

BOROUGH OF PORTLAND
COUNCIL MEETING DECEMBER 27, 2021

The Portland Borough Council Meeting of December 27, 2021 was called to order at 7:00 PM by Stephanie Steele, President of Borough Council.

The meeting was held in-person and ZOOM communications at the Borough Hall Council Chambers.

Council Members Present in person for Call to Order:

Stephanie Steele* Kay Bucci* Robert Ivancich*

Council Member Present via ZOOM communication for Call to Order:

William Godshalk

- Council member Yvonne Gumaer was absent.

Others Present:

1. Michael Gaul, Solicitor, via ZOOM communications
2. Lance Prator, Mayor
3. Carol Hummel, Borough Secretary

Public Present:

1. Patrick McHugh, resident
2. Heather Fischer, resident

Approve Council Agenda and Amendments:

A motion was made by Kay Bucci, 2nd by William Godshalk to approve the agenda, with an amendment to add an agenda item concerning rental of winter maintenance equipment, purchase bucket for the John Deere tractor, and/or bid out for a larger machine. Motion carried:4-0-0

Announcement of Recording:

The meeting is being digitally recorded by the Secretary for assistance in the preparation of the minutes.

The Council President asked if anyone in the audience plans to record the meeting. There was NONE.

Resolution 2021-5: A Resolution Approving The Final Budget, Including General Fund, Sewer Fund And Sanitation Fund, For The Borough Of Portland or the Year 2022.

A motion was made by Kay Bucci, 2nd by Robert Ivancich to adopt a Resolution Approving The Final Budget, Including General Fund, Sewer Fund And Sanitation Fund, For The Borough Of Portland For The Year 2022 (Resolution 2021-5.) Motion carried: 4-0-0

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Resolution 2021-6: A Resolution Of The Borough of Portland, County Of Northampton And Commonwealth Of Pennsylvania, Levying For The Fiscal Year 2022 Taxes On All Real Estate Within The Borough For General Borough Purposes And Fire Prevention And Protection; Affixing The Tax Rates, And Providing For Other Miscellaneous Matters.

A motion was made by Stephanie Steele, 2nd by Kay Bucci to adopt a Resolution approving the Levying for the Fiscal Year 2022, Taxes on all Real Estate Within the Borough for General Borough Purposes and Fire Prevention and Protection; Affixing the Tax Rates; and Providing for Other Miscellaneous Matters (Resolution 2021-6) Motion carried: 4-0-0

Resolution 2021-7: A Resolution Regarding Fees And Charges Related To The Borough's Collection And Disposal of Garbage From Private Residences In Calendar Year 2022.

A motion was made by Robert Ivancich, 2nd by Kay Bucci to adopt a Resolution approving Fees and Charges Related to the Borough's Collection and Disposal of Garbage from Private Residences in Calendar Year 2022 (Resolution 2021-7.) Motion carried: 4-0-0

2022 Borough Real Estate Tax Bills:

A motion was made by Kay Bucci, 2nd by William Godshalk authorizing the Secretary to order the 2022 Borough Real Estate Tax Bills from Berkheimer Associates. Motion carried: 4-0-0

Approval of the 2022 Meetings Schedules and Advertisement:

Discussion:

The Council discussed the Council and Planning Commission meeting schedules as presented in the proposed annual advertisement of the meeting schedules. The Council would continue to meet the first Monday of the month, and the fourth Monday of the month, as needed, except when a meeting would fall on a holiday, in which case the meeting would be held as noted in the proposed advertisement.

The Council President reported that the Portland Planning Commission was asked about changing their meeting schedule. Chairman Wilkins replied that the P/C would continue with the same schedule, the third Monday of the month at 7 PM.

Solicitor Gaul stated that the advertisement information regarding the Liberty-Water Gap Trail Alliance does not state where they will meet. They are not a committee of the Borough and should follow the requirements of the Sunshine Act. Mayor Prator replied that it could be taken out of the ad. Solicitor Gaul replied there is no harm to leave it in the ad as information. Ms. Steele replied that the committee is good at notifying through Face Book and their website. Ms. Bucci replied if anyone needs to know the schedules, they can make a telephone call.

There will be no changes to the meeting schedules advertisement.

A motion was made by Kay Bucci, 2nd by William Godshalk to approve the 2022 Meeting Schedules and proposed advertisement as presented, in the Pocono Record publication. Motion carried: 4-0-0

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Bills Presented for Payment:

Borough	9,281.78
Sewer	4,975.70
Sanitation	448.00
New Demi Road Escrow Acct.	2,363.50
Community Events Acct.	<u>225.00</u>
	17,293.98

Question from Ms. Bucci concerning the balance in the New Demi Road, LLC Escrow Account and whether the Borough should request additional monies for the escrow account. The Secretary replied that she would provide the account balance information for January 3, 2022, Council meeting.

A motion was made by Kay Bucci, 2nd by Robert Ivancich approving payment of the bills, in the amount of \$17,293.98, as presented. Motion carried: 4-0-0

Bills Presented for Approval to Portland Contractors, Inc.:

monthly WWTP service contract **2,660.00**

A motion was made by Kay Bucci, 2nd by Robert Ivancich approving payment of the bill, in the amount of \$2,660.00 to Portland Contractors, Inc., as presented. Motion carried: 3-0-1 (William Godshalk abstained)

AMENDED AGENDA ITEM ADDED:

Winter Maintenance Equipment Quotes: Stephanie Steele

Two quotes were received for Council consideration.

a) Hilltop Sales & Service, Inc. for a Deere & Company, John Deere 220R Loader:

Bucket only for the Borough's John Deere tractor, in the amount of 3,665.01. There is no quote available for a backhoe because none are currently available. The bucket would need to be ordered with extra time due to supplier shortages.

b) RP Equipment Allentown, PA: CAT 906M – skid steer mount

Rental dates are available from December 31, 2021, through March 25, 2022. The damage waiver has been removed. The Borough will provide their own certificate of insurance and the tax has been removed because the Borough is tax exempt. The rental cost is \$8,616 or \$680 per week, times (3) months equals \$2,720 per month.

Ms. Steele stated that the previous New Holland tractor is still available as well at RP Equipment which also has tractors for sale. It behooves Council to consider advertising for a

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bigger tractor. During a recent snow event last weekend Ian Kelton and Jimmy Potter removed the snow. Ms. Steele further stated that the cost is expensive, but the Borough has no other options. At the December 6, 2021, Council meeting the Borough Council authorized expending up to \$10,000 for equipment rental/purchase.

Ms. Bucci stated that maybe Council should wait to make a decision until the January 3, 2022, reorganization meeting when there are more Council members at the table to decide. Mr. Godshalk replied that the Borough should have had a machine before tonight, the Borough has waited too long.

A motion was made by Kay Bucci, 2nd by William Godshalk authorizing the rental of the CAT 906M machine, contingent upon cancellation of the lease at any time. Motion carried: 4-0-0

Ms. Steele will move forward with ordering the bucket attachment for the John Deere tractor, per Mr. Godshalk stating that it will take a while to get the attachment due to supplier shortages.

Public Comment:

Report from Mayor Lance Prator:

A lot has happened since Jan 26, 2011, when Lance was sworn in as mayor. He was blessed to be the representative from Portland and enjoyed working with everyone on Council and elsewhere in the Lehigh Valley. In the future he is looking forward to working with everyone here. Has no idea what his next step will be and is not disclosing any plans or what he will be doing. When people ask him why he no longer wants to be mayor, his reply was "politicians and diapers need to be changed for the same exact reason". God Bless Portland and thank you all.

Other Business:

a) Reorganization of Council will be held on Monday, January 3, 2022, at 7 PM.

b) Ms. Bucci reported that the water and sewer at the gymnasium has been disconnected and asked where the septic tank was located. Ms. Steele explained where the area was by the gymn.

Public Non-Agenda:

- None

Executive Session:

A motion was made by Kay Bucci, 2nd by Stephanie Steele to convene to executive session at 7:42 PM. Motion carried: 4-0-0

Discussion: legal matters with Solicitor Gaul.

A motion was made by Kay Bucci, 2nd by Robert Ivancich to reconvene from executive session at 7:47 PM. Motion carried: 4-0-0

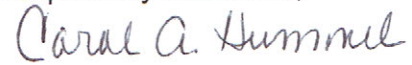
- No action was taken.

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Adjourn:

A motion was made by Kay Bucci, 2nd by Robert Ivancich to adjourn the meeting at 7:47 PM.
Motion carried: 4-0-0

Respectfully Submitted,



Carol A. Hummel, Secretary