

# Steelton Borough Council Agenda

October 2, 2017

**Call Meeting to Order:** President Wright

**Pledge of Allegiance:** President Wright

**Moment of Silence:** Mayor Maria Marcinko

**Executive Sessions between meetings:**

**Approval of minutes from previous meeting:**

September 18, 2017

**Public Comment of Agenda items only:**

**Communication:**

Mr. Douglas Brown

Letter to Dauphin County permitting the release of \$4,755.08 for the Jump Street School to Table Greenhouse Project.

Dauphin County Conservation District

Announcement of Floodplain Management Workshop October 19, 2017 at 6:00 p.m.

Dauphin County Conservation District

Flood Plain Community Assistance Contact Report

Dauphin County Community & Economic Development

Announcement of Grant Applications for Community Development Block Grants

Dauphin County Planning Commission

PA MPC Considerations & DCPC Review Considerations

Dura-Bond Pipe

Notice of Employee Layoffs Beginning November 15, 2017.

HRG

Steelton Borough 2017 MS4 Renewal Submittal

Jen Morrison, SHSD

Thank you for Assistance with the Back-to-School Carnival

PA Emergency Management Agency

Confirmation of Appointment of Mr. Josh Sherrid as Emergency Management Coordinator.

**Presentation:**

Joe Porter

Civic Education Program for Youth in Steelton

Barbara Barksdale

Discussion of Hygienic School Project and a Grant to Preserve Related Documents

**Unfinished Business:**

Mr. Wion

2017-R-\_\_\_ Authorizing Purchase of Fire Truck and Related Equipment

Mr. Wion

Approval of Purchase Agreement Between Glick Fire Equipment Company and Steelton Borough for New Fire Truck and Related Equipment (COSTARS Bid# 436)

Ms. Kratzer

Update on Halloween Parade

**New Business:**

Mr. Brown

Approval of Final Payment Application to Arment Concrete for Steelton Skate Park Project

Mayor Marcinko

Approval of Resolution 2017-R-\_\_\_\_\_ Urging the President and Congress to Adopt Protections for US Made Steel

Mr. Brown

Resolution 2017-R-\_\_\_ Establishing Eligibility Guidelines for Non-Municipal Local Share Grant Applicants Seeking Co-Applicant Status from Steelton Borough

**Public Comments:**

**Council Concerns:**

**Executive Session:** To Discuss Personnel Issues

**Adjournment:**

# Steelton Borough Council Meeting Minutes

October 2, 2017

## Present:

Jeffrey Wright, President

Brian Proctor, Vice President

Michael Segina, President Pro-Tem

Mike Albert

Keontay Hodge

Ryan Maxwell

Dave Wion, Solicitor

Douglas Brown, Borough Manager

Eugene Vance, Fire Chief

Anthony Minium, Police Chief

Amrinder Singh, Codes Officer

Thommie Leggett-Robinson, Exec. Asst.

## Absent with Cause:

Mayor Maria Marcinko

Kelly Kratzer

## Call Meeting to Order:

The October 3, 2017 Steelton Borough Council Meeting was called to order by Council President Jeffrey Wright at 6:30 p.m.

**Pledge of Allegiance:** President Wright led the body In the Pledge of Allegiance.

**Moment of Silence:** In the absence of the Mayor, President Wright led the body in a Moment of Silence

**Executive Sessions between meetings:** There were no Executive Sessions held between meetings.

## Approval of minutes from previous meeting:

Mr. Albert moved and Ms. Maxwell seconded the motion that the Minutes from the September 18, 2017 meeting be accepted as presented. The motion was passed by a unanimous vote of Council.

**Public Comment of Agenda items only:** There were no public comments made at this time.

**Special Presentation:** The Borough acknowledged the hard work, dedication, and good sportsmanship of ten youth on the Steelton Youth in Action Basketball Team by the presentation of a Proclamation. The Team won the Championship Game of the Rod Brookin Basketball League Tournament. Youth were encouraged to continue participating in positive activities and being good community representatives. Ms. Joyce Culpepper, Secretary of Steelton Youth in Action, presented each participant on the Basketball Team with a trophy. The team took pictures with the Council. Mr. M. Flowers, one of two Team Captains, gave remarks on behalf of the team. He thanked Youth in Action for the opportunity to participate in the Basketball League and for the trophies. He also stated "hard work does pay off."

## Communication:

Council received a copy of a letter written to Dauphin County from Mr. Douglas Brown. Mr. Brown gave Dauphin County permission to release of \$4,755.08 for the Jump Street School to Table Greenhouse Project.

Dauphin County Conservation District wrote the Council announcing a Flood Plane Management Workshop scheduled for October 19, 2017 at 6:00 p.m.

Dauphin County Conservation District sent a copy of the Flood Plain Community Assistance Contact Report which was completed after a September 19, 2017 meeting and review of the local Flood Plain area with Mr. Singh and Ms. Kratzer.

Mr. George Conner, Executive Director of the Dauphin County Community & Economic Development, sent a letter of notification to the Borough announcing they are now accepting Applications for Community Development Block Grants. The deadline for filing the application is November 3, 2017 4:30pm.

Dauphin County Planning Commission (DCPC) wrote the Borough regarding PA Municipal Planning Code (MPC) Considerations & DCPC Review Considerations. This letter provided a reminder to municipalities of items that must be submitted for review by the PA MPC prior to construction/modification of some public properties.

In compliance with the advanced written notice required under the Worker Adjustment and Retraining Notification Act, Dura-Bond Pipe Company notified the Borough that the company anticipates employee layoffs beginning on or about November 15, 2017.

On behalf of Steelton Borough, Herbert, Rowland & Grubic Inc., the Borough's Engineering Company, submitted an Application for Steelton Borough 2017 MS4 Renewal to the Pennsylvania Department of Environmental Protection. The Borough was sent a copy of the information submitted.

Jen Morrison, SHSD sent a note of thanks to the Borough for Borough employees for their assistance with the Back-to-School Carnival.

PA Emergency Management Agency wrote acknowledging receipt of the Borough's recommendation for the appointment of Mr. Josh Sherrid as the Emergency Management Coordinator for Steelton Borough. The Agency has sent the recommendation to Governor Wolf's office for action.

**Presentation:**

A presentation was made by Mr. Joe Porter, a graduate of SHSD, a member of HACC's first graduating class in 1964 and a person with ties to the Steelton community. Mr. Porter presented information regarding the Junior Achievement Program in which students in the Steelton Highspire School District participate. The Borough was asked for volunteers to work in the program. The volunteers, Mayor Marcinko, Mr. Brown, Mr. Singh, Police Department staff, and Ms. Kratzer have already signed up to work with third grade students. The volunteers will conduct five classes of 30-45 minutes, coordinate their schedules with the classroom teacher and present prepared curriculum information to their class. This year the third graders are focusing on Cities, therefore having members of the Council and Borough staff participate is an extra bonus. Mr. Porter indicated that more volunteers were needed to work with kindergarten, first and second grade children. Ms. Hodge volunteered to work with a kindergarten class. Other persons can volunteer by contacting Mr. Porter. He explained that it program cost \$100.00 per class so the organization needs \$3,000.00 to pay for the 30 classes participating in the program. Mr. Proctor moved that the Council accept the recommendation from the NEDC Committee approving a \$500.00 donation to the Junior Achievement Program. Ms. Hodge seconded the motion which was passed by a unanimous vote of Council.

Mr. Porter also discussed the Harrisburg Promise Program which started last year. The program is conducted in partnership between the Harrisburg Housing Authority, the City of Harrisburg and Harrisburg Area Community College (HACC). SHSD students are the only students participating in the program. This speaks volumes about the program and the potential for students in the District. Students begin participating in the program during the seventh grade. They complete the program by maintaining a 2.5 grade point average, not

becoming a parent or using drugs and attending a monthly workshop at HACC during the school year. Participation in the HACC workshops, gives the students the opportunity to learn about the different courses of study provided at HACC. The reward for their hard work and dedication is a full ride scholarship to HACC. There were 23 students enrolled in the program of which 18 completed the program. The Steelton Police Department has agreed to mentor the students that participate in the program. This year, 30 seventh grade children can begin the program.

Barbara Barksdale, 503 South Second Street, is interested in replacing the marker denoting the Historic Hygienic School for Colored Children which was located on the corner of Adams and Bailey Streets. She would like to start by developing a group to determine how to fund the marker and how to gather and preserve documents related to the school. Ms. Barksdale supported her statement that the school is historic and should be highlighted by the Borough by mentioning the well- know national, regional and local persons who attended the school. The NEDC Committee agreed to work with Ms. Barksdale on this project. Ms. Hodge asked who removed the original marker. Ms. Barksdale stated that the Council authorized the renovation of the property and the marker was destroyed in the process. Mr. Wright asked that Ms. Barksdale attend the October 24, 2017 NEDC Committee meeting and that the Committee report to the Council in November. Ms. Barksdale also discussed the need to secure a grant to properly store the items archived in the Borough vault. The President appointed Ms. Maxwell to serve as the Council Liaison to working with Ms. Barksdale. Mr. Brown and Ms. Hodge will also work on the project.

#### **Unfinished Business:**

Mr. Wion presented Resolution 2017-R-31\_Authorizing the Purchase of Fire Truck and Related Equipment. He explained that the funds authorized by the Council represented by an Ordinance passed August 2017 allocated \$ 650,000 for the purchase of a Fire Truck. This Resolution approves the agreement to purchase of the Fire Truck from Glick Fire Equipment Company. The company was recommended by COSTARS, which is a cooperative agency designed to find the best available equipment for purchase by municipalities. The company will provide a 2018 Pierce Enforcer 500 Gallon Rescue Pumper meeting the specifications requested. The cost of the custom made truck is \$ 594,464.00. Mr. Proctor moved and Ms. Maxwell seconded the motion that Resolution 2017-R - 31 be approved. The motion was passed by a unanimous vote of Council.

The presentation regarding the Halloween Parade was tabled until the October 16, 2017 Council Meeting due to the absence of Ms. Kratzer.

#### **New Business:**

Mr. Brown requested approval of Final Payment Application to Arment Concrete for Steelton Skate Park Project. Mr. Albert moved that the Armet Concrete Company's request for final payment of \$17,939.00 be approved. Mr. Proctor seconded the motion which passed by a unanimous vote of Council.

Mr. Wion requested Council to approve Resolution 2017-R-32 Urging the President and Congress to Adopt Protections for US Made Steel. He stated that at this point, American Steelmakers are at a disadvantage because of foreign competition. This resolution asks Congress to level the playing field by encouraging and using steel and aluminum made in the U.S.A. Mr. Albert moved and Ms. Maxwell seconded a motion to pass the Amendment. The Amendment was passed by a unanimous vote of Council.

Action on Resolution 2017-R-\_, Establishing Eligibility Guidelines for Non-Municipal Local Share Grant Applicants Seeking Co-Applicant Status from Steelton Borough was tabled again.

Mr. Segina at the Fire and Ambulance Committee meeting, there was discussion regarding remodeling the office of the Emergency Management Coordinator. He suggested \$1,000 of the funds raised by the Vehicle Auction be used for that purpose. President Wright advised him to bring specific information about what is needed and the cost to Council for their review and action.

**Public Comments:**

Alan Ausman, 262 South Third Street complimented the organizers and Council for the planning and implementation of the Police and First Responder's Service held Sunday, October 1, 2017. He stated that it was a very nice service.

**Council Concerns:**

Ms. Maxwell asked for prayers for persons involved in the tragedy in Las Vegas.

Mr. Albert thanked the citizens for attending the meeting.

Ms. Hodge asked for prayer for persons involved in the tragedy in Las Vegas and Puerto Rico. She thanked Chief Minium for participating in the Know Your Rights forum. She thanked persons for attending the meeting.

Mr. Brown stated that he had received a request from Ms. Paula Sviben from the SHSD Band Boosters. Ms. Sviben asked if it was possible to have a Homecoming Bonfire on the football field October 12, 2017. The Borough is currently operating under a burn ban. Mr. Segina stated that the request was discussed at the Fire and Ambulance Committee meeting. At that time, the Committee was supportive of the request provided Chief Vance was there to run the operation and the School District approves. Both Chiefs Vance and Minium approve the request. Mr. Wion clarified that there was no need to amend the Ordinance banning open fires in the Borough. The Ordinance will not be enforced on this one occasion since this will be a controlled burn done by the Fire Department.

Ms. Singh informed the body that the Codes Department purchased handheld devices that will take a photo and automatically track tickets issued to property owners who are found in violation of codes. The use of the device will lower the time spent issuing a ticket from 18-22 minutes to five minutes. The reduced time will allow the Department to work more efficiently. Each Council Member was provided with an example of the new violation documentation. The Department anticipates the same good response to Rental Inspections as soon as the Department receives the tablets necessary to use the software.

Chief Minimum announced that the Department will be wearing pink in honor of Breast Cancer Awareness Month. He changed the evaluation system for the Police Officers in January. The evaluation focuses on positive interactions so that Officers evaluations include meeting and documenting their interactions with people in the community. Chief Minium saw a comment of Facebook regarding Officer Smith and how positive and caring he was during an interaction with a family. Chief printed the comment and will place a copy in Officer Smith's personnel file. One example of knowing the citizens that he shared involved an incident of retail theft that was resolved in an amicable manner. Through their interactions, which was documented months ago, Officer Smith knew the gentleman and also knew that he was a retired veteran who suffers with diabetes. The man stole \$40.00 worth of food. When Officer Smith arrived at the scene, he recognized the gentleman and paid for the food he had stolen. He also worked with the retailer to ensure that the gentleman was not barred from the store. The gentleman has no transportation, so without being able to go into the Rite

Aid, he would have no way to purchase food. He was not aware of the food banks in the area. Information regarding this encounter will also be placed in Officer Smith's personnel record.

Chief Vance had no remarks.

President Wright asked Emmuel Powell, 321 Lebanon Street, to inform the body about the Elks Food Bank. Mr. Powell informed the body that the Elks' Food Bank is open on the First and Third Fridays of each month from 2-5 pm at the Elks Building on Adams Street. If the person who needs the food is unable to come to the building in person, they can give a person a note authorizing them to pick up their food.

Mr. Segina thanked persons for attending the meeting. He thanked the Fire Department for working as food vendors and the Public Works Crew and everyone else that worked hard to make the Grand Opening of the Skate Park such a success. He also requested prayers for the persons affected by the tragedy in Las Vegas.

Mr. Proctor thanked persons for attending the meeting.

Mr. Albert stated that Mr. Brown does a wonderful job as Borough Manager, stating that he has accomplished a lot since he has had the position. Mr. Albert requested that a letter of commendation be placed in Mr. Brown's personnel file. President Wright tasked Ms. Rose Paul with writing the letter which will then be brought before Council for approval and placed in Mr. Brown's personnel file.

President Wright thanked persons for attending the meeting. In particular, he thanked persons for attending the dedication of the Frederick Douglas Municipal Building. He encouraged persons to attend the dedication of Frank S. Brown Boulevard scheduled for October 29, 2017 at 4:00p.m. He also mentioned all the disasters happening all over the world and encouraged persons to pray for their neighbors, the people in Las Vegas and others trying to recuperate from the tragic events they have encountered.

**Executive Session:**

There was no Executive Session held at this meeting,

**Adjournment:**

Mr. Proctor moved and Mr. Segina seconded the motion that the October 2, 2017 meeting of the Borough of Steelton PA Council be adjourned at 7:45 p.m. The motion carried by a unanimous vote of Council.