

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
SEPTEMBER 14, 2020

1. Open Meeting: Stephanie Steele, President
2. Council Members Present for Call to Order:
3. Others Present:
4. Council Resignations:
 - Accept the resignation of Bridget Kenna, with regret.
 - Accept the resignation of Erin Long, with regret.
5. Application to Fill the Unexpired Term on the Zoning Hearing Board:
 - Steve Becker, 111 Main Street
6. Action on Minutes:
 - August 3, 2020

Correction on the minutes from the secretary:

 - Payment of total bills to Portland Contractors corrected from \$ 2,807 to \$ 5,196.08
7. Secretary/Treasurer Report: Carol Hummel
 - Approve the August 2020 Financial Report, the bills presented for payment in the amounts of:

Payments of Bills Presented:

Borough Operations & Borough Operations Already Paid:	13,160.83
Sewer Operations & Garbage Operations Already Paid:	11,594.50
Garbage Operations & Sewer Operations Already Paid:	5,120.80
Ultra-Poly Improvement Escrow: Van Cleef Engineering	186.00
CACLV: Portland Gateway Sign Match	897.50
General Acct. to Fire Tax Acct: 2019 delinquent taxes from Northampton County	289.40
General Acct. to Fire Tax Acct: 2019 delinquent taxes from Northampton County	70.00
Real Estate Tax Acct. to Fire Tax Acct.: August (2) mill tax	75.60
Real Estate Tax Acct. to Lehigh New England Dev. Corp. – reimburse penalty amount	.60
Approximate September 2020 payroll & payroll taxes	7,500.00
Approximate September Sunoco Fleet Gas	300.00
TOTAL	39,195.25

Payments of Bills Presented:

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

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Portland Contractors, Inc.	Other	1,477.00
APPROVE		<u>4,067.00</u>

8. Public Comment:
 - a) Timothy Hess: 406 Bruce Street
 - i. Vacating a portion of Zeman Street
 - b) Kyle O'Connell: Refiner's Fire Ministry
 - i. Permission to use the Portland Ball Field for a charity soft ball game.
9. Sewer Matters:
10. Borough Engineer's Report: Mark Bahnick
11. Zoning Officer Report:
 - Mike's Garage Enforcement Notice written on August 11, 2020. All corrections are to be completed within (30) days.
12. Zoning Hearing Board:
 - No meetings scheduled at this time.
13. UCC Officer Report:
 - One UCC permit to 109 First Street.
14. Planning Commission:
 - None
15. Portland Borough (Water) Authority Report:
16. Legal:
17. Subdivision and Land Development:
18. Community Development, COG & Grants:
 - The Slate Belt COG met on August 26, 2020.
19. Community Events/Recreation Board:
 - Ice Cream Social: Saturday, September 26, 2020 at 6:30 PM. Free movie at 7:45 PM.
 - Trick or Treat: Saturday, October 31, 2020 from 4 to 6 PM. New location for the "after party".

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20. Police Report:
- August 2020 Police Report.
21. Mayor's Report:
- Mayor's Reception was held on September 9, 2020, LVC of C.
22. Streets Department:
- a) Leaf Vacuum Pick-Up: Slate Belt COG
 - i. Suggestions: November 9, 10 or 23, 24.
 - b) No estimate for the cost of drain repairs.
23. Sanitation Committee:
- The recycle container was contaminated again on August 12, 2020. The secretary has not received a bill for the contamination. The previous contamination charge was March 2020 in the amount of \$ 176.
24. Building Committee:
25. Budget, Finance, Insurance & Cable TV Contract:
- a) Items for the 2021 Budget that need to be considered, please contact the committee ASAP.
 - b) Insurance Committee needs to meet to review coverage for 2021.
 - c) Creditech Collection Agency:
 - Does the Borough want to accept payment plans for delinquent garbage accounts?
 - CD 401108331 in the amount of \$ 20,898.21 will mature on September 25, 2020.
 - CD 401112887 in the amount of \$ 10,470.05 will mature on September 28, 2020.
 - I spoke with the Bank Manager. The two CD's can be cashed in and deposited into the Rainy Day Super M/M Account. The interest is 0.020%. The Business M/M July 2020 Account interest is 0.05%. We can close that account and deposit that balance into the Rainy Day Account. This will eliminate two CD's and opening a new M/M Account.
26. Ordinance Update Committee:

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27. Council Policy & Procedure Committee:
28. Slate Belt Rising Committee:
- The SBR Committee approved Mayor Prator's resignation from SBR on September 10, 2020. Borough Council needs to appoint someone to fill the vacancy.
 - SBR Covid-19 Relief Monies: Each Borough has \$1,750 reallocated for spending.
 - i. Approve the donation of \$1,000 towards the purchase of a refrigerated truck for the PUMP Food Pantry.
 - ii. Approve the donation of \$750 to PUMP towards fuel cost from Tolino's Fuel Service.
 - The Slate Belt Road Rally & Scavenger Hunt will be held on Sunday, September 27, 2020. Begins at 9 AM.
29. Air Liquide/Voltaix Safety Committee:
- The next safety meeting is scheduled for Wednesday, October 7, 2020.
30. Liberty-Water Gap Trail Alliance:
31. Correspondence:
- Meals on Wheels of the Greater Lehigh Valley is asking for a financial donation for fiscal year 2020-2021.
 - NJ DOT is in the process of forming a Public Advisory Group in support of the Route 80 Rockfall Mitigation Project. They are looking for two to three representatives willing to represent the community of Portland.
 - VIP Invitation – Sneak Peek Tour of the Slate Belt YMCA, September 16 to 18, 2020.
32. Secretary Announcements:
- The Secretary will be out of the office September 25, 2020.
33. Old Business:
- Portland Waterfront Park: No Parking Signs along Route 611.
34. New Business:
- Letter of support to PUMP for the construction of a new building.

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35. Public Comment Non-Agenda:

36. Executive Session:

- Discuss Police: President Steele

37. Adjournment:

- The next meeting of the Portland Borough Council will be held on Monday, October 5, 2020.