

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA  
MAY 2, 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. Action on Minutes:

- April 4, 2022

7. Secretary/Treasurer Report: Carol Hummel

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

a) Bills Presented for Approval:

Borough Operations & Borough Operations Already Paid:	13,615.39
Sewer Operations & Sewer Operations Already Paid:	16,198.97
Garbage Operations & Garbage Operations Already Paid:	5,028.04
Dunkin Donuts Escrow – McTish, Kunkle: PennDot communication 400 Delaware Ave	77.50
New Demi Road Escrow: King, Spry; Van Cleef Engineering; McTish Kunkle, Assoc.	2,837.25
Community Events Account: Easter supplies	41.99
Real Estate Tax Acct. to Fire Tax Account: April (2) mills	3,110.00
General Account to Fire Tax Account: Taxes in Trust Delinquent 2020	168.20
Approximate May payroll & payroll taxes	5,700.00
Approximate May Sunoco Fleet Gas	350.00
<b>TOTAL APPROVE</b>	<b>47,127.34</b>

b) Bills Presented for Approval:

- Portland Contractors, Inc.
 

WWTP monthly services:	2,730.00
Other maintenance:	<u>570.00</u>
<b>APPROVE</b>	<b>3,300.00</b>

c) Bill presented for approval to KS State Bank for the Borough's portion of the Portland Hook & Ladder Co. # 1 loan contract purchase of their 2015 Emergency One Typhoon Rescue Pumper: account # 3351

APPROVE      ????

d) Approve the 2022 budgeted allocation to the Portland Hook & Ladder Co. # 1 from the Local Service Account (LST).

APPROVE      \$ 7,000

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8. Public Comment:

a) Tara Mezzanotte: I-80 NJDOT Rockwall Update

Discuss possible Resolution adoption to appoint a Borough representative to the Lower Scenic River Management Council.

b) Bill Kramer: 700 Delaware Avenue

Discuss washout issue concerning the recent repair to Delaware Avenue.

9. Sewer Matters and Borough Engineers Report: Mark Bahnick

a) Sewer Shut-Offs: 394 Delaware Avenue

- There is no work order. The water has already been shut-off by the PBA.

b) WWTP:

- Approve estimate from Portland Contractors to clean out the sewer tank. \$ 13,896
- Portland Contractors is adding a \$ 5.00 facility surcharge to invoices, per trip.

c) Dunkin Donuts Update:

10. Streets Department:

a) Street Sweeping completed and paid.

b) Vinyl Graphics for 2019 Dump Truck completed and paid.

c) Discuss NO TRUCKS Signs for various streets:

d) 601 Pennsylvania Avenue Estimates:

- Charles Nansteel: Option 1, \$ 3,970; Option 2, \$ 20,980
- R. W. Moyer: \$ 3,600, each 20' section after \$ 2,400

e) Traffic Signal at Route 611 and State Street needs Controller Repair:

- i. Approval to call Telco, Inc. for an estimate and/or appointment.

f) Approve the emergency road repair estimate, by L. Marki & Son, for Delaware Avenue washout: \$ 18,252 Do you want to pay from the Liquid Fuels Account?

g) Route 611 Closure from Slateford through the Delaware Water Gap:

- i. Adopt a Resolution to our elected government officials.

h) R. W. Moyer invoice for transport of New Holland Tractor from Gouldboro, PA to Portland, PA, in the amount of \$ 950.00.

i) Discuss drain issues on the streets of Main, Market, Coffin Alley, PA Avenue.

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11. Zoning Officer Report: Keller Zoning & Inspection Services, Tina Serfass
  - 208 Northampton Street: Garage Property/Business
  - Zoning Ordinance 2015-1: Kay Bucci
    - i. (10) books copied and bound; total cost 138.20.
12. UCC Officer Report: Keller Zoning & Inspection Services
  - One (1) UCC Permit issued to 413 and 501 Delaware Avenue.
13. Zoning Hearing Board:
  - The Slate Hills Enterprises variance hearing is continued to 6:30 PM, Thursday, June 23, 2022, at the William Pensyl Social Hall.
14. Planning Commission:
  - A courtesy review of the subdivision plans for 5027 River Road, Mount Bethel, PA will be on the Portland Planning Commission's agenda at their next scheduled meeting of May 16, 2022.
15. Portland Borough Authority Report: James Potter, Vice Chairman
16. Legal: Solicitor Gaul
17. Subdivision and Land Development (SALDO):
18. Community Development, COG & Grants:
  - The Slate Belt COG will meet Wednesday, May 25, 2022.
19. Community Events/Recreation Board:
  - The next committee meeting will be held on Sunday, May 8, 2022.
  - Annual Easter Egg Hunt on the ball field, April 16, 2022, was well attended.
  - Spring clean-up in downtown is scheduled for Saturday, May 7<sup>th</sup> with a rain date of Saturday, May 14<sup>th</sup>. Discuss purchase of mulch. 2019 - \$ 100, 2020 - \$ 260
  - American Legion Post 216 invitation to annual Memorial Day Services at the Mount Bethel War Memorial on Monday, May 30, 2022, beginning at 11 AM.
20. Police Report:
21. Mayor's Report: Heather Fischer
22. Sanitation Committee:
  - 2018 - 2022 Garbage Contract Renewal or option to extend the contract.

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23. Building Committee:
- Gymnasium Demo Update: Kay Bucci
  - Letters to neighbors:
24. Budget, Finance, Insurance & Cable TV Contract:
- None
25. Ordinance Update Committee: Review Ordinance # 190, Outdoor Fires
- Suggest a Fire, Safety Committee to meet with the fire department first for basic information for ordinance update.
26. Council Policy & Procedure Committee:
- None
27. Air Liquide Safety Committee Meeting: Stephanie Steele
- Meets Wednesday, May 11, 2022.
28. Slate Belt Rising Committee: Stephanie Steele
- Meets Thursday, May 12, 2022.
29. Plan Slate Belt Steering Committee: Stephanie Steele
- Meets Wednesday, May 4, 2022, in person at the Plainfield Twsp. Fire Hall.
30. Liberty-Water Gap Trail Alliance: Cindy Fish
- The committee meets May 18, 2022, at the Village Farmer & Bakery in DWG at 9 AM.
31. Correspondence:
- None
32. Secretary Announcements:
- None
33. Old Business:
34. New Business:
35. Public Non-Agenda:
36. Executive Session: Personnel

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37. Adjournment:

- The next meeting of the Portland Borough Council will be held on Monday, June 6, 2022, at 7:00 PM.