

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
COUNCIL CHAMBERS
AUGUST 2, 2021

1. Open Meeting: Stephanie Steele, President
2. Council Members Present for Call to Order:
3. Others Present:
4. Vacant Council Seat Application: Patrick McHugh, 405 Pennsylvania Avenue
5. Action on Minutes:

July 5, 2021

6. Secretary/Treasurer Report: Carol Hummel

- July 2021 Financial Report:

Payments of Bills Presented:

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|--|------------------|
| Borough Operations & Borough Operations Already Paid: | 13,858.95 |
| Sewer Operations & Sewer Operations Already Paid: | 19,690.66 |
| Garbage Operations & Garbage Operations Already Paid: | 4,994.82 |
| Slate Hills Enterprises Escrow: King, Spry; Ott Consulting | 2,210.50 |
| Dunkin Donuts Escrow: Van Cleef Engineering | 146.00 |
| Suburban EMS Annual Budgeted Allocation: | 550.00 |
| Real Estate Tax Account to General Account – tax cert from CoreLogic | 10.00 |
| General Checking Account to Fire Tax Account: 2019 Taxes in Trust | 87.40 |
| General Checking Account to Fire Tax Account: 2020 Taxes in Trust | 27.72 |
| August 2021 payroll & taxes, approximate | 9,000.00 |
| August 2021 WEX Sunoco Fleet Gas, approximate | 400.00 |
| | 50,976.05 |

APPROVE

50,976.05

Payments of Bills Presented:

- Portland Contractors, Inc. WWTP monthly services: 2,660.00
- Portland Contractors, Inc. Other: 2,330.92

APPROVE

4,990.92

7. Public Comment: URDC, Drew Sonntag, Grant Writer. Demolition of the gymnasium, contract for approval.

8. Sewer Shut-Offs:

- 510 Northampton Street
- 407 Delaware Avenue

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

- Penn Power Group: Emergency Power Generator, Planned maintenance, (3) year package renewal, \$2,031 per year.

Inspection, September 2021, 2022, 2023
Maintenance, March 2022, 2023, 2024
- Letter of Validation for Sewer Connection: Jennings & Main Streets
- 303 Demi Road Land Development:
 - i. Is there a written comment letter to the UMBT Planning Commission from the Portland Council that was sent for their July 19th P/C meeting?
- Traffic Engineering Study:
- Dunkin Donuts:

10. Zoning Officer Report:

- None

11. Zoning Hearing Board:

a) Slate Hills Enterprises and Attorney Peter Layman has filed an appeal/variance of the Zoning Officer's denial of the grading plan. The ZHB Appeal will be held virtual on August 19, 2021, at 7 PM. Notice in your packet.

12. UCC Building Inspectors Report:

a) Two UCC permits issued, 312 Main Street and 505 Collins Avenue.

13. Planning Commission:

a) No action on the review of the Slate Hills Enterprises grading plan for Delaware Avenue. Deferred until the August 16th planning commission meeting.

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

15. Legal: Michael Gaul

16. Subdivision and Land Development:

17. Community Development, COG & Grants:

- a) No meeting for the Slate Belt COG for the month of July.
- b) The next meeting is August 25, 2021.

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- c) Estimate for repair of the COG street sweeper:
 - i. EAB Recovery, Inc., Easton PA: \$4,853.38
 - ii. There is a \$1,000 deductible if turned into the insurance company.

- d) 2021 Hotel Tax Grant Opportunity: Kay Bucci
 - i. The "Pokey"

- e) Pioneer Pole Building Update: Kay Bucci

- f) LSA Grant Update: Kay Bucci

- g) Portland Hook & Ladder Co. #1:
 - i. Will Council support their application for an LSA Grant.

- 18. Community Events/Recreation Board: Stephanie Steele

- 19. Air Liquide/Voltaix Safety Committee: Stephanie Steele

- CAP Meetings postponed until September.

- 20. Police Report: Chief Robert Mulligan

- July 2021 Police Report
 - Did the police department review their policies for the HUD's Community Development Block Grant (CDBG) from Northampton County?

- 21. Mayor's Report: Lance Prator

- 22. Streets Department: William Godshalk

- 23. Sanitation Committee:

- 24. Building Committee:

- From July 5th Council meeting, disconnect electric and propane at the Portland Gymnasium.

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

- COVID-19 American Rescue Federal Stimulus:

- i. Discuss how to spend the money.

- Cable modem for the Park & Walk Lot:

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26. Ordinance Update Committee:

27. Personnel, Policy & Procedure Committee:

28. Slate Belt Rising Committee: Stephen Reider, Director

29. Plan Slate Belt Steering Committee: Stephanie Steele

- The August 4 meeting is cancelled.
- A Special Meeting will be held on August 18 for a roundtable discussion on infrastructure, Pen Argyl, PA.

30. Liberty-Water Gap Trail Alliance: Cindy Fish

- No meeting for the month of July.

31. Correspondence:

a) From Sal Panto, Jr., Easton City Mayor:

20th Anniversary of the tragic events of September 11, 2001. The Never Forget Walk will highlight a day long events scheduled in downtown Easton. The correspondence is asking for participation in the ceremony and parade, paying tribute to the thousands who lost their lives on that day and the many first responders that suffer from the effects of the tragedy. RSVP was due August 1st.

32. Secretary Announcements:

- None

33. Old Business:

- The State Street – Jacoby Creek Bridge opened on July 6. The Borough has received the DVD of the road survey and the original brass plaque that was installed on the bridge in 1921.

34. New Business:

- The Borough received (8) cases of free hand sanitizer from EMS of Northampton County. The sanitizer is to be divided between the PH & L Fire Dept., the Portland Police Dept., and the Borough.

35. Executive Session:

36. Public Comment; Non-Agenda:

- The next Council meeting is September 13, 2021, at 7 PM.

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37. Adjournment: