1. Open Meeting:

Stephanie Steele, President

- 2. <u>Council Members Present:</u>
- 3. Others Present:
- 4. Resolution 2016-8:

Approve Resolution 2016-8 "Recognizing May 5, 2016 as National Day of Prayer" in the Borough of Portland, Northampton County, Pennsylvania".

5. <u>Resolution 2016-9:</u>

Approve Resolution 2016-9 "Proclaiming May 20-21, 2016 as the American Cancer Society's Relay for Life of the Slate Belt at Bangor Memorial Park".

- 6. Action On Minutes:
 - April 4, 2016
- 7. <u>Secretary/Treasurer Report: Carol Hummel</u>

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

• Payments of Bills Presented:

Borough Operations & Borough Operations Already Paid:	12,236.34
Sewer Operations & Sewer Operations Already Paid:	18,773.73
Garbage Operations & Garbage Operations Already Paid:	7,364.20
Community Events:	14.97
TOTAL	\$ 38,389.24

And the approximate expenses for the May 2016 payroll and payroll taxes (\$7,000.00) and Sunoco Fleet Gas (350.00).

- TOTAL ALL BILLS ABOVE PRESENTED FOR PAYMENT:
 (includes payroll taxes and fleet gas)
 \$45,739.24
- Approve the \$7,000.00 allocation from the 2016 budget to the Portland Hook & Ladder Co. #1. Do you want to take the monies from the LST Account instead of the General Fund? The LST Account balance is \$13,379.54.

- Approve the payment of \$1,773.54 to the American Rock Salt Co., LLC for 24.51 tons of bulk ice control from the Liquid Fuels Account.
- NOTE: The electric service bill for the Portland Gymnasium has been paid from the General Fund in the amount of \$32.45.

8. <u>Citizen's Agenda:</u>

1. Jeanne VanDenKooy:

304 State Street

- a) Purchase of 400 Jacoby Creek Road
- b) Sewer connection and grinder pump.
- 2. David Keller:

400 Jacoby Creek Road

3. Public Comment:

9. <u>Se</u>wer Matters:

- 1. New sewer computer.
- A Late charge was added to the Portland Hook & Ladder Fire Co. sewer bill. Mayor Prator asks for discussion because the fire company does so much for the Borough.
- 3. The sewer stamper has arrived.
- 4. The Sewer Committee met with representatives of Ultra-Poly who may be interested in using some effluent from the WWTP for their cooling process.

10. <u>Borough Engineer's Report:</u>

- 1. WWTP Report:
- 2. Restroom Facility Grant:
- 13. Zoning/Codes Officer Report: Tina Serfass, Keller Zoning & Inspection Services
 - International Property Maintenance Code Ordinance:
 - a) Discussed at last month's meeting, the Borough does not have to adopt a new IPMC ordinance. The most recent revision or edition is applicable, per Portland Borough Ordinance 2011-2.
 - b) Ms. Serfass has ordered (2) copies of the IPMC 2015 Update at the discounted rate of \$30.00 each.

- Enforcement Action at 108 Division Street.:
- 14. Zoning Hearing Board:
 - 1. None scheduled at the present time.
 - 2. Application Date:

None

3. Hearing Date:

None

- 4. No applications received for the (1) vacant Zoning Hearing Board Seat.
- 15. BCO & <u>UCC Building Inspectors Report:</u>
 - None
- 16. Planning Commission:
- 17. Water Authority Report:
- 18. Legal:
- 19. Subdivision and Land Development:
- 20. Community Development, COG: & Grants:
 - The April 27th COG minutes are in your council packet.
- 21. Community Events/Recreation Board:
 - a) The Pet Parade event of April 16th was a success.
- 22. Police Report:
- 23. Mayor's Report:
- 25. Streets Department:
 - Curb Stops on Main Street:
 - Sidewalks in front of Duckloe's Showroom.
 - PEMA/FEMA Public Assistance Application has been submitted to PEMA for winter-storm "Jonas". FEMA meets again at the 911 Complex at Gracedale on Wednesday, May 25th, 11-12 AM.

 Perma-Patch has been ordered from the Slate Belt COG in the amount of (25) sixty (60) pound bags at \$11.00 each. Was approved on the bill list.

26. Sanitation Committee:

- The garbage stamper has arrived.
- Garbage should not be put out to the curb until (24) hours in advance of pick-up.
- 27. Building Committee:
- 28. <u>Budget, Finance, Insurance Committee & Cable TV Contract:</u>
- 29. Ordinance Update Committee:
 - a) Report of book and paper order.
- 30. Personnel, Policy & Procedure Committee:
- 31. Slate Belt Community Partnership Committee:
- 32. <u>Correspondence:</u>
- 33. Secretary Announcements:
 - The secretary will be out of the office on Friday, May 13, 2016.
 - Diann will be out of the office May 4th through May 13th.
 - Comment from Carol.

34. Old Business

- a) NIMS Testing and Certification for Yvonne Gumaer.
- b) Geo-tourism kick-off is Thursday May 5th with a luncheon at Shawnee Inn & Resort. Mayor Prator, Heather Fischer and Yvonne Gumaer are attending.
- c) Per Mayor Prator two (2) ordinance templates (in your packet) with regard to public area trees and tree harvesting practices.

35. New Business:

- a) The Slate Belt Chamber of Commerce, Northampton County and Discover Lehigh Valley is pleased to announce the Northampton County Tourism Roundtable, Connect & Collaborate event on Monday, May 9th, at the SBC of C office. Recreational Tourism discussion from 8:30 Am to 10:30 AM. Historic Tourism from 11:30 AM to 1:30 PM. Please RSVP if anyone can attend. 610-588-1000
- b) The Borough has signed up for the FREE Community Program "Business Pal & Partners Program" at the America On Wheels Museum Allentown, PA. By showing your business ID employees/volunteers will receive a BOGO admission during Museum operating hours. If anyone plans to attend see Carol for an ID card.
- 36. <u>Executive Session:</u>
- 37. Adjournment: