

**AGENDA FOR THE REGULAR
EAST STROUDSBURG BOROUGH COUNCIL MEETING
TUESDAY, JULY 15, 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 July 15, 2025 starting at _____, prior to the start of the Council Meeting.
3. **Minutes of July 1, 2025, Council Regular Meeting:**
Motion made by _____, seconded by _____, to approve the July 1, 2025 Council Regular Meeting Minutes.
4. **Public Comments – Agenda items:**
5. **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 and attach to the minutes.
 - 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.
6. **Engineer's Action Items:** distributed via email
 - A. **Public Bidding for the Purchase of Asphalt Materials for the Contract Period of July 16, 2025 to July 15, 2026 – Bids were opened on July 11, 2025:**
 1. Consideration to approve to issue the Notice to Intent to Award the bid for the purchase of asphalt materials to the apparent low bidder – Eureka Stone Quarry, Inc. The unit price as bid for PennDOT 9.5 mm Superpave asphalt wearing course is \$68.25 per ton for up to 3,000 tons for the contract period of July 16, 2025 to July

15, 2026. The purchase of this material is to be funded through the PennDOT Liquid Fuels Program.

Motion made by _____, seconded by _____, to approve to issue the Notice to Intent to Award the bid for the purchase of asphalt materials to the apparent low bidder – Eureka Stone Quarry, Inc. The unit price as bid for PennDOT 9.5 mm Superpave asphalt wearing course is \$68.25 per ton for up to 3,000 tons for the contract period of July 16, 2025 to July 15, 2026. The purchase of this material is to be funded through the PennDOT Liquid Fuels Program.

2. Consideration to approve to issue the Final Award Notice and authorize the Borough Manager to execute the Agreement with Eureka Stone Quarry, Inc. for the purchase of the asphalt materials as bid, contingent on the favorable review of the Performance Bond and Contract documents by the Solicitor and Borough Manager.

Motion made by _____, seconded by _____, to approve to issue the Final Award Notice and authorize the Borough Manager to execute the Agreement with Eureka Stone Quarry, Inc. for the purchase of the asphalt materials as bid, contingent on the favorable review of the Performance Bond and Contract documents by the Solicitor and Borough Manager.

B. Strunk & Holmes Minor Subdivision: Tammy Ann Strunk and Margaret H. Homes applied for minor subdivision approval to revise the lot line between their two parcels. *A decades-old drainageway on the rear of both lots conveys stormwater from upslope drainage areas as well as their two properties. Both owners purchased their properties subject to a drainage easement. Because the owners never dedicated a drainage easement to the Borough as required by the original 1989 subdivision, the Borough now proposes the establishment of a drainage easement on the proposed subdivision plan to remedy this situation. The area of the drainage easement has changed since 1989 because of encroachments by the owners. The Planning Commission recommended approval of the original submission of the minor subdivision plan with conditions. We recommend that the Council approve the final minor subdivision plan subject to the following conditions.*

1. Consideration to approve the Final Minor Subdivision Plan for Tammy Ann Strunk and Margaret H. Holmes, subject to the following conditions:
 - a. Owner’s notarized signatures on the plan
 - b. The plan must be signed and sealed by a Professional Land Surveyor
 - c. Tax certificates confirming all property taxes have been paid to date for the two lots must be provided
 - d. Copies of draft deeds should be provided to the Borough for review for the conveyance and joinder of property proposed by the subdivision.
 - e. Additional plan notes and covenants acceptable to the Borough must be included on the plan
 - f. Minor drafting comments must be addressed as outlined on the redline markup of the plan provided by the borough Engineer

Motion made by _____, seconded by _____, to approve the Final Minor Subdivision Plan for Tammy Ann Strunk and Margaret H. Holmes,

subject to the following conditions: Owner's notarized signatures on the plan, the plan must be signed and sealed by a Professional Land Surveyor, tax certificates confirming all property taxes have been paid to date for the two lots must be provided, copies of draft deeds should be provided to the Borough for review for the conveyance and joinder of property proposed by the subdivision, additional plan notes and covenants acceptable to the Borough must be included on the plan, and minor drafting comments must be addressed as outlined on the redline markup of the plan provided by the Borough Engineer.

C. Orchard St. Watermain Replacement:

1. Consideration to approve to amend the PennDOT Utility replacement Reimbursement Agreement to incorporate the Orchard St. Watermain replacement as a "Betterment" cost, not to exceed \$245,000.00 under the PennDOT I-80 Exit 308 Improvements Project.

Motion made by _____, seconded by _____, to approve to amend the PennDOT Utility replacement Reimbursement Agreement to incorporate the Orchard St. Watermain replacement as a "Betterment" cost, not to exceed \$245,000.00 under the PennDOT I-80 Exit 308 Improvements Project.

2. Consideration to authorize the Borough Engineer, RKR Hess, a Division of UTRS, Inc., to prepare and submit to PennDOT design plans for the Orchard St. Watermain Replacement at a cost not to exceed \$14,000.00 on a time and expense basis.

Motion made by _____, seconded by _____, to authorize the Borough Engineer, RKR Hess, a Division of UTRS, Inc., to prepare and submit to PennDOT design plans for the Orchard St. Watermain Replacement at a cost not to exceed \$14,000.00 on a time and expense basis.

7. East Stroudsburg Community Alliance (ECA):

8. **Fire Report:** distributed via email

9. 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.

10. Committees:

- A. **Operations Committee:** No meeting.

B. **Zoning and Planning Committee:** No meeting

C. **Community Relations Committee:** No meeting

11. Correspondence:

12. Mayor Victor Brozusky:

13. Council Members:

- A. Carrie Panepinto

- B. Jane Gagliardo
- C. Paul Shemansky
- D. Erika Huber
- E. Ed Freeborn
- F. Sonia Wolbert

14. Solicitor's Report:

15. Manager's Report:

- A. Consideration to authorize the Borough Manager to award the bid for the public bid conducted on PennBid, execute and deliver the Agreement for the purchase and installation of a trailer and removal of the existing trailer for the Twin Boroughs Recycling Center to Monmouth Solutions, Inc. – Bids were opened on July 7, 2025. The bid price is \$59,950.00. The purchase shall be funded by the 2025 Capital Budget.

Motion made by _____, seconded by _____, to authorize the Borough Manager to award the bid for the public bid conducted on PennBid, and execute and deliver the Agreement for the purchase and installation of a trailer and removal of the existing trailer for the Twin Boroughs Recycling Center to Monmouth Solutions, Inc. in an amount not to exceed \$59,950.00, contingent on the favorable review of the Performance Bond and Contract documents by the Solicitor and Manager. The purchase shall be funded by the 2025 Capital Budget.

- B. Consideration to approve payment to Arbitrator, Walt DeTreuX for the Arbitration hearing on April 14, 2025 in the amount of \$3,647.80, which is the Borough's portion of the invoice for said hearing.

Motion made by _____, seconded by _____, to approve payment to Arbitrator, Walt De Treux for the Arbitration hearing on April 14, 2025 in the amount of \$3,647.80, which is the Borough's portion of the invoice for said hearing.

- C. Consideration to approve payment of RKR Hess invoices #140839 for \$253.75, #140854 for \$1,404.99, and #141624 for \$217.50 in the total amount of \$1,876.24 for the Middle Dam Project.

Motion made by _____, seconded by _____, to approve payment of RKR Hess invoices #140839 for \$253.75, #140854 for \$1,404.99, and #141624 for \$217.50 in the total amount of \$1,876.24 for the Middle Dam Project.

- D. Consideration to authorize a drawdown of the 2021 General Obligation (G.O.) Note in the amount of \$1,876.24.

Motion made by _____, seconded by _____, to authorize a drawdown of the 2021 General Obligation (G.O.) Note in the amount of \$1,876.24.

- E. Consideration to ratify the action of the Borough Manager in authorizing the necessary repairs of the Stroud Region Open Space & Recreation Commission's (SROSRC) truck at P&S Garage in the amount of \$2,051.66, which falls within budgeted numbers..

Motion made by _____, seconded by _____, to ratify the action of the Borough Manager in authorizing the necessary repairs of the Stroud Region Open Space & Recreation Commission's (SROSRC) truck at P&S Garage in the amount of \$2,051.66, which falls within budgeted numbers.

- F. Consideration to approve purchasing the Dolphin Wave 140 Robotic Pool vacuum in the amount of \$7,500.00 for the Dansbury Park Pool. The cost to the Borough will be \$6,500.00, thanks to a \$1,000.00 contribution from the Friends of Stroud Region Open Space Recreation Commission (SROSRC) Borough Beautification.

- G. Motion made by _____, seconded by _____, to approve purchasing the Dolphin Wave 140 Robotic Pool vacuum in the amount of \$7,500.00 for the Dansbury Park Pool. The cost to the Borough will be \$6,500.00, thanks to a \$1,000.00 contribution from the Friends of Stroud Region Open Space Recreation Commission (SROSRC) Borough Beautification.

- H. Consideration to accept the 2025 Annual Maintenance Plan as distributed.

Motion made by _____, seconded by _____, to accept the 2025 Annual Maintenance Plan as distributed.

- I. Consideration to accept the 2025 Capital Budget as distributed.

Motion made by _____, seconded by _____, to accept the 2025 Capital Budget as distributed.

- J. Consideration to accept the 2025 Infrastructure Plan as distributed.

Motion made by _____, seconded by _____, to accept the 2025 Infrastructure Plan as distributed.

16. Manager's Follow-up Report:

17. Manager's 2025 Code Enforcement, Inspections, and Filing System Update:

18. Informational Items:

- A. June 2025 Monroe County Control Center Overdose Statistics
- B. Lackawanna County Visitors Bureau Lionel Collectors Club Visit on July 21st & 22nd

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

20. Ratification of Bills Payable:

A. Approval of Warrant List #250715

Motion made by _____, seconded by _____, to approve the Warrant List #250715 as presented.

21. Adjournment:

Motion made by _____, seconded by _____, to adjourn the meeting; Note time _____.

UPCOMING BOROUGH COUNCIL & COMMITTEE MEETINGS:

COMMUNITY RELATIONS COMMITTEE MEETING: Monday, **July 21, 2025** at 5 PM

OPERATIONS COMMITTEE MEETING: Wednesday, **July 23, 2025** at 5 PM

COUNCIL WORK SESSION MEETING: Canceled for **July 2025**

COUNCIL REGULAR MEETING: Tuesday, **August 5, 2025** at 7 PM

ZONING AND PLANNING COMMITTEE MEETING: Tuesday, **August 12, 2025** at 5 PM