

BOROUGH OF PORTLAND COUNCIL
GENERAL MEETING AGENDA MARCH 7, 2016

1. Open Meeting: Stephanie Steele, President
2. Council Members Present:
3. Others Present:
4. Yvonne Gumaer's resignation from the Zoning Hearing Board was received by the Borough on February 12, 2016. Ms. Gumaer was sworn in as the newly appointed councilwoman on February 19, 2016 by Mayor Prator.

5. Resolution 2016-3:
 Adopt Resolution 2016-3 "Recognizing the Portland Hook & Ladder Co. #1 participation in the Inaugural Ride of the Northern Passage of the September 11th National Trail Between the Great Allegheny Passage, the Flight 93 National Memorial, and the Delaware Water Gap and New York City at the Footbridge Across the Delaware River at Portland PA with the Liberty-Water Gap Trail".

6. Resolution 2016-4:
 Adopt Resolution 2016-4 "Multi-Municipal Animal Control Program" administered by the Slate Belt Council of Governments (SBCOG).

7. Action On Minutes:
- February 1, 2016
 - a) Carol has a revision to the minutes.

Secretary/Treasurer Report: Carol Hummel

Approve the February 2016 Financial Report, the bills presented for payment in the amounts of:

- Payments of Bills Presented:

Borough Operations & Borough Operations Already Paid:	21,284.91
Sewer Operations & Sewer Operations Already Paid:	27,964.13
Garbage Operations & Garbage Operations Already Paid:	5,170.98
Liquid Fuels Account – Dirty Mac, LLC: February 2016 snowplow/cinder	2,677.50
Liquid Fuels Account – Reliable Sign & Striping: street signs	79.00
TOTAL	\$57,176.52

- And approximate expenses for the March 2016 payroll and payroll taxes (\$7,000.00) and Sunoco Fleet Gas (300.00).

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- **TOTAL ALL BILLS ABOVE PRESENTED FOR PAYMENT:**
(includes payroll taxes and fleet gas) **\$64,476.52**
- **NOTE:** The Recreation Fund: electric service February 2016, in the amount of \$34.73, was paid from the General Account.

8. Citizen's Agenda:

- Portland Market: Rocky Patel
 a) Request reduction of number of EDU's.
- Hough Associates: Thomas Hough, Recycle Performance Grant
 a) Mr. Hough may not attend tonight. I believe Mayor Prator invited him to the April council meeting.
- Dirty Mac, LLC: Tree Estimate for Park & Ride Lot
 a) Edward J. Easterly, Esquire

9. Sewer Matters:

- Repair of the fence gate at the WWTP.
- Looking to replace Diann Eden's computer with a desk top; sewer & garbage clerk.

10. Borough Engineer's Report:

- Act 94 Report by March 31, 2016
- Restroom Facility Grant

11. Zoning Officer Report:

- Golden Property Violation: 108 Division Street
- Mike's Auto: 208 Northampton Street

12. Zoning Hearing Board:

1. None scheduled at the present time.
 - a. Application Date: None
 - b. Hearing Date: None
 - c. No applications received for the (1) vacant Zoning Hearing Board Seat.
2. Discuss the number required for ZHB members.

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13. Legal:
14. Planning Commission:
15. Water Authority Report:
16. Subdivision and Land Development:
17. Police Report:
 - Looking to replace Chief Mulligan's desk top computer.
18. Mayor's Report:
19. Streets Department:
 - The Borough has received their 2016 Liquid Allocation in the amount of \$17,358.95.
 - Lehigh Valley Fence:
 - a) Handrail for the handicapped ramp at the municipal building.
20. Sanitation Committee:
 - The PA-DEP has approved the Borough's Act 101 Recycling Grant in the amount of \$357.00 for the calendar year 2013.
21. Insurance Committee:
22. Building Committee:
23. Budget/Finance:
 - CD #40112887, in the amount of \$10,065.42, renews on March 8, 2016. Do you want to let it roll over for another (9) months?
24. Ordinance Update Committee:
 - Need to order "special paper" and book/binder for "Official" Borough records: Stephanie Steele
25. Council Policy & Procedure Committee:

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26. Slate Belt Community Partnership Committee:

- SBCP invoice for Main Street Program: 2016 Payment
a) Can pay quarterly at \$500.00 or annually at \$2,000.00.

27. Community Events/Recreation Board:

- The next meeting of the Community Events is March 13th at 7:30 PM.
- Easter Egg Hunt co-sponsored by the Masonic Lodge and the Community Events Committee will be held on March 19th at 1:00 PM at the Portland Ball Field.
- Pet Parade sponsored by the Community Events Committee April 16th at 1:00 PM.
- The Borough will need child abuse backgrounds for volunteers depending on council's decision.
- Resolution 2016-5: Child Abuse Policy for employees & volunteers.

28. Correspondence:

- Crime Victim's Council's Annual Spring Plant Sale (in your packet)
- Janet's Jems: Grand Opening by the SBCC March 26, 2016.
10 AM to 2 PM. Slate Belt Chamber of Commerce ribbon cutting at 10:30 AM
- Operation: Send A Veteran, Sunday April 17, 2016 to send a veteran and their family to a baseball game at Cocoa-Cola Park. Sponsorships levels are: \$100.00, \$250.00, \$500.00, \$1,000.00. (in your packet)
- Livable Landscapes/Northampton County 50/50 Grant: (in your packet)

29. Secretary Announcements:

- Carol asks permission to purchase new flags for the municipal flag pole.
(1) American Flag and (1) PA State Flag.
- Carol asks permission to ask Pastor Phil to trim back the tree because the flags get caught and Bob Shaw has to remove them.
- The secretary will be out of the office on Tuesday March 8, 2016 to attend the Philadelphia Flower Show.

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- 30. Old Business: Council Committee Assignments
- 31. New Business:
- 32. Citizens Non Agenda:
- 33. Adjournment: