



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

Date: April 1, 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. Action on Minutes:

- March 4, 2024

7. Secretary/Treasurer Report: Lori Sliker, Treasurer

Approve the **March 2024** Financial Report, the bill presented for payment in the amounts of:

Bills Presented for Payment:

Borough Operations	\$ 17,044.31
Sewer Operations	\$ 21,721.01
Garbage Operations	\$ 4,674.82
Estimate Payroll & Payroll Taxes, March 2024	\$ 6,300.00
Estimate WEX Sunoco Fuel, March 2024	\$ 550.00
Ultra Poly B#3-Recy., Escrow- King, Spry	\$ 774.00
RPL East – Escrow – King, Spry	\$ 126.00
<u>TOTAL</u>	\$ 51,190.14

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

Rakesh Patel (Priya Properties) – Sewer Bill
Penny Conway – Impact Project

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

RPL Center request for Developers Agreement regarding traffic review costs/Council approval of Developers Agreement.

COVID-19 ARPA PA Small Water & Sewer -- Portland Borough Storm Sewer Improvements
Contract # 000087911 - \$424,708.00

COVID-19 ARPA PA Small Water & Sewer Program – Contract #000087910 - \$425,000.00

10. Sewer Committee: Stephanie Steele, Chair

- Sewer Capacity Study
- Update on Commercial Industrial customer letters.
- Quotes: Penn Power Systems Bagel & Deli - \$766.65
Penn Power Systems Ultra Poly - \$766.65

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- iv. Portland Steel, 394 Delaware Ave-use of property/lack of sewer system connection
 - v. Ultra Poly Bldg 3 – request for sewer service
 - vi. RPL East – Lot A discussion
 - vii. Lamtec – discuss request for sewer service
 - viii. WWTP – request for Fred to clean up and remove brush
 - ix. WWTP – install exterior spigot, Fred
11. Streets Committee: Lance Prator, Chair
- i. 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.
12. Legal: Solicitor Gaul
13. Subdivision and Land Development (SALDO):
14. Portland Borough Authority: Lance Prator, Water Authority Chair
Back Hoe Rental
15. Police Report: Chief Mulligan or Mayor Fischer
17. Mayor's Report: Mayor Fischer
18. Portland Community Events Committee: Stephanie Steele, Heather Fischer
Slate Belt Rising - Funding
19. COG: Lance Prator, Chairman
20. Sanitation Committee: Recycling Grant Update
- i. Review & Approval of Garbage Contract Bid Specification & Advertising
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
23. Slate Belt Rising: Stephanie Steele
Litter Clean up April 27 10am – 1pm – Volunteers needed.
24. Personnel Committee: Stephanie Steele, Chair
- Personnel Committee Report – committee recommendations:
 - Promote Officer Todd Pysher to Sargeant with a \$1.00 per hour increase
 - Hire 2 part time police officers: G. Diaz & D. Nicoletta - 24 hrs/wk - \$22.00/hr.

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24. Correspondence:
- i. Zoning Hearing Board vacancy – Leona Sharpstene, Esq.
 - ii. Tax Collector vacancy – Brenda Montgomery
 - iii. Notification – Bridge Pier Maintenance on Portland-Columbia Pedestrian Bridge
 - iv. Tara Mezzanotte email & NJDOT Letter
25. Old Business:
- i. Laptop – Borked PC – Quote from Borked PC - \$2675.00 (monthly CyberProtect Endpoint Protect - \$190.00).
 - ii. Pick up truck
 - iii. Seasonal Borough Maintenance
26. New Business:
- i. Letters for are for Grant applications the TWSP made for the Upper Mt. Bethel Preserve – Letter of support.
 - ii. Notices to property owners-required tree trimming/violation of clearance requirements.
 - iii. Purchasing mulch & flowers for downtown will not exceed \$2,000.00
 - iv. Complaint: Fire Department siren
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):

- April 22, 2024
- May 6, 2024