

STEELTON BOROUGH COUNCIL AGENDA

October 19, 2020

Call Meeting to Order: President Proctor

Pledge of Allegiance: President Proctor

Moment of Silence:

Council Meeting Roll Call: President Proctor

Approval of minutes from the last meeting: October 5, 2020

Public Comments for Agenda Items Only:

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

Approval of Department & Committee Reports:

Fire Department & Ambulance (Written Report)

Police Department (Written Report)

Codes Department (Written Report)

Public Works (Written Statistical Report)

Parks and Recreation Committee (Oral Report)

NEDC Committee (Oral Report)

Stormwater Committee (Oral Report)

Mayor's Report (Oral Report)

Borough Manager's Report (Oral Report)

Presentation:

Mr. Randy Watts, Engineer, HRG

Action Items:

Approval of Arment Cement

Payment Application #5 for \$ 26,526.60.

Approval of E.K. Services Payment Request

3 for 164,048.41.

Unfinished Business:

New Business:

Mr. Wion

Approval of Ordinance 2020 - __ Vacating
Adams Street In The Borough Of Steelton
Located Between The Southern Right-Of-
Way Line Of North Front Street (SR 0230)
And Land Now Or Formerly Of The Borough
Of Steelton (Tax Parcel 59-019-013).

Ms. Shambaugh

Felton Street Pumping Station Emergency
Service Needed.

Ms. Shambaugh

Review and Discuss Changes Needed to the
Borough's Recycling Ordinance.

Ms. Shambaugh

Review and Approval for the 2021 Minimum
Municipal Obligation Worksheets.

Correspondence:

Dauphin County Board of Assessment Appeals

Change in Tax Assessment – 15 N. 3rd Street
– lowering Assessment effective
01/02/2021.

Dauphin County Office of Tax Assessment

Notice of Change in Assessment – 2130 S.
2nd Street – Increase Due to Land
Consolidation.

Dauphin County Industrial Dev. Authority

Notice of Local Share Municipal Grant
Application Hearing – November 5, 2020 at 5:30
p.m.

Public Comments:

Council & Staff Concerns:

Executive Session:

Other Business:

Adjournment:

STEELTON BOROUGH COUNCIL MEETING MINUTES

October 19, 2020

Present per Roll Call:

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

David Wion, Solicitor
Anne Shambaugh, Borough Manager
Randy Watts, Engineer - HRG
Anthony Minium, Police Chief
Gene Vance, Fire Chief
Aaron Curry, Codes Director
Keith Miller, Public Works
Renee Drayton Bowers, Exec. Asst.
Thomastine Leggett-Robinson, Exec. Asst.

Absent with Cause: Maria Marcinko.

In compliance with CDC Guidelines regarding Covid-19, the Steelton Borough Council Meeting was conducted by video/telephone conference. President Proctor requested Vice President Segina conduct the meeting because he did not have an agenda. Mr. Segina opened the meeting at 6:30 p.m. Mr. Proctor led the assembly in a Moment of Silence.

After review, ***Mr. Jones moved, and Ms. Hodge seconded the motion to approve the minutes of the October 5, 2020 meeting as presented. The motion passed unanimously.***

Public Comments for Agenda Items Only: Ms. Ryan Maxwell was present at the meeting but had no comments on agenda items.

After review, ***Ms. Hodge moved that the schedule of billing, requisitions, and change orders for September 2020 be accepted as presented. Ms. Woods seconded the motion, which passed unanimously.***

Approval of Department & Committee Reports:

Fire Department & Ambulance – submitted a written report with no additional comments.

Police Department submitted a written report with additional comments -

Chief Minium announced that the Voice for the Voiceless would like to re-schedule their Candlelight Vigil. ***Mr. Jones moved, and Ms. House seconded the motion to change the Voice for the Voiceless Candlelight Vigil to Sunday, November 1, 2020, on the Locust Street Steps from 6:00 – 8:00 p.m. The motion passed unanimously.***

Codes Department – submitted a written report with no additional comments.

Public Works - submitted a written statistical report, with no additional comments

Parks and Recreation Committee – Ms. House made an oral report:

- Ms. Shambaugh is working with HRG, and E & K Paving Company are working together to find a solution to the unacceptable paving work done at the Eastside Park,
- The exercise equipment approved for placement in Memorial Park is on backorder, and
- Change Order #2 at the Skate Park has been completed.
- Ms. Shambaugh said the original time approved for the Trick or Treat Parade was in conflict with the Prince of Peace Parish’s schedule. She asked that the parade be re-scheduled. **Mr. Krovic moved that the Trick or Treat Parade, scheduled for Saturday, October 31, 2020, from the Locust Street Steps to the Prince of Peace Parish be held between noon and 2:00 p.m. Mr. Proctor seconded the motion.** An objection was made by Ms. Hodge, who stated that because of Covid-19, her child would not participate. **The Vice President called for a roll call vote.**
Mr. Proctor – aye Ms. Hodge – nay Mr. Segina - aye
Mr. Jones – aye Ms. House - nay
Ms. Woods – aye Mr. Krovic - aye
The motion passed by a majority vote.

NEDC Committee – Ms. Hodge made an oral report –

- ✓ The October 7, 2020, Groundbreaking Ceremony at Steel Works was a success.
- ✓ The Ribbon Cutting Ceremony at Franklin Brown Townhomes will be scheduled soon. Phase I of the development is almost complete.
- ✓ The Borough’s Gaming Grant presentation is scheduled for November 5, 2020, at 5:30 p.m. Ms. Shambaugh will present the Borough’s request.
- ✓ Ms. Bowers is coordinating a Food and Clothing Drive to be held at the Fire House on November 7, 2020.
- ✓ “Thank you” was extended to Ms. Shambaugh and Ms. Bowers for their work on the projects.

Stormwater Committee - Ms. Woods made the following oral report:

- Ms. Shambaugh is working with Attorney Bakare to develop a Storm Water Authority in the Borough.
- A County-wide Stormwater is still in the development stages.
- Borough sewer rates were reviewed to determine if they are in line with other municipalities in the area. A decision regarding the rates is in process.

Mayor’s Report – In the absence of the Mayor, no report was tendered.

Borough Manager’s Report – Ms. Shambaugh made an oral report:

- ✓ Thanks to Chief Minium for his assistance in keeping the Borough Building and employees safe, ensuring that the building was clean during the past few weeks.
- ✓ She thanked the Council for sharing information with her regarding the budget.
- ✓ The budget process is moving along well and should be completed soon.

Following the Department and Committee Reports presentation, Ms. Hodge moved that the reports be accepted as presented. Ms. House seconded the motion, which passed unanimously.

Presentation:

Mr. Randy Watts, Engineer from HRG, requested the Council to act on two items concerning project work in the Borough. He reported that significant progress has been made, and projects are moving toward completion. After his presentation, the following actions were taken:

Mr. Jones moved that Council approve Payment Application #5 from Arment Cement for the Skate Park Phase II for \$ 26,526.60. Ms. Woods seconded the motion, which unanimously.

Mr. Jones moved, and Mr. Krovic seconded the motion that Payment Request #3 from E.K. Services for 164,048.41 be approved. The motion passed unanimously.

There was no Unfinished Business to be addressed by the Council.

The following New Business was discussed:

Mr. Wion presented information regarding the need for the Borough to vacate a portion of Adams Street. ***Ms. Hodge moved that Council approve Ordinance 2020 – 1 Vacating Adams Street In The Borough Of Steelton Located Between The Southern Right-Of-Way Line Of North Front Street (SR 0230) And Land Now Or Formerly Of The Borough Of Steelton (Tax Parcel 59-019-013). Mr. Jones seconded the motion, which passed unanimously.*** Following the vote, Mr. Wion explained that a second Ordinance was written and advertised. The Ordinance would have vacated property along Pine Alley, on the western side of Front Street, by Turkey Hill. However, the action was deemed unnecessary.

Ms. Shambaugh presented information regarding the need for emergency action at the Felton Street Pumping Station. Sewer Pump #1 has deteriorated to the point that it is inoperable. This means Pump #2 is the only working pump. It cannot handle the volume of waste that goes through the station. Bloomington Glen Contractors, Inc. was consulted, and they recommended both pumps be replaced so the work could be evenly distributed. The company has priced pumps available through the P.A. CoStars, so there is no need to solicit bids for the purchase. Ms. Shambaugh reported that the money to fund the project will be taken from the GOB 2015 Bond proceeds. President Proctor asked why money from the Sewer Fund was not used. Mr. Segina responded by recommending the Bond funds be used and reimbursed from the Sewer Fund. President Proctor agreed to that action. ***Ms. Hodge moved that the Council authorizes Ms. Shambaugh to work with Blooming Glen Construction Company, Inc. to purchase, install and train staff on two new pumps and controllers at the cost of \$ 145,000.00. Ms. House seconded the motion, which passed unanimously.***

Ms. Shambaugh presented information about the changes needed to the Borough's Recycling Ordinance. In consultation with DEP and Harrisburg Recycling, it was determined that minor wording changes are required. The changes will bring the Borough into compliance with a request made by the administrators of the 904 Grant received by the Borough. The \$100,000.00 Recycling Grant was requested to help the Borough repay Harrisburg for the trash cans and other Borough needs. Mr. Wion noted that there is no legal problem with making the requested changes. Council authorized Ms. Shambaugh to work with Mr. Wion to execute the necessary changes.

Further, Mr. Wion said that two Ordinances must be revised. The first is Chapter 86, which contains the recycling Ordinances. The second is Chapter 92, which includes the Solid Waste Ordinances. Mr. Wion told Council that he will have the revised Ordinances prepared and advertised for presentation and approval at the November 18, 2020 meeting.

Ms. Shambaugh reviewed the 2021 Minimum Municipal Obligations Worksheets with Council for approval. The 2021 Municipal Budget for non-uniformed employees is \$201,609.00. The budgeted cost for uniformed employees is \$197,689.97. Mr. Wion explained that Council needs to accept, not approve the Worksheet. **Mr. Jones moved, and Ms. Hodge seconded the motion to accept the 2021 Minimum Municipal Obligation as presented. The motion passed unanimously.** Mr. Segina asked Ms. Shambaugh to compare the 2020 and 2021 costs. She stated that she would email the information to Council members.

Correspondence:

Dauphin County Board of Assessment Appeals informed the Borough of a Change in Tax Assessment for 15 North Third Street. The assessment occurred is lowered, effective January 2, 2021.

Dauphin County Office of Tax Assessment Notice of Change in Assessment informed the Borough of an increase in tax assessment for 2130 South Second Street. The increase is due to the consolidation of land.

Dauphin County Industrial Development Authority announced that the Borough's Local Share Municipal Grant Application Hearing will occur November 5, 2020, at 5:30 p.m.

Public Comments:

Ms. Ryan C. Maxwell, 422 Cameron Street was present by telephone. She thanked the Council for allowing her to participate as Chair of the Hygienic School Memorial Project. She enjoyed the work, although she found working on the committee challenging. At this time, she has no plans to continue participating on the project. It was noted that at the beginning of the project, Ms. Hodge was the Chair and Ms. Kratzer was the Co-Chair. Ms. Maxwell stated that she had seen the approved plans for the memorial, however, what she saw the Memorial Celebration did not look like the approved plan.

Ms. Cheryl Powell, 321 Lebanon Street, attended the meeting via telephone. Ms. Powell raised issues regarding the necessity of Council Members names included on the Memorial. She also asserted that Ms. Maxwell did not attend all the committee meetings, thereby missed some discussions regarding the final version of the monument.

Council & Staff Concerns:

Mr. Curry, Mr. Miller, Mr. Vance, Ms. Leggett-Robinson, Ms. Woods. Mr. Krovic, Ms. Shambaugh, Mr. Wion, and Mr. Proctor expressed no concerns.

Ms. Jones thanked persons for attending the meeting and asked that everyone stay safe.

Ms. House stated that committee did a good job with the planning and implementation of the Hygienic School Monument Ceremony. She declared it a success. Ms. House reminded persons to stay safe.

Mr. Segina announced an Executive Session to discuss personnel issues.

Ms. Bowers informed Council that Steelton Borough mask are being sold to raise funds for the upcoming Food and Clothing Drive. The mask will cost \$10.00 each, and will be available for sale October 21, 2020.

Ms. Hodge informed Council that she missed the last two meetings because she was ill. She also asked persons to stay safe. She further stated that she is pleased that despite the differences, the Council can come together and accomplish things. As adults, Ms. Hodge further noted that persons need to stand by who they are and help the Borough move forward. She said that she will not deal with personal issues since she was elected by the public to get the work done. Finally, she reproved those persons not working toward the Borough's success "get on board" and support forward movement.

Mr. Segina thanked the residents and staff for their participation in the meeting. In response to Ms. Maxwell's question about how to know when the Council meets, he announced that the time and information for attending Council Meetings are posted on the website one week before the meeting.

At 7:21 p.m., Ms. Hodge moved, and Ms. House seconded the motion to adjourn into Executive Session. The motion passed unanimously.

Other Business:

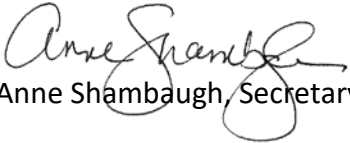
Council returned to regular session following the Executive Session.

Ms. Hodge moved, and Mr. Krovic seconded the motion that Michelle Cruz be terminated as a probationary employee effective October 20, 2020. The motion passed unanimously.

Ms. House moved, and Mr. Proctor seconded the motion authorizing Ms. Shambaugh to advertise a Public Works Department Highway Division position. The motion passed unanimously.

At 7:33 p.m., Ms. Woods moved, and Ms. House seconded the motion to adjourn the October 19, 2020, Steelton Borough Council Meeting. The motion passed unanimously.

Respectfully submitted,


Anne Shambaugh, Secretary