

BOROUGH OF PORTLAND
COUNCIL MEETING FEBRUARY 5, 2018

The Portland Borough Council Meeting of February 5, 2018 was called to order at 7:00 PM by Stephanie Steele, President of Borough Council.

Council Members Present for Call to Order:

*Stephanie Steele*Bridget Kenna*Yvonne Gumaer*Lisa Prator*Brian Kardos*Michael Sullivan

- Councilwoman Heather Fischer was absent.

Others Present:

1. Mayor Lance Prator
2. Michael Gaul, Borough Solicitor
3. Mark Bahnick, Borough Engineer
4. Carol Hummel, Borough Secretary
5. Members of the Public

Action on Minutes:

A motion was made by Yvonne Gumaer, 2nd by Michael Sullivan approving the minutes of January 2, 2018, as presented. Motion carried: 6-0-0

Secretary/Treasurer's Report: Carol Hummel

1. Bills Presented for Payment:

Borough Operations, Borough Add-On Bills & Borough Operations Already Paid	62,783.02
Sewer Operations & Sewer Operations Already Paid:	33,983.68
Sanitation Operations & Sanitation Operations Already Paid:	4,753.76
Community Events	1,470.25
Ultra-Poly Escrow	368.00
TOTAL	\$ 103,358.71

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| a) add the February payroll and payroll taxes: | 10,000.00 |
| b) add Sunoco Fleet Gas: | 600.00 |

TOTAL ALL BILLS ABOVE PRESENTED FOR PAYMENT: \$ 113,958.71

A motion was made by Lisa Prator, 2nd by Yvonne Gumaer approving the payment of the bills totaling \$113,958.71. Motion carried: 6-0-0

Citizen's Agenda:

- a) Ultra-Poly Corp. Expansion: David Lopatka: Reuther & Bowen, Engineers
 - i. Mark Bahnick stated that two (2) plans are being processed, the final lot line adjustment plan and the actual development plan next to the current Ultra-Poly facility. Discussion tonight is about the lot line adjustment plan. Two (2) lot lines had to be changed. The lot line between parcels 6B and 6C has been taken away to make one combined lot for the site of the new building expansion. The second lot line adjustment is

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that Ultra-Poly's land will incorporate the retention pond. The retention pond is owned by the Borough.

Resolution 2018-3:

A motion was made by Brian Kardos, 2nd by Bridget Kenna adopting Resolution 2018-3, A Resolution Granting Final Approval to a Minor Subdivision (Lot Line Adjustment) Entitled "Lot Line Adjustment of Lands of Portland Borough and Portland Industrial Park, L.P" for discussion.

Solicitor Gaul, Engineer Mark Bahnick and Ultra-Poly Engineers:

- Mr. Bahnick explained the plan combines Lots 6B and 6C which will be site of the new building.
- Mr. Bahnick stated Land Development Plans have been submitted for the new building and will be reviewed by the Portland Borough Planning Commission.
- Solicitor Gaul asked Mr. Bahnick whether the plans are consistent with the prior subdivision plans of Ultra-Poly for the Industrial Park. Mr. Bahnick replied YES
- Solicitor Gaul asked Mr. Bahnick whether the plans are consistent with new the SALDO Ordinance. Mr. Bahnick replied YES.
- Councilman Kardos questioned the retention pond. Mr. Bahnick stated that the fire retention pond is currently on the Borough's property, but that area will be transferred from the Borough to Ultra-Poly once the subdivision is recorded.
- The Solicitor pointed out that typically a deed would need to be executed and questioned whether Ultra-Poly could submit a subdivision plan that affects Borough property. The engineer replied the Borough was also indicated as an owner on the plan, and that a deed would need to be executed later if the parties desired to complete the land transfer.
- The Solicitor asked if there was any value to the land being transferred, because there are restrictions on the Borough transferring real estate. The engineer replied NO because the basin is going to remain a detention pond.
- The Solicitor asked what the status of Ultra-Poly's HOP Permit for River Road and Demi Road was. Ultra-Poly representatives replied there is no update on the status of the permit. Solicitor Gaul commented since two lots are being combined the potential traffic for the Industrial Park as whole should be less. Ultra-Poly should review its existing HOP permit to determine whether the traffic that will be generated by the expansion is compliant with the permit.
- Solicitor Gaul questioned the access to the Sandnes Subdivision Lot 6A, which is located in Upper Mount Bethel Township. Did the access to this parcel change? NO replied Ultra-Poly. Ultra-Poly representatives stated that the plans and sale of that property have not been finalized.
- Solicitor Gaul questioned why the property north of the railroad tracks is being shown as a separate lot, when it was a condition of the prior plans that that area of property being shown as part of the single Lot 6. The Ultra-Poly engineer acknowledged the inconsistency.
- Borough Engineer, Mark Bahnick, stated that the plan shows Lot 6 as two separate tax parcels. Solicitor Gaul replied that there does not appear to be separate access to the northern part of Lot 6. Also, if the lots are separated, approval may be needed from the Delaware River Basin Commission (DRBC).
- Mayor Prator pointed out on the Portland Industrial Park (PIP) map that the former Sam D'Alessandro Lot is now owned by Portland LLC. This lot is going to be developed. The access road to this lot is from Route 611 in UMBT.

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The motion to adopt Resolution 2018-3 was revised by Mr. Kardos, 2nd by Ms. Kenna with the added conditions that tax map parcels C11-4-5-0127 and C11-26-15-0127 be shown as a single Lot 6, and not separate lots. Motion carried: 6-0-0

- Councilman Kardos left the meeting at 7:30 PM.

b) Pastor Phil Karasiewicz: Refiner's Fire Ministry

A prayer and blessing were offered up to council by Pastor Phil Karasiewicz.

- Councilman Kardos re-entered the meeting at 7:32 PM.

Sewer Matters:

Peter Triantafyllos 201 State Street

Beginning in 2013 Mr. Triantafyllos began construction to convert the one (1) family residence at 201 State Street into a two (2) family residence by constructing the upstairs into an apartment. Mr. Triantafyllos received a Certificate of Occupancy (CO) on November 20, 2016. No one lived in the apartment while the apartment was being renovated. Mr. Triantafyllos stated that he was given a temporary certificate of occupancy by the UCC Building Inspector so that he could live in the downstairs while he renovated the upstairs unit.

The sewer tapping fee was paid in 2013 along with the accompanying permit applications. Since that time Mr. Triantafyllos has not been billed for either sewer or garbage services. The secretary and the billing clerk realized that the second apartment unit had not been entered in the QuickBooks data when Mr. Triantafyllos came to the Borough office to pay the sewer and garbage bills in full for the year 2018. The secretary and the billing clerk alerted President Steele to the oversight and asked how to remedy the situation.

President Steele then called Solicitor Gaul who advised that bills should be sent to Mr. Triantafyllos from the dates 2013 to the present. Mr. Triantafyllos returned to the Borough office with a copy of his CO and asked to be placed on tonight's Borough council agenda. Mr. Triantafyllos stated to the secretary that he is willing to pay all charges from the date of the CO, November 20, 2016, to current.

The billing clerk presented borough council and Mr. Triantafyllos with the sewer charges dating from November 20, 2016 to current in the amount of \$986.70 and the garbage charges dating from November 20, 2016 to current in the amount of \$266.70.

After discussion by Borough council and Mr. Triantafyllos, a motion was made by Lisa Prator, 2nd by Michael Sullivan to consider Mr. Triantafyllos's unpaid sewer and garbage account balances to be satisfied if Mr. Triantafyllos pays the amount of \$986.70 for sewer for the period from November 20, 2016 to current, and the amount of \$266.70 for garbage for the period from November 20, 2016 to current, provided payment is made in (10) days. Motion carried: 6-0-0

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Amanda Rai: 501 Delaware Avenue Amanda

This issue revisited from the January 2, 2018 council meeting.

Recently it was discovered that a third EDU existed at this location, which was added by the previous owner before Ms. Rai purchased the property. Ms. Rai had requested that she be allowed to set up an installment payment plan for the third EDU. Ms. Rai has agreed to pay \$476 per month for the next (5) months covering the sewer service costs for the third EDU prior to January 1, 2018. Ms. Rai also asked council if she could make the payment on the 20th day of the month. Will council waive the late fees of \$88 and accept the payment plan? The 2017 garbage service for the third EDU has been paid in full except for the late fees of \$43. Mr. Rai asks if council will waive this late fee.

Councilwoman Prator commented that Ms. Rai is willing to pay and should not be held accountable for the unknown third unit when she purchased the property. A motion was made by Lisa Prator, 2nd by Bridget Kenna to waive the garbage service late fees of \$43. Motion carried: 6-0-0

A motion was made by Lisa Prator, 2nd by Michael Sullivan to waive the sewer late fees of \$88 and to accept the payment plan of \$476 per month for the next (5) months and to accept the payment date on the 20th day of each month. Motion carried: 6-0-0

Borough Engineer's Report: Mark Bahnick

1. Sewer Matters:

- Probable stray electric current issues have been reported to the Borough's insurance.
- The mixer in one of the treatment tanks was damaged and replaced.
- President Steele stated that the insurance company will investigate for proof that the electric current has caused the damage.
- Replacing the equipment's approximate cost is \$7K. Sludge removal and the WWTP Operators time are approximately \$4K.
- The remainder of the engineer's report is attached to these minutes.

A motion was made by Lisa Prator, 2nd by Yvonne Gumaer to file a claim with the Borough's insurance carrier. Motion carried: 6-0-0

- The Act 94 Report is a work in progress and will be submitted by March 31, 2018.
- There has been no contact from UMBT concerning their Act 537 Plan Update.
- Mr. Bahnick left the meeting at 8:08 PM.

Council Committee Appointments:

Councilwoman Prator questioned the committees that Councilman Sullivan was assigned.

Zoning Officer Report:

1. Ms. Serfass was absent but sent a report for services provided. The report is attached to these minutes.

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2. At the reorganization meeting of January 2, 2018 Mr. Dennis Huth was appointed as the Alternate Zoning Officer. Mr. Huth has retired. Ms. Serfass advised council that she has hired Sean Cory to replace Mr. Huth. Ms. Serfass stated that Mr. Cory has an extensive zoning and code enforcement background.

A motion was made by Lisa Prator, 2nd by Yvonne Gumaer to remove Mr. Huth as the alternate zoning officer and appoint Sean Cory from Keller Zoning and Inspection Services. Motion carried: 6-0-0

UCC Building Inspectors Report:

None

Zoning Hearing Board (ZHB):

No hearings are scheduled.

Planning Commission:

None

Portland Borough Authority:

None

Legal:

Solicitor Gaul reminded council that a council member cannot vote or deliberate on a matter if he or she has a conflict of interest.

Subdivision and Land Development:

None

Community Development, Slate Belt COG & Grants:

1. Councilwoman Prator reported to council that the Portland-UMBT Economic Development Committee met at 7 PM on January 10, 2018 in the Portland Borough council chambers.

- Ms. Prator discussed economic development and attracting more businesses.
- Reported that a medical marijuana facility has been discussing with UMBT the possible addition of a facility in the Portland Industrial Park (PIP).
- Ms. Prator stated that she would like to attend these meetings as a citizen. Ms. Prator suggested that an Economic Development Committee be added to the council committee list.

2. PA State Senator Mario Scavello is setting up a satellite office in the Upper Mount Bethel Township municipal building.

3. Mayor Prator stated that the COG will be discussed in executive session.

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4. A motion was made by Yvonne Gumaer, 2nd by Lisa Prator appointing Mayor Prator to the Northern Trail Steering Committee. Motion carried: 6-0-0

Community Events/Recreation Board:

- The next committee meeting is Sunday, February 11, 2018 at 7:30 PM.
- Black Balloon Day is scheduled for March 16, 2018.
- The annual Easter Egg Hunt will be held on Saturday, March 24, 2018 on the Portland Ball Field.

- Intermunicipal Softball Agreement with UMBT:
 - i. The secretary reported that softball registrations have begun and asked whether Portland Borough will be adopting an ordinance per Solicitor Karasek of the UMBT Board of Supervisors. President Steele stated that the Borough will continue with the intermunicipal agreement.

Air Liquide/Voltaix Safety Committee:

- Councilman Kardos reported that he attended the monthly Air Liquide/Voltaix Safety Committee meeting. Voltaix is making microscopic chips for companies that sell i-pads.

Police Report:

The January 2018 Police Report was provided in writing by Chief Mulligan:

- The Ford Explorer went to the repair shop for a heater core. The extended warranty will take care of the repair cost.
- Traffic citations for the month totaled \$5,537.50.
- The lap top computer in the police car is no longer operable. The touch screen is inoperable, and the mouse pad fails.
- The report is attached to these minutes.

A motion was made by Michael Sullivan, 2nd by Yvonne Gumaer to purchase a new lap top computer for the police car up to the amount of \$3,000. Motion carried: 6-0-0

Mayor's Report:

- Completed the US Census Bureau 2018 Boundary and Annexation Survey.
- East Penn Insurance Group, Allentown PA, is looking to expand into the area.
- PennDOT Connects Initiative outreach session on March 16, 2018 in Stroud Township.
- The COSTARS August 2018-July 2019 salt contract recorded and approved.
- Attended free webinar through the PSAB Training "COSTARS Cooperating Purchasing Program".
- Attended the Lehigh Valley General Assembly at Penn State, Lehigh Valley on January 30, 2018.
- Attends the Lehigh Valley Hazard Mitigation Plan Update meetings. The flooding of Portland's Business District from the Delaware River is a topic of concern.
- April 2018 is PA 811 Safe Digging Month. Mayor Prator provided a Proclamation from the Borough.

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- The secretary stated that she registered for the 2020 Census Local Update of Census Addresses Operation (LUCA).
- The Animal Control Officer (ACO) will be discussed in executive session.
- The Slate Belt Chamber of Commerce is holding a "Meet & Greet" for the new county executive, Lamont McClure. Cost is \$10 per person.
- Attending the Lehigh Valley Economic Development (LV-EDC) on March 14, 2018.
- The University of Penn Students exhibits have been returned to the Slate Belt Heritage Center.
- The Slate Belt Rising Committee (SBRC) held a press conference on January 31, 2018 at "The Hub", a community outreach center of the Slate Belt. The topic was an update on the progress of the Neighborhood Partnership Program.

Streets Department:

1. Report from Councilwoman Lisa Prator:

a) The GMC Dump Truck has no brakes. Table until the March 5th council meeting.

b) Discussed the issue that has arisen between PennDOT, UMBT and Portland regarding Portland Borough's (5) year winter maintenance agreement with PennDOT. The issue is "who has been snow plowing the section of River Road from the Route 611 DRJTBC off ramp to Demi Road".

- Councilman Kardos left the meeting at 9:00 PM.

The UMBT Manager states that they have been plowing that section of River Road for many years. The late Steve Knott acted as chair of the street committee for many years, but unfortunately has passed away. As a result, some of the history that Mr. Knott had is not available to the Borough. Ms. Prator will direct the current snow plow contractor to make sure that this portion of River Road is plowed and clear of snow. Ms. Prator stated she will contact PennDOT that the Borough will continue with the (5) year winter maintenance contract as per the agreement.

c) The secretary reported to council that she spoke with Frank Russo, Hester Street property owner, concerning the dumping of excess snow on the property during snow storms. Ms. Prator replied that there is a tenant in the business building of that property and he does not want any snow dumped there. The current snow plow contractor has been taking the excess snow to his property for disposal.

- Councilman Kardos re-entered the meeting at 9:03 PM.

d) Telco, Inc. repaired the Route 611 and State Street traffic signal on December 29, 2017. A temporary controller was installed. A new controller is being ordered and will be installed in approximately (6) weeks.

e) Councilman Sullivan questioned the (100) tons of Morton Salt purchases for this winter season. Mayor Prator replied that the Borough is allotted (125) tons for this season. Mr. Sullivan replied that this is a lot of de-icing salt for (2) miles of Borough streets.

- i. Ms. Prator provided a written report of the street committee for the month of January 2018.

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- ii. Mr. Sullivan replied that, in his opinion, the snow plow contractor (Jake Taylor) is over salting the streets and that more cinders should be used. Mr. Sullivan stated that his recollection from the last council meeting is that the cinder/salt mix was agreed to be 50-50. Mr. Sullivan stated that the snow plow contractor's work performance is getting worse instead of better. Mr. Sullivan stated that he brought this up because this is a budget issue. Mr. Sullivan suggested a sit down with Mr. Taylor to discuss the Borough's snow removal budget.
- iii. President Steele stated that roughly \$35,000 has been spent on de-icing salt and contractor invoices since December 2017.
- iv. President Steele stated that the streets don't need to be salt pre-treated before every potential storm because not all potential storms result in actual storms.

f) Manholes on Coffin Alley/Market Street:

- i. Storm drain sinkhole noticed. The maintenance man, Robert Shaw, did a temporary fix with rocks and cold patch. Ms. Prator spoke with Mr. Craig LaBarre who suggested that the water drain run-off from the garage on the corner of the street may be the cause of the sinkhole. Mr. LaBarre will inspect the piping to see if it is rotting away. The best-case scenario is that if the pipe needs replacing the cost could be \$500, the worst-case scenario cost could be a few thousand dollars.

g) Manholes on Crestmont Street:

- i. There are (2) manholes that are not level with the street on this hill. When it rains the dirt washes down and erodes the street. There is also a problem with the snow plows. The manholes should be marked. The best fix is (8) inch deep by (3) foot concrete to blend in with the manhole. (10 to (15) feet of blacktop should be laid by the Wilkins property to stop the gravel. The drain by the Wilkins property needs to be cleaned out in the spring when it is not frozen.

Sanitation:

The secretary suggested that council contract with Creditech/Berkheimer for the collection of the 2017 delinquent garbage tax accounts. Creditech charges 20% of the face amount. Ms. Hummel stated, in her opinion, that Creditech/Berkheimer was the better deal and cheaper than the magistrate's office. No action was taken.

A motion was made by Michael Sullivan, 2nd by Bridget Kenna to file the (2017) delinquent garbage tax accounts at District Court 03-3-03 except for Federal National Mortgage and Louis Mayer which will have municipal liens filed against their properties. Motion carried: 6-0-0

Building Committee:

None

- Councilwoman Yvonne Gumaer left the meeting at 9:40 PM.

Budget, Finance, Insurance, & Cable TV Contract:

- a) The Borough will see a returned premium on its worker's comp policy for both 2017 and 2018.

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b) From EMC Insurance:

i. The Portland Gymnasium was inspected by the insurance company on January 16, 2018 and was found that the roof is damaged over the stage area. To prevent water damage and possible mold growth the Borough has (45) days to obtain a qualified roofing contractor to repair the damaged roof area.

ii. The municipal building was inspected by the insurance company on January 16, 2018 and the inspector found signs of a roof leak on the second floor near the stairwell. The plaster has fallen because of a possible roof leak that appears to be recent. To prevent water damage and possible mold growth the Borough has (45) days to obtain a qualified roofing contractor to repair the damaged roof area. A statement of action must be signed and sent back to the insurance company. The secretary calculated that March 2, 2018 would be the (45) days after the inspection.

iii. President Steele reported that she met with the insurance representative from Brown & Brown Insurance on January 16 & 17, 2018 for review of the 2018-2019 policy.

iv. Ms. Steele asked who did the repairs to the roof when Kay Bucci was mayor. The secretary stated that she would get the information. The building committee will get estimates for the repairs. Ms. Steele stated that the Borough will ask for an extension of the (45) days stipulated by the insurance company for the repairs to be completed.

Ordinance Update Committee:

None

Council Policy & Procedure Committee:

None

Slate Belt Rising Committee:

- The ice cream cart that was ordered has arrived.
- The committee meets the second Thursday at 6 PM at Bangor Borough Hall.
- The one-half marathon planned by the committee has been pushed back a year.

Correspondence:

- Pocono Wildlife Rehab Center is a volunteer non-profit organization. Vital services are provided at no cost to the taxpayers. They are asking council to consider an annual donation to continue to provide wildlife services to the residents of Portland Borough. No action taken.
- From the PSAB: Find a voice in the Resolution process. At the Annual PSAB Conference each year the delegates vote on resolutions that will help shape the legislative agenda. The Borough can submit resolutions to be debated and voted on at the conference to be held June 10-13, 2018 in Hershey PA.

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- A thank you was received from the Bangor Public Library for the Borough's \$250 annual 2017 donation.
- An introduction to the Brodhead Chapter of Trout Unlimited, Tannersville, PA.

Secretary's Announcements:

None

Old Business:

None

New Business:

- Committee Appointments: The appointments to the council committees was discussed. Ms. Steele asked if it is required to have three appointees to each committee. Solicitor Gaul replied, NO there can be two. Councilwoman Prator stated that she would rather have three.
- Borough Health Inspector: Ms. Steele reported that the health inspector, John Blick, inspected the Alexandra & Nicolay Chocolate Shoppe at 507 Delaware Avenue. The owners objected to paying for a Borough health license since they are inspected by the PA Department of Agriculture and pay for a food establishment license to Pennsylvania. It was questioned by council why the Borough would have a health inspector if food establishments are inspected and licensed by the state. Council stated that it could be a Borough ordinance. Solicitor Gaul stated that he would contact Mr. Blick.

Public Comment, Non-Agenda:

None

Executive Session:

A motion was made by Bridget Kenna, 2nd by Lisa Prator to convene to executive session at 10:07 PM. Motion carried: 5-0-0

Discussed possible litigation with Solicitor Gaul.

A motion was made by Lisa Prator, 2nd by Michael Sullivan to reconvene from executive session at 10:18 PM. Motion carried: 5-0-0

No action was taken.

Adjourn:

The next council meeting will be held on Monday, March 5, 2018 at 7:00 PM.

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A motion was made by Lisa Prator, 2nd by Michael Sullivan to adjourn the meeting at 10:20 PM.
Motion carried: 5-0-0

Respectfully Submitted by,

Carol A. Hummel, Secretary

2 5 18 PORTLAND BOROUGH COUNCIL

- **Ultra Poly**
 - Lot Line Adjustment Plans recommended for approval by the Planning Commission at January PC meeting.
 - Plan provide for the detention pond near our wastewater plant to be transferred from the Borough to Ultra Poly.
 - Plan also combines Lots 6B and 6C which will be the site of the new building.
 - **Resolution 2018-3**
 - **Provides approval by Borough Council subject to certain conditions.**
 - Land Development Plans for new building have now been submitted and will be reviewed by the Planning Commission.
- **Wastewater Plant**
 - The mixer in one of the treatment tanks was damaged and has since been replaced. We believe the mixer was damaged due to stray electric current issues.
 - Plant operations were compromised while the mixer was out of service.
 - Reed-beds maintenance procedures have begun.
- **Upper Mount Bethel Township**
 - Act 537 Plan Update - We have not been contacted by the Township or their Engineer

Keller Zoning and Inspection Services

UCC/Zoning
Code Enforcement

21 N. Broad St
Nazareth, Pa 18064
Phone: 610-759-8227
Fax: 610-365-2954

January 31, 2018

Portland Borough
P.O. Box 476
Portland, PA 18351

FOR PROFESSIONAL SERVICES: For Zoning and Code Enforcement Services from August 31, 2017 thru January 31, 2018.

20.50 hours @ \$51.50/hour

\$ 1,055.75

TOTAL AMOUNT DUE THIS INVOICE

\$ 1,055.75

INVOICE

Keller Zoning & Inspection Services

Zoning Report December 2017 thru January 2018

No zoning permits issued.

Complaint from 208 State St. Tenant called , did site visit and send enforcement notice to property owner. There are some safety issues that needed to be addressed. Owner said will make corrections.

Received email from Borough Engineer Planning Commission requested that I contact Ultra Poly with respect to loud noise coming from Silos. Did a site visit and took some noise readings. We are meeting with owners next week to discuss what they will be doing with respect to the noise. Will follow up with a report to Council, Engineer and Planning Commission in February.

Police Report for January 2018

Traffic Citations Issued: 30 for \$5537.50

Non-Traffic Citations Issued: 0

Criminal Arrests: 3

Parking Tickets: 0

Incidents: 56

Parking/Traffic-28

Theft Reports- 1

Curfew Violation-0

Ems-2

Criminal Mischief- 0

Civil- 0

Prisoner Transports-0

Animal-1

Burglary-1

Trespassing-0

Attempted Suicide-0

Road hazard- 0

Warrants- 2

General Complaint- 1

Noise Complaint- 0

Underage Drinking-0

Public Drunk- 1

Domestic- 0

MVA-0

Disable/Motorist- 1

Pursuit-0

Mental Health-0

Assault-0

911 Hang-up- 0

DUI-0

Disorderly Conduct-0

Suspicious activities-1

Furnishing Alcohol-0

Found Property- 0

Agency Assist- 7

Fire Company-1

Harassment-1

Narcotics-1

Alarm-0

Counterfeit -1

Foot patrol/Building cks-6

Vehicle Mileage:

Ford Utility: 1362

Ford Car: 205

Other:

We had a really good month for January. Traffic enforcement was very good and call volume was up. The Explorer went to the shop for a heater core, so thank god it's covered under the extended warranty. While it was there they repaired lower control arms on both sides, three recalls and a wheel alignment. The laptop in the car is shot, the touch screen no longer works and the mouse pad fails all the time. I would like to purchase a new laptop this time and not a refurbished one. I think a \$3000 budget will work. I would like the approval to move forward within that budget.

Respectfully Submitted,

Chief Robert Mulligan