

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
AUGUST 1, 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:
 - July 11, 2022 Council Meeting
7. Secretary/Treasurer Report: Carol Hummel

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

a) Bills Presented for Approval:

Borough Operations & Borough Operations Already Paid:	79,456.85
Sewer Operations & Sewer Operations Already Paid:	8,800.38
Portland Contractors – WWTP monthly services	2,730.00
Garbage Operations & Garbage Operations Already Paid:	4,790.82
Taxes in Trust Delinquent to Fire Tax Account:	.60
Real Estate Tax Acct. to Fire Tax Acct – July (2) mills	100.00
New Demi Road Escrow – McTish, Kunkle: review & coordinate HOP application thru July 2, 2022	255.00
Approximate August payroll & payroll taxes	6,500.00
Approximate August Sunoco Fleet Gas	225.00
TOTAL APPROVE	102,858.65

8. Public Comment: Time Allotted – (5) minutes per person
 - a) Hubert McHugh: Vacating Alley, 306 - 308 Main Street, land of Bonnie McHugh
 - b) James Potter: Portland Hook & Ladder Company # 1
9. Sewer Matters and Borough Engineers Report: Mark Bahnick
 - a) Sewer Shut-Offs:
 - 502 Pennsylvania Avenue
 - 406 Pennsylvania Avenue

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b) WWTP Operations:

c) Dunkin Donuts Update:

10. Streets Department:

a) Borough Engineer's Proposal/Recommendations for streets and drains.

b) From Patrick McHugh: complaint that street items have not been addressed.

c) From Patrick McHugh: recommend bidding the repair of Main/Collins Street because it isn't being fixed by maintenance.

d) From Patrick McHugh: recommend hiring a maintenance supervisor to supervise the current maintenance workers with skills to plow so there is a back-up person.

e) Hallett Contractors: Three (3) proposals for paving.

- Garage Area: \$ 4,700
- Lane by Salt Area:
 - Option A 13' x 14' \$ 900 only
 - Option B 13' x 80' \$ 3,700
- Northampton Street: Scratch Coat Shoulder: \$ 2,200
- First Street: Scratch Coat up to 2" overlay \$ 3,700

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

- Report in packet.

12. UCC Officer Report: Keller Zoning & Inspection Services

- None

13. Zoning Hearing Board:

- None

14. Planning Commission:

- None

15. Portland Borough Authority (PBA) Report: James Potter, Vice Chairman

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- a) The MOU between the Borough and the Portland Borough Authority was reviewed by the PBA. Attorney Peter Layman is reviewing further.
- b) Backhoe: Fuel Tank; Carport
16. Legal: Solicitor Gaul
- a) The Borough needs to adopt a resolution/ordinance to comply with Act 57 of 2022, to be effective October 11, 2022. The act amends the Local Tax Collection Law, further providing for effect of failure to receive tax notice when a property or mobile home transfer has taken place within the previous (12) months.
- b) Nuisance Ordinance: Maintenance of trees and Shrubs
17. Subdivision and Land Development (SALDO):
- None
18. Community Development, COG & Grants:
- The Slate Belt COG met on Wednesday, July 27, 2022.
 - Kay Bucci: URDC, Update on hiring a grant writer.
19. Community Events/Recreation Board:
- Sunday Sundaes, August 28th, 6:30 to 8 PM.
20. Police Report:
21. Mayor's Report: Heather Fischer
22. Sanitation Committee:
- 2018 - 2022 Garbage Contract Renewal or option to extend the contract.
23. Building Committee:
- Gym Demo Update: Kay Bucci
 - For ceiling in new garage: \$ 2,824.63
 - For shelves in new garage: \$ 295.84
24. Budget, Finance, Insurance & Cable TV Contract:

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25. Ordinance Update Committee:
26. Council Policy & Procedure Committee:
27. Air Liquide Safety Committee Meeting: Stephanie Steele
- Meets Wednesday, August 3rd at 5:30 PM.
28. Slate Belt Rising Committee: Stephanie Steele
- Meets Thursday, August 11th.
 - River Fest: August 27th from 10 AM to 3PM at 422 Delaware Avenue.
29. Plan Slate Belt Steering Committee: Stephanie Steele
- Meets Wednesday, August 3rd.
30. Liberty-Water Gap Trail Alliance: Cindy Fish
31. Correspondence:
- None
32. Secretary Announcements:
- A reminder to Council that the agenda closes at 5PM, the Wednesday before the Monday Council meeting.
33. Old Business:
34. New Business:
35. Public Non-Agenda:
36. Executive Session:
37. Action Taken:
38. Adjournment:
- The next meeting of the Portland Borough Council will be held on Monday, September 12, 2022, at 7:00 PM.

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