

Steelton Council Agenda

March 6, 2017

Call Meeting to Order: President Jeffrey Wright

Pledge of Allegiance: President Jeffrey Wright

Moment of Silence: Mayor Thomas F. Acri

Executive Sessions held between Meetings: None

Approval of Minutes from the February 21, 2017 meeting

Public Comment on Agenda Items only:

Presentations:

Mark McLinis

Keystone Compassionate Dispensary –
Medical Cannabis Dispensary at 750 N.
Front Street

Mr. Medinsky

Engineer's Report

Communication:

Pa State Association of Boroughs

PSAB Training Calendar for March 2017

PA Department of the Auditor General

Steelton Fireman's Relief Association
01/01/2013 – 12/31/2015

Unfinished Business:

Mr. Brown

Resolution 2017-R-___ Approving the Lease
Between the Borough of Steelton and
Temescal Wellness

MR. WRIGHT

RESOLUTION 2017-R-_____ APPOINTING
VACANCY CHAIR

Mr. Brown

Approval of Capital Business Systems Lease

Mr. Brown

Approval of Resolution 2017-R-_____
Setting Policy for Borough Employees That
Are First Responders

Mr. Brown

Update on LERTA Ordinance

New Business:

Mr. Wion

Approval of Ordinance 2016-1
Appropriating Funds to the Steelton
Economic Development Corporation for
Purposes of Executing an Economic
Development Agreement for the North
Front Street Redevelopment Area

Mr. Brown

Authorization for Mr. Brown to Order
Appraisal of Steelton Borough North Front
Street Properties for Purpose of
Transfer/Sale of Property to SEDC

Public Concerns:

Council Comments:

Executive Session:

Other Business:

Adjournment:

Steelton Council Meeting Minutes March 6, 2017

Present:

Jeffrey Wright, President
Maria Marcinko, Vice President
Brian Proctor, President Pro-Tem
Michael Albert
Keontay Hodge
Kelly Kratzer
Michael Segina

Thomas Acri, Mayor
Dave Wion, Solicitor
Justin Mendinsky, Engineer
Douglas Brown, Borough Manager
Anthony Minium, Police Chief
Amrinder Singh, Codes Officer
Eugene Vance, Fire Chief

Absent with cause:

Thommie Leggett-Robinson, Exec. Asst.

Call Meeting to Order:

President Jeffrey Wright called the meeting to order at 6:30 p.m.

Pledge of Allegiance:

The Pledge of Allegiance was led by President Jeffrey Wright

Moment of Silence:

Mayor Acri led the body in a moment of silence in respect of those who lost their lives in the service of their country and other loved ones.

Executive Sessions between meetings:

There was no Executive Meeting between meetings.

Approval of minutes from the February 21, 2017 meeting:

Ms. Marcinko had several corrections for the minutes: page two it was Ms. Kratzer who asked about the number of patients anticipated as well as could the patients consume the products on site. On page 3, Ms. Marcinko stated that it should read that Ms. Marcinko was concerned that the public understand that there was no high from this medical marijuana and what would be the security means for the dispensary. On page 5, Ms. Marcinko noted that where it stated that Public Works had painted areas red, the areas should have been painted yellow and not blue. Ms. Marcinko noted that on page 8 the sentence should read, "other subtracting the installation of a model bus", instead of model toy. Finally, Ms. Marcinko stated that President Wrights and her remarks were not included under Council Concerns. She stated that her remarks about the minutes had been shared with Mr. Brown. Mr. Albert moved and Ms. Marcinko seconded the motion that the minutes be approved with the noted corrections. The motion was passed unanimously.

Public Comment of Agenda items only:

There was no comment from the public on agenda items.

Presentations:

Mr. Medinsky presented the Engineer's report, focusing on the active projects:

- ✓ Fire House Improvement Project
 - East Coast Contracting, Inc. has been awarded the contract for Phase II of the project.
 - Discussion regarding Phase I, HRG determined that the current problems with the building are not a result of Contractor Error. It was noted that there were some accessibility requirements that had to be maintained. It was further noted that it is important that staff maintain the drain to ensure that is clear of debris. Mr. Medinsky stated that has been some discussion about creating a roof canopy or installing a larger drain to alleviate the problem of water coming into the Firehouse.
- ✓ Mohn Street Tot Project
 - With the approval of the Council, Kinsley Construction Company of York, PA was sent a Notice of Intent. After Mr. Wion's review and approval of all items submitted, the pre-construction meeting will be scheduled.
- ✓ Skate Park Project
 - The bid has been advertised and the agency is waiting for the last day for bids to be received, which is 1:00 p.m. March 28, 2017. Bids for review will be submitted to the Council at the April 3, 2017 meeting.
- ✓ Sewer Engineer Retainer
 - The 2016 Chapter 94 Waste Management Report will be provided to Council at the March 20, 2017 meeting.
- ✓ Discussion of issues raised at the March 2, 2017 Council Meeting
 - At the request of Council, Mr. Mendinsky visited the Taylor Shop on Front Street to determine if the water problems are the result of construction in that area. Mr. Mendinsky reported that there may be a problem because the down spouts empty right on the ground adjacent to bilox doors and there may be a depression in some spots. In his opinion, the problem is not the direct result of the construction by the Borough. Mr. Brown stated that he has not shared Mr. Mendinsky's results with owner. He had, however, spoken with him requesting that he do everything possible to try to stop the water from coming into the basement.
 - Ms. Marcinko asked if the back door at the Fire House had to meet accessibility requirements. She stated that the stairs could not be counted as assessable. Mr. Mendinsky stated that the steps met the requirements detailed in the contract. He stated that some improvement in the door hardware and the threshold pad may has been included in Phase II, which should help resolve the issue.
 - Mayor Acri stated that a pad at the bottom of the stairs even with the door step into the Fire House. The water comes at least 5ft. into the Fire House. The current drain is right in the middle of the pad but is only about a 2 inch drain.

Water coming into the Fire House is a new problem that started after the completion of Phase I of the project.

- Mr. Medinsky indicated that he had communications with Rogul, the company that did the improvements on Front Street regarding the trees. There are some trees that may be saved, however, there are some that are dead and will have to be replaced. The company agreed to replace the dead trees when the weather permits.
- Ms. Marcinko asked why the lights did not look as they were designed to look. She stated that the same lights were installed in Lemoyne and are flush. Mr. Segina asked how the manufacturer of the lights show that they should be installed. Mr. Medinsky stated that the manufacturer has a detail that shows a small gap between the light and the concrete. He suggest (and this was noted by the contractor) that perhaps the reason for the disparity between the lights in different locations may be because the concrete in Steelton is not level. Mr. Medinsky agreed with Mr. Segina that there had been communications regarding adding grout to help the lights look flush, but such a move was cost prohibitive at that time. He further stated that the cost could be re-explored is needed, but that is nothing that the contractor would do of their own volition.
- ✓ Mr. Proctor congratulated Mr. Mendinsky for being recognized as one of the Bright Young Engineers in the Harrisburg Area and encouraged him to continue with his notable work.

Communication:

The Council received the following communication:

The Pennsylvania State Association of Boroughs sent the PSAB Training Calendar for March.

The Pennsylvania Department of the Auditor General sent a letter regarding the Steelton Fireman’s Relief Association report from January 1, 2014 to December 31, 2015.

Unfinished Business:

Mr. Brown requested approval of what would become Resolution 2017-R-9 approving the Lease between the Borough of Steelton and Temescal Wellness for use of the parking lot and other business related construction. Mr. Wion explained that this is essentially a ground lease, which has been reviewed by three different law offices to ensure that each party has the best coverage available. Temescal desires to lease approximately 50,000 square feet warehouse type building for use as a state permitted and licensed marijuana grower/processor operation. The contract calls for a six year lease with an option to re-lease the land in six year segments three times, plus a five year term. With the option to extend the lease, the land may be occupied for up to 29 years. The initial rent will be \$2,000 per month with changes in the lease agreement under certain circumstances. The company agrees to pay applicable taxes. Mr. Wion reviewed more complete details of the lease agreement to the satisfaction of Council. Ms. Kratzer moved and Brian Proctor seconded the motion that Resolution 2017-R-9 be approved as presented. The motion was passed by the unanimous vote of the Council.

Mr. Wright requested approval of what would become Resolution 2017-R-__ Appointing Vacancy Chair. The Vacancy Board has not met on a regular basis and would not convene unless the Council failed to appoint someone to a vacancy within a certain time. The Vacancy Chair must be a resident of the Borough. The Vacancy Board would consist of the members of Council as well as the Vacancy Chair. Ms. Hodge asked if we were just going to take the recommendation and not give the residents the opportunity to sign up for this. President Wright stated the Council was just approving the resolution, not appointing anyone at this time. Mr. Brown stated that with the Resolution someone could be appointed. Ms. Marcinko stated that this was discussed at the last meeting. She was contacted by Lisa Piltz, a lifelong resident of Steelton, who is interested in filling a vacancy. Ms. Piltz worked for the Commonwealth for 20 years and was the Executive Assistant for Toby Young. Ms. Hodge stated that she has nothing against the person recommended, but wanted to give Borough residents the opportunity to apply. She further stated that other persons had approached her regarding vacant chairs. President Wright tabled action on Resolution 2017-R-__ until the March 20, 2017 Council Meeting.

Mr. Brown requested approval of the Capital Business Systems Lease. The Borough has been leasing their equipment. There is some new equipment needed in the main office, codes and police offices. With the upgraded equipment, the monthly cost has decreased from \$413.00 per month to \$247.00 per month which represents a \$144.00 savings per month. Mr. Wion has reviewed the contract and everything seems to be in order. He did note that Capital Business Systems is a broker, and Delange Landen, Inc. is actually the company with which whom we do business. Therefore, the lease agreement should be with Delange Landen, Inc. Mr. Segina reminded Council that he had done some research on the cost of making paper copies. There is a negligible cost savings with the black and white copies. There is a substile savings with color printing which come out to \$.80 per copy. Ms. Marcinko moved and Mr. Albert seconded the motion which passed by a unanimous vote of the Council.

Mr. Brown requested approval of what would become Resolution 2017-R-10 Setting Policy for Borough Employees that are First Responders. The motion was presented by Mr. Albert and seconded by Ms. Hodge. The motion passed by a unanimous vote of the Council.

Mr. Brown provided an update on the Local Economic Revitalization Tax that the Borough has been working with the Steelton-Highspire School District. There is an agreement between the parties to do a 10 year 100% tax abatement for new improvement to residential properties and commercial properties. The ordinance will presented in a public hearing in the near future.

New Business:

Mr. Wion requested approval of what would become Ordinance 2017-1, Appropriating Funds to the Steelton Economic Development for Purposes of Executing an Economic Agreement for the North Front Street Redevelopment Area. The SEDC does not have funds, and it is customary for the Borough to provide funds to allow them to function. A monthly sum of \$12, 00.00 should be given to the organization. Mr. Brown interjected that these funds were already in the budget and in fact funds used to pay mortgages on the properties across the street. These have been cleared making those funds available for this use. Mr. Albert moved and Mr. Proctor seconded the motion that Ordinance 2017-1 be approved. The Council passed the motion by a unanimous vote.

Mr. Brown requested approval to Order an Appraisal of Steelton Borough North Front Street Properties for the Purpose of Transfer/Sale of Property to The Steelton Economic Development Corporation. Mr. Proctor moved and Mr. Albert seconded the motion that the appraisal be conducted. The Council approved the motion by a unanimous vote.

Mr. Proctor stated that Chariot Companies and M&T Bank have agreed on a price for Dauphin Deposit Bank Building and it is under contract. Ms. Barbara Jean Baker, who resides on Reading Street has requested Special Needs Parking. Mr. Proctor requested that Chief Minium re-group and bring a recommendation back to NEDC Committee. Ms. Marcinko asked Mr. Proctor to disclose what the bank building will be used by the Chariot Company. Mr. Proctor stated that the building will be used for office space.

Public Concerns:

Mr. Emmuel Powell 321 Lebanon Street. Mr. Powell asked about the location of Strawberry Alley and Bessemer Street. He thought he heard talk about a project between Strawberry Alley and Bessemer Street and was trying to figure out where the two roads intersected. It was clarified that the project is between Strawberry Alley and Mulberry Street. Mr. Powell stated that Front Street is a disaster with all the vacant buildings. It seems that the Borough finds money for everything else, but neglects to renovate Front Street.

Cheryl Powell 321 Lebanon Street. Ms. Powell asked when LERTA go into effect? Mr. Brown stated that following the Public Hearing it will become effective. She also asked is Chariot will pay regular taxes. The answer is yes, until such time as they make improvements to its properties at which point a LERTA assessment will be completed.

Council Concerns:

Mr. Albert, Ms. Hodge, Ms. Marcinko, Ms. Kratzer, Mr. Wion, Mr. Vance, Mr. Singh had no additional remarks.

Mr. Proctor thanked Council for supporting his absence during basketball season.

Ms. Marcinko noted that Steelton has a local author, Keith Warner Hall. Mr. Hall has written a fiction novel. The book can be purchased on Amazon. She suggested that the Borough consider scheduling a Book Signing in area. Ms. Marcinko also reported that she, Ms. Kratzer and Mr. Segina attended an Inter-Faith Service held at Trinity Evangelical Lutheran Church. The service was great and the coming together of the people was reminiscent of the Old Steelton. She thanked the people for coming out to the meeting. She requested that Mr. Brown get the Emergency Response Policy be implemented as soon as possible.

President Wright thanked the people for coming out and stated that, "we will continue to fight the good fight". He thanked everyone personally for coming out and stated that there are a lot of things that are going on behind the scenes to move the Borough forward. Thank people for coming out.

Executive Session

President Wright called a recess at 7:42 p.m.so the Council could go into Executive Session.

Adjournment:

Following the Executive Session, Ms. Marcinko moved and Mr. Albert seconded the motion that the March 6, 2017 Steelton Borough Council Meeting be adjourned.

Respectfully Submitted,

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

Douglas Brown, Secretary