

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
MARCH 7, 2022

1. Open Meeting: Stephanie Steele, President
2. Council Members Present for Roll Call to Order:
3. Others Present:
4. Approval of the Agenda and Any Amendments:
5. Announcement of Recording.

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

Is there anyone in the audience who plans to record the meeting.

6. Invitation to Bid Specifications for New or Used Backhoe: Solicitor Gaul
7. Resolution 2022-4:

Resolution Recognizing the Services of Lance Prator to the Borough as Borough Mayor and Borough Council Member, and Declaring the Borough Council's Appreciation for His Services to the Borough.

8. Action on Minutes:

- February 7, 2022
- February 28, 2022

9. Secretary/Treasurer Report: Carol Hummel

- Approve the February 2022 Financial Report, the bills presented for payment in the amounts of:

a) Bills Presented for Approval:

Borough Operations & Borough Operations Already Paid:	33,846.12
Sewer Operations & Sewer Operations Already Paid:	12,651.03
Garbage Operations & Garbage Operations Already Paid:	5,353.12
Dunkin Donuts Escrow – Van Cleef Engineering, PennDOT issues	150.00
Real Estate Tax Acct. to Fire Tax Account: February (2) mills	3,413.20
Real Estate Tax Acct, to Fire Tax Acct: (2) mills Reassessment for 2021	1,518.76
New Demi Road Escrow Acct: Ott Consulting, Inc.: testing Demi Road for future septic	42.50
New Demi Road Escrow Acct: McTish, Kunkle Assoc: Dunkin Plan Status regarding PennDOT	116.25
Approximate February payroll & payroll taxes	6,600.00
Approximate February Sunoco Fleet Gas	400.00
TOTAL APPROVE	64,090.98

b) Bills Presented for Approval:

- Portland Contractors, Inc. WWTP monthly services: **2,730.00**
APPROVE

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c) The final payment to Dutchman Contractors for the new pole building, in the amount of \$8,000, was approved on the bill list.

10. Public Comment:

- Tara Mezzanotte: I-80 Rockwall Project Update
- Karen Pfeiffer: Vacant Council Seat Application

11. Sewer Matters and Borough Engineers Report:

a) Van Cleef Engineering Associates: Mark Bahnick

b) Approval to order two (2) replacement pumps for the WWTP.

- \$8,679 per pump x 2 = \$17,358.
- \$444 per seal-fail/overtempt relays x 2 = 888.
- Total \$18,246.

12. Zoning Officer Report: Keller Zoning & Inspection Services

- None

13. UCC Officer Report: Keller Zoning & Inspection Services

- None

14. Zoning Hearing Board:

- Slate Hills Enterprises hearing is rescheduled for 6:30 PM, Wednesday, March 23, 2022 at the William Pensyl Social Hall.

15. Planning Commission:

- None

16. Portland Borough Authority Report: Lance Prator, Chairman

17. Legal: Solicitor Gaul

- Discuss 303 Demi Road Escrow.

18. Subdivision and Land Development (SALDO):

- None

19. Community Development, COG & Grants:

a) The Slate Belt COG met, Wednesday, February 23, 2022.

b) URDC LSA Grant Report: Kay Bucci

c) Ms. Steele and Ms. Bucci are investigating funding sources through Northampton County.

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20. Community Events/Recreation Board:
- The committee met on Sunday, February 20, 2022.
21. Police Report:
22. Mayor's Report: Heather Fischer
23. Streets Department:
- a) Discussion: Asphalt Spray Patching for Borough Streets. Info in packet.
 - b) Street Sweeping:
 - c) Crack Seal Streets:
 - d) 601 Pennsylvania Avenue Estimates:
 - Charles Nansteel: In your packet.
 - R. W. Moyer: In your packet
24. Sanitation Committee:
25. Building Committee:
- a) Pole Building Report: Kay Bucci
 - Electric Quote for New Pole Building: \$3,397.26
 - b) Yvonne Gumaer, former Councilwoman:

I requested the return of the Building and Council Room keys from Ms. Gumaer through correspondence sent certified mail January 20, 2022. I have had no response other than the signed certified receipt. Can I send a police officer to collect the keys?
26. Budget, Finance, Insurance & Cable TV Contract:
- a) Approval for the Secretary to advertise the Condensed Financial Statement for the 2021 audit in the Pocono Record.
 - b) Approval for President Steele to execute the Management Representation Letter for auditor Kirk, Summa & Co., LLP.
27. Ordinance Update Committee:
28. Council Policy & Procedure Committee:
29. Air Liquide Safety Committee Meeting: Stephanie Steele
- Meets Wednesday, March 9, 2022.
 - Ms. Steele is recommending that Borough Council re-appoint Jim Potter, in addition, since he is the EMC and the Fire Chief.

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30. Slate Belt Rising Committee: Stephanie Steele
- Meets Thursday, March 10, 2022.
31. Plan Slate Belt Steering Committee:
- Meets Wednesday, March 2, 2022.
32. Liberty-Water Gap Trail Alliance: Cindy Fish
33. Correspondence:
- Meyner Center, Lafayette College: Summer Intern Program (in the packet)
34. Secretary Announcements:
- None
35. Old Business:
36. New Business:
- Portland Hook & Ladder Annual Report for 2021: Jim Potter
 - Committee Assignments: President Steele
37. Public Non-Agenda:
38. Executive Session:
39. Adjournment:
- The next meeting of the Portland Borough Council will be held on Monday, April 4, 2022, at 7:00 PM.