

**MINUTES FOR THE REGULAR MEETING
EAST STROUDSBURG BOROUGH COUNCIL
TUESDAY, SEPTEMBER 19, 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; Edmund Freeborn; Erika Huber; Maury Molin; Carrie Panepinto; William Reese; Mayor Victor Brozusky; Solicitor John Prevoznik; Nate Oiler, Borough Engineer of RKR Hess, Gregg Schuster, Interim Borough Manager, and Assistant to the Borough Manager, Danielle Decker.

ABSENT: No one.

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

Report on Executive Session:

The Solicitor reported that an Executive Session was held on September 19, 2023, starting at 6:30PM, prior to the start of the Council Meeting. Ms. Wolbert, Mr. Freeborn, Ms. Huber, Mr. Molin, Ms. Panepinto, Mr. Schuster, Mr. Brozusky, Mr. Prevoznik, Mr. D'Alessandro, and Ms. Decker were present. Three enforcement actions were discussed as well as any legal propositions behind them. Mr. D'Alessandro left at 6:50PM. One Personnel Matter was discussed and one potential litigation involving a contract matter were discussed. Mr. Freeborn and Ms. Decker left at 7PM. A litigation matter with a contract was discussed. The Executive Session ended at approximately 7:03PM and no decisions were made during the Executive Session.

September 5, 2023 Council Meeting Minutes:

A motion was made by Mr. Molin and seconded by Ms. Panepinto to approve the September 5, 2023 Council Meeting Minutes. The motion passed unanimously.

2022 Audit Presentation:

Auditor Carl Hogan from BBD, LLP gave a presentation on the 2022 Audit. A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to accept the 2022 Audit. The motion passed unanimously.

Fire Chief's Report:

Chief Nate Black gave a report involving a fire at the hardware store and how paperwork was submitted for a Federal Grant this past week for additional protective equipment.

Police Report:

Captain Raymond gave a brief report on updated of the car break-ins and fielded questions from Council and residents involving violence in schools and loud house parties happening within the Borough.

Engineer's Report:

A motion made by Mr. Molin and seconded by Mr. Reese to approve for the Levee Culvert Rehabilitation Project the extensions of the Substantial Completion date to September 26th,

2023 and the Final Completion date to October 6th, 2023, under the Contract, as requested by the Contractor due to the time required for the material delivered to the site. This is a no-cost change order and work is to be completed in the stream prior to October 1st, 2023, as required by the Fish Commission in wild trout water. The motion passed unanimously.

Motion made by Ms. Panepinto and seconded by Mr. Reese to approve the release request of the required improvement security of \$692,920.31 from \$873,202.32 to \$180,282.01 of the required security based on the recommendation of the Borough Engineer. Motion passed unanimously.

Motion made by Mr. Freeborn and seconded by Ms. Huber to approve amending the approved Preliminary/Final Land Development Plan, prepared by Edward B. Walsh & Associates, Inc., last revised August 30th, 2023 for the purpose of revising approved sidewalk locations along Greentree Drive contingent upon:

1. Final design of sidewalk along the western portion of Greentree Drive being established after coordination with PennDOT regarding improvements being made to Greentree Drive.
2. Final design incorporating ADA standards including additional Detectable Warning Surfaces along crosswalks for Greentree Drive and Spring Lane.
3. The replacement of the existing curb west of Spring Lane adjacent to the proposed sidewalk construction.
4. Final design of sidewalk demonstrating offset from existing pavement in the area of the existing drainage easement and storm sewer adequate pedestrian protection in the form of a fence or pedestrian railing being constructed along the steep downgrade to the culvert.
5. All the above being approved by the Borough Engineer and being incorporated into a Final As-Built Plan submitted to Council for approval to be recorded no later than the recording of the As-Built plan approved by the Monroe County Conservation District for closeout of the NPDES Permit.

The motion passed unanimously.

Public Comments – Agenda Items: None.

Public Works Report:

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

Zoning Report:

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

Finance Report:

A motion was made by Mr. Reese and seconded by Mr. Freeborn to table the acceptance of the Finance Report for it was not distributed. Motion carried unanimously.

Operations Committee: Nothing to report.

Zoning and Planning Committee:

Mr. Oiler gave a brief update on the commercial property located at Prospect and Ridgeway.

Community Relations Committee:

Ms. Panepinto announced there was no meeting. Mr. Molin added they are working on the planters. Ms. Panepinto asked Council for projects for the committee to work on going forward and Ms. Wolbert suggested about an RSVP on any open planters, communication and social media policy, and the holiday tree.

Mayor Victor Brozusky:

Mayor Brozusky inquired about everything being ready for leaf pick-up this year and added that the water line by the hospital is messing up the traffic patterns in that area.

Bill Reese:

Mr. Reese spoke about noticing a lot of weeds on lower Washington St.

Carrie Panepinto:

Ms. Panepinto spoke about large craters/potholes on the road on East Broad Street.

Maury Molin:

Mr. Molin spoke about an increase in yard sales within the Borough and how the signs that are put up are staying up for a very long time after the yard sales took place. Mr. Molin spoke about the number of deer that has increased around the Borough. Mr. Molin also inquired about moving some of the trash cans on Crystal Street that are not being utilized to a place that is being over utilized.

Ed Freeborn:

Mr. Freeborn announced that the Monroe County's Control Center recently had a failure of their systems and equipment.

Erika Huber:

Ms. Huber inquired about the car wash on N Courtland Street.

Sonia Wolbert:

Ms. Wolbert spoke about John Weisgarver passing away and when his services were being held. Ms. Wolbert congratulated Mr. Molin for receiving the George Thompson, Jr. Award from East Stroudsburg University (ESU). Ms. Wolbert announced that SARPD and SROSRC are working on their budgets.

Solicitor's Report:

Mr. Prevoznik asked for the ratification of the new appointee to the UCC Board of Appeals. A motion was made by Mr. Molin and seconded by Mr. Freeborn to ratify Nate Oiler to be appointed to the UCC Board of Appeals for Stroudsburg and East Stroudsburg Boroughs. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to change the conditionally offer employment as Borough Manager to Jayme Naberezny to commence on October 2, 2023, instead of already approved date of September 20, 2023 pursuant to the terms and conditions outlined in the July 12, 2023 conditional offer of employment letter, which conditions of approval are: 1)a satisfactory background check to include verification of employment and references, credit check, criminal background check, driving history, and

child abuse clearance; 2) ability to be bonded; and 3) establishing residency within 25 miles of the Borough within three months of employment. Motion passed unanimously.

Manager's Report:

A motion was made by Ms. Panepinto and seconded by Mr. Molin to approve the 2024 Non-Uniformed Defined Contribution MMO in the amount of \$62,005.00. Motion passed unanimously.

A motion was made by Ms. Panepinto and seconded by Mr. Reese to approve the 2024 Non-Uniformed Defined Benefit MMO in the amount of \$193,071.00. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Huber to approve Resolution 15-2023 appointing the Borough Manager as the Chief Administrative Officer (CAO) for the Borough's Non-Uniformed Pension Plans. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Mr. Reese to ratify the hiring of Lee Philips as the Public Works Director at an annual salary of \$95,000 and a total of five weeks vacation annually (25 days), starting September 11, 2023. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to ratify the hiring of William Miller as the Distribution Supervisor at an annual salary of \$65,000.00, starting on September 11, 2023. Motion passed unanimously.

Public Comments – New Business & Non-Agenda Items:

Bruce Smith of North Green Street inquired about UGI paving and whether they are going to fix the road they tore up. Mr. Smith also commented on garbage cans stacking up again.

Jane Gagliardo of West Broad Street inquired about an update on Perry Street and about who owns alleyways/access roads in the Borough. Ms. Gagliardo asked about Buttonwood Court being privately owned in regard to codes violations and the property where the new Starbucks is going to be located.

Ms. Wolbert asked for authorization for President of Council to sign a letter of support for SARPD to get a grant in order to obtain another vehicle. A motion was made by Mr. Freeborn and seconded by Mr. Molin authorizing President of Council to sign the letter of support for the SARPD to get a grant to obtain another vehicle. Motion passed unanimously.

Ratification of Bills Payable:

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to table Warrant list #230919 for it was not presented. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Mr. Molin to pay the bills before the next meeting and that they are to be ratified at the next Council Meeting. Motion passed unanimously.

Adjournment:

A motion was made by Ms. Panepinto and seconded by Ms. Huber to adjourn the meeting at 8:23PM. Motion passed unanimously.