

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
FEBRUARY 6, 2023

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. Ordinance 2023-1:

Ordinance Adopting Proposed Extension of the Term of Existence of the Portland Borough Authority.

7. Action on Minutes:

- o January 3, 2023 Council Meeting
- o January 23, 2023 Special Council Meeting

8. Secretary/Treasurer Report: Carol Hummel

- o Approve the January 2023 Financial Report, the bills presented for payment in the amounts of:

a) Bills Presented for Approval:

Borough Operations & Borough Operations Already Paid	56,934.36
Sewer Operations & Sewer Operations Already Paid:	16,978.60
Portland Contractors – WWTP monthly services	2,800.00
Garbage Operations & Garbage Operations Already Paid:	4,949.46
Real Estate Tax Acct. to Fire Tax Acct. – reassessment of 2022 taxes (2) mills	48.58
RPL East, LLC Escrow: King, Spry: December 2022 invoice # 173654	493.00
RPL East, LLC Escrow: King, Spry: November 2022 invoice # 172814	561.00
RPL East, LLC Escrow: Van Cleef Engineering December 2022 invoice # 66002203-6	150.00
RPL East, LLC Escrow: Van Cleef Engineering October 2022 invoice # 66002203-5	2,129.50
New Demi Road, LLC Escrow: McTish, Kunkle Assoc. December 2022 services	1,886.25
New Demi Road, LLC Escrow: King, Spry: November 2022 December 2022 services	34.00
New Demi Road, LLC Escrow: Van Cleef Engineering: November 2022 invoice # 66002105-7	1,050.00
New Demi Road, LLC Escrow: Van Cleef Engineering: November 2022 invoice # 66002105-8	600.00
Approximate February payroll & payroll taxes	7,000.00
Approximate February Sunoco Fleet Gas	400.00
	\$ 96,014.75

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
FEBRUARY 6, 2023

- b) The balance in the RPL East Escrow Account is \$2,186.18 tomorrow.
- c) The balance in the New Demi Road Escrow Account is \$2,109.75 tomorrow.
- d) The Borough received \$5,682.77 for the (5) year winter maintenance agreement between the Commonwealth of PA and the Borough.

- 9. Public Comment: Time Allotted – (5) minutes per person
 - o None

- 10. Sewer Matters and Borough Engineers Report: Mark Bahnick

- 11. Streets Department: Action/Discussion: See report.

- 12. Zoning Officer Report: Keller Zoning & Inspection Services, Tina Serfass
 - o None

- 13. UCC Officer Report: Keller Zoning & Inspection Services
 - o None

- 14. Zoning Hearing Board:
 - o None

- 15. Planning Commission:
 - o None

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

- 17. Legal: Solicitor Gaul

- 18. Subdivision and Land Development (SALDO):
 - o Extension of RPL East, LLC Subdivision and Land Development Plans to March 6, 2023.

- 19. Community Development, COG & Grants:
 - o The Slate Belt COG's January meeting was cancelled due to inclement weather.

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
FEBRUARY 6, 2023

- The next meeting will be held on February 22, 2023.
- Ques 550 Camera System training is scheduled for Friday, March 24, 2023.
- Kay Bucci: LSA Grant, Gym Update; DCNR Recreation Grant.
- Northampton County Zoom Grant Workshop:
Thursday, February 23, 2023, 10 -11:30AM. Flyer in your packet.

20. Community Events/Recreation Board:

- Next meeting TBD, no events scheduled at this time.

21. Police Report:

22. Mayor's Report: Heather Fischer

23. Sanitation Committee:

- 2022 Delinquent Garbage Accounts will be sent to Creditech for collection: \$1,561.36

24. Building Committee: Kay Bucci

- The committee met on Friday, January 27, 2023, at 3 PM.
- Repointing of Municipal Building Façade:
- Municipal Building Handicap Ramp:

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

- None

26. Ordinance Update Committee:

- None

27. Council Policy & Procedure Committee:

- None

28. Air Liquide Safety Committee Meeting: Stephanie Steele

- Committee meets March 8, 2023.

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
FEBRUARY 6, 2023

29. Slate Belt Rising Committee: Stephanie Stee
- Meets the second Thursday of the month.
 - Need to appoint another representative from Portland.
30. Plan Slate Belt Steering Committee: Stephanie Steele
- Meets the first Thursday of the month at 7 PM. The February and March meetings will be held at the Jerry Brunetti Environmental Center, Bangor, PA. The April and May meetings will be held at the Wm. Pensyl Social Hall, Portland, PA.
 - Council Meeting February 27, 2023. President Steele has asked the LVPC to attend and review the DRAFT Regional Comprehensive Plan with Council.
31. Liberty-Water Gap Trail Alliance: Cindy Fish
- The Liberty-Water Gap Trail Alliance meets quarterly.
32. Correspondence:
- a) A letter of support from PA State Representative Ann Flood for the Borough's Grant Application for the Covid-19, small sewer and water grant.
 - b) A letter of support from PA State Senator Lisa Boscola for the Borough's Grant Application for the Covid-19, small sewer and water grant
 - c) Meyner Center/Lafayette College Student Internship Opportunities:
 - d) LV Chamber of Commerce: Mayor's Reception to be held March 30, 2023
 - e) Slate Belt Chamber: PA Free Enterprise Week (PEW). Students looking for sponsorship, \$695. Info in packet.
33. Secretary Announcements:
- A reminder to Council that the agenda closes Wednesday, 5 PM, before the Monday Council Meeting.
34. Old Business:
- a) PSAB Plus Training Subscription Program:
Training Program is still valid for the Borough since we are a paid member in good standing. The cost is \$450.

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
FEBRUARY 6, 2023

35. New Business:

a) Committee Assignments: President Steele

b) Approve the purchase of a new laser printer for the Borough office, replacing a (12) year old machine. See newest model pricing in packet, Brother HLL8360CDWT, \$549.99 plus S/H.

36. Public Non-Agenda:

37. Executive Session:

38. Action Taken:

39. Adjournment:

- Fourth Monday Council Meeting will be held on February 27, at 7 PM.
- The next regular meeting of the Portland Borough Council will be held on Monday, March 6, 2023, at 7 PM.