

Steelton Borough Council Agenda
September 3, 2019

Call Meeting to Order: President Proctor

Pledge of Allegiance: President Proctor

Moment of Silence:

Approval of minutes from previous meeting: August 19, 2019

Public Comment on Agenda Items only:

Presentation:

Randy Watts, Engineer HRG Monthly Engineering Report

Stormwater Utility Implementation Proposal

Presentation of Force Main Assessment Proposal

Communication:

Cohen Law Group

Status Report – CAPCOG-Verizon Cable Franchise Agreement Negotiations

UGI Energy Services

Point of Contact – Lancer Pipeline

Steelton Borough

Letter to Jose Sanguino RE Fire Damaged Property – 25 N. Front

Dauphin County Office of Tax Assessment

Notice of Change in Assessment – 200 Frank S. Brown Boulevard

Dauphin County Office of Tax Claim Bureau

Notice of Repository Property Sold – 200 Frank S. Brown BLVD

Dauphin County Office of Tax Assessment

Notice of Appeal Changes in Steelton

Dauphin County DCED

Notice of 2019-2020 CDBG Round

Unfinished Business:

Mr. Brown

Follow-Up on Backhoe Repair
Quotes

New Business:

Mr. Brown

Presentation of Invoice from
Garrison Enterprise, Inc. for Labor,
Material & Equipment to Install 2-
18” Line Stop Sleeves & Bypass.

Mr. Wion

Resolution 2019-R- Resolution for
Emergency Maintenance Repairs and
Replacement for Sanitary Sewer
Line In W. Franklin Street

Mr. Brown

Steelton Borough EMC Position –
Letter of Interest/Resume – Connor
Higgins

Mr. Heefner

Discussion on Ratio to Determine
Size of Special Purpose Parking
Space

Mr. Heefner

Blooming Glenn Proposal for Sewer
Maintenance Contract/Emergency
Services Contract

.

Mr. Heefner

Force Main Assessment Proposal
from PURE Technologies

Mr. Proctor

Rehabilitation of Bailey Street Park
Basketball Court by Chris Franklin

Mr. Segina

Collection of Sewer Delinquencies
After PAWC Transition

Mr. Brown

Actuarial Valuation of Police
Pension Plan

Mr. Watts

Notice to Proceed – PA Dept. of
Transportation Utility Relocations

Public Comments:

Council Concerns:

Executive Session: To Discuss Legal and Police/Public Works Personnel Issues:

Other Business:

Mr. Brown

Acceptance of Resignation of Officer
William Snyder

Adjournment:

**Steelton Borough Council Meeting
September 3, 2019**

Present:

Brian Proctor, President
Mike Segina, Vice President
Dennis Heefner
Kelly Kratzer

Maria Marcinko, Mayor
Dave Wion, Solicitor
Randy Watts, Engineer
Anthony Minium, Fire Chief
Keith Miller, Foreman
Thommie Leggett-Robinson, Exec. Asst.

Absent with Cause: Doug Brown, Keontay Hodge, Natasha Woods, William Krovic, Olivia Palermo, Aaron Curry

President Proctor opened the meeting at 6:30 p.m. by calling for the body to recite the Pledge of Allegiance. Mayor Marcinko led the group in a Moment of Silent Meditation.

After review, Mr. Segina moved, and Ms. Kratzer seconded the motion to approve the minutes as presented. The motion passed by a unanimous vote of the Council.

There were no comments on agenda items raised by the public.

Mr. Randy Watts presented an oral overview of the written Engineer's Report that was submitted for Council review and discussion. The following projects were reviewed:

- 2019 Roadway Improvements Project – At the August 5, 2019 meeting, the Council agreed to approve the delay of the completion of the project to October 11, 2019, with a final completion date of October 25, 2019. President Proctor again expressed his disappointment in the delay of this project and deemed it unacceptable. Of particular concern was the safety of children walking to and from school around the construction project. Heefner discussed the ADA curb requirements and his frustration with HRG regarding the delay in the design and execution of the project. During the discussion, Mr. Watts stated that Don Tack is the person assigned to provide on-site oversight of the project.
- Skate Park Phase II – the design phase from HRG is underway, and the Armet Cement is 75% complete. The plan is to begin the bidding process by the end of the year. The projected for the beginning of construction of the project is in Spring 2020.
- Hoffer Street Pump Station Improvements –remains on hold.
- 2019 Sanitary Sewer Rehabilitation Project – Pre-construction meetings should be scheduled soon. Mike Cichy is on the project. Mr. Heefner asked if he was referring to the project with the liners for 7th Street. Mr. Watts indicated that they are included.
- 101 Locust Street Retaining Wall Boundary Survey Project – the field survey was scheduled to begin August 29, 2019.

- HRG has been in discussions with Doug Brown regarding the Storm Sewer Relocation Project. A proposal is being developed, which will include conducting a survey and design services for the project.
- 200 Frank S. Brown Demolition – the demolition was completed, and HRG is preparing to submit a survey and design for that property.

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

Ms. Adrienne Vicari, from HRG, reviewed the written Proposal on Stormwater Utility Implementation submitted by HRG. The Proposal consists of two phases. Phase I will provide support to the Borough as it develops a Stormwater Authority, and assist in the establishment of a temporary fee to provide revenue for the program. Phase II will support the Stormwater Authority in the implementation of a full fee. Each phase includes an evaluation of services needed and a strong public education program. President Proctor asked what the total cost for the recommended services. Ms. Vicari responded that Phase A will cost \$ 25,100.00 and Phase B \$ 30,000.00 for a total cost of \$ 55,100.00. President Proctor asked if McNees-Wallace, counsel selected to work on this project, had reviewed the proposal. Mr. Wion stated that he had reminded Mr. Brown that McNees Wallace was the Special Counsel on this project. He also stated that if he were counsel for the project, he would have questions regarding the proposal as presented. Ms. Vicari agreed that the Special Counsel for the project should review the proposal. She stated that the proposal was developed from the proposals and experiences they had while working with other municipalities. She further stated that as Council considers setting the fee, it is important that consideration is given to developing the impervious area. HRG recommends using aerial photography combined with surveys of the area to digitize the area. Aerial photography can only be done at two points in the year. The first is in the fall of the year before snowfall and before the sun's angle gets too low (October-1st week in November). The second time is in spring after the snow is melted and before the leaves are on the trees. She recommended that because of the specific timing, that Council makes a decision no later than the October meeting. Further, HRG, with input from staff, talked with four companies and has a recommendation for a company to complete the work. The recommendation is to use P-3, which is a company from Lemoyne, PA gave a cost of \$ 125,000.00 do every property in the Borough. Another possibility for determining the impervious area at a lower cost is to survey a representative sample, instead of surveying every Borough property. Another issue that can be factored into the proposal is for the Authority to repay the Borough once it begins to collect fees. Other Boroughs HRG has implemented fees for have also done stormwater projects and funded it through PennVest. PennVest allowed them to wrap in all of the cost of implementation of the project and they've all gotten grant money back when they went through PennVest. Therefore, there are a variety of ways to cover the cost. Mr. Heefner stated that he thought the stormwater project would be started at the beginning of the year. He agreed with President Proctor that this was new information, but there was a discussion of a plan to change the sewer rate before adding the additional fee. Ms. Kratzer stated there was no legal precedent for the Stormwater. She stated that there will be a meeting on September 5, 2019, at 6:00 p.m., and although she is unable to attend, she hopes that there will be a discussion among the committee members. She stated that she would like to have review cost list. Ms. Kratzer stated that she knew that this is where the committee needs at this time. Mr. Heefner added that there had been a discussion about the fees, and there would be no significant savings if they went with a price lower than the \$ 125,000.00.

Ms. Kratzer added that implementing a flat rate in the fall would not indicate readiness to do anything about impervious services. Ms. Vicari stated that if Council moved forward to authorize the third-party company in October, it would be at least six months before any data was available. Under those circumstances, a fee based on the impervious data would not be implemented probably until next July. That is why the Council should move ahead and implement the program in October, so at least a temporary fee can be used. Mr. Heefner indicated that they wanted to get the Stormwater Authority in place and functioning first. After that is set up, they would borrow money from the sewer fund and replace it once fees were collected. Ms. Vicari stated that one of the benefits of having a temporary fee was to provide funds to meet the immediate needs to fund the projects. Ms. Vicari also reported that last week, the County Commissioners decided that they were going to move forward with a feasibility study to implement regional stormwater management. The County's study will take about six months to complete. At that time, the Commissioners will look at how they might support municipalities relative to stormwater management. As for the municipalities that choose to identify the impervious area development, they may get more immediate assistance from the County since the information is already available. The option of implementing a temporary fee that will hold things together until the County comes in and does a more detailed program could also be considered. Mr. Heefner asked Ms. Vicari to refresh his memory on how the flow from Swatara Township will be handled. Ms. Vicari responded that as a part of the MS-4 Project, in the next five years the Borough is responsible for reducing the amount of sediment, nitrogen, and phosphorus that flows into the Susquehanna River. The problem is that most municipalities do not have enough green space to put the BMPs; therefore, they are going through the outgoing pipe. The Borough does not have a lot of choices for cost-effective and good BMPs. By using a Regional approach through the County, DEP would allow a municipality to put their BMPs in another municipality and take credit for it.

Mr. Watts started to make a presentation on the Force Main Assessment Proposal, which included information from Pure. Mr. Heefner requested the discussion be tabled pending additional information. During the discussion, it was determined that Mr. Watts needs to participate in meetings held with McNees Wallace, which is handling the legal aspects of the project.

Mr. Watts explained that the notice from the PA Department of Transportation regarding Utility Relocations is about repaving of Route 330. The project that is scheduled to begin in the year 2020

The following communications were received by the Council:

The Cohen Law Group submitted a status report on the Capital Region COG-Verizon Cable Franchise Agreement Negotiations.

UGI Energy Services Point of Contact – Lancer Pipeline

Dauphin County Office of Tax Assessment sent a notice of change of assessment for 200 Frank S. Brown Boulevard.

Dauphin County Office of Tax Claim Bureau sent a notice of the Repository Sale of 200 Frank S. Brown Boulevard.

Dauphin County Office of Tax Assessment sent a Notice of Appeal Changes in Steelton.

Dauphin County Department of Community Economic Development sent notice of the upcoming 2019-2020 CDBG

Unfinished Business:

The only follow-up on the repair of the backhoe was Mr. Heefner's announcement that the backhoe was sent out for the repair of the throttle. He said the cost for the repair will be about \$800.00 Mr. Miller stated that it had not been sent for repair. He was instructed to send it out.

New Business:

Mr. Brown was not present to make the presentation of the Invoice for \$45,266.41 from Garrison Enterprise Inc. for labor, material, and equipment for the installation of two 18-inch Line Stop Sleeves and bypass. However, Mr. Wion presented a Resolution for the Emergency Maintenance Repairs and Replacement for Sanitary Sewer Line in West Franklin Street. This Resolution clarifies the purpose of the invoice and establishes that the repairs were made on an emergency basis; therefore, the requirement to solicit bids was not required. *Mr. Segina moved, and Ms. Kratzer seconded the motion that Resolution 2019-R-28 be approved by the Council. The motion passed by a unanimous vote of the Council.*

President Proctor presented a letter from Connor Higgins requesting he be considered to fill the vacant Emergency Management Coordinator position.

Mr. Heefner tabled the discussion of the ratio to determine the size of Special Purpose Parking space, pending a recommendation from the Police Commission.

Mr. Heefner tabled the discussion on the Blooming Glenn Emergency Services Sewer Maintenance Proposal. Mr. Wion stated that he has reviewed the proposal and sent a memo to Mr. Brown listing his concerns. He recommended the issue be tabled at this time.

The discussion on the Force Main Assessment Proposal from PURE Technologies was tabled.

President Proctor announced that Chris Franklin was interested in the rehabilitation of the Bailey Street Basketball Court. He thinks that Mr. Franklin will do a good job of upgrading that area. He also announced that HRG is donating new equipment for the Bailey Street Tot Lot. He further noted that these two projects plus the Hygienic Elementary School Memorial Project will culminate in a big celebration.

Mr. Segina informed the Council that he and Ms. Maxwell are investigating how sewer billing and delinquent sewer bills should be handled after the sale of the water system. They have met with persons from McNeese Wallace, Susquehanna Consultants, and Portnoff. The group is

considering having the shut-offs done by PA American and having a hybrid collection agency handle collections. They will continue to work on the matter. The recommendation will be presented to the NEDC Committee for review and have that Committee make a recommendation to the Council. Ms. Kratzer asked how much after the sale will this happen. Mr. Segina stated that there were a lot of options to be considered, such as flat yearly fee, quarterly, or monthly billing. One of the ideas is to have HRG conduct a study using the information that they already have, to determine an equitable yearly flat fee for various levels of usage.

In the absence of Mr. Brown, discussion on the Actuarial Valuation of the Police Pension Plan was tabled. Mr. Wion stated that he has questions about the information that was presented. He recommended the discussion be tabled until Mr. Brown is present.

Public Concerns:

Todd Meledin, 301 South Fourth Street - Mr. Meledin is employed by the Borough and rides his bicycle as transportation to his job at the Water Plant. He expressed concern about his safety, as a person who rides a bicycle and pedestrians that travel from Front Street up to the Boardwalk. Cars speed along that road and present a safety hazard to persons on the streets. He stated that on one occasion, he was almost hit by an automobile. He requested that a stop sign be located on the corner of Fourth and Spruce Streets and/or making the street one-way for traffic goes up or down the hill. Ms. Kratzer added her concern about the same area. Mr. Segina asked the Mayor if she could have Chief Minium review the streets and make a recommendation regarding how the neighborhood could be made safer for pedestrians and bicyclist.

Barbara Barksdale, 503 South Second Street - requested that Mr. Heefner look at a tree on the 500 block of Second Street. There is a tree that blocks the "watch for children" sign located in that area. She stated that that is a dangerous intersection for children. She also asked about persons getting ticketed for parking on the side of the street that should be free for the sweeper to clean the street. The concern is an automobile parked on Highland and South Second Street. The owners moved and left the vehicle, so it needs to be removed. Ms. Barksdale thanked the Council for allowing her to use Council Chambers for filming. The film will be completed and show at a Movie Fest in Los Angeles, CA sometime in the future. Finally, she stated that because of the filming, she noted that there is a need for an electric plug update in Council Chambers, and the first-floor restroom needs to be cleaned.

Ms. Cheryl Powell, 321 Lebanon Street – Ms. Powell stated concern that 322-324 Ridge Streets was rumored to become a being used for men coming out of prison. She noted that the house on the corner of Lebanon and Lincoln is also rumored to be a boarding house. It was stated that the Borough was aware of the information, and the matter is being investigated. Ms. Powell asked about the written reports that used to be presented at the Council meeting. Mr. Segina informed her that the reports are made at the second monthly meeting of the Council. Finally, Ms. Powell asked if it was a conflict of interest for the Borough to receive the donation of Tot Lot equipment from HRG, which holds a contract with the Borough. She was told that is was a contribution from the company, and there was no conflict.

Roberta Cooper, 424 Ridge Street- stated that employees of the State of Pennsylvania have to report gifts received from the public, and it could be a conflict of interest. She asked if there was a fee for getting the Recycling Waste Receptacle. Mr. Proctor informed her that it will be provided at no cost to her and that she could request the trash can size of her choice. She asked the amount of debt that Steelton is paying for that was added to her taxes in 2015. Mayor Marcinko explained that the debt was incurred for the work done on Pine Street and at the Fire House. She also stated the obligation should be coming off this next year. Ms. Cooper asked what hours she could call Council members. Mr. Segina stated that he works different hours so she should call and leave a message, and he will call her back. Ms. Kratzer indicated that she is available 24/7.

Gale Sherrid, 354 Locust – asked the estimated time of arrival of the delivery of the trash cans. Mr. Heefner stated that the cans should be delivered near the end of the year. Harrisburg has been called several times to get information, but she has not been able to get anything of substance. Upon questioning, Mr. Heefner stated that nothing definitive has been decided about the number of small cans a person can have. To get up-to-date information, Mr. Heefner said that it is best to call him. He meets with Harrisburg every Tuesday trying to reach agreement on trash service that will be satisfactory to both entities. However, there is agreement that elderly citizens can have two 35-gallon cans. Ms. Sherrid reports that at Harrisburg and Locust Streets, cars are parking in the yellow zone. She stated that persons regularly park at that location because they have not been ticketed. Chief Minium said that the Department is aware that there are some problem areas and they will be addressed as soon as possible. Ms. Sherrid stated that there is a vehicle parked across from her house that needs to be removed. It has had stickers and tickets, all of which have been removed. Chief Minium asked her to visit his office on September 4, 2019, to review the matter and determine how it can be handled. Finally, she asked when the trash bills will be received. Mr. Heefner stated that he was told that they will be out by the end of August 2019. She said thank you for getting the couch off the street.

Council Concerns:

Ms. Kratzer thanked persons for coming out to the meeting. She stated that she wished more people came out and were active in the discussions.

Neither Mr. Heefner nor Ms. Leggett-Robinson had concerns.

Mr. Wion stated that there would be an Executive Session.

Mayor Marcinko shared two pieces of information. First, the Police Department started using their body cameras Friday. There were some kinks; however, they will be ironed out as they continue to use them. Secondly, she was informed by Mr. Lawson that the Blue Front Lounge is closed for business.

Mr. Segina stated that the meeting scheduled for August 29, 2019, was canceled, however, it will meet at the next scheduled date.

Mr. Proctor reported that he heard that Council is considering replacing Fire Chief Eugene Vance. He emphatically stated that there is no truth to the rumor and the Council is pleased with the work that Chief Vance is doing. President Proctor thanked people for coming out to the meeting and stated that there was a good discussion about the issues. He asked that people pray for persons affected by the hurricane. He also said that we are fortunate to live in the United States of America.

At 7:45 p. m., Mr. Segina moved that Council recess into Executive Session to discuss a personnel matter involving a disciplinary investigation of Officer Elhajj.

At 9:00p.m., Mr. Segina moved that Council resume the regular session. Ms. Kratzer seconded the motion which passed by a unanimous vote of the Council.

Ms. Kratzer moved, and Mr. Segina seconded that the Council accepts the resignation of Officer William Snyder. The motion passed by a unanimous vote of the Council.

At 9:01 p.m. Mr. Segina moved that the Council Meeting be adjourned. Mr. Heefner seconded the motion which passed by a unanimous vote of the Council.

Respectfully submitted,



Douglas Brown, Secretary