

BOROUGH OF PORTLAND
COUNCIL MEETING APRIL 6, 2020

ZOOM VIDEO COMMUNICATIONS: COVID-19 PANDEMIC

The Portland Borough Council Meeting of April 6, 2020 was called to order at 7:00 PM by Stephanie Steele, President of Borough Council.

Council Members Present for Call to Order via Zoom Communications Video:

Stephanie Steele * Kay Bucci* Bridget Kenna* Yvonne Gumaer* William Godshalk*
Robert Ivancich*

- Council member Erin Long was absent.

Others Present:

1. Keely Collins, Solicitor
2. Lance Prator, Mayor
3. Mark Bahnick, Borough Engineer
4. Carol Hummel, Borough Secretary
5. Robert Mulligan, Chief of Police
6. Hubert McHugh and James Potter: Members of the Public

Ordinance 2020-2:

A motion was made by William Godshalk, 2nd by Kay Bucci adopting "Ordinance 2020-2, "Establishing a Health Office, Authorizing the Appointment of a Health Officer, Authorizing License Requirements and Fees in Connection with the Administration of Health Regulations in the Borough, Adoption of the Food Code; Providing for Penalties for Violations; and Providing for Other Miscellaneous Matters".

Roll call of votes, YES.

S. Steele, Y. Gumaer, B. Kenna, K. Bucci, W. Godshalk, R. Ivancich.

Motion Carried 6-0-0

Action on Minutes:

A motion was made by Bridget Kenna, 2nd by Robert Ivancich approving the minutes of March 2, 2020, as presented.

Roll call of votes, YES.

S. Steele, Y. Gumaer, B. Kenna, K. Bucci, W. Godshalk, R. Ivancich.

Motion Carried 6-0-0

Per the COVID-19 Pandemic, the March 24, 2020 meeting was held via telephone conference.

A motion was made by Bridget Kenna, 2nd by Robert Ivancich approving the minutes of the Emergency Council Meeting of March 24, 2020, as presented.

Roll call of votes, YES.

S. Steele, Y. Gumaer, B. Kenna, K. Bucci, W. Godshalk, R. Ivancich.

Motion Carried 6-0-0

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Secretary/Treasurer's Report: Carol Hummel

1. Bills Presented for Payment:

- Approve the March 2020 Financial Report.
- Approve Payments of Bills Presented:

Borough Operations & Operations Already Paid:	30,436.13
Garbage Operations & Operations Already Paid	5,082.70
Dunkin Donuts Streetscape Escrow: Van Cleef	606.50
Dunkin Donuts Streetscape Escrow: King, Spry	99.00
April 2019 payroll and taxes, approximate:	6,000.00
April 2019 Sunoco Fleet Gas, approximate:	<u>400.00</u>
	42,624.33

A motion was made by Robert Ivancich, 2nd by Yvonne Gumaer approving the payments of bills presented, in the amount of \$ 42,624.33.

Roll call of votes, YES.

S. Steele, Y. Gumaer, B. Kenna, K. Bucci, W. Godshalk, R. Ivancich

Motion Carried 6-0-0

- Bills Presented for Approval to Portland Contractors Inc.:
 - i. WWTP monthly services: 2,590.00
 - ii. Other maintenance 425.00
- 3,015.00**

A motion was made by Kay Bucci, 2nd by Bridget Kenna approving the payments of bills to Portland Contractors, Inc., as presented, in the amount of \$ 3,015.

Roll call of votes, YES.

S. Steele, Y. Gumaer, B. Kenna, K. Bucci, R. Ivancich

Roll call of votes, ABSTAIN.

William Godshalk

Motion Carried 5-0-1

A motion was made by Kay Bucci, 2nd Robert Ivancich authorizing the transfer of \$23,379.84 from the Real Estate Tax Account to the Fire Tax Account, collection of March 2020 (2) mill tax.

Roll call of votes, YES.

S. Steele, Y. Gumaer, B. Kenna, K. Bucci, W. Godshalk, R. Ivancich

Motion Carried 6-0-0

Public Comment:

Hubert McHugh: 207 Market Street

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James Potter: Fire Chief, Portland Hook & Ladder Co., #1

- None

Sewer Matters and Borough Engineers Report:

a) Discuss Governor Wolf's Emergency Order dated March 6, 2020 of the Emergency Management Services Code. Under the circumstances presented by the COVID-19 pandemic, establishing a termination moratorium for utility services, for a period up to (90) days unless renewed by the Governor, including electric, natural gas, water, wastewater, telecommunications and steam is consistent with the Governor's Proclamation of Disaster Emergency, and the requirement of Section 1501 of the Public Utility Code.

The Sewer Committee is asking for a Council motion to waive Sewer late fees, interest fees and any applicable penalties for the next 90 days.

President Steele reported that the Portland Borough Authority did adopt, at their April monthly meeting, a moratorium for water termination policy for the next (90) days,.

A motion was made by William Godshalk, 2nd by Yvonne Gumaer to waive sewer late fees, interest, any applicable penalties and sewer/water termination for the next (90) days.

Roll call of votes, YES.

S. Steele, Y. Gumaer, B. Kenna, K. Bucci, W. Godshalk, R. Ivancich

Motion Carried 6-0-0

b) Borough Engineers Report: Mark Bahnick

- Tabled to the May 4, 2020 Council meeting.

Zoning Officer Report: Keller Zoning & Inspection Services

- Tabled to the May 4, 2020 Council meeting.

UCC Building Code Inspectors Report: Keller Zoning & Inspection Services

- Tabled to the May 4, 2020 Council meeting.

Zoning Hearing Board (ZHB):

- No hearings are scheduled at the present time.

Planning Commission:

- None

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Portland Borough Authority (PBA): Lance Prator, Chairman

- Tabled to the May 4, 2020 Council meeting.

Legal:

- Tabled to the May 4, 2020 Council meeting.

Subdivision and Land Development:

Ultra-Poly Corp. and Portland Industrial Park LP Notice of Violation:

- No action at this time.

Community Development, Slate Belt COG & Grants

- Tabled to the May 4, 2020 Council meeting.

Community Events/Recreation Board:

- Tabled to the May 4, 2020 Council meeting.

Mayor's Report:

- None

Police Report:

a) The police report was provided in writing by Chief Robert Mulligan.

b) Chief Mulligan presented a proposal from ECCO Communications, LLC to supply and install a Pyramid Vehicular Repeater in the new 2020 Ford Explorer police vehicle. A motion was made by Bridget Kenna, 2nd by William Godshalk authorizing the acceptance of the proposal in the amount of \$ 1,940.

Roll call of votes, YES.

S. Steele, Y. Gumaer, B. Kenna, K. Bucci, W. Godshalk, R. Ivancich
Motion Carried 6-0-0

Streets:

Co-Stars Salt Contract Storage Fees Discussion:

- Total salt used for season 45.03 tons
- 79.97 tons to store; Riverside Construction @ \$ 3 per ton = \$ 240.
- Have until July 31, 2020 to notify the supplier
table to May 4, 2020 meeting

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Sanitation:

- Plastic bags are still a problem with the recycle dumpster.

Building Committee:

- Tabled to the May 4, 2020 Council meeting.

Budget, Finance, Insurance, & Cable TV Contract:

Kirk, Summa & Co., LLP. 2019 Audit

A motion was made by Yvonne Gumaer, 2nd by Bridget Kenna authorizing the advertising of the 2019 Condensed Financial Statement in the Pocono Record.

Roll call of votes, YES.

S. Steele, Y. Gumaer, B. Kenna, K. Bucci, W. Godshalk, R. Ivancich

Motion Carried 6-0-0

Ordinance Update Committee:

- Tabled to the May 4, 2020 Council meeting.

Council Policy & Procedure Committee:

- Tabled to the May 4, 2020 Council meeting.

Slate Belt Rising Committee (SBRC): Stephen Reider, Director/Stephanie Steele

- Tabled to the May 4, 2020 Council meeting.

Air Liquide/Voltaix Safety Committee:

- Tabled to the May 4, 2020 Council meeting.

Liberty-Water Gap Trail Alliance: Cindy Fish

- Tabled to the May 4, 2020 Council meeting.

Correspondence:

- None

Secretary's Announcements:

- Reminder that the 2019 Ethics Forms are due to the Borough Office by May 1, 2020.

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Old Business:

Portland Market, 407 Delaware Avenue, has not responded to numerous notices to pay for their 2020 health license. A motion was made by Kay Bucci, 2nd by Yvonne Gumaer authorizing the Health Inspector, Anita Einoff, to issue a citation of non-compliance.

Roll call of votes, YES.

S. Steele, Y. Gumaer, B. Kenna, K. Bucci, W. Godshalk, R. Ivancich
Motion Carried 6-0-0

New Business:

- Please hold new business until the May 4, 2020 meeting unless there is a topic of priority for Council to discuss tonight.

Executive Session:

- None

Public Comment, Non-Agenda:

William Godshalk:

- Asked Council to rent another Roll-Off Dumpster for the disposal of the bulk plastic bags from the delivery of the rubber playground mulch. President Steele replied that the previous Roll-Off Dumpster rented for the same purpose cost the Borough \$ 690. Vice President Kay Bucci agreed. No action was taken
 - i. Councilwoman Kenna suggested that the Borough take the bags to Waste Management for disposal.

Bridget Kenna:

- Ms. Kenna asked if the Borough was hiring a part-time maintenance helper for the summer. Ms. Steele replied that the committee has not yet interviewed the applicants.

William Godshalk

- Councilman Godshalk stated that maintenance man Fred Farleigh should have his hourly rate increased. A motion was made by William Godshalk, 2nd by Kay Bucci increasing Mr. Farleigh's hourly rate by \$ 1.00 per hour, to \$ 13.50 per hour, effective April 6, 2020.

Roll call of votes, YES.

S. Steele, Y. Gumaer, B. Kenna, K. Bucci, W. Godshalk, R. Ivancich
Motion Carried 6-0-0

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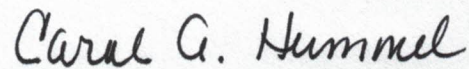
Adjourn:

- a) The next Council Meeting will be held on Monday, May 4, 2020 at 7:00 PM.
- b) A motion was made by Bridget Kenna, 2nd by Yvonne Gumaer to adjourn the meeting at 7:28 PM.

Roll call of votes, YES.

S. Steele, Y. Gumaer, B. Kenna, K. Bucci, W. Godshalk, R. Ivancich
Motion Carried 6-0-0

Respectfully Submitted,



Carol A. Hummel, Secretary