

BOROUGH OF PORTLAND  
COUNCIL MEETING AGENDA  
September 11, 2023

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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:

- August 7, 2023

7. Secretary/Treasurer Report:

Approve the **August 2023** Financial Report, the bill presented for payment in the amounts of:

Bills Presented for Payment:

Borough Operations & Borough Operations Already Paid	\$ 37,631.74
Sewer Operations & Sewer Operations Already Paid	\$ 21,034.14
Garbage Operations & Garbage Operations Already Paid	\$ 4,674.82
From Real Estate Account to Fire Tax Account	\$ 0
Estimate Payroll & Payroll Taxes, September 2023	\$ 6,300.00
Estimate WEX Sunoco Fuel, September 2023	\$ 450.00
RPL East, Escrow	\$ 1,401.00
Liquid Fuels	\$ 1,200.00
<b><u>TOTAL</u></b>	<b><u>\$ 72,691.70</u></b>

- Council motion to transfer \$100,000.00 from Real Estate Tax Account to General Checking Account. To cover Borough expenses.

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

9. Borough Engineer: Mark Bahnick, Van Cleef

10. Sewer Committee: Stephanie Steele, Chair

- i. Sewer Capacity Study, Correspondence from UMBT, see packet.
- ii. Does the Council wish for the Borough Sewer Committee to meet with UMBT as per requested in their letter?
- iii. Public Town Hall, September 25, 2023, 7pm, location: William Pensyl Social Hall.
- iv. Update on WWTP operation

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11. Streets Committee: Patrick McHugh, Chair
  - Update on Main Street Project
    - Letter of Thanks – Main Street job
  - Update on Market Street Project, start date 09.12.2023.
  - Leaf Vac rental, COG, Nov. 13th-17<sup>th</sup>
  - 2023-2024 Salt purchase, \$67 per ton x 75 tons= \$5,025
  - 2-hour/public parking signs and materials, \$870
  - Purchase 22 tons modified, \$600.
  - Crack Seal – Estimates?
  - Discussion regarding \$1,000 motion made by Council in April 2023 for Street Chairperson. See packet for 04.03.2023 minutes.
  
12. Legal: Solicitor Gaul
  
13. Subdivision and Land Development (SALDO):
  - i. RPL East, LLC Proposed Subdivision and RPL East, LLC Planned Industrial Park, extension ending NOVEMBER 3, 2023.
  
14. Police Report: Chief Mulligan or Mayor Fischer
  
15. Mayor's Report: Mayor Fischer
  
16. Portland Community Events Committee: Stephanie, Heather
  - Founder's Day – October 21, 1pm to 6pm. Flyer in packet.
  - The committee is looking for community volunteers, if interested sign up form can be found in the Borough website with volunteer information.
  
17. COG: Lance, COG Chairman
  - i. Report from August 23rd meeting.
  
18. Sanitation Committee: Wendy Klug, Chair
  - i. Update(s)
  
19. Budget, Finance, Insurance & Cable TV Contract: Stephanie Steele, Chair
  - i. 2024 Budget – committee needs project proposals with approx. project costs for the 2024 budget, send to committee via email ASAP.
  - ii. Suburban EMS funding request for 2024 budget. See packet.
  
20. Building Committee: Wendy Klug, Chair
  - i. O'Brien Proposal, in packet - Patrick McHugh

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21. Plan Slate Belt: Lance, Stephanie, Heather
- i. Council, please review latest DRAFT plan updates available via the website, updates are highlighted in yellow:  
<https://planslatebelt.org/>
  - ii. See info in packet from the 09.07.2023 steering committee meeting, starting to move toward advertising draft, public meetings and adoption of the plan over the next few months.
  - iii. Next meeting, October 5<sup>th</sup>, 7pm, Pen Argyl.
22. Liberty-Water Gap Traill Alliance: Cindy Fish
- i. Trash receptacles – donation of 5 trash bins
23. Correspondence:
- i. Public Notice for UMBT Planning Commission meeting, 09.20.2023, in packet.
24. Old Business:
- i. 2-hour parking, discussion
25. New Business:
- i. Shade Tree Commission – Patrick McHugh
  - ii. Portland Hook & Ladder – apply for LSA grant.
26. Public Comment, Non-Agenda:
27. Executive Session:
28. Adjournment:
- Next Borough Council meeting(s):
- September 25, 2023, Public Town Hall re: Sewer Facility, 7:00pm at the William Pensyl Social Hall, 111 State Street, Portland, PA
  - October 2, 2023, 7:00pm