

BOROUGH OF PORTLAND COUNCIL
GENERAL MEETING AGENDA MARCH 6, 2017

1. Open Meeting: Stephanie Steele, President
2. Council Members Present:
3. Others Present:
4. Ordinance 2017-2: Tree Ordinance
5. Resolution 2017-6:

Adopt Resolution 2017-6 "Authorizing an Application to the Pennsylvania Municipal Assistance Program Through the Pennsylvania Department of Community and Economic Development (PA-DCED) to Assist the Slate Belt Council of Governments (SB-COG) in the Creation of the Slate Belt Multi-Municipal Comprehensive Plan" **AND** approve a Letter of Certification for an Application to the Pennsylvania Municipal Assistance Program.

6. Action On Minutes:

- February 6, 2017

Secretary/Treasurer Report: Carol Hummel

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

- Payments of Bills Presented:

Borough Operations & Borough Operations Already Paid:	14,314.16
Sewer Operations & Sewer Operations Already Paid:	9,306.18
Garbage Operations & Garbage Operations Already Paid:	4,812.70
Liquid Fuels Account – Super Heat, snowplow/cinder, Jan. & Feb.	14,040.00
Liquid Fuels Account – Morton Salt, de-icing salt	1,306.99
TOTAL	\$43,780.03
And approximate expenses for the March 2017 payroll and payroll taxes (\$9,000.00) and Sunoco Fleet Gas (400.00).	

- **TOTAL ALL BILLS ABOVE PRESENTED FOR PAYMENT:**
(includes payroll taxes and fleet gas) **\$53,180.03**
- **NOTE:** The Recreation Fund: electric service for January 2017, in the amount of \$35.02, was paid from the General Account for the Portland Gymnasium.

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7. Public Comment: The (5) minute rule applies.
 - Penny Conway: 502 Delaware Avenue
 - a) Police Assisted Addiction Recovery Institute
 - i. Black Balloon Overdose Awareness Day

8. Sewer Matters:
 - Discuss purchase orders

9. Borough Engineer's Report:

10. Zoning Officer Report:
 - 415 Delaware Avenue
 - 305 State Street
 - Discuss fees for zoning permits.

11. UCC Officer Report:

None

12. Zoning Hearing Board:
 1. None scheduled at the present time.
 - a. Application Date: None
 - b. Hearing Date: None

13. Planning Commission:

14. Portland Borough Authority Report:
 - Purchase 1998 GMC Dump Truck from the PBA for \$1.00.
Borough pay tags and title.
 - Agreement Regarding Restoration of Previously Discontinued Water Service.

15. Legal:

16. Subdivision and Land Development:

17. Community Development & COG:

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18. Community Events/Recreation Board:

- Portland, UMBT Softball Agreement and porta-potty rental
- Easter Egg Hunt – April 8th – 1:00 PM on Portland Ball Field and Pet Parade & Awareness Event – 1 to 4 PM

19. Police Report:

20. Mayor's Report:

21. Streets Department:

- The Borough has received their 2017 Liquid Fuels Allocation in the amount of \$18,162.38.
- Street Sweeping by the DRJTBC: The secretary has sent a letter of request.
- Discuss purchase of American Flags for the Business District.

22. Sanitation Committee:

1. Dr. Pepper/Keep America Beautiful Recycling Bin Grants.

2. 2016 Delinquent Garbage Accounts: Authorize the secretary to file civil complaints at District Court 03-3-03.

Blumer	212.70
Cawley, Donald	290.34
Dannenfelser-McAdams 2	283.60
Federal N'tl Mortgage (117 Main Street)	283.60
Keller	332.60
Knox	68.90
Labar, Brian & Anita	11.50
Lane	283.30
Mayer	308.10
Pivovar-Butler	141.80
Schomberg	567.20
TOTAL	\$2,783.64

23. Building Committee:

1. The Cleaning Lady's last day is March 7, 2017. She would like to return to work after she has recuperated from childbirth.

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2. Estimate for replacement of the front door for "the Pokey".

- a) composite door - \$1,700. Install gutters - \$1,300.
- b) wood door - \$775. Install gutters - \$1,300

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

24. Budget, Finance, Insurance Cable TV Contract:

- Discuss annual salary increases.
- Discuss purchasing (1) desk top and (1) lap top computers for the Police Department.

25. Ordinance Update Committee:

Discussion: In your packet is a sample draft ordinance from Bangor Borough regulating mini cellular towers and antennae.

26. Council Policy & Procedure Committee:

27. Community Action Committee of the Lehigh Valley:

- Slate Belt Rising Committee
 - i. Steering Committee meetings are the 2nd Thursday of the month, 6 PM at Bangor Borough.

28. Correspondence:

a) Meyner Center Internship Program: Program description in your packet

b) Lehigh Valley EDC Events:

- i. 2017 LVEDC Annual Meeting, Thursday March 23, 5-7 PM, ArtsQuest Center at SteelStacks.

29. Secretary Announcements:

- The secretary will be out of the office Tuesday, March 14, 2017 to attend the Philadelphia Flower Show.

30. Old Business:

- An (11) gallon garbage receptacle was purchased for inside the Park & Walk Lot restroom.

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- 31. New Business:
- 32. Executive Session:
- 33. Action Taken:
- 34. Adjournment:

The next council meeting is April 3, 2017.