



**BOROUGH OF PORTLAND COUNCIL**  
**GENERAL MEETING AGENDA      JUNE 5, 2017**

- a) add the June payroll and payroll taxes 11,000.00
- b) add Sunoco Fleet Gas 675.00

**TOTAL ALL BILLS ABOVE PRESENTED FOR PAYMENT:**  
(includes all above) **\$58,654.40**

**NOTE:** QuickBooks Enhanced Payroll will be renewed on July 6. The annual subscription rate is 565.00. This was included in the bill list.

**NOTE:** The Portland Gymnasium electric bill has been paid out of the General Checking Account in the amount of \$37.93. This was included in the bill list.

**NOTE:** The Portland Gymnasium yearly propane tank rental has been paid out of the General Checking Account in the amount of \$155.00. This was included in the bill list.

7. Public Comment:

- a) Super Heat, Inc: Jake Taylor

8. Sewer Matters:

a) The new annual monitoring and coordination fee for all wastewater discharge projects subject to DRBC review and approval, including those for which permits have been issued under the One Process/One Permit will have an annual indexed inflation adjustment which will range from \$300 to \$1,000. The Borough's current fee is \$500.

- b) 615-617 Washington Street: Joan Dry, Property Owner
  - i. Sewer Leak from property owner's pipe in front yard.

9. Borough Engineer's Report: Mark Bahnick

10. Zoning Officer Report: Tina Serfass

- a) Enforcement Notices:
  - i. Al & Phyllis Bush: high grass and weeds
  - ii. Brian Liqouri: brush pile on the street Right-Of-Way
  - iii. Dawn Pivovar-Butler: high grass and weeds
  - iv. Warren Kearney: unregistered and inoperative vehicles
  - v. Mike's Auto: unregistered and inoperative vehicles

- b) 409 Delaware Avenue: Beauty Salon

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11. Zoning Hearing Board:
  1. None scheduled at the present time.
  2. Application Date:                      None
12. UCC Building Inspectors Report:

One (1) for the month of May.
13. Planning Commission:
14. Water Authority Report:
15. Legal:
  - a) 425 Delaware Avenue:      Schomberg Civil Complaint Hearing
    - i. Delinquent 2016 garbage.
16. Subdivision and Land Development:
  - a) Portland Industrial Park:
    - i. Sketch plan submitted from Ultra-Poly Corp. Copies given to Council, Solicitor Gaul, the Borough Engineer and the Portland Planning Commission.
17. Community Development, COG & Grants:
18. Community Events/Recreation Board:
  - Refiner's Fire Ministry has planned an event for every Thursday night in June from 6:30 to 7:30 PM titled "Community Kids". A non-religious event. Pastor Phil and Jessica would like to use the Portland Ball Field.
19. Police Report:
  - a) May 2017 Police Report.
  - b) Accept the resignation of Police Officer Larry Miller, effective June 1, 2017.
  - c) Police Chief Robert Mulligan is having a heart procedure this Wednesday, June 7<sup>th</sup>. The secretary is asking council to donate for the purchase of a gift card or other get well gift.
  - d) Replace the police computer and purchase a new one.

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20. Mayor's Report:
- Mayor Prator will be attending the Annual Forum on Local Government at the Lafayette College Meyner Center on Wednesday, June 7, 2017.
21. Streets Department:
22. Sanitation Committee:
- Garbage Contract expires 12-31-2017
23. Building Committee:
- Appoint Robert Shaw as the permanent cleaning personnel for the Municipal Building. Mr. Shaw is currently filling the position and is doing an excellent job.
24. Budget, Finance, Insurance Committee & Cable TV Contract:
- Portland Hook & Ladder Co. #1 would like to be included in the budget for the purchase of a new fire truck.
25. Ordinance Update Committee:
- a) Review Sidewalk Ordinance No. 155:
- i. Amend or write a new Sidewalk Ordinance.
- b) 409 Delaware Avenue: Property Owner Rakesh Patel is moving forward with replacement of a new sidewalk with Contractor Todd Constantine. The work is expected to be completed either June 8 or June 9, 2017.
- c) Wireless Alert:
- i. Municipalities prevail at PUC on issue of cell towers the public Rights-Of-Way. Does council wish to proceed with adopting an ordinance?
26. Council Policy & Procedure Committee:
27. Slate Belt Rising Committee:      Stephanie Steele
- a) Ms. Steele is working with Manager Stephen Reider to apply for a CIPP Grant.
- b) Replace trees in the downtown business district.
- c) Purchase an ice cream cart for the Community Events Committee.

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28. Correspondence:

- An inquiry from the service manager of the Red Cross of the Poconos. The Red Cross needs blood drives for the months of July and August. I forwarded the inquiry onto Chief Potter and Assistant Chief Steele.

29. Secretary Announcements:

- The secretary will be out of the office the week of June 26, 2017 for vacation. Ms. Diann Eden, Billing Clerk, will be available to meet the public's needs from 4 PM to 6:45 PM every day.

30. Old Business:

31. New Business:

32. Executive Session:

33. Public Comment, Non-Agenda:

34. Adjournment: