

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
JUNE 6, 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. Resolution 2022-6:

Supporting Portland as a Lower Delaware Wild & Scenic Municipality

7. Action on Minutes:

- May 2, 2022

8. Secretary/Treasurer Report: Carol Hummel

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

a) Bills Presented for Approval:

Borough Operations & Borough Operations Already Paid:	31,136.12
Sewer Operations & Sewer Operations Already Paid:	9,811.90
Garbage Operations & Garbage Operations Already Paid:	4,899.29
New Demi Road Escrow: Van Cleef Engineering; McTish Kunkle, Assoc.	227.50
RPL East Escrow: King, Spry, Herman, Freund & Faul	148.50
Real Estate Tax Acct. to Fire Tax Account: May (2) mills	421.00
General Account to Fire Tax Account: Taxes in Trust Delinquent 2020	90.20
Fire Tax Account to KS State Bank: PH & Ladder loan payment on pumper	30,000.00
Liquid Fuels Acct. to L Marki & Sons, Inc: Delaware Avenue Highway Construction	18,252.00
Liquid Fuels Acct. to Asphalt Maintenance Solutions, LLC: crack sealing streets	6,450.00
Approximate June payroll & payroll taxes	5,000.00
Approximate June Sunoco Fleet Gas	300.00
MINUS – APPROVED ON MAY BILL LIST THAT WAS INCORRECT	49.50
TOTAL	106,687.01

b) Bills Presented for Approval:

- | | | | | | | | |
|--|---|------------------------|----------|--------------------|-----------------|----------------|-----------------|
| <ul style="list-style-type: none"> • Portland Contractors, Inc. | <table style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="padding-right: 10px;">WWTP monthly services:</td> <td style="text-align: right;">2,730.00</td> </tr> <tr> <td style="padding-right: 10px;">Other maintenance:</td> <td style="text-align: right;"><u>2,784.00</u></td> </tr> <tr> <td style="text-align: right; padding-right: 10px;">APPROVE</td> <td style="text-align: right;">5,514.00</td> </tr> </tbody> </table> | WWTP monthly services: | 2,730.00 | Other maintenance: | <u>2,784.00</u> | APPROVE | 5,514.00 |
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BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
JUNE 6, 2022

9. The secretary would like permission to close the **original** Ultra Poly Escrow Account which has a balance of \$189.17. There has been no activity in the account since 2019.

10. Public Comment:

501 Pennsylvania Avenue: Joseph Schwartz

Requests reducing the property's EDU's from (2) units to (1) unit for both sewer and garbage. Converted to a (1) family residence. Documentation provided by BCO, Keller Zoning & Inspection Services.

400 Delaware Avenue: Richard Diaz, PennDOT curbing issue

11. Sewer Matters:

a) Sewer Shut-Offs:

394 Delaware Avenue: the water is already shut off, no work order.

704 Hillcrest Drive:

b) WVTP: Borough Engineer, Mark Bahnick

12. Dunkin Donuts Update: Borough Engineer, Mark Bahnick

13. Streets Department:

a) Ordinance: NO TRUCK Signs for various Borough streets

b) Adopt a Memorandum of Understanding (MOU) between the Portland Borough Authority (PBA) and the Borough of Portland (Borough), to share equally in an operation of "The Backhoe" and the costs of same equally split between the PBA and the Borough.

c) Discuss repair traffic signal at Route 611 & State Street:

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) Resolution: To elected officials and PennDOT to detour traffic when I-80 is closed.

f) Discuss storm drain issues on the streets of Main and Market.

g) Discuss paving and curbing for future projects.

h) Carnera to investigate storm drains.

14. Zoning & UCC Officer Report: Keller Zoning & Inspection Services, Tina Serfass

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

The fire company is applying for a fence permit for the William Pensyl Social Hall property. Chief Potter is requesting Council to waive the permit fee.

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
JUNE 6, 2022

- Invoice and report in the Council packet

15. Zoning Hearing Board:

- The Slate Hills Enterprises variance hearing is continued to 6:30 PM, Thursday, June 23rd at the William Pensyl Social Hall.

16. Planning Commission:

17. Portland Borough Authority Report: James Potter, Vice Chairman

18. Legal: Solicitor Gaul

19. Subdivision and Land Development (SALDO):

- None

20. Community Development, COG & Grants:

- The Slate Belt COG will meet Wednesday, June 22nd.
- Discussion of the \$ 1,000 damage to the street sweeper from 2021. Reply from the COG in your Council packet.

21. Community Events/Recreation Board:

- The committee met on Sunday, June 5th.
- Borough Community Picnic, Sunday, June 12th, 12 to 3 PM on the ball field.
- Sunday Sundae will resume June 26th, 6:30 to 8 PM at the Park & Walk Lot.
- Councilwoman Bucci donated (2) military flags for the downtown.

22. Police Report:

- Hiring of (2) part-time police officers.

23. Mayor's Report: Heather Fischer

24. Sanitation Committee:

- 2018 - 2022 Garbage Contract Renewal or option to extend the contract.

25. Building Committee:

a) Gymnasium Demo Update: Kay Bucci

b) The PBA and Met Ed will be the lead to the electrical connection to the new pole building, assisted by Fred Farleigh, Borough maintenance. The PBA will bill the Borough for 50% share of the cost.

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
JUNE 6, 2022

c) Mayor Fisher: Federal Caseworker Days:

Megan Best, Aide to Congresswoman Susan Wild: Hosting federal caseworkers in the municipal building to assist residents with any federal matter.

26. Budget, Finance, Insurance & Cable TV Contract:

- Disclose a cost for items being voted on: Patrick McHugh

27. Ordinance Update Committee: Review Ordinance # 190, Outdoor Fires

- No update on the Safety Committee meeting with the fire department for the review of the Burning Ordinance.

28. Council Policy & Procedure Committee:

- None

29. Air Liquide Safety Committee Meeting: Stephanie Steele

- Meets Wednesday, June 8th.

30. Slate Belt Rising Committee: Stephanie Steele

- Meets Thursday, June 9th.

31. Plan Slate Belt Steering Committee: Stephanie Steele

- Meeting cancelled for the month of June.

32. Liberty-Water Gap Trail Alliance: Cindy Fish

- The committee met May 18th at the Village Farmer & Bakery in DWG at 9 AM.
- 9-11 Map/Trail Sign at the foot bridge.

33. Correspondence:

- None

34. Secretary Announcements:

- The secretary will be out of the office June 28, 29, 30.

35. Old Business:

36. New Business:

37. Public Non-Agenda:

- A reminder to Council that the agenda closes at 5 PM the Wednesday before the Monday Council meeting.

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
JUNE 6, 2022

- Hubert McHugh:

38. Executive Session: Personnel

39. Adjournment:

- The next meeting of the Portland Borough Council will be held on Monday, July 11, 2022, at 7:00 PM.