

**BOROUGH OF PORTLAND COUNCIL**  
**GENERAL MEETING AGENDA      APRIL 3, 2017**

1. Open Meeting:                      Stephanie Steele, President
2. Council Members Present:
3. Others Present:
4. Action On Minutes:
  - March 6, 2017
5. Secretary/Treasurer Report: Carol Hummel

Approve the March 2017 Financial Report, the bills presented for payment in the amounts of:

- Payments of Bills Presented:

Borough Operations & Borough Operations Already Paid:	4,454.68
Sewer Operations & Sewer Operations Already Paid::	18,080.97
Garbage Operations & Garbage Operations Already Paid:	5,080.03
<b>TOTAL</b>	<b>\$27,615.68</b>

And the approximate expenses for the April 2017 payroll and payroll taxes (\$9,500.00) and Sunoco Fleet Gas (350.00).

- **TOTAL ALL BILLS ABOVE PRESENTED FOR PAYMENT:**  
(includes payroll taxes and fleet gas)                      **\$ 34,7465.68**

6. Public Comment:
  - 1) Jill Lutrie:                      Manager, Merchants Bank, Mount Bethel Branch
    - a) Credit Card and machine for Borough Sewer and Garbage Payments
  - 2) Tamara Utess:              BASD Middle School
    - a) Clean-Up Day in the Borough, May 24, 2017; 10 AM to 1:30 PM.  
Madison Knight-Pearson, Student
7. Sewer Matters:
  - 1) Letter of complaint from Donald Cawley, Jr.              708 Delaware Avenue
8. Borough Engineer's Report:
  - a) Act 94 Report

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9.     Zoning Officer Report:
10.    Zoning Hearing Board:  
  
        None
11.    UCC Building Inspectors Report:  
  
        None
12.    Planning Commission:  
  
        a) Medical Marijuana draft ordinance reviewed by Portland Planning Commission. Letter with comments in your packet.  
  
        b) Medical Marijuana draft ordinance will be reviewed by the LVPC on Monday, April 25, 2017. Letter with comments in you packet.
13.    Water Authority Report:
14.    Legal:
15.    Subdivision and Land Development:
16.    Community Development, COG & Grants:
  - Minutes of the February 22, 2017 COG meeting in your packet.
  - Minutes of the March 22, 2017 COG meeting in your packet.
  - Council is invited to the Slate Belt Heritage Center on April 23 for the Homefront Magazine Presentation "Letters to Homefront Magazine" from 2 to 4 PM.
17.    Community Events/Recreation Board:
  - a) April 8 – Easter Egg Hunt – 1PM – Ball Field
  - b) April 29 – Pet Awareness & Parade – 1 to 4 PM – P & W Lot
  - c) Legacy Global Sports: Interested in renting the gym for basketball.
18.    Police Report
19.    Mayor's Report:

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20. Streets Department:

- 1.) The DRJTBC will no longer sweep the Borough streets.
- 2.) Winter Storm Stella:
  - a) Northampton County did not qualify for PEMA/FEMA Assistance.

21. Sanitation Committee:

2016 Delinquent Garbage Accounts:

- a) Correction from March 6, 2017 meeting.
  - i. (2) property owners live out of state. Civil Complaints cannot be filed by District Court. 116 Main Street and 117 Main Street had liens filed by Solicitor Gaul. Delinquent garbage total \$2,358.24. The Borough paid \$405.21 to District Court.
- b) Delinquent garbage accounts of Knox and LaBar.
  - i. LaBar paid the bill \$11.50 before the complaints were filed.
  - ii. After research by Ms. Eden it is permissible to file the 2016-2017 delinquent garbage in 2018.

22. Building Committee:

1. Estimate for replacement of the front door for "the Pokey". Jason Abbott
  - a) composite door - \$1,700.    Install gutters - \$1,300.
  - b) wood door - \$775.    Install gutters - \$1,300
2. Estimate for replacement of the front door for "the Pokey". Hubert McHugh
  - a) pine door - \$557.00
  - b) maple door - \$675.00
  - c) oak door - \$750.00

The "Pokey" Account has a balance of \$3,780.16.

23. Budget, Finance, Insurance & Cable TV Contract:

- a) Approval for President Steele to execute the Representation Letter, to the Borough Auditor, Kirk, Summa & Co., LLP, regarding the 2016 Annual Audit and Financial Report.
- b) Approval for the secretary to advertise the Annual Audit and Financial Condensed Statement for the year ended December 31, 2016 in the Pocono Record publication.

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24. Personnel, Policy & Procedure Committee:

25. Slate Belt Rising Committee:

26. Correspondence:

a) A letter of support requested by Lower Mount Bethel Township for their application to Northampton County Open Space and DCNR for the purchase of (3) properties from Talen Energy. These properties are the location of the existing Talen Trails.

b) Resolutions for Consideration from the PSAB Steering Committee:

i. Games of Chance Prize Limit

ii. Support the Coalition to Eliminate the Prohibition Against Municipal Police Using Rader to change from only PA State Police to any police officer.

27. Secretary Announcements:

- The secretary will be out of the office, Tuesday, April 18, 2017 and Wednesday April 19, 2017 for personal reasons.

28. Old Business:

29. New Business:

30. Executive Session:

a) Personnel

b) 517 Delaware Avenue, Airbnb

31. Public Comment - None Agenda:

32. Adjournment: