

**AGENDA FOR THE BUDGET SPECIAL MEETING
EAST STROUDSBURG BOROUGH COUNCIL
WEDNESDAY, NOVEMBER 12, 2025 – 6 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 November 12, 2025 beginning at _____, prior to the start of the Council Meeting and ending at _____.

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

4. **Reconstruction of I-80 – Traffic Management:**

A. Consideration to ratify the action of the Borough Manager to execute and deliver all documents relating to the TE-160 forms for permits 45-402-106, 45-402-105, and 45-402-017, for the traffic light signal integration proposing to replace some equipment in the controller cabinets at the following intersections to integrate the signals into PennDOT Unified Command and Control System: 1. SR 2012 (Brown St) & SR 2014 (Washington St), 2. SR 2012 (Brown St) & Lincoln Ave, 3. SR 2012 (Brown St) & SR 2012 (South Courtland St) / SR 2024 (Bridge St), and 4. Lincoln Ave & Shopping Center Dwy. Integrating these signals will allow for better traffic management during the reconstruction of I-80 and the Borough will be given remote access.

Motion made by _____, seconded by _____, to ratify the action of the Borough Manager to execute and deliver all documents relating to the TE-160 forms for permits 45-402-106, 45-402-105, and 45-402-017, for the traffic light signal integration proposing to replace some equipment in the controller cabinets at the following intersections to integrate the signals into PennDOT Unified Command and Control System: 1. SR 2012 (Brown St) & SR 2014 (Washington St), 2. SR 2012 (Brown St) & Lincoln Ave, 3. SR 2012 (Brown St) & SR 2012 (South Courtland St) / SR 2024 (Bridge St), and 4. Lincoln Ave & Shopping Center Dwy. Integrating these signals will allow for better traffic management during the reconstruction of I-80 and the Borough will be given remote access.

5. **LSA Grant Draw Down for Ventrac Mower Snowplow:**

A. Consideration to authorize Council President, Sonia Wolbert and Borough Manager, Kelly Lewis to execute and deliver all documents to the Commonwealth Financing Authority (CFA) LSA for contract number C000094122 for the full grant award of \$30,000.

Motion made by _____, seconded by _____, to authorize Council President, Sonia Wolbert and Borough Manager, Kelly Lewis to execute and deliver all documents to the Commonwealth Financing Authority (CFA) LSA for contract number C000094122 for the full grant award of \$30,000.

6. **2026 Capital Budget Presentation:** Kelly Lewis, Borough Manager and Layla Richard-Rau, Director of Finance
 - A. **Short-Term Capital Budget**
 - B. **Long-Term Capital Budget**

7. **Resolution 29-2025: Trash Fund Allocation**

- A. Consideration to approve Resolution 29-2025 for the Trash Fund Allocation for Fiscal Years 2025 and 2026.

Motion made by _____, seconded by _____, to approve Resolution 29-2025 for the Trash Fund Allocation for Fiscal Years 2025 and 2026.

8. **Budget 2026 Presentation for East Stroudsburg Borough:** Kelly Lewis, Borough Manager and Layla Richard-Rau, Director of Finance

- A. **Notice of Budget:** Consideration to advertise, pursuant to 3 Pa.C.S.A. §§1307 and 1308, Notice that the East Stroudsburg Borough proposed budget for the year 2026 be available for inspection for a period of thirty (30) days at the East Stroudsburg Borough Municipal Building, 24 Analomink Street, East Stroudsburg, PA 18301, between the hours of 8 AM and 5 PM, and is available for inspection on the Borough Website, www.eaststroudsburgboro.org and such Notice shall provide a summary of the 2026 Budget, with further Notice of Public Hearing to adopt the 2026 Proposed Budget on the 16th day of December 2025, at 7 PM at the East Stroudsburg Borough Municipal Building. The 2026 Borough Budget includes an increase of _____ mills or approximately \$_____ per household.

Motion made by _____, seconded by _____, to advertise, pursuant to 3 Pa.C.S.A. §§1307 and 1308, Notice that the East Stroudsburg Borough proposed budget for the year 2026 be available for inspection for a period of thirty (30) days at the East Stroudsburg Borough Municipal Building, 24 Analomink Street, East Stroudsburg, PA 18301, between the hours of 8 AM and 5 PM, and is available for inspection on the Borough Website, www.eaststroudsburgboro.org and such Notice shall provide a summary of the 2026 Budget, with further Notice of Public Hearing to adopt the 2025 Proposed Budget on the 16th day of December 2025, at 7 PM at the East Stroudsburg Borough Municipal Building. The 2026 Borough Budget includes an increase of _____ mills or approximately \$_____ per household.

9. **Tax Ordinance 1419-2025:**

- A. Consideration to advertise for a Public Hearing to be held on December 16, 2025, at 7 PM for proposed Borough Ordinance 1419-2025 setting the Real Estate Tax Rate for the Borough of East Stroudsburg 2026 Budget year at _____ mills representing an increase of _____ mill over the 2025 Budget year pursuant to 8 Pa.C.S.A. §§1310.1, 3301.1(b), and 3301.2.

Motion made by _____, seconded by _____, to advertise for a Public Hearing to be held on December 16, 2025, at 7 PM for proposed Borough Ordinance 1419-2025 setting the Real Estate Tax Rate for the Borough of East Stroudsburg 2026 Budget year at _____ mills representing an increase of _____ mills over the 2025 Budget year pursuant to 8 Pa.C.S.A. §§1310.1, 3301.1(b), and 3301.2.

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

11. Ratification of Bills Payable:

A. Approval of Warrant List #251112

Motion made by _____, seconded by _____, to approve the Warrant List #251112 as presented.

12. Adjournment:

Motion made by _____, seconded by _____, to adjourn the meeting at _____.

UPCOMING BOROUGH COUNCIL & COMMITTEE MEETINGS:

COMMUNITY RELATIONS COMMITTEE MEETING: Monday, November 17, 2025 at 5 PM

COUNCIL REGULAR MEETING: Tuesday, November 18, 2025 at 7 PM

COUNCIL BUDGET BUSINESS MEETING: Monday, November 24, 2025 at 7 PM

OPERATIONS COMMITTEE MEETING: Wednesday, November 26, 2025 at 5 PM

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

Five Year Analysis and Budget Work Sheet
Fund Balance Summary

East Stroudsburg Borough	General	Debt Service	Water	Sewer	Trash
	Fund	Fund	Fund	Fund	Fund
2023 Year End Audited Fund Balances	\$ (580,537)	\$ 188	\$ 947,957	\$ 2,773,777	\$ -
2024 Projected Rollover/(Deficit)	\$ 473,007		\$ (911,357)	\$ 299,686	\$ (106,711)
Projected 2024 Ending Fund Balances	\$ (107,530)	\$ 188	\$ 36,600	\$ 3,073,463	\$ (106,711)
2025 Projected Revenue	\$ 6,959,390	\$ 441,935	\$ 3,840,529	\$ 3,197,707	\$ 1,127,885
2025 Projected Expense	\$ 6,774,426	\$ -	\$ 3,062,354	\$ 2,129,237	\$ 1,189,921
2025 Projected Rollover/(Deficit)	\$ 184,964	\$ 441,935	\$ 778,175	\$ 1,068,469	\$ (62,037)
2026 Proposed Revenue Budget	\$ 6,212,938	\$ 430,857	\$ 3,492,855	\$ 2,540,545	\$ 1,268,687
2026 Proposed Expense Budget	\$ 6,217,943	\$ 336,827	\$ 2,966,161	\$ 2,521,661	\$ 1,599,161
2026 Proposed Rollover/(Deficit)	\$ (5,005)	\$ 94,031	\$ 526,694	\$ 18,884	\$ (330,475)
2026 Projected Ending Fund Balances	\$ 72,429	\$ 536,154	\$ 1,341,470	\$ 4,160,816	\$ (499,222)
2026 Short Term Debt (\$4,000,000)		\$ 325,186	\$ 123,880	\$ 325,186	
2026 Long-Term Debt (\$5,000,000)				\$ 65,265	
Revenue Adjustments:					
3% increase in Fee Schedule	\$ 72,500				
One Mill Tax Increase		\$ 445,658			
9.1% increase for Debt in Water Fund			\$ 250,000		
3% Increase for Debt in Sewer Fund				\$ 300,000	
19% Increase in Garbage Cart Rental					\$ 253,737

2025 Review of Total Municipal Costs					
Municipality	Water	Sewer	Trash	Property Tax	Total Annual Cost
East Stroudsburg	\$653	\$434	\$543	\$1,593	\$3,223
Stroudsburg	\$534	\$1,109	\$500	\$1,798	\$3,941
Mount Pocono	\$1,709	\$1,160	\$395	\$1,301	\$4,565
Nazareth	\$1,709	\$1,230	\$500	\$1,344	\$4,783
Easton	\$900	\$1,200	\$456	\$2,096	\$4,652
Bethlehem	\$1,200	\$1,200	\$605	\$1,649	\$4,654
Allentown	\$1,000	\$1,200	\$605	\$1,680	\$4,485
Notes: Figures based on an equivalent \$200,000 assessed value home, family utility usage					
* Easton, Bethlehem, and Allentown water/sewer are bundled municipal services; values estimated from rate schedules and regional averages at ~79k gal/year.					
* Stroudsburg, Easton, Bethlehem, and Allentown must go out to bid on Trash for 2026.					
* In 2025, Whitehall Township trash rates increased 86%					
* In 2025, Allentown trash rates increases 46%					
* In 2025, Bristol Borough (Bucks) trash rates increased 71.9%					
2026 Projected					
Municipality	Water	Sewer	Trash	Property Tax	Total Annual Cost
East Stroudsburg	\$712	\$452	\$646	\$1,613	\$3,423
Stroudsburg	\$534	\$1,109	\$500	\$1,798	\$3,941
Mount Pocono	\$1,709	\$1,160	\$395	\$1,301	\$4,565
Nazareth	\$1,709	\$1,230	\$500	\$1,344	\$4,783
Easton	\$900	\$1,200	\$456	\$2,096	\$4,652
Bethlehem	\$1,200	\$1,200	\$605	\$1,649	\$4,654
Allentown	\$1,000	\$1,200	\$605	\$1,680	\$4,485
Notes:					
East Stroudsburg Proposed 2026 =					
9.1% increase in water, 4% increase in sewer rates, 19% increase in Trash, and 12.55% increase in property tax					
Even with the above increase, East Stroudsburg residents remain \$500.00 less than Stroudsburg's 2025 rates.					
East Stroudsburg's sewer rate is one of the lowest in Pennsylvania!					