

**AGENDA FOR THE REGULAR  
EAST STROUDSBURG BOROUGH COUNCIL MEETING  
TUESDAY, SEPTEMBER 2, 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 September 2, 2025 beginning at \_\_\_\_\_, prior to the start of the Council Meeting and ending at \_\_\_\_\_.

3. **Minutes of August 19, 2025, Regular Council Meeting:**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the August 19, 2025 Regular Council 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.

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. **Finance Report:** distributed via email

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

- 6. **Police Report:** distributed via email – June 2025
- 7. **Stroud Region Open Space and Recreation Commission (SROSRC) Report:** distributed via email

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

A. **2025 Paving Project:**

- 1. Consideration to authorize the Borough Manager to execute a change order to reduce the contract amount of the 2025 Paving Project Contract in the amount of \$143,378.90 to reflect the reduction quantity of the base repair required based on the condition of the road base observed after milling.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to authorize the Borough Manager to execute a change order to reduce the contract amount of the 2025 Paving Project Contract in the amount of \$143,378.90 to reflect the reduction quantity of the base repair required based on the condition of the road base observed after milling.

B. **East Stroudsburg Dam and Middle Dam 2025 annual inspections:**

- 1. Consideration to authorize the Borough Manager to sign the Owner's Notice and the Borough Engineer to finalize and submit the 2025 annual inspections for the East Stroudsburg Dam and Middle Dam to PA DEP Dam Safety.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to authorize the Borough Manager to sign the Owner's Notice and the Borough Engineer to finalize and submit the 2025 annual inspections for the East Stroudsburg Dam and Middle Dam to PA DEP Dam Safety.

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:**

- A. Letter from Governor Josh Shapiro concerning the Commonwealth Budget

12. **Mayor Victor Brozusky:**

13. **Council Members:**

- A. Carrie Panepinto
- B. Edmund Freeborn

- C. Paul Shemansky
- D. Jane Gagliardo
- E. Erika Huber
- F. Sonia Wolbert
- G. Solicitor's Report

14. **Manager's Report:**

- A. Consideration to approve to advertise for a Council Budget Business Meeting on Monday, September 15, 2025 at 6 PM and on Monday, September 22, 2025 at 6 PM.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve to advertise for a Council Budget Business Meeting on Monday, September 15, 2025 at 6 PM and on Monday, September 22, 2025 at 6 PM.

- B. Consideration to ratify approving the Borough Manager to transfer the vehicle title for the 2023 Fire Chief's Truck to the East Stroudsburg Volunteer Fireman Relief's Association that was inadvertently titled in the Borough's name when originally purchased..

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to ratify approving the Borough Manager to transfer the vehicle title for the 2023 Fire Chief's Truck to the East Stroudsburg Volunteer Fireman Relief's Association that was inadvertently titled in the Borough's name when originally purchased..

- C. Consideration to ratify the authorization of Kelly Lewis, Borough Manager, to enter into a contract to pay Tri-Works, \$8,500.00 and Moyer Crane \$1,086.00 to replace the air conditioning condenser on the roof of the Acme Fire Hall. The system is not working and replacing the unit is more economical than costly repairs. The project is less than the \$12,000.00 bidding requirements.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to ratify the authorization of Kelly Lewis, Borough Manager, to enter into a contract to pay Tri-Works, \$8,500.00 and Moyer Crane \$1,086.00 to replace the air conditioning condenser on the roof of the Acme Fire Hall. The system is not working and replacing the unit is more economical than costly repairs. The project is less than the \$12,000.00 bidding requirements.

- D. **Resolution 19-2025: Approval of Financing by Redevelopment Authority of Lackawanna County of Certain Projects for Notre Dame Jr./Sr. High School and Elementary Schools**

- 1. Consideration to approve Resolution 19-2025 for Notre Dame Jr./Sr. High School and Elementary School located at 60 Spangenburg Ave, East Stroudsburg, PA 18301.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Resolution 19-2025 for Notre Dame Jr./Sr. High School and Elementary School located at 60 Spangenburg Ave, East Stroudsburg, PA 18301.

- E. Consideration to approve to apply for 2025 CDBG funds to pave Walnut Street and West Broad Street from Walnut Street to Exchange Street.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve to apply for 2025 CDBG funds to pave Walnut Street and West Broad Street from Walnut Street to Exchange Street.

- F. Consideration to ratify the execution and delivery of Pocono Mountain Visitors Bureau (PMVB) Beautification Grant Documents by Kelly Lewis, Borough Manager and Layla Richard-Rau, Director of Finance for a new sign at Dansbury Park, fixing of the Pavilion at Dansbury Park, and 2025 Fall Beautification Day on September 20, 2025 with the \$9,000.00 PMVB Grant proceeds and the Borough's \$9,000.00 match contribution.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to ratify the execution and delivery of Pocono Mountain Visitors Bureau (PMVB) Beautification Grant Documents by Kelly Lewis, Borough Manager and Layla Richard-Rau, Director of Finance for a new sign at Dansbury Park, fixing of the Pavilion at Dansbury Park, and 2025 Fall Beautification Day on September 20, 2025 with the \$9,000.00 PMVB Grant proceeds and the Borough's \$9,000.00 match contribution.

**15. Manager's Follow-up Report:**

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

**17. Informational Items:**

- A. East Stroudsburg University (ESU) Welcome Packet

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

**19. Ratification of Bills Payable:**

- A. Approval of Warrant List #250902

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Warrant List #250902 as presented.

**20. Adjournment:**

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

**UPCOMING BOROUGH COUNCIL & COMMITTEE MEETINGS:**

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

**OPERATIONS COMMITTEE MEETING:** Wednesday, **September 10, 2025** at **5 PM**

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

**COUNCIL BUDGET BUSINESS MEETING:** Monday, **September 15, 2025** at **6 PM**

**COUNCIL REGULAR MEETING:** Tuesday, **September 16, 2025** at **7 PM**

**COUNCIL WORK SESSION BUSINESS MEETING:** Monday, **September 22, 2025** at **6 PM**