

**AGENDA FOR THE REGULAR
EAST STROUDSBURG BOROUGH COUNCIL MEETING
TUESDAY, APRIL 2, 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 April 2, 2024 starting at _____, prior to the start of the Council Meeting.
3. **Minutes of March 5, 2024, Council Regular Meeting:**
Motion made by _____, seconded by _____, to approve the March 5, 2024 Council Regular Meeting Minutes.
4. **Minutes of March 12, 2024, Council Special Business Meeting:**
Motion made by _____, seconded by _____, to approve the March 12, 2024 Council Special Business Meeting Minutes.
5. **Minutes of March 19, 2024, Council Regular Meeting:**
Motion made by _____, seconded by _____, to approve the March 19, 2024 Council Regular Meeting Minutes.
6. **Minutes of March 25, 2024, Council Work Session/Special Meeting:**
Motion made by _____, seconded by _____, to approve the March 25, 2024 Council Work Session/Special Meeting Minutes.
7. **Public Comments – Agenda items:**
8. **Stroud Region Open Space and Recreation Commission (SROSC):**
 - A. Consideration to approve the quarterly appropriations distribution with three months appropriations invoiced at the beginning of each quarter. For the second quarter of 2024 (April, May, and June) the total invoiced amount is \$9,299.79.

Motion made by _____, seconded by _____, to approve the quarterly appropriations distribution with three months appropriations invoiced at the beginning of each quarter. For the second quarter of 2024 (April, May, and June) the total invoiced amount is \$9,299.79.
 - B. Consideration to approve proposed payment of 75% of budgeted park stewardship and operations funds in April, followed by the remaining 25% in July 2024. The 75% prepayment for services on the budgeted park stewardship and operations funds is \$82,485.75.

Motion made by _____, seconded by _____, to approved payment in the amount of \$82,485.75 for 75% of the budgeted park stewardship and operations funds.

9. Engineer's Action Items:

A. Amended Final Dunkin Land Development Plan, lands of Courtland Real Estate Development, LLC

- i. Consideration of Resolution 7-2024 approving the Amended Final Dunkin Land Development Plan, lands of Courtland Real Estate Development, LLC, and implementation of requirements outlined in the resolution.

Motion made by _____, seconded by _____, to approve Resolution 7-2024 approving the Amended Final Dunkin Land Development Plan, Lands of Courtland Real Estate Development, LLC and implementation of requirements outlined in the resolution.

B. Sewer Easement from Tymar Holding LLC:

- i. Consideration of Resolution 8-2024 approving to accept and execute a proposed sewer easement on property owned by Tymar Holding, LLC to the Borough of East Stroudsburg related to the existing sewer main located on the property.

Motion made by _____, seconded by _____, to approve Resolution 8-2024 approving to accept and accept and execute a proposed sewer easement on property owned by Tymar Holding, LLC to the Borough of East Stroudsburg related to the existing sewer main located on the property.

10. 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.

11. Committees:

A. Operations Committee:

B. Zoning and Planning Committee: No Meeting

C. Community Relations Committee: No Meeting

12. Correspondence:

A. Illegal Campaign Signs

13. Mayor Victor Brozusky:

14. Council Members:

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

15. Manager's Report:

- A. Consideration to advertise for a Public Hearing at the second Council Meeting in May (May 21, 2024) for the proposed Zoning Map Amendment Ordinance #1404.

Motion made by _____, seconded by _____, to approve advertising for a Public Hearing at the second Council Meeting in May (May 21, 2024) for the proposed Zoning Map Amendment Ordinance #1404.

- B. Consideration to ratify the hiring of an Interim Recycling Manager at the hourly rate of \$22.95, starting on Monday, March 25, 2024.

Motion made by _____, seconded by _____, to ratify the hiring of an Interim Recycling Manager at the hourly rate of \$22.95, starting on Monday, March 25, 2024.

- C. Consideration to transfer \$8,000 from Parks Land Maintenance to Parks Capital Purchase/Machinery for a new Zero Turn Mower.

Motion made by _____, seconded by _____, to authorize the transfer of \$8,000.00 from Parks Land Maintenance to Parks Capital Purchase/Machinery for a new Zero Turn Mower.

- D. Consideration to ratify the hiring of the budgeted position of Administrative Assistant for the front desk at Borough Hall at the rate of \$18.50 per hour starting on Monday, April 1, 2024.

Motion made by _____, seconded by _____, to ratify the hiring of the budgeted position of Administrative Assistant for the front desk at Borough Hall at the rate of \$18.50 per hour on Monday, April 1, 2024.

- E. Consideration to approve hiring a Full-Time Parking Enforcement Officer at the hourly rate of \$16.50.

Motion made by _____, seconded by _____, approve hiring a Full-Time Parking Enforcement Officer at the hourly rate of \$16.50.

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

17. Ratification of Bills Payable:

A. Approval of Warrant List #240402

Motion made by _____, seconded by _____, to approve the Warrant List #240402 as presented.

18. Adjournment:

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

NEXT COUNCIL WORK SESSION/SPECIAL MEETING: Monday, April 22, 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 16, 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 15, 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, April 10, 2024 at 5PM to be held in person 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.