

Steelton Borough Council Agenda

July 2, 2018

Call Meeting to Order: President Proctor

Pledge of Allegiance: President Proctor

Moment of Silence: President Proctor

Approval of minutes from previous meeting: June 4, 2018

Public Comment of Agenda items only:

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

Approval of Department Reports:

Fire Department and Ambulance Report – Written

Codes Department 2017 Annual Report – Written/Presentation

Police Department 2017 Annual Report – Written/Presentation

Public Works (Written and Oral Report)

NEDC Committee

Parks & Recreation

Junior Council

Mayor’s Report

Borough Manager’s Report

Presentation:

Dan Kaldas

Engineer’s Report

Request Conditional Approval of Final Payment to DeTraglia Excavating for their work on the Washington Street Project in the amount of \$25,942.54

Communication:

Pop’s House

Announcing Walk A Mile In My Boots Festival, July 28, 2018, Reservoir Park Course & Band Shell

Dauphin Co Community & Economic Development

Community Repetitive Loss Area Analysis
Report Available for Review at
[www.dauphincounty.org/Dauphin Co RLLA -
051618.pdf](http://www.dauphincounty.org/Dauphin%20Co%20RLLA-051618.pdf).

Steelton Code Enforcement Department

Notice of Steelton Borough Codes Appeal Board
Request (2)

Unfinished Business:

Mr. Brown

Update on Fire Truck

Mr. Wion

Resolution 2018-R- _ Citizen's Commission on
Redistricting

Mr. Segina

Live Broadcasting of Council
Meetings

Ms. Hodge

Request to Co-sponsor Pop's House 2018-2019
Gaming Application

Mr. Brown

Update on Mowing Bids

Mr. Wion

Leasing of Police K-9 Unit Agreement

New Business:

Ms. Woods

Approve the preparation of a Resolution in
Support of Fairness and Commonsense Funding
in Public School Funding

Mr. Brown

Final Application of Subrecipient Agreement
with Dauphin County for CDBG Funds for Paving
Project in the Amount of \$1000,00.00

Public Comments:

Council Concerns:

Executive Session: To Discuss Personnel and Legal Issues

Other Business:

Adjournment:

Steelton Pennsylvania Borough Council Minutes July 2, 2018

Present:

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

Dave Wion, Solicitor
Eugene Vance, Chief – Fire Department
Anthony Minium, Chief – Police Department
Thommie Leggett-Robinson, Exec. Asst.

Absent with Cause:

Maria Marcinko – Mayor, Douglas Brown - Borough Manager, Nicholas Neidlinger - Jr. Council Person

President Brian Proctor opened the meeting at 6:30 p.m. He led the body in the Pledge of Allegiance and a Moment of Silent Reflection.

After a review of the June 4, 2018 meeting minutes, Mr. Segina moved, and Mr. Krovic seconded the motion that the minutes be accepted as presented. The motion passed by a unanimous vote of Council.

There was no public comment on the agenda items.

After review, Ms. Kratzer moved, and Mr. Segina seconded the motion to receive the schedule of billing, requisitions, and change orders for June 2018 as presented. The motion passed by a unanimous vote of Council.

The following Department Reports were received:

Fire Department and Ambulance Report presented a written report. Chief Vance added that the final inspection of the new Fire Truck will be made July 24, 2018. The anticipated delivery date is the second week in August.

Codes Department submitted a written report.

Police Department submitted a written statistical report. Chief Minium webpage

Public Works submitted a written report.

Neighborhood & Economic Development Committee (NEDC) requested the decision to support the Grant Co-Sponsor request from Pop's House to be postponed. The Committee will hold all application and present their recommendation to the body at a later date.

Parks & Recreation had no additional activities to add to their previous report.

Junior Council submitted no report.

Mayor's Report - the Mayor was absent, and no report was submitted on her behalf.

The Borough Manager was absent and had no report on Borough activities.

Mr. Segina moved, and Ms. Hodge seconded the motion to accept the Departmental reports as submitted. The motion carried by a unanimous vote of Council.

Dan Kaldas, from HRG, presented the written Engineer's Report before the meeting. He highlighted some of the printed items.

- Storm Water Management Program report is scheduled for submission September 2018.
- Midget Baseball Field CDBG Project is waiting for Dauphin County to release the remaining contract funds from CNA Surety.
- Franklin Brown Boulevard Townhomes work from HRG has been completed. The project developer informed them that construction on the first unit is scheduled to begin Summer 2018 with a completion date of Fall/Winter 2018.
- Washington Street, Sewer Rehabilitation Project, is substantially completed. The contractor has submitted the information necessary for final payment.
- Sanitary Sewer and Water System Valuation initial work are completed. A summary of the necessary capital improvements and an estimate of required sewer and water rate increases were submitted to the project team on June 1, 2018. Bids on the project were received June 4, 2018, and a preliminary review of the proposals was conducted and shared with the project team and members of both the Council and Authority June 13, 2018.
- 2018 Roadway Improvements Project was authorized by Council with bids expected in time for Summer 2018 construction. The following areas are included in the project:
 - North Fourth Street – from Mulberry to Walnut Street
 - Walnut Street – Second Street to Fourth Street
 - Lincoln Street – Harrisburg Street to North Third Street/Trawitz Alley and Columbia Street intersection north towards the cemetery.
- Mr. Kaldas requested clarification on which inlet on Walnut Street should be included in the bid. He also stated that the intent is to have all work completed during the painting season.
- Documents will be completed and presented to the Borough for review before the RFP is advertised.

Ms. Hodge moved, and Ms. Kratzer seconded the motion to accept the Engineer's Report as presented. The motion passed by a unanimous vote of Council.

Mr. Kaldas requested Council grant conditional approval of the final request for payment submitted by DeTraglia Excavating for their work on the Washington Street Project. The final amount is \$25,942.54. Completion of paperwork to and approval by Dauphin County is responsible for the delay in final payments. *Ms. Hodge moved, and Mr. Segina seconded the approval of the final request for payment to DeTraglia Excavating for \$25,942.54. The motion passed by a unanimous vote of Council.*

The following communications were received by Council:

Pop's House sent a flyer announcing the Walk A Mile in My Boots Festival, which will be held July 28, 2018, at Reservoir Park Course and Band Shell.

Dauphin County Community and Economic Development Office sent information regarding the Community Repetitive Loss Area Analysis Report. The report may be reviewed at www.dauphincounty.org/DauphinCoRLLA-051618.pdf. Mr. Segina volunteered to review and information and report back to Council at the next meeting.

Steeltown Pennsylvania Code Enforcement Department gave notice of two requests to appear before the Steeltown Borough Codes Appeal Board.

In the absence of Mr. Brown, Chief Vance reiterated the information he shared earlier regarding the progress made on the new Fire Truck. There were pictures of the development included in the Council Informational Packets.

Mr. Wion presented Resolution 2018-R-12 as requested by Council. The resolution shows the Council's support for the Citizen Commission on Redistricting. Ms. Hodge moved that the Resolution be passed. Ms. Kratzer seconded the motion which was adopted by a unanimous vote of Council.

The discussion of Live Broadcasting of Council Meetings was tabled, pending a review, and recommendation from the NEDC Committee.

Ms. Hodge reiterated her comment during the Department reports that the Request for Co-Sponsoring Pop's House is tabled until other requests are made. The committee will make a recommendation to the Council regarding co-sponsorships.

In the absence of Mr. Brown, the discussion regarding the proposals for the Mowing Project was tabled.

Mr. Wion discussed the request for a Lease Agreement for the lease of the Canine Car for the Police Department. It appears that the vehicle was obtained through the Co-Stars program, which a municipality acquisition company. He stated that Mr. Brown sent him a copy of the lease agreement on June 11, 2018, it appears that arrangements have been begun with Fulton Bank to load the money over the four-year period. He stated that the Borough cannot take action on this request because it amounts to a loan and will appear as a debt. There are issues regarding IRS, Notes, and Bonds. Further, when he reviewed the lease and compared the cost with what was recorded in the minutes, there was a discrepancy. The proper legal move is for Council's request be presented to the Bond Council for their review and recommendation. A report by the Bonding Council will cost approximately \$2,500.00. To ensure that the cost falls within the funds available from the General Fund, *Mr. Segina moved that Council authorize the work of the Bonding Council for no more than \$3,000.00. The motion was seconded by Ms. Hodge and approved by a unanimous vote of Council.*

At this point in the meeting, Mr. Heefner requested to be excused from the meeting. President Proctor honored his request, and he left the building.

Ms. Woods requested that the discussion regarding a request for Council to approve the preparation of a resolution in support of Fairness and Commonsense Funding for Public Schools be tabled because the presenter was not available to provide the necessary information.

In the absence of Mr. Brown, Mr. Wion explained the Final Application of Subrecipient Agreement with Dauphin County for Community Development Block Grant Funds (CDBG) for the Paving Project for \$100,000.00. The agreement is a standard agreement between Dauphin County and the Borough bids and receives money. The process takes about six months. *Ms. Kratzer moved that the agreement be approved. Mr. Segina seconded the motion which was passed by a unanimous vote of Council.*

Mr. Segina requested Council approve an increase in cell phone reimbursement from \$50.00 to \$100.00 since telephone calls to and from constituents and Council members have increased. *Ms. Hodge moved that the increase be approved. The motion was seconded by Ms. Woods and approved by a unanimous vote of Council.*

Mr. Segina requested Council approve a five-day training session for Mr. Curry at the cost of \$978.30. The price included hotel accommodations and conference fees. *Ms. Hodge moved, and Mr. Krovic seconded the motion to pay training expenses for Mr. Curry. The motion passed by a unanimous vote of Council.*

Public Comments:

Cheryl Powell, 321 Lebanon Street – Ms. Powell was concerned that there had been a change in Codes Officers without notice to the public. Since she stated that she did not know how to contact the new person. She was given acurry@steeltonpa.com as his email address and assured that she should continue to the same telephone number that she had previously used. Ms. Powell also expressed concern about a second demolition occurring in the Borough. Mr. Proctor assured her that the Borough staff was aware of the situations and prepared to steps to handle the problem.

Rick Kaylor, 261 South Second Street – Mr. Kaylor asked if the streets could be lined for parking. Chief Minium explained that marking the roads for parking would decrease the number of parking spots in the neighborhoods. Without marked spaces, it is possible for persons to find small areas in which to park their card. Mr. Kaylor also asked about parking in front of a garage that does not have a driveway. Since the person could not park in the garage, he did not understand why parking in that spot should be prohibited. The specific address of the garage is 251 South Second Street. Chief Minium stated that it is illegal to block some's property even when the land is inaccessible.

Mr. Emmuel Powell, 321 Lebanon Street – was concerned that there is only one handicapped space on the Borough's parking lot. He thinks there should at least be two. Chief Minium volunteered to designate one of the Police car parking spots as a handicapped parking space.

Ms. Hodge moved, and Mr. Krovic seconded the motion that the police car parking space next to the dumpster be designated handicapped parking space. The motion passed by a unanimous action of Council. Mr. Powell requested clarification regarding the money required to Co-Sponsor Pop's Kitchen.

Ms. Hodge explained that every year, the local casinos must support the community by donating funds that will be used for community programs. She further said that the Dauphin County area has received funds several times. As a part of the requirements to receive the grant funds, a project must have a municipality to co-sponsor the request. This co-sponsorship indicated that it is a program that is needed by the community. Since Steelton Borough receives a lot of applications, the NEDC Committee determined that they would review each request and make recommendations to the Council. The primary emphasis will be on sponsoring programs in the Steelton Community.

Council Concerns:

Ms. Kratzer asked if Chief Minium would have staff complete a street study at the corner of Spruce and Chestnut Streets and report back to Council. She believes that the corner needs to have a stop sign because of the traffic. Mr. Brown is to contact PennDot to see if that area is a State road and if so, what can be done to ensure the safety of persons traveling at that intersection. She also asked Chief Vance about the outcome of the Fire Department's Chicken Bar-B-Que. Chief reported that it was a sellout.

Ms. Woods and Mr. Krovic thanked persons for coming out to the meeting.

Ms. Hodge thanked persons for coming out. She stated that the chicken served by the Fire Department was delicious. The Councilperson encouraged persons to attend Steelton Fest. She noted that a new brewery in the area would be handing out samples of their new products.

Mr. Segina thanked Council for the flowers sent to his family upon the passing of his mother. 2017-R-34 gave the response deadline for persons wanting Steelton to Co-sponsor their Casino Grants was June 15, 2017. Due to the lateness of actions, this year the response date will be July 16. The change will be for this year and this year only. *A motion to adopt Resolution 2018-13 was made by Mr. Segina. Ms. Kratzer seconded the motion which was adopted unanimously by Council.* Mr. Segina also thanked persons for attending the meeting.

Mr. Proctor thanked Council for progressively moving forward. He encouraged persons to attend Steelton Fest and named several participants. The person who heads Polka Quad is ill, and the search was on for a new group to fill that spot.

Mr. Wion reminded Council that there was a need to have an Executive Meeting to discuss the Frank Brown Boulevard Townhomes.

Mr. Segina moved, and Ms. Hodge seconded the request that the meeting is adjourned to move into Executive Session.

At 7:35 Mr. Segina moved, and Ms. Hodge moved that Council move back into public session. The motion passed by a unanimous vote of Council.

At 7:36 Mr. Segina moved, and Ms. Hodge seconded the motion the Council meeting be adjourned. The motion passed by a unanimous vote of Council.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be 'DB' with a flourish extending to the right.

Doug Brown, Secretary