

AGENDA FOR REGULAR MEETING  
EAST STROUDSBURG BOROUGH COUNCIL  
TUESDAY, MARCH 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 March 7, 2023 at 6:30 p.m., prior to the start of the Council Meeting. Litigation and personnel matters were discussed.
3. Minutes of February 21, 2023 Council Meeting  
  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the February 21, 2023 Council meeting Minutes.
4. Minutes of February 27, 2023 Council Work Session  
  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the February 27, 2023, Council Work Session Minutes.
5. Exit 308 Project discussion and any action, Alfred Picca and Calvin Ulshafer.
6. Public Comments – Agenda Items
7. SROSRC Report
  - (i) Consideration to enter into negotiations with SROSRC for the Terra Greens property.  
  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to enter into negotiations with SROSRC for the Terra Greens property.
8. Police Report: The SARPD report will be given at the March 21, 2023, meeting.
9. East Stroudsburg Community Alliance Information Item:
10. Engineers' Report: Engineer's report was distributed.
  - A. Middle Dam Update
  - B. Lower Dam
    - (i) Consideration to authorize RKR Hess to prepare the grant application for the Delaware River Watershed Conservation Fund for planning and engineering design to breach and remove the Lower Dam and sedimentation for a cost not to exceed \$3,000.00.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize RKR Hess to prepare the grant application for the Delaware River Watershed Conservation Fund for planning and engineering design to breach and remove the Lower Dam and sedimentation for a cost not to exceed \$3,000.00.

C. Interstate 80 Exit 308 Project

- (i) Consideration to approve a Letter of Understanding for RKR Hess to prepare design plans for the replacement of the water main along a section of Lincoln Ave. to accommodate PennDOT I-80 bridge pier construction at a cost not to exceed \_\_\_\_\_, contingent upon acknowledgement from PennDOT that this cost is eligible for full reimbursement.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve a Letter of Understanding for RKR Hess to prepare design plans for the replacement of the water main along a section of Lincoln Ave., to accommodate Penn DOT I-80 bridge pier construction at a cost not to exceed \_\_\_\_\_, contingent upon acknowledgement from Penn DOT that this cost is eligible for full reimbursement.

D. Brown Street Waterline Replacement Project Update

E. Water Plant Update

F. NPDES Permit Status Update

G. WWTP Update

H. Water Meter Replacement Project

I. 2021 and 2022 CDBG Funds discussion and any action of Borough Council.

- (i) Crystal Street Project

J. Depot Rear Porch discussion and any action.

11. Public Comments – New Business

12. 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) Request a ESU Town and Gown

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.:

N. Manager's Report:

- (i) Consideration to authorize the Borough Manager to work with the Monroe County Land Bank to develop an agreement to purchase a parcel in the Borough subject to ratification.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the Borough Manager to work with the Monroe County Land Bank to develop an agreement to purchase a parcel in the Borough subject to ratification.

- (ii) Consideration to approve advertising and setting a public hearing for a Intermunicipal Liquor License Transfer for Tuesday, March 21, 2023 at 7:20 p.m.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve advertising and setting a public hearing for a Intermunicipal Liquor License Transfer for Tuesday, March 21, 2023 at 7:20 p.m.

- (iii) Consideration to offer Stephen Mcternan the Full-Time Code Manager/Rental Inspector at the rate of \$23.50 an hour, as recommended by the Manager and Zoning Officer.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to offer Stephen Mcternan the Full-Time Code Manager/Rental Inspector at the rate of \$23.50 an hour, as recommended by the Manager and Zoning Officer.

- (iv) Consideration to authorize the purchase of a 2021 Bobcat ZT 3000 Zero-Turn Mower with trading in the 2018 Exmark Lazer z X-Series and the inoperable 2007 Bobcat mower; the total cost is \$4,753.48. This is a budgeted expense

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the purchase of a 2021 Bobcat ZT 3000 Zero-Turn Mower with trading in the 2018 Exmark Lazer z X-Series and the inoperable 2007 Bobcat mower; the total cost is \$4,753.48.

- (v) Consideration to offer Gary Storm the position of Municipal Worker “C” at the probationary hourly rate of \$18.45 as per the current CBA.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to offer Gary Storm the position of Municipal Worker “C” at the probationary hourly rate of \$18.45 as per the current CBA.

- (vi) Consideration to offer John Woodling the position of Municipal Worker “C” at the probationary hourly rate of \$18.45 as per the current CBA.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to offer John Woodling the position of Municipal Worker “C” at the probationary hourly rate of \$18.45 as per the current CBA.

- (vii) Consideration to approve the weed and algae treatment for Zacharias Pond, Gregory’s Pond and the Intake Reservoir by Aquatic Analysts, Inc. at a cost not to exceed \$4,000.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the weed and algae treatment for Zacharias Pond, Gregory’s Pond and the Intake Reservoir by Aquatic Analysts, Inc. at a cost not to exceed \$4,000.

- (viii) Consideration to authorize the manager to submit Blighted Property referral forms for two properties in the Borough.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the manager to submit Blighted Property referral forms for two properties in the Borough.

- (ix) Consideration to accept the proposal from Manko, Gold, Katcher , Fox LLP to work with the Lead WWTP Operator and Manager to review, revise and finalize the Industrial Pretreat Program Rules and Regulations for adoption by the Borough at a cost not to exceed \$\_\_\_\_\_.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the proposal from Manko, Gold, Katcher , Fox LLP to work with the Lead WWTP Operator and Manager to review, revise and finalize the Industrial Pretreat Program Rules and Regulations for adoption by the Borough at a cost not to exceed \$\_\_\_\_\_.

- (x) Consideration to accept Dell Technologies quote for 12 OptiPlex 3000 Micro computers and E2722HS monitors at a cost of \$13,309.92 under COSTAR’s Contract No. 003-E22-603. This is a budgeted item.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize accept Dell Technologies quote for 12 OptiPlex 3000 Micro computers and E2722HS monitors at a cost of \$13,309.92 under COSTAR’s Contract No. 003-E22-603.

- (xi) Consideration to approve the policy for commercial, institutional and industrial water and sewer billing to be completed monthly and shut off notices to be sent after 60 days delinquent.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the policy for commercial, institutional and industrial water and sewer billing to be completed monthly and shut off notices to be sent after 60 days delinquent.

- (xii) Consideration to approve the sale of scrap steel with the funds collected deposited in the Borough General fund.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the sale of scrap steel with the funds collected deposited in the Borough General fund.

- (xiii) Consideration to accept the letter of resignation from Rebecca Smith effective close of business, Friday, March 24, 2023.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to accept the letter of resignation from Rebecca Smith effective close of business, Friday, March 24, 2023.

- (xiv) Consideration to authorize the advertising of the 2023 Vehicle Request for Proposal for the purchase of three parking/codes vehicles.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to authorize the advertising of the 2023 Vehicle Request for Proposal for the purchase of three parking/codes vehicles.

M. Sonia Wolbert:

13. Ratification of Bills Payable through March 7, 2023.

- (i) Approval of Warrant List #230307

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Warrant List #230307 as presented.

14. 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

15. Adjournment

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

NEXT REGULAR MEETING: Tuesday, March 21, 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.

NEXT WORK SESSION/SPECIAL MEETING: Monday, March 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.

NEXT ZONING AND PLANNING COMMITTEE MEETING; Wednesday, March 8, 2023; 5:00 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 COMMUNITY RELATIONS COMMITTEE MEETING; Monday, March 20, 2023; 4:30 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 OPERATIONS COMMITTEE MEETING; Tuesday, February 14, 2023; 5:00 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