

Steelton Borough Council Agenda

April 15, 2019

Call Meeting to Order: President Proctor

Pledge of Allegiance: President Proctor

Moment of Silence: Mayor Marcinko

Approval of minutes from previous meeting: April 1, 2019

Public Comment on Agenda Items only:

Approval of schedule of billing, requisitions, and change orders as presented for: March 2019

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)
- Jr. Councilperson Report (Oral Report)
- Borough Manager's Report (Oral Report)

Communications:

- | | |
|---------------------------|---|
| Samantha Haney, M.S., NCC | Commendation for Codes Department |
| PA American Water | Copy of Application and Related Filings for Approval of Its Acquisition of the Water System Assets. |

Unfinished Business:

- | | |
|----------------------|---|
| Ms. Hodge | Update on SHSSD 11 th Grade Beautification Project. |
| Mr. Heefner | Update on Trash Committee. |
| Mr. Segina | Update of Prince of Peace Sewer Relief Request. |
| New Business: | |
| Mr. Wion | Request Approval for Special Purpose Parking Space for 311 Walnut St. – Barbara Carroll |

Mr. Wion

Approval of Resolution 2018-R____
Designation of Steelton Borough Public
Officials and Public Employees Pursuant
to the Pennsylvania Act and Supporting
Regulations.

Mr. Proctor

Approval to Demolish 158 ½ Daron
Alley.

Public Comments:

Council Concerns:

Executive Session: To discuss Public Works staff personnel issues

Other Business:

Adjournment:

Steelton Borough Council Meeting Minutes

April 15, 2019

Present:

Brian Proctor, President
Michael Segina, Vice President
Dennis Heefner
Natashia Woods

Maria Marcinko, Mayor
David Wion, Solicitor
Gene Vance, Fire Chief
Aaron Curry, Codes Officer
Anthony Minium, Police Chief
Rosemarie Paul, Asst. Secretary & Treasurer
Keith Miller, Public Works Department
Thommie Leggett-Robinson, Exec. Asst.

Absent with cause: William Krovic, Kelly Kratzer, Keontay Hodge, Olivia Palermo, and Douglas Brown

President Proctor called the meeting to order at 6:30 p.m. He led the body in the Pledge of Allegiance, which was followed by a Moment of Silence led by Mayor Marcinko.

After review, Mr. Segina moved and Ms. Woods seconded the motion that the minutes be accepted with the correction made by Mr. Wion to change the wording on the last line of page two of the minutes from "Meeting" to "Hearing". The motion was approved by a unanimous vote of Council.

There were no public comments on agenda items.

After review, the schedule of billing, requisitions, and change orders as presented for March 2019 were accepted by a unanimous vote of the Council, following the motion made by Mr. Segina and seconded by Mr. Heefner.

Approval of Department Reports:

Fire Department and Ambulance (Written Report)

Police Department (Written Report)

Codes Department (Written Report)

Public Works (Written Statistical Reports), Mr. Heefner reported that:

- 2nd street sinkhole is fixed, pending improved weather to add the final coating.
- 2nd Street and Swatara, 5th and Swatara and, 2nd and Franklin are developing sinkholes.
- Staff discussed the best way to remove the sludge out of the Combined Sewer Overflows (CSOs) on the East End. In the past they have removed the sludge by hand, however, when it is not possible for staff to remove the sludge manually, they hire a company to complete the work for \$1,000.00 to \$ 1,500. Mr. Heefner suggests that the Borough have a maintenance program where the company is hired to remove sludge every two years.

- He instructed staff to purchase a tool to narrow the tube opening so there is better suction when removing debris and leaves from the catch basins. The tool cost between \$500.00 and \$800.00.
- Staff is will begin developing a color-coded schedule for maintenance of the infrastructure, such as sanitary sewers.
- The Highway Department will only meet minimum work in the Borough because of the staff shortage. As a result, one change will be the purchase and delivery of mulch, which cost approximately \$150.00 per load.
- He gave kudos to the current Foremen - Keith, Bobbie, and Scott for their foresight and commitment to the Borough. He stated that they are the type of people needed in the Department of Public Works.

Parks and Recreation Committee (Oral Report)

- *Rayzor Tattoos requested approval to hold a Skate Contest at the Skate Park June 1st and 2nd, 2019 from 9:00 a.m. to 8:00 p.m. Mr. Segina moved and Mr. Heefner seconded the motion that the request be approved. The motion passed by a unanimous vote of the Council.*
- *Ms. Edna Brubacher requested approval to use the Boat Dock Pavilion for the Hefflinger Family Reunion, May 25, 2019, from noon to 11:00 p.m. Mr. Heefner moved and Mr. Segina seconded the motion that the request be approved. The motion carried by a unanimous vote of the Council.*
- *Mr. Bill Jorich, Jr. requested approval to use the Boat Dock Pavilion for the 1st Annual Smoke on the Water BBQ Charity Competition. The event will be held at 8:00 p.m. Friday, June 29 through 8:00 p.m. Saturday, June 30, 2019. Mr. Heefner moved and Mr. Segina seconded the motion that the request be approved. A unanimous vote of the Council supported the motion. Mr. Segina requested that the Mayor have the Police Department check on the event since it will continue overnight.*
- Veteran's Day will be celebrated on May 25, 2019, at 11:00 a.m. Further information to be announced at a later date.
- The Committee is taking tours of the parks to assess their current condition and note any needed improvements.
- The Easter Egg Hunt was a success with the cooperation of donated prizes, face painting by students from the Art Department at the HS High School, volunteers from the Prince of Peace Church and, the Steelton Public Works and Police Departments.

NEDC Committee (Oral Report) – No report

Stormwater Committee (Oral Update) – No report

Mayor's Report (Oral Report)

- The Mayor and Police Chief Minium met with Susquehanna Township officials to continue their discussion about the Accreditation of the Steelton Police Department.
- The Mayor attended the Steelton Easter Egg Hunt and declared it a successful event.

Jr. Councilperson Report (Oral Report) – No report

Borough Manager's Report (Oral Report) – No report

Mr. Heefner moved and Ms. Woods seconded a motion that the Department Reports be approved as presented. The motion passed by a unanimous vote of the Council.

Presentation:

Ms. Anne Weaver Morrow, Local Government Policy Specialist, and Mr. Andrew Sheaf, Local Government Policy Manager from the Government Center for Local Government Services of the PA Department of Community and Economic Development made a presentation to the Council. They discussed the agency's Early Intervention Program (EIP) which provides guidance for municipalities interested in an improved fiscal position. The goal of this program is to promote best management practices and ultimately avert fiscal distress. The program provides funding with a 50% match for programs to improve the efficiency of services provided by a municipality, and personnel to assist in determining the best achievements for improvement of the municipality. In order to receive the services, the municipality must complete an online application and pass a Resolution declaring its participation in the program.

Communications:

Samantha Haney, M.S., NCC wrote a letter commending the Codes Department for their assistance resolving a problem she had in another jurisdiction.

PA American Water sent a copy of their Application and Related Filings for Approval of Its Acquisition of the Water System Assets.

Unfinished Business:

Ms. Hodge was absent so was unable to provide an update on SHSD 11th Grade Beautification Project.

Mr. Heefner stated that he recently obtained the notes taken by Mr. Brown on the trash contract. He and Mr. Wion would review the information and bring a recommendation to the Council.

Mr. Segina reported that he and Ms. Maxwell still needed to meet, therefore there is no update of Prince of Peace Sewer Relief Request.

New Business:

Mr. Wion presented a Resolution 2019-R-10 which is a request for approval for Special Purpose Parking for Barbara Carroll who resides at 311 Walnut St. *Mr. Segina moved and Ms. Woods seconded a motion to approve Resolution 2019-R-10 approving the Special Purpose Parking Permit. The motion passed by a unanimous vote of the Council.*

Mr. Wion presented a request for approval of a Resolution Designation of Steelton Borough Public Officials and Public Employees Pursuant to the Pennsylvania Act and Supporting Regulations. *Mr. Segina moved and Mr. Heefner seconded the motion to approve Resolution 2019-R-11 Designation of Steelton Borough Public Officials and Public Employees Pursuant to the Pennsylvania Act and Supporting Regulations.*

Mr. Proctor led a discussion requesting that Council approve the demolition of 158 ½ Daron Alley. The property is one of several blighted properties in the Borough and actually presents a public safety hazard. In the past, efforts to locate the owner of the property in order to resolve the issue have been unsuccessful. Various solutions were discussed which ended in the Council deciding to table the resolution of the problem until the next Council meeting.

Public Comments:

Emmuel Powell, 321 Lebanon Street had two concerns. The first was how to get potholes repaired. Mr. Segina reported that the application to inform the Borough about potholes is posted on the Borough website. Mr. Powell stated that he did not have access to the website. He was instructed to contact Borough Hall and report the location of the pothole. His second concern was about a blighted property on Frank Brown Boulevard that presents a public safety hazard. The property was already dangerous, however, the recent storm tore off the back of the building leaving it even more hazardous. Mr. Powell reported that the owners of the property have no interest in the property at this time.

Council Concerns:

Ms. Woods thanked Mr. Powell for his concern about the public's safety. She also wished persons a Happy Easter.

Mr. Heefner expressed two concerns:

- Mr. Miller from the Public Works Department secured three proposals for cutting down two trees in the Borough. He recommended that the Eichelberger Proposal, which is \$850.00 to cut down and remove both trees be accepted. *Mr. Segina moved and Ms. Woods seconded the motion that the Borough accepts the Eichelberger bid for \$850.00 to remove two trees. The motion passed by a unanimous vote of the Council.*
- Mr. Heefner mentioned that the Christmas lights must be removed from the tree located at the Frederick Douglas Borough Hall since it is one of the two trees that will be removed. He also stated that he would have Mr. Snyder check on the electrical concerns.
- He expressed concern about the acquisition of new PA and American flags. He believes we need to purchase a larger American flag. Mr. Miller stated that he would investigate the matter.

Mr. Curry stated that the Ordinance mentioned in the discussion regarding the removal of unsafe buildings is located in Chapter 2 # 28 in the Borough Codes Book.

Ms. Paul wished everyone a Happy Easter.

Mayor Marcinko reported that District Attorney Chardo paid the invoice for the \$12,000.00 needed for body cameras for the Police Department. She also wished persons a Happy Holiday.

Mr. Segina thanked persons for attending the meeting and wished all a Happy Easter.

Mr. Proctor thanked persons for attending the meeting and wished persons a Happy Easter.

At 7:23 p.m. Mr. Segina moved that the Council move into Executive Session to discuss personnel issues in the Public Works Department. Ms. Woods seconded the motion, which passed by a unanimous vote of the Council.

The Public session of the Council was reconvened at 8:27 p.m. At that time the following motions were made:

Mr. Segina moved that Mr. Steve Bordner's resignation be accepted effective April 10, 2019. Mr. Heefner seconded the motion, which carried by a unanimous vote of the Council.

Mr. Segina moved that the resignation of Mr. Teddy Cleckner be accepted effective April 18, 2019. Ms. Woods seconded the motion, which passed by a unanimous vote of the Council.

Mr. Segina moved that Mr. Derek Miller be terminated from employment at Steelton Borough effective April 13, 2019. Ms. Woods seconded the motion which passed by a unanimous vote of the Council.

Mr. Segina moved that Mr. Robert Snavelly be terminated immediately. Mr. Heefner seconded the motion which passed by a unanimous vote of the Council.

Mr. Segina moved that the four vacant positions be immediately advertised, both internally and externally, for a salary of \$12.00 - \$15.00 depending on experience. Mr. Heefner seconded the motion which passed by a unanimous vote of the Council.

Mr. Segina moved that the April 15, 2019, Steelton Borough Council Meeting be adjourned at 8:30 p.m. The motion was seconded by Ms. Woods and passed by the unanimous vote of the Council.

Respectfully Submitted,

Rosemarie Paul, Assistant Secretary /Treasurer