

**BOROUGH OF PORTLAND COUNCIL
GENERAL MEETING AGENDA SEPTEMBER 11, 2017**

1. Open Meeting: Stephanie Steele, President
2. Council Members Present:
3. Others Present:
4. Opening of Garbage Contract 2018-2022 Bid Specs: Michael Gaul
 Award Garbage Contract 2018-2022:
5. Action On Minutes:
 - August 7, 2017
6. Secretary/Treasurer Report: Carol Hummel
 - Approve the August 2017 Financial Report, the bills presented for payment in the amounts of:

Payments of Bills Presented:

Borough Operations & Borough Operations Already Paid:	10,290.64
Garbage Operations & Garbage Operations Already Paid:	4,882.82
Sewer Operations & Sewer Operations Already Paid:	10,611.57
Ultra-Poly Corp: Expansion Plans	662.00
Community Events – Lights of Hope Event	77.23
TOTAL	26,524.26

Add the approximate expenses for the September 2017 payroll and payroll taxes: 9,000.00
 Add Sunoco Fleet Gas: 475.00

- a) The August Recreation Fund electric bill has been paid from the General Account in the amount of \$80.21.

TOTAL ALL BILLS ABOVE PRESENTED FOR PAYMENT:
 (includes payroll taxes and fleet gas) **\$35,999.26**

7. Public Comment: The (5) minute rule applies.
 - John Bermingham: Diversified Consulting Services
 i. granted (15) minutes to speak per council meeting of 08-07-2017
 - Janet’s Jems: Janet Futchko, 511A Delaware Avenue

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- Billie Golden: 108 Division Street

8. Sewer Matters:

- a) Hach Service Contract: December 29, 2017 to December 29, 2018
 - i. Quarterly billing at \$3,118.00. Total for year \$12,472.00. Quote valid for (114) days from September 6, 2017. Authorize President Steele to execute the Hach Service contract.

9. Borough Engineer's Report: Mark Bahnick

10. Zoning Officer Report:

11. Zoning Hearing Board:

- None

12. UCC Officer Report for August 2017:

- One (1) permit was issued for 404 PA. Avenue.

13. Planning Commission:

- None

14. Portland Borough (Water) Authority Report:

15. Legal:

16. Subdivision and Land Development:

- a) Ultra-Poly Corp. Expansion:
 - i. Municipal Land Use Letter for NPDES Permit application. Authorize President Steele to execute the Municipal Land Use Letter.

17. Community Development, COG & Grants:

18. Community Events/Recreation Board:

- a) October 14th Community Day will be held from 11 AM to 4 PM.
- b) Trick or Treat will be observed on Saturday, October 28 from 4-6 PM. After Trick or Treat a costume contest will be held.

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19. Police Report:
 - a) Regional Police Department: Stephanie Steele

20. Mayor's Report
 - a) Suburban EMS:
 - b) The LVPC has named Portland Borough as a "Community of Distinction".

21. Streets Department:
 - a) Snow Ice Removal Contract:
 - b) Frank Russo has given permission to dump upcoming winter snow on his Hester Street property.
 - c) Storm Drain estimates for Main Street
 - d) The Borough received \$4,117.83 from the Commonwealth of PA for the annual Winter-Snow Five (5) year agreement.

22. Sanitation Committee:

23. Building Committee:

24. Budget, Finance, Insurance & Cable TV Contract:
 - a) Items for the 2018 Budget that need to be considered, please contact the committee ASAP.
 - b) Insurance Committee needs to meet to review coverage for 2018.
 - c) Update on meeting with Portland Hook & Ladder Co. #1.

25. Ordinance Update Committee:

26. Council Policy & Procedure Committee:

27. Slate Belt Rising Committee:
 - a) Trail to Town–Jamboree:
 - i, Wind Gap Park on September 17, 2017 from 8 AM to 4 PM hosted by Slate Belt Rising, Boy Scout Troop 33 and Wind Gap Borough.

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b) CIPP Grant:

- i. Portland has been recommended for a \$20,000 grant. Final approval will be made at the October meeting of the Northampton County Council.

28. Correspondence:

a) The Lehigh Valley Planning Commission is accepting registrations for the PA Municipal Planning Education Institute courses in community planning and land use regulations. This correspondence and the registration form was emailed to all on August 28, 2017.

29. Secretary Announcements:

a) Refiner's Fire Ministry: Stephanie Steele

30. Old Business:

31. New Business:

32. Executive Session:

33. Adjournment: