

**BOROUGH OF PORTLAND**  
**REORGANIZATION MEETING JANUARY 2, 2018**

Call to order: The meeting was called to order by Mayor Lance Prator at 7:00 PM.

Prior to the reorganizational meeting. Mayor Prator presided over the Oath of Office to Yvonne Gumaer.

The meeting was opened with the Pledge of Allegiance.

Council Members Present for Call to Order:

Stephanie Steele, Bridget Kenna, Brian Kardos, Heather Fischer and Yvonne Gumaer.

Others Present:

1. Solicitor Michael Gaul
2. Mark Bahnick, Borough Engineer
3. Carol Hummel, Borough Secretary
4. Members of the public

State of The Borough Address: Mayor Lance Prator

Mayor Prator welcomed everyone to the Reorganization Meeting of the Portland Borough Council.

Mayor Prator stated that in 2017, the Borough received (2) awards from the Lehigh Valley Planning Commission (LVPC). The first was for the Borough's first annual Fourth of July Parade. The second was for recognition as a Community of Distinction. Mayor Prator stated that there are (66) communities in the LVPC and to be selected is a "big honor". In addition, the Slate Belt Council of Governments (COG) is working on a Regional Comprehensive Plan which encompasses the Slate Belt Region.

Reorganization of Council:

Mayor Prator asked Solicitor Gaul if the vacant seats on council should be filled before the reorganization. Solicitor Gaul replied NO. Since there is a quorum present, the council could proceed with reorganization.

Mayor Prator presided over the election of the Council President and Vice President.

President: A motion was made by Bridget Kenna, 2<sup>nd</sup> by Brian Kardos to elect Stephanie Steele as President of Council. Motion carried: 4-0-1 (Stephanie Steele abstained)

Vice President: A motion was made by Stephanie Steele, 2<sup>nd</sup> by Yvonne Gumaer to elect Bridget Kenna as Vice President of Council. Motion carried: 4-0-1 (Bridget Kenna abstained)

Mayor Prator turned the gavel over to the elected President of Council to preside over the remainder of the meeting.

The following individuals or firms were appointed to the offices and positions noted.

Secretary/Treasurer: A motion was made by Bridget Kenna, 2<sup>nd</sup> by Heather Fischer appointing Carol Hummel. Motion carried: 5-0-0

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Assistant Secretary-Treasurer: A motion was made by Heather Fischer, 2<sup>nd</sup> by Yvonne Gumaer appointing Diann Eden. Motion carried: 5-0-0

Solicitor: A motion was made by Bridget Kenna, 2<sup>nd</sup> by Yvonne Gumaer appointing the law firm of King, Spry, Herman, Freund & Faul, LLC., Michael Gaul. Motion carried: 5-0-0

Alternate Solicitor: A motion was made by Bridget Kenna, 2<sup>nd</sup> by Heather Fischer appointing the law firm of Cramer, Swetz, McManus & Jordan, Timothy McManus. Motion carried: 5-0-0

Sewer Solicitor: A motion was made by Heather Fischer, 2<sup>nd</sup> by Yvonne Gumaer appointing the law firm of Cramer, Swetz, McManus & Jordan, Timothy McManus. Motion carried: 5-0-0

Borough Engineer: A motion was made by Yvonne Gumaer, 2<sup>nd</sup> by Heather Fischer appointing Van Cleef Associates, Mark Bahnick. Motion carried: 5-0-0

Borough Alternate Engineer: A motion was made by Bridget Kenna, 2<sup>nd</sup> by Yvonne Gumaer appointing Ott Consulting, Inc. Motion carried: 5-0-0

Borough Sewer Engineer: A motion was made by Heather Fischer, 2<sup>nd</sup> by Yvonne Gumaer appointing Van Cleef Associates, Mark Bahnick. Motion carried: 5-0-0

Alternate Borough Sewer Engineer: A motion was made by Bridget Kenna, 2<sup>nd</sup> by Yvonne Gumaer appointing Ott Consulting, Inc. Motion carried: 5-0-0

Sewage Enforcement Officer: A motion was made by Bridget Kenna, 2<sup>nd</sup> by Heather Fischer appointing Ott Consulting, Inc. Sewage Enforcement Officer. Motion carried: 5-0-0

Zoning Officer: A motion was made by Heather Fischer, 2<sup>nd</sup> by Yvonne Gumaer appointing Keller Zoning & Inspection Services, with the representative being Bettina Serfass. Motion carried: 5-0-0

Alternate Zoning Officer: A motion was made by Bridget Kenna, 2<sup>nd</sup> by Yvonne Gumaer appointing Keller Zoning & Inspection Services, with the representative being Dennis Huth. Motion carried: 5-0-0

Building Code Official: A motion was made by Bridget Kenna, 2<sup>nd</sup> by Heather Fischer appointing Carl Faust, dba Blue Mt. Inspection Services. Motion carried: 5-0-0

Uniform Construction Code Inspector: A motion was made by Bridget Kenna, 2<sup>nd</sup> by Yvonne Gumaer appointing Carl Faust, dba Blue Mt. Inspection Services. Motion carried: 5-0-0

Flood Plain Administrator: A motion was made by Bridget Kenna, 2<sup>nd</sup> by Yvonne Gumaer appointing Keller Zoning & Inspection Services, with the representative being Bettina Serfass. Motion carried: 5-0-0

Planning Commission: A motion was made by Heather Fischer, 2<sup>nd</sup> by Yvonne Gumaer appointing Michael Kovonuk to a (4) year term, 01/01/2018 – 12/31/2021. Motion carried: 5-0-0

Zoning Hearing Board: A motion was made by Bridget Kenna, 2<sup>nd</sup> by Yvonne Gumaer appointing Amber Sarivan to a (3) year term, 01/01/2018 – 12/31/2020.

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Zoning Hearing Board Solicitor: A motion was made by Heather Fischer, 2<sup>nd</sup> by Yvonne Gumaer appointing Amori & Associates, Scott Amori. Motion carried: 5-0-0

Health Officer: A motion was made by Bridget Kenna, 2<sup>nd</sup> by Yvonne Gumaer appointing John Blick. Motion carried: 5-0-0

Recreation Board: A motion was made by Heather Fischer, 2<sup>nd</sup> by Yvonne Gumaer appointing Lance Prator to a (3) year term, 01/01/2018 – 12/31/2020. Motion carried: 5-0-0

Right-To-Know Officer: A motion was made by Bridget Kenna, 2<sup>nd</sup> by Yvonne Gumaer appointing Carol Hummel. Motion carried: 5-0-0

Assistant Right-To-Know Officer: A motion was made by Heather Fischer, 2<sup>nd</sup> by Yvonne Gumaer appointing Diann Eden. Motion carried: 5-0-0

Tax Collection Committee Representative: A motion was made by Bridget Kenna, 2<sup>nd</sup> by Yvonne Gumaer appointing Carol Hummel. Motion carried: 5-0-0

Alternate Tax Collection Committee Representative: A motion was made by Bridget Kenna, 2<sup>nd</sup> by Yvonne Gumaer appointing Stephanie Steele. Motion carried: 4-0-1 (Stephanie Steele abstained)

Council of Government Representative: A motion was made by Yvonne Gumaer, 2<sup>nd</sup> by Heather Fischer appointing Lance Prator. Motion carried: 5-0-0

Alternate Council of Government Representative: Tabled.

Air Liquide/Voltaix Safety Committee: A motion was made by Yvonne Gumaer, 2<sup>nd</sup> by Bridget Kenna appointing Brian Kardos. Motion carried: 5-0-0

Slate Belt Rising (SBR) Committee: A motion was made by Heather Fischer, 2<sup>nd</sup> by Bridget Kenna appointing Stephanie Steele and Lance Prator. Motion carried: 5-0-0

Determination of the Bond Amount for the Borough Sec./Treas. and Assistant Sec./Treas.:

1. The Secretary/Treasurer's Bond is presently \$100,000.00. Cost is \$250.00 per year. Solicitor Gaul suggested increasing the bond amount to \$250K due to the balance sheet total assets being \$243K. A motion was made by Heather Fischer, 2<sup>nd</sup> by Yvonne Gumaer increasing the Secretary/Treasurer's Bond to \$250K. Motion carried: 5-0-0

- a) The Assistant Secretary/Treasurer's Bond will remain the same at \$155K.

Borough Real Estate Tax Collector:

The secretary reported that prior to the meeting Lisa Prator had given the Borough notice that she was declining to take the office of Borough Real Estate Tax Collector.

A motion was made by Yvonne Gumaer, 2<sup>nd</sup> by Bridget Kenna authorizing and directing the Portland Borough Secretary, Carol Hummel, to collect the Borough's taxes during the pendency of the vacancy in the office of Borough Tax Collector. Motion carried: 5-0-0

The appointment of a Deputy Borough Real Estate Tax Collector was tabled.

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Portland Borough Authority: A motion was made by Heather Fischer, 2nd by Yvonne Gumaer reappointing Lance Prator to another (5) five-year term, 01/01/2018 – 12/31/2022. Motion carried: 5-0-0

Resolution 2018-1:

A motion was made by Bridget Kenna, 2<sup>nd</sup> by Yvonne Gumaer adopting Resolution 2018-1 “A Resolution in Opposition to House Bill 1620, Entitled the Wireless Infrastructure Deployment Bill”. Motion carried: 5-0-0

Action On Minutes:

A motion was made by Bridget Kenna, 2<sup>nd</sup> by Yvonne Gumaer approving the minutes of the regular council meeting of December 4, 2017 as presented. Motion carried: 5-0-0

Secretary/Treasurer Report: A motion was made by Bridget Kenna, 2<sup>nd</sup> by Yvonne Gumaer to pay the bills, in the amounts of

\$ 14,262.68 - Borough  
\$ 11,164.52 - Sewer  
\$ 4,900.82 - Sanitation  
\$ 2,659.50 – Ultra-Poly Escrow  
\$ 61.88- Community Events  
\$ 500.00 - Sunoco Fleet Gas  
\$ 11,000.00 - Payroll & Taxes

Total **\$ 44,549.40**

Councilmembers Kenna and Gumaer agreed to amend their motion/second so as to deduct from the bill list,

\$ 250.00 – Secretary/Treasurer’s Bond  
\$ 251.00 – Tax Collector Bond  
\$ 1,375.00 – Woodpecker’s Firewood Services, snow removal services for December 2017

And amend the total of bills presented for payment to **\$ 42,673.40**. Motion carried: 5-0-0

A motion was made by Bridget Kenna, 2<sup>nd</sup> by Heather Fischer authorizing the payment of the Borough’s annual insurance premium, due January 19, 2018, as recommended by Brown & Brown of the Lehigh Valley. Motion carried: 5-0-0

A motion was made by Heather Fischer, 2<sup>nd</sup> by Yvonne Gumaer authorizing the secretary to contact Ultra-Poly Corp. for another \$5K for their escrow account. Motion carried: 5-0-0

Letters of Interest for (2) Vacant Council Seats for a (2) Year Term:

1. Leeann A. Prator, 703 Delaware Avenue, Mount Bethel PA 18343
2. Michael Sullivan, 709 Hillcrest Drive, Portland PA 18351
3. Lisa M. Prator, 703 Delaware Avenue, Mount Bethel PA 18343

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Vacant Council Seat (1):

Heather Fischer nominated Lisa Prator 2<sup>nd</sup> by Yvonne Gumaer. A motion was made by Bridget Kenna to close the nominations. Motion carried: 5-0-0

All were in favor of appointing Lisa Prator to vacant council seat (1), motion carried: 5-0-0  
i. Lisa Prator was sworn in by Mayor Lance Prator.

Vacant Council Seat (2):

Brian Kardos nominated Michael Sullivan.

Heather Fischer nominated Leeann Prator.

A motion was made by Lisa Prator, 2<sup>nd</sup> by Yvonne Gumaer to close the nominations. Motion carried:5-0-0

All in favor of appointing Michael Sullivan were Brian Kardos, Stephanie Steele and Bridget Kenna.

All in favor of appointing Leeann Prator were Lisa Prator, Yvonne Gumaer and Heather Fischer.

The votes were a tie at (3) for each candidate. Mayor Prator voted to break the tie by selecting Michael Sullivan. Michael Sullivan was sworn in by Mayor Lance Prator.

Resolution 2018-2:

A motion was made by Yvonne Gumaer, 2<sup>nd</sup> by Heather Fischer adopting Resolution 2018-2 "A Resolution Confirming the Appointments of Lisa Prator and Michael Sullivan to Vacant Offices of Borough Council for a Term of Two Years". Motion carried: 5-0-2 (Michael Sullivan and Lisa Prator abstained)

Public Comment:

Edrman Anthony Engineers:                    Jacoby State Street Bridge Project

A public meeting will be held for display of plans, and to receive comments for the State Street Jacoby Creek Bridge Project. The meeting will be facilitated by Rebecca Mulfinger, Associate Project Engineer from Erdman Anthony, PennDot contracted engineer. The meeting will be held on January 22, 2018 beginning at 7:00 PM in council chambers at the Borough Municipal Building.

Woodpecker's Firewood Service:        Snow Removal Concerns

Jake Taylor discussed with council his concerns for the pre-salting of the Borough streets. There was confusion between Mr. Taylor and President Steele on Christmas Eve concerning Mr. Taylor's contact telephone number. Ms. Steele had (2) two telephone numbers for Mr. Taylor when there should have been (1) one. Ms. Steele stated that call in is (1) one hour per the contract.

Councilwoman Prator asked if the Borough was liable if the streets are not done. Solicitor Gaul stated that his understanding was that a municipality is not liable for an accident resulting from a natural accumulation of snow on the roads. In response to Mr. Taylor's question as to whether he would be

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liable if he does not start in accordance with direction from the Borough. Solicitor Gaul stated that he did not think Mr. Taylor would be responsible for not starting if he was told not to do so by the Borough. Ms. Steele stated that she and Councilwoman Kenna communicate to make the best decision for the Borough. Ms. Steele stated from the contract that Mr. Taylor is supposed to monitor the precipitation every hour when it begins, then at (2) two inches of snow he can commence to work. Ms. Steele questioned why Mr. Taylor's loader is being billed to the Borough while its sits near the salt pile not in use during a snow event. The contract states billable while in use. Solicitor Gaul replied that he feels that the loader/equipment was in the Borough at the time of the snow event and that it can't be used elsewhere so the billable hours are permitted.

A motion was then made by Yvonne Gumaer, 2<sup>nd</sup> by Lisa Prator approving the payment of the December 2017 snow plow/salt invoice #1002 in the amount of \$1,375.00. Motion carried: 7-0-0

Street Department Committee:

Since the passing of Mr. Knott, the remaining committee has been comprised of President Steele and Vice President Kenna. Councilwoman Lisa Prator stated that she would take on the responsibility of being the chairperson of the street committee. President Steele assigned the committee, Lisa Prator, Chairperson, Bridget Kenna and Yvonne Gumaer.

Michael Sullivan Council Appointment:

Mayor Prator questioned if Michael Sullivan should resign the position because he is an elected constable for the Northampton County Election Board at the Portland polling station. Mr. Sullivan stated that he is not elected, he was appointed by the Judge of Elections.

- Solicitor Gaul left the meeting at 9:00 PM.

Sewer Matters:

- Solicitor Gaul returned to the meeting at 9:03 PM.

1. 501 Delaware Avenue: Amanda Rai, Owner

Ms. Rai purchased 501 Delaware Avenue on May 13, 2017 from Steve Schoberl. Another apartment (dwelling unit) was added to the property before the purchase by Ms. Rai and never reported to the Borough by Mr. Schoberl. The Borough has been made aware of the added apartment. A tapping fee and monthly accumulated billing is owed on the added apartment. Ms. Rai could not be present this evening and sent correspondence asking council if she could set up a payment plan.

Councilwoman Prator stated that she would agree to a payment plan by Ms. Rai. A motion was made by Lisa Prator, 2<sup>nd</sup> by Michael Sullivan that Ms. Rai should be contacted by the billing clerk, Diann Eden, to find out what monthly amount she could pay. Council can then discuss this at the February 2018 council meeting. Motion carried: 7-0-0

- Councilwoman Heather Fischer left the meeting at 9:16 PM.

2 The Act 94 Report is to be submitted by March 31, 2018.

3. The PA-DCED is accepting applications for the PA Small and Sewer Program Grant now through February 28, 2018. To be discussed at the monthly sewer meeting.

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Borough Engineer's Report:

Mark Bahnick, Van Cleef Engineering Associates

- Councilwoman Heather Fischer returned to the meeting at 9:18 PM.

1. The engineer's report is attached to these minutes.

2. The Borough Engineer reported that Ultra-Poly has requested in writing that the Borough agree to an extension on the (90) day deadline for the Borough to take action on Ultra-Poly's Lot Line Adjustment Plan to March 3, 2018. A motion was made by Bridget Kenna, 2<sup>nd</sup> by Lisa Prator granting approval to the request of Ultra-Poly Corp. Motion carried: 7-0-0

- Mr. Bahnick left the meeting at 9:25 PM.

Zoning Officer Report:

None

UCC Officer's Report:

None

Zoning Hearing Board:

1. No hearings scheduled.

2. One (1) vacant seat is open. Ms. Leeann Prator stated that she was interested.

- i. A motion was made by Yvonne Gumaer, 2<sup>nd</sup> by Heather Fischer appointing Leeann Prator to the vacant seat on the Zoning Hearing Board completing the term of George Zalepa, which expires on December 31, 2018. Motion carried: 7-0-0

Planning Commission:

None

Portland Borough (Water) Authority:

Vice Chairman Jim Potter reported that 85K gallons are used per day.

Legal:

None

Subdivision and Land Development:

None

Community Development, COG & Grants:

1. The Slate Belt COG's Executive Director, Scott Parsons, has resigned and taken a position with the new Northampton County Executive's Administration.

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2. A motion was made by Heather Fischer, 2<sup>nd</sup> by Yvonne Gumaer appointing Lisa Prator as the Alternate Representative to the Slate Belt Council of Governments (COG). Motion carried: 7-0-0

3. A motion was made by Lisa Prator, 2<sup>nd</sup> by Yvonne Gumaer appointing Cindy Fish and Lance Prator to the Water Gap-Liberty Trail Alliance Committee. Motion carried: 7-0-0

4. The next meeting of the Water Gap-Liberty Trail Alliance Committee will be held in the Borough council chambers on Wednesday, January 17, 2018 at 5:30 PM.

Community Events/Recreation Board:

The committee closed out 2017 with a Karaoke-Cocoa Event at Refiners Fire Ministry.

Police Report:

1. The police report is attached to these minutes.

2. Mayor Prator stated that the police are doing a very good job. (199) traffic citations were issued for the year 2017 for a total \$159,588.50.

3. A motion was made by Yvonne Gumaer, 2<sup>nd</sup> by Heather Fisher approving the payroll payment of (24) hour shift coverage for the week of January 22, 2018 through January 26, 2018 for Police Officer Stephen Kiefer while Officer Kiefer is in training at Fort Indiantown Gap, PA. Motion carried: 7-0-0

Mayor's Report:

- Mayor Prator received the Oath of Office by Judge Alicia Zito on December 29, 2017.
- One wedding was performed.
- Attended the LVPC Hazard Mitigation Meeting.
- Has been contacted by UMBT Chairman John Bermingham, Jr. concerning an Economic Development joint meeting with UMBT and Portland Borough.
- The Northampton County COG meets January 24, 2018.

Streets Department:

GMC Dump Truck:

The brake line blew out on the dump truck. The maintenance man, Robert Shaw, reported to council that every time he uses the truck it needs repair. Councilwoman Prator stated to table any action and to place on the February 2018 council agenda.

Sanitation:

The 2017 delinquent sanitation accounts will be presented for action at the February 2018 council meeting.



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Building Committee:

None

Budget, Finance, Insurance & Cable TV Contract:

1. KS State Bank Fire Company Truck Loan:

Solicitor Gaul questioned the practicality of the Borough refinancing the Fire Company's truck loan through KS State Bank. The bank was not offering a (20) year term. Solicitor Gaul stated that the Borough should send their portion of the 2018 payment directly to KS State Bank on behalf of the Portland Hook & Ladder Co. #1.

- Councilman Kardos left the meeting at 9:56 PM.

A Fire Tax was discussed but no action was taken.

Councilman Kardos re-entered the meeting at 9:58 PM.

A motion was made by Lisa Prator, 2<sup>nd</sup> by Heather Fischer authorizing and directing the payment of \$18K towards the fire company's 2018 loan payment on lease purchase contract #3351826 for the fire company's new truck. Motion carried:6-0-1 (Michael Sullivan abstained)

- i. No action on loan refinancing.
- ii. No subsidy agreement is needed.

2. The Service Electric Cable TV Contract expires December 31, 2018. Solicitor Gaul asked the secretary to send him a copy of the current contract.

3. CD 401112218:

The secretary stated to council that they should consider not to renew the Certificate of Deposit. Ms. Hummel explained the fire company loan payment is due February 1, 2018 and that the balance in the Real Estate Tax Account is below \$100K. Ms. Hummel is concerned that there may not be enough funds to carry the Borough through until the real estate taxes start to come in, in March 2018. A motion was made by Lisa Prator, 2<sup>nd</sup> by Michael Sullivan not to renew CD #401112218, in the amount of \$20,277.07, and to deposit the funds in the Real Estate Taxes Account. Motion carried: 7-0-0.

Ordinance Update Committee:

None

Council Policy & Procedure Committee:

None

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Slate Belt Rising Committee:

1. Correspondence was received from the Northampton County DCED congratulating the Borough on being awarded a 2017 Community Investment Partnership Grant (CIPP) in the amount of \$20,000. The grant funds will be used to fund "Downtown Master Plan".
2. President Steele reported that an ice cream cart has been ordered.

Correspondence:

Mayor Prator asked about the Right-To-Know request from Smart Procure requesting purchasing orders from 2013 to the present. Solicitor Gaul explained that it is software developer trying to sell software programs.

Secretary's Announcements:

None

Old Business:

Appointment of Michael Sullivan:

Solicitor Gaul stated to Michael Sullivan that per Borough Code he should check with the election board about the constable position.

New Business:

1. President Steele will assign the council committees at the February 2018 council meeting.
2. Fire Chief Jim Potter stated that the Borough will be receiving a bill for \$3,500 for new tires for the fire truck. The Portland Hook & Ladder Co. #1 will then reimburse the Borough.

Public Non-Agenda:

None

Executive Session:

None

Adjourn:

A motion was made by Lisa Prator, 2<sup>nd</sup> by Brian Kardos to adjourn the meeting at 10:15 PM. Motion carried: 7-0-0

Submitted By,

Carol A. Hummel, Secretary

# Police Report for December 2017

Traffic Citations Issued: 13 for \$8543.00

Non-Traffic Citations Issued: 0

Criminal Arrests: 5 total, 1 warrant 4 for narcotics

Parking Tickets: 0

Incidents: 38

Parking/Traffic-15	Warrants- 1	DUI-0
Theft Reports- 1	General Complaint- 1	Disorderly Conduct-0
Curfew Violation-0	Noise Complaint- 0	Suspicious activities-1
Ems-4	Underage Drinking-0	Furnishing Alcohol-0
Criminal Mischief- 0	Public Drunk- 0	Found Property- 1
Civil- 0	Domestic- 0	Agency Assist- 4
Prisoner Transports-0	MVA-0	Fire Company-1
Animal-0	Disable/Motorist- 1	Harassment-1
Burglary-0	Pursuit-0	Narcotics-5
Trespassing-0	Mental Health-0	Alarm-1
Attempted Suicide-0	Assault-0	Missing person-0
Road hazard- 0	911 Hang-up- 0	Foot patrol/Building cks-1

Vehicle Mileage:

Ford Utility: 1496

Ford Car: 0

Other:

We had a decent month with a few more drug arrests. Officer Kiefer is going to a drug school the week of 22-26 so he will be unavailable for shifts but since this training will benefit us as we have seen in the past, can we pay him for a few days of class? Officer Smith ordered a shirt, thank you.

Respectfully Submitted,

Chief Robert Mulligan

# Police Report Totals for 2017

Traffic Citations Issued: 199 for \$159,588.50

Non-Traffic Citations Issued: 0

Criminal Arrests: 40

Parking Tickets: 16

Incidents: 508

Parking/Traffic-258	Warrants- 9	DUI-3
Theft Reports- 17	General Complaint- 5	Disorderly Conduct-3
Curfew Violation-0	Noise Complaint- 0	Suspicious activities-10
Ems-32	Underage Drinking-0	Furnishing Alcohol-0
Criminal Mischief- 5	Public Drunk- 1	Found Property- 5
Civil- 9	Domestic- 5	Agency Assist- 34
Prisoner Transports-0	MVA-7	Fire Company-7
Animal-4	Disable/Motorist- 5	Harassment-9
Burglary-1	Pursuit-1	Narcotics-29
False reports-1	Mental Health-1	Alarm-4
Abandoned vehicle-1	Assault-3	Missing person-1
Road hazard- 3	911 Hang-up- 5	Foot patrol/Buildingcks-30

Vehicle Mileage:

Ford Utility: 16,088

Ford Car: 315

Other:

We had a fantastic year overall. These totals should be the most accurate since all reports are finalized and entered. We have more incidents this year than every year I've been here as chief. We have over doubled our incidents since 2013. We have one hundred more from last year. This is all due to the amount of coverage and the way we proactively patrol. We all look forward to 2018 and hope it will be a safe and productive year. I thank you all for allowing us to grow with personnel, hours and equipment in 2017.

Respectfully Submitted,

Chief Robert Mulligan

## 1218 PORTLAND BOROUGH COUNCIL

- **Ultra Poly**
  - Submitted Lot Line Adjustment Plans for review by the Planning Commission at January PC meeting.
  - Plans provide for the detention pond near our wastewater plant to be transferred from the Borough to Ultra Poly.
  - Land Development Plan for new building to follow – dealing with DEP environmental issues
  - **They have provided a letter requesting an extension of the 90 day review period. Time extended to March 3<sup>rd</sup>. Council approval needed.**
- **Wastewater Plant**
  - Plant is operating well and is currently using 30% capacity
  - Overall expenses for 2017 were under budget
  - Reed beds scheduled for maintenance this year.
- **Upper Mount Bethel Township**
  - Act 537 Plan Update - We have not been contacted by the Township or their Engineer