

**MINUTES FOR THE WORK SESSION/SPECIAL BUSINESS MEETING
EAST STROUDSBURG BOROUGH COUNCIL
MONDAY, DECEMBER 23, 2024 – 7 PM**

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; Carrie Panepinto; Edmund Freeborn; Jane Gagliardo; Paul Shemansky; Mayor Victor Brozusky; Borough Manager Kelly Lewis; Solicitor John Prevoznik; and Assistant to Borough Manager Danielle Decker.

ABSENT: Erika Huber; Director of Finance Layla Richard; Director of Public Works Lee Philips;

Ms. Wolbert called the meeting to order at 7:01 PM and lead in the Pledge of Allegiance.

Report on Executive Session: Solicitor Prevoznik reported there was an Executive Session that was held on December 23, 2024 beginning at 6:35 PM, prior to the start of the Council Meeting. Ms. Wolbert, Mr. Shemansky, Ms. Gagliardo, , Ms. Panepinto, Mr. Freeborn, Mayor Brozusky, Borough Manager Lewis, and Solicitor Prevoznik were all present. The Right-to-Know legal strategy and four personnel matters were discussed. The meeting ended at 7 PM and no decisions were made during the meeting.

Public Comments: There were no public comments.

Budget Modification Report prepared by the Director of Finance: A motion was made by Ms. Gagliardo and seconded by Mr. Shemansky to approve the Budget Modification Report prepared by the Director of Finance. The motion passed unanimously.

Cash Account Transfer Report prepared by the Director of Finance: A motion was made by Ms. Gagliardo and seconded by Ms. Panepinto to approve the Cash Account transfer Report prepared by the Director of Finance. The motion passed unanimously.

Water Department – New Hire: A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to tender a conditional offer of employment to David James in the Water Department, as an Operator C in training, at an hourly rate starting at \$25.00 per hour and adjusting to \$28.00 per hour on April 1, 2025, together with a reimbursement of up to two (2) months of COBRA health insurance for a family not to exceed \$4,000.00, conditioned upon passing normal background procedures and checks; and further entering into a no-past-practice, no-prejudice agreement with the Bargaining Unit, and thereafter authorizing the Borough Manager to sign and deliver the documents necessary to effectuate the purpose of this motion. The motion passed unanimously.

Insurance Renewal: A motion was made by Mr. Freeborn and seconded by Ms. Gagliardo to approve of renewal of MRM Property & Liability Commercial Package as recommended by John Lafferty of the Thomas Insurance Group, LLC for 2025. The motion passed unanimously.

Ratification of Bills Payable: A motion was made by Mr. Freeborn and seconded by Ms. Panepinto to approve the Warrant List #241223, as presented. The motion passed unanimously.

Adjournment: A motion was made by Ms. Panepinto and seconded by Mr. Freeborn to adjourn the meeting at 7:06 PM. The motion passed unanimously.