

**AGENDA FOR THE REORGANIZATIONAL & REGULAR
EAST STROUDSBURG BOROUGH COUNCIL MEETING
MONDAY, JANUARY 5, 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: Kelly Lewis, Borough Manager.**

REORGANIZATIONAL COUNCIL MEETING

1. **Call to Order at: _____ P.M. Pledge of Allegiance led by Kelly Lewis, Borough Manager.**

2. **Swearing in of elected and re-elected Council Members by Mayor Brozusky (if necessary)**
 - A. Council Person **Sonia Wolbert**
 - B. Council Person **Lauren Peterson**
 - C. Council Person **Charles Garris**

3. **Election of Council President by Mayor Brozusky**
 - A. **Nominations for Borough Council President**
 1. Mayor takes nominations for Borough **Council President**.
Motion made by _____, seconded by _____, to nominate _____ as Borough Council President (repeat as necessary).

 2. Mayor closes nomination process.
Motion made by _____, seconded by _____, to close nomination(s) of Borough Council President (repeat as necessary).

 - B. **Election of Council President**
Motion made by _____, seconded by _____, to elect _____ as Borough Council President. (Go down list of nominees if first nominee is not elected, etc. – stop when someone is elected.)

Gavel Passed to Borough Council President
Follow Same Process For Each Officer As Set Forth Above

4. **Election of Council Officer Positions by Council President**
 - A. **Nominations for Borough Council Vice-President**
 1. Borough President takes nominations for Borough **Council Vice-President**.
Motion made by _____, seconded by _____, to nominate _____ as Borough Council Vice-President (repeat as necessary).

 2. Borough President closes nomination process.

Motion made by _____, seconded by _____, to
close nomination(s) of Borough Council Vice-President (repeat as necessary).

B. Election of Council Vice-President

Motion made by _____, seconded by _____, to
elect _____ as Borough Council Vice-President. (Go down list of
nominees if first nominee is not elected, etc. – stop when someone is elected.)

C. Nominations for Borough Council Treasurer

1. Borough President takes nominations for Borough **Council Treasurer**.

Motion made by _____, seconded by _____, to
nominate _____ as Borough Council Treasurer (repeat as
necessary).

2. Borough President closes nomination process.

Motion made by _____, seconded by _____, to
close nomination(s) of Borough Council Treasurer (repeat as necessary).

D. Election of Council Treasurer

Motion made by _____, seconded by _____, to
elect _____ as Borough Council Treasurer. (Go down list of
nominees if first nominee is not elected, etc. – stop when someone is elected.)

E. Nominations for Borough Council Assistant Treasurer

1. Borough President takes nominations for Borough **Council Assistant Treasurer**.

Motion made by _____, seconded by _____, to
nominate _____ as Borough Council Assistant Treasurer
(repeat as necessary).

2. Borough President closes nomination process.

Motion made by _____, seconded by _____, to
close nomination(s) of Borough Council Assistant Treasurer (repeat as necessary).

F. Election of Council Assistant Treasurer

Motion made by _____, seconded by _____, to
elect _____ as Borough Council Assistant Treasurer. (Go down
list of nominees if first nominee is not elected, etc. – stop when someone is elected.)

G. Nominations for Borough Council Secretary

1. Borough President takes nominations for Borough **Council Secretary**.

Motion made by _____, seconded by _____, to
nominate _____ as Borough Council Secretary (repeat as
necessary).

2. Borough President closes nomination process.

Motion made by _____, seconded by _____, to
close nomination(s) of Borough Council Secretary (repeat as necessary).

H. Election of Council Secretary

Motion made by _____, seconded by _____, to
elect _____ as Borough Council Secretary. (Go down list of
nominees if first nominee is not elected, etc. – stop when someone is elected.)

I. **Nominations for Borough Council Assistant Secretary**

1. Borough President takes nominations for Borough **Council Assistant Secretary**.

Motion made by _____, seconded by _____, to nominate _____ as Borough Council Assistant Secretary (repeat as necessary).

2. Borough President closes nomination process.

Motion made by _____, seconded by _____, to close nomination(s) of Borough Council Assistant Secretary (repeat as necessary).

J. **Election of Council Assistant Secretary**

Motion made by _____, seconded by _____, to elect _____ as Borough Council Assistant Secretary. (Go down list of nominees if first nominee is not elected, etc. – stop when someone is elected.)

5. **Position Appointments (contracted services)**

A. **Borough Manager:** Kelly Lewis as follows:

1. Consideration to approve and execute a 2-year agreement with Kelly Lewis, Esq. for an annual salary of \$174,000.00 with such other benefits set forth in attached Memorandum of Understanding pursuant to 8 PA Section 101-3501.

Motion made by _____, seconded by _____, to approve and execute a two (2) year agreement with Kelly Lewis, Esq. for an annual salary of \$174,000.00 with such other benefits set forth in attached Memorandum of Understanding pursuant to 8 PA Section 101-3501.

2. Consideration to appoint Kelly Lewis as Borough Manager for the Borough of East Stroudsburg, effective immediately.

Motion made by _____, seconded by _____, to appoint Kelly Lewis as Borough Manager for the Borough of East Stroudsburg, effective immediately.

B. **(contracted services) – Motion can be per individual service as set forth below or in one motion if no objection to any service provider or rate.**

1. **Borough Solicitor:** John C. Prevoznik, Esquire, at the rate of \$250.00 per hour plus costs; Paralegal \$125.00, and a litigation rate of \$280.00 per hour plus costs; Paralegal \$140.00. Bond costs as set forth in Engagement Letter.

Motion made by _____, seconded by _____, to approve and appoint John C. Prevoznik, Esquire, as the Borough Solicitor at the rate of \$250.00 per hour plus costs; Paralegal \$125.00, and a litigation rate of \$280.00 per hour plus costs; Paralegal \$140.00. Bond costs as set forth in Engagement Letter.

2. **Borough Engineer:** Universal Technical Resource Services, Inc. (UTRS), UTRS Civil and Environmental Engineering, formerly RKR Hess, a division of UTRS, Inc., acting through Nathan S. Oiler, P.E. and Russell D. Scott IV, P.E., per UTRS 2026 Rate Schedule attached to and incorporated into the Resolution No. 2-2026.

Motion made by _____, seconded by _____, to approve and appoint Universal Technical Resource Services, Inc. (UTRS), UTRS Civil and Environmental Engineering, formerly RKR Hess, a division of UTRS, Inc., acting through Nathan S. Oiler, P.E. and Russell D. Scott IV, P.E., per UTRS 2026 Rate Schedule attached to and incorporated into the Resolution No. 2-2026.

3. **Borough Traffic Engineer:** Traffic, Planning & Design, Inc (TPD), acting through Benjamin Guthrie, P.E., per TPD 2026 Rate Schedule attached to and incorporated into the Resolution No. 2-2026.

Motion made by _____, seconded by _____, to approve and appoint Traffic, Planning & Design, Inc. (TPD) as the Borough Traffic Engineer, acting through Benjamin Guthrie, P.E., per TPD 2026 Rate Schedule attached to and incorporated into the Resolution No. 2-2026.

4. **Borough Sewage Enforcement Officer:** Universal Technical Resource Services, Inc. (UTRS), UTRS Civil and Environmental Engineering, formerly RKR Hess, a division of UTRS, Inc., acting through Wayne Gross, P.E., at an hourly rate not to exceed \$150.00, plus costs, as set forth in Resolution No. 2-2026.

Motion made by _____, seconded by _____, to approve and appoint Universal Technical Resource Services, Inc. (UTRS), UTRS Civil and Environmental Engineering, formerly RKR Hess, a division of UTRS, Inc., acting through Wayne Gross, P.E., at an hourly rate not to exceed \$150.00, plus costs, as set forth in Resolution No. 2-2026

5. **Special Solicitor for Middle Dam Litigation:** Saxton & Stump, acting through Philip Earnest, Esq., Shareholder, at an hourly rate of \$_____ per hour plus costs; Legal Associate Counsel \$_____ per hour; Paralegal Rate \$_____ per hour.

Motion made by _____, seconded by _____, to approve and appoint Ballard Spahr acting through Saxton & Stump, by Philip Earnest, Esq., Shareholder, at the rate of \$_____ per hour plus costs; Legal Associate Counsel \$_____ per hour; Paralegal Rate \$_____ per hour.

6. **Planning Commission Solicitor:** Weitzmann, Weitzmann, & Huffman, LLC acting through Todd W. Weitzmann, Esq., at the rate of \$205.00 per hour plus costs.

Motion made by _____, seconded by _____, to approve and appoint Weitzmann, Weitzmann, & Huffman, LLC, as the Borough Planning Commission Solicitor at the rate of \$205.00 per hour plus costs.

7. **UCC Board of Appeals Solicitor:** Weitzmann, Weitzmann, & Huffman, LLC acting through Todd W. Weitzmann, Esq., at the rate of \$390.00 per hour plus costs.

Motion made by _____, seconded by _____, to approve and appoint Weitzmann, Weitzmann, & Huffman, LLC, as the Borough Planning Commission Solicitor at the rate of \$390.00 per hour plus costs.

8. **Borough Environmental Solicitor:** Manko, Gold, Katcher, Fox, LLP, acting through Bryan P. Franey, Esq., at the rate of \$620.00 per hour plus costs, with special

engineering support services by Michael Nines, P.E., \$360.00 per hour plus costs; and Associate Counsel \$255.00. (Rates reflect 20% discount over normal rates.)

Motion made by _____, seconded by _____, to approve and appoint Manko, Gold, Katcher, Fox, LLP, acting through Bryan P. Franey, Esq., at the rate of \$620.00 per hour plus costs, with special engineering support services by Michael Nines, P.E., \$360.00 per hour plus costs; and Associate Counsel \$255.00. (Rates reflect 20% discount over normal rates.)

9. **Borough Labor Solicitor:** Campbell Durrant, P.C. acting through John P. McLaughlin, Esq., at the rate of \$325.00 per hour plus costs; Paralegal/Law Clerk \$180.00.

Motion made by _____, seconded by _____, to approve and appoint Campbell Durrant, P.C., acting through John P. McLaughlin, Esq. as the Borough Labor Solicitor, at the rate of \$325.00 per hour plus costs; Paralegal/Law Clerk \$180.00.

10. **Bond/Tax Counsel:** Ballard Spahr acting through Senior Partner, William C. Rhodes, Esq., at the rate of \$1,275.00 per hour plus costs; Tax lawyer \$1,195.00 per hour; Legal Associate Counsel \$925.00 per hour; Paralegal Rate \$295.00 per hour.

Motion made by _____, seconded by _____, to approve and appoint Ballard Spahr acting through Senior Partner, William C. Rhodes, Esq., at the rate of \$1,275.00 per hour plus costs; Tax lawyer \$1,195.00 per hour; Legal Associate Counsel \$925.00 per hour; Paralegal Rate \$295.00 per hour.

11. **Alternate Borough Engineer:** Hanover Engineering Associates, Inc., acting through Charles H. Unangst, P.E., PLS, per Hanover's 2026 Rate Schedule attached to and incorporated into the Resolution No. 2-2026.

Motion made by _____, seconded by _____, to approve and appoint Hanover Engineering Associates, Inc., acting through Charles H. Unangst, P.E., PLS, as the Alternate Borough Engineer, as set forth in Hanover's 2026 Rate Schedule attached to and incorporated into the Resolution No. 2-2026.

12. **Zoning Hearing Board Solicitor:** Durney, Worthington, & Madden, LLC, acting through Hilliary Madden Esq., at the rate of \$_____ per hour plus costs.

Motion made by _____, seconded by _____, to approve and appoint Durney, Worthington, & Madden, LLC, acting through Hilliary Madden, Esquire as the Zoning Hearing Board Solicitor, at the rate of \$_____ per hour plus costs.

13. **Zoning Officer & Codes Enforcement Officer:** Municipal Code Solutions, Inc. acting through Michael Manter, as Zoning & Codes Enforcement Officer, per Borough job description and scope of work, dated _____, at a flat rate of \$175,000.00 per annum, plus costs, per Agreement dated _____ between Municipal Code Solutions, Inc. and the Borough.

Motion made by _____, seconded by _____, to approve and appoint Municipal Code Solutions, Inc. acting through Michael Manter, as Zoning & Codes Enforcement Officer, per Borough job description and scope of work, dated _____, at a flat rate of \$175,000.00 per annum, plus costs, per Agreement dated _____ between Municipal Code Solutions, Inc. and the Borough.

14. **Building Codes Official:** Municipal Code Solutions, Inc., acting through Michael Manter, as Building Codes Official, per Borough job description and scope of work, dated _____, at a rate of eighty (80%) percent of all collected permit and inspection fees and costs, per Agreement dated _____ between Municipal Code Solutions, Inc. and the Borough.

Motion made by _____, seconded by _____, to approve and appoint Municipal Code Solutions, Inc. acting through Michael Manter, as Building Codes Official, per Borough job description and scope of work, dated _____, at a rate of eighty (80%) percent of all collected permit and inspection fees and costs, per Agreement dated _____ between Municipal Code Solutions, Inc. and the Borough.

15. **Environmental Consultant:** Mobile Environmental Analytical, Inc. (MEA, Inc.), acting through David Everitt, per MEA's 2026 Rate Schedule attached to and incorporated into the Resolution No. 2-2026.

Motion made by _____, seconded by _____, to approve and appoint Mobile Environmental Analytical, Inc. (MEA, Inc.) as an Environmental Consultant for the Borough, per MEA's 2026 Rate Schedule attached to and incorporated into the Resolution No. 2-2026.

16. **Alternate Environmental Consultant:** Environmental Consultation Services, Inc. (ECSi) acting Kevin Keat, President, per ECSi's 2026 Rate Schedule attached to and incorporated into the Resolution No. 2-2026.

Motion made by _____, seconded by _____, to approve and appoint Environmental Consultation Services, Inc. acting Kevin Keat, President as the Borough's Alternate Environmental Consultant, per ESCi's 2026 Rate Schedule attached to and incorporated into the Resolution No. 2-2026.

5. **Position Appointments (non-contracted)**

A. **Right-To-Know Officer:** (currently Danielle Decker)

Motion made by _____, seconded by _____, to approve _____ as the Right-to-Know Officer.

B. **Emergency Management Coordinator:** (currently Nate Black)

Motion made by _____, seconded by _____, to approve _____ as the Emergency Management Coordinator.

6. **Annual Board Appointments** (Note: Names in parentheses are current members/alternates)

A. **Council of Governments Representative and Alternate** – 1 year term (currently Lee Philips and Alternate Jane Gagliardo)

Motion made by _____, seconded by _____ to appoint _____ and Alternate _____ to the Council of Governments.

- B. **Monroe County Tax Collection Committee** – 1 year term (currently Kelly Lewis, Alternate Edmund Freeborn and 1 Vacant Alternate)

Motion made by _____, seconded by _____ to appoint _____, Alternate _____, and Alternate _____ to the Monroe County Tax Collection Committee.

- C. **Monroe County Control Center** – 1 year term (currently Edmund Freeborn, Maury Molin, and 1 Vacant Alternate)

Motion made by _____, seconded by _____ to appoint _____, _____, and Alternate _____ to the Monroe County Control Center.

- D. **Pennsylvania Municipal League** – 1 year term (currently Paul Shemansky, 1 Vacant Alternate)

Motion made by _____, seconded by _____ to appoint _____ and Alternate _____ to the Pennsylvania Municipal League.

- E. **Middle Eastern Council Association of Boroughs** – 1 year term (currently Kelly Lewis, Alternate Sonia Wolbert)

Motion made by _____, seconded by _____ to appoint _____ and Alternate _____ to the Middle Eastern Council Association of Boroughs.

- F. **Monroe County Association of Township Officials (MCATO) Committee** – 1 year term (currently Kelly Lewis, and 1 Vacant Alternate)

Motion made by _____, seconded by _____ to appoint _____ and Alternate _____ to the Monroe County Association of Township Officials (MCATO) Committee.

7. **Board and Commission Appointments**

- A. **Stroud Area Regional Police Commission**, – 3-year term (**Victor Brozusky - term ended 12/31/2025**) (Armand Martinelli 12/31/2027, Sonia Wolbert 12/31/2026)

Motion made by _____, seconded by _____ to appoint _____ to the Stroud Area Regional Police Commission for a term to expire 12/31/2028.

- B. **Stroud Region Open Space & Recreation Committee** – 3-year term (**Sonia Wolbert – term ended 12/31/2025**) (David Costner -Alternate 12/31/2027, Kelly McKenzie 12/31/2026)

Motion made by _____, seconded by _____ to appoint _____ to the Stroud Region Open Space & Recreation Committee for a term to expire 12/31/2028.

- C. **Shade Tree Commission** – 5-year term - **2 Vacancies No expired Term** (Loran Jones-Rabbit 12/31/2029, Laura Mason-Caiazza – Chair 12/31/2028, Maria Cohen 12/31/2028)

Motion made by _____, seconded by _____ to appoint _____ and _____ to the Shade Tree Commission for a term to expire 12/31/2030.

- D. **Planning Commission** – 4-year term (**Term expired 12/31/2025: Jay Armitage, Tracy Granger, Gary Walck, and Keith Flory**) (Karen Barwick 12/31/2028, Margaret Muth 12/31/2027, Andrea McClanahan 12/31/2027, Maggie Clare 12/31/2027, Gerald Ludwig 12/31/2026)

Motion made by _____, seconded by _____ to appoint _____, _____, _____, and _____ to the Planning Commission for a term to expire 12/31/2029.

- E. **Zoning Hearing Board**– 5-year term (**Term Expired: David Rheinheimer and 2 Alternate Vacancies**) (Claus Slama 12/31/2029, Bob Gress 12/31/2028, Brad Ace 12/31/2027, Sonya Cole – Chair 12/31/2026,)

Motion made by _____, seconded by _____ to appoint _____, Alternate _____, and Alternate _____ to the Zoning Hearing Board for a term to expire 12/31/2030.

- F. **Property Maintenance Board of Appeals** – 3-year term (**3 Members, 2 Alternates**) (Lee Philips 12/31/2027, Layla Richard-Rau 12/31/2027)

Motion made by _____, seconded by _____ to appoint _____, _____, Alternate _____, and Alternate _____ to the Property Maintenance Board of Appeals for a term to expire 12/31/2028.

- G. **Utility Dispute Resolution Committee** – 3-year term (**Term expired: Edmund Freeborn and 1 Vacancy**) (Paul Shemansky 12/31/2027, Kelly Lewis 12/31/2026 plus Borough Solicitor John Prevoznik and Borough Engineer Russ Scott)

Motion made by _____, seconded by _____ to appoint _____ and _____ to the Utility Dispute Resolution Committee for a term to expire 12/31/2028.

H. Twin Boroughs Recycling Committee – 2-year term (Term expired: Carrie Panepinto and Paul Shemansky) (Kelly Lewis 12/31/2027)

Motion made by _____, seconded by _____ to appoint _____ and _____ to the Twin Boroughs Recycling Committee for a term to expire 12/31/2027.

Motion made by _____, seconded by _____ to approve the Board and Commission Appointments as stated.

8. Consideration of Resolution 1-2026, naming signatories and users to perform banking functions for Borough Bank Accounts:

Motion made by _____, seconded by _____, to approve Resolution 1-2026 naming signatories and users to perform banking functions for Borough Bank Accounts at **ESSA Bank a Division of CNB Bank of Pennsylvania, NMLS ID #410748**, 75 Washington Street, East Stroudsburg, PA 18301 and **First Northern Bank and Trust Co.**, 101 Park Avenue, Stroudsburg, PA 18360.

9. Motion to Obtain Fiduciary Bond Pursuant to Resolution No. 1-2026:

Motion made by _____, seconded by _____, to obtain a fiduciary bond(s) for each of the four (4) Council Members approved as signatories on Borough bank accounts, the Borough Manager, Director of Finance, and the three (3) employees in the Finance Department authorized as users of the online banking system in the face amount of One Million (\$1,000,000.00) Dollars per Resolution No. 1-2026.

10. Set and Advertise Borough Boards & Committees Meeting Schedule for 2026 (all meetings at Borough Hall)

A. Shade Tree Commission: 2nd Monday of each month at 11:00 AM

B. Community Relations Committee: 1st & 3rd Monday of each month at 5:00 PM

C. Planning Commission: 2nd Tuesday of each month at 7:00 PM

D. Operations Committee: 4th Wednesday at 5:00 PM

E. Zoning and Planning (ZAP) Committee: 2nd Tuesday at 6:00 PM

F. Zoning Hearing Board: 3rd Thursday at 7:00 PM

G. Borough Staff Meeting w/Professionals: Thursdays at 8:30 AM

H. Professionals Meeting: Tuesdays at 8:00 AM

I. Twin Boroughs Recycling Committee (held at Stroudsburg Borough Hall): Mondays: March 23, 2026, June 22, 2026, September 28, 2026, November 23, 2026, and December 21, 2026 at 5:00 PM

Motion made by _____, seconded by _____, to set and advertise the 2026 Borough Boards and Committees Meeting Schedule as presented and attached hereto to be made part of the minutes.

11. Committee Assignments as Set by the Council President

A. **Community Relations Committee:** (currently Carrie Panepinto, Jane Gagliardo, & _____)

Council President announces assignments.

B. **Executive/Operations Committee** (currently President, Vice-President, Treasurer, Borough Manager, Solicitor)

Council President announces assignments.

C. **Zoning & Planning (ZAP) Committee** (currently Sonia Wolbert, Paul Shemansky, & _____)

Council President announces assignments.

12. End Reorganizational Meeting and Convene Regular Council Business Meeting

Motion made by _____, seconded by _____, to end the Reorganization Meeting of Borough Council and commence the Regular Council Business Meeting as advertised.

REGULAR COUNCIL MEETING:

13. Minutes of December 16, 2025, Council Regular Meeting:

Motion made by _____, seconded by _____, to approve the December 16, 2025 Council Regular Meeting Minutes.

14. Minutes of December 22, 2025, Council Work Session Meeting:

Motion made by _____, seconded by _____, to approve the December 22, 2025 Council Work Session Meeting Minutes.

15. Public Comments – Agenda items:

16. Public Hearings:

A. Public Hearing for Ordinance No. 1423 Amending Chapter 154 - Water

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

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

17. Consideration of Resolution 2-2026, setting the 2026 Fee Schedule

A. Motion made by _____, seconded by _____, to approve Resolution 2-2026, setting the 2026 Fee Schedule as presented and attach to the minutes.

18. 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 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.

19. **Police Report:** November 2025 – distributed via email

20. **Stroud Region Open Space and Recreation Commission (SROSRC) Reports:** distributed via email

21. **Engineer's Report:**

A. **Pennsylvania declared Drought Watch remains in effect for Monroe County** (see Borough Website for Declaration and Public Water Use Restrictions)

22. **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.

23. **Committees:**

A. Operations Committee: No meeting

B. Zoning and Planning (ZAP) Committee: No meeting

C. Community Relations Committee: No meeting

24. **Mayor Victor Brozusky:**

25. **Council Members:**

A. Carrie Panepinto

B. Paul Shemansky

C. Jane Gagliardo

D. Charles Garris

E. Lauren Peterson

F. Sonia Wolbert

G. Solicitor's Report

26. **Manager's Report:**

A. Consideration to approve the 2026 Recycling Flyer with recycling dates, to be printed and mailed to all residences in the Borough of East Stroudsburg.

Motion made by _____, seconded by _____, to approve the 2026 Recycling Flyer with recycling dates, to be printed and mailed to all residences in the Borough of East Stroudsburg.

B. **60 Washington Street Developer's Agreement:** Consideration to authorize the Borough Council President and Borough Manager to execute and deliver the Developer's Agreement to 60 Washington, LLC for the 60 Washington Street Project.

Motion made by _____, seconded by _____, to authorize the Borough Council President and Borough Manager to execute and deliver the Developer's Agreement to 60 Washington, LLC for the 60 Washington Street Project.

C. Borough Letterhead: Consideration to update the Borough's Letterhead for year 2026.

Motion made by _____, seconded by _____, to approve updating the Borough's Letterhead for year 2026.

D. Electricity Rate Update: On December 2, 2025, the Borough Council authorized the Borough Manager to execute and deliver documents to negotiate the best electricity rate for the Borough's electricity contract, at a rate not to exceed \$1.10 per kWh, subject to the Borough Solicitor's review of the contract terms and conditions.

The Borough Manager is pleased to report that he signed a three (3) year contract with AEP Energy through National Utilities Refund, LLC, for \$0.09082 per kWh, fixed rate, with terms and conditions reviewed and negotiated by the Borough Solicitor. This is a competitive rate locked in for three years.

27. Informational Items:

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

29. Ratification of Bills Payable:

A. Approval of Warrant List #260105

Motion made by _____, seconded by _____, to approve the Warrant List #260105 as presented.

30. Adjournment:

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

UPCOMING BOROUGH COUNCIL & COMMITTEE MEETINGS:

COUNCIL REGULAR MEETING: Tuesday, January 20, 2026 at 7 PM

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

OPERATIONS COMMITTEE MEETING: TBD

COMMUNITY RELATIONS COMMITTEE MEETING: TBD

ZONING AND PLANNING COMMITTEE MEETING: TBD