

**AGENDA FOR THE REGULAR  
EAST STROUDSBURG BOROUGH COUNCIL MEETING  
TUESDAY, NOVEMBER 21, 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. Read Aloud By: \_\_\_\_\_

1. **Call to Order at:** \_\_\_\_\_ **Pledge of Allegiance led by:** \_\_\_\_\_

2. **Solicitor's Report on Executive Session:**

The Solicitor reported on the Executive Session that was held on November 21, 2023 starting at \_\_\_\_\_, prior to the start of the Council Meeting.

3. **Minutes of November 7, 2023, Council Meeting:**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to table the November 7, 2023 Council Meeting Minutes.

4. **Minutes of November 14, 2023, Council Work Session/Special Meeting:**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to table the November 14, 2023 Council Work Session/Special Meeting Minutes.

5. **Monroe County Control Center:** Gary Hoffman, Director of Communications

6. **Stroud Region Open Space and Recreation Commission (SROSRC) October 2023 Reports:**

7. **Fire Chief's Report:**

8. **Police (SARPD) September Report:**

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

10. **Engineer's Report:**

**A. Middle Dam Rehabilitation and New Water Supply Intake Line:**

- i. Consideration to approve Payment Application No. 22 in the amount of \$16,165.16 to Pioneer Construction Co. Inc. for work completed thorough July 31, 2023, as recommended by the Engineer. There is no increase in contract time associated with the approval of this Payment Application.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Payment Application No. 22 in the amount of \$16,165.16 to Pioneer Construction Co. Inc. for work completed thorough July 31, 2023, as recommended by the Engineer. There is no increase in contract time associated with the approval of this Payment Application.

- ii. Consideration to approve Payment Application No. 23 in the amount of \$20,964.20 to Pioneer Construction Co. Inc. for work completed thorough August 31, 2023, as recommended by the Engineer. There is no increase in contract time associated with the approval of this Payment Application.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Payment Application No. 23 in the amount of \$20,964.20 to Pioneer Construction Co. Inc. for work completed thorough August 31, 2023, as recommended by the Engineer. There is no increase in contract time associated with the approval of this Payment Application.

**B. Brown Street Waterline Replacement Project:**

- i. Consideration to authorize for the Brown Street Waterline Replacement Project to place Contractor's performance bond surety company on notice of the Contractor's failure to satisfy its obligations under the contract

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize for the Brown Street Waterline Replacement Project to place Contractor's performance bond surety company on notice of the Contractor's failure to satisfy its obligations under the contract

**C. Moving and Storage Center Zoning Ordinance Amendment:**

- i. Consideration to authorize forwarding a copy of the proposed Zoning Ordinance Amendment to provide for a Moving and Storage Center Use to the Monroe County Planning Commission and the East Stroudsburg Planning Commission for review.

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

**D. Zoning Map Amendment:**

- i. Consideration to authorize forwarding 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. Zoning map clarifications are documented as well to update the zoning map for previous zoning map revisions.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize forwarding 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. Zoning map clarifications are documented as well to update the zoning map for previous zoning map revisions.

**E. 2021 Community Development Block Grant (CDBG) Funding Applications:**

- i. Consideration to authorize RKR Hess to proceed with the design, bidding, and construction administration of the Broad Street ADA and Pavement Improvements Project with an engineering budget not to exceed \$25,000.00.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize RKR Hess to proceed with the design, bidding, and construction administration of the Broad Street ADA and Pavement Improvements Project with an engineering budget not to exceed \$25,000.00.

**F. Crystal Street Improvements Project:**

- i. Consideration of a motion to authorize TPD to submit the Crystal Street Sketch Plan showing a one-way traffic pattern on Crystal Street and the closing of North Crystal Street at the intersection with North Courtland Street to PennDOT for comment and confirmation of PennDOT requirements for the proposed project, if any.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize TPD to submit the Crystal Street Sketch Plan showing a one-way traffic pattern on Crystal Street and the closing of North Crystal Street at the intersection with North Courtland Street to PennDOT for comment and confirmation of PennDOT requirements for the proposed project, if any.

**G. WWTP TRE Study/Copper Limits:**

- i. Consideration to request from PADEP an eighteen (18) month extension of the Pilot Study Program, based upon the positive effect of the program in reducing Copper concentrations in the effluent.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to request from PADEP an eighteen (18) month extension of the Pilot Study Program, based upon the positive effect of the program in reducing Copper concentrations in the effluent.

**H. Water System Leak Detection Program:**

- i. Consideration for RKR Hess to prepare and submit the Annual Unaccounted for Water Report to DEP for the previous year (2022) with measures taken in 2023 at a cost not to exceed \$3,500.00.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize RKR Hess to prepare and submit the Annual Unaccounted for Water Report to DEP for the previous year (2022) with measures taken in 2023 at a cost not to exceed \$3,500.00.

**I. PennDOT King Street Bridge Replacement – Utility Impacts:**

- i. Consideration to authorize RKR Hess to prepare a design, permit applications, PennDOT forms, technical specifications, cost estimates and draft cost share agreement exhibits for replacement the watermain attached to the King St. Bridge at a cost not to exceed \$34,000, 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. PennDOT proposes to close the road to traffic and replace the bridge between June 1 and August 1, 2024.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize RKR Hess to prepare a design, permit applications, PennDOT forms, technical specifications, cost estimates and draft cost share agreement

exhibits for replacement the watermain attached to the King St. Bridge at a cost not to exceed \$34,000, 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. PennDOT proposes to close the road to traffic and replace the bridge between June 1 and August 1, 2024.

**J. Perry Street and Pearl Street:**

- i. Consideration of a motion to authorize RKR Hess to proceed with the design, bidding and construction administration of the Perry and Pearl Street Paving and ADA Ramp Improvements project with an engineering budget not to exceed \$25,000.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize RKR Hess to proceed with the design, bidding and construction administration of the Perry and Pearl Street Paving and ADA Ramp Improvements project with an engineering budget not to exceed \$25,000.

**K. PennDOT North Courtland Street Paving Project:**

- i. Consider a motion to forward comments on the SR 2021 Sec M89 PennDOT Paving Project to PennDOT as drafted by TPD.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve forward comments on the SR 2021 Dec M89 PennDOT Paving Project to PennDOT as drafted by TPD.

**11. Reports:**

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

**12. Committees:**

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

**13. Mayor Victor Brozusky:**

**14. Council Members:**

- A. William Reese
- B. Carrie Panepinto
- C. Maury Molin
- D. Edmund Freeborn
- E. Erika Huber

F. Sonia Wolbert

G. Solicitor's Report

**15. Manager's Report:**

- A. Consideration to approve the Our Lady of Guadalupe Procession for the Hispanic Community of the Church of Saint Matthew on Sunday, December 10, 2023, starting at 1PM.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Our Lady of Guadalupe Procession for the Hispanic Community Church of Saint Matthew on Sunday, December 10, 2023, with proper insurance and coordination of police.

- B. Consideration to approve the Our Lady of the Cloud for Saint Matthew's Catholic Church on Monday, January 1, 2023, starting at 1PM.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Our Lady of the Cloud for Saint Matthew's Catholic Church on Monday, January 1, 2023, starting at 11AM with proper insurance and coordination of police.

- C. Consideration to approve the purchase of a 2023 Ford F-250 Truck at the Co-Stars price of \$49,940.00 that replaces the 2008 GMC Truck, which has a blown turbo for the Twin Boroughs Recycling Center, as recommended by the Recycling Committee. The purchase would come out of the Recycling Center's Budget.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve purchasing a 2023 Ford F-250 Truck at the Co-Stars price of \$49,940.00 that replaces the 2008 GMC Truck, which has a blown turbo for the Twin Boroughs Recycling Center, as recommended by the Recycling Committee. The purchase would come out of the Recycling Center's Budget.

- D. Consideration to approve the paid application for Residential Handicap Parking Zone in proximity to 13 Taylor Street, East Stroudsburg, PA 18301 that is subject to any and all standard parking and/or snow emergency regulations in effect for the street.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the paid application for Residential Handicap Parking Zone in proximity 13 Taylor Street, East Stroudsburg, PA 18301 that is subject to any and all standard parking and/or snow emergency regulations in effect for the street.

- E. Consideration to authorize a drawdown of the 2021 General Obligation (G.O.) Note in the amount of \$75,772.18.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize a drawdown of the 2021 General Obligation (G.O.) Note in the amount of \$75,772.18.

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

**17. Ratification of Bills Payable:**

A. Approval of Warrant List #231121

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Warrant List #231121 as presented.

**18. Adjournment:**

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

**19. NEXT REGULAR MEETING:** Tuesday, December 5, 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.

**20. 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.

**21. NEXT ZONING AND PLANNING COMMITTEE MEETING:** Tuesday, December 12, 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.

**22. 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.

**23. NEXT OPERATIONS COMMITTEE MEETING:** Wednesday, December 13, 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.