

**AGENDA FOR THE REGULAR  
EAST STROUDSBURG BOROUGH COUNCIL MEETING  
TUESDAY, JULY 18, 2023– 7:15PM**

**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.

1. **Call to Order/Pledge of Allegiance** led by \_\_\_\_\_
2. **Solicitor's Report on Executive Session:**  
The Solicitor reported on the Executive Session that was held on July 18, 2023 starting at \_\_\_\_\_, prior to the start of the Council Meeting.
3. **Minutes of June 20, 2023, Council Meeting:**  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the June 20, 2023 Council Meeting Minutes.
4. **Stroud Region Open Space and Recreation Commission (SROSC) Report:**  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the June 2023 SROSC Report as distributed and attached to the minutes.
5. **Fire Chief's Report:**
6. **Police Report:**
7. **Engineer's Report:**
  - A. Interstate 80, Exit 51 (308) Realignment Project – Utility Impacts  
Consideration to approve PennDOT's contractor to perform manhole lining and repair of Borough Sewer Manhole #235 (STA 222+30, 125 ft. Left) under the conditions of the existing Utility Relocation Reimbursement Agreement, as recommended by the Engineer. The total cost of the repair is \$12,457.87. The Borough's share of the cost of the repair is \$448.48 (3.6%).  
  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve PennDOT's contractor to perform manhole lining and repair of Borough Sewer Manhole #235 (STA 222+30, 125 ft. Left) under the conditions of the existing Utility Relocation Reimbursement Agreement, as recommended by the Engineer. The total cost of the repair is \$12,457.87 and the Borough's share of the cost of the repair is \$448.48 (3.6%).
  - B. Levee Culvert Rehabilitation  
Consideration of approval to 1) issue the Notice of Intent to Award to Standard Pipe Services/Instituform Technologies, LLC in the amount of \$190,000.00 as recommended by the Borough Engineer and 2) issue the Final Award Notice and Execute the Agreement conditional upon favorable review of the contract documents, bonds, and insurance certificates by the Solicitor. The contractor will need to order materials and mobilize as soon as possible to meet the contract completion date.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to issue the Notice of Intent to Award to Standard Pipe Services/Instituform Technologies, LLC in the amount of \$190,000.00 and issue the Final Award Notice and execute the agreement conditional upon favorable review of the contract documents, bonds, and insurance certificates by the Solicitor.

**C. ESU Information Commons Project**

Consideration to invoice East Stroudsburg University (ESU) for 1) the water lost as a result of the pipeline failure, in accordance with the current rate schedule, and 2) for reimbursement of the Borough's labor, material, and professional services' costs in responding to this failure, as recommended by the Engineer.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve to invoice East Stroudsburg University (ESU) the water lost as a result of the pipeline failure, in accordance with the current rate schedule and for reimbursement of the Borough's labor, material, and professional services' costs in responding to this failure.

**8. Public Comments – Agenda items:**

**9. Reports:**

- A. Public Works Report
- B. Zoning Report
- C. Finance Report

**10. Committees:**

- A. Operations Committee
- B. Community Relations Committee

**11. Mayor Victor Brozusky:**

**12. Council Members:**

- A. William Reese
- B. Carrie Panepinto
- C. Maury Molin
- D. Edmund Freeborn
- E. Erika Huber
- F. Sonia Wolbert
- G. Solicitor's Report

**13. Manager's Report:**

- A. Consideration to approve request from RTO of America, LLC for an extension to conduct the first hearing on its Conditional -Use Application to December 31.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve an extension for RTO of America, LLC to conduct the first hearing on its Conditional-Use Application to December 31, 2023 including a waiver of any and all requirements of the Pennsylvania Municipal Planning Code and the East Stroudsburg Borough Code of Ordinances in which to hold a first hearing on said application and all applicable time frames shall run thereafter pursuant to their letter dated July 5, 2023.

- B. Consideration to approve request from RTO of America, LLC for an extension to review its Land Development Plan application to December 31, 2023.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve an extension for RTO of America, LLC to review its Land Development Plan application including a waiver of any and all requirements of the Pennsylvania Municipal Planning Code and the East Stroudsburg Borough Code of Ordinances in which to conduct a first review before Council for its Land Development Plan until December 31, 2023 at which time all other applicable time frames shall run thereafter pursuant to their letter dated July 5, 2023.

- C. Consideration to assign \_\_\_\_\_ as the contact person for PLGIT who may assign permissions to and establish contacts for Brian Bond was the only one who had this ability in the past.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve \_\_\_\_\_ as the contact person for PLGIT who may assign permissions to and establish contacts.

- D. Consideration to approve a budget line item transfer request from line item 432-2210 (Snow Removal) to 455-3720 (Shade Tree Maintenance) in the amount of \$8,000 for the purpose of tree removal.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize a budget line item transfer request from line item 432-2210 (Snow Removal) to 455-3720 (Shade Tree Maintenance) in the amount of \$8,000.

**14. Public Comments – New Business & Non-Agenda items:**

**15. Ratification of Bills Payable through July 6, 2023:**

- A. Approval of Warrant List #230706

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Warrant List #230706, as presented.

**16. Adjournment:**

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

17. **NEXT REGULAR MEETING:** Monday, July 24, 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.
18. **NEXT WORK SESSION/SPECIAL MEETING:** Monday, August 28, 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.
19. **NEXT ZONING AND PLANNING COMMITTEE MEETING:** Tuesday, August 8, 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.
20. **NEXT COMMUNITY RELATIONS COMMITTEE MEETING:** Monday, August 7, 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.
21. **NEXT OPERATIONS COMMITTEE MEETING:** Wednesday, July 26, 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.