



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

Date: January 6, 2025 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. Plan Slate Belt Multi-Municipal Comprehensive Plan
  - (a) Public Hearing on Proposed Plan
    - (i) Presentation
    - (ii) Public Comment
  - (b) Resolution Adopting Plan
  - (c) Slate Belt Multi-Municipal Comprehensive Plan Intermunicipal Cooperative Implementation Agreement
7. 2025 Board Appointments
  - Portland Borough Authority (PBA) – Appoint Holly O’Brien 5-year term (1/1/2025 – 12/31/2029)
  - Planning Commission – Appoint Robert Tust 4-year term (1/1/2025 – 12/31/2028)
  - BACIDA – Borough of East Bangor – Laura McClain 5-year term (1/1/2025 – 12/31/2029)
  - BACIDA – Borough of Roseto – Joseph Angeline 5-year term (1/1/2025 – 12/31/2029)
  - Zoning Hearing Board – Leona Sharpstene 3-year term (1/1/2025 – 12/31/2027)
8. Action on Minutes:
  - November 25, 2024
  - December 2, 2024
9. Secretary/Treasurer Report: Lori Sliker, Treasurer  
Approve the **December 2024** Financial Report, bills presented for payment in the amounts of:

Bills Presented for Payment:	
Borough Operations	\$ 22,844.02
Sewer Operations	\$ 26,506.86
Garbage Operations	\$ 3,630.97
Estimate Payroll & Payroll Taxes, January 2025	\$ 6,300.00
Estimate WEX Sunoco Fuel, January 2025	\$ 550.00
Escrow – Ultra Poly & RPL (King, Spry & VanCleeef)	\$ 907.00
<b><u>TOTAL</u></b>	<b>\$ 60,738.85</b>

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA

Date: January 6, 2025

Time: 7:00 P.M.

---

10. Public Comment: Time allotted – 5 minutes per person
  - Kay Bucci
11. Route I80-Route 611 Updates: Tara Mezzanotte, Liaison
12. Borough Engineer's Report: Mark Bahnick, Van Cleef
  - COVID Grant Project – Stormwater  
Council Discussion / Action necessary or convenient to completion of Project, financing or payment of Project costs.
  - COVID Grant Project – Sewer  
Council Discussion / Action necessary or convenient to completion of Project, financing or payment of Project costs.
13. Sewer Committee: Stephanie Steele, Chair
  - Penn Power Systems – remote monitoring \$3,990.00-revisit March 2025
  - Commercial and Industrial customer required connection modifications
  - Portland Steel use of property/sanitary sewer requirements
  - DEP Correspondence re: Borough of Portland, PA0064297, Consent Assessment of Civil Penalty-Response - update
  - Resolution 2025 - \_\_\_\_: Resolution of the Borough of Portland memorializing the vote of Borough Council to authorize the execution of a consent assessment of civil penalty agreement with the Pennsylvania Department of Environmental Protection and to pay necessary penalties.
  - Sewer Budget and Funds available
14. Streets Committee: Lance Prator, Chair
  - Main Street pavement/grade alteration
15. Legal: Solicitor Gaul
  - RPL Center request for Developers Agreement regarding traffic review costs/Council approval of Developers Agreement.
  - Alternative Parking Restrictions Enforcement
  - Quality of Life Ordinance
  - Reed Smith Professional Services Agreement
  - UMBT Agility Agreement
16. Subdivision and Land Development (SALDO):
  - RPL East, LLC Proposed Subdivision Plan-current deadline 3/31/2025.
  - RPL East, LLC Proposed Planned Industrial Park Plan -current deadline 3/31/2025.
  - Proposed Borough and Township Intermunicipal Agreement on Sewer Service.
17. Zoning, Building and Property Maintenance
  - Municipal Building Ramp Replacement – lift update
  - Slates Hills Enterprise (SHE)
  - Keller Zoning & Inspection Services Fee Schedule 2025/ Resolution #2025 - \_\_\_\_ Borough Resolution regarding UCC and other fees and charges.
18. Portland Borough Authority: Lance Prator, Water Authority Chair

BOROUGH OF PORTLAND COUNCIL MEETING AGENDA

Date: January 6, 2025

Time: 7:00 P.M.

---

19. Fire, Safety & Police:
  - Police Report – December 2024
  - Police Report Policy
  - Werner Transmission – 2015 Ford Explorer - new transmission - \$4,893.00 or torque converter -\$1626.00.
20. Mayor's Report: Mayor Fischer
21. Portland Community Events Committee: Heather Fischer
22. COG: Lance Prator, Chairman
23. Sanitation Committee:
  - Proposed Resolution regarding Classification of Multi-Unit Apartment Buildings as Commercial Establishments for Purposes of Residential Garbage Fee Charge.
  - Dumpster for State Street property – J. Stoutland
24. Budget, Finance, Insurance & Cable TV Contract: Stephanie Steele, Chair
  - Insurance Renewal 1/19/2025 – 1/19/2026. Motion authorizing Council President to secure General Liability & Volunteers Insurance policy and to execute the contracts and make payments upon receipt of invoices.
25. Plan Slate Belt: Lance Prator, Stephanie Steele, Heather Fischer
26. Slate Belt Rising: Stephanie Steele
27. Personnel Committee: Stephanie Steele, Chair
28. Liberty Water Gap Trail Alliance: Cindy Fish, Resident Representative & Lance Prator, Borough Representative
29. Old Business:
30. New Business:
  - Billing Clerk Bond – Approval for Bond through Selective Insurance-Premium \$625.00.
  - Borough Phones – discussion to replace
31. Public Comment, Non-Agenda:
32. Executive Session:
33. Additional Discussion and/or Official Action on Borough Council Business after Executive Session.
34. Adjournment:  
Next Borough Council meeting(s):
  - January 27, 2025
  - February 3, 2025