

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA
MAY 1, 2023

AMENDED

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:

AMENDED TO ADD:

a) WWTP purchase of new computer and software: \$14,000

b) WWTP to evaluate on-site computer: Michael Gerardi & Assoc. \$3,000

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. Tree Ordinance 2023-3:

7. Action on Minutes:

o April 3, 2023 Council Meeting

8. Secretary/Treasurer Report: Carol Hummel

a) Approve the April 2023 Financial Report, the bills presented for payment in the amounts of:

Borough Operations & Borough Operations Already Paid	27,048.55
Sewer Operations & Sewer Operations Already Paid:	21,389.18
Portland Contractors – WWTP monthly services	2,800.00
Garbage Operations & Garbage Operations Already Paid:	4,916.24
Real Estate Tax Refunds - overpayment	3,121.98
Slate Hills Enterprises Escrow: close account:	5.55
Portland Community Events Account: Easter supplies	60.00
Real Estate Tax to Fire Tax Account – March	21,398.68

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Real Estate Tax to Fire Tax Account – April	365.18
Approximate May payroll & payroll taxes	6,000.00
Approximate May Sunoco Fleet Gas	150.00
MINUS Mt. Bethel Hardware on bill list twice	<u>11.98</u>
TOTAL	87,243.38

b) 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 ????

c) Approve the 2023 budgeted allocation to the Portland Hook & Ladder Co. # 1 from the Local Service Account (LST).

APPROVE \$ 7,000

9. Public Comment: Time Allotted – (5) minutes per person

a) Paul Villano/Jessica Logan: 533 Delaware Avenue Delinquent Sewer Account

10. Sewer Matters and Borough Engineers Report: Mark Bahnick

a) Executive Session:

○ Discussion: Legal Matters. RE: sewer compliance and excavation

○ Action to be taken: Excavation

b) Sewer Shut-Offs:

○ 529 Delaware Avenue

○ 533 Delaware Avenue

c) Engineer's Report:

d) Update from Committee regarding sewer inspections process.

e) Discuss possible increase in monthly sewer rate.

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11. Streets Department: Action/Discussion: See committee report.
- a) Street Department Report in your packet.
- Approve the purchase of a 12-foot ladder to install and take down Christmas decorations.
 - Bids for the replacement/repair of (2) drainpipes on Northampton Street.
 - Research pricing and companies for “All Call” system.
 - Advertise for a maintenance worker.
 - Move crack sealing and patching streets to the fall season.
12. Zoning Officer Report: Keller Zoning & Inspection Services
- In your packet
13. UCC Officer Report: Keller Zoning & Inspection Services
- In your packet.
14. Zoning Hearing Board:
- None
15. Planning Commission:
- None
16. Portland Borough Authority (PBA) Lance Prator, Chairman
- Request: Rent the Borough’s backhoe per hour, per day.
17. Legal: Solicitor Gaul

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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 April 26, 2023. The next meeting will be held on May 24, 2023, at 7 PM.
 - DCNR Grant Update: Kay Bucci
20. Community Events/Recreation Board:
- Community Yard Sales: Memorial Day Weekend. May 26 thru 28
 - Next meeting May 7, 2023.
21. Police Report: Chief Mulligan
22. Mayor's Report: Heather Fischer
23. Sanitation Committee: Wendy Klug
- Report in your packet.
 - Maintenance staffing.
 - Committees.
24. Building Committee: Kay Bucci
- Report in your packet.
 - Repointing of Municipal Building Façade.
 - Municipal Building Handicap Ramp.

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- Demolition of the municipal building (old school).

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

- 26. Ordinance Update Committee:
 - None

- 27. Council Policy & Procedure Committee:
 - None

- 28. Air Liquide Safety Committee Meeting: Stephanie Steele
 - Committee meets second Wednesday.

- 29. Slate Belt Rising Committee: Stephanie Steele
 - Meets the second Thursday of the month at 9:00 AM via Zoom communications.

- 30. Plan Slate Belt Steering Committee: Stephanie Steele
 - Meets the first Thursday of the month at 7 PM. The May 4th meeting will be held at the Wm. Pensyl Social Hall, Portland, PA.
 - Discuss Council inquiry from Lehigh Valley Planning Commission.

- 31. Liberty-Water Gap Trail Alliance: Cindy Fish
 - The Liberty-Water Gap Trail Alliance met April 26, 2023, at the Portland Borough Municipal Building at 5:30 PM.

- 32. Correspondence:
 - Correspondence from the Mount Bethel-Portland Memorial Post 216. Memorial Day Services, 11 AM, Monday, May 29, 2023, at Riverview Cemetery, Portland PA.

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33. Secretary Announcements:

- A reminder to Council that the agenda closes Wednesday, 5 PM, before the Monday Council Meeting.
- Reminder that the Primary Election will be held Tuesday, May 16 at the Portland Hook & Ladder Engine House, 392 Delaware Avenue. Hours 7 AM to 8 PM.

34. Old Business:

- MEET & GREET with PA State Representative Ann Flood has been tabled until further notice.
- Raleigh's Outdoor Décor: Christmas Decorations and Banners

35. New Business:

- Park & Ride Lot: Mayor Fischer

36. Public Non-Agenda:

37. Executive Session:

- Patrick McHugh: Personnel

38. Action Taken:

39. Adjournment:

- The Fourth Monday meeting of the Portland Borough Council will be held on Monday, May 22, 2023, at 7 PM.
- The Portland Borough Council's first June meeting will be held on Monday, June 5, 2023, at 7 PM.

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