



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

Date: April 1, 2024 Time: 7:00 P.M.

**AMENDED**

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:

**Agenda Amended to allow discussion:**  
**#9 - Discussion regarding manhole covers**  
**#26 – Cindy Fish interest in Vacancy Board**  
**#24 Correspondence will be corrected to #24A**

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
<b><u>TOTAL</u></b>	<b>\$ 51,190.14</b>

8. Public Comment: Time allotted – 5 minutes per person
  - Rakesh Patel (Priya Properties) – Sewer Bill
  - Penny Conway – Impact Project

**Agenda Amended to allow Tara Mezzanotte to present on:**

- i. **Possible appointment of Borough liaison in regards to Route 80 Rockfall Project**
- ii. **LDWSR Tributary Expansion Study, and Management Council meetings**

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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  
**Agenda Amended to include discussions regarding manhole covers.**
10. Sewer Committee: Stephanie Steele, Chair
  - i. Sewer Capacity Study
  - ii. Update on Commercial Industrial customer letters.
  - iii. Quotes: Penn Power Systems Bagel & Deli - \$766.65  
Penn Power Systems Ultra Poly - \$766.65
  - 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

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- 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.
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  
**Amended Agenda to make Correspondence #24A**
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  
**Agenda Amended to include Cindy Fish’s interest in the Vacancy Board seat.**
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