

**MINUTES FOR REGULAR MEETING  
EAST STROUDSBURG BOROUGH COUNCIL  
TUESDAY, May 17, 2023 – 7:15PM**

Ms. Wolbert read the 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.

**PRESENT IN PERSON:** Sonia Wolbert; William Reese; Edmund Freeborn; Erika Huber; Maury Molin; Mayor Victor Brozusky; Borough Manager Brian Bond; Interim Borough Manager Butch Frati; Solicitor John Prevoznik; Russ Scott, Borough Engineer of RKR Hess; and Assistant to the Borough Manager, Danielle Decker.

**ABSENT:** Carrie Panepinto

Ms. Wolbert called the meeting to order at 7:15 PM and lead in the Pledge of Allegiance.

**Report on Executive Session:**

The Solicitor reported that an Executive Session was held on May 17, 2023, starting at 6:35PM, prior to the start of the Council Meeting. Ms. Wolbert, Mr. Brozusky, Mr. Reese, Mr. Prevoznik, Mr. Bond, and Mr. Scott were present. Mr. Freeborn left the Executive Session at 6:35PM when legal strategy regarding Middle Dam was discussed and returned at 6:45PM. Mr. Molin joined at 6:51PM and Ms. Huber joined at 7:05PM - personnel matters were discussed. The Executive Session ended at approximately 7:10PM and no decisions were made during the Executive Session.

**April 18, 2023 Council Meeting Minutes:**

A motion was made by Mr. Freeborn and seconded by Mr. Reese to approve the April 18, 2023 Council Meeting Minutes. The motion carried unanimously.

**April 24, 2023 Council Meeting Minutes, continuation of the April 18, 2023 Council Meeting:**

A motion was made by Mr. Freeborn and seconded by Mr. Molin to approve the April 24, 2023 Council Meeting Minutes. The motion carried unanimously.

**May 2, 2023 Council Meeting Minutes:**

A motion was made by Mr. Freeborn and seconded by Mr. Reese to approve the May 2, 2023 Council Meeting Minutes. The motion carried unanimously.

**SROSRC Report:**

Autumn Hawthorne spoke about the MOU regarding Terra Greens. Ms. Hawthorne spoke about the possibility of leasing Terra Greens as a golf course and in the interim to get the mowing completed. Ms. Wolbert spoke about the Bill of Sale for the equipment to the SROSRC.

**SARPD - Police Matters:**

Chief Lyons advised people to lock their vehicles because many unlocked vehicles have been broken into lately and have had items stolen.

Motion made by Mr. Freeborn and seconded by Ms. Huber to table the January, February, March, and April SARPD Reports. Motion passed unanimously.

**East Stroudsburg Community Alliance Information Item:**

Ms. Wolbert announced that the Big Bang Celebration will be held on Saturday, July 1, 2023.

**Engineer's Report:**

**Middle Dam Update:**

Mr. Scott announced the lower and upper wetland areas around the dam have been completed. He further stated that the stabilized auxiliary control walls will be covered over with concrete cap on top of the dam, and the restoration of stream bank below the dam was underway.

**Green Valley Apartments:**

Motion made by Mr. Freeborn and seconded by Mr. Reese to table the request from New GVPT to amend the approved Land Development Plan as presented and to be shown on the as built plans and recorded upon completion of the project. Motion passed unanimously.

**Water Meter Replacement Project:**

Motion made by Mr. Molin and seconded by Mr. Reese to accept the proposal for Borough-wide water meter installation from Core & Main at unit prices based upon Costars pricing with total cost not to exceed \$650,000, contingent upon approval of the installation plan and for it to be forwarded to the Operations Committee for approval. Motion passed unanimously.

**Waste Water Treatment Plant:**

Mr. Scott announced the March Report looked good.

**WWTP NPDES Permit Status Update:**

Mr. Scott announced that they are still trying to locate a lab who can do what type of testing we need and that they received four proposals, but none of them can do every type of testing we need for the permit.

**Water Treatment Plant:**

Mr. Scott announced they met with the water operations group today and they provided a written agreement to the Borough Manager with the recommendation for it to be re-inspected within a year.

**Levee Culvert Project:**

Motion made by Mr. Reese and seconded by Mr. Molin to authorize advertisement of bids for the project with a bid opening date of June 28, 2023. Motion passed unanimously.

**Act 167 Storm Water Ordinance Update:**

Nothing new to add at this time.

**Unaccounted for Water:**

Motion made by Ms. Huber and seconded by Mr. Molin to extend final report to the second Council meeting on June 20, 2023 to include the provision cost, estimated manpower, and equipment. Motion passed unanimously.

**Interstate 80 Exit 308 Project:**

The Borough will need to decide if it wishes PennDOT's Contractor to provide a 24-month Maintenance Bond in the amount of 10% of the utility relocation construction costs, upon completion and acceptance of the Project (estimate to occur at the end of 2026). As this bond is considered a "Betterment", the Borough would bear 100% of the costs to secure this bond, which cost is \$85,000 as bid. Borough must make a decision on this by the Fall of 2025 for budgeting purposes.

Motion made by Mr. Freeborn and seconded by Mr. Reese to accept the Engineer's Report as submitted and to be attached to the minutes. Motion carried unanimously.

**Public Comments – Agenda Items:**

There were no Public Comments.

**REPORTS:****Public Works:**

Mr. Bond announced that the road crew received a certificate of Achievement for their levee work.

A motion was made by Mr. Freeborn and seconded by Mr. Molin to accept the Public Works Report as distributed and to be attached to the minutes. Motion carried unanimously.

**Zoning Report:**

A motion was made by Mr. Molin and seconded by Mr. Freeborn to approve and readvertise the scheduling of the Zoning and Planning Committee Meetings for the second Tuesday of each month at 5PM. Motion passed unanimously.

A motion was made by Mr. Molin and seconded by Ms. Huber to accept the proposed limits of the Prospect/Ridgeway Zoning Boundary Map and Ordinance and to forward them to the MCPC and the Borough Planning Commission as presented. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Mr. Molin to accept the Zoning Report as distributed and to be attached to the minutes. Motion carried unanimously.

**Finance Report:**

A motion was made by Mr. Freeborn and seconded by Ms. Huber to accept the Finance Report as distributed and to be attached to the minutes. Motion carried unanimously.

**Operations Committee:**

A motion was made by Mr. Freeborn and seconded by Mr. Molin to approve and readvertise the scheduling of the Operations Committee Meetings to the second and fourth Wednesday of each month at 5PM. Motion carried unanimously.

**Community Relations Committee:**

Ms. Panepinto announced that the time capsule plaque will be unveiled at 9AM on Saturday, May 27, 2023 with a small celebration following at the Elks.

**Zoning and Planning Committee:**

**Fire Chief's Report:**

Chief Black spoke about the dumpster fire at Brewskie's, another incident of a fire on a stove in residence, and how the rope rescue training had begun.

**Mayor Victor Brozusky:**

Mayor Brozusky spoke about pop-up signs within the Borough and how they are free advertising. Mr. Bond suggested when people see the signs to call the Borough office and then the Borough will notify the businesses to remove the improper signs within 24 hours. Mr. Bond went onto to say if the sign is not removed within the 24 hours, then a citation would be issued.

**Bill Reese:**

Mr. Reese spoke about the number of residents for a zoning classification of a house.

**Ed Freeborn:**

Mr. Freeborn spoke about a down tree in the 3<sup>rd</sup> Ward and also about grease down a culvert.

**Maury Molin:**

Nothing to report.

**Erika Huber:**

Nothing to report.

**Carrie Panepinto:**

Nothing to report.

**Solicitor John Prevoznik, Esq:**

Solicitor Prevoznik asked for a quick Executive Session at the end of the meeting.

**Manager's Report:**

A motion was made by Mr. Freeborn and seconded by Mr. Reese to accept the letter of resignation of Brian S. Bond and removal from the Stroud Area Regional Police Commission, effective June 2, 2023. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Mr. Reese to appoint Sonia Wolbert to the Stroud Area Regional Police Commission with a term ending January 1, 2024. Motion passed unanimously.

A motion was made by Mr. Reese and seconded by Ms. Panepinto to authorize advertising for a full-time Water Department Laborer position at an hourly rate of \$16.00. Motion carried unanimously.

A motion was made by Mr. Freeborn and seconded by Mr. Molin to table the appointment of Danielle Decker as the Borough Secretary. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Huber to table the appointment of Danielle Decker as Assistant treasurer. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Mr. Reese to put the Resolution 9-2023, authorizing the Borough of East Stroudsburg to enter into an Intergovernmental Agreement with Stroudsburg Borough to create a Joint Uniform Construction Code (UCC) Board of Appeals. Motion passed unanimously.

A motion was made by Mr. Molin and seconded by Mr. Reese to forward the updated Utility Collections Policy as presented to the Solicitor and Operations Committee for review. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Huber to accept the letter of resignation from Jayson Cramer as of May 26, 2023. Motion passed unanimously.

A motion was made by Mr. Molin and seconded by Ms. Huber to authorize a drawdown of the 2021 General Obligation (G.O.) Note in the amount of \$6,052.50. Motion passed unanimously.

Motion made by Mr. Freeborn and seconded by Mr. Reese to authorize the Solicitor and Manager to work with the property owners of 214 Washington Street for an agreement to repair the steam culvert. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Mr. Reese to authorize TPD to move forward with the traffic study for Crystal St, Analomink St, Washington St, and North Courtland St. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Mr. Molin to authorize the solicitor to work with Troy Nauman to obtain the title search, including utilities for Eli and Henry Street area. Motion passed unanimously.

**Sonia Wolbert:**

A motion was made by Ms. Wolbert and seconded by Mr. Freeborn to have the Borough Manager, Mr. Bond, put together an overall action item list of outstanding projects, including permit due dates and to work with RKR Hess Engineer and the Solicitor Prevoznik to help complete the action list for it is due to Council by next Friday, May 26, 2023. Motion passed unanimously.

**Public Comments – New Business & Non-Agenda Items:**

Jane Gagliardo of Broad St. spoke about Perry St in regard to the water flow and there being no drainage.

A motion was made by Mr. Freeborn and seconded by Mr. Molin to put Perry St drainage on the next agenda for a study to be done by the engineer. Motion passed unanimously.

**Ratification of Bills Payable through May 16, 2023:**

A motion was made by Mr. Freeborn and seconded by Mr. Molin to approve Warrant List #230516 as presented, except the invoices #11154, #69010, #69011, and #69009 where the back-up is mixed up. Motion carried unanimously.

**Executive Session:**

A motion was made by Mr. Molin and seconded by Ms. Huber to adjourn to Executive Session at 8:35PM. Motion carried unanimously.

A motion was made by Mr. Freeborn and seconded by Mr. Reese to resume the meeting at 8:53PM. Motion carried unanimously.

**Report on Executive Session:**

Solicitor Prevoznik announced that an Executive Session was held at 8:36PM. All members of Council were present during the Executive Session, except Ms. Panepinto. Property negotiations were discussed. Executive Session ended at 8:52PM,

**Adjournment:**

A motion made Ms. Huber and seconded by Mr. Freeborn to continue the May 17, 2023 Regular Council Meeting on Thursday, June 1, 2023 at 7PM and to cancel the Work Session scheduled for Monday, May 22, 2023. Notice of the continuation of the meeting to be posted on the website, Borough Bldg., and Savvy Citizen. Motion passed unanimously at 8:54PM.

**NEXT REGULAR MEETING:** Thursday, June 1, 2023; 7PM 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, June 27, 2023; 7PM 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:** Tuesday, June 13, 2023; 5PM 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, June 5, 2023; 4:30PM 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:** Wednesday, May 24, 2023; 5PM 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.