



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

Date: May 6, 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:

- April 1, 2024

7. Secretary/Treasurer Report: Lori Sliker, Treasurer

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

Bills Presented for Payment:

Borough Operations	\$ 70,461.67
Sewer Operations	\$ 2,129.74
Garbage Operations	\$ 5,142.82
Estimate Payroll & Payroll Taxes, April, 2024	\$ 6,300.00
Estimate WEX Sunoco Fuel, April 2024	\$ 550.00
Ultra Poly B#3-Recy., Escrow- King, Spry; VanCleaf	\$ 989.00
Escrow – King, Spry (COVID-19)	\$ 66.00
Escrow – VanCleaf (River Pointe)	\$ 338.00
Escrow – CDR Maguire (Dunkin)	\$ 45.00
<u>TOTAL</u>	\$ 86,022.23

8. Public Comment: Time allotted – 5 minutes per person
Rakesh Patel (Priya Properties) – Sewer Bill Update

9. Borough Engineer's Report: Mark Bahnick, Van Cleaf
RPL Center request for Developers Agreement regarding traffic review costs/Council approval of Developers Agreement.
Report on RPL East Sewage Planning Module, and Borough discussion/action on Module.
COVID Grant Project – Contract #000087910
COVID Grant Project – Contract #000087911

10. Sewer Committee: Stephanie Steele, Chair
 - i. Ultra Poly Bldg 3 – request for sewer service
 - ii. RPL East – Lot A discussion

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- iii. Cindy Mulrine removal of late fee
 - iv. Update on Commercial Industrial Customers
 - v. Response to Patel/Priya request for waiver of interest, and finance charges, on delinquent sewer fees.
 - vi. Correspondence to Portland Auto regarding sanitary sewer connection requirements.
 - vii. Portland Steel use of property/sanitary sewer requirements.
11. Streets Committee: Lance Prator, Chair
Manhole cover specifications – for advertising
Hot Patch – Weidman Street, Northampton Street and any large potholes needing repairs.
- 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
- i. Resolution #2024 - ____ - Appointment to Zoning Hearing Board Vacancy –
 - ii. Leona Sharpstene, Esq.
 - iii. Resolution #2024- ____ - Resolution Appointing a NJDOT I-80 Liaison
 - iv. Resolution #2024- ____ - Resolution Declaring support for the Lower Delaware Wild and Scenic River Tributary Expansion Study Project and Consideration of Adding the Portland Borough Delaware River Segment and Jacoby Creek to the Wild and Scenic River System and Lower Delaware National Wild and Scenic River Designation; and providing for other miscellaneous matters.
 - v. Destruction/Retention of meeting recordings
 - vi. Resolution #2024 ____ Confirming and Declaring the Borough’s intent to follow the schedules and procedures for disposition of past and future records as set forth in the municipal records manual.
13. Subdivision and Land Development (SALDO):
- i. RPL East, LLC Proposed Subdivision, 3/4/2024 expiration, Received an offer of extension through 7/5//2024. Borough Council to review and vote on extension.
 - ii. RPL East, LLC Planned Industrial Park, 3/4/2024 expiration. Received an offer of extension through 7/5/24. Received an offer of extension through 3/4/2024. Council to review and vote on extension.
14. Portland Borough Authority: Lance Prator, Water Authority Chair
15. Police Report: Chief or Mayor Fischer
Motion to accept Chief of Police Mulligan’s resignation.
Promote Sargeant Todd Pysher to Chief of Police
16. Mayor’s Report: Mayor Fischer
Resiliency Plan – Nuture Nature Center
Project Emergency – update all contact information and household details in the event of an emergency – Water Authority/Borough

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17. Portland Community Events Committee: Stephanie Steele, Heather Fischer
18. COG: Lance Prator, Chairman
19. Sanitation Committee:
 Recycling Grant Update
 Garbage Contract Bids Opening and Award of Contracts
20. Budget, Finance, Insurance & Cable TV Contract: Stephanie Steele, Chair
 Council Email – possible Increase in email plan
 ARPA Grant Funds – need to be obligated by 12/31/2024
21. Plan Slate Belt: Lance Prator, Stephanie Steele, Heather Fischer
22. Slate Belt Rising:_ Stephanie Steele
23. Personnel Committee: Stephanie Steele, Chair
 Seasonal Borough Positions: Randi Snook, Tom Wilkinson
24. Old Business:
 - i. Tax Collector vacancy
25. New Business:
 - i. Complaint: Stagnant green water in parking lot behind the green building, post office and bank.
 - ii. Fire Truck payment – Borough \$20,000.00 (Fire Tax Acct Balance: \$22,008.)
 - iii. Fire Department – LST towards Insurance \$7000.00
 - iv. Bulletin Board – Borough/Authority – not to exceed \$1,000.00 each.
26. Public Comment, Non-Agenda:
27. Executive Session:
 Personnel Discussion
28. Additional Discussion and/or Official Action on Borough Council Business after Executive Session.
29. Adjournment:

Next Borough Council meeting(s):

- May 27, 2024
- June 3, 2024