

BOROUGH OF PORTLAND
COUNCIL MEETING AGENDA
August 7, 2023

1. Call to Order: Council President

2. Council Members Present for Roll Call to Order:

3. Others Present:

4. 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.

5. Approval of the Meeting Agenda and any Amendments:

6. Action on Minutes:

- July 3, 2023
- July 24, 2023

7. Secretary/Treasurer Report: presented by

Approve the July 2023 Financial Report and the bills presented for payment in the amounts of:

Bills Presented for Payment:

Borough Operations & Borough Operations Already Paid:	\$21,032.13
Sewer Operations & Sewer Operations Already Paid:	\$25,969.02
Garbage Operations & Garbage Operations Already Paid:	\$ 4,821.82
Estimate Payroll & Payroll Taxes:	\$ 6,300.00
Estimate WEX Sunoco Fuel:	\$ 300.00

TOTAL \$58,422.97

8. Public Comment: Time Allotted - 5 minutes per person

- i. Edge of The Woods – Chuck Cooper
- ii. RPL – Lou Pektor, request to give presentation if allowed by Council.

9. Borough Engineer's Report: Mark Bahnick, Borough Engineer

- i. Met-Ed request to move utility poles at Demi Road, see info in packet.

10. Sewer Committee: Stephanie Steele, Chair

- i. Action – Motion to approve delinquent sewer account shut off's.
 1. 104 Ruth Street
 2. 406 Pennsylvania Avenue

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- ii. Action – Council approval to move forward with violation notices and noncompliance letters.
- 11. Streets Committee: Patrick McHugh, Chair
 - i. Liquid Fuels Audit Report 2020-2022
 - ii. Action – quote for metal to repair drain at Penna Ave and Main St, \$603.20
- 12. Zoning Officer Report: Keller Zoning & Inspection Services
 - i. See Enforcement Notice sent 07/28/2023, in packet.
- 16. Portland Borough Authority Report: Lance Prator, Chair
- 17. Legal: Solicitor Gaul
 - i. Action - MOU agreement for backhoe rental between the Borough and Authority, agreement in packet for review.
- 18. Subdivision and Land Development (SALDO):
 - i. Extension of RPL East, LLC Proposed Subdivision and RPL East, LLC Planned Industrial Park to _____, current expiration is Sept. 4, 2023.
- 19. Community Development, Grants: Lance Prator, Patrick McHugh, Wendy Klug
 - i. Discussion regarding hiring grant write, Kate Shoemaker.
 - ii. Update: DCNR Master Plan for Recreation Area.
- 20. Slate Belt COG: Lance Prator, Patrick McHugh, Wendy Klug
- 21. Air Liquide Safety Committee: Stephanie Steele
 - i. Meeting August 9th at 7pm
- 22. Community Events/Recreation Board: Stephanie Steele, Chair
 - i. Founders Day, Oct 21st, 1pm to 8pm.
 - ii. The committee is seeking permission to expend grant and it's own funds between council meetings in order to secure event entertainment and rental equipment. A report will be given each month. As the event is quickly approaching. Examples: bands for event, tent and chair rental, agreement with Trolley Co. company.
- 23. Police Report: Chief Mulligan
 - i. Action – new tasers, options are 1) purchase or 2) lease, Mayor Fischer will have info on cost to purchase versus lease. Leasing is suggested.
 - ii. Action – Personnel discussion (*executive session*)
- 24. Mayor's Report: Mayor
- 25. Sanitation Committee: Wendy Klug, Chair

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- i. Update: commercial collection at Port2Flavors
- 26. Building Committee:
- 27. Budget, Finance, Insurance & Cable TV Contract: Stephanie Steele, Chair
 - i. Approve Kirk Summa Engagement Letter – estimate between \$2,000 to \$2,500
- 28. Personnel Committee: Stephanie Steele, Chair
 - i. Discussion and Action – The committee recommends to Council hiring Candidate #1. (*executive session*)
 - ii. Assistant Secretary – Council President, bank suggests making Assistant Secretary 4th signature on accounts with same permissions as Secretary.
- 29. Slate Belt Rising Committee: Stephanie Steele & Wendy Klug (appointed reps)
 - i. No meetings in July.
 - ii. The Portland mural is complete at Portland Auto Repair.
- 30. Plan Slate Belt Steering Committee: Lance Prator, Stephanie Steele, Mayor Fischer
- 31. Liberty Water Gap Trail Alliance: Cindy Fish
- 32. Correspondence:
 - i. Complaint Form received, in packet.
- 33. Old Business:
- 34. New Business:
 - i. Boat Ramp/Park Area – Karen Pfeiffer
- 35. Public Comment, Non-Agenda:
- 36. Executive Session:
- 37. Adjournment:

The next council meeting is Monday, August 28 at 7:00 PM.
Reminder that the September meeting is on September 11, 2023 due to Labor Day.

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