

**Steelton Borough Council Agenda**  
June 3, 2019

**Call Meeting to Order:** President Proctor

**Pledge of Allegiance:** President Proctor

**Moment of Silence:**

**Approval of minutes from previous meeting:** May 20, 2019

**Public Comment on Agenda Items only:**

**Presentation:**

Ms. Barbara Barksdale

Request to Place Resolution from Senator Folmer to be archived at Steelton Borough.

Mr. Randy Watts, HRG, Inc.

Monthly Engineer's Report.

ACTION ITEM: Approval of Engagement with HRG, Inc. for Design Services Related to Steelton Skate Park Phase II Project

**Communication:**

**Unfinished Business:**

Mr. Wion

Approval of Ordinance 2019-

AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF STEELTON, PENNSYLVANIA, CHAPTER 92 "SOLID WASTE", § 92-5. "STORAGE ON RESIDENTIAL PROPERTY" A. "CONTAINERS" (1) BY REMOVING THE PROVISION LIMITING CONTAINERS TO 35-GALLON CAPACITY AND THE WEIGHT TO 50 POUNDS

Mr. Wion	Update on EIP Contract with Susquehanna Accounting and Consulting Solutions
Mr. Heefner	Update of Enterprise Quotes for Public Works Vehicles.
Mr. Heefner	Update on Wall at Swatara (Board Walk)
<b>New Business:</b>	
Mr. Wion	Resolution 2019 R-__ Eliminating Special Purpose Parking Permit at 331 Locust Street.
Mr. Wion	Resolution 2019-R-__ Eliminating Special Purpose Parking Permit at 232 Elm Street.
Ms. Woods	Approval for Graduation Party June 9, 2019 from noon to 6:00 p.m. at Municipal Park.
Ms. Woods	Approval for Graduation Party June 15, 2019 from noon to 6:00 p.m. at Municipal Block.
Ms. Woods	Approval for Lincoln Street Block Party, between Lebanon and Lancaster Streets, July 23, 2019 from 2:00 p.m. to 6:00 p.m.
Mr. Brown	Approval of Contract with Evolve Cleaning Services, LLC for Services Related to Cleaning Borough Hall for a Period of June 3 <sup>rd</sup> , 2019 through June 1 <sup>st</sup> , 2021.
Mr. Brown	Memorandum of Understanding between Steelton Borough and Steelton Youth Sports Associations

Outlining Terms for Use of the  
Midget Baseball Field (Reich Field)

**Public Comments:**

**Council Concerns:**

**Executive Session:** To Discuss Legal and Personnel Issues: PW and Codes

**Other Business:**

Mr. Brown

Ratification of Hiring of PW Laborer  
Employees

Mr. Brown

Appointment of Highway  
Department Lead/Foreman

**Adjournment:**

**Steelton Borough Council Meeting Minutes**  
June 3, 2019

Present:

Brian Proctor, President	Randy Watts, Engineer, HRG
Michael Segina, Vice President	David Wion, Solicitor
Keontay Hodge, President ProTem	Douglas Brown
Dennis Heefner	Aaron Curry, Codes Officer
William Krovic	Keith Miller, Public Works Department
Natashia Woods	Thommie Leggett-Robinson, Exec. Asst.
	Kathy McCool, Consultant

Absent with cause: Kelly Kratzer, Maria Marcinko, Olivia Palermo, Chief Minium, and Chief Vance.

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 Ms. Woods.

*After review, Mr. Segina moved and Ms. Woods seconded the motion that the minutes from the May 20, 2019 meeting be accepted as presented. The motion was passed by a unanimous vote of Council.*

There were no comments from the public on agenda items.

**Presentations:**

Ms. Barbara Barksdale of 503 South Second Street thanked the Borough for its support of the Friends of Midland. She stated that at the Memorial Service held at the cemetery, Senator Folmer announced that Pennsylvania was celebrating Andrew Askins Day. She requested that the resulting the Resolution, honoring Mess Attendant Third Class Andrew Askins, a Steelton resident, who was lost at sea June 14, 1919, with the disappearance of the US Cyclops, be added to the archives of the Borough of Steelton Pennsylvania. Mr. Doug Brown received the Resolution for placement in the archives. She further noted that a headstone for Mess Attendant Third Class Andrew Askins has been placed in the cemetery. *Mr. Segina moved and Mr. Heefner seconded the motion that the Resolution be placed in the Steelton Borough Archives. The motion passed by a unanimous vote of the Council.*

Mr. Randy Watts, HRG, Inc. Monthly Engineer's Report. Mr. Watts made an oral presentation to supplement the written report submitted to the Council. He highlighted the following points from his written report:

- The 2019 Roadway Improvement Project is scheduled to hold the Pre-Construction Conference with Shiloh Construction Company June 6, 2019. The proposed start date for construction to begin is June 24, 2019. The work on the streets identified for improvement (N. 4<sup>th</sup> Street from Mulberry Street to Walnut Street, Walnut Street from 2<sup>nd</sup> Street to 4<sup>th</sup> Street, Lincoln Street from N. 3<sup>rd</sup> Street/Trawitz Alley to Harrisburg Street,

Lincoln Street/Columbia Street intersection north 200 feet to the cemetery) will be completed one street at a time.

- The 2019 Sanitary Sewer Rehabilitation Project was advertised May 26, 2019, and contractor bids will be opened June 25, 2019.
- The company is ready to move on the Skate Park Phase II Project.

Mr. Watts presented a proposal for the completion of Skate Park Phase II. The Scope of Services for the plan includes a feasibility study, the design and bid phase period and the contract administrative phase of the project. The two major areas to be covered are expanded parking and stormwater management control. Armet Cement, the company involved with the original design and contractor for Phase I of the Skate Park will be involved in this section of the project. President Proctor announced that \$50,000.00 in grant monies will be used to fund the project. In response from a question from Mr. Heefner, Mr. Watts assured the Council that the Storm Water Committee would be consulted during the design phase of the project, which includes the development of a rain garden to help with environmental issues surrounding the new development. Mr. Heefner also asked if extra lighting was included in the design. He was told that additional lighting would not be included in the design and Mr. Watts's response was reiterated by President Proctor. *Mr. Segina moved and Ms. Woods seconded a motion to approve the Agreement for Professional Services with HRG for the design through construction of Skate Park Phase II for a sum of \$48,800.00. The motion passed by a unanimous vote of the Council.*

*Mr. Segina moved and Ms. Woods seconded a motion to accept the Engineering Report as presented. The motion passed by a unanimous vote of the Council.*

Harrisburg City Mayor Papenfuse, Council President Wanda Williams, City Council Public Works Chair, Mr. Majors, Public Works Director Aaron Johnson and the Deputy Director David West attended the meeting to discuss a proposed Intergovernmental Agreement which will allow the Harrisburg Department of Public Works to provide Trash and Recycling Services to the Borough of Steelton. The City presented a five-year proposal for trash and recycling services that will include quarterly billing, the provision of multi-sized trash receptacles, a recycling container, and a high level of service to the community. They are prepared to provide service beginning July 1, 2019. Highlights of the discussion include:

- When asked if Harrisburg is providing trash/recycling services to other municipalities, Mayor Papenfuse responded that Wednesday is the lightest day in the public workflow so they are sure that they can serve the Steelton community effectively. He stated that they are not looking to serve other municipalities, however, they do have an intergovernmental contract for trash and recycling services with the Commonwealth buildings located within the City of Harrisburg.
- He stated that billing would be quarterly and handled separately from billing to other entities. The bill could be paid by telephone, mail, and automatic billing. The City does not have the capacity to provide online bill pay at this point.
- The customer will have the ability to choose the size trash can they wish to use. The default size is 95 gallon, however, 65 and 35-gallon sizes will also be available. The recycling container is 32 gallon in size. Both containers have lids and wheels. When asked, Mayor Papenfuse stated that if the 45-gallon container is the size customers in Steelton desire, it is possible to provide that size as well. He stated that customers will

receive a pre-service bill in July, which will include a welcome letter and a form on which they can choose the container size of their choice. The container will be delivered to the residence by the end of the summer.

- According to the agreement, residents will be provided with one large or two small containers. An option for more containers to be provided will be an additional cost to the consumer.
- If the service date is affected by a holiday, services will be provided the next day.
- One bulk item per residence per week will be accepted without calling to schedule the pick-up.
- If an intergovernmental agreement with is reached, the process will be to 1.) initiate the service, 2.) audit it to see how it is working, and then 3.) make adjustments as necessary.

Mr. Wion stated that the Borough is adhering to the bidding requirements, noting that Republic Services of Pennsylvania, LLC dba Republic Services of York was the only company to bid on the contract. He recommended that the Council continue to consider Republic Services of York until the Special Meeting scheduled for June 6, 2019. *Mr. Segina moved and Mr. Krovic seconded the motion that Council table the decision on the Republic Waste bid until the Special Council Meeting scheduled for Thursday, June 6, 2019, at 6:30 p.m. The motion carried by a unanimous vote of the Council.*

The Council received no communications for review at this meeting.

#### **Unfinished Business:**

Mr. Wion requested that the Council approve the Ordinance regarding the size of trash containers that was presented at the May 20, 2019 meeting and advertised as approved by the Council. *Mr. Segina moved that Council approve **Ordinance 2019-05 Amending The Code Of The Borough Of Steelton, Pennsylvania, Chapter 92 "Solid Waste", § 92-5. "Storage on Residential Property" A. "Containers" (1) By Removing the Provision Limiting Containers to 35-Gallon Capacity and the Weight to 50 Pounds.** Ms. Woods seconded the motion which passed by a unanimous vote of the Council.*

Mr. Wion reminded the Council that a provision of the grant the Borough received from the DCED is the provision of assistance with the development and implementation of a multi-year financial management plan. He suggested that the Council approve the use of a consulting firm to fulfill those expectations. *Mr. Segina moved and Mr. Krovic seconded the motion that the Council engages Susquehanna Accounting and Consulting Solutions as a sub-contractor on this project for the amount of \$99,000.00 which was provided in the grant of \$90,000.00 plus the \$9,000.00 Borough match. The motion was passed by a unanimous vote of the Council.*

Mr. Heefner engaged the Council in a discussion regarding the poor condition of the Public Works vehicles. He recommends leasing vehicles for the Public Works Department from Enterprise Fleet Management. At the completion of the discussion a decision was made to table the issue until the next Council meeting.

Mr. Heefner presented a quote for consideration for the repair of the wall on Swatara Street, (Board Walk) with the recommendation that the wall is repaired one section at a time. There is a concern that the total bill for the repair of the three sections exceeds the amount that can be

accepted without obtaining other bids. The issued was tabled until additional information can be obtained.

Mr. Segina presented a report from the Relief Committee regarding the request for sewer relief from Prince of Peace Church. The boiler system of the church uses a lot of water in the winter to heat the area and little water during the warmer weather seasons. Because there is no policy set for establishing long-term sewage relief, none will be offered. However, the Committee asked the Council to consider defining the living space for the Parish Priest as a residential unit instead of including it in the commercial portion of the property as it is currently being billed. There is a separate meter for this section of the compound. Changing the definition of the property will reduce the bill and provide relief through another source. Mr. Wion is to review the matter.

### **New Business:**

Mr. Wion presented a Resolution to eliminate a Special Purpose Parking Permit. *Mr. Segina moved and Ms. Woods seconded the motion that the Council passes **Resolution 2019 R-16**, Eliminating Special Purpose Parking Permit at 331 Locust Street. The motion passed by a unanimous vote of the Council.*

Mr. Wion presented a second Resolution to eliminate a Special Purpose Parking Permit. *Mr. Segina moved and Mr. Krovic seconded the motion that the Council passes **Resolution 2019-R-17**, Eliminating Special Purpose Parking Permit at 232 Elm Street. The motion passed by a unanimous vote of the Council.*

Ms. Woods requested that Council consider approving use of the Municipal Park for a Graduation Party June 9, 2019, from noon to 6:00 p.m. *Mr. Segina moved and Mr. Krovic seconded the motion that the use of the Pavilion at Municipal Park for a Graduation Party be approved. The Council voted unanimously that the motion be accepted.*

Ms. Woods requested that the Council consider approving use of the Municipal Park for a Graduation Party June 15, 2019, from noon to 6:00 p.m. *Mr. Krovic moved and Mr. Segina seconded that the use of the Pavilion at Municipal Park be approved for use June 15, 2019, from noon to 6:00 p.m. The motion passed by a unanimous vote of the Council.*

Mr. Segina asked Ms. Woods to request specific information regarding which section(s) of Municipal Park is being requested for use. She agreed to do so.

Ms. Woods requested that the Council consider approving use of the Lincoln Street between Lebanon and Lancaster Streets for a Lincoln Street Block Party, July 23, 2019 from 2:00 p.m. to 6:00 p.m. Council has some concerns about blocking off that crucial area of Lincoln Street since that is the only egress into and out of the William Howard Day Cemetery. The request was tabled pending further discussion with the persons requesting use of the area.

Ms. Woods requested that the Council consider approving the use of 2<sup>nd</sup> Street between Washington and Juneberry Streets for use for a Graduation Cookout. The request is for 2:00 p.m. to 8:00 p.m. June 9, 2019. Council expressed concern about blocking off Second Street since it is

a one-way street and one of the busiest blocks in the Borough. Ms. Woods was authorized to work out a more appropriate plan for the affair.

Mr. Heefner reported that the residents on Fourth Alley asked that a No Delivery Trucks sign be posted. He requested that a study be conducted to determine if such a sign should be posted. The concern of the residents is that the street is too narrow to fully accommodate the truck sizes. The request was tabled until the June 17, 2019 meeting at which time Mr. Brown will present an estimate regarding the cost of the study from HRG.

Mr. Brown requested approval of a cleaning contract for the Frederick Douglas Municipal Building. *Mr. Heefner moved and Mr. Segina seconded the motion that the Council approve the contract between the Borough and Evolve Cleaning Services, LLC for Services Related to Cleaning Borough Hall for a Period of June 4<sup>rd</sup>, 2019 through June 1<sup>st</sup>, 2020. The motion passed by a unanimous vote of the Council.*

Mr. Brown presented a Memorandum of Understanding between Steelton Borough and Steelton Youth Sports Associations Outlining Terms for Use of the Midget Baseball Field (Reich Field) for consideration of the Council. However, there were some issues that needed further review, therefore the request was tabled until the next regular Council meeting.

Mr. Brown requested that the Council consider having 158 Daron Alley appraised to determine the feasibility of purchasing and demolition of the buildings on the property. *Mr. Segina moved and Mr. Heefner seconded the motion that RSR be engaged to appraise the 158 Daron Alley for a fee not to exceed \$1,000.00. The motion carried with a unanimous vote of the Council.*

#### **Public Comments:**

Frederick Hamilton regarding 407/405 Reading and Bessemer Streets. Mr. Hamilton reports that within the last two months 14 television sets have been disposed on his property, four sections of the fence destroyed and he has begun to find all kinds of trash being thrown on the property. He does not know who is abusing his property. Mr. Hamilton stated that both the Steelton Police and Codes Departments are aware of the problem. He wanted the Council to be aware of the problem that he is having on his property, in hopes that there is something the Council can do to help resolve it. His second concern was regarding a tractor-trailer truck that parks on Bessemer Street and prevents his ability to get to his property for other maintenance issues. The section where the tractor-trailer is parked removes available space for persons to park their cars for street cleaning. His concerns were noted by the Council and some discussion about possible remedies was held. Mr. Hamilton also suggested that a street light be placed on the corner of Reading and Bessemer. Mr. Brown stated that he would call PPL and request a light be placed there.

Veronica Supan, 2604 South Fourth Street asked when the Ordinance regarding the placement and removal of garbage cans will be changed. She was informed that trash cans are scheduled for placement and replacement 12 hours before and 12 hours after scheduled pick-up. She was also informed that there are no current plans to change that Ordinance at this time.

Emmuel Powell, 321 Lebanon Street requested that a Four-way Stop Sign be placed on the corners of Bessemer and Lebanon Streets. He stated that traffic in the area is heavy and persons exceed the posted speed limit. He is concerned about the safety of the children that live in the area. He suggests that posting the 4-way sign would help increase safety on that corner. He also expressed concern about the corner of 19<sup>th</sup> and Lincoln Streets. Ms. Hodge expressed her support for his concerns. Mr. Powell asked about the timing of the Special Council Meeting to discuss the Trash Contract. He wondered how persons would be informed about the meeting. Finally, he asked if there was anything in the contract about the cost of using a dumpster. He was informed that the pricing for dumpster use would be negotiated between the individual/company and the trash service provider.

Kelly Iskruic of 329 Locust requested that Council consider issuing an exception to the Special Purpose Parking Permit rules. She is the sole caregiver of her 85-year-old mother, who is handicapped and requires special assistance when she must be transported. She is unable to drive therefore does not have a driver's license neither does she own a vehicle. The current Ordinance requires that the person to whom the Special Purpose Parking Permit is issued has an automobile with a handicapped automobile plate, driver's license and a doctor's recommendation that the Permit be issued. Ms. Iskruic is unable to comply with the requirements of the Ordinance. It is difficult for her mother to traverse the distances between the house and where she has to park the automobile. Ms. Iskruic was instructed to complete the application and submit the application form for the special permit. Although the current legal requirements do not provide a way to assist in this matter, the issue was tabled for review.

### **Council Concerns:**

Mr. Heefner expressed concern about the extremely poor condition of the equipment in the Public Works Department.

Ms. Woods, Mr. Krovic, and Ms. Hodge thanked persons for attending the meeting.

Mr. Brown and Ms. Leggett-Robinson did not express any concerns.

Mr. Wion stated that legal issues would also be discussed in the Executive Session.

Mr. Segina emphasized the Special Meeting to discuss the Trash Contract on June 6, 2019. He also thanked persons for attending the meeting.

Mr. Proctor thanked persons for attending the meeting and for voting. He stated that the trash issue was a concern and as public officials, they have to make tough decisions.

*At 8:07 p.m., Mr. Segina moved and Mr. Krovic seconded the motion that the Council moves into Executive Session to discuss legal and personnel issues with the Public Works and Codes Departments. The motion was passed by a unanimous vote of the Council.*

*Mr. Heefner moved and Mr. Krovic seconded the motion that the Council returned to open session at 8:38 p.m.*

Ms. Kathy McCool made the following recommendation for the hiring of Public Works Labor employees: *Garrett Williamson as a Sewer Laborer at \$ 15.00 per hour, Steven Brubacher at \$14.50 per hour as a Highway Laborer, Christopher George at \$15.00 per hour as a Highway Laborer and Alex Furlan at \$14.50 per hour as a Highway Laborer. Mr. Krovic moved that the employees be hired as listed by Ms. McCool. The motion was seconded by Ms. Hodge and passed by a unanimous vote of the Council.*

*Ms. Hodge moved and Mr. Krovic seconded the motion that Keith Miller be hired as the Lead Foreman in the Public Works Department starting wage \$19.00 per hour moving up to \$20.00 after a 90 day probation period. The motion was passed 5 to 1 with the dissenting vote cast by Mr. Segina.*

*Ms. Hodge recommended that Ms. Elizabeth Bechtel be moved from part-time to full-time Administrative Assistant in the Codes Department with a 90-day probationary period. Mr. Heefner moved that the recommendation be accepted. Ms. Woods seconded the motion which passed by a 5 to 1 vote, with Mr. Segina making the dissenting vote.*

*Ms. Hodge recommended that Mr. Aaron Curry's salary be increased to \$55,000.00 per year retroactive to March 8, 2019. Mr. Heefner moved that the recommendation be accepted. Mr. Krovic seconded the motion which passed by a 5 to 1 vote, with Mr. Segina casting the dissenting vote.*

*At 8:45 p.m., Mr. Krovic moved that the Steelton Borough Council meeting be adjourned. The motion was seconded by Ms. Woods and the motion was passed by acclamation of the Council.*

Respectfully submitted,



Douglas Brown, Secretary