

**AGENDA FOR THE REGULAR
EAST STROUDSBURG BOROUGH COUNCIL MEETING
TUESDAY, JANUARY 20, 2026 – 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 January 20, 2026, starting prior to the start of the Council Meeting.

3. **Minutes of January 5, 2026, Council Reorganizational & Regular Meeting:**

Motion made by _____, seconded by _____, to approve the January 5, 2026, Council Reorganizational & Regular Meeting Minutes.

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

5. **East Stroudsburg University (ESU) Presentation:** President Kenneth Long

6. **Concord Financial: 2026 \$4 Million Short-Term Bond Presentation:** Chris Gibbons and Daryl Peck regarding the 2026 Debt Refinance and Restructure

A. Consideration of financial advisor fee proposal from Concord Finance dated January 6, 2026, in an amount of \$25,000, plus reimbursement for its actual, reasonable out-of-pocket expenses, and authorize Council members and the Borough Manager to sign and deliver documents effectuating this motion.

Motion made by _____, seconded by _____, to approve the financial advisor proposal from Concord Public Finance, dated January 6, 2026, in an amount of \$25,000, and reimbursement for its actual, reasonable out-of-pocket expenses, and authorize Council members and the Borough Manager to sign and deliver documents effectuating this motion.

B. Consideration to authorize the advance of the 2026 \$4 Million Short-Term Bond Proposal, presented by Concord Public Finance, to finance \$4 Million short-term capital expenditures for water operations (\$640,000), sewer operations (\$1,680,000), and Borough Operations (\$1,680,000).

Motion made by _____, seconded by _____, to authorize the advance of the 2026 \$4 Million Short-Term Bond Proposal, presented by Concord Public Finance, to finance \$4 Million short-term capital expenditures for water operations (\$640,000), sewer operations (\$1,680,000), and Borough Operations (\$1,680,000).

C. Consideration of the proposed timeline for the 2026 debt refinance and restructure proposal.

1. January 20, 2026: Concord presentation to Borough Council. Council consideration of the motion to advance the \$4 Million Short-Term Debt Proposal.
2. January 21, 2026: Bank Loan RFP disseminated
3. February 11, 2026: Bank Loan RFP responses due to Concord
4. February 17, 2026: Consideration of Borrowing Ordinance Adoption
5. March 17, 2026: Settlement, if bank loan

Motion made by _____, seconded by _____, to accept the proposed timeline submitted by Concord Public Finance for the 2026 \$4 Million Short-Term Debt proposal, subject to change.

- D. Consideration of debt counsel proposal from William Rhodes, Esquire, dated **January _____, 2026**, to serve as debt counsel and legal advisor in connection with the proposed issuance by the Borough of a \$4 Million Short-Term Debt Offering, at 10% discounted rates in an aggregate amount not to exceed \$50,000, without additional Council approval.

Motion made by _____, seconded by _____, to approve the debt counsel proposal from William Rhodes, Esquire, dated **January _____, 2026**, to serve as debt counsel and legal advisor in the connection with the proposed issuance by the Borough of a \$4 Million Short-Term Debt Offering, at 10% discounted rates in an aggregate amount not to exceed \$50,000, without additional Council approval.

7. Public Hearings:

- A. **Public Hearing for Ordinance No. 1423 Amending Chapter 154 – Water advertised for 7:15 PM**

Motion made by _____, seconded by _____, to recess the Regular Council Meeting, and convene the Public Hearing for Ordinance No. 1423 Amending Chapter 154 – Water. Note time: _____

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. Note time: _____

Motion made by _____, seconded by _____, to approve Ordinance No. 1423 Amending Chapter 154 - Water, as presented and advertised.

- B. **Public Hearing for Ordinance No. 1422 Amending Chapter 126 – Sewers advertised for 7:30 PM**

Motion made by _____, seconded by _____, to recess the Regular Council Meeting, and convene the Public Hearing for Ordinance No. 1422 Amending Chapter 126 – Sewers. Note time: _____

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. Note time: _____

Motion made by _____, seconded by _____, to approve Ordinance No. 1422 Amending Chapter 126 - Sewers, as presented and advertised

8. 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 accept 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 accept 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.

9. Borough Engineer's Report: to be distributed via email

A. Consideration to authorize RKR Hess, a Division of UTRS, Inc., to proceed with the 2026 Joint Municipal Landfills Monitoring and Reporting at a cost not to exceed \$22,500, plus reimbursables, contingent upon the approval of the Stroudsburg Borough and Stroud Township to share one-third (1/3) of these expenses each. The 2026 cost is the same as 2025.

Motion made by _____, seconded by _____, to authorize RKR Hess, a Division of UTRS, Inc., to proceed with the 2026 Joint Municipal Landfills Monitoring and Reporting at a cost not to exceed \$22,500, plus reimbursables, contingent upon the approval of the Stroudsburg Borough and Stroud Township to share one-third (1/3) of these expenses each.

10. East Stroudsburg Community Alliance (ECA):

11. **Fire Report:** to be distributed via email and in packet

12. **Reports:**

A. **Public Works Report:** distributed via email and in packet
Motion made by _____, seconded by _____, to accept the
Public Works Report as distributed and attach to the minutes.

B. **Zoning Report:** distributed via email and in packet
Motion made by _____, seconded by _____, to accept the
Zoning Report as distributed and attach it to the minutes.

13. **Committees:**

- A. **Operations Committee:** No meeting.
- B. **Zoning and Planning Committee:**
- C. **Community Relations Committee:** No meeting

14. **Correspondence:**

15. **Mayor Victor Brozusky:**

16. **Council Members:**

- A. Charles Garris
- B. Carrie Panepinto
- C. Jane Gagliardo
- D. Paul Shemansky
- E. Lauren Peterson
- F. Sonia Wolbert

17. **Solicitor’s Report:**

18. **Manager’s Report:**

- A. **Sewer Plant – Kappe Associates COSTARS Hyde/Toshiba Service Contract:**
 - 1. Consideration to authorize the Borough Council President or the Borough Manager to execute and deliver the 2026 COSTARS contract with Kappe Associates in the amount of \$3,320.00 for the Hyde/Toshiba Service Contract at the Sewer Plant Operations for a term of January 1, 2026, to December 31, 2026, for proper operation, calibration, and integrity of the equipment. Equipment will be inspected twice per calendar year.

Motion made by _____, seconded by _____, to
authorize the Borough Council President or the Borough Manager to execute and

deliver the 2026 COSTARS contract with Kappe Associates in the amount of \$3,320.00 for the Hyde/Toshiba Service Contract at the Sewer Plant Operations for a term of January 1, 2026, to December 31, 2026.

B. Pennsylvania Department of Health Annual Report of the Local Board of Health/Sanitary Board:

1. Consideration to authorize Tom Detweiler, Health Officer, East Stroudsburg Borough, to complete and submit the Local Board of Health/Health Officer Annual Report, as required by the Pennsylvania Department of Health.

Motion made by _____, seconded by _____, to authorize Tom Detweiler, Health Officer, East Stroudsburg Borough, to complete and submit the Local Board of Health/Health Officer Annual Report, as required by the Pennsylvania Department of Health.

C. PennDOT Agility Agreement:

1. Consideration to approve the President of Borough Council and the Borough Manager to execute and deliver the PennDOT Agility Agreement, Agreement Number: A45034, Federal ID Number 24-6000588, for the Borough of East Stroudsburg, County of Monroe, Commonwealth of Pennsylvania.

Motion made by _____, seconded by _____, to approve the President of Borough Council and the Borough Manager to execute and deliver the PennDOT Agility Agreement, Agreement Number: A45034, Federal ID Number 24-6000588, for the Borough of East Stroudsburg, County of Monroe, Commonwealth of Pennsylvania.

2. Consideration to approve Resolution 3-2026 for the Agility Agreement between Commonwealth of Pennsylvania, acting through the Department of Transportation (PennDOT) and the Borough of East Stroudsburg, Agreement Number: A45034, Federal ID Number 24-6000588, for the Borough of East Stroudsburg, County of Monroe, Commonwealth of Pennsylvania.

Motion made by _____, seconded by _____, to approve Resolution 3-2026 for the Agility Agreement between Commonwealth of Pennsylvania, acting through the Department of Transportation (PennDOT) and the Borough of East Stroudsburg, Agreement Number: A45034, Federal ID Number 24-6000588, for the Borough of East Stroudsburg, County of Monroe, Commonwealth of Pennsylvania.

D. Right-to-Know Officer:

1. Consideration to appoint Kelly Lewis, Borough Manager, the Right-to-Know Officer for the Borough of East Stroudsburg.

Motion made by _____, seconded by _____, to appoint Kelly Lewis, Borough Manager, the Right-to-Know Officer for the Borough of East Stroudsburg.

E. Salvation Army License Agreement:

1. Consideration to authorize the Borough Council President and the Borough Manager to execute, and deliver the License Agreement dated October 15, 2025, by and

between the Salvation Army and the Borough of East Stroudsburg for a revocable license to occupy and use a portion of the Salvation Army's property comprising a walking trail as shown in Exhibit "A" of the Agreement. The walking trail is known as the Levee Loop.

Motion made by _____, seconded by _____, to authorize the Borough Council President and the Borough Manager to execute, deliver, and record the License Agreement dated October 15, 2025, by and between the Salvation Army and the Borough of East Stroudsburg for a revocable license to occupy and use a portion of the Salvation Army's property comprising a walking trail as shown in Exhibit "A" of the Agreement. The walking trail is known as the Levee Loop.

19. Manager's Follow-up Report

20. Informational Items:

- A. December 2025 Monroe County Control Center Overdose Statistics
- B. Boil Water Advisory Notice from Orchard Street from Brodhead Avenue to Merten Street and Brodhead Avenue from Orchard Street to I-80

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

22. Ratification of Bills Payable:

A. Approval of Warrant List #260120

Motion made by _____, seconded by _____, to approve the Warrant List #260120 as presented.

23. Adjournment:

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

UPCOMING BOROUGH COUNCIL & COMMITTEE MEETINGS:

COUNCIL WORK SESSION MEETING: Monday, January 26, 2026 at 7 PM

OPERATIONS COMMITTEE MEETING: Wednesday, January 28, 2026, at 5 PM

COMMUNITY RELATIONS COMMITTEE MEETING: Monday, February 2, 2026, at 5 PM

COUNCIL REGULAR MEETING: Tuesday, February 3, 2026, at 7 PM

ZONING AND PLANNING COMMITTEE MEETING: Tuesday, February 10, 2026, at 6 PM