

**AGENDA FOR THE REGULAR
EAST STROUDSBURG BOROUGH COUNCIL MEETING
TUESDAY, AUGUST 19, 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 August 19, 2025 starting at _____, prior to the start of the Council Meeting.
3. **Minutes of August 5, 2025, Council Regular Meeting:**
Motion made by _____, seconded by _____, to approve the August 5, 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 Budget Modification Report prepared by the Director of Finance:** distributed via email
Motion made by _____, seconded by _____, to approve the Budget Modification Report prepared by the Director of Finance.
 - D. **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.
 - E. **Review of the Adjusting Journal Entries Report prepared by the Director of Finance:** distributed via email
Motion made by _____, seconded by _____, to approve the Adjusting Journal Entries Report prepared by the Director of Finance.
 - F. **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:** No action items

A. Engineer Update on Paving Project

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.

B. **Zoning Report:**

Motion made by _____, seconded by _____, to accept the Zoning 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:**

11. **Correspondence:**

A. Liquor License Transfer for Lunch Break Café Company – 154 Washington Street

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. Resolutions 13-2025 & 14-2025 for The Route 209 Partnership Lot Joinders:

1. Consideration to approve Resolution 13-2025 for consolidation of lots for The Route 209 Partnership known as Parcel 1.

Motion made by _____, seconded by _____, to approve Resolution 13-2025 for consolidation of lots for The Route 209 Partnership known as Parcel 1.

2. Consideration to approve Resolution 14-2025 for consolidation of lots for The Route 209 Partnership known as Parcel 2.

Motion made by _____, seconded by _____, to approve Resolution 14-2025 for consolidation of lots for The Route 209 Partnership known as Parcel 2.

- B. Consideration to approve proposal from ARGS Technology in the amount of \$4,980.20 for updated cameras for the Annex Building.**

Motion made by _____, seconded by _____, to approve proposal from ARGS Technology in the amount of \$4,980.20 for updated cameras for the Annex Building.

- C. Consideration to approve Lehigh Valley Health Network – Pocono and East Stroudsburg University (ESU) 25th Annual Pink Light Walk on Thursday, October 2, 2025 beginning at 5 PM contingent upon all fees and insurance documents being received and the police being notified. The walk will be starting at ESU's Science & Technology Center, up Normal Street towards Smith Street, turn right on Smith Street, turn right on East Brown Street, and end at Dale & Frances Hughes Cancer Center. All participants will be walking on sidewalks only. The Pink Fire Truck, Pink Ambulance, and ESU Band will also participate in the event.**

Motion made by _____, seconded by _____, to approve Lehigh Valley Health Network – Pocono and East Stroudsburg University (ESU) 25th Annual Pink Light Walk on Thursday, October 2, 2025 starting at 5 PM contingent upon all fees and insurance documents being received and the police being notified. The walk will be starting at ESU's Science & Technology Center, up Normal Street towards Smith Street, turn right on Smith Street, turn right on East Brown Street, and end at Dale & Frances Hughes Cancer Center. All participants will be walking on sidewalks only. The Pink Fire Truck, Pink Ambulance, and ESU Band will also participate in the event.

- D. Consideration to approve the East Stroudsburg Youth Association (ESYA) Football & Cheer Kickoff Parade on Sunday, August 31, 2025 starting at 9:30 AM, contingent upon all fees and insurance documents being received. The parade route is from Dansbury Park to Day Street to Lenox Avenue, to Elizabeth Street, to entrance of Stadium and ends on South High School's Football Field. The walking parade will be with police and fire department escorts, along with parents, volunteers, and participants.**

Motion made by _____, seconded by _____, to approve the East Stroudsburg Youth Association (ESYA) Football & Cheer Kickoff Parade on Sunday, August 31, 2025 starting at 9:30 AM, contingent upon all fees and

insurance documents being received. The parade route is from Dansbury Park to Day Street to Lenox Avenue, to Elizabeth Street, to entrance of Stadium and ends on South High School's Football Field. The walking parade will be with police and fire department escorts, along with parents, volunteers, and participants.

E. PennDOT Winter Maintenance Services Agreement:

1. Consideration to approve Resolution 15-2025 authorizing the Council President and Borough Manager to execute and deliver the Winter Maintenance Services Agreement between the Commonwealth of Pennsylvania, acting through the Department of Transportation (PennDOT) and the Borough of East Stroudsburg.

Motion made by _____, seconded by _____, to approve Resolution 15-2025 authorizing the Council President and Borough Manager to execute and deliver the Winter Maintenance Services Agreement between the Commonwealth of Pennsylvania, acting through the Department of Transportation (PennDOT) and the Borough of East Stroudsburg.

F. PennDOT Agility Agreement:

1. Consideration to approve Resolution 16-2025 authorizing the Council President and Borough Manager to execute and deliver the Agility Agreement between the Commonwealth of Pennsylvania, acting through the Department of Transportation (PennDOT) and the Borough of East Stroudsburg.

Motion made by _____, seconded by _____, to approve Resolution 16-2025 authorizing the Council President and Borough Manager to execute and deliver the Agility Agreement between the Commonwealth of Pennsylvania, acting through the Department of Transportation (PennDOT) and the Borough of East Stroudsburg.

G. Resolution 17-2025 Emergency Procurement for Water Main Break 8.13.2025:

1. Consideration to approve Resolution 17-2025 declaring an emergency and authorizing the procurement of necessary goods and services without adherence to formal competitive bidding requirements for the water main break that happened on August 13, 2025 on South Courtland Street.

Motion made by _____, seconded by _____, to approve Resolution 17-2025 declaring an emergency and authorizing the procurement of necessary goods and services without adherence to formal competitive bidding requirements for the water main break that happened on August 13, 2025 on South Courtland Street.

H. Northeast Site Contractors:

1. Consideration to authorize the Borough Manager to execute and deliver a change order based on the recommendation of the Borough Engineer to amend the public bid paving contract with Northeast Site Contractors to include the milling and paving for Oak Street, Hallet Street, and Teeter Street under the same terms and conditions within the overall bid cost, due to less than anticipated base pavement and paving preparation costs.

Motion made by _____, seconded by _____, to authorize the Borough Manager to execute and deliver a change order based on the

recommendation of the Borough Engineer to amend the public bid paving contract with Northeast Site Contractors to include the milling and paving for Oak Street, Hallet Street, and Teeter Street under the same terms and conditions within the overall bid cost, due to less than anticipated base pavement and paving preparation costs.

I. Resolutions 18-2025 for Robab Estates, LLC Lot Joinder:

1. Consideration to approve Resolution 18-2025 for consolidation of lots for Robab Estates, LLC.

Motion made by _____, seconded by _____, to approve Resolution 18-2025 for consolidation of lots for Robab Estates, LLC.

- J. Consideration to authorize Borough Manager and Director of Public Works to sign and deliver PennDOT forms to transfer the title for Fire Chief's Vehicle from the Borough of East Stroudsburg to the East Stroudsburg Volunteer Fireman Relief Association.

Motion made by _____, seconded by _____, to authorize Borough Manager and Director of Public Works to sign and deliver PennDOT forms to transfer the title for Fire Chief's Vehicle from the Borough of East Stroudsburg to the East Stroudsburg Volunteer Fireman Relief Association.

16. Informational Items:

- A. Stabilization of Sambo Creek via Maple Ave
B. July 2025 Waste Management Tonnage Report

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

18. Ratification of Bills Payable:

A. Approval of Warrant List #250819

Motion made by _____, seconded by _____, to approve the Warrant List #250819 as presented.

19. Adjournment:

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

UPCOMING BOROUGH COUNCIL & COMMITTEE MEETINGS:

OPERATIONS COMMITTEE MEETING: Wednesday, **August 27, 2025** at 5 PM

COUNCIL REGULAR MEETING: Tuesday, **September 2, 2025** at 7 PM

ZONING AND PLANNING COMMITTEE MEETING: Tuesday, **September 9, 2025** at 5 PM

COMMUNITY RELATIONS COMMITTEE MEETING: Monday, **September 15, 2025** at 5 PM

COUNCIL WORK SESSION MEETING: Canceled In August