

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

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 November 7, 2023 starting at _____, prior to the start of the Council Meeting.
3. **Minutes of October 17 2023, Council Meeting:**
Motion made by _____, seconded by _____, to approve the October 17, 2023 Council Meeting Minutes.
4. **Budget 2024 Presentation**
5. **Stroud Region Open Space and Recreation Commission (SROSRC):**
6. **Engineer's Report:**
 - A. **Brown Street Waterline Replacement:** In light of PennDOT's recent acceptance of the concrete material certifications, the Borough Engineer recommends consideration to release the balance of Application for Payment No. 3 in the amount of \$25,750.00 to Ankiewicz Enterprises, Inc. pertaining to completion of the concrete curb, sidewalk, and ADA Ramps. Furthermore, the Borough Engineer recommends that the Borough apply for reimbursement of this payment under the PA Small Water and Sewer Grant upon release of the funds to the Contractor.

Motion made by _____, seconded by _____, for the Brown Street Waterline Replacement Project the release of Application for Payment No. 3 in the amount of \$25,750.00 to Ankiewicz Enterprises, Inc. that pertains to completion of the concrete curb, sidewalk, and ADA Ramps as recommended by the Borough Engineer.
 - B. **Washington Street Culvert Replacement:** Consideration to authorize RKR Hess to prepare a design, revise easement descriptions, permit applications, and bid specifications for relocation and replacement of the section of the stream culvert under the building at 214 Washington Street at a cost not to exceed \$22,000.00, contingent upon review of the proposal by the Borough Manager. The cost does not include an environmental investigation of the site, if required.

Motion made by _____, seconded by _____, for the Washington Street Culvert Replacement authorizing RKR Hess to prepare a design, revise easement descriptions, permit applications, and bid specifications for relocation and replacement of the section of the stream culvert under the building at 214 Washington Street at a cost not to exceed \$22,000.00, contingent upon review of

the proposal by the Borough Manager. The cost does not include an environmental investigation of the site, if required.

- C. **Moving and Storage Center Zoning Ordinance Amendment:** Consideration for a motion to forward a copy of the proposed Zoning Ordinance amendment to provide a Moving and Storage Center Use to the Monroe County Planning Commission and the East Stroudsburg Commission for review.

Motion made by _____, seconded by _____, to approve forwarding a copy of the proposed Zoning Ordinance Amendment to provide a Moving and Storage Center Use to the Monroe County Planning Commission and the East Stroudsburg Commission for review.

- D. **Zoning Map Amendment:** Consideration to forward a proposal to the Monroe County Planning Commission and the East Stroudsburg Planning Commission for review the proposed amendment of the East Stroudsburg Zoning Map to revise an area approximately 11 acres, including the area between Route 80 and Forge Road from the IM Zoning District to the OM-1 Zoning District at the owner's request.

Motion made by _____, seconded by _____, authorizing forwarding a proposal to the Monroe County Planning Commission and the East Stroudsburg Planning Commission for review the proposed amendment to the East Stroudsburg Zoning Map to revise an area approximately 11 acres, including the area between Route 80 and Forge Road from the IM Zoning District to the OM-1 Zoning District at the owner's request.

- E. **PennDOT King Street Bridge Replacement:** Consideration to authorize RKR Hess to prepare a design, permit applications, PennDOT forms, cost estimates, and draft share agreement exhibits for replacement of watermain attached to the King Street Bridge at a cost not to exceed \$38,000.00, contingent upon review of the proposal by the Borough Manager. As an Incorporated Project, it is anticipated that 75% of the incurred engineering costs will eventually be reimbursed by PennDOT, pursuant to a Cost Share Agreement.

Motion made by _____, seconded by _____, authorizing RKR Hess to prepare a design, permit applications, PennDOT forms, cost estimates, and draft share agreement exhibits for replacement of watermain attached to the King Street Bridge at a cost not to exceed \$38,000.00, contingent upon review of the proposal by the Borough Manager. As an Incorporated Project, it is anticipated that 75% of the incurred engineering costs will eventually be reimbursed by PennDOT, pursuant to a Cost Share Agreement.

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

8. **Reports:**

A. Public Works Report

B. Zoning Report

C. Finance Report

9. Committees:

- A. Operations Committee
- B. Planning and Zoning Committee
- C. Community Relations Committee

10. Mayor Victor Brozusky:

11. Council Members:

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

12. Manager's Report:

- A. Consideration to approve budget line item transfers request from line items 454-7400 (Parks - CAP Purchase/Machinery) for \$3,000.00, 452-7400 (Recreation CAP Purchases) for \$5,000.00, 429-3720 (Sewer Collection System Maintenance) for \$5,000.00, 448-3720 (Water Distribution System Maintenance & Repair) for \$5,000.00 to 455-2460 (Shade Trees Materials & Supplies) in the total amount of \$18,000.00 for the purpose of purchasing a stump grinder for tree removal.

Motion made by _____, seconded by _____, to authorize budget line items transfers from 454-7400 (Parks - CAP Purchase/Machinery) for \$3,000.00, 452-7400 (Recreation CAP Purchases) for \$5,000.00, 429-3720 (Sewer Collection System Maintenance) for \$5,000.00, 448-3720 (Water Distribution System Maintenance & Repair) for \$5,000.00 to 455-2460 (Shade Trees Materials & Supplies) in the total amount of \$18,000.00 for the purpose of purchasing a stump grinder for tree removal.

- B. Consideration to ratify the hiring of Jon Walker as the Maintenance Foreman of Department of Public Works (DPW) at a salary of \$71,261.00, starting on Monday, October 23, 2023.

Motion made by _____, seconded by _____, to ratify the hiring of Jon Walker as the Maintenance Foreman of the Department of Public Works (DPW) at a salary of \$71,261.00, starting on Monday, October 23, 2023.

- C. Consideration to ratify the hiring of Samara Bush as the Zoning/Codes Coordinator at the hourly rate of \$23.00 starting on Monday, November 6, 2023.

Motion made by _____, seconded by _____, to ratify the hiring of Samara Bush as the Zoning/Codes Coordinator at an hourly rate of \$23.00 starting on Monday, November 6, 2023.

- D. Consideration to ratify the hiring of Ryan Philips as Department of Public Works (DPW) Municipal Worker B at an hourly rate of, starting on Monday, October 30, 2023.

Motion made by _____, seconded by _____, to ratify the hiring of Ryan Philips as Department of Public Works Municipal Worker B at an hourly rate of, starting on Monday, October 30, 2023.

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

14. Ratification of Bills Payable:

A. Approval of Warrant List #231107

Motion made by _____, seconded by _____, to approve the Warrant List #231107, as presented.

15. Adjournment:

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

- 16. NEXT REGULAR MEETING:** Tuesday, November 21, 2023; 7:15PM to be held in person and virtually on the East Stroudsburg Virtual Meeting Facebook Page and/or at the East Stroudsburg Borough Municipal Building.

- 17. NEXT WORK SESSION/SPECIAL MEETING:** Monday, November 27, 2023; 7PM to be held in person and virtually on the East Stroudsburg Virtual Meeting Facebook Page and/or at the East Stroudsburg Borough Municipal Building.

- 18. NEXT ZONING AND PLANNING COMMITTEE MEETING:** Tuesday, November 14, 2023; 5PM to be held in person and virtually on the East Stroudsburg Virtual Meeting Facebook Page and/or at the East Stroudsburg Borough Municipal Building.

- 19. NEXT COMMUNITY RELATIONS COMMITTEE MEETING:** Monday, December 4, 2023; 4:30PM to be held in person and virtually on the East Stroudsburg Virtual Meeting Facebook Page and/or at the East Stroudsburg Borough Municipal Building.

- 20. NEXT OPERATIONS COMMITTEE MEETING:** Wednesday, November 15, 2023; 5PM to be held in person and virtually on the East Stroudsburg Virtual Meeting Facebook Page and/or at the East Stroudsburg Borough Municipal Building.