

**AGENDA FOR THE REGULAR
EAST STROUDSBURG BOROUGH COUNCIL MEETING
TUESDAY, MAY 5, 2026 – 6:30 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 May 5, 2026, beginning at _____, prior to the start of the Council Meeting.
3. **Minutes of April 21, 2026, Council Regular Meeting:**
Motion made by _____, seconded by _____, to approve the April 21, 2026, Council Regular Meeting Minutes.
4. **Minutes of April 27, 2026, Council Special Business Meeting:**
Motion made by _____, seconded by _____, to approve the April 27, 2026, Council Special Business Meeting Minutes.
5. **Public Comments – Agenda items:**
6. **Public Hearings:**
 - A. **Conditional-Use Hearing for Pocono Mountain Christian School expansion from 50 persons to between 50 to 150 persons advertised for 7:15 PM**
Motion made by _____, seconded by _____, to recess the Regular Council Meeting, and convene the Public Hearing for Conditional-Use for Pocono Mountain Christian School. 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 Conditional-Use for Pocono Mountain Christian School expansion from 50 persons to between 50 to 150 persons, as presented and advertised.
 - B. **Conditional-Use Hearing for NP 112 North Courtland Street, LLC for Land Development Over One Acre at 112 North Courtland Street, East Stroudsburg, PA to Renovate Two Floors and Addition of Two Floors for 12 Apartments advertised for 7:30 PM**

Motion made by _____, seconded by _____, to recess the Regular Council Meeting, and convene the Public Hearing for Conditional-Use for NP 112 North Courtland Street, LLC. 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 Conditional-Use for NP 112 North Courtland Street, LLC for Land Development Over One Acre at 112 North Courtland Street, East Stroudsburg, PA to Renovate Two Floors and Addition of Two Floors for 12 Apartments, as presented and advertised.

C. Public Hearing for Ordinance No. 1412, approving Appointment of Solicitor, Interest Assessment, and Attorney Fees and Collection Fees added to the Amount Collected as part of Unpaid Municipal Claims for Delinquent Accounts advertised for 7:45 PM

Motion made by _____, seconded by _____, to recess the Regular Council Meeting, and convene the Public Hearing for Ordinance No. 1412, approving Appointment of Solicitor, Interest Assessment, and Attorney Fees and Collection Fees added to the Amount Collected as part of Unpaid Municipal Claims for Delinquent Accounts. 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. 1412, Appointment of Solicitor, Interest Assessment, and Attorney Fees and Collection Fees added to the Amount Collected as part of Unpaid Municipal Claims for Delinquent Accounts, as presented and advertised.

7. Treasurer's Report:

A. Review of Cash and Accounts Receivable Report prepared by the Director of Finance: distributed via email & in packet

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 & in packet

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 & in packet

Motion made by _____, seconded by _____, to accept the Cash Account Transfer Report prepared by the Director of Finance.

D. Finance Report: distributed via email & in packet

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

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

9. Engineer's Action Items: distributed via email and in packet

A. CDBG 2026 Paving Project (Maple Avenue and Berwick Heights Road):

1. Consideration to authorize the issuance of the Notice of Intent to Award the bid for the CDBG 2026 Paving Project (Maple Avenue and Berwick Heights Road) to H&K Group, Inc., as the lowest responsive bidder, in the amount of \$158,557.21, contingent upon a favorable review of the bid documents by the Redevelopment Authority of the County of Monroe.

Motion made by _____, seconded by _____, to authorize the issuance of the Notice of Intent to Award the bid for the CDBG 2026 Paving Project (Maple Avenue and Berwick Heights Road) to H&K Group, Inc., as the lowest responsive bidder, in the amount of \$158,557.21, contingent upon a favorable review of the bid documents by the Redevelopment Authority of the County of Monroe.

2. Consideration to authorize the: 1) Issuance of Final Award Notice, 2) Execution of the Contract and 3) Issuance of a Notice to Proceed, upon a favorable review of the Agreement, Bonds, and other documents by the Solicitor, Engineer, and Manager and the Contract Documents by the Redevelopment Authority of the County of Monroe.

Motion made by _____, seconded by _____, to authorize the: 1) Issuance of Final Award Notice, 2) Execution of the Contract and 3) Issuance of a Notice to Proceed, upon a favorable review of the Agreement, Bonds, and other documents by the Solicitor, Engineer, and Manager and the Contract Documents by the Redevelopment Authority of the County of Monroe.

B. Borough of East Stroudsburg FY 2025 CDBG Application:

1. A motion is requested by Jennifer Strauch, Director of the Redevelopment Authority of the County of Monroe, to authorize the Redevelopment Authority with the assistance of the Borough staff, to publish notice on behalf of the Borough of East Stroudsburg for a Public Hearing on May 19, 2026 to remove Park Street from the FY 2025 Street Improvements Application as it was deemed to be ineligible for CDBG funding under this application.

Motion made by _____, seconded by _____, to authorize the Redevelopment Authority with the assistance of the Borough staff, to publish notice on behalf of the Borough of East Stroudsburg for a Public Hearing on May 19, 2026 to remove Park Street from the FY 2025 Street Improvements Application as it was deemed to be ineligible for CDBG funding under this application.

2. A motion to authorize the Redevelopment Authority of the County of Monroe with the assistance of Borough staff to publish a public hearing notice on behalf of the Borough of East Stroudsburg, to be held by the Monroe County Commissioners at the May 20,

2026 Commissioners' Meeting to remove Park Street from the FY 2025 funding application.

Motion made by _____, seconded by _____, to authorize the Redevelopment Authority of the County of Monroe with the assistance of Borough staff to publish a public hearing notice on behalf of the Borough of East Stroudsburg, to be held by the Monroe County Commissioners at the May 20, 2026 Commissioners' Meeting to remove Park Street from the FY 2025 funding application.

3. A motion to authorize the Borough Manager, Solicitor and Engineer to work with the Redevelopment Authority of the County of Monroe prepare a Resolution authorizing the Monroe County Commissioners to submit a modification to the FY 2025 CDBG funding application pending the Public Hearings on May 19 and May 20, 2026.

Motion made by _____, seconded by _____, to authorize the Borough Manager, Solicitor and Engineer to work with the Redevelopment Authority of the County of Monroe prepare a Resolution authorizing the Monroe County Commissioners to submit a modification to the FY 2025 CDBG funding application pending the Public Hearings on May 19 and May 20, 2026.

4. Motion to authorize the Redevelopment Authority of the County of Monroe with the assistance of the Borough staff to perform income surveys on Park Street, Gold Street, Oakland Street and Lenox Avenue for the FY 2026 application and Roller Street, Fulton Street, Borough Street, and Barnum Street for the FY 2024 transfer application.

Motion made by _____, seconded by _____, to authorize the Redevelopment Authority of the County of Monroe with the assistance of the Borough staff to perform income surveys on Park Street, Gold Street, Oakland Street and Lenox Avenue for the FY 2026 application and Roller Street, Fulton Street, Borough Street, and Barnum Street for the FY 2024 transfer application.

C. Pennsylvania Declared Drought Watch Remains in Effect for Monroe County.

D. Update on PennDOT I-80 Sewer Trunk Main Replacement Project Status

E. Wells #3 & #4 Water Filtration Project Update:

10. 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.

11. Committees:

A. Operations Committee:

B. Zoning and Planning Committee: No meeting

C. Community Relations Committee:

12. Planning Commission:

A. Resignation of Karen Barwick:

1. Consideration to accept Karen Barwick's resignation from the Planning Commission, effective immediately.

Motion made by _____, seconded by _____, to accept Karen Barwick's resignation from the Planning Commission, effective immediately.

2. Consideration to authorize posting open position for the Planning Commission on the Borough's Website

Motion made by _____, seconded by _____, to authorize posting open position for the Planning Commission on the Borough's Website

13. Correspondence:

14. Mayor Victor Brozusky:

15. Council Members:

- A. Jane Gagliardo

- B. Paul Shemansky

- C. Charles Garris

- D. Carrie Panepinto

- E. Lauren Peterson

- F. Sonia Wolbert

16. Solicitor's Report:

17. Manager's Report:

A. East Stroudsburg Borough Tax-Free Amazon Business Account:

1. Consideration to authorize the Borough Manager and/or Finance Director to apply for a tax-free Amazon Business Account for the Borough of East Stroudsburg to utilize.

Motion made by _____, seconded by _____, to authorize the Borough Manager and/or Finance Director to apply for a tax-free Amazon Business Account for the Borough of East Stroudsburg to utilize.

- B. **Memorialize:** The Longevity Payment, per the Union Memorandum of Agreement will be paid in the first (1st) payroll in May (May 10th, 2026) in the amount of \$4,000.00.

C. Temporary Worker Positions for Summer 2026:

1. Consideration to approve the Borough Manager in hiring Damian Padilla, Matthew Frame, Andrew Fatusin, and Daniel Dyches from East Stroudsburg University (ESU), subject to pre-employment background check, physical, and drug testing to fill four (4) temporary worker positions for 12 weeks over the Summer of 2026 at a rate of \$16.00 per hour with no benefits and a start date of May 11, 2026. The positions are within budget. The purpose of the temporary worker program is to assist the Streets Department with maintenance and beautification projects. The Union has been informed of the temporary workers and their use. In addition, the temporary workers will assist at the Borough Hall with organizing the filing systems in the basement and Annex Buildings. The goal of the program is to get the Borough Hall basement and the Annex Building clean, clear of debris, and organized; to optimize the Borough's summer maintenance plan and street paving program; and provide the students with a meaningful summer working experience while strengthening relationships between East Stroudsburg University and the Borough.

Motion made by _____, seconded by _____, to approve the Borough Manager in hiring Damian Padilla, Matthew Frame, Andrew Fatusin, and Daniel Dyches from East Stroudsburg University (ESU), subject to pre-employment background check, physical, and drug testing to fill four (4) temporary worker positions for 12 weeks over the Summer of 2026 at a rate of \$16.00 per hour with no benefits and a start date of May 11, 2026.

D. Partial Payments Parking Tickets:

1. Consideration to dismiss the April 2024 and older partial payments parking tickets due to the statute of limitations expiring as of 04/30/2026. (list attached).

Motion made by _____, seconded by _____, to dismiss the April 2024 and older partial payments parking tickets due to the statute of limitations expiring as of 04/30/2026. (list attached).

E. Companion Paving Projects with UGI Corporation:

1. Consideration to authorize the Borough Manager to execute and deliver all necessary documents with UGI Corporation and its contractors, in an amount not to exceed \$175,000, subject to review by the Borough Solicitor and Borough Engineer, to complete companion paving projects on Analomink, Prospect, North Kistler, Crystal, Dansbury Terrace, Penn Avenue, and Lackawanna Avenue.

Under the companion paving arrangement, the Borough will fund only the paving of street areas that UGI is not required to restore as part of its 100-year-old gas line replacement project. UGI will complete paving on Fairview Avenue and portions of Prospect, Ransberry, Crystal, Analomink, Dansbury Terrace, Penn Avenue, and Lackawanna Avenue.

Motion made by _____, seconded by _____, to authorize the Borough Manager to execute and deliver all necessary documents with UGI Corporation and its contractors, in an amount not to exceed \$175,000, subject to review by the Borough Solicitor and Borough Engineer, to complete companion paving projects on Analomink, Prospect, North Kistler, Crystal, Dansbury Terrace, Penn Avenue, and Lackawanna Avenue. Under the companion paving arrangement, the Borough will fund only the paving of street areas that UGI is not required to restore as

part of its 100-year-old gas line replacement project. UGI will complete paving on Fairview Avenue and portions of Prospect, Ransberry, Crystal, Analomink, Dansbury Terrace, Penn Avenue, and Lackawanna Avenue.

F. 2024 Final Audit:

1. Consideration to accept the 2024 Final Audit.

Motion made by _____, seconded by _____, to accept the 2024 Final Audit.

18. Manager's Follow-up Report:

19. Informational Items:

- A. America250PA 2026 Partner Events
- B. Monroe County Control Center April 2026 Overdose Statistics

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

21. Ratification of Bills Payable:

- A. Approval of Warrant List #260505

Motion made by _____, seconded by _____, to approve the Warrant List #260505 as presented.

22. Adjournment:

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

UPCOMING BOROUGH COUNCIL & COMMITTEE MEETINGS:

ZONING & PLANNING (ZAP) COMMITTEE: Tuesday, **May 12, 2026**, at **6 PM**

COMMUNITY RELATIONS COMMITTEE MEETING: Monday, **May 18, 2026**, at **5 PM**

COUNCIL REGULAR MEETING: Tuesday, **May 19, 2026**, at **7 PM**

OPERATIONS COMMITTEE MEETING: Wednesday, **May 27, 2026**, at **5 PM**

COUNCIL WORK SESSION MEETING: Monday, **June 22, 2026**, at **7 PM**