AGENDA FOR THE REGULAR
EAST STROUDSBURG BOROUGH COUNCIL MEETING
TUESDAY, OCTOBER 6, 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 the 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 October 6, 2026, beginning at _____, prior to the start of the Council Meeting.

3. **Minutes of September 14, 2026, Council Special Business Meeting:**
   Motion made by _____, seconded by _____, to approve the September 14, 2026, Council Special Business Meeting Minutes.

4. **Minutes of September 15, 2026, Council Regular Meeting:**
   Motion made by _____, seconded by _____, to approve the September 15, 2026, Council Regular Meeting Minutes.

5. **Minutes of September 28, 2026, Council Special Business Meeting:**
   Motion made by _____, seconded by _____, to approve the September 28, 2026, Council Special Business Meeting Minutes.

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

7. **Public Hearing:**
   A. **Second Public Hearing on FFY 2026 Community Development Block Grant (CDBG) Application advertised for 7 PM**

      Motion made by _____, seconded by _____, to recess the Regular Council Meeting, and convene the Second Public Hearing for FFY2026 CDBG Application. 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 FFY2026 CDBG Application, as presented and advertised.

8. **2025 Audit Presentation: James Farano and Senahid Zahirovic of Boyer & Ritter, LLC**

9. **Wal-Mart Presentation: Howard Mills**

10. **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 12/31/2026 Adjusting Journal Entries Report prepared by the Director of Finance:** distributed via email
    Motion made by _____, seconded by _____, to approve the 12/31/2026 Adjusting Journal Entries Report prepared by the Director of Finance.

    D. **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.

    E. **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.

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

12. **Engineer's Action Items:** distributed via email and in packet
    A. **CDBG East Stroudsburg 2026 Paving Project (Maple Avenue and Berwick Heights Road):**
        1. ACTION ITEM: Consider a motion to approve Change Order No. 1 – Final, which represents a reconciliation in quantities as bid vs. quantities actually installed, and an escalation in the asphalt cement index since the time of bid opening ($3,525.57), for a net deduct to the Contract price of $32,740.57. Once approved, the final Contract Amount will be $125,816.64. This Change Order also includes an increase in Contract time of 6 days to achieve Substantial Completion by August 7, 2026. There is no change to the Final Completion date of August 15, 2026.

           Motion made by _____, seconded by _____, to approve Change Order No. 1 – Final, which represents a reconciliation in quantities as bid vs. quantities actually installed, and an escalation in the asphalt cement index since the time of bid opening ($3,525.57), for a net deduct to the Contract price of $32,740.57. Once approved, the final Contract Amount will be $125,816.64. This Change Order also includes an increase in Contract time of 6 days to achieve Substantial Completion by August 7, 2026. There is no change to the Final Completion date of August 15, 2026.

B. **Levee Culvert 2:**

1. ACTION ITEM: Consider a motion to submit the E&S Control Plan to DEP/US Army Core of Engineers (ACOE) for approval to allow the Borough DPW to install an inlet over the existing 12" RCP storm sewer within the Borough Right-of-Way of Oakland Avenue.

   Motion made by _____, seconded by _____, to authorize to submit the E&S Control Plan to DEP/US ACOE for approval to allow the Borough DPW to install an inlet over the existing 12" RCP storm sewer within the Borough Right-of-Way of Oakland Avenue.

C. **East Stroudsburg Dam Outlet Inspection:**

1. ACTION ITEM: Consider a motion to authorize the Borough Engineer to coordinate the effort to obtain price quotes from commercial divers to perform the inspection, schedule inspection with diver contracted with Borough, and prepare the report to PA DEP at a cost not to exceed $6,000 on a time and materials basis in accordance with Fee Schedule rates adopted by the Borough, subject to Borough Manager review and oversight.

   Motion made by _____, seconded by _____, to authorize the Borough Engineer to coordinate the effort to obtain price quotes from commercial divers to perform the inspection, schedule inspection with diver contracted with Borough, and prepare the report to PA DEP at a cost not to exceed $6,000 on a time and materials basis in accordance with Fee Schedule rates adopted by the Borough, subject to Borough Manager review and oversight.

D. **Well 3 and 4 Manganese and Iron Water Filtration Project – Update:**

1. ACTION ITEM: Consider a motion to authorize the Borough Manager to sign and submit the Sewage Planning Mailer and Exemption Request and supporting documents to PADEP for the backwash wastewater discharge connection to the Borough Sewer System, based upon the recommendation of Borough Engineer.

   Motion made by _____, seconded by _____, to authorize the Borough Manager to sign and submit the Sewage Planning Mailer and Exemption Request and supporting documents to PADEP for the backwash wastewater discharge connection to the Borough Sewer System, based upon the recommendation of Borough Engineer.

2. ACTION ITEM: Consider a motion to authorize the Borough Manager to provide a letter to the Delaware River Basin Commission (DRBC) notifying the Commission of the Borough's intent to upgrade the filter system at the Well Control Building. There is no increase in water allocation nor expansion of water service area, as authorized under the current DRBC Docket, proposed as a result of this project.

   Motion made by _____, seconded by _____, to authorize the Borough Manager to provide a letter to the Delaware River Basin Commission (DRBC) notifying the Commission of the Borough's intent to upgrade the filter system at the Well Control Building. There is no increase in water allocation nor expansion of water service area, as authorized under the current DRBC Docket, proposed as a result of this project.

E. **2027 Water and Sewer Rate Studies**:

1. ACTION ITEM: Consider a motion to authorize the Borough Engineer to assist in the preparation of the 2027 Water Rate Study at a cost not to exceed $6,500 on a time and materials basis in accordance with Fee Schedule of rates adopted by the Borough.

   Motion made by _____, seconded by _____, to authorize the Borough Engineer to assist in the preparation of the 2027 Water Rate Study at a cost not to exceed $6,500 on a time and materials basis in accordance with Fee Schedule of rates adopted by the Borough.

2. ACTION ITEM: Consider a motion to authorize the Borough Engineer to assist in the preparation of the 2027 Sewer Rate Study at a cost not to exceed $6,500 on a time and materials basis in accordance with Fee Schedule of rates adopted by the Borough.

   Motion made by _____, seconded by _____, to authorize the Borough Engineer to assist in the preparation of the 2027 Sewer Rate Study at a cost not to exceed $6,500 on a time and materials basis in accordance with Fee Schedule of rates adopted by the Borough.

F. **Update on PennDOT I-80 Sewer Trunk Main Replacement Project Status:**

13. **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.

14. **Committees:**

A. **Operations Committee:** No meeting. Last meeting on 8.10.2026. Agenda included in packet.

B. **Zoning and Planning Committee:** Last meeting 9.8.2026. Agenda included in packet

C. **Community Relations Committee:** Last meeting on 10.5.2026. Agenda included in packet

Trunk or Treat Spots: At the October 5, 2026 Community Relations Committee Meeting, the applicant informed the Committee the parking spots would be free for this year.

15. **Correspondence:**

A. Letter dated 9.28.26 regarding Karen & Company Greeting Cards, Inc. voluntary dissolution.

16. **Mayor Victor Brozusky:**

17. **Council Members:**

A. Jane Gagliardo

B. Paul Shemansky

C. Charles Garris

D. Carrie Panepinto

E. Lauren Peterson

F. Sonia Wolbert

18. **Solicitor's Report:**

19. **Manager's Report:**
    A. **Resolution 25-2026: Borough of East Stroudsburg FY 2026 CDBG Application:**
        1. Consideration to approve Resolution 25-2026 authorizing the Board of Commissioners of Monroe County to submit an application for FFY 2026 Community Development Block Grant Program Funds in the amount of $155,079.00 on behalf of the Borough of East Stroudsburg prepared by the Monroe County Redevelopment Authority authorizing the Monroe County Commissioners to perform the required hearing and notices and submit the funding application for FY 2026 CDBG funds.

           Motion made by _____, seconded by _____, to approve Resolution 25-2026 authorizing the Board of Commissioners of Monroe County to submit an application for FFY 2026 Community Development Block Grant Program Funds in the amount of $155,079.00 on behalf of the Borough of East Stroudsburg prepared by the Monroe County Redevelopment Authority authorizing the Monroe County Commissioners to perform the required hearing and notices and submit the funding application for FY 2026 CDBG funds.

    B. **CDBG FFY 2026 Cooperative Agreement:**
        1. Consideration to approve the Council President and Borough Manager to execute and deliver the CDBG FFY 2026 Cooperative Agreement between Monroe County and the Borough of East Stroudsburg.

           Motion made by _____, seconded by _____, to approve the Council President and Borough Manager to execute and deliver the CDBG FFY 2026 Cooperative Agreement between Monroe County and the Borough of East Stroudsburg.

20. **Manager's Follow-up Report:**

21. **Informational Items:**
    A. Smithfield Township Land Development Application
    B. Monroe County Control Center September 2026 Overdose Statistics

22. **2027 Budget Presentation:** Kelly Lewis, Borough Manager
    A. **Review of the Draft Proposed 2027 Budget Worksheet:** Kelly Lewis, Borough Manager and Layla Richard-Rau, Director of Finance

B. **Review of the Draft Proposed 2027 Capital Budget:** Kelly Lewis, Borough Manager and Layla Richard-Rau, Director of Finance

C. **Review of Proposed 2027 Trash Fund:** Kelly Lewis, Borough Manager and Layla Richard-Rau, Director of Finance

23. **Public Comments – New Business & Non-Agenda Items:**

24. **Executive Session**

25. **Ratification of Bills Payable:**
    A. **Approval of Warrant List #261006**

    Motion made by _____, seconded by _____, to approve the Warrant List #261006 as presented and attach to the minutes.

26. **Adjournment:**
    Motion made by _____, seconded by _____, to adjourn the meeting at _____.

UPCOMING BOROUGH COUNCIL & COMMITTEE MEETINGS:

ZONING & PLANNING (ZAP) COMMITTEE: Tuesday, **October 13, 2026,** at **6 PM**

COMMUNITY RELATIONS COMMITTEE MEETING: Monday, **October 19, 2026,** at **5 PM**

COUNCIL REGULAR MEETING –BUDGET WORKSHOP: Tuesday**, October 20, 2026,** at **7 PM**

COUNCIL SPECIAL BUSINESS MEETING – BUDGET WORKSHOP: Monday, **October 26, 2026,** at 7 **PM**

OPERATIONS COMMITTEE MEETING: Monday, **November 9, 2026,** at **6 PM**