



BOROUGH OF PORTLAND
COUNCIL MEETING AGENDA-AMENDED

206 Division Street, Portland, PA

Date: September 22, 2025

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. **Action on Minutes**
 - June 23, 2025**Amended agenda to correct the incorrect meeting minutes date to July 28, 2025**
 7. **Public Comment:** Time allotted – 5 minutes per person
 - Bob Teel - Rt. 611 UMBT sewer service
 8. **Borough Engineer's Report:** Mark Bahnick - Van Cleef Engineering
 - COVID Grant Project – Stormwater
 - COVID Grant Project – Sewer
 - Lamtec-VanCleef letter – motion to authorization the President to sign planning module
 - Planning Modules – DEP Review – DRBC Review
 - Portland-UMBT Sewer Service intermunicipal Agreement
 9. **Legal:** Steven Boell, Sewer Solicitor
 - FLB Memo
 10. **Executive Session:**
 11. **Sewer Committee:** Stephanie Steele-Chair, Lance Prator
 - Commercial and Industrial customer required connection modifications
 - EDMR – January to July 2025
 - Sewer Inspection Agreement
 - Sewer Ordinance-amended – approval to advertise.
 - Proposed Borough and Township Intermunicipal Agreement on Sewer Service
 12. **Route 180-Route 611 Updates:** Tara Mezzanotte, Liaison
 - Liaison to National Park Service Gateways Community – quarterly meetings- can be elected official or resident
 13. **Streets Maintenance Committee:** Lance Prator-Chair, Bruce Cialfi
 - 2 Manhole repair/pavement - L. Marki & Son-estimate \$11,500.00

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- Garage ceiling in-house estimates for material - \$2,113.00
 - Bucket Truck/Van – DRJTBC bid updates
 - MuniBid – Borough Truck & Tractor
14. **Building Committee:**
- Ramp/lift Quotes – American Lift- back stair well chair lift \$7,000.00 / outside ramp replacement \$64,500.00
 - Generator Quotes – Hunter & Sons \$18,348.00; APB Mechanical \$22,900.00
15. **Budget, Finance, Insurance & Cable TV Contract:** Stephanie Steele-Chair, Lisa Prator, Karen Pfeiffer
16. **Community Development & Grant Committee:** Lisa Prator-Chair, Stephanie Steele
- Municipal Building ADA Compliant Lift & generator – grant update
- Amended Agenda to allow the Borough to take expedited action due to grant deadline-for authorization to sign Resolutions for Local Share Assessment Grants:**
- Resolution #2025-09-Resolution for Northampton County Local Share Assessment Grant**
- Resolution #2025-10-Resolution for Lehigh County Local Share Assessment Grant**
17. **Community Events Committee:** Susan Ivancich, Bruce Cialfi
- Founders Day-October 18, 2025
18. **Fire, Safety & Police Committee:** Lance Prator-Chair, Stephanie Steele, Lisa Prator
- Speed Sign trailer
19. **Ordinance Update Committee:** Lisa Prator-Chair, Susan Ivancich
- Ordinance 190 – Burning ordinance
20. **Personnel, Policy and Procedure Committee:** Stephanie Steele-Chair, Lisa Prator
- Tami Chipko-Cleaning downtown restroom-discuss and possible motion to hire.
21. **Sanitation Committee:** Lance Prator, Bruce Cialfi
22. **COG:** Lance Prator
23. **Plan Slate Belt:**
24. **Slate Belt Rising:** Stephanie Steele
25. **Liberty Water Gap Trail Alliance:** Cindy Fish, Lance Prator
26. **Old Business:**
- Public restroom signage
 - Portland Borough Authority pickup truck counteroffer accepted/motion to purchase \$27,000.
27. **New Business:**
- 2025 Salt Contract – order 75 ton (when salt bin is completed)
 - Portland to Minsi Lake Trail Feasibility Study
 - New Bethany

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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):

- October 6, 2025
- October 27, 2025