

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA  
COUNCIL CHAMBERS  
SEPTEMBER 13, 2021

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1. Open Meeting: Stephanie Steele, President

2. Council Members Present for Call to Order:

3. Others Present:

4. Pole Building:

a) Open Bids for Pole Building Construction.

b) Tree removal is complete behind the police car garage. Cost \$900, invoice is on bill list.

5. Action on Minutes:

August 2, 2021

6. Secretary/Treasurer Report: Carol Hummel

- August 2021 Financial Report:

Payments of Bills Presented:

Borough Operations & Borough Operations Already Paid:	28,398.95
Sewer Operations & Sewer Operations Already Paid:	14,690.64
Garbage Operations & Garbage Operations Already Paid:	4,925.81
Slate Hills Enterprises Escrow: King, Spry; Ott Consulting	453.00
Real Estate Tax Acct. to Jeanne VanDenkooy: property reassessment	10.87
Fire Tax Account Acct. to Real Estate Tax Acct: Jeanne VanDenkooy return (2) mills	1.09
Real Estate Acct. to Fire Tax Acct: July (2) mills	110.00
Real Estate Acct. to Fire Tax Acct: August (2) mills	28.60
September 2021 payroll & taxes, approximate	<u>6,500.00</u>
	55,118.96

**APPROVE**

Payments of Bills Presented:

- Portland Contractors, Inc. WWTP monthly services: 2,660.00
- Portland Contractors, Inc. Other 6,925.00
- 9,585.00

**APPROVE**

7. Public Comment: Patrick McHugh: 405 Pennsylvania Avenue

8. Sewer Shut-Offs:

- 407 Delaware Avenue

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9. Sewer Matters & Borough Engineers Report: Mark Bahnick, P. E.
- Xylem Water Solutions USA, Inc.: Approve Proposal  
Repair parts for 3152 pump in the amount of \$5,270.75
  - Letter of Validation for Sewer Connection: Jennings & Main Streets
  - 303 Demi Road
  - Dunkin Donuts:
  - Sewer Committee Update/Discussion: River Points Logistics
10. Zoning Officer Report:
- None
11. Zoning Hearing Board:
- The Slate Hills Enterprises Zoning Hearing has been continued to 6:30 PM, Wednesday, September 22, 2021, at the Portland Hook & Ladder Co. #1 Social Hall.
12. UCC Building Inspectors Report:
- None
13. Planning Commission:
- None
14. Portland Borough Authority Report (PBA): Lance Prator
15. Legal: Michael Gaul
- Discussion: Resolution to terminate PA Disaster Emergency Declaration.
16. Subdivision and Land Development:
17. Community Development, COG & Grants:
- a) The Slate Belt COG met on Wednesday, August 25, 2021. The next meeting is September 22, 2021.
- b) The street sweeper is repaired and ready for pick-up at Easton Auto Body. Cost is \$4,853.38, paid from the Borough's General Account. The invoice is on the bill list that was approved earlier in the meeting.

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c) LSA Grant Update, Gymnasium Demolition: Kay Bucci

- i. Report of electric and propane services to be disconnected.
- ii. Asbestos removal report.

d) T-Mobile is offering Hometown Grants. Small towns are eligible to apply. Winter applications open October – December 2021.

18. Community Events/Recreation Board: Stephanie Steele

a) Halloween “Trick or Treat”: Committee discussing date for Trick-or-Treat.

b) Christmas Tree Lighting Ceremony: Sunday, November 28, 2021, at 6:30 PM.

19. Air Liquide/Voltaix Safety Committee: Stephanie Steele

- CAP Meeting met on Wednesday, September 8, 2021.

20. Police Report: Chief Robert Mulligan

- August 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

- Lehigh Valley Gala & Awards will be held Virtually, October 12, 2021, at 5:30 PM.

22. Streets Department: William Godshalk

a) Storm drain issue in downtown Portland.

b) Set date for leaf vacuum and leaf pick-up.

23. Sanitation Committee:

24. Building Committee:

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

a) COVID-19 American Rescue Federal Stimulus: Discuss how to spend the money.

b) Cable modem installation for the Park & Walk Lot:  
Approve agreement between the Borough of Portland and James and Stephanie Steele, Knott Necessarily, LLC, 413 Delaware Avenue.

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c) Items for the 2022 budget that need to be considered, please contact Ms. Steele, Ms. Bucci or Mr. Ivancich.

d) Insurance Committee needs to meet to review coverage for 2022.

26. Ordinance Update Committee:

27. Personnel, Policy & Procedure Committee:

a) Discuss retention of Council meeting recordings. Suggestion being made by Council President Steele to only keep 2 months of recordings. The current month and prior month. Once minutes from prior month are approved, Secretary to destroy the recording from the approved minutes.

28. Slate Belt Rising Committee: Stephen Reider, Director

- Road Rally Scavenger Hunt, September 25, 2021:  
Cancelled due to lack of entries.
- September to Remember Fall Vendor Festival will be held on September 25, 2021, from 10 to 3 PM at Bangor Memorial Park.

29. Plan Slate Belt Steering Committee: Stephanie Steele

- The Slate Belt Infrastructure Roundtable was held August 18, 201, at the Weona Park Community Center at 6 PM.
- The September 1, 2021, meeting was cancelled.
- The next meeting will be held on Wednesday, October 6, 2021. Discuss map that Ms. Steele has brought to the Council meeting.

30. Liberty-Water Gap Trail Alliance: Cindy Fish

- Meeting was held on August 25, 2021, at the UMBT Building at 5:30 PM.

31. Correspondence:

- Meals on Wheels: Asking for a donation.
- Natural Lands: Asking for a donation.
- Public Meeting of the Minsi Lake Corridor on September 22, 2021, from 6:30 PM to 8:00 PM at the Pocono-Slate Belt Shooting Clubhouse, 774 Lake Minsi Drive, Bangor PA.
- Public Records Law and social media: ArchiveSocial
  - i. Any interest in speaking with this representative/telemarketer.

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32. Secretary Announcements:

- None

33. Old Business:

34. New Business:

35. Executive Session: Stephanie Steele

36. Public Comment; Non-Agenda:

- The next Council meeting is October 4, 2021, at 7 PM.

37. Adjournment:

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