoice No. 117913 and Pioneer Payment request No. 15.

- (x) Consideration to authorize Bill Rhodes to review the implications of extending the drawdown period of the 2021 GO Note.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize Bill Rhodes to review the implications of extending the drawdown period of the 2021 GO Note.

- (xi) Consideration to authorize RKR Hess to work with the NRRA engineers for a crossing license for the sanitary sewer.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize RKR Hess to work with the NRRA engineers for a crossing license for the sanitary sewer.

- (xii) Consideration to authorize RKR Hess to develop the meets and bounds for the licensing area for the sanitary sewer crossing at Forge Road.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize RKR Hess to develop the meets and bounds for the licensing area for the sanitary sewer crossing at Forge Road.

- (xiii) Congressman Matt Cartwright Municipal Leaders Conference February 22, 2023 from 6 p.m. to 8 p.m., RSVP.
- (xiv) Consideration to authorize submitting a grant application for the Pocono Mountains Visitors Bureau Beautification Grant. The Grant is a 50/50 grant with a maximum grant amount of \$20,000.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize submitting a grant application for the Pocono Mountains Visitors Bureau Beautification Grant for

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- (xv) Consideration to approve advertising the February 21, 2023 Council meeting to begin at 6:00 p.m.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve advertising the February 21, 2023 Council meeting to begin at 6:00 p.m.

- (xvi) Consideration to advertise and set a Public Hearing for Tuesday, February 21, 2023 at 7:25 p.m., for Ordinance 1400 amending Chapter 134 Solid Waste, Article I, Section 134-3 Prohibited Activities.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to advertise and set a Public Hearing for Tuesday, February 21, 2023 at 7:25 p.m., for Ordinance 1400 amending Chapter 134 Solid Waste, Article I, Section 134-3 Prohibited Activities.

- (xvii) Consideration to approve Core and Main to install the water meters contingent upon approval of the parameters set by the Borough Engineer.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Core and Main to install the water meters contingent upon approval of the parameters set by the Borough Engineer at a cost not to exceed \$602,000.00.

- (xviii) Consideration to ratify the hiring of Dave Oney as a Part Time Parking Enforcement Officer, at an hourly rate of \$16.00.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to ratify the hiring of Dave Oney as a Part Time Parking Enforcement Officer, at an hourly rate of \$16.00.

- (xix) Consideration to authorize the Manager to purchase one service truck and one F550 dump truck for the Maintenance Department and two Ford Rangers, One for the Sewer Department and One for the Water Department from Fred Beans Ford under COSTAR's contract 025-E22-413 at a cost not

to exceed \$205,000. There is \$268,000 budgeted for truck purchases in 2023.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the Manager to Manager to purchase one service truck and one F550 dump truck for the Maintenance Department and two Ford Rangers, One for the Sewer Department and One for the Water Department from Fred Beans Ford under COSTAR's contract 025-E22-413 at a cost not to exceed \$205,000.

- (xx) Consideration to hire Lawrence Meng as a Part-Time Recycling worker at the hourly rate of \$16.00.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to hire Lawrence Meng as a Part-Time Recycling worker at the hourly rate of \$16.00.

- (xxi) Consideration to ratify the hiring of James Doyle as a Full Time Parking Enforcement Officer, at an hourly rate of \$15.00.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to ratify the hiring of James Doyle as a Full Time Parking Enforcement Officer, at an hourly rate of \$15.00.

M. Sonia Wolbert:

- (i) Tim Sanders Letter.
- (ii) Northeast Regional Rail Authority Letter of Support.
- (iii)IBW Meeting.

14. Ratification of Bills Payable through February 7, 2023.

- (i) Approval of Warrant List #230207

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Warrant List #230207 as presented.

15. 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

16. Adjournment

- A. Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to adjourn the meeting; note time \_\_\_\_\_.

**NEXT REGULAR MEETING:** Tuesday, February 21, 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:** Monday, February 27, 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.