

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
APRIL 6, 2020

1. Open Meeting: Stephanie Steele, President

2. Council Members Present for Roll Call to Order:

3. Others Present:

4. Adopting Ordinance 2020-2:

An Ordinance of the Borough of Portland, County of Northampton and Commonwealth of PA, Establishing a Health Office, Authorizing the Appointment of a Health Officer, Authorizing License Requirements and Fees in Connection with the Administration of Health Regulations in the Borough, Adoption of the Food Code; Providing for Penalties for Violations; and Providing for Other Miscellaneous Matters.

5. Action on Minutes:

- March 2, 2020 Regular Monthly Meeting
- March 24, 2020 Emergency Council Meeting

6. a) Secretary/Treasurer Report: Carol Hummel

- Approve the March 2020 Financial Report.
- Approve Payments of Bills Presented:

Borough Operations & Operations Already Paid:	30,436.13
Garbage Operations & Operations Already Paid	5,082.70
Dunkin Donuts Streetscape Escrow: Van Cleef	606.50
Dunkin Donuts Streetscape Escrow: King, Spry	99.00
April 2019 payroll and taxes, approximate:	6,000.00
April 2019 Sunoco Fleet Gas, approximate:	<u>400.00</u>
APPROVE	42,624.33

Bills Presented for Approval to Portland Contractors Inc.:	
i. WWTP monthly services:	2,590.00
ii. Other maintenance	<u>425.00</u>
APPROVE	3,015.00

Bill presented for Approval from Real Estate Taxes Account to Fire Tax Account:	
i. Collection of March (2) mill tax	
APPROVE	23,379.84

7. Public Comment:

Anyone wishing to address Council will have a 5-minute time limit, you will be asked to state your name and address clearly.

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8. Sewer Matters and Borough Engineers Report:
- a) Discuss Governor Wolf's Emergency Order dated March 6, 2020 of the Emergency Management Services Code. Under the circumstances presented by the COVID-19 pandemic, establishing a termination moratorium for utility services, for a period up to (90) days unless renewed by the Governor, including electric, natural gas, water, wastewater, telecommunications and steam is consistent with the Governor's Proclamation of Disaster Emergency, and the requirement of Section 1501 of the Public Utility Code.
- b) Sewer Committee is asking for a Council motion to waive Sewer late fees, interest rates and any applicable penalties for the next 90 days.
- c) Borough Engineer's Report:
table to May 4, 2020 meeting
9. Zoning Officer Report: Keller Zoning & Inspection Services
table to May 4, 2020 meeting
10. UCC Officer Report: Keller Zoning & Inspection Services
table to May 4, 2020 meeting
11. Zoning Hearing Board:
- No hearings scheduled at this time.
12. Planning Commission:
- None
13. Portland Borough Authority Report (PBA):
table to May 4, 2020 meeting
14. Legal:
table to May 4, 2020 meeting
15. Subdivision and Land Development (SALDO):
Ultra-Poly Corp. and Portland Industrial Park LP Notice of Violation:
- No action at this time.
16. Community Development, COG & Grants:
table to May 4, 2020 meeting
17. Community Events/Recreation Board: Egg Hunt Cancelled (April 4)
- Events Dates: table to May 4, 2020 meeting

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18. Police Report:
- Motion to approve 2020 Police Car Proposal: ECCO Communications.
 - i. Supply and Install Pyramid Vehicular Repeater, \$ 1,940.
19. Mayor's Report:
table to May 4, 2020 meeting
20. Streets Department: Co-Stars Salt Contract Discussion:
- Total salt used for season 45.03 tons
 - 79.97 tons to store; Riverside Construction @ \$ 3 per ton = \$ 240.
 - Have until July 31, 2020 to notify the supplier
table to May 4, 2020 meeting
21. Sanitation Committee:
- Plastic bags continue to be a problem in the recycle dumpster, will discuss further at May 4, 2020 meeting.
22. Building Committee:
table to May 4, 2020 meeting
23. Budget, Finance, Insurance & Cable TV Contract:
- Kirk, Summa & Co., LLP. 2019 Audit
- Motion to approve the advertising of the 2019 Condensed Financial Statement in the Pocono Record.
24. Ordinance Update Committee:
table to May 4, 2020 meeting
25. Council Policy & Procedure Committee:
table to May 4, 2020 meeting
26. Slate Belt Rising Committee: Stephen Reider/Stephanie Steele
table to May 4, 2020 meeting
27. Air Liquide Safety Committee: Stephanie Steele
table to May 4, 2020 meeting
28. Liberty-Water Gap Trail Alliance: Cindy Fish
table to May 4, 2020 meeting
29. Correspondence:
- None at this time.

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30. Secretary Announcements:

- None at this time.
- Ethics Forms for 2019 are due: deadline is May 1, 2020

31. Old Business:

- The Portland Market Health License has not been paid. Council motion for the health inspector to issue a citation.

32. New Business:

- Please hold new business until May 4, 2020 meeting unless there is a topic of priority for Council to discuss at tonight's meeting.

33. Executive Session:

table to May 4, 2020 meeting

34. Adjournment:

- The next Council meeting is Monday, May 4, 2020 at 7:00 PM.

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