

**AGENDA FOR THE REGULAR  
EAST STROUDSBURG BOROUGH COUNCIL MEETING  
THURSDAY, FEBRUARY 8, 2024– 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 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 February 8, 2024 starting at \_\_\_\_\_, prior to the start of the Council Meeting.
3. **Minutes of January 16, 2024, Council Regular Meeting:**  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the January 16, 2024 Council Regular Meeting Minutes.
4. **Minutes of January 22, 2024, Council Work Session/Special Business Meeting:**  
Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the January 22, 2024 Council Work Session/Special Business Meeting Minutes.
5. **Public Comments – Agenda items:**
6. **Stroud Region Open Space and Recreation Commission (SROSC):** January 2024 reports distributed via email
7. **Fire Chief’s Report:** distributed via email
8. **Engineer’s Report:** distributed via email
  - A. **Middle Dam Rehabilitation and New Water Supply Intake Line**
    - i. Consideration to approve Payment Application No. 25 in the amount of \$6,238.52 to Pioneer Construction Co., Inc. for work completed through December 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. 25 in the amount of \$6,238.52 to Pioneer Construction Co., Inc. for work completed through December 31, 2023, as recommended by the Engineer. There is no increase in Contract time associated with the approval of this Payment Application.
  - B. **MS4 Stormwater Requirements**
    - i. Consideration for a motion for RKR Hess to prepare the schematic design, construction budget and proposed easement document to present to the East Stroudsburg School District to obtain the authorizations needed to proceed with the detailed design and preparation of permit applications to perform stabilization

of the stream bank to meet the goals of the East Stroudsburg Borough Pollution Reduction Plan (PRP) required for the MS4 permit. The cost of engineering services based on a time and expense basis at Borough rates shall not exceed \$6,000.00 for this portion of the design scope.

- ii. Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize RKR Hess to prepare the schematic design, construction budget and proposed easement document to present to the East Stroudsburg School District to obtain the authorizations needed to proceed with the detailed design and preparation of permit applications to perform stabilization of the stream bank to meet the goals of the East Stroudsburg Borough Pollution Reduction Plan (PRP) required for the MS4 permit. The cost of engineering services based on a time and expense basis at Borough rates shall not exceed \$6,000.00 for this portion of the design scope.

**C. 2023 Joint Municipal Landfills Monitoring**

- i. Consideration to authorize RKR Hess, a Division of UTRS, Inc. to proceed with the 2024 Joint Municipal Landfills Monitoring and Reporting at a cost not to exceed \$19,950.00, plus reimbursables, contingent upon the approval of Stroudsburg Borough and Stroud Township to share in 1/3 of these expenses each. This proposal amount is unchanged from the 2023 authorization.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize RKR Hess, a Division of UTRS, Inc. to proceed with the 2024 Joint Municipal Landfills Monitoring and Reporting at a cost not to exceed \$19,950.00, plus reimbursables, contingent upon the approval of Stroudsburg Borough and Stroud Township to share in 1/3 of these expenses each. This proposal amount is unchanged from the 2023 authorization.

**D. Moving and Storage Center Zoning Ordinance Amendment**

- i. Consideration for a motion to move forward the updated Zoning Ordinance, Attachment 1, "Table of Use Regulations" and proposed ordinance to the East Stroudsburg Borough Planning Commission and the Monroe County Planning Commission for comment.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve a motion to move forward the updated Zoning Ordinance, Attachment 1, "Table of Use Regulations" and proposed ordinance to the East Stroudsburg Borough Planning Commission and the Monroe County Planning Commission for comment.

**E. Event Center Ordinance Zoning Ordinance Revision**

- i. Consideration to forward the proposed zoning amendment for Event Centers to the East Stroudsburg Planning Commission and the Monroe County Planning Commission for review and comment.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to forward the proposed zoning amendment for Event Centers to the East Stroudsburg Planning Commission and the Monroe County Planning Commission for review and comment.

**F. Commercial Residential Zoning District Zoning Ordinance (Prospect/Ridgeway)**

- i. Consideration to advertise for a Zoning and Planning Committee (ZAP) Meeting on February 29<sup>th</sup>, 2024 at 6PM.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve advertising for a Zoning and Planning Committee (ZAP) Meeting on February 29<sup>th</sup>, 2024 at 6PM.

**G. 2021 (CDBG) East Broad Street Paving and ADA Ramp Project**

- i. Consideration to authorize bidding for the East Broad Street Paving and ADA Ramp Project.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize bidding for the East Broad Street Paving and ADA Ramp Project.

**H. Tidal Wave Auto Spa – 705 Milford Road Sewage Planning**

- i. Consideration to accept at the Applicants request to withdraw the Land Development Application submitted to the Borough.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept at the Applicants request to withdraw the Land Development Application submitted to the Borough.

**I. Elm Street Paving Project**

- i. Consideration to authorize bidding and post the advertisement of bids for the Elm Street Paving Project.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize bidding and post the advertisement of bids for the Elm Street Paving Project.

**9. Reports:**

**A. Public Works Report:** distributed via email

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Public Works Report as distributed and attach to the minutes.

**B. Zoning Report:** distributed via email

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Zoning Report as distributed and attach to the minutes.

**C. Finance Report:** distributed via email

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the unaudited Finance Report as distributed and attach to the minutes.

**10. Committees:**

A. Operations Committee:

B. Zoning and Planning Committee: no meeting

C. Community Relations Committee:

**11. Correspondence:**

A. FEMA Region 3 Levee – letter dated 2.7.24

B. Renaming of Sambo Creek – email

**12. Mayor Victor Brozusky:**

**13. Council Members:**

A. Carrie Panepinto

- B. Paul Shemansky
- C. Edmund Freeborn
- D. Jane Gagliardo
- E. Erika Huber
- F. Sonia Wolbert
- G. Solicitor's Report

**14. Manager's Report:**

- A. Consideration to approve Resolution 5-2024 appointing the Borough Manager and Assistant to Borough Manager as the contacts for Berkheimer of Bangor, PA in regard to local tax information.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Resolution 5-2024 appointing the Borough Manager and Assistant to Borough Manager as the contacts for Berkheimer of Bangor, PA in regard to local tax information.

- B. Consideration to approve Distribution Assistant Job Description and advertising for position, not to exceed \$300.00.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Distribution Assistant Job Description and advertising for position, not to exceed \$300.00.

- C. Consideration to approve advertising for Twin Boroughs Recycling Manager, not to exceed \$500.00.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve advertising for Twin Boroughs Recycling Manager, not to exceed \$500.00.

- D. Consideration to authorize a drawdown of the 2021 General Obligation (G.O.) Note in the amount of \$17,045.06.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize a drawdown of the 2021 General Obligation (G.O.) Note in the amount of \$17,045.06.

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

**16. Ratification of Bills Payable:**

- A. Approval of Warrant List #240208

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Warrant List #240208 as presented.

**17. Adjournment:**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn the meeting at \_\_\_\_\_.

**NEXT COUNCIL WORK SESSION/SPECIAL MEETING:** Monday, February 26, 2024 at 7PM to be held in person and virtually on the East Stroudsburg Borough Facebook Page and/or at the East Stroudsburg Borough Municipal Building.

**NEXT COUNCIL REGULAR MEETING:** Tuesday, February 20, 2024 at 7:15PM to be held in person and virtually on the East Stroudsburg Borough Facebook Page and/or at the East Stroudsburg Borough Municipal Building.

**NEXT COMMUNITY RELATIONS COMMITTEE MEETING:** Monday, March 4, 2024 at 5PM to be held in person and virtually on the East Stroudsburg Borough Facebook Page and/or at the East Stroudsburg Borough Municipal Building.

**NEXT OPERATIONS COMMITTEE MEETING:** Wednesday, February 14, 2024 at 5PM to be held in person and virtually on the East Stroudsburg Borough Facebook Page and/or at the East Stroudsburg Borough Municipal Building.

**NEXT ZONING AND PLANNING COMMITTEE MEETING:** Thursday, February 29, 2024 at 6PM to be held in person and virtually on the East Stroudsburg Borough Facebook Page and/or at the East Stroudsburg Borough Municipal Building.