



BOROUGH OF PORTLAND
COUNCIL MEETING AGENDA
206 Division Street, Portland, PA

Date: October 2, 2023

Time: 7:00 P.M.

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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 28, 2023
 - September 11, 2023
 - September 25, 2023
7. Secretary/Treasurer Report: Diann Eden, Assistant Treasurer

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

Bills Presented for Payment:

Borough Operations	\$ 11,009.18
Sewer Operations	\$ 18,425.28
Garbage Operations	\$ 4,814.32
Estimate Payroll & Payroll Taxes, September 2023	\$ 6,300.00
Estimate WEX Sunoco Fuel, September 2023	\$ 500.00
RPL East, Escrow- King, Spry	\$ 72.00
Liquid Fuels	\$ 4,679.15
<u>TOTAL</u>	\$

8. Public Comment: Time allotted – 5 minutes per person

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9. Borough Engineer's Report: Mark Bahnick, Van Cleef
Sewer Committee: Stephanie Steele, Chair
 - i. Screener repair parts from Kubota, approve \$5,240 plus undetermined Japan duty fee costs.
 - ii. Sewer Capacity Study, review Van Cleef quote dated 09/2022
 - iii. Does the Council wish for the Borough Sewer Committee to meet with UMBT as per requested in their letter?
 - iv. Update on WWTP operation
 - v. Monthly DMR report in packet.

10. Streets Committee: Patrick McHugh, Chair
 - i. Update on Main Street Project
 - ii. Update on Market Street Project and Discussion re: contractor and work area
 - iii. Chip seal complete.
 - iv. 2023-2024 Salt purchase, need corrected salt amount? No ordinance is required.
 - v. Complaint from 304 Crestmont, see packet.
 - vi. Hallet Estimate, \$11,2000.00, see quote in packet.
 - vii. Leaf Pick up Nov. 13th through 17th, need to confirm dates for COG agreement and newsletter.

11. Legal: Solicitor Gaul

12. Subdivision and Land Development (SALDO):
 - i. RPL East, LLC Proposed Subdivision, current expiration: Nov 3rd, motion to extend to Dec. 4, 2023.
 - ii. RPL East, LLC Planned Industrial Park, extension ending NOVEMBER 3, 2023.

13. Planning Commission: Dan Wilkins, Chair
 - i. September 18th meeting minutes in packet

14. Portland Borough Authority: Lance Prator, Water Authority Chair

15. Police Report: Chief Mulligan or Mayor Fischer

16. Mayor's Report: Mayor Fischer

17. Portland Community Events Committee: Stephanie, Heather
 - i. Founder's Day – October 21, 1pm to 6pm. Flyer in packet.
 - ii. The committee is looking for community volunteers, if interested sign up form can be found in the Borough website with volunteer information.
 - iii. The committee will be holding a raffle during the event and are seeking Council's approval to apply for a Small Game of Chance License through NORCO.

18. COG: Lance, COG Chairman
 - i. The September meeting was cancelled.

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19. Sanitation Committee:
 - i. Update on placement of donated trash receptacles in downtown area.
20. Ordinance Committee: Karen Pfeiffer, Chair
 - i. Committee update
21. 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.
22. 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. Next meeting, October 5th, 7pm, Pen Argyl.
23. Liberty-Water Gap Traill Alliance: Cindy Fish
 - i. Minutes from August meeting in packet.
 - ii. September was cancelled.
 - iii. Next meeting, October 20th at 9am, UMBT Community Park
24. Correspondence:
25. Old Business:
 - i. Anyone interested in volunteering from the public for the Shade Tree Commission please contact Councilman Patrick McHugh.
26. New Business:
27. Secretary Announcements:
 - i. Election Day, November 7, 2023 – Polling Location: Portland Fire Station, 392 Delaware Avenue
28. Public Comment, Non-Agenda:
29. Executive Session:
30. Adjournment:

Next Borough Council meeting(s):

- October 23, 2023 @ 7:00 P.M.
- November 6, 2023 @ 7:00 P.M.