



BOROUGH OF PORTLAND  
COUNCIL MEETING AGENDA  
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
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 I80-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
  - Garage ceiling in-house estimates for material - \$2,113.00

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- 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
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
28. **Public Comment, Non-Agenda:**
29. **Executive Session:**

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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