

The Steelton Borough Council Meeting Agenda

February 20, 2018

Call Meeting to Order: President Proctor

Pledge of Allegiance: President Proctor

Moment of Reflection: Mayor Maria Marcinko

Approval of minutes from previous meeting: February 2, 2018

Public Comment of Agenda items only:

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

Approval of Department Reports:

Fire Department and Ambulance – Written Report
Police Department - Written Report
NEDC Committee - Written Report
Public Works - Written Report
Codes Department - Written Report
Mayor’s Report – Oral Report
Borough Manager Report – Oral Report

Presentation:

Communication:

PA Department of Labor & Industry

Notice of Violation in Borough Hall.

PA Department of Transportation

Yearly Maintenance of Traffic Signals.

Herbert, Rowland, and Grubic, Inc

Letter to CAN Surety Regarding Close Out of Midget Baseball Field Contract.

Verizon

Franchise Fee Schedule/Report 4th Quarter

Unfinished Business:

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| Mr. Brown | Approval to Purchase Kitchen Equipment and Flooring for Firehouse from Capital Fund |
| Mr. Brown | Approval to Purchase Meter Equipment for Sewer Pump Stations Pursuant to DEP Requirements |
| Chief Minium | Presentation of Traffic Study for Joe Romano |
| Chief Minium | East End Street Sweeper Parking Update |
| Chief Minium | Update on Third Street Parking |

New Business:

- | | |
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| Mr. Wion | Approval of Engagement with Susquehanna Group Advisors for Financial Advising Services Related to Review of Sewer System Sale |
| Mr. Wion | Approval of Engagement with Scott Madden Management Consultants for Certified Utility Valuation of Steelton Sewer System |
| Mr. Wion | Approval of Engagement with McNees, Wallace, and Nurick, LLC for Specialty Legal Services Related to Review and Possible Sale of Steelton Sewer System |
| Mr. Wion | Approval of Engagement with Herbert, Rowland, and Grubic, Inc. to Provide Technical Assistance, Asset Inventory, and Capital Cost Analysis Related to Review of Steelton Sewer System |

Mr. Brown	Zelenkofske Axelrod LLC for Changes in Auditing Services
Mr. Proctor	Appointment of Sewer Water System Review Committee
Mr. Brown	Update to Council Regarding Upcoming MS4 Inspection
Mr. Brown	Discussion on Need for Stormwater Authority
Mr. Brown	Approval to Repair Water Leak in Elevator Room

Public Comments:

Council Concerns:

Executive Session: To Discuss Personnel Issues and Legal Issues:

Other Business:

Adjournment:

**Steelton Pennsylvania Borough Council Meeting
February 20, 2018**

Present:

Brian Proctor, President	Douglas Brown, Borough Manager
Michael Segina, Vice President	Dave Wion, Borough Solicitor
Keontay Hodge, President Pro-Tem	Ed Ellinger, HRG
Dennis Heefner, Councilman	Eugene Vance, Fire Chief
Kelly Kratzer, Councilwoman	Amrinder Singh, Codes Officer
Natasha Woods, Councilwoman	Thommie Leggett-Robinson, Exec. Asst.
Nicholas Neidlinger, Jr. Councilman	

Absent With Cause: Mayor Maria R. Marcinko William Krovic, Councilman
Police Chief Anthony Minium

The February 20, 2018 meeting of Steelton Borough Council was called to order at 6:30p.m.by President Brian Proctor followed by the Pledge of Allegiance. In the absence of the Mayor, the President also led the body in a Moment of Reflection, with special thoughts for persons affected by the tragic school shooting in Florida.

Ms. Hodge moved and Mr. Heefner seconded that the minutes of the February 5, 2018 Council meeting be approved with noted corrections provided to Ms. Leggett-Robinson. The motion passed by a unanimous vote of Council.

Mr. Proctor opened the floor for public comment on agenda items only. There were no comments from the public regarding items on the agenda.

Ms. Kratzer moved and Mr. Segina seconded the motion that the January 2018 report of scheduled bills, requisitions, and change orders for be accepted as provided. The motion passed by a unanimous vote of Council.

Mr. Proctor opened the floor for monthly Departmental/Committee reports. The monthly reports from the Departments were presented as follows:

Fire Department and Ambulance: The Steelton Fire Department submitted a written report for Council review. Chief Vance announced that he taken a trip to Wisconsin to the Pierce factory to review the specs for the new fire truck/ rescue engine previously purchased.

Police Department/Mayors Report: Chief Minium submitted the monthly department report. Mayor Marcinko also submitted a written report detailing the Mayor's activities and action items which were read by Ms. Kratzer in her absence.

The substance of the Mayor's Report, submitted for the record, was as follows:

- 1) Met with Mr. Wion and the Chief regarding the tractor trailer issue on Borough's streets including the PENNDOT restrictions on municipal ordinances.
- 2) We are discussing the best possible way to address those who continually park at fire hydrants and close to intersections.
- 3) We are discussing the best way to continue the Steelton Borough Crime Watch Program including identifying new community advocates to help re-energize the program.
- 4) We are working with the Public Works Chair and Public Works employees on developing "no parking" restrictions in the East End for the upcoming street cleaning season. The restrictions will require an accompanying ordinance.

Complaints and Concerns I have received:

- 1) The wildlife in the Borough continues to grow: Deer on main streets, turkey vultures, bears, and coyotes. I am going to get with Doug to set up a meeting with Agriculture to see what ideas they have for containment.
- 2) The parking complaints continue to grow, which expected as more vehicles per household is the norm. Every complaint is investigated.
- 3) I received a complaint regarding the two way traffic on Second from Pine to Gibson. Apparently parking and two way traffic is an issue and there have been many "near misses" when turning onto Second from Pine. Since I do not know the reasoning behind this area being two way, after research that I will discuss with Chief and report back to Council.
- 4) I received an idea from a Police Officer who has asked the Council to consider including on the Street cleaning signs static dates: For example: *Street Cleaning April 1 through 11/1. This way we don't have to worry about warnings, announcing dates, etc. This is a great time to think about it because you will be changing the ordinance with the addition of east end.*

Other:

- 1) I am participating in a PSBA webinar on Thursday for Emergency Operations Center procedures.
- 2) In regard to the incidents at the Steelton-Highspire High School, the conversations regarding Crime Watch, and now that we have a Junior Council Person, I am requesting that we develop a Youth Advisory Committee to work with the police to develop youth buy-in and solutions to current problems.
- 3) Lastly, I had the honor of attending the 100th Birthday Celebration of Mary Sales and presented a proclamation. Many do not know that Mary was a

Trailblazer in Steelton who never was an elected official but developed and started the Annual Christmas Tree Lighting Ceremony in the Borough. She also coordinated and started the meals on wheels program for Steelton, the SEBO transportation service, and promoted women's health issues in coordination with the American Cancer Society. All of the programs, still exist today. There are many of these "jewels" within the Borough and I am happy that I am receiving this information so they can be recognized.

NEDC Committee: Ms. Hodge reported that the NEDC Committee had no report because the Committee did not officially meet yet due to reorganization and the need for Committee Appointments in January.

Public Works Mr. Heefner submitted a written statistical report from the Public Works Department and also gave a verbal report.

Items included in Mr. Heefner's report were:

- Removed the evergreens that blocked the Steelton sign at the bottom of "T" Street. The trees will be replaced with another type of tree, whose size can be better controlled. Also, they are going to replace the light on that corner.
- The dump truck that has the rusted out bed will not pass inspection. He has gotten a quote to replace that current bed with a stainless steel bed for \$2,500.00. Mr. Brown stated that three bids had already been secured to replace the truck bed. Mr. Handley wants to check on those bids because one of them included replacing the hydraulic lift, whereas the other bids did not include that feature in their bid. Brian
- The Department will begin installing the street sweeping signs in the East End starting February 21, 2018. There are approximately 150 signs ready for installation. Mr. Heefner presented a color coded map showing the dates and times that Street Sweepers would move throughout the East End. There are plans for two man crews to complete the necessary work. There are some streets that are not cleaned because they are alleys or there are trees hanging over the street that prevent the Sweeper from using the street. Ms. Hodge asked if the streets were cleaned before or after trash day. Mr. Heefner responded that at this time, there is no set pattern in coordinating street sweeping and trash removal. There was a discussion regarding the need for Council to approve a new Ordinance in order to install no parking signs. Mr. Wion stated that any change restricting street parking must be included in an Ordinance. The current Ordinance must be reviewed to ensure that it meets with the proposed no parking areas presented. If there are any differences, an Ordinance must be amended or a new Ordinance written and approved. President Proctor determined that the issue should be reviewed by the Public Works Department and brought back to Council for action.
- They are beginning to deep clean the Borough Building.

- For paving this summer, the Committee recommends: 4th Street between Walnut and Mulberry Streets, Walnut Street between 2nd and 4th Streets and Lincoln Street from Harrisburg to 3rd Street. President Proctor noted that there should be some CDBG funds that had been allocated for those areas. Mr. Heefner stated that “Q “Street damage was created by a water break, therefore the Water Authority should be responsible for completing those repairs.
- He further stated repairing the Storm Water infrastructure should be a priority along with paving. Since there is only \$350,000.00 allocated for paving in 2018, which will be used up quickly, Mr. Heefner recommended that the Borough apply for a Gaming Grant.
- He gave kudos to the Public Works staff for their good work and attitudes. He stated that he encourages staff to be more proactive and the current staff is up to the task.

The Codes Department submitted a written report for January 2018. Items covered by Mr. Singh verbally at the meeting included;

1. On January 10, 2018 the Codes Office sent out reminder letters and 2018 Landlord Tenant Report Forms to property owners of all 1,491 known rental units. The Landlord Tenant Reports are due by February 27, 2018. The reminder letters and 2018 Landlord Tenant Report Forms were sent 49 days prior to the deadline under the ordinance to give property owners a reminder that this item is due and must be completed. This reminder letter is part of customer service improvements aimed at giving reminders and notice before items turn to violations.
2. Rental Properties Compliance as of 1/31/2018:
 - a. 1475 Rental Units
 - i. Full Compliance= 180 units (12.20%)
 - ii. Partial Compliance (L&T Report/No Valid Inspection) =239 units (16.20%)
 - iii. Partial Compliance (Valid Inspection/No L%T Report)=255 Units (17.28%)
 - iv. Zero Compliance (No L&T Report /No Valid Inspection)-801 Units (54.30%)
3. Budget Expenditure as of 1/31/2018 = 7%
 - a. 7% of our 2018 budget has been spent.
4. On February 15, 2018 reminder letters and notices of violation letters were sent to property owners of 967 rental units whose rental inspections are either expired (violation) or will expire soon (reminder). Reminder letters were sent to property owners of 189 rental units whose rental inspection license expires

5. this year reminding them that in they must contact the Codes office by March 31, 2018 to obtain/maintain their rental inspection license and schedule inspections. Notices of violation were sent property owners of 778 rental units. These 778 rental units had violations such as not having ever holding a valid rental inspection license, having an open rental inspection (previously failed due to violations) with no re-inspection scheduled, having an expired rental inspection license and not obtaining/maintaining a valid rental inspection license and lastly paying the rental inspection license fee but not scheduling or having the rental inspection performed. The reminder letters and notices were sent 45 days prior to the deadline under the ordinance to give property owners a reminder that this item is due and must be completed. A total of 967 letters went out. Ms. Hodge asked is the new fees has been distributed. Mr. Singh stated that this had not been done, pending further discussion from the Neighborhood Economic Development Committee.

Mr. Brown then presented the **Borough Manager's Report**. Mr. Brown stated that the Dauphin County Land Bank Authority has approved entering into an agreement with the owners of 546 and 548 North Third Street to assume ownership of the properties, demolish them, and enter into an agreement with a developer to redevelop the properties.

Mr. Brown then provided an update on the North Front Street Redevelopment Project/Renaissance Row Project. Mr. Brown stated that the Steelton Economic Development Corporation approved entering into an agreement with the Dauphin County Redevelopment Authority to develop a Request for Proposals for the parcels due to the previous developer being unable to close on the Renaissance Row deal. Mr. Brown noted that two development groups have approached him about the properties and is confident they will find a new developer.

On a motion by Ms. Kratzer, seconded by Mr. Segina, Council voted unanimously to approve the Department/Committee Reports as presented.

Mr. Proctor then brought up under New Business, the various engagements needed to explore the sale of Steelton Borough's wastewater assets. The Steelton Borough Authority entered into similar agreements with the intent to explore a sale of both systems due to increasing financial/capital burdens in the context of a stricter regulatory environment.

Because of the legal and personnel implications of exploring a sale of the wastewater assets, *Mr. Heefner moved and Mr. Hodge seconded the motion that Council move into Executive Session at 6:55 p.m.* The motion carried by a unanimous vote of Council, which immediately moved into Executive Session.

Council returned to Open Session at 7:40 p.m. and the agenda picked up where it was before the Executive Session began.

Mr. Wion stated that a potential project involving seeking the potential buyers for the sale of the water and sewer systems of the Borough was being considered and that agreements with the firms representing the Borough/Authority have been developed and reviewed. Council's items for consideration are to approve certain engagements with the necessary consultants and advisors

who can then proceed with the process of performing the due diligence necessary to explore the sale of system assets, develop a Request for Proposals, and represent the Borough through the sale process and post-closing regulatory review. Susquehanna Group Advisors, Inc. will essentially serve as the overall consultant for the project, guiding and coordinating the various moving parts involved with a sale. Their agreement includes a scope of services, performance, compensation in the amount of \$25,000 plus a 1.5% post-closing fee, conflict of interest language, and confidentiality language other than items that must be made available through the Right-to-Know Act. Mr. Wion presented this information to support the request that Council approve engaging the Susquehanna Group Advisors for Financial Advising Services Related to Review of Sewer System Sale. Mr. Segina moved and Ms. Kratzer seconded the motion that the Susquehanna Group Advisors be hired to perform those tasks and the proposed agreement be accepted and approved. The motion passed by a unanimous vote of Council.

Mr. Wion presented information regarding the engagement with Scott Madden Management Consultants to perform a Certified Utility Valuation of Steelton Sewer System. Dylan D'Ascendis of the firm is one of a handful of PUC-certified utility valuation experts. Mr. D'Ascendis will do an evaluation of both the water and sewage systems under the Public Utility Code Valuation System to create a benchmark to which a sale offer can be compared to. Following the presentation Ms. Hodge moved and Ms. Kratzer seconded the motion that Council approve hiring Scott Madden Management Consultants and the proposed agreement be accepted and approved. The motion passed by a unanimous vote of Council.

Mr. Wion presented information to Council to consider approving the engagement of Herbert, Rowland and Grubic, Inc. to provide technical assistance, asset inventory, capitol cost, and analysis during a review of the Steelton Sewer System. Under the agreement, HRG will perform an inventory of all sewer system assets and their age, condition, and value, as well as prepare a cost-analysis for investing the capital needed to keep the systems and meet compliance and performance standards over a 10 year period. The study is used to give the Council and Authority an analysis with which to determine the feasibility of keeping both systems as opposed to the value of selling both systems. Ms. Kratzer moved and Ms. Hodge seconded the motion that HRG be hired to provide engineering services on the project and the proposed agreement be accepted and approved. Council voted unanimously that the motion be passed.

Mr. Wion presented information related to the proposed engagement with McNees, Wallace, and Nurick, LLC for specialty legal services for the review and possible sale of the Steelton Sewer System. McNees Wallace will provide services including assisting with drafting the RFP, communicating with bidders during the RFP process, assisting through the award process and closing process, and representing the Borough during a post-closing regulatory review process. The proposal is broken into phases priced separately to allow the Borough to drop the agreement if it does not proceed with a sale after reviewing the cost analysis and RFP responses. Ms. Kratzer moved and Ms. Hodge seconded the motion that McNees, Wallace and Nurick, LLC be hired to perform those task and the proposed agreement be accepted and approved. The motion passed by a unanimous vote of Council.

Mr. Mike Musser, Consultant to the Borough of Steelton requested that the record reflect that he will not engage in any activity or discussions with members of Council, the Authority, or Borough related to this project due to representing a potential buyer of the system. Mr. Musser

asked Council and the Authority to refrain from discussing any matters related to a sale with him.

President Proctor then reviewed the list of communication with Council.

Mr. Brown provided the following information about correspondence from the Pennsylvania Department of Labor & Industry at the request of Council.

The PAL&I notified Steelton Borough that the elevator and its mechanical room in the Frederick Douglas Municipal Building was inspected February 6, 2018 and five violations of the Pennsylvania Construction Code were found. They were as follows:

- a) Penthouse doors shall be kept closed and locked at all times except when repairs are being made.
- b) Elevators, dumbwaiters, escalators, and, moving walk drive machines, motor generator sets and disconnecting means shall be installed in a room set aside for that purpose. Remove extraneous equipment or materials installed in the elevator machine room, not related to the elevator operation.
- c) Fire Emergency Signs shall be posted in a conspicuous place at all new and existing elevator landings. The sign shall read, "*In case of fire do not use elevator*" or the equivalent.
- d) Remove water from the machine room.
- e) All elevators are required to be inspected at intervals set forth in 405.7 of the UCC. When equipment is idle for extended period of time it is not subject to requirements of their section if it is listed above it was out of service and an inspection could not be conducted. Arrangements shall be made to have the equipment repaired and inspected or placed under state seal.

The above listed deficiencies shall be remedied within thirty (30) days as per L&I instruction. Mr. Brown then stated that he has worked with staff to fix all items and contracted under an emergency agreement with Lobar Inc. to waterproof the mechanical room. Mr. Brown noted that the request to ratify this agreement was on the agenda later in the meeting.

The Pennsylvania Department of Transportation wrote a generalized letter to municipalities that in Pennsylvania, traffic signals are owned, operated, and maintained by the municipality having jurisdiction over the intersection regardless of whether the roads are state or municipal owned. The letter was sent to remind the Municipalities that a yearly maintenance and operational evaluation must be conducted and the required verification completed and submitted to the Department.

Herbert, Rowland, and Grubic, Inc. sent a copy of the letter they sent to CNA Surety, the bonding company for Steele City Contractors, regarding the close out of the Midget Baseball Field Contract and their approval to release funds related to the project.

Cohen Law Group sent a Verizon Cable Compliance Review Report setting forth the work that the firm performed and their findings relative to our review of Verizon's compliance with the terms of the current cable franchise agreement with the Borough. The report itself has confidential information that is not available for public review at this point.

Unfinished Business:

Mr. Brown asked Council to approve the use of \$5,333.45 in the Borough's Firehouse Improvements Capital Fund for new kitchen equipment and \$1,942.48 to repair the floor in the Firehouse Kitchen. There is money in the Capital Funds from Bond proceeds left over from 2015 Bond that can be used to make the requested improvements. Mr. Segina asked if the Borough's General Fund could absorb the cost instead since using the capital fund will result in the Borough paying interest on top of the cost of the equipment/flooring.. Mr. Brown stated that it is possible, however this is an unbudgeted item. Mr. Segina moved that Council approve the purchase of new kitchen equipment and floor repair from the General Fund. Ms. Hodge seconded the motion which passed by a unanimous vote of Council.

Mr. Brown requested Council to approve the purchase of Meter Equipment for Sewer Pump Stations DEP requires installation of the pumps to monitor the flow into the pump station. Mr. Ellinger provided additional information regarding this issue. In the past, DEP allowed estimated flow reports. They have now changed the requirement. Mr. Ellinger noted that in order to bring things into compliance with the Department of Environmental Protection the change needs to be made. He recommended Council approve the purchase, the cost is reasonable and will satisfy the new requirement. Ms. Hodge and Mr. Heefner had questions regarding this information being used to increase sewage cost. Mr. Ellinger answered no because sewage cost is based on actual water usage per account, not based on metering of sewage mains. Ms. Kratzer asked for clarification of penalties if the pumping system is not installed. Mr. Ellinger stated that we were not at the point of being fined for this issue and still have time to consider the investment in the context of a potential system sale. Three quotes were obtained and the lowest bid was \$15,850.00 with installation cost of \$ 1,550.00 making a total of \$ 17,350.00. Mr. Segina moved that since this item was not included in the budget and is not an urgent matter that the discussion be tabled until next year. Ms. Hodge seconded the motion which passed by a unanimous vote of Council.

Chief Minium was not available to present information regarding a Traffic Study for Joe Romano. Therefore the issue was tabled until Chief is at the meeting to explain the results of the study.

Chief Minium was also scheduled to report on the East End Street Sweeper/Parking issue and update on Third Street parking. These two items were reported on and action taken earlier in the meeting.

New Business:

Mr. Brown presented a request from Zelenkofske Axelrod LLC to approve additional charges related to changes in GASB standards and additional audit work related to the 2017 bond issuance. ZA estimates that an additional thirty (30) hours will be needed to complete the additional work at a cost of \$ 3,300.00. The company submitted an addendum to the original agreement. Ms. Kratzer moved and Mr. Heefner seconded the motion to accept the addendum to the previously signed agreement. The motion passed by a unanimous vote of Council.

Mr. Proctor appointed the following persons to *the Sewer/Water System Review Committee: Mr. Segina, Mr. Heefner, Ms. Hodge, Allan Ausman and Mayor Marcinko*. This committee is charged with reviewing the Request for Proposals for the water/wastewater assets and providing recommendations to both the Council and Authority on whether or not to proceed with a sale; recommended buyer of the systems; and any other recommended actions related to the sale of both systems.

Mr. Brown explained that DEP is scheduled to make an inspection of the Borough's MS4 Program on February 21st. The Borough is prepared for the inspection and there should be no problems noted. The Borough has revamped its illicit discharge reporting and compliance policy, has been on top of public awareness/public information items, and has thoroughly trained staff on the MS4 program.

Mr. Heefner then brought up the request to look into forming a Storm Water Authority for the purposes of funding improvements to the Borough's storm water system to meet upcoming MS4 requirements and repair the aging infrastructure. Municipalities surrounding Steelton have begun to create authorities and charge new fees associated with meeting storm water regulations. President Proctor appointed *Ms. Kratzer, Mr. Heefner, Ms. Woods to a new Stormwater Authority Review Committee* which will come back with a recommendation to Council.

Mr. Brown requested Council ratification of his hiring Lobar to repair the water leak in the elevator room as detailed in the L&I inspection report previously mentioned. The State required the work be conducted within 30 days. After discussion with the Finance Committee and Mr. Wion, they agreed that this was an emergency situation that needed to be resolved immediately. The cost of the repair was \$3,613.00. Mr. Segina moved and Ms. Kratzer seconded approval of Mr. Brown's handling of the matter and the cost of the work. The motion was carried by a unanimous vote of Council.

Public Comments:

Cheryl Powell, 321 Lebanon Street – Ms. Powell wanted to know how and why Council was discussing selling the Sewer System. Mr. Proctor advised her that it is an exploration to assess the system to determine if the Borough should consider selling the System. ArcelorMittal accounts for over 61% of the water/sewage use in Steelton. Looking forward, what will the Borough do should the Steel Plant close? Will the Borough be able to sustain the system without its largest user? Will the Borough be able to meet the Capital needs so that the system is in compliance with regulations? Ms. Powell asked if the Borough could partner with another area township, such as Middletown. The answer is no, it is not feasible to partner with another area township. Mr. Segina stated that the assessment is to discover what the system is worth, what it would be worth should it be sold, and how much it will cost to maintain the system with the limited base of current and future residences and businesses.

Council Concerns:

Mr. Heefner expressed concern about the water runoff and the installation of a new system estimated to cost \$250,000.00 over a five year period. He suggested one way the Borough could offset the projected cost would be adding a \$5.00 - \$10.00 per month surcharge to the sewer bill.

Ms. Woods announced the first activity of **The Recreation, Parks & Events Committee** will be an Easter Egg Hunt scheduled for March 24, 2018 at the SHSD football field. The event will occur from 11:00a.m. to 1:00 p.m. March 31 is the scheduled rain date. Ms. Woods stated that there will be more events coming up soon.

Mr. Neidlinger discussed the number of students who are contemplating or who have committed suicide. The concerned group is in the process of developing posters which will include persons to contact if a student is contemplating committing suicide. Hopefully the posters will be available for distribution in March. Mr. Neidlinger asked Ms. Kratzer if the Youth Sub-Committee is designed for students from grades 9-11. Ms. Kratzer answered in the affirmative and added suggested that he speak to Mayor Marcinko and Chief Minium for direction.

Mr. Segina and Mr. Proctor thanked persons for attending the meeting.

Ms. Kratzer, Ms. Leggett-Robinson and Mr. Wion had no remarks.

Mr. Brown reminded Council that there was a need for an Executive Session to discuss personnel issues.

Mr. Segina moved and Ms. Woods seconded the motion that Council move into Executive Session at 8:30 p.m. The motion carried by a unanimous vote of Council. The Executive Session was to discuss personnel and legal issues.

The general meeting resumed at 8:55 p.m. on a motion by Ms. Hodge, seconded by Mr. Heefner.

Mr. Segina moved and Ms. Hodge seconded a motion to approve the Side-Letter Agreement between Steelton Borough, AFSCME Council 90, and Frank Long/Keith Miller to provide \$5.00 per hour additional compensation for assuming foreman duties in the absence of the regular water and highway foremen. The \$5 per hour adjustment will be retroactive until January 1, 2018 until the time that each employee's regular foreman returns to work.

Mr. Segina moved, seconded by Ms. Woods, to authorize Mr. Brown to advertise the Water Laborer Position in the Patriot News and Pennlive.com to fill the current vacancy.

Ms. Hodge, seconded by Mr. Heefner, approved providing an opt-out compensation for healthcare to Mr. Aaron Curry. The opt-out will reflect compensation in an amount equal to the cost of single coverage.

Ms. Hodge moved and Mr. Heefner seconded the motion the Council be adjourned. The motion carried by a unanimous vote of Council. Therefore the February 20, 2018 meeting of the Steelton Borough Council was adjourned at 8:57 p.m.

Respectfully Submitted,



Douglas Brown, Secretary