

**AGENDA FOR THE REGULAR
EAST STROUDSBURG BOROUGH COUNCIL MEETING
TUESDAY, JULY 16, 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 July 16, 2024 starting at _____, prior to the start of the Council Meeting.
3. **Minutes of July 2, 2024, Council Regular Meeting:**
Motion made by _____, seconded by _____, to approve the July 2, 2024 Council Regular Meeting Minutes.
4. **Public Hearing:**
First Public Hearing for the FFY 2024 Community Development Block Grant (CDBG)

Motion made by _____, seconded by _____ to recess the Regular Council Meeting, and convene the Public Hearing at _____.

Motion made by _____, seconded by _____ to enter exhibits _____ through _____ into evidence.

Motion made by _____, seconded by _____ to close the Public Hearing, and reconvene the Regular Council Meeting at _____.
5. **Public Comments – Agenda items:**
6. **Engineer's Action Items:**
 - A. **Wastwater Treatment Plant pH Adjustment System – Water Quality Management Part II Permit:**

The Borough WWTP has been operating a pH adjustment chemical feed system under the temporary authorization of the Pilot Study Program to reduce Copper concentrations in the effluent. This pH adjustment system has yielded positive results and permanent improvements should be made to formally incorporate the system into the WWTP Treatment Process, which will require issuance of a Water Quality Management Part II Permit by PADEP.

ACTION ITEM: Consider a motion to approve the Borough Engineer to prepare and submit a permit plan and a WQM Part II Permit Application for the permanent pH adjustment chemical feed system at the WWTP at a cost not exceed \$8,200 plus reimbursables, contingent upon favorable review of the Letter of Understanding by the Borough.

B. East Broad Street Paving and ADA Ramp Project:

The Contractor, M&J Excavation Inc. has completed the concrete curb and ADA Ramp installation work on East Broad Street and has submitted Payment Application No. 1 for work completed through July.

ACTION ITEM: Consider a motion to approve Payment Application No 1 submitted by M&J Excavation, Inc. for the East Broad Street Project in the amount of \$29,203.20, as recommended by the Engineer, contingent upon favorable review of the Certified Payroll records by the Redevelopment Authority of the County of Monroe.

7. 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 on the website.

B. Zoning Report: distributed via email

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

C. Finance Report: distributed via email

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

8. Committees:

A. Operations Committee:

B. Zoning and Planning Committee: No meeting

C. Community Relations Committee: No meeting

9. Correspondence:

A. JM Hill Elementary - JT Lambert Intermediate School Homework Folders Sponsorship

10. Mayor Victor Brozusky:

11. Council Members:

A. Carrie Panepinto

B. Jane Gagliardo

C. Paul Shemansky

D. Erika Huber

E. Ed Freeborn

F. Sonia Wolbert

12. Solicitor's Report:

13. Manager's Report:

- A. Consideration to appoint ARG Technology as the Borough's Professional IT Service Provider.

Motion made by _____, second by _____, to appoint ARG Technology as the Borough's Professional IT Service Provider.

- B. Consideration to approve the purchase of security cameras and the necessary equipment, hardware, programming, and installation from ARGS Technology for the Water Treatment Facility for \$11,199.97. The Funds to be transferred from the Water System Reserve.

Motion made by _____, seconded by _____, to approve the purchase of security cameras and the necessary equipment, hardware, programming, and installation from ARGS Technology for the Water Treatment Facility for \$11,199.97. The Funds are to be transferred from the Water System Reserve.

- C. Consideration to ratify the hiring of Tanya Thomas as Administrative Assistant at a probational hourly rate of \$19.50 per hour, starting on Wednesday, June 12, 2024.

Motion made by _____, seconded by _____, to ratify the hiring of Tanya Thomas as Administrative Assistant at a probational hourly rate of \$19.50 per hour, starting on Wednesday, June 12, 2024.

- D. Consideration to ratify the hiring of Melissa Cristallo as Administrative Assistant at a probational hourly rate of \$19.50 per hour, starting on Tuesday, July 2, 2024.

Motion made by _____, seconded by _____, to ratify the hiring of Melissa Cristallo as Administrative Assistant at a probational hourly rate of \$19.50 per hour, starting on Tuesday, July 2, 2024.

- E. Consideration to approve the hiring of Andrew Stallings as DPW Maintenance Worker C at a probational hourly rate of \$21.50 per hour, starting on Monday, July 22, 2024.

Motion made by _____, seconded by _____, to approve the hiring of Andrew Stallings as DPW Maintenance Worker C at a probational hourly rate of \$21.50 per hour, starting on Monday, July 22, 2024.

F. Consideration to approve the hiring of Joseph Litschi as Part-Time Recycling Worker at a probational hourly rate of \$18.50 per hour, starting on Monday, July 15, 2024.

Motion made by _____, seconded by _____, to approve the hiring of Joseph Litschi as Part-Time Recycling Worker at a probational hourly rate of \$18.50 per hour, starting on Monday, July 15, 2024.

G. Consideration to ratify the hiring of Daymion Collins as Full-Time Recycling Worker at a probational hourly rate of \$22.50 per hour, starting on Monday, May 13, 2024.

Motion made by _____, seconded by _____, to ratify the hiring of Daymion Collins as Full-Time Recycling Worker at a probational hourly rate of \$22.50 per hour, starting on Monday, May 13, 2024.

H. Consideration to ratify the hiring of Stephanie Lattanzio as Zoning & Codes Coordinator at an hourly rate of \$23.00 per hour, starting on Monday, July 1, 2024

Motion made by _____, seconded by _____, to ratify the hiring of Stephanie Lattanzio as Zoning & Codes Coordinator at an hourly rate of \$23.00 per hour, starting on Monday, July 1, 2024

I. For the council's information, we will be replacing a Flow Meter (Logger) at the East Stroudsburg Dam. The flow meter has failed and due to its age, should be replaced. The cost is estimated at \$6,771.00. No action is necessary.

J. Discussion of hiring a full-time interim Manager and any related action.

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

15. Ratification of Bills Payable:

A. Approval of Warrant List #240716

Motion made by _____, seconded by _____, to approve the Warrant List #240716 as presented.

16. Adjournment:

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

NEXT COUNCIL WORK SESSION/SPECIAL MEETING: Monday, July 22, 2024 at 7 PM 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, August 6, 2024 at 7:15 PM 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, August 5, 2024 at 5 PM 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, July 24, 2024 at 5 PM to be held in person at the East Stroudsburg Borough Municipal Building.

NEXT ZONING AND PLANNING COMMITTEE MEETING: Tuesday, August 13, 2024 at 5 PM to be held in person and virtually on the East Stroudsburg Borough Facebook Page and/or at the East Stroudsburg Borough Municipal Building.