

**AGENDA FOR THE REGULAR
EAST STROUDSBURG BOROUGH COUNCIL MEETING
TUESDAY, MARCH 3, 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 February 23, 2026, beginning at _____, during the Council Work Session Meeting and ending at _____.

The Solicitor reported on the Executive Session that was held on March 3, 2026, beginning at _____, prior to the start of the Council Meeting and ending at _____.

3. **Minutes of February 17, 2026, Council Regular Meeting:**

Motion made by _____, seconded by _____, to approve the February 17, 2026, Council Regular Meeting Minutes.

4. **Minutes of February 23, 2026, Council Work Session Meeting:**

Motion made by _____, seconded by _____, to approve the February 23, 2026, Council Work Session Meeting Minutes.

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

6. **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 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.

D. **Finance Report:** distributed via email

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

7. Stroud Region Open Space and Recreation Commission (SROSRC) Report:

8. Engineer's Action Items: distributed via email

A. Borough of East Stroudsburg 2026 CDBG Paving Project (Maple Ave and Berwick Heights Road):

1. Action to be taken on the bids received for the 2026 CDBG Paving Project.

B. Water Treatment Plant Minor Permit Amendment to Provide for Additional Prechlorination Points – Permit Fees:

1. Consideration to authorize the Borough Manager to sign permit applications and issue permit application fees related to the additional Prechlorination injection points at the Water Treatment Plant. The application fee for the Public Water System Permit Amendment is anticipated to be \$1,000.00 payable to the Commonwealth of Pennsylvania.

Motion made by _____, seconded by _____, to authorize the Borough Manager to sign permit applications and issue permit application fees related to the additional Prechlorination injection points at the Water Treatment Plant. The application fee for the Public Water System Permit Amendment is anticipated to be \$1,000.00 payable to the Commonwealth of Pennsylvania.

C. 2025 Public Water System Consumer Confidence Report (CCR):

1. Consideration to authorize UTRS CEE to proceed with the preparation of the 2025 Public Water System Consumer Confidence Report at a cost not to exceed \$6,000.00, plus reimbursables, on a time and materials basis in accordance with the 2026 Rate Schedule adopted by the Borough. This budget is unchanged from the budget provided last year for the 2024 CCR preparation.

Motion made by _____, seconded by _____, to authorize UTRS CEE to proceed with the preparation of the 2025 Public Water System Consumer Confidence Report at a cost not to exceed \$6,000.00, plus reimbursables, on a time and materials basis in accordance with the 2026 Rate Schedule adopted by the Borough. This budget is unchanged from the budget provided last year for the 2024 CCR preparation.

D. 2025 Chapter 94 Wasteload Management Report for the Sanitary Sewer System:

1. Consideration to ratify the prior authorization by the Borough Manager for UTRS CEE to assist with the preparation of the 2025 Chapter 94 Wasteload Management Report for the Borough Sanitary Sewer System at a cost not to exceed \$6,500.00, plus reimbursables, on a time and materials basis in accordance with the 2026 Rate Schedule adopted by the Borough. This budget is unchanged from the budget provided last year for the 2024 Chapter 94 Report.

Motion made by _____, seconded by _____, to ratify the prior authorization by the Borough Manager for UTRS CEE to assist with the preparation of the 2025 Chapter 94 Wasteload Management Report for the Borough Sanitary Sewer System at a cost not to exceed \$6,500.00, plus reimbursables, on a time and materials basis in accordance with the 2026 Rate Schedule adopted by the

Borough. This budget is unchanged from the budget provided last year for the 2024 Chapter 94 Report.

E. 2026 Dam Inspections:

1. Consideration to authorize UTRS CEE to perform the Annual Inspection of East Stroudsburg (Upper) Dam and to file the inspection report with PADEP at a fixed fee cost of \$2,100.00, which includes all labor and reimbursables.

Motion made by _____, seconded by _____, to authorize UTRS CEE to perform the Annual Inspection of East Stroudsburg (Upper) Dam and to file the inspection report with PADEP at a fixed fee cost of \$2,100.00, which includes all labor and reimbursables.

2. Consideration to authorize UTRS CEE to perform the Annual Inspection of Middle Dam and to file the inspection report with PADEP at a fixed fee cost of \$1,900.00, which includes all labor and reimbursables.

Motion made by _____, seconded by _____, to authorize UTRS CEE to perform the Annual Inspection of Middle Dam and to file the inspection report with PADEP at a fixed fee cost of \$1,900.00, which includes all labor and reimbursables.

F. Summer 2026 Wetlands Mitigation:

1. Consideration to authorize Sparnon Wetland Services, Inc. to perform the Fifth wetlands monitoring event and prepare the monitoring report for a fixed fee of \$3.750.00.

Motion made by _____, seconded by _____, to authorize Sparnon Wetland Services, Inc. to perform the Fifth wetlands monitoring event and prepare the monitoring report for a fixed fee of \$3.750.00.

2. Consideration to authorize UTRS CEE to coordinate the wetland mitigation monitoring event in the summer of 2026 and submit the report to PADEP Dam Safety at a cost not to exceed \$1,500.00 on a time and materials basis in accordance with the 2026 Rate Schedule adopted by the Borough.

Motion made by _____, seconded by _____, to authorize UTRS CEE to coordinate the wetland mitigation monitoring event in the summer of 2026 and submit the report to PADEP Dam Safety at a cost not to exceed \$1,500.00 on a time and materials basis in accordance with the 2026 Rate Schedule adopted by the Borough.

G. Pennsylvania Declared Drought Watch Remains in Effect for Monroe County:

H. 2026 Joint Municipal Landfills Monitoring:

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:**

B. **Zoning and Planning Committee:** No meeting

C. **Community Relations Committee:**

- 1. Rivals for a Reason Flyer for the William T. Memorial Field

11. **Correspondence:**

12. **Mayor Victor Brozusky:**

13. **Council Members:**

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

14. **Solicitor’s Report:**

15. **Manager’s Report:**

A. **2026 America250PA Mini Grant Application:**

- 1. Consideration to ratify the actions of Kelly Lewis, Borough Manager, in submitting a 2026 America250PA Mini Grant Application in the amount of \$5,000.00 for a 1776 East Stroudsburg Borough Beautification Day on July 20, 2026.

Motion made by _____, seconded by _____, to ratify the actions of Kelly Lewis, Borough Manager, in submitting a 2026 America250PA Mini Grant Application in the amount of \$5,000.00 for a 1776 East Stroudsburg Borough Beautification Day on July 20, 2026.

B. **I-80 Reconstruction Upgrades to Traffic Signal Integration:**

- 1. Consideration to approve the Borough Council President and the Borough Manager to execute and deliver all documents relating to the TE-160 forms for permits 45-402-106, 45-402-009, 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 improve

traffic management during the I-80 reconstruction. The Borough will be given remote access as well.

Motion made by _____, seconded by _____, to approve the Borough Council President and the Borough Manager to execute and deliver all documents relating to the TE-160 forms for permits 45-402-106, 45-402-009, 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 improve traffic management during the I-80 reconstruction. The Borough will be given remote access as well.

C. Pickle Me Poconos 2026: 2nd UPDATED Requests from previously approved ones

1. Consideration to approve for the Pocono Chamber of Commerce during the 2026 Pickle Me Poconos Festival on Saturday, September 26, 2026, from 12 PM to **6 PM** an open container permit for beverage sales only, contingent upon all fees and proper insurance documents being received.

Motion made by _____, seconded by _____, to approve for the Pocono Chamber of Commerce during the 2026 Pickle Me Poconos Festival on Saturday, September 26, 2026, from 12 PM to **6 PM** an open container permit for beverage sales only, contingent upon all fees and proper insurance documents being received.

2. Consideration to approve street closures from 8 AM to **8 PM** on Saturday, September 26, 2026, from Crystal Street to Analomink Street to Federal Street and to close Washington Street to the intersection of South Courtland Street during Pickle Me Poconos Festival.

Motion made by _____, seconded by _____, to approve street closures from 8 AM to **8 PM** on Saturday, September 26, 2026, from Crystal Street to Analomink Street to Federal Street and to close Washington Street to the intersection of South Courtland Street during Pickle Me Poconos Festival.

D. Independence Day Parade: Celebration for America's 250th Anniversary

1. Consideration to approve the Monroe County's Veterans Association Independence Day Parade for the Celebration of America's 250th Anniversary on Saturday, July 4, 2026, beginning at 10 AM and ending approximately around 12 PM, contingent upon all fees and insurance documents being received and coordination of police.

Motion made by _____, seconded by _____, to approve the Monroe County's Veterans Association Independence Day Parade for the Celebration of America's 250th Anniversary on Saturday, July 4, 2026, beginning at 10 AM and ending approximately around 12 PM, contingent upon all fees and insurance documents being received and coordination of police.

E. 2026 Monroe County Annual Veteran's Day Parade:

1. Consideration to approve the Monroe County's Veterans Association Annual Veteran's Day Parade on Sunday, November 1, 2026, with a rain date of Sunday, November 8, 2026, beginning at 1 PM, contingent upon all fees and insurance documents being received and coordination of police.

Motion made by _____, seconded by _____, to approve the Monroe County's Veterans Association Annual Veteran's Day Parade on Sunday, November 1, 2026, with a rain date of Sunday, November 8, 2026, beginning at 1 PM, contingent upon all fees and insurance documents being received and coordination of police.

F. Digitalization of Borough Records:

1. Consideration to authorize the Borough Manager to execute and deliver all documents to change our DocuWare vendor from Stratix Systems, Inc. to IMR Digital (CoStars Vendor) so IMI Digital can assist the Borough in going digital in March 2026 for incoming paper documents, existing paper documents, and maps.

Motion made by _____, seconded by _____, to authorize the Borough Manager to execute and deliver all documents to change our DocuWare vendor from Stratix Systems, Inc. to IMR Digital (CoStars Vendor) so IMI Digital can assist the Borough in going digital in March 2026 for incoming paper documents, existing paper documents, and maps.

2. Consideration to authorize the Borough Manager to execute and deliver all documents to contract with CoStars Vendor, IMR Digital for an amount not exceeding \$33,000.00, spread between the 2026 and 2027 budget years to digitize our existing paper documents and maps in current and older Borough Files in the Annex, Borough Hall, and the Borough Hall basement.

Motion made by _____, seconded by _____, to authorize the Borough Manager to execute and deliver all documents to contract with CoStars Vendor, IMR Digital for an amount not exceeding \$33,000.00, spread between the 2026 and 2027 budget years to digitize our existing paper documents and maps in current and older Borough Files in the Annex, Borough Hall, and the Borough Hall basement.

G. Resignation of Ward 2 PA State Constable:

1. Consideration to accept the resignation letter from Alan L. Hiller, Jr. for his position as Pennsylvania State Constable for East Stroudsburg Borough, Ward 2, with an effective date of February 11, 2026.

Motion made by _____, seconded by _____, to accept the resignation letter from Alan L. Hiller, Jr. for his position as Pennsylvania State Constable for East Stroudsburg Borough, Ward 2, with an effective date of February 11, 2026.

H. Handicap Sign Removal:

1. Consideration to approve to remove the handicap sign located at 261 Brodhead Ave by request of homeowner Henry Checo, who purchased the property in May 2025.

Motion made by _____, seconded by _____, to approve to remove the handicap sign located at 261 Brodhead Ave by request of homeowner Henry Checo, who purchased the property in May 2025.

I. Street Sweeper:

1. Consideration to accept delivery of the new Street Sweeper by Friday, March 6, 2026.

Motion made by _____, seconded by _____, to accept delivery of the new Street Sweeper by Friday, March 6, 2026.

2. Consideration to approve Kelly Lewis, Borough Manager, to sign the title and deliver any other documents to the 2015 Street Sweeper to the Golden Equipment, Co. as a trade-in for the new Street Sweeper for the amount of \$45,000.00.

Motion made by _____, seconded by _____, to approve Kelly Lewis, Borough Manager, to sign the title and deliver any other documents to the 2015 Street Sweeper to the Golden Equipment, Co. as a trade-in for the new Street Sweeper for the amount of \$45,000.00.

3. Consideration to approve payment from the 2026 G.O. Note, once finalized, the invoice for the new Street Sweeper in the amount of \$337,000.00, which is the purchase price of \$382,000.00 minus the trade-in of old street sweeper \$45,000.00.

Motion made by _____, seconded by _____, to approve payment from the 2026 G.O. Note, once finalized, the invoice for the new Street Sweeper in the amount of \$337,000.00, which is the purchase price of \$382,000.00 minus the trade-in of old street sweeper \$45,000.00.

4. Consideration to submit a reimbursement request to LSA for \$100,000.00 for their approved grant covering the purchase of the new Street Sweeper.

Motion made by _____, seconded by _____, to submit a reimbursement request to LSA for \$100,000.00 for their approved grant covering the purchase of the new Street Sweeper.

16. Manager's Follow-up Report:

17. Informational Items:

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

19. Ratification of Bills Payable:

- A. Approval of Warrant List #260303

Motion made by _____, seconded by _____, to approve the Warrant List #260303 as presented.

20. Adjournment:

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

UPCOMING BOROUGH COUNCIL & COMMITTEE MEETINGS:

ZONING & PLANNING (ZAP) COMMITTEE: Tuesday, **March 10, 2026**, at **6 PM**

COMMUNITY RELATIONS COMMITTEE MEETING: Monday, **March 16, 2026**, at **5 PM**

COUNCIL REGULAR MEETING: Tuesday, **March 17, 2026**, at **7 PM**

COUNCIL WORK SESSION MEETING: Monday, **March 23, 2026**, at **7 PM**

OPERATIONS COMMITTEE MEETING: Wednesday, **March 25, 2026**, at **5 PM**