

**MINUTES FOR THE WORK SESSION/SPECIAL BUSINESS MEETING
EAST STROUDSBURG BOROUGH COUNCIL
MONDAY, JANUARY 22, 2024 – 7PM**

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 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; Carrie Panepinto; Erika Huber via Webex; Jane Gagliardo; Paul Shemansky; Solicitor John Prevoznik; Russ Scott, Borough Engineer of RKR Hess, Jayme Naberezny, Borough Manager, and Assistant to Borough Manager, Danielle Decker.

ABSENT: Mayor Victor Brozusky;

Ms. Wolbert called the meeting to order at 7:02PM and lead in the Pledge of Allegiance.

Public Comments – Agenda Items: There were no public comments.

MS4 Stormwater Requirements (ESASD Streambank Stabilization): A motion was made by Ms. Panepinto and seconded by Mr. Freeborn to table, authorizing RKR Hess to prepare the schematic design, construction budget and a proposed easement document to present to the East Stroudsburg Area School District (ESASD) to obtain the authorizations needed to proceed with the detailed design and preparation of permit applications to perform stabilization of the streambank 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. Motion passed unanimously.

PennDOT North Courtland Street Paving Project: There were discussions regarding Borough's responses that are needed to the PennDOT letter dated January 10, 2024. The feedback from the discussions were that there would be non-decorative crosswalks. Also discussed were locations for crosswalks on North Courtland Street, 2nd Street, 3rd Street, and some near Zacharia's Pond. Other discussions involved noise and whether night work would be permitted, depending upon the time of the year the project is going to take place. Engineer would be reaching back out to PennDOT to gather more information.

Table of Use Draft Ordinance for Moving and Storage Ordinance #1402-24: A motion was made by Ms. Panepinto and seconded by Mr. Shemansky to approve forwarding the January 19, 2024 draft of the Table of Use Ordinance, to include the school Ordinance from September 2023, to the East Stroudsburg Planning Commission and the Monroe County Planning Commission for review and comment. Motion passed unanimously.

Abandoned Stormwater Line between Analomink Street and Green Street: A motion was made by Mr. Freeborn and seconded by Ms. Gagliardo to authorize the Borough Engineer and the Borough Solicitor to work with Public Works Director, Lee Philips in regard to ownership and responsibility for an abandoned stormwater line between Analomink Street and Green Street. Motion passed unanimously.

Recycling Brochure: A motion was made by Ms. Panepinto and seconded by Mr. Shemansky to approve the 2024 Recycling Brochure with one advertised Clean-Up Day. Motion passed unanimously.

Interim Manager Final Borough Evaluation, Organizational Chart review, Finance Director Job Description, Suburban Ambulance Call Data and Financial Reports, Borough Planning/2024 Goals: A motion was made by Ms. Panepinto and seconded by Mr. Freeborn to table Interim Manager Final Borough Evaluation, Organizational Chart Review, Finance Director Job Description, Suburban Ambulance Call Data and Financial Reports, and Borough Planning/2024 Goals to the next Work Session on February 26, 2024. Motion passed unanimously.

Public Comments – New Business & Non-Agenda Items: There were no Public Comments.

Ratification of Bills Payable: A motion was made by Mr. Freeborn and seconded by Ms. Gagliardo to approve Warrant List #240116 as presented. Motion passed unanimously.

Zoning Hearing Board Update: Solicitor Prevoznik gave an update on 110 Brown Street, that the stipulation was accepted by the Zoning Hearing Board and the Zoning Officer can issue non-conforming certificates for the property, as long as all seven requirements are being met.

Executive Session: A motion was made by Mr. Freeborn and seconded by Ms. Gagliardo to go into Executive Session at 7:25PM. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Gagliardo to resume the Work Session Special Business Meeting of Borough Council at 8:16PM.

Report on Executive Session: The Solicitor reported that an Executive Session was held on January 22, 2024, starting at 7:25PM. Ms. Wolbert, Ms. Panepinto, Mr. Freeborn, Ms. Huber - virtually, Ms. Gagliardo, Mr. Shemansky, Borough Engineer, Russ Scott, Public Works Director, Lee Philips and Borough Manager, Jayme Naberezny were all present. A contractual dispute regarding paving work was discussed. Mr. Scott and Mr. Philips left the meeting at 7:38PM. Union negotiations were discussed. Ms. Naberezny left the meeting at 8:15PM. Some personnel matters were discussed. Ms. Naberezny returned at 8:16PM. No decisions were made during the Executive Session. Executive Session ended at approximately 8:16PM.

A motion was made by Ms. Panepinto and seconded by Mr. Shemansky to accept the Letter of Resignation from the Borough Manager, effective on or before March 1, 2024, depending whether an Interim Manager may be found before then. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Gagliardo to place on the agenda a motion to advertise for a Borough Manager, since this came about today, and it is time sensitive. Motion passed unanimously.

A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to approve to advertise for a Borough Manager, not to exceed \$5,000.00. Motion passed unanimously.

Adjournment:

A motion was made by Ms. Panepinto and seconded by Mr. Freeborn to adjourn the meeting at 8:22PM. Motion passed unanimously.