

**Steelton Borough Council Agenda**

October 15, 2018

**Call Meeting to Order:** President Proctor

**Pledge of Allegiance:** President Proctor

**Moment of Silence:** Mayor Marcinko

**Approval of minutes from previous meeting:** October 1, 2018

**Public Comment on Agenda Items only:**

**Approval of schedule of billing, requisitions, and change orders as presented for:** September 2018

**Approval of Department Reports:**

- Fire Department and Ambulance (Written Report)
- Police Department (Written Report)
- Codes Department (Written Report)
- Public Works (Written Statistical Reports)
- Parks and Recreation Committee (Oral Report)
- NEDC Committee (Oral Report)
- Stormwater Committee (Oral Update)
- Mayor's Report (Oral Report)
- Borough Manager's Report (Oral Report)

**Presentation:**

Kevin Sidella, Property Registration Champions, LLC

Presenting Updates to Foreclosed  
Property Registration  
Program/Vacant Property  
Registration Program

Carlene Ramone

Request Related to Support of  
Tourism Grant

**Communication:**

Joe Anne Little

Request to be Appointed to Zoning  
Hearing Board

Neighborhood Dispute Settlement

Fall 2018 Newsletter

Dauphin County Tax Assessment Office

Notice of Change in Assessment –  
331 S. 3<sup>rd</sup> Street

Dauphin County Tax Assessment Office

Notice of Change in Assessment –  
102 Felton Street

Dauphin County Tax Assessment Office

Notice of Change in Assessment –  
2146 S. 2<sup>nd</sup> Street

Dauphin County Tax Assessment Office

Notice of Change in Assessment –  
599 Bessemer Street

Dauphin County DCED

Notice Related to 2018 CDBG  
Funding for Codes Project

Mayor Marcinko

Note from October 7<sup>th</sup> Fire  
Committee Meeting

Steelton Economic Development Corporation

Executed Sales Agreement between  
SEDC and Integrated Development  
Partners for Purchase of North Front  
Street Redevelopment Properties

Dauphin County Commissioners

Recognition of Steelton Fire Dept.

Utility Service Partners, Inc.

Update on Service Line Warranty Program

PENNDOT

Memorandum Outlining  
Responsibilities for Traffic Control  
Devices/Signage between PENNDOT  
and Municipalities

**Unfinished Business:**

Mr. Wion

ORDINANCE NO. 2018 –02

AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF STEELTON, PENNSYLVANIA, CHAPTER 49, “CONDUCT”, ARTICLE V, “DRUG PARAPHERNALIA”, SECTION 72 “CONDUCT PROHIBITED”, SUBSECTION A. BY REPLACING §49-72.A. TO MAKE IT AN ADDITIONAL VIOLATION FOR ANY PERSON TO POSSESS WITH INTENT TO DELIVER DRUG PARAPHERNALIA.

Mr. Wion

ORDINANCE NO. 2018-03

AN ORDINANCE OF THE BOROUGH OF STEELTON, DAUPHIN COUNTY, PENNSYLVANIA, AMENDING THE CODE OF THE BOROUGH OF STEELTON, PENNSYLVANIA, BY ADDING THERETO A NEW CHAPTER 59 ENTITLED “FIRE INSURANCE PROCEEDS ESCROW” TO CREATE PROVISIONS FOR THE USE OF FIRE INSURANCE PROCEEDS, LIMITS OF LIABILITY, RESERVATION OF INSURANCE COMPANY RIGHTS, CONSTRUCTION OF THE CHAPTER, REASONABLE MUNICIPAL FEES, NOTIFICATION OF PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT (DCED) AND PENALTIES FOR VIOLATION OF THE ORDINANCE

Mr. Wion	Agreement between Steelton Borough and Talen Energy for Energy Generation Beginning August 2018
Ms. Hodge	Update on Senior Center Computer Program and Open SCDF Board Positions
<b>New Business:</b> Mr. Wion	Approval of Amendment No. 3 to Agreement between Steelton Borough and Property Registration Champions, LLC
Mr. Wion	Resolution 2018-R-___ Approving First Note Modification Agreement
Mr. Segina	Request for Council Relief on Sewer Billings – Nick Carter – 2213 S. Front St.
Mr. Segina	Request for Council Relief on Sewer Billings – Ryan Maxwell
Mr. Brown	Request from Prince of Peace Parrish to Hold Trunk or Treat on Second Street – Approval to Close Section of Second Street
Mr. Brown	Approval for Fire Department to Install Rolling Gate on Frank S. Brown BLVD Side of Parking Lot to Prevent Thru Traffic at Their Own Expense

## Steelton Borough Council Meeting Minutes

October 15, 2018

### Present:

Mr. Brian Proctor, President  
Mike Segina, Vice President  
Keontay Hodge, President Pro-Tem  
William Krovic  
Natashia Woods  
Dennis Heefner

Dave Wion, Solicitor  
Aaron Curry – Codes Department  
Eugene Vance, Chief – Fire Dept.  
Thommie Leggett-Robinson, Exec. Asst.

**Absent with Cause:** Kelly Kratzer, Nicholas Neidlinger; Doug Brown,  
Mayor Maria Marcinko, Anthony Minium

President Proctor called the meeting to order at 6:30 p.m. after which he led the body in the Pledge of Allegiance.

In the Mayor's absence, Ms. Woods led the assembly in a Moment of Silence.

*Mr. Krovic moved, and Ms. Woods seconded the motion that since the minutes from October 1, 2018, were unavailable for review and approval that they are considered at the November 5, 2018 meeting. Council unanimously approved the motion.*

There was no public comment on agenda items.

*Mr. Segina moved, and Ms. Hodge seconded the motion that the schedule of billing, requisitions, and change orders for September 2018 be approved as presented. The motion carried by a unanimous vote of Council.*

### Approval of Department Reports:

#### Fire Department and Ambulance (Written Report)

Mr. Krovic requested Council considers a resolution to cut down on the excessive use of the Fire Department parking area as a cut-through from Franklin Brown Avenue to Front Street. He asked for a resolution to eliminate that path by fencing it off and making U-turns legal on the ramp. President Proctor noted that the request was listed on the agenda for discussion later in the meeting. It will be discussed at that time.

#### Police Department (Written Report)

#### Codes Department (Written Report)

#### Public Works (Written Statistical Reports)

#### Parks and Recreation Committee (Oral Report)

Ms. Woods announced that the Committee will meet October 17<sup>th</sup> at 6:00 p.m.

#### NEDC Committee (Oral Report)

Mr. Segina announced that the Committee will meet October 23<sup>rd</sup> at 6:30 p.m.

#### Stormwater Committee (Oral Update) – no report

#### Mayor's Report (Oral Report) – absent, no report

#### Borough Manager's Report (Oral Report) – no report

*Mr. Krovic moved that the Department Reports be accepted as presented. Ms. Woods seconded the motion which was adopted unanimously.*

### **Presentations:**

Kevin Sidella, National Salesman for Property Registration Champions, LLC, also known as Pro Champs. The company is a property registration company that has been working with Steelton since 2012. The company has been in charge of registering defaulted properties within the Borough. So far, they have registered 245 properties. The company makes money by keeping \$100.00 and giving the Borough \$200.00 for every successful registration. The program provides direct contact information with the person responsible for the property. The Borough was the third community in Pennsylvania to use the program, right now, there are 40 communities in PA, and they are working with 200 cities nationwide. With the experience they have gotten since they began, there are some things they have learned and recommend updates. However what they are asking for at this time is for Steelton Borough to renew the contract for one year. \$24,000.00 has been collected by the Borough since 2012. The company has noted that in some cases no follow-up has been done with those properties, some are still sitting vacant, some have changed ownership, and there are possibly other changes that have occurred about which the Borough has no knowledge. The company is recommending that the ordinance is amended to require registration every six months to ensure all information regarding the person responsible is the same or has been changed. A fee is paid each time the property is registered. Amended ordinances have been made in Lower Paxton and Harrisburg, both of which have benefitted from the new process. Mr. Heefner asked what happens if the company goes to re-register the property and the home has not been sold to an individual but has a new owner. Mr. Sidella responded that they have an extensive database where they can locate the person if the responsible party has changed. They will continue to register the property until it is sold. Once sold, they will stop all contact with the property owner. *Ms. Hodge moved to approve Amendment #3 to the Agreement to extend until November 18, 2018. She also proposed that during the expanded period that an amendment to the present Ordinance is prepared for approval. Mr. Heefner seconded the motion, which was approved by a unanimous vote of Council.*

Carlene Ramone, North 17<sup>th</sup> Street, Harrisburg, PA. Ms. Ramone was hoping to hear what the Council planned to include in the request for a County Tourism Grant. She owns an online tourism business, and she had spoken with Mayor Acri about attracting tourism in the Borough. Ms. Ramone requested permission to develop a tourism plan about the Skate Park and use that as a means of obtaining grant funds for the Borough. She thought that the installation of inside restrooms would be a good use of grant funds. Mr. Proctor stated that central restroom facilities were not a part of the plan for that area hoping to help curtail illegal activities. However, there has been a discussion of placing an A-frame building in the area that could possibly become a community center. President Proctor referred Ms. Ramone to the NEDC Committee which will meet in Council Chambers at 6:30 October 23<sup>rd</sup> for further discussion and planning.

### **Communication:**

Ms. Joe Anne Little submitted a letter and her resume for consideration for an appointment to the Zoning Hearing Board.

Neighborhood Dispute Settlement (325 Peffer Street, Harrisburg, PA, 717.233.8155, [www.disputesettlement.us](http://www.disputesettlement.us)) shared a copy of their 2018 Fall Newsletter. The Mission of the Neighborhood Dispute Settlement (NDS) is a community-based mediation center that seeks to promote and provide conflict resolution solutions through training, education, and direct services. The Newsletter contains stories of the impact the organization has had on the community and other community news.

The Dauphin County Tax Assessment Office sent Notice of Change in Assessment on four properties: 331 S. 3<sup>rd</sup> Street; 102 Felton Street; 2146 S. 2<sup>nd</sup> Street, and 599 Bessemer Street.

Dauphin County Department of Community & Economic Development announced that because they only received \$1,426,875.00 in Community Development Block Grant funds this year and is unable to fund the Steelton Borough Codes Enforcement Project this year. The Borough was encouraged to include the request in the Fiscal Year 2019 grant application.

Mayor Maria Marcinko submitted a report of the October 7, 2018, Fire Committee Meeting. The points made were:

1. “UGI Propane Leak money: It was the Department’s understanding that after all factions (Police, Public Works, etc.) were reimbursed for expenses any additional money would come to the Fire Department. Chief said, except for the \$10,000.00 donation from UGI that went directly to the new truck, they have received no reimbursement monies. They would like to know where their money is.
2. At the Fire Company Meeting, there was much discussion regarding the lack of donations to the Fire Company that they relied on in the past. i.e., Durabond, Arcelor Mittal, etc. The company believes they are being "cut out" of the donation process. Chief believes that Durabond stated they would give the FD \$10,000.00. Maybe Doug can shed some light on that.
3. FYI – Due to the excessive use of the Fire Department parking area as a "cut through," the Department has voted to fence off the opening on the Frank Brown Blvd. side. This will be in the form of a gate that can be opened for special events at the Department, like Election Day, etc. I witnessed last night someone making a U-turn on the ramp and chief said it happens many times a day. I will talk with Chief Minium about this and if there is anything that the PD can do to prevent it.
4. Fireman’s Relief: The amount that will be coming from Fireman’s Relief this year will be less. It is my understanding that a good portion of this pays for the Insurances of the Department, like Workman’s Comp. Chief said they will not be giving the Borough as much as they usually do. He said he did state this in his Budget Meeting earlier this year. This is just an FYI to the Committee. I am sure Mike Segina and Doug can address this if you have questions.
5. As a sidebar to the conversation about Fireman's Relief, I questioned Chief about his budget, and he told me that last year there were a few items out his budget that he did not know about... 1. Vehicle Maintenance 2. Communications... so it looks like he is over budget on those items. He did not know how they were deleted but believes it is corrected this year unless it gets taken out in the end.
6. There was some discussion on the Truck Fund account, which is something Chief Butts developed in the 80’s. Chief said he would talk to Doug about this. I understand his concerns that came out of the Company meeting and hope that this can be resolved expeditiously.

The Fire Department not only needs volunteers, it needs money. They are limited on their fund raising abilities. They can only have so many fundraisers each year. We are required, by the constitution, to provide fire service. Up until this time, we never had to worry about funding but with the increase in the expenses, for services, you would have to raise taxes!”

The Steelton Economic Development Corporation executed a sales agreement between SEDC and Integrated Development Partners for Purchase of North Front Street Redevelopment Properties.

President Proctor read the Certificate of Recognition from the Dauphin County Commissioners Recognition of Steelton Fire Department. A copy of the Certificate is attached to this document.

Samantha Willis shared an update on the Utility Service Partners, Inc. Service Line Warranty Program. As of October 4, 2018, over Steelton 400 residents signed up for the program. Also, there are almost 600 policies in Steelton, with Steelton providing one of the best responses the company has seen. There have been seven claims submitted and a savings of \$5,000.00 by residents.

Pennsylvania Department of Transportation (PennDot) sent a memorandum outlining the responsibilities for traffic control devices and signage between PennDot and Municipalities.

Mr. Segina had a few items of concerns from the Finance Committee's point of view. He was pleasantly surprised for the first time since he's been on Council that several tax assessments were increased. On the other hand, there was disappointment with the County DCED's decision not to fund the Codes Office Project this year. It will come up as a punch item for the upcoming budget meeting which is about \$ 50,000.00 that will have to be worked into the budget this year.

#### **Unfinished Business:**

Mr. Wion reminded Council of the discussion held at the last meeting regarding the amendment of Code of the Borough changing the language of the drug law to include "possession with intent to deliver." At that meeting, Council voted to publish the proposed change to the Ordinance. At this time, he is requesting that Council take action on the Ordinance. Ms. Hodge asked Mr. Wion to confirm her understanding that the only change to the ordinance will be "possession with intent to deliver." Mr. Wion confirmed her understanding of the change. *Ms. Hodge recommended that Ordinance No. 2018-02 Amending the Code of the Borough of Steelton, Pennsylvania, Chapter 49, "Conduct", Article V, "Drug Paraphernalia", Section 72 "Conduct Prohibited", Subsection A. by Replacing §49-72.A. to Make it an Additional Violation For Any Person To Possess With Intent To Deliver Drug Paraphernalia. Mr. Segina seconded the motion which passed by a unanimous vote of Council.*

Mr. Wion introduced an ordinance that stemmed from a statute adopted by the Commonwealth regarding fire insurance proceeds. The Statue tells the fire insurance company that they cannot pay fire insurance on a structure that burned within the Borough if the amount that is recoverable for the fire loss is determined to be, under all insurance that covers the property, over \$7,500.00. The insurance company can pay over that amount if there is a certificate provided by the tax collector that states all delinquent taxes, fines, assessments, and penalties have been paid. The Borough claim includes all claims and expenses the Borough entailed in protecting the property (i.e., boarding up the property). The funds are placed in escrow until all Borough funds have been distributed, then the remainder is given to the property owner. Ms. Segina added that taxes, back water bills, back sewer bills, fees, and fines are included in the Borough payment. Also, \$ 2,000.00 of every \$15,000.00 will be placed in an escrow account to be used by the Borough to demolish or repair the property, if the property owner abandoned the property. *Mr. Segina moved that Council approve Ordinance No. 2018-03, An Ordinance of the Borough of Steelton, Dauphin County, Pennsylvania, Amending the Code of the Borough of Steelton,*

*Pennsylvania, by Adding Thereto a New Chapter 59 Entitled “Fire Insurance Proceeds Escrow” to Create Provisions for the Use of Fire Insurance Proceeds, Limits of Liability, Reservation of Insurance Company Rights, Construction of the Chapter, Reasonable Municipal Fees, Notification of Pennsylvania Department of Community and Economic Development (DCED) and Penalties for Violation of the Ordinance. Ms. Woods seconded the motion which passed by a unanimous vote of Council.*

Mr. Wion presented information about Direct Energy, which currently provides the electrical needs of the Borough. He stated that the agreement ends June 30, 2019. The company that brokers the Borough’s energy services, APPI Energy, recommends the Borough enter a deal with Talent Energy whose contract period would begin July 2019 and run for five years. Currently, APPI advises that the fixed rate offered by Talent Energy is reasonable. Mr. Wion, Mr. Brown, Mr. Segina and Mr. Efferton, APPI representative, met to discuss the issue. The agreement was reviewed at that meeting, and Mr. Wion made the necessary changes. Mr. Segina quoted the significant savings the Borough will make by reducing the cost of electricity, including the fact that currently, the price for street lights is \$150,000.00 per year. Essentially the agreement will make the cost of electricity for the Borough \$.049 per kilowatt, which is about \$.01 per kilowatt lower than what is currently being paid. This rate will be locked in for five years. *Ms. Hodge moved that Council approve the agreement with Talent Energy, effective July 1, 2019. Mr. Segina seconded the motion which was passed unanimously by Council.*

Ms. Hodge informed Council that Mr. Brown met with the Senior Center and the decision was to move forward with the computer training project that has been on hold. The internet training is possible because Comcast donated 20 laptop computers, and the Center received a \$10,000 grant for internet and internet security training. She stated that the dates and times for the Senior Citizen computer training are yet to be determined and will be announced as soon as possible. Ms. Hodge also reported that there has been no response from the citizenry regarding filling the two vacant Steelton Community Development Fund positions.

#### **New Business:**

Mr. Wion reminded Council that on August 21, 2017, it passed an Ordinance authorizing a general obligation note for \$630,000.00 for the acquisition of the Fire Truck. Funds for the project were obtained from MidPenn Bank. Recently, there have been meetings with the bank to get a payment schedule more appropriate for the Borough, and the bank has agreed to modify the agreement. Mr. Wion recommended that Council adopt the Resolution, wherein the only change to the document is the revision of the payment schedule. President Proctor asked for clarification of what the difference in payment schedule would resolve. Mr. Wion stated that he understands that the change will reduce the number of payments made to the bank. Mr. Wion was not involved in the negotiations; however, the Bonds Council reviewed and approved the changes. It is noted, that the timeframe for repayment of the loan will be reduced because of a pre-payment. Following discussion, at the President’s request, action on Resolution-R-2018-19 was tabled pending a review by the Finance Committee.

Mr. Segina’s request to Council for relief on sewer billings Nick Carter, 2213 S. Front St. was tabled.

Mr. Segina presented a request to Council for sewer billing relief from Ryan Maxwell, 422 Cameron Street. Council discussed the issue at great length. *Mr. Heefner moved, and Mr. Segina seconded the motion that Ms. Maxwell not be granted relief on her sewer bill. The motion passed by a 5-1 vote with Ms. Hodge casting the “nay” vote.*

Mr. Segina discussed the request from Mayor Marcinko that a section of Second Street is closed October 24, 2018, for the Parish "Trunk or Treat" event. The street would be closed from 5:30 – 7:30 p.m. and limited to space directly in front of the Prince of Peace Parrish. *Mr. Segina moved that Second Street be closed for two hours to allow the Prince of Peace Parrish to hold a "Trunk or Treat" event for children in the community. Ms. Hodge seconded the motion which was passed by a unanimous vote of Council.*

Chief Vance explained that there is a lot of traffic coming to and from Frank Brown Boulevard through the Fire House property. He is concerned that someone will get hurt if they come through there when a fire truck is going out on a call. He is asking that a rolling fence is located on the Front Street side of the Fire House to discourage traffic in that area. *Mr. Segina moved that Council approve sectioning off the parking area of the Fire House, provided the Borough Manager accepts the design of the fence. Ms. Hodge seconded the motion which passed by a unanimous vote of Council.*

Mr. Segina presented the request that contract developed between the auditors, Zelenkofske Axelrod and Steelton Borough be extended for one year. He suggests that since the issue has not been discussed with the Finance Committee, acting on the request be tabled until a review and recommendation from the Finance Committee is presented to Council.

#### **Public Comments:**

Richard Schultheisz, 17 South Third Street – expressed concern about the codes regarding trash service. Mr. Schultheisz stated that persons have to have a lid on their trash can. He understands that and has bought tops twice, but for some reason, they are being removed. He is asking for relief from that requirement for himself and others who are experiencing the extra cost and inconvenience of continually replacing trash can lids. He understands why trash bags are unacceptable, however, he only uses trash bags once or twice a year when he trims his hedge or flowers. He asked if he has to purchase a lidded trash can for that. There is a small garbage truck that comes through the alley to pick up the trash in that area. It is not large enough to pick up a big can, and he is not strong enough to lift one if he had one. His second concern is about the amount of littering done by children leaving the corner store. He speaks to them, but they ignore him and continue to litter. President Proctor announced that Mr. Brown was working with the school to develop a Stop Littering Program. Mr. Proctor suggested that Mr. Schultheisz meet with Mr. Curry or his staff to discuss the issue and perhaps they could surveil the trash truck to determine precisely how the trash company is handling trash in that area. He also noted that the trash truck drivers meet between 7:00 – 7:15 with their supervisor to line out the day. Perhaps Mr. Curry could talk with them at that time. Mr. Segina noted that the plastic bags must for in the trash can. He also noted that recycling cans are available at the Frederick Douglas Borough Hall for \$16.00.

#### **Council Concerns:**

Neither Ms. Woods, Mr. Krovic nor Ms. Hodge had other concerns, but each thanked persons for attending the meeting.

Mr. Segina noted that there were two applicants interested in becoming members of the Zoning Hearing Board. He expressed concern that the persons who fill the positions are committed and knowledgeable since they have the authority to override ordinances. He recommended that the candidates go through an interview process before being placed on the Board.

President Proctor thanked persons for attending the meeting and apologized for Council seeming a little confused at the meeting. He thanked Council for excusing him for the last two meeting, thanked Mr. Segina for assuming his role as Vice President and the Council for cooperating with him as he conducted the meetings in Mr. Proctor's absence.

At 7:40 p.m. Mr. Segina moved, and Mr. Krovic seconded that Council moves into Executive Session to discuss personnel and legal matters. The motion carried, and the public meeting was closed.

Council meeting resumed at 7:50 p.m.

Ms. Hodge presented the Personnel Committee's recommendation that the Council accepts the resignation of Michael Hays from Highway Laborer Position. Mr. Segina moved that the resignation is accepted, Mr. Krovic seconded the motion, and it passed a unanimous vote of Council.

Mr. Segina moved the meeting be adjourned. Ms. Hodge seconded the motion, and by acclamation of Council, the session of the Steelton Pennsylvania Borough Council Meeting adjourned at 7:51 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be 'DB', written in a cursive style.

Douglas Brown, Secretary

Mr. Brown

Approval of One Year Audit  
Agreement Extension between  
Steelton Borough and Zelenkofske  
Axelrod

**Public Comments:**

**Council Concerns:**

**Executive Session:** To Discuss Personnel and Legal Issues (Daron Alley)

**Other Business:**

Ms. Hodge

Acceptance of Resignation of  
Michael Hays from Highway  
Laborer Position

Mr. Minium

Agreement between Steelton  
Borough and Canine Officers

**Adjournment:**