



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

Date: August 5, 2024

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. Resolution  
Resolution #2024-18 Appointing Bruce Cialfi to Vacant Office on Borough Council. Brief recess for the swearing in of Bruce Cialfi as Councilmember.
7. Action on Minutes:
  - July 1, 2024
8. Secretary/Treasurer Report: Lori Sliker, Treasurer  
Approve the July 2024 Financial Report, the bill presented for payment in the amounts of:

Bills Presented for Payment:

Borough Operations	\$ 24,828.23
Sewer Operations	\$ 4,962.50
Garbage Operations	\$ 4,980.82
Estimate Payroll & Payroll Taxes, August, 2024	\$ 6,300.00
Estimate WEX Sunoco Fuel, August 2024	\$ 550.00
Escrow – Ultra Poly 3 (King, Spry & VanCleaf)	\$ 306.00
Escrow – RPL East	\$ 956.50
Escrow- New Demi Road (King, Spry)	\$ 108.00
<b><u>TOTAL</u></b>	<b><u>\$ 42,992.05</u></b>

9. Public Comment: Time allotted – 5 minutes per person  
Tires-R-U's – 208 Northampton St. - introduction
10. Route I80-Route 611 Updates: Tara Mezzanotte, Liaison  
Proposed Resolution-Requesting Route I80/611 Delaware Water Gap (DWG) Actions
11. Borough Engineer's Report: Mark Bahnick, Van Cleaf
  - DRBC draft docket
  - COVID Grant Project - Stormwater
  - COVID Grant Project – Sewer

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12. Sewer Committee: Stephanie Steele, Chair
  - Sewer Shut-off's: Acct #/Address: Acct#248-533 Delaware Ave & Acct#246 406 Pennsylvania Ave.
  - Resolution of the Council of the Borough of Portland, Pennsylvania, ordering David Allen Brands Jr. to Modify the connection of the 105 State Street Property to the Borough sewer system and directing the borough secretary to provide notice of the borough's order.
  - Resolution of the Council of the Borough of Portland, Pennsylvania, ordering David Jov LLC to Modify the connection of the 106 State Street Property to the Borough sewer system and directing the borough secretary to provide notice of the borough's order.
  - Commercial and Industrial customer required connection modifications
  - Portland Auto sanitary sewer connection
  - Portland Steel use of property/sanitary sewer requirements
  - LAMTEC request for sewer service
  - Kubota Sewer Membrane replacements \$75,000.00 + taxes (if applicable)
  - Storm Lines GPRSINC Quote - \$5475.00
  
13. Streets Committee: Lance Prator, Chair
  - Market Street Project – Liquid Fuels Audit
  - Residential garbage is being placed in trash cans downtown.
  - Street sign for Bruce Street (Collins Street) missing.
  
14. Legal: Solicitor Gaul
  - RPL Center request for Developers Agreement regarding traffic review costs/Council approval of Developers Agreement.
  - Borough employment of minor for landscape work
  - Alternative Parking Restrictions Enforcement/Quality of Life ordinance
  
15. Subdivision and Land Development (SALDO):
  - RPL East, LLC Proposed Subdivision Plan-current expiration 9/3/2024. Received an offer of extension through 12/31/2024.
    - Action to accept Plan review time extension.
  - RPL East, LLC Proposed Planned Industrial Park Plan -current expiration 9/3/2024. Received an offer of extension through 12/31/2024
    - Action to accept Plan review time extension.
  - Ultra-Poly Building 3 Land Development
    - Proposed Borough and Township Intermunicipal Agreement on Sewer Service.
  
16. Zoning, Building and Property Maintenance
  - Slate Hills Enterprises, Inc. proposed Duplex Project on Delaware Avenue
  
17. Portland Borough Authority: Lance Prator, Water Authority Chair
  
18. Police Report: Chief or Mayor Fischer
  - Police Report – July 2024
  - Authorization for expenditure of up to \$500.00 for emergency purchases between Borough Council meetings.
  - New Tires for Police Car #332 – Goodyear Eagle Enforcer Tires \$147.54 ea – total \$590.16.

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- Police Patches – Patriot Workwear custom patches 4.5” - \$2.98 ea. X 100 patches – total \$298.00.
19. Mayor’s Report: Mayor Fischer
  20. Portland Community Events Committee: Stephanie Steele, Heather Fischer
  21. COG: Lance Prator, Chairman
  22. Sanitation Committee:
    - Recycling Grant Update
    - Garbage Contract Bid Specifications
    - 300 State Street garbage complaints
    - Trash Collection for 427 Delaware Avenue Apartments
  23. Budget, Finance, Insurance & Cable TV Contract: Stephanie Steele, Chair
    - ARPA Grant Funds – need to be obligated by 12/31/2024
  24. Plan Slate Belt: Lance Prator, Stephanie Steele, Heather Fischer
    - DRAFT Plan review and comments due, email was sent with link for updated draft plan. Next meeting Sept. 5, at 7:00 PM. Pen Argyl Municipal Building.
  25. Slate Belt Rising: Stephanie Steele
    - No updates at this time – next meeting August 8<sup>th</sup> at 9:00 AM-Zoom
  26. Personnel Committee: Stephanie Steele, Chair
    - Resume received-LeeAnn Prator summer help (executive session)
    - Increase Borough Secretary hours
    - Billing Clerk – hourly rate increase
  27. Old Business:
    - Bees – Pokey – Ehrlich \$175.00 per service + \$225.00 one-time service fee
    - Stephanie pokey door replacement estimates
    - Tolls for Bridge – EZ Pass tolls
    - Parking Signs-discuss striping out parking spaces on side streets
  28. New Business:
    - Police presence – Saturday & Sunday – Karen Pfeiffer
    - Refrigerator – Borough Office - \$30.00 – Stephanie Steele
    - Bond for President \$550.00 & Vice-President \$550.00
    - Vehicle Accident downtown from July 24, 2024
    - Tree at the corner of Northampton and Crestmont blocking fire hydrant – send a letter?
  29. Public Comment, Non-Agenda:
  30. Executive Session:
    - Personnel
  31. Additional Discussion and/or Official Action on Borough Council Business after Executive Session.

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32. Adjournment:

Next Borough Council meeting(s):

- August 26, 2024 (if needed)
- September 9, 2024 (Due to 9/2/2024 Holiday)