

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
MAY 3, 2021

PORTLAND BOROUGH COUNCIL CHAMBERS & ZOOM COMMUNICATIONS

1. Open Meeting: Stephanie Steele, President

2. Council Members Present for Roll Call to Order:

3. Others Present:

4. Adopting Ordinance 2021-1:

An Ordinance of the Borough of Portland, Northampton County, PA, amending Borough Ordinance # 192; Providing for No Parking on a section of North Delaware Drive (State Route 611) and other miscellaneous items.

5. Action on Minutes:

- April 5, 2021

6. Secretary/Treasurer Report: Carol Hummel

- Approve the April 2021 Financial Report.

a) Approve Payments of Bills Presented for Borough.

Borough Operations & Operations Already Paid:	10,795.77
Garbage Operations & Operations Already Paid:	4,857.70
Sewer Operations & Operations Already Paid:	8,283.60
Ultra-Poly Improvements Escrow: King, Spry	1,930.50
Ultra-Poly Improvements Escrow: Van Cleef	1,703.25
Dunkin Donuts Streetscape Escrow: Van Cleef	1,168.00
Real Estate Account to Fire Tax Account: April (2) mill tax	956.80
General Account to the Fire Tax Account: Taxes in Trust Delinquent 2020	21.39
May 2021 payroll and taxes, approximate:	6,000.00
May 2021 Sunoco Fleet Gas, approximate:	<u>300.00</u>
APPROVE	36,017.01

b) Bills Presented for approval to Portland Contractors Inc.:

WWTP monthly services: APPROVE **2,660.00**

c) Bill presented for approval to KS State Bank for the Borough's portion of the Portland Hook & Ladder Co # 1 loan contract purchase of their 2015 Emergency One Typhoon Rescue Pumper: account # 3351826

APPROVE **18,000.00**

d) Approve the 2021 budgeted allocation of to the Portland Hook & Ladder Co # 1 from the Local Services Account (LST). APPROVE **7,000.00**

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7. Public Comment:

I-80 DWG Coalition, NJDOT Rockfall: Tara Messanotte

8. Sewer Matters and Borough Engineers Report:

a) Sewer Shut Off List:

- 407 Delaware Avenue

b) Engineer's Report:

- Approval for \$1,500 expense for laboratory work at the WWTP.

9. Zoning Officer Report: Keller Zoning & Inspection Services

- None

10. UCC Officer Report: Keller Zoning & Inspection Services

- None

11. Zoning Hearing Board:

- No hearings scheduled at this time.

12. Planning Commission:

- None

13. Portland Borough Authority Report (PBA):

There were no other applications received for the vacant seat on the Portland Borough Authority.

- Approval to appoint Holly O'Brien to the vacant PBA seat that expires January 1, 2025.

14. Legal:

15. Subdivision and Land Development (SALDO):

- None

16. Community Development, COG & Grants:

a) The COG met on Wednesday, April 28, 2021 via Zoom communications.

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b) Kay Bucci: LSA Grant Submission:

17. Community Events/Recreation Board:

a) Committee Report: Stephanie Steele

b) American Legion Post 216:

i. Memorial Day Services, Monday, May 24, 2021 have been canceled due to COVID-19 Pandemic.

c) American Lung Association in PA: Young Lungs at Play

i. The Borough was contacted by the association concerning making Portland parks, playgrounds, athletic fields, trails, etc., smoke/e-cigarette free. The program is called "Young Lungs at Play" and over 500 Pennsylvania communities have instituted the outdoor tobacco/e-cigarette policy. An ordinance or Resolution is required. After a tobacco free policy has been implemented the Borough will receive free signage. (a sample resolution and ordinance has been provided)

18. Police Report: Mayor Prator

a) Borked PC: Police Department IT Problems

b) Dell Technologies: Server Quote, \$1,796.35

19. Mayor's Report:

- Attended the Virtual Spring General Assembly on March 30, 2021

20. Streets Department: Bill Godshalk

a) Street Sweeping complete:

i. The street sweeper was damaged and will be repaired by the Borough.

b) AMS Solutions: Crack seal quote.

i. The quote has been accepted at 2,500 lbs x \$ 2.35 /lb = \$ 5,875.

c) Summer Intern:

i. Ms. Steele reported that UMBT streets/road crew has hired a summer intern from the BASD. Ms. Steele said possibly for 0 dollars and works (3) days per week, M-W-F, 8AM to 12 noon.

ii. No one has applied or called concerning the part-time seasonal position for summer/fall work.

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d) A thank you letter was sent to Kelly Romanczuk for volunteering her time to mow the grass at the Veterans Memorial on State Street.

21. Sanitation Committee:

- a) 415 Delaware Avenue: Motorcycle Club
 - i. Discuss placement of curbside trash. The club was notified by mail a year ago about depositing their trash in the Borough garbage receptacles on Delaware Avenue but there was no response back to the Borough.
- b) Sharon Angle:
 - i. Ms. Angle requests that the total garbage late fees of \$ 83.86 be waived on the following properties. (attached summary)
- c) Electronic Recycling:
 - i. Discuss recycle event, partnering with Bangor Borough on Saturday, July 24, 2021.

22. Building Committee:

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

- WiFi Drop: Service Electric Cable TV

24. Ordinance Update Committee

- None

25. Council Policy & Procedure Committee:

- None

26. Slate Belt Rising Committee: Stephen Reider/Stephanie Steele

- The committee continues with web-based meetings.
- The committee continues to work toward traffic calming for the downtown. May purchase electronic speed signs with the \$10,000.

27. Air Liquide/Voltaix Safety Committee: Stephanie Steele

- Meets the second Wednesday of every other month.

28. Liberty-Water Gap Trail Alliance: Cindy Fish

- Met on April 28, 2021 at 5:30 PM at the Village Bakery, Delaware Water Gap, PA.

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29. Correspondence:

- None

30. Secretary Announcements:

- The secretary picked up free supplies from the Northampton County Conservation District to help decrease this season's spotted lanternfly population. Bands and traps should be installed the beginning of May and runs through October. Banding supplies are also available to any Northampton County resident. Contact is Janet M. Creegan at the Greystone Building, 14 Gracedale Avenue, Nazareth, PA 18064 or jjcreegan@northamptoncounty.org.
- Primary Election Day is scheduled for May 18, 2021. The polls are open from 7 AM to 8 PM. The Borough Office will be closed.

31. Old Business:

32. New Business:

- Kayaks/Stephanie

33. Executive Session:

34. Adjournment:

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