

**AGENDA FOR THE REGULAR
EAST STROUDSBURG BOROUGH COUNCIL MEETING
TUESDAY, JULY 7, 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 July 7, 2026, beginning at _____, prior to the start of the Council Meeting.
3. **Minutes of June 2, 2026, Council Regular Meeting:**
Motion made by _____, seconded by _____, to approve the June 2, 2026, Council Regular Meeting Minutes.
4. **Minutes of June 16, 2026, Council Regular Meeting:**
Motion made by _____, seconded by _____, to approve the June 16, 2026, Council Regular Meeting Minutes.
5. **Minutes of June 22, 2026, Council Work Session Meeting:**
Motion made by _____, seconded by _____, to approve the June 22, 2026, Council Work Session Meeting Minutes.
6. **Public Comments – Agenda items:**
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:** distributed via email and in packet

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

A. 2026 UGI Companion Paving Agreement:

1. Consideration to ratify authorization for the Borough Engineer, Borough Manager, and Borough Solicitor to prepare the documents and agreement necessary to negotiate and implement the UGI Companion Paving Agreement. The cost for UTRS' services shall not exceed \$8,000 on a Time and Material basis in accordance with the rate schedule adopted by the Borough.

Motion made by _____, seconded by _____, to ratify authorization for the Borough Engineer, Borough Manager, and Borough Solicitor to prepare the documents and agreement necessary to negotiate and implement the UGI Companion Paving Agreement. The cost for UTRS' services shall not exceed \$8,000 on a Time and Material basis in accordance with the rate schedule adopted by the Borough.

2. Consideration to authorize the UGI Companion Pavement Agreement for execution by the Borough Manager, based upon recommendation of the Borough Professionals.

Motion made by _____, seconded by _____, to authorize the UGI Companion Pavement Agreement for execution by the Borough Manager, based upon recommendation of the Borough Professionals.

B. Chapter 82 Flood Damage Prevention Revisions:

1. Consideration to approve forwarding the proposed Flood Damage Prevention Ordinance revisions to the Zoning and Planning (ZAP) Committee for comments and recommendation.

Motion made by _____, seconded by _____, to approve forwarding the proposed Flood Damage Prevention Ordinance revisions to the Zoning and Planning (ZAP) Committee for comments and recommendation.

C. 2026 Middle Dam Wetlands Mitigation Monitoring:

1. Consideration to authorize UTRS CEE to perform the Fifth Wetlands Monitoring Event and prepare the monitoring report for \$3,750.00 on a Time and Material basis in accordance with the rate schedule adopted by the Borough.

Motion made by _____, seconded by _____, to authorize UTRS CEE to perform the Fifth Wetlands Monitoring Event and prepare the monitoring report for \$3,750.00 on a Time and Material basis in accordance with the rate schedule adopted by the Borough.

D. East Stroudsburg Dam and Middle Dam 2026 Annual Inspections:

1. Consideration to authorize the Borough Manager to sign the Owner's Notice and the Borough Engineer to finalize and submit the 2026 Annual Inspections for the East Stroudsburg Dam and Middle Dam to PA DEP Dam Safety.

Motion made by _____, seconded by _____, to authorize the Borough Manager to sign the Owner's Notice and the Borough Engineer to finalize and submit the 2026 Annual Inspections for the East Stroudsburg Dam and Middle Dam to PA DEP Dam Safety.

E. Borough Utility Easements:

1. Consideration to accept and authorize the Borough Council President to execute the contract proposal from Mobile Environmental Analytical (MEA), Inc., to: 1) complete a review of historical data and perform a geophysical investigation along the easement routes at a cost not to exceed \$6,819.00; 2) if, in the opinion of the Borough Manager in consultation with the Borough Engineer, that further study of the area need to be conducted, then to authorize the option of installing up to five (5) soil vapor monitoring points along the easement routes at a cost not to exceed \$8,594.00, for a total approved cost not to exceed \$15,413.00.

Motion made by _____, seconded by _____, to accept and authorize the Borough Council President to execute the contract proposal from Mobile Environmental Analytical (MEA), Inc., to: 1) complete a review of historical data and perform a geophysical investigation along the easement routes at a cost not to exceed \$6,819.00; 2) if, in the opinion of the Borough Manager in consultation with the Borough Engineer, that further study of the area need to be conducted, then to authorize the option of installing up to five (5) soil vapor monitoring points along the easement routes at a cost not to exceed \$8,594.00, for a total approved cost not to exceed \$15,413.00.

2. Consideration to authorize UTRS CEE to provide survey stakeout of the proposed utility easements in support of MEA's geophysical investigation, at a cost not to exceed \$1,300.00 on a Time and Material basis in accordance with the rate schedule adopted by the Borough.

Motion made by _____, seconded by _____, to authorize UTRS CEE to provide survey stakeout of the proposed utility easements in support of MEA's geophysical investigation, at a cost not to exceed \$1,300.00 on a Time and Material basis in accordance with the rate schedule adopted by the Borough.

F. 631 North Courtland St. – former Sunoco Gas Station – Contaminant Release:

1. Consideration to authorize the Borough Manager, Engineer, Public Works Director, and environmental consultant to meet with PADEP and MEA to review the most recent findings, to reinforce the Borough's concerns and to establish the next steps.

Motion made by _____, seconded by _____, to authorize the Borough Manager, Engineer, Public Works Director, and environmental consultant to meet with PADEP and MEA to review the most recent findings, to reinforce the Borough's concerns and to establish the next steps.

G. Grand Street, Warren Street, and Secor Ave. Quit Claim Utility Easements:

1. Consideration to authorize UTRS CEE to perform records review and field survey, and prepare easement descriptions for utilities in the three unimproved streets, Grand Street, Warren Street, and Secor Ave and the existing waterline route between Warren

Street and Smith Street at a cost not to exceed \$8,500.00 on a Time and Material basis in accordance with the rate schedule adopted by the Borough.

Motion made by _____, seconded by _____, to authorize UTRS CEE to perform records review and field survey, and prepare easement descriptions for utilities in the three unimproved streets, Grand Street, Warren Street, and Secor Ave and the existing waterline route between Warren Street and Smith Street at a cost not to exceed \$8,500.00 on a Time and Material basis in accordance with the rate schedule adopted by the Borough.

H. PennDOT I-80 Sewer Trunk Main Replacement Project Status Update:

I. 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: No meeting

B. Zoning and Planning Committee: No meeting

C. Community Relations Committee:

12. Correspondence:

13. Mayor Victor Brozusky:

14. Council Members:

A. Jane Gagliardo

B. Paul Shemansky

C. Charles Garris

D. Carrie Panepinto

E. Lauren Peterson

F. Sonia Wolbert

15. Solicitor's Report:

16. Manager's Report:

A. Operations Committee:

1. Consideration to approve and to advertise to move the Operations Committee Meetings from the fourth Wednesday of the month to the second Monday of the month at 6 PM.

Motion made by _____, seconded by _____, to approve and to advertise to move the Operations Committee Meetings from the fourth Wednesday of the month to the second Monday of the month at 6 PM.

B. Streets Letter of Resignation:

1. Consideration to ratify accepting Ethan Grossman, letter of resignation from his position at the Borough as Maintenance Worker A.

Motion made by _____, seconded by _____, to ratify accepting Ethan Grossman, letter of resignation from his position at the Borough as Maintenance Worker A.

2. Consideration to approve to advertise for a budgeted open Maintenance Worker C Position in the Streets Department, not to exceed \$300.00.

Motion made by _____, seconded by _____, to approve to advertise for a budgeted open Maintenance Worker C Position in the Streets Department, not to exceed \$300.00.

C. Resolution 15-2026: Berkheimer's Access

1. Consideration to approve Resolution 15-2026 by appointing the Borough Manager, Director of Finance, and Assistant to Borough Manager as the contacts for Berkheimer of Bangor, PA in regard to local tax information.

Motion made by _____, seconded by _____, to approve Resolution 15-2026 by appointing the Borough Manager, Director of Finance, and Assistant to Borough Manager as the contacts for Berkheimer of Bangor, PA in regard to local tax information.

D. Wastewater (Sewer) Plant Scum Tubes: 2026 Debt Financing:

1. Consideration to authorize the Borough Council President, Borough Manager, and/or Director of Public Works to execute and deliver a contract for the fabrication, purchase, and installation of four (4) new stainless steel open-top scum tubes, including the manpower labor, equipment, materials, and removal of existing tubes from Midway Industrial Supply COSTARS No. 548073 through validated COSTARS Contract No. 008-E24-1305 in an amount not to exceed \$30,050.00. This purchase shall be paid by the Sewer Fund proceeds from the 2026 Debt Financing.

Motion made by _____, seconded by _____, to authorize the Borough Council President, Borough Manager, and/or Director of Public Works to execute and deliver a contract for the fabrication, purchase, and installation of four (4) new stainless steel open-top scum tubes, including the manpower labor, equipment, materials, and removal of existing tubes from Midway Industrial Supply COSTARS No. 548073 through validated COSTARS Contract No. 008-E24-1305 in an amount not to exceed \$30,050.00. This purchase shall be paid by the Sewer Fund proceeds from the 2026 Debt Financing.

Total Net Proceeds: \$3,963,500, General Fund Allocation:\$1,664,670; Sewer Fund Allocation: \$1,664,670; Water Fund Allocation: \$634,160; Balance: **\$1,963,537** after Scum Tubes purchase \$30,050, Balance: \$600,830.

SEWER Fund Allocation: **\$1,664,670**, Balance: **\$600,830**, after Scum Tubes purchase: **\$570,780**.

E. 112 N Courtland St Project: Time Waiver Request

1. Consideration to approve the time waiver request and preliminary/final land development application extension to Troy Nauman for their 112 N Courtland St Project until midnight of July 30, 2026.

Motion made by _____, seconded by _____, to approve the time waiver request and preliminary/final land development application extension to Troy Nauman for their 112 N Courtland St Project until midnight of July 30, 2026.

F. Water Utility Dispute: 252 Harris Street; Unit 14:

1. Consideration to authorize the Borough Manager to execute and deliver documents to settle the water utility dispute with Erin and Andrew Reagan, for Rental Unit, 252 Harris Street, Unit 14, East Stroudsburg, PA 18301. For \$3,013.21, as payment in full through March 31, 2026.

Motion made by _____, seconded by _____, to authorize the Borough Manager to execute and deliver documents to settle the water utility dispute with Erin and Andrew Reagan, for Rental Unit, 252 Harris Street, Unit 14, East Stroudsburg, PA 18301. For \$3,013.21, as payment in full through March 31, 2026.

G. ESUMC: Harlacher Lot:

1. Consideration to approve the East Stroudsburg United Methodist Church's request to use the Harlacher Parking Lot on Saturday, July 18th, 2026 for a Yard Sale. All applicable fees will be paid when submitting application for the Yard Sale Permit.

Motion made by _____, seconded by _____, to approve the East Stroudsburg United Methodist Church's request to use the Harlacher Parking Lot on Saturday, July 18th, 2026 for a Yard Sale. All applicable fees will be paid when submitting application for the Yard Sale Permit.

H. Parking: Automated System for Late Payments:

1. Consideration to authorize the Borough Manager to implement the automated system for late payment notifications in the T2 Parking Ticket System of UpSafety. By simply pressing send through the automated T2 System, the Borough will increase voluntary payments, reduce the need to pursue court action, shorten collection timelines, and allow our parking officers to spend more time on patrol, parking enforcement, and revenue-generating activities rather than court appearances. The increased collection rate and cost savings will more than cover the cost of the automated T2 notice and postage.

Motion made by _____, seconded by _____, to authorize the Borough Manager to implement the automated system for late payment

notifications in the T2 Parking Ticket System of UpSafety. By simply pressing send through the automated T2 System, the Borough will increase voluntary payments, reduce the need to pursue court action, shorten collection timelines, and allow our parking officers to spend more time on patrol, parking enforcement, and revenue-generating activities rather than court appearances. The increased collection rate and cost savings will more than cover the cost of the automated T2 notice and postage.

I. Resolution 16-2026: Closing Street Fund and Street Light Fund:

1. Consideration to approve Resolution 16-2026 to close the Street Fund and Street Lighting Fund that are no longer being utilized.

Motion made by _____, seconded by _____, to approve Resolution 16-2026 to close the Street Fund and Street Lighting Fund that are no longer being utilized.

2. Consideration to authorize moving the balance of the Street Fund \$_____ and the balance of the Street Lighting Fund \$_____ to the General Fund for a total of \$_____.

Motion made by _____, seconded by _____, to authorize moving the balance of the Street Fund \$_____ and the balance of the Street Lighting Fund \$_____ to the General Fund for a total of \$_____.

J. Portnoff Solid Waste Collections List Dated 7/6/2026:

1. Consideration to authorize the Borough Manager to submit to Portnoff Law Associates, LTD the Solid Waste Collections List for delinquent Solid Waste Accounts dated 7/6/26 that is made-up of 144 delinquent accounts totaling \$263,614.85, that are more than 365 days delinquent. The list is owner deidentified and we expect some payments before the list is submitted to Portnoff.

Motion made by _____, seconded by _____, to authorize the Borough Manager to submit to Portnoff Law Associates, LTD the Solid Waste Collections List for delinquent Solid Waste Accounts dated 7/6/26 that is made-up of 144 delinquent accounts totaling \$263,614.85, that are more than 365 days delinquent. The list is owner deidentified and we expect some payments before the list is submitted to Portnoff.

17. Manager's Follow-up Report:

18. Informational Items:

- A. May 2026 Waste Management Tonnage Report
- B. June 2026 Monroe County Control Center Overdose Statistics

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

20. Ratification of Bills Payable:

A. Approval of Warrant List #260707

Motion made by _____, seconded by _____, to approve the Warrant List #260707 as presented and attach to the minutes.

21. Adjournment:

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

UPCOMING BOROUGH COUNCIL & COMMITTEE MEETINGS:

OPERATIONS COMMITTEE MEETING: Monday, July 13, 2026, at 6 PM

ZONING & PLANNING (ZAP) COMMITTEE: Tuesday, July 14, 2026, at 6 PM

COMMUNITY RELATIONS COMMITTEE MEETING: Monday, July 20, 2026, at 5 PM

COUNCIL REGULAR MEETING: Tuesday, July 21, 2026, at 7 PM

COUNCIL WORK SESSION MEETING: Monday, July 27, 2026, at 7 PM