

**AGENDA FOR THE REGULAR
EAST STROUDSBURG BOROUGH COUNCIL MEETING
TUESDAY, MARCH 19, 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 March 19, 2024 starting at _____, prior to the start of the Council Meeting.

3. **Table Minutes of March 5, 2024, Council Regular Meeting:**
Motion made by _____, seconded by _____, to table the March 5, 2024 Council Regular Meeting Minutes.

4. **Table Minutes of March 12, 2024, Council Special Business Meeting:**
Motion made by _____, seconded by _____, to table the March 12, 2024 Council Special Business Meeting Minutes.

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

6. **East Stroudsburg Community Alliance (ECA): Big Bang Event**
 - A. Consideration to approve the Big Bang Event for Saturday, June 29, 2024, contingent upon all fees and proper insurance documents being received.

Motion made by _____, seconded by _____, to approve the Big Bang Event for Saturday, June 29, 2024, contingent upon all fees and proper insurance documents being received.

 - B. Consideration to approve ECA’s request to close Crystal Street, from Analomink Street to _____ Street, on Saturday, June 29, 2024 from _____ to 10PM for the Big Bang Event.

Motion made by _____, seconded by _____, to approve ECA’s request to close Crystal Street, from Analomink Street to _____ Street, on Saturday, June 29, 2024 from _____ to 10PM for the Big Bang Event.

 - C. Consideration to approve the Special Event Open Container Permit for Saturday, June 29, 2024, contingent upon all forms, fees, and proper insurance documents being received.

Motion made by _____, seconded by _____, to approve the Special Event Open Container Permit for Saturday, June 29, 2024, contingent upon all forms, fees, and proper insurance documents being received.

7. **Fire Report:**

8. **Police Report:**

9. **Engineer's Report:** distributed via email

A. **WTP Chemical Bid:**

- i. Consideration to award the contract for the Water Treatment Plant Chemical Item #9 – Polyaluminum Chloride to the lowest responsive bidder, Holland Company, Inc. in the amount of \$3.92 per gallon for a total anticipated extended cost of \$39,200.00 for Year 1 of the contract as recommended by the Borough Engineer.

Motion made by _____, seconded by _____, to award the contract for the Water Treatment Plant Chemical Item #9 – Polyaluminum Chloride to the lowest responsive bidder, Holland Company, Inc. in the amount of \$3.92 per gallon for a total anticipated extended cost of \$39,200.00 for Year 1 of the contract as recommended by the Borough Engineer.

B. **Middle Dam Wetlands Mitigation:**

- i. Consideration to authorize Sparnon Wetland Services, Inc. to perform the Second (Spring/Summer) and Third (Fall) wetlands monitoring events and prepare the monitoring report for \$3,750.00 for each event for a total of \$7,500.00.

Motion made by _____, seconded by _____, to authorize Sparnon Wetland Services, Inc. to perform the Second (Spring/Summer) and Third (Fall) wetlands monitoring events and prepare the monitoring report for \$3,750.00 for each event for a total of \$7,500.00.

- ii. Consideration to authorize RKR Hess to coordinate the wetland mitigation monitoring events in 2024 and submit the report to PA DEP Dam Safety for \$1,000.00.

Motion made by _____, seconded by _____, authorize RKR Hess to coordinate the wetland mitigation monitoring events in 2024 and submit the report to PA DEP Dam Safety for \$1,000.00.

10. **Reports:**

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

Motion made by _____, seconded by _____, to accept the Public Works Report as distributed and attach to the minutes.

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

Motion made by _____, seconded by _____, to accept the Zoning Report as distributed and attach to the minutes.

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

Motion made by _____, seconded by _____, to accept the unaudited Finance Report as distributed and attach to the minutes.

11. **Committees:**

A. Operations Committee – no meeting

B. Zoning and Planning Committee – no meeting

C. Community Relations Committee

12. **Correspondence:**

13. **Mayor Victor Brozusky:**

14. **Council Members:**

- A. Carrie Panepinto
- B. Edmund Freeborn
- C. Jane Gagliardo
- D. Paul Shemansky
- E. Erika Huber
- F. Sonia Wolbert
- G. Solicitor’s Report
Status of Right-to-Know Request and any Action

15. **Manager’s Report:**

- A. Consideration to approve participation in the Monroe County Consortium for the renewal of the Blue Ridge Cable Franchise Agreement and the authorization for Borough Manager to sign engagement letter to the Cohen Law Group for an amount not to exceed \$8,000.00 to work on the renewal of the Blue Ridge Cable Franchise Agreement.

Motion made by _____, seconded by _____, to approve participation in the Monroe County Consortium for the renewal of the Blue Ridge Cable Franchise Agreement and the authorization for Borough Manager to sign engagement letter to the Cohen Law Group for an amount not to exceed \$8,000.00 to work on the renewal of the Blue Ridge Cable Franchise Agreement.

- B. Consideration to approve Resolution 6-2024 that extends the 2021 General Obligation (G.O.) Note for the Middle Dam.

Motion made by _____, seconded by _____, to approve Resolution 6-2024 that extends the 2021 General Obligation (G.O.) Note for the Middle Dam.

- C. Consideration to authorize Glace Associates, Inc. to perform for the Wastewater Treatment Plant an updated local limits analysis and certification for the new Industrial Pretreatment Program (IPP), not to exceed \$10,000.00.

Motion made by _____, seconded by _____, to authorize Glace Associates, Inc. to perform for the Wastewater Treatment Plant an updated local limits analysis and certification for the new Industrial Pretreatment Program (IPP), not to exceed \$10,000.00.

- D. Consideration to ratify the hiring of Ethan Grossman as Department of Public Works (DPW) Municipal Worker C at an hourly rate of \$18.45 per hour, starting on Monday, November 6, 2023.

Motion made by _____, seconded by _____, to ratify the hiring of Ethan Grossman as Department of Public Works (DPW) Municipal Worker C at an hourly rate of \$18.45 per hour, starting on Monday, November 6, 2023.

- E. Consideration to authorize a drawdown of the 2021 General Obligation (G.O.) Note in the amount of \$18,085.22

Motion made by _____, seconded by _____, to authorize a drawdown of the 2021 General Obligation (G.O.) Note in the amount of \$18,085.22.

- F. Consideration to approve the purchase of the budgeted Heavy Duty Trailer at the CoStars price of \$17,273.00.

Motion made by _____, seconded by _____, to approve the purchase of the budgeted Heavy Duty Trailer at the CoStars price of \$17,273.00.

- G. Consideration to approve DPW hanging the East Stroudsburg University's (ESU) flags – institutional and athletic throughout the Borough in 2024 from August 1, 2024 through November 30, 2024. ESU will provide the Borough with flags and poles for hanging at no cost and ask that when the flags are removed that the flags be returned back to ESU's Office of Marketing and Communications for further use.

Motion made by _____, seconded by _____, to approve DPW hanging the East Stroudsburg University's (ESU) flags – institutional and athletic throughout the Borough in 2024 from August 1, 2024 through November 30, 2024. ESU will provide the Borough with flags and poles for hanging at no cost and ask that when the flags are removed that the flags be returned back to ESU's Office of Marketing and Communications for further use.

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

17. Ratification of Bills Payable:

- A. Approval of Warrant List #240319

Motion made by _____, seconded by _____, to approve the Warrant List #240319 as presented.

18. Adjournment:

Motion made by _____, seconded by _____, to adjourn the meeting at _____.

NEXT COUNCIL WORK SESSION/SPECIAL MEETING: Monday, March 25, 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, April 2, 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, April 1, 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, March 27, 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: Tuesday, April 9, 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.