

**AGENDA FOR THE REGULAR  
EAST STROUDSBURG BOROUGH COUNCIL MEETING  
TUESDAY, APRIL 1, 2025 – 7 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 1, 2025 beginning at \_\_\_\_\_, prior to the start of the Council Meeting.

3. **Minutes of March 18, 2025, Council Regular Meeting:**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the March 18, 2025 Council Regular Meeting Minutes.

4. **Minutes of March 24, 2025 Council Work Session Meeting:**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the March 24, 2025 Council Work Session Meeting Minutes.

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

6. **Public Hearings:**

**First Public Hearing for the Modification to the FFY 2023 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 \_\_\_\_\_.

7. **Treasurer's Report:**

A. **Review of Cash and Accounts Receivable Report prepared by the Director of Finance:** distributed via email

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the Cash and Accounts Receivable Report prepared by the Director of Finance.

B. **Review of the Budget to Actual Report prepared by the Director of Finance:** distributed via email

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the Budget to Actual Report prepared by the Director of Finance.

**C. Review of the Cash Account Transfer Report prepared by the Director of Finance:** distributed via email

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Cash Account Transfer Report prepared by the Director of Finance.

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

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

**8. Stroud Region Open Space and Recreation Commission (SROSC) Reports:** distributed via email

**9. Engineer's Action Items:** distributed via email

**A. Public Water System Reports:**

1. Consideration to authorize the Engineer to submit the Unaccounted for Water report for 2023 and 2024 (Years 6 and 7) to PADEP upon concurrence of the Borough Manager.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the Engineer to submit the Unaccounted for Water report for 2023 and 2024 (Years 6 and 7) to PADEP upon concurrence of the Borough Manager.

2. Consideration to authorize the Water System Operator to submit the data tables for the 2024 Water System Consumer Confidence Report to Brodhead Creek Regional Authority for the Authority to incorporate into their own report for BCRA customers in Smithfield and Stroud Townships.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the Water System Operator to submit the data tables for the 2024 Water System Consumer Confidence Report to Brodhead Creek Regional Authority for the Authority to incorporate into their own report for BCRA customers in Smithfield and Stroud Townships.

**B. Sambo Creek Bank Stabilization:**

1. Consideration to authorize the Borough Manager to sign the General Permit 3 (GP3) application, a check to be issued to Monroe County Conservation District (MCCD) in the amount of \$300.00 for the application fee, and for RKR Hess to submit the GP3 permit application for the construction of the stream bank restoration.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the Borough Manager to sign the General Permit 3 (GP3) application, a check to be issued to Monroe County Conservation District (MCCD) in the amount of \$300.00 for the application fee, and for RKR Hess to submit the GP3 permit application for the construction of the stream bank restoration.

**C. ARG Stroudsburg Developers, LLC; 115 Brown Street: As-Built Plans and Escrow Release:**

1. Consideration to accept the As-Built Plans for 115 Brown Street as submitted by ARG Stroudsburg Developers, LLC and authorize the Borough Council President and Council Secretary to sign the As-Built Plans as recommended by the Borough Engineer.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the As-Built Plans for 115 Brown Street as submitted by ARG Stroudsburg Developers, LLC and authorize the Borough Council President and Council Secretary to sign the As-Built Plans as recommended by the Borough Engineer.

2. Consideration to authorize the release of the balance of the financial security for the required improvement upon confirmation that all Borough fees related to 115 Brown Street Project; ARG Stroudsburg Developers, LLC have been paid.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the release of the balance of the financial security for the required improvement upon confirmation that all Borough fees related to 115 Brown Street Project; ARG Stroudsburg Developers, LLC have been paid.

**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.

**11. Committees:**

A. Operations Committee: No meeting

B. Zoning and Planning Committee: No meeting

C. Community Relations Committee: No meeting

**12. Correspondence:**

**13. Mayor Victor Brozusky:**

**14. Council Members:**

A. Carrie Panepinto

B. Edmund Freeborn

C. Paul Shemansky

D. Jane Gagliardo

E. Erika Huber

F. Sonia Wolbert

G. Solicitor's Report

15. **Manager's Report:**

A. Consideration to authorize a drawdown of the 2021 General Obligation (G.O.) Note in the amount of \$794.36.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize a drawdown of the 2021 General Obligation (G.O.) Note in the amount of \$794.36.

B. Consideration to approve the release of the Fire Escrow for 438 Normal Street in the amount of \$27,623.33, which includes \$292.33 interest earned.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the release of the Fire Escrow for 438 Normal Street in the amount of \$27,623.33, which includes \$292.33 interest earned.

C. Consideration to approve the Borough Union Employees raises with the effective date of April 1, 2025 that is following the schedule and amounts set forth in Tab A of the Memorandum of Agreement with the Teamsters Local 773 that was ratified on April 23, 2024.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Borough Union Employees raises with the effective date of April 1, 2025 that is following the schedule and amounts set forth in Tab A of the Memorandum of Agreement with the Teamsters Local 773 that was ratified on April 23, 2024.

D. Consideration to approve the Borough Manager to issue Borough Non-Union and non-contractual Employees a 3% cost of living raise with an effective date of April 1, 2025.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Borough Manager to issue Borough Non-Union and Non-Contractual Employees a 3% cost of living raise with an effective date of April 1, 2025.

E. Consideration to authorize the Borough Manager to sign and deliver a contract with Kistler O'Brien for \$1,055.00 for kitchen compliance repairs at the Firehouse.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the Borough Manager to sign and deliver a contract with Kistler O'Brien for \$1,055.00 for kitchen compliance repairs at the Firehouse.

F. Consideration to authorize the Borough Manager to sign and deliver a contract with Signal Service, via COSTARS #482340, to replace the video detection system in the traffic signal at Ridgeway Street and Brown Street for \$2,837.00 for the video detection system and installation.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the Borough Manager to sign and deliver a contract with Signal Service, via

COSTARS #482340, to replace the video detection system in the traffic signal at Ridgeway Street and Brown Street for \$2,837.00 for the video detection system and installation.

- G. Consideration to approve a Parade/Walk for Immigrants Empower Poconos on Sunday, April 27, 2025 starting at 12 PM contingent upon all fees, PennDOT approval, insurance documents being received, and coordination of police.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve a Parade/Walk for Immigrants Empower Poconos on Sunday, April 27, 2025 starting at 12 PM contingent upon all fees, PennDOT approval, insurance documents being received, and coordination of police.

- H. Consideration to approve proposal from RKR Hess, a division of UTRS, Inc., for Iron and Manganese Removal Filters at Well Nos. 3 and 4.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the Borough Manager to sign and deliver the proposal from RKR Hess, a division of UTRS, Inc., for Iron and Manganese Removal Filters at Well Nos. 3 and 4.

**16. Informational Items:**

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

**18. Ratification of Bills Payable:**

- A. Approval of Warrant List #250401

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Warrant List #250401 as presented.

**19. Adjournment:**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn the meeting at \_\_\_\_\_.

**UPCOMING BOROUGH COUNCIL & COMMITTEE MEETINGS:**

**COMMUNITY RELATIONS COMMITTEE MEETING:** Monday, **April 7, 2025** at **5 PM** to be held in person and virtually on the East Stroudsburg Borough Facebook Page and at the East Stroudsburg Borough Municipal Building.

**ZONING AND PLANNING COMMITTEE MEETING:** Tuesday, **April 8, 2025** at **5 PM** to be held in person and virtually on the East Stroudsburg Borough Facebook Page and at the East Stroudsburg Borough Municipal Building.

**OPERATIONS COMMITTEE MEETING:** Wednesday, **April 9, 2025** at **5 PM** to be held in person at the East Stroudsburg Borough Municipal Building.

**COUNCIL REGULAR MEETING:** Tuesday, **April 15, 2025** 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.

**COUNCIL WORK SESSION MEETING:** Monday, **April 28, 2025** 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.