

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
MARCH 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 2023-2:

Adopting Ordinance Vacating A Paper Alley Extending North From Its Intersection With Main Street To The Paper Alley's Terminus At The Southern Boundary Of The Property Commonly Known As 305 Crestmont Road In The Borough; And Providing For Other Miscellaneous Matters.

7. Action on Minutes:

- o February 6, 2023 Council Meeting
- o February 20, 2023 Special Council Meeting

8. Secretary/Treasurer Report: Carol Hummel

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

Borough Operations & Borough Operations Already Paid	37,434.63
Sewer Operations & Sewer Operations Already Paid:	23,035.50
Portland Contractors – WWTP monthly services	2,800.00
Garbage Operations & Garbage Operations Already Paid:	4,988.55
Real Estate Tax Acct, to Rainy Day Fund	50,000.00
Real Estate Tax Acct. to Fire Tax Acct. – 2023 taxes (2) mills	4,260.40
General Acct. to Fire Tax Acct. – Taxes in Trust Delinquent 2020-2021	274.28
General Acct. to Fire Tax Acct. – Taxes in Trust Delinquent 2021	266.40
RPL East, LLC Escrow: Portland Contractors, Inc. – PA One Call w/Muschlitz	200.00
New Demi Road, LLC Escrow: CDR Maguire (former McTish)	120.00
Approximate March payroll & payroll taxes	6,000.00
Approximate March Sunoco Fleet Gas	200.00
	129,579.76

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- The Borough received the annual Liquid Fuels allocation in the amount of \$17,602.06.

- 9. Public Comment: Time Allotted – (5) minutes per person
 - Pastor Phil Karasiewicz

- 10. Sewer Matters and Borough Engineers Report: Mark Bahnick
 - a) Portland Market, 407 Delaware Avenue: Rakesh Patel
Request to reduce the number of EDU's from (2) EDU's to (1) EDU.

 - b) Penn Power Systems: Proposal # 2277-791E-JJ
 - Replace air filter on generator #150RJC6DT3 Estimate \$531.73

 - c) Penn Power Systems: Proposal # 2277-7B88-JJ
 - Replace fan belt on generator #50PJC6DT2 Estimate \$554.32

 - d) Update from Committee regarding sewer inspections process.

- 11. Streets Department: Action/Discussion: See reports.
 - Retain Filos's Tree Service for maintenance services of Borough owned trees.
 - Suggestion to sell the John Deere tractor on Muni Bid.
 - Reports are included in the packet.

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

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

- 14. Zoning Hearing Board:
 - None

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15. Planning Commission:
- None
16. Portland Borough Authority (PBA) Report: Lance Prator, Chairman
17. Legal: Solicitor Gaul
- Discuss Lien Filing process.
18. Subdivision and Land Development (SALDO):
- Extension of RPL East, LLC Proposed Subdivision and RPL East, LLC Planned Industrial Park to June 4, 2023.
19. Community Development, COG & Grants:
- The Slate Belt COG met on February 22, 2023. The next meeting will be held on March 22, 2023.
 - Ques 550 Camera System training is scheduled for Friday, March 24, 2023.
 - Rent the street sweeper: I sent an email to Laura for available dates.
 - Update on the LSA Grant amendment.
20. Community Events/Recreation Board:
- Next meeting April 2, 2023: Filling eggs, 7 PM.
 - Easter Egg Hunt, April 8, 2023: Ball Field, 2 PM.
21. Police Report:
- Discuss possible police candidate.
22. Mayor's Report: Heather Fischer
23. Sanitation Committee:
- COMMITTEE ACTION ITEMS
- Investigate cost and appearance of trash can(s) for placement Northampton County Parks (W Klug)
 - Investigate development of MOU with Northampton County Parks to share trash pickup with Portland Borough (W Klug)
 - Investigate possible addition of cardboard recycling bin with Waste Management (W Klug)

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- Review current ordinances (159 and 234) for revision/updates. (All)

- 24. Building Committee: Kay Bucci
 - Repointing of Municipal Building Façade:
 - Municipal Building Handicap Ramp: Does Council want to follow through with a CDBG Grant from Northampton County?
 - An Architect should look over the municipal building for construction of the handicap ramp and accessibility.

- 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.

- 29. Slate Belt Rising Committee: Stephanie Stee
 - Meets the second Thursday of the month.
 - The Borough needs 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 March 2, 2023, meeting was 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.

- 31. Liberty-Water Gap Trail Alliance: Cindy Fish
 - The Liberty-Water Gap Trail Alliance meets quarterly.

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32. Correspondence:

- None

33. Secretary Announcements:

A reminder to Council that the agenda closes Wednesday, 5 PM, before the Monday Council Meeting.

34. Old Business:

35. New Business:

a) MEET & GREET with PA State Representative Ann Flood. Schedule in your packet. Pick a date.

b) War Memorial Cleaning: Quote from Owens Monumental

36. Public Non-Agenda:

37. Executive Session:

- Legal advice with Solicitor Gaul: Patrick McHugh

38. Action Taken:

39. Adjournment:

- The next regular meeting of the Portland Borough Council will be held on Monday, April 3, 2023, at 7 PM.