



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

Date: March 4, 2024

Time: 7:00 P.M.

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. Resolutions/Proclamation:

- i. Resolution 2024-06 Appointing Susan Ivancich to Vacant Office on Borough Council.
Brief recess for the swearing in of Susan Ivancich as Councilmember
- ii. Resolution 2024-07 Recognizing and Declaring Indigenous Peoples Day in the Borough of Portland.
- iii. Resolution 2024-08 Recognizing the services of Carol Hummel, to the Borough of Portland as Borough Secretary/Treasurer, and Declaring the Borough's appreciate for Carol Hummel's services to the Borough.
- iv. Mayor's Proclamation

7. Action on Minutes:

- January 22, 2024
- February 5, 2024

8. Secretary/Treasurer Report: Lori Sliker, Treasurer
Approve the January / February 2024 Financial Report, the bill presented for payment in the amounts of:

	January/February
Bills Presented for Payment:	
Borough Operations	\$ 27,279.71
Sewer Operations	\$ 23,675.84
Garbage Operations	\$ 14,764.46
Estimate Payroll & Payroll Taxes, February 2024	\$ 6,300.00
Estimate WEX Sunoco Fuel, February 2024	\$ 500.00
Ultra Poly B#3-Recy., Escrow- King, Spry	\$ 1,494.00
TOTAL	\$ 74,014.01

Transfer \$50,000.00 from the Real Estate Fund to the General Fund to cover expenses.

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2023 Real Estate Tax Information

Monthly Tax Collector Report July 2023 – December 2023.

Real Estate Taxes Collected July 2023 – December 2023 \$4,297.02

Real Estate Taxes to Fire Tax Account - July 2023 – December 2023 \$ 418.20

2024 Real Estate Tax Information

Monthly Tax Collector Report January 2024

Real Estate Taxes Collected January 2024 \$ 0.00

Real Estate Taxes to Fire Tax Account – January 2024 \$ 0.00

9. Public Comment: Time allotted – 5 minutes per person
Joy Sparandera - Sewer
James Potter – Portland Borough Authority – Dunkin Donuts
10. Borough Engineer's Report: Mark Bahnick, Van Cleef
 - i. RPL Center request for Developers Agreement regarding traffic review costs/Council approval of Developers Agreement.
11. Sewer Committee: Stephanie Steele, Chair
 - i. Sewer Capacity Study
 - ii. Update on Commercial Industrial customer letters.
12. Streets Committee: Lance Prator, Chair
 - i. Polly Cutting Edge Plow Blades - \$706.70
 - ii. AMS Crack seal road sealer quotes:
 - 9 hr rental of road sealer truck w/operator - \$3,555.00
 - 1,200 gallons CRS2P emulsion -through CoStars @2.85/gal - \$3,420.00
 - 35 Tons Washed 8s from Nazareth purchased by Borough @ \$30.00/ton - \$1,050.00
 - Cleaning & sealing of cracks with rubberized joint sealing material – 2,500 lbs. x \$2.92/lb = \$7,300.00.
13. Legal: Solicitor Gaul
14. Subdivision and Land Development (SALDO):
 - i. RPL East, LLC Proposed Subdivision, current expiration 3/4/2024. Received an offer of extension through May 6, 2024. Borough Council to review and vote on extensions.
 - ii. RPL East, LLC Planned Industrial Park, current expiration 3/4/2024. Received an offer of extension through May 6, 2024. Borough Council to review and vote on extensions.
15. Portland Borough Authority: Lance Prator, Water Authority Chair
16. Police Report: Chief Mulligan or Mayor Fischer
 - i. Motion to hire new officers after Personnel Committee meets with potential new hires (Cole D'andrea, Robert Mathes, Gilbert Diaz, Zahirah Corrigan)
17. Mayor's Report: Mayor Fischer
18. Portland Community Events Committee: Stephanie, Heather
 - i. 2024 Hotel Tax Grant Agreement – approval & signatures

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- ii. Youth Egg Hunt – Friday, March 29th @ 8:00 P.M.- Ballfield – Ages 13-20 – limited 50 participants **AND** Egg Hunt – Saturday, March 30th @ 12:00 P.M.-Ballfield – Ages 0-12.
19. COG: Lance Prator, Chairman
Monthly meeting report
20. Sanitation Committee: Recycling Grant Update
21. Budget, Finance, Insurance & Cable TV Contract: Stephanie Steele, Chair
i. Fire Company Cooperation Agreement for LSA grant.
22. Plan Slate Belt: Lance Prator, Stephanie Steele, Heather Fischer
Meeting: March 7 at 7:00 PM, Pen Argyl Municipal Bldg.
23. Slate Belt Rising: Stephanie Steele
Meeting: 2nd Thursday of each month at 9:00 AM via Zoom; quarterly meetings are now in person, Bangor Municipal Building
24. Correspondence:
2022 DCED Report for Year ending December 31, 2022 Audit Report.
25. Old Business:
i. Bruce Cialfi, vacant council seat email response 2-19-2024
ii. Laptop – Borked PC – scheduled appointment Tuesday, March 5th.
iii. Pick up truck failed inspection
iv. Seasonal Borough Maintenance
v. BACIDA Appointments
vi. Complaint: Weidman, State St., Main/Collins
26. New Business:
27. Secretary Announcements:
28. Public Comment, Non-Agenda:
29. Executive Session:
30. Additional Discussion and/or Official Action on Borough Council Business after Executive Session.
31. Adjournment:

Next Borough Council meeting(s):

- March 25, 2024
- April 1, 2024