

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA  
FEBRUARY 1, 2021

MEETING WILL BE HELD AT THE WM. PENNSYL SOCIAL HALL & ZOOM

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1. Call Meeting to Order at 7:00 PM
2. Council Members for Roll Call to Order:
3. Others Present:
4. Action on Minutes:
  - January 4, 2021
5. Secretary/Treasurer Report: Carol Hummel
  - a) Approve the January 4, 2021 Financial Report.

Bills Presented for Payment:

Borough Operations & Borough Operations Already Paid:	28,681.96
Sewer Operations & Sewer Operations Already Paid:	6,593.97
Garbage Operations & Garbage Operations Already Paid:	4,816.07
Weidman Subdivision Escrow Acct: Pocono Record hearing ad	163.24
Payroll & Payroll Taxes – approximate	6,000.00
WEX Sunoco Fuel – approximate	<u>300.00</u>
TOTAL	<b>46,555.24</b>

b) Bills Presented for Payment:

Portland Contractor's, WWTP Service's:	2,660.00
Other Services:	<u>856.00</u>
TOTAL	<b>3,516.00</b>

c) Olav Sandnes Subdivision, Marine Ingredients:

Ultra-Poly, Portland Industrial Park (PIP), Lot 6A

In October 2020, the secretary sent a billing invoice to Mr. Sandnes for his annual sewer reservation fee, in the amount of \$576 for one (1) EDU. The fee was not paid by December and the secretary sent a second notice. On December 28, 2020, an email was received to the Borough stating that Lot 6A has been assumed by Ultra-Poly since they are the owners of the lot. The Northampton County tax parcel records confirm that Lot 6A is owned by PIP. The secretary and Ms. Eden presented this information to President Steele. The secretary then sent a new billing invoice to Mr. David LaFiura, President of Ultra-Poly Corp. Mr. LaFiura replied immediately that the invoice would be processed for payment.

- The secretary has an active Olav Sandnes Escrow account with a balance of \$830.25. The secretary requests Council approval to return the \$830.25 to Mr. Sandnes and close the account.

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6. Public Comment:

- Martin Pinter: Chairman, UMBT Supervisors

7. Sewer Matters:

- The Act 94 paperwork is to be submitted by March 31, 2021.

8. Borough Engineer's Report:

- Ultra-Poly Corp. CO:
- Dunkin Donuts PennDot HOP:

9. Zoning Officer Report:

- None

10. UCC Officer Report:

- One UCC Permit was issued to 705 Hillcrest Drive.

11. Zoning Hearing Board (ZHB): Weidman Minor Subdivision:

- The extension expires June 1, 2021.
- The Zoning Hearing Board granted three (3) variances on January 7, 2021. Policelli Associates has submitted the final plan for Council approval.
- The Borough has no documentation from the ZHB or Solicitor Scott Amori to confirm this. The Borough should have this in writing.

12. Planning Commission:

13. Portland Borough Authority Report:

14. Legal:

15. Subdivision and Land Development (SALDO):

16. Community Development, GOG & Grants:

- The Slate Belt COG met January 27, 2021.
- The next scheduled meeting is February 24, 2021.

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- Status report of LSA Grant for demolition of the gymnasium and purchase of a new water fountain for the municipal building.

17. Community Events/Recreation Board:

- None

18. Police Report:

19. Mayor's Report:

20. Streets Department:

- Update/Status of new Borough truck purchase.
- Report of DRJTBC on-line auction of surplus vehicles. Dates have been rescheduled to February 11 – 17.
- Three (3) catch basins were repaired by Hallett Contractors on Main Street, paid in the amount of \$4,100. The two (2) remaining catch basins are being rebuilt in Hallett's workshop.
- A proposal was received from Hybrid Building Solutions, in the amount of \$17,157, for the purchase and installation of a 32 feet wide by 24 feet long Calhoun Super Structure CC Series fabric building for the salt storage pile. In your packet.
- Discuss No Parking signage along Route 611, Delaware Avenue, concerning the Portland Waterfront Park.

21. Sanitation Committee:

2020 Delinquent Garbage Accounts: (13) accounts at \$2,745.40

- Approval to file the delinquent account with Creditech.

22. Building Committee: Stephanie Steele

Fox Brothers Alarm Services:

Proposal to takeover and upgrade the existing security system. Verbal approval was granted per telephone with Bucci, Ivancich, Godshalk and Steele.

- Installation \$800.
- Monitoring of security system \$50/month.
- Optional remote services \$12/month.
- Installation scheduled February 10, 2021 at 9 AM.

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23. Budget, Finance, Insurance & Cable TV Contract:

- Insurance Renewal has been completed.

24. Ordinance Update Committee:

- None

25. Council Policy & Procedure Committee:

- None

26. Air Liquide Advanced Materials Safety Committee:

- The new meeting schedule for 2021 is the second Wednesday via ZOOM Communications at 6:00 PM.

27. Slate Belt Rising Committee:

- Meets Thursday, February 11, 2021 via ZOOM Communications at 6:00 PM.
- Still need to fill a second Portland seat on the Steering Committee.

28. Liberty Water Gap Trail Alliance:

- Meets Wednesday, February 17, 2021 via ZOOM Communications at 6:00 PM.

29. Correspondence:

- The 2020 Ethics Forms have arrived.

30. Secretary Announcements:

- The Borough office has been very busy for the month of January.
- Next up is working with the auditor for the 2020 audit.

31. Old Business:

- There are still two (2) vacant Council seats and one (1) vacant ZHB seat.
- Council Committee Appointments by the President Steele.

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32. New Business:

33. Public Comment, Non-Agenda:

34. Executive Session:

35. Adjournment:

The next council meeting is Monday, March 1, 2021 at 7:00 PM.