

STEELTON BOROUGH COUNCIL AGENDA

August 17, 2020

Call Meeting to Order: President Proctor

Pledge of Allegiance: President Proctor

Moment of Silence: Mayor Marcinko

Council Meeting Roll Call: President Proctor

Approval of minutes from previous meeting: July 20, 2020

Public Comments for Agenda Items Only:

Approval of schedule of billing, requisitions, and change orders as presented for:
July, 2020

Approval of Department & Committee 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)

Presentation:

Mr. Randy Watts, HRG

July Engineering Report.

ACTION ITEMS:

Approval to Pay Arment Construction
Payment Application #3 for \$ 224,519.14.

Approval of EK Services Payment
Application #1 for \$ 288,161.82.

Approval of Acquisition of Fitness
Equipment for \$3,197.96.

Unfinished Business:

New Business:

Mr. Wion

Approval of Resolution 2020-R-22
Authorizing the Submission of an
Application for a 2020 Dauphin County
Cares Act Grant.

Ms. Shambaugh

Discussion of “God’s Work. Our Hands Day” request from Trinity Lutheran Church of Steelton and St. Peter’s Lutheran Church of Highspire.

Correspondence:

Enterprise Fleet Management

Anniversary Card

Public Comments:

Council Concerns:

Executive Session:

Other Business:

Ms. Hodge

Recommendation to accept 2020 Police Officer Civil Service Eligibility List.

Ms. Hodge

Recommendation to hire Angel Diaz, contingent on successful completion of Psychological Examination.

Adjournment:

STEELTON BOROUGH COUNCIL MEETING MINUTES

August 17, 2020

Present per Roll Call President:

Brian Proctor, President
Mike Segina, Vice President
Keontay Hodge, President Pro Tem
Denae House
William Jones
William Krovic
Natashia Woods

Maria Marcinko, Mayor
Dave Wion, Solicitor
Anne Shambaugh, Borough Manager
Randy Watts, Engineer - HRG
Gene Vance, Fire Chief
Aaron Curry, Codes Director
William Shaub, Detective Sergeant
Renee Drayton Bowers, Exec. Asst.
Thomastine Leggett-Robinson, Exec. Asst.

Absent with Cause: Anthony Minium

In compliance with Governor Wolf's orders regarding Covid-19, the Steelton Borough Council meeting was conducted by video/telephone conference. President Proctor opened the meeting at 6:30 p.m. with a call for Mayor Marcinko to lead the group in a Moment of Silent Reflection.

Please Note: No residents were in attendance.

Public Comments for Agenda Items Only: There were no comments because no member of the public was present, nor had any member of the public called in by phone.

After review, ***Mr. Krovic moved, and Mr. Segina seconded the motion to approve the minutes of the July 20, 2020 meeting as presented. The motion passed unanimously.***

After review, ***Mr. Jones moved and, Ms. Woods seconded the motion to approve the schedule of billing, requisitions, and change orders as presented for July 2020. The motion passed unanimously.***

The following Departmental and Committee reports were presented:

Fire Department and Ambulance submitted a written report, and there were no additional comments.

Police Department submitted a written report. There were no additional comments.

Codes Department submitted a written report. Following the information, Mr. Jones remarked that the Codes Department has done an excellent job. He cited the trash cleanup at the rear of 500 North Front Street. Mr. Proctor said that the trash had been a problem for some time; however, its status as private property prevented an earlier resolution.

Public Works submitted written statistical reports. There were no additional comments.

Parks and Recreation Committee - Ms. House requested the time of the Ribbon-Cutting Ceremony at the Skate Park. She was informed the event is scheduled for August 21, 2020. At 9:30 a.m. Ms. House reported that work on Bailey Street Park has begun.

NEDC Committee provided no report.

Stormwater Committee had no report.

Mayor's Report

Borough Manager's Report – Ms. Shambaugh decided not to present a report at this time.

Mr. Jones moved, and Mr. Krovic seconded the motion that the Departmental and Committee reports be approved. The motion passed unanimously.

Presentation:

Mr. Randy Watts, HRG, presented the July Engineering Report. He reported on the projects that are in action at this time.

Mr. Watts reported that the Skate Park Phase II construction is about 50% complete, which includes the completion of work on the concrete washout area. Arment Construction Company submitted Pay Application #3 for consideration. Also, Mr. Watts corrected the payment request inaccurately listed on the Agenda as \$ 224, 519.14. ***Mr. Segina moved, and Ms. House seconded the motion to pay Arment Construction Company for \$ 56,606.40 for work completed. The motion passed unanimously.***

Mr. Watts reported EK Services began work on the Front Street Stormwater Sewer Realignment Project, July 30, 2020. The job done includes purchased and stored materials, insulation of one inlet box, installation of some pipe, and chain-linked fence removal. He asked the Council to approve their first Application for Payment and corrected the inaccurate cost he initially presented. ***Mr. Jones moved, and Mr. Segina seconded the motion to pay EK Services Payment Application #1 for \$ 273,840.35. The motion passed unanimously.***

Information about progress made on Bailey Street Park was presented. ER Stoner has completed tree removal and basketball goals replacement on August 10, 2020. On August 11, 2020, the removal and installation of playground equipment began. The Hygienic Board work, to done by D&H Landscaping, will begin August 24, 2020. Paving of the area will start at a later date.

Mr. Watts presented information from GameTime about fitness equipment for the Skate Park. The kit included: a Usage Sign, a Joint Use Chin-Up Bar Station, a Sit-Up Station, a Push-up Station. He corrected the cost of equipment inaccurately reported on the Agenda as \$3,197.96. Council decided to take action of the information provided. ***Mr. Segina moved, and Ms. Hodge***

seconded the motion to approve MRC GameTime to provide Fitness Equipment for \$4,197.96. The motion passed unanimously.

Unfinished Business:

Mr. Wion shared newly received final confirmation from the Steel Works attorneys. The request is to vacate Adams Alley and a part of Pine Alley off Front Street west of the project. If there is no objection from the Council, he will begin and process required to reflect the changes. No objections were raised.

New Business:

Mr. Wion presented requested Council approve a Resolution concerning a grant application. The grant is a part of the Community Relief Block Grant secured by the County to assist with meeting the funds required to offset the cost of COVID-19. Ms. Shambaugh stated that the grant application was submitted on August 14, 2020, which was the application deadline. She reported the request from the Borough was \$ 1,027,675.70. Mr. Douglas Brown will meet with the Commissioners, August 19, 2020. He will inform the municipalities about the outcome of their applications following that meeting. ***Mr. Segina moved, and Mr. Krovic seconded the motion approving Resolution 2020-R-22 Authorizing the Submission of an Application for a 2020 Dauphin County Cares Act Grant. The motion passed unanimously.***

Ms. Shambaugh led a discussion on the request from Trinity Lutheran Church of Steelton and St. Peter's Lutheran Church of Highspire for the Borough's participation in "God's Work. Our Hands Day". Saturday, September 13, 2020, is the designated date for the project. Ms. Shambaugh reported that the project involves about 10-20 persons volunteering to spend 3-4 hours completing an assignment commissioned by the Borough. She considered the development of a Trash Taskforce. Ms. Hodge said, given the condition of trash in the community, it would be a good project. Ms. Shambaugh asked for other suggestions. Ms. Woods said she thinks the Greater Harrisburg Clean-Up is on that day. She will share information about Clean-up Day with Ms. Shambaugh.

Correspondence:

Mr. Proctor reported he received a Letter of Thanks from the Pettigrew family. They expressed appreciation for the Borough's support at the loss of Mr. William "Lefty" Pettigrew.

Anthony Lien and Angie Dubien from Enterprise Fleet Management sent an Anniversary/Thank You Card for using their services.

The President called for Other Business at this time.

Ms. Hodge brought four items to the Council from the Personnel Committee. One of which was the hiring of a Police Officer.

Mr. Wion explained that the Borough Civil Service Commission developed a Police Officer Eligibility List. Production of the list included the conducting of the tests and all other necessary requirements. The Commission then established a Civil Service slate of the top three candidates. Each candidate receives a score and is eligible for hire; although, those with veteran status have top priority. Angel Dias was the leading candidate, followed by Keifter Bathgate, and Adrienne Salazar. Both Mr. Dias and Mr. Bathgate are veterans.

Mr. Segina moved, and Mr. Krovic seconded the motion that Council accepts the 2020 Police Officer Eligibility List submitted by the Steelton Borough Civil Service Commission. The motion passed unanimously.

Ms. Hodge reported that all three candidates were considered for the vacant position. She explained that Mr. Diaz exhibits a lot of the characteristics preferred by the Committee. Also, he is bi-lingual, will provide more diversity, approached the Borough about a possible job opening, and is excited about working in the Borough. ***Mr. Krovic moved that the Council Borough hire Angel Diaz as a Patrolman in the Police Department, contingent upon the successful completion of a psychological examination. The motion was seconded by Ms. House and passed unanimously by Council.***

Ms. Hodge stated that out of five interviewees, she is presenting three candidates for Laborer positions. She listed two persons for consideration as Highway Laborers, and one person for the vacant the Sewer Laborer position.

Mr. Jones moved that Samuel Deaner be hired as a Highway Laborer in the Public Works Department. The motion was seconded by Mr. Krovic and passed unanimously.

Ms. Woods recommended that Michelle Cruz be hired as a Highway Laborer in the Public Works Department. The motion was seconded by Mr. Segina and passed unanimously.

Mr. Segina moved that Mike Comer be hired as a Laborer in the Sewer Department. Ms. Woods seconded the motion, which passed unanimously.

Ms. Hodge asked when the CEO workers should return to a five day per week work schedule. Ms. Shambaugh indicated that she will schedule their return the week of August 23, 2020. She further stated that the new Borough employees must report to duty and complete training for their positions. The Codes Department is scheduled for training, September 14, 2020. Ms. Shambaugh stated it would be good to have CEO available five-days per week for the next six weeks when the new hires will be fully ready to assume their positions.

No members of the public participated in the meeting; therefore, there were no public comments.

Council Members and staff expressed the following concerns:

Ms. Woods, Ms. House, Mr. Jones, Mr. Krovic, Ms. Leggett-Robinson, Ms. Bowers, and Mr. Wion presented no concerns.

Mayor Marcinko began by inquiring about Mr. Emmuel Powell. Ms. Bowers told her that he was doing well. Then she expressed these concerns:

- Correspondence has been shared regarding a resident (Gretchen) concerned about the continued parking problem at the Skate Park. The Mayor informed Gretchen that an additional 12 parking spaces are being added. The Mayor also stated that the parking concern will be discussed at the Police Commission meeting.
- She asked if the parking ordinance can be changed to allow parking in the No Parking zone at 357 South 2nd Street. The restriction was made to accommodate the Wiederman Funeral Home. Since the Funeral Home was vacated, persons have parked in that area and been ticketed.
- The Mayor said the Codes Office is doing a good job. She also raised the possibility of the Borough joining the Dauphin County Litter Free Zone project.

Ms. House requested to be informed regarding the resolution to the Skate Park parking problem.

Ms. Bowers reported Wednesday and Thursday morning parking problems on the Lincoln Street hill. She said residents have complained that some people are not moving their cars for street sweeping as required by the ordinance. Those who do not remove their vehicles are not being ticketed. The residents ask why those who are in violation are not tagged. Mayor Marcinko reported that ticketing began, August 10, 2020, and a lot of tickets were issued. Ms. Bowers stated there was a potential for 30 cars to be ticketed, but no tickets were issued. Mayor Marcinko agreed the vehicles should be tagged.

Ms. Hodge stated that she appreciated the hard work that others are doing, despite the challenging environment. She also said she hoped that people can continue to work in harmony once the new normal is established. Ms. Hodge recognized the new Council members for adapting well to the situation and issues in the Borough. Ms. Hodge said that things slated to improve the Borough are getting completed, and some are near completion. She also said that the Council should be proud of all the new things happening in the Borough.

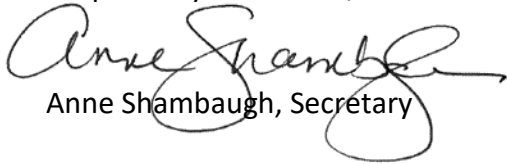
Mr. Segina had no comments.

Mr. Proctor acknowledged the parking problems in the Borough, and the police are not writing tickets. He noted that people are parking in the yellow zones and causing traffic problems. Chief Vance verified that parking is a problem for the Fire Department. Because residents do not respect the parking ordinances, the Fire Truck has difficulty traversing the streets. Ms. Hodge expressed concern about the Police Department and the lack of ticketing illegally parked cars. Mayor Marcinko stated that the week of August 9, 2020, 54 tickets were issued within three hours. Mr. Proctor expressed frustration at the physical condition of the Borough. Of particular concern is littering, the placement of trash cans, and the overflow of those cans. He stated that

people should accept responsibility for keeping the Borough clean. He also expressed frustration with citizens parking in the yellow zones, by fire hydrants, and violating other parking ordinances. President Proctor stated that he requested more ticketing be done in the Borough.

Mr. Segina moved, and Ms. Woods seconded a motion to adjourn the meeting at 7: 17 p.m. The motion was unanimously passed.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Anne Shambaugh". The signature is fluid and cursive, with a large loop at the end of the last name.

Anne Shambaugh, Secretary