

**MINUTES FOR THE SPECIAL BUSINESS MEETING
EAST STROUDSBURG BOROUGH COUNCIL
MONDAY, APRIL 27, 2026 – 7 PM**

Ms. Wolbert read the 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.

PRESENT IN PERSON: Sonia Wolbert; Carrie Panepinto; Jane Gagliardo; Charles Garriss; Paul Shemansky; Lauren Peterson; Solicitor John Prevoznik; Kelly Lewis, Borough Manager; Layla Richard, Director of Finance; Lee Philips, Director of Public Works; Michael Manter, Codes Enforcement Officer; and Assistant to Borough Manager, Danielle Decker.

ABSENT: Mayor Victor Brozusky;

Ms. Wolbert called the meeting to order at 7:10 PM and lead in the Pledge of Allegiance.

Solicitor's Report on Executive Session: The was no Executive Session.

Public Comments: There were no public comments.

2024 Audit Presentation:

Jim Petrowski and Ed Boyd of CLA Auditing Firm gave a brief presentation on the 2024 Audit. A motion was made by Mr. Shemansky and seconded by Ms. Gagliardo to table the 2024 Audit as presented. The motion passed unanimously.

Brief Recess: A motion was made by Ms. Panepinto and seconded by Ms. Gagliardo to take a brief recess at 7:42 PM. The motion passed unanimously.

A motion was made by Ms. Gagliardo and seconded by Mr. Shemansky to reconvene the Borough Council Meeting at 8:01 PM. The motion passed unanimously.

Public Hearing:

Conditional-Use Hearing for East Stroudsburg University (ESU) Commons Property Application to Change the Completion Date advertised for 7:15 PM:

A motion was made by Mr. Shemansky and seconded by Ms. Panepinto to recess the Regular Council Meeting, and convene the Public Hearing for East Stroudsburg University (ESU) Commons Property Application at 8:02 PM. The motion passed unanimously.

Solicitor Prevoznik noted that no one from East Stroudsburg University was present. Solicitor Prevoznik swore in Zoning Officer, Michael Manter who presented the exhibits for the hearing. A motion was made by Ms. Panepinto and seconded by Ms. Gagliardo to enter exhibits B-1- Notice of Public Hearing, B-2 – Affidavit of Public Notice Publication and Posting from Danielle Decker, B-3 – Affidavit of Publication from Pocono Record (USA Today, Co.), B-4 – Letter for request for Modification of Conditional-Use Approval from East Stroudsburg University President Kenneth Long dated March 31, 2026, B-5 – Critical Stage Construction Schedule for Phase 2 – Revision 2 dated April 27, 2026, B-6 – Letter for request for Additional Council Meeting Agenda from Pennsylvania Department of General Services dated April 27, 2026, B-7 – Conditional-Use Decision dated April 17, 2018, and B-8 – Sign-in Sheet. The motion passed unanimously.

Mr. Manter read paragraph 37 in the Conditional-Use Decision dated April 17, 2018, which explained what needs to be done, if any changes or modifications are needed for the project.

A motion was made by Mr. Shemansky and seconded by Ms. Gagliardo to continue the Public Hearing on May 7, 2026 at 7 PM and to have the continuation posted on website and Municipal Door and reconvene the Special Business Council Meeting. The motion passed unanimously.

Solicitor Prevoznik read aloud the advertisement for the Pocono Record for the motion. A motion was made by Ms. Gagliardo and seconded by Mr. Shemansky to advertise the Continued Public Hearing on the Conditional-Use for East Stroudsburg Commons Property Application for Thursday, May 7, 2026 as read by the Solicitor; The East Stroudsburg Borough Council will hold a continued public hearing on May 7, 2026, commencing at 7:00 p.m., prevailing time, at the East Stroudsburg Municipal Building, located at 24 Analomink Street, East Stroudsburg, PA 18301, to amend the April 17, 2018 Conditional Use Decision and Order for East Stroudsburg University of the State System of Higher Education of the Commonwealth of Pennsylvania and the Department of General Services ("ESU"), for the property located between University Circle, Normal Street, and across Center Street, East Stroudsburg, Monroe County, PA 18301, bearing Tax Parcel Nos. 05-1.2.7.8-2 and 05-1.2.7.8-1, which authorized the development and construction of the Keystone Information Commons Project ("Project") on a parcel greater than one acre, pursuant to Condition No. 37, which initial duly advertised hearing was held on April 27, 2026, on a request to modify Condition No. 2 to change the term for completion of the Project until January 17, 2027 and was continued to take testimony and documentary evidence on the more specific request of: 1) extending the time for completion of the Project until June 15, 2027 to allow for growing season; 2) modifying the Phase 1 Improvements to allow various Phase 1 Required Improvements to be completed in Phase 2 to include a) construction of sidewalk and crosswalk improvements at the corner of Smith and Center Street, b) completion of stormwater improvements, c) restriping and reconfiguring parking spaces, d) completion of outdoor lighting and seating areas, and e) installation and/or removal of traffic signage; 3) approve a Schedule of Completion for all remaining Phase 1 and Phase 2 work to be accomplished by June 15, 2027; and 4) approving changes to the Preliminary/Final Land Development Plan for insertion into Phase 1 As-Built Drawings; all to support ESU's request for a Temporary Zoning Certificate of Occupancy for Phase 1 of the Project. The motion passed unanimously.

Council Members:

Charles Garris: Nothing to report.

Carrie Panepinto: Recycling Committee – Stroudsburg Borough Manager is looking into financing for new trailer for Recycling Center.

Jane Gagliardo: Nothing to report.

Paul Shemansky: Nothing to report.

Lauren Peterson: Nothing to report.

Sonia Wolbert: Nothing to report.

Solicitor's Report: Nothing to report.

Manager's Report:

2025 Public Water System Consumer Confidence Report (CCR): A motion was made by Ms. Panepinto and seconded by Ms. Peterson to authorize Borough Staff to print and distribute the 2025 Public Water System Consumer Confidence Report (CCR), as prepared by the Borough Engineer in consultation with the Borough Water Department in the most cost-effective way to comply with the DEP requirement to distribute the CCR Report by June 26, 2026. The motion passed unanimously.

Part-Time Parking Enforcement Officer Resignation: A motion was made by Ms. Panepinto and seconded by Ms. Gagliardo to ratify accepting Lucy Matier's resignation from the Parking Department effective April 14, 2026. The motion passed unanimously.

A motion was made by Ms. Gagliardo and seconded by Ms. Panepinto to approve to advertise for a budgeted open Part-Time Parking Enforcement Officer Position, not to exceed \$300.00. The motion passed unanimously.

Peppe's Cinco de Mayo Festival Fundraiser: A motion was made by Ms. Gagliardo and seconded by Ms. Peterson to approve Peppe's Cinco de Mayo Festival Fundraiser on Sunday, May 3, 2026, from 12 PM – 7 PM, contingent upon all fees and insurance documents being received and coordination of police. The motion passed unanimously.

Fire Escrow Release for 105 Crystal Street: A motion was made by Ms. Panepinto and seconded by Ms. Gagliardo to approve the release of the Fire Escrow for 105 Crystal Street in the amount of \$119,466.66, plus \$2,884.33 interest earned, totally \$122,350.99 to Rosanne Andrews. The motion passed unanimously.

Resolution 8-2026: United Gas, Inc. (UGI): A motion was made by Ms. Panepinto and seconded by Ms. Gagliardo to table Resolution 8-2026 to authorize the Borough Council President and/or Borough Manager to execute and deliver to United Gas, Inc. (UGI) a temporary construction easement terminating on or before Dec. 31, 2026 with UGI extinguishing existing agreement for gas line and be abandoned said gas line in place for consideration of \$450.00, payable to the Borough of East Stroudsburg. The property is Parcel I.D. Number: 05-4.1.6.15, Parcel Address: 28 North Kistler Street, East Stroudsburg, PA 18301. The motion passed unanimously.

187 Grand Street Project: Time Waiver Request: A motion was made by Ms. Panepinto and seconded by Ms. Peterson to accept and grant the letter received from Gregory Kessel and Jaclyn Kessel requesting a time waiver for their application for preliminary/final land development for 187 Grand Street Project until June 17, 2026. The motion passed unanimously.

Public Comments – New Business & Non-Agenda items: There were no comments.

Ratification of Bills Payable:

Approval of Warrant List #260427: A motion was made by Ms. Gagliardo and seconded by Mr. Shemansky to approve the Warrant List #260427 as presented. The motion passed unanimously.

Adjournment: A motion was made by Ms. Panepinto and seconded by Ms. Peterson to adjourn the meeting at 8:24 PM. The motion passed unanimously.