OPERATIONS COMMITTEE MEETING AGENDA
MONDAY, NOVEMBER 9, 2026 – 6 PM

1. **Call to Order and Roll Call:**

2. **Public Comments:**

3. **Infrastructure:**
   A. Water Plant & Water Distribution:

   B. Sewer Plant & Sewer Distribution:

   C. Middle Dam:

   D. Levee Culverts Nos. 2 and 11:

   E. Wells 3 and 4 Filtration Project:

   F. I-80 sewer line:

   G. 2026 Street Paving Program:

   H. Inflow and Infiltration (I&I):

   I. Industrial pretreatment program:

   J. Bulk Sewer Agreement – Smithfield and Stroud Township Sewer Authorities:

   K. PAWC Agreements:

4. **Delinquent Accounts Receivable**: Portnoff 3rd-party collection of trash, water, and sewer accounts

5. **Twin Boroughs Recycling Center**: equipment, building repair, staffing, and capital needs

6. **2026 Borough Audit:**

7. **Property Projects:**
   A. Sale of International Boiler Works (IBW) Property:

   B. 214 Washington Street culvert:

   C. 631 North Courtland Street Environmental Protection:

   D. 25 South Courtland Street:

   E. Salvation Army elevator:

   F. UBOX bond reduction/crosswalk; U-Haul:

   G. 60 Washington Street:

   H. Strunk lot joinder:

   I. 112 North Courtland Street:

8. **Rental Registration and Inspections:**

9. **Zoning and Code Enforcement:**

10. **Committee Recommendations to Borough Council on Agenda Items:**

11. **Executive Session: if necessary, for a purpose authorized under the Pennsylvania Sunshine Act.**

12. **Adjournment:**

BOROUGH OF EAST STROUDSBURG

OPERATIONS COMMITTEE — BOROUGH MANAGER'S SUPPLEMENTAL AGENDA

Monday, November 9, 2026 | 6:00 PM | East Stroudsburg Borough Hall

Internal management working document — organized to correspond with the Public Agenda.

1. ## Call to Order and Roll Call
   a) Confirm Committee attendance, quorum, and meeting record.
2. ## Public Comment
   a) Receive public comments in accordance with the Committee's adopted procedures.
3. ## Infrastructure
   a) **Water Plant & Water Distribution**
   b) Sewer Plant & Sewer Distribution
   c) Middle Dam
   d) Levee Culverts Nos. 2 and 11 — Culvert #2 repair is expected to be completed during the week of November 9, according to the Manager's draft update. Culvert #11 remains complicated; coordination with PennDOT, USACE, and DEP continues.
   e) Wells 3 and 4 filtration project — Iron and manganese filtration restoration; earlier materials reported receipt of one of the required DEP permits. Flood-zone ordinance adopted 11/3/2026.
   f) I-80 sewer line — Project remains subject to DEP/Act 537 coordination. Borough Manager is seeking project exemption from the 537 requirements. Estimated $5.2 million project.
   g) 2026 Street Paving Program — Review completed and outstanding 2026 work, UGI coordination, and priorities for 2027 paving.
   h) Inflow and Infiltration (I&I) — Meters are operating and helping eliminate sections of the Borough from further investigation. 2027 budget includes 4 more meters.
   i) Industrial pretreatment program — Program needs to be restarted; Manager reports Notre Dame High School as the only facility presently in compliance.
   j) Bulk Sewer Agreement — Finalize Agreements for Smithfield and Stroud Township sewer authorities; proposed 2026 – 2027 bulk sewer rates.
   k) PAWC Agreements — Review fire suppression inspection, backflow prevention, and cross-connection service agreements.

4. ## Delinquent Accounts Receivable — Portnoff
   a) Continue third-party collections for delinquent trash, water, and sewer accounts. Earlier materials described referral of major trash delinquencies and review of the largest water/sewer receivables.
   b) Director of Finance to provide an update.
5. ## Twin Boroughs Recycling Center
   a) Review 2027 proposed budget, staffing requests, and 2027 capital needs. New trailer installed.
6. ## 2026 Borough Audit
   a) 2025 Audit complete. In December we will start planning for 2026 Audit.
7. ## Property Projects
   a) **International Boiler Works (IBW) Property —** Finalize proposed Agreement of Sale. The Borough's negotiating position includes an AS-IS, WHERE-IS sale and a minimum $1 million net to the Borough at closing, without additional Borough remediation or financing obligations.
   b) **214 Washington Street culvert —** Stormwater culvert failure at condemned property; alternative culvert alignment/easement under discussion. People inside the condemned building.

c) **631 North Courtland Street environmental protection —** Former gas station/UST site; Borough concerns include groundwater contamination, water-main protection, utility access, and monitoring.
d) **25 South Courtland Street —** Proposed Hotel/restaurant; land development. Proposed Traffic Improvement Plan and Eli/Henry Redevelopment plans not opposed by Council.
e) **Salvation Army elevator —** Pending project completion.
f) **UBOX bond reduction/crosswalk; U-Haul —** Review UBOX security and crosswalk obligations; separately confirm U-Haul construction and any unresolved infrastructure matters.
g) **60 Washington Street —** Former PNC Bank property.
h) **Strunk lot joinder —** Pending
i) **112 North Courtland Street –** awaiting next steps
j) **Negozzi – Strawberry Fields –** awaiting HOP scoping meeting
k) **705 Milford Road –** awaiting next steps
l) **735 Milford Road –** awaiting next steps
m) **Exit 308 – I-80 completion**
n) **67 King Street minor subdivision –** waiver received
o) **Broken hydrant on N Courtland across from Bovinos –** awaiting materials, coordinating with ESASD
p) **Railroad Items** – 19 items we are working with RR Authority – Burson and E Broad Street RR crossing improved
q) **Acme Hose Company** – operational and capital costs – replacing flooring – repairing electric
r) **Walmart & CVS –** DJ hearings
s) **2026 Borough Parking Study –** November 17th meeting
t) **ESU Keystone Information Commons –** updated Resolution
u) **Pedestrian Crosswalk Grant -** pending

8. **Rental Registration and Inspections**
    a) Review 2027 registration, application completeness, inspections, overdue properties, and enforcement. Earlier materials identified a substantial group of noncompliant units; counts require current verification.
9. **Zoning and Codes Enforcement**
    a) Review top unresolved violations, nuisance/beautification enforcement, rental coordination, and 2027 contract renewal. Priority: actual correction of longstanding conditions rather than repeated paperwork.
10. **Committee Recommendations to Borough Council on Agenda Items**
11. **Public Comment**
12. **Executive Session —**
    a) If convened, publicly announce the specific authorized statutory purpose. No official action in executive session; any subsequent action must occur in public and comply with agenda rules.
13. **Adjournment**