Borough of Portland Emergency Council Meeting Minutes
September 18, 2026

On September 18, 2026, at 3:00 PM, the Borough Council of the Borough of Portland, Northampton County, Pennsylvania, met for a Emergency meeting at the Portland Borough Municipal Building, 206 Division Street, Portland, Pennsylvania.

Call to Order – Council President Stephanie Steele called the meeting to order at 3:00 P.M.

Pledge of Allegiance was recited.

Roll Call – Council Members: Stephanie Steele, President, Bruce Cialfi, Karen Pfeiffer, and Susan Ivancich were present. Lisa Prator joined by Zoom. J. Kelly Thornton was absent

Others Present – Borough Secretary/Treasurer-Lori Sliker and Mayor Lance Prator were present. Also, present- Sewer Solicitor Samuel Morgan, Craig LaBarre and Michael Sullivan-Portland Contractors joined Zoom.

Announcement of Recording – President Steele announced that the meeting was being digitally recorded for assistance in preparation of the minutes; and asked whether anyone else, besides the Borough Secretary was recording the meeting. None of the attendees stated they were recording tonight's meeting.

Editor's note: Recording the meeting by the Mayor, Borough Council members or members of the public is for personal use only, and does not constitute official Borough action, or an official record, unless expressly authorized by specific Borough Council action.

Approval of the Meeting Agenda and any Amendments:
President Steele asked if there were any amendments to the agenda. No amendments were requested.

A motion was made by Councilmember Bruce Cialfi to approve September 18, 2026, Emergency Council Meeting Agenda, as presented, seconded by Councilmember Karen Pfeiffer. Vote 4-0-0; Motion Carried.

Sewer Committee – Stephanie Steele
Committee is recommending immediate action to direct FLB to issue Notice of Violation to industrial commercial user-discussion. President Steele advised that this discussion will take place in Executive Session.

Executive Session: legal matters

A motion was made by Councilmember Karen Pfeiffer to enter Executive Session at 3:02 P.M. to discuss legal matters with the Solicitor, seconded by Councilmember Bruce Cialfi. Vote 4-0-0; Motion Carried.

A motion was made by Councilmember Karen Pfeiffer to return from Executive Session at 3:28 P.M., seconded by Councilmember Bruce Cialfi. Vote 4-0-0; Motion Carried.

President Steele advised that Councilmember Lisa Prator joined the Executive Session at 3:05 PM via Zoom.

A motion was made by Councilmember Bruce Cialfi to allow Lisa Prator to join Executive Session via Zoom at 3:05 PM, seconded by Councilmember Susan Ivancich. Vote 4-0-1 (Lisa Prator abstained); Motion Carried.

President Steele asked if there was any action to be taken out of Executive Session:

A motion was made by Councilmember Bruce Cialfi to authorize FLB to send a violation notice to Ultra Poly 1, seconded by Councilmember Karen Pfeiffer. Vote 5-0-0; Motion Carried.

Mayor Prator asked if certified mail would be sent or hand deliver; in accordance with the ordinance it will be certified mail; however, a hand delivered notice can also be done.

Public Comment Non-Agenda : none

Adjournment:

A motion was made by Councilmember Karen Pfeiffer to adjourn the meeting at 3:30 P.M., seconded by Councilmember Susan Ivancich. Vote 5-0-0; Motion Carried.

Reminder: Next meetings: Monday, September 28, 2026

Respectfully Submitted,

Lori Sliker

Lori Sliker, Borough Secretary