

**MINUTES FOR THE CONTINUATION OF THE MAY 17, 2023 REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
THURSDAY, JUNE 1, 2023 – 7PM**

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; Edmund Freeborn; Erika Huber; Carrie Panepinto; Borough Manager Brian Bond; Solicitor John Prevoznik; and Assistant to the Borough Manager, Danielle Decker. Mayor Victor Brozusky joined at 7:31PM.

ABSENT: William Reese; Maury Molin; and Russ Scott, Borough Engineer of RKR Hess

Ms. Wolbert called the meeting to order at 7:12PM and led in the Pledge of Allegiance.

A motion was made by Mr. Freeborn and seconded by Ms. Huber to reconvene the meeting at 7:30PM.

Report on Executive Session:

The Solicitor reported that an Executive Session was held on June 1, 2023, starting at 6:45PM, prior to the start of the Council Meeting. Ms. Wolbert, Mr. Freeborn, Ms. Huber, Ms. Panepinto, Mr. Prevoznik, and Mr. Bond were present. Personnel Matters were discussed. The Executive Session ended at approximately 7:10PM and no decisions were made during the Executive Session.

Engineer's Report:

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to accept the Delaware River Basin Commission (DRBC) Renewal Application and remit the fee in the amount of \$17,587.00. Motion passed unanimously.

East Stroudsburg Community Alliance (ECA) Information Item:

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

A motion was made by Mr. Freeborn and seconded by Ms. Huber to approve waiving all special event and food vendor fees, as previously granted in 2022, contingent upon all required bonds and insurance being provided. In addition, ECA is to provide security and clean-up for the event as was done the previous year.

Operations Committee:

Ms. Wolbert announced there were initial interviews conducted by the Interview Committee for the Borough Manager Search this past week.

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to approve weekly Operations Committee Meetings on Wednesdays at 5PM, beginning Wednesday, June 7, 2023 at 5PM, until a Borough Manager has been hired. Motion passed unanimously.

Zoning and Planning Committee:

A motion was made by Ms. Huber and seconded by Mr. Freeborn to forward the School Zoning Ordinance Amendment to the East Stroudsburg Board Planning Commission (ESBPC) and the Monroe County Planning Commission (MCPC), for review and comment as recommended by the Professionals Committee. Motion passed unanimously.

Community Relations Committee:

Nothing to report.

Professionals Committee:

A motion was made by Mr. Freeborn and seconded by Ms. Huber to approve changing the weekly Professionals Committee Meetings from Tuesdays at 8AM to Thursdays at 8AM. Motion passed unanimously.

Mayor Victor Brozusky:

Mayor Brozusky spoke about a hole that had opened up on State St, handicap parking on Normal St. and the Mayor thanked the Borough Staff for contacting Stroudsburg Borough when it accidentally hung a flag upside down.

Carrie Panepinto:

Ms. Panepinto noted that the ceremony held over the Memorial Day Weekend at Veteran's Park was successful.

Maury Molin:

Ms. Wolbert announced on behalf of Mr. Molin that Mr. Molin received complaints by patrons regarding Crystal St.

Ed Freeborn:

Nothing to report.

Erika Huber:

Nothing to report.

Sonia Wolbert:

Nothing to report.

Manager's Report:

A motion was made by Ms. Panepinto and seconded by Ms. Huber to reduce the Fire Escrow for 212 Smith St. from \$33,320.00 to \$27,430.00 and release the sum of \$5,890.00 for payment of E.F. Possinger & Sons, Inc.'s invoice. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Huber for Lee Philips, Foreman of DPW to fill in as interim Public Works Director position at the rate of \$36.05 as an exempt employee. Motion passed unanimously.

A motion was made by Ms. Panepinto and seconded by Ms. Huber to authorize adding Jen Cicalese, Utility Billing Coordinator, to the list of authorized personnel for the clearing bank account in order to transfer credit card payments to the appropriate checking accounts for the Borough. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to accept the letter of resignation from Zachary Hennes as of June 14, 2023 and to approve the advertising, not to exceed \$500 of the job posting for the vacant position. Motion passed unanimously.

Motion made by Mr. Freeborn and seconded by Ms. Panepinto to approve Resolution 9-2023 authorizing the proper officers of the Borough to execute and enter into an Intergovernmental Cooperation Agreement with Stroudsburg Borough to form a Uniform Construction Code (UCC) Joint Board of Appeals, establishing the law firm of Weitzmann, Weitzmann, & Huffman, LLC, at the rate of \$195.00 per hour, and establishing application fees of \$1,000.00, along with obligation to share costs of court stenographer; all contingent on Stroudsburg Borough passing the Intergovernmental Cooperation Agreement at its June 6, 2023 Council Meeting. Motion passed unanimously.

Motion made by Mr. Freeborn and seconded by Ms. Huber to appoint Troy Nauman, Ed Henning, Don Lynch, and confirming Stroudsburg appointee Ryan Possinger to the Joint Uniform Construction Code (UCC) Board of Appeals with notification of appointment to each member in writing via letter.

A motion was made by Ms. Panepinto and seconded by Ms. Huber to approve the request for 30 discounted Family Pool Passes to the Monroe County Housing Authority in the amount of \$82.50 each. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Huber to approve the 2022 engagement Auditor letter from BBD, LLP for the 2022 Audit with no changes from the previous letter in 2021. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to approve the cancellation of Brian Bond's Borough of East Stroudsburg credit card and to obtain credit cards for the Borough of East Stroudsburg in Lee Philips and Danielle Decker's names. Newly obtained credit cards will be held at the Borough's Municipal Building and signed out when needed, as well as execution of the Borough of East Stroudsburg's Credit Card Policy. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Huber for payment of Invoice #20230506735 in the amount of \$5,000.00 to Ballard Spahr, LLP for their research and analysis on potential sale of Borough of East Stroudsburg's water and sewer assets to a new authority. Motion passed unanimously.

Public Comments – New Business & Non-Agenda Items:

There were no comments.

Adjournment:

A motion was made by Ms. Panepinto and seconded by Mr. Freeborn to adjourn the meeting. The motion passed unanimously at 7:45PM.

NEXT REGULAR MEETING: Thursday, June 6, 2023; 7:15PM 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 26, 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, June 7, 2023; 5PM and weekly each Wednesday thereafter 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.