

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
AUGUST 3, 2020

1. Open Meeting: Stephanie Steele, President
2. Council Members Present for Call to Order:
3. Others Present:
4. Action on Minutes:

June 1, 2020

5. Secretary/Treasurer Report: Carol Hummel

- June 2020 Financial Report:

Payments of Bills Presented:

Borough Operations & Borough Operations Already Paid:	14,527.64
Sewer Operations & Sewer Operations Already Paid:	28,616.64
Garbage Operations & Garbage Operations Already Paid:	9,834.82
Ultra-Poly Improvement Escrow: Van Cleef Engineering	1,816.00
Real Estate Tax Account to Fire Tax Account – 2 mills	617.95
Real Estate Tax Account to Cheryl Bryson – reimburse overpaid Tax bill	118.60
August 2020 payroll & taxes, approximate	9,000.00
August 2020 WEX Sunoco Fleet Gas, approximate	400.00
	64,931.65

APPROVE

64,931.65

Payments of Bills Presented:

- Portland Contractors, Inc. WWTP monthly services: 2,590.00
- Portland Contractors, Inc. Other: 2,606.08

APPROVE

2,807.00

6. Snow-Ice Removal Bids:
7. Public Comment:
 - a) Bryan Cope: Northampton County Park Superintendent
 - Discuss Portland Waterfront Park Letter
 - Discuss (2) hour parking
8. Sewer Shut-Offs:
 - The PBA met on July 20, 2020 and passed a motion to resume water postings for delinquent bills beginning the end of July.

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- A motion by Council to resume sewer postings and shut offs for delinquent bills effective immediately.

9. Sewer Matters & Borough Engineers Report: Mark Bahnick, P. E.

10. Zoning Officer Report:

- None

11. Zoning Hearing Board:

- None scheduled

12. UCC Building Inspectors Report:

- None

13. Planning Commission:

- None

14. Portland Borough Authority Report (PBA): Lance Prator

15. Legal: Michael Gaul

16. Subdivision and Land Development:

17. Community Development, COG & Grants:

- July 4, 2020 Parade Advertisement: Invoiced \$50 from UMBT
- Stephanie Steele & Kay Bucci applied for Hotel Tax Grant 2021 – “Welcome to Portland’s Historic Town House”.
- No meeting for the Slate Belt COG for the month of July.
- The next meeting is August 26, 2020.

18. Community Events/Recreation Board: Yvonne Gumaer

- Gymnasium Report: Mold Abatement
- Ice Cream Celebration: August 22, 2020 at 6:30 PM

19. Air Liquide/Voltaix Safety Committee: Stephanie Steele

20. Police Report: Chief Robert Mulligan

- July 2020 Police Report

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21. Mayor's Report:

- Mayor Prator attended the Virtual meeting of the Route 80 Bi-State Leadership Summit on July 22, 2020.

22. Streets Department: William Godshalk

a) Ashley Potter resigned the maintenance position after accepting a full-time job. The committee contacted Robbie Shoemaker who accepted the position at \$11.50 per hour for 10-15 hours work per week. **Motion**

b) No estimate was received for the cost of drain grates.

c) Koch33 Ford paperwork for the snow removal Ford 350 truck (\$76,656.00) with accessories. This is the order to proceed.

- The first annual payment of \$12,613.46 will not happen until December 2020.
- The vehicle will be delivered in December.
- Sign the Retail Purchase Agreement **Motion**
- Sign the municipal lease quote and terms **Motion**
- Sign the Client Proposal **Motion**
- The secretary provides Justin (dealer) with:
 - Borough tax exempt form.
 - Any Borough valid insurance card.
 - Letter of authorization to dealer.
 - Copy of Stephanie Steele's drivers' license.
- The signed paperwork is sent to Justin at the dealership.
- Justin Shaika provides Michael Schuler, the bank financing officer, with the signed paperwork. Michael Schuler prepares the contract.

23. Sanitation Committee:

24. Building Committee:

25. Budget, Finance, Insurance Committee & Cable TV Contract:

26. Ordinance Update Committee:

27. Personnel, Policy & Procedure Committee:

28. Slate Belt Rising Committee: Stephen Reider, Director

- \$1700 COVID-19 funds available for each of the (4) Boroughs. Examples of fund usage:
 - food pantry, tents, gasoline dispensing, community meals

29. Liberty-Water Gap Trail Alliance: Cindy Fish

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30. Correspondence:

- None

31. Secretary Announcements:

- None

32. Old Business:

33. New Business:

34. Executive Session:

35. Public Comment; Non-Agenda:

- The next Council meeting is September 14, 2020 at 7 PM.

36. Adjournment: