

STEELTON BOROUGH COUNCIL AGENDA

December 21, 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: December 7, 2020

Public Comments for Agenda Items Only

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

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)

Borough Manager's Report (Oral Report)

Unfinished Business:

New Business:

Anne Shambaugh

Approval of Final Payment to TR Stoner
General Contractor for \$ 631.00.

Anne Shambaugh

Approval of Payment Application #6 from
Arment Concrete for \$ 26,192.16

Anne Shambaugh

Approval of Payment Application #5 from
E. K. Services, Inc. for \$138,353.82

Anne Shambaugh

Review and Approval of Contract
between Centers for Employment
Opportunities (CEO) and the
Borough of Steelton.

Anne Shambaugh

Schedule of 2021 Borough Council
Meetings

Communications:

Steelton Highspire School District

Thank you notes to Fire Department

Public Comments:

Council Concerns:

Executive Session:

Other Business:

Adjournment:

STEELTON BOROUGH COUNCIL MEETING MINUTES

December 21, 2020

Present per Roll Call:

Mike Segina, Vice President
Keontay Hodge, President Pro Tem
Denaë House
William Jones
Natashia Woods

Maria Marcinko, Mayor
David Wion, Solicitor
Anne Shambaugh, Borough Manager
Randy Watts, Engineer - HRG
Anthony Minium, Police Chief
Gene Vance, Fire Chief
Aaron Curry, Codes Officer
Renee Drayton Bowers, Exec. Asst.
Thomastine Leggett-Robinson, Exec. Asst.

Absent with Cause: Brian Proctor, William Krovic, and Keith Miller.

Mr. Kent Austin also attended the meeting.

In compliance with CDC Guidelines regarding Covid-19, the Steelton Borough Council Meeting was conducted by video/telephone conference. Vice President Proctor Segina the meeting at 6:30 p.m. by calling the roll.

During the review of the minutes, Mr. Wion noted that the law did not require Ordinance 2020-05 to be advertised prior to change. He further noted that the law does require Resolution 2020-R-28 to be advertised prior to approval. ***Mr. Jones moved, and Ms. Woods seconded the motion to approve the minutes of the December 7, 2020 meeting with corrections presented by Mr. Wion. The motion passed unanimously.***

Public Comments for Agenda Items Only: A person from the public was present, but made no comments on agenda items.

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

Approval of Department & Committee Reports:

- Fire Department - submitted a written report with no additional comment.
- Police Department – submitted a written report with no additional comment.
- Codes Department – submitted a written report with no additional comment.
- Public Works -submitted written reports with no additional comments.

- Parks and Recreation Committee – Ms. House thanked the Fire and Police Departments for conducting the Santa Claus Fire Truck Run. She stated that the children in the community were pleased and excited.
- NEDC Committee – Ms. Hodge reported that the Committee has not met, so there was no report.
- Stormwater Committee - Ms. Woods reported that the Committee met and determined that they would use an aerial view of the Borough to assess the area. The Committee is also working to identify the green space, organize a Stormwater Authority, and set the fee requirement.
- Mayor’s Report – Mayor Marcinko made no report at this time
- Borough Manager’s Report – Ms. Shambaugh made no report at this time.

Ms. Hodge moved, and Ms. Woods seconded the motion to approve the Department and Committee reports as presented. The motion passed unanimously.

Old Business:

Mr. Randy Watts, HRG Engineer, presented a request from EK Services for payment on the Front Street Stormwater Realignment Project. ***Mr. Jones moved, and Ms. Hodge seconded a motion to approve Payment Application #4 from E. K. Services for the amount of \$79,416.01. The motion passed unanimously***

New Business:

Ms. Shambaugh requested approval of TR Stoner’s request for final payment. ***Mr. Jones moved that Council approve the Final Payment to TR Stoner General Contractor for \$ 631.00. Ms. Hodge seconded the motion, which was approved unanimously.***

Ms. Shambaugh requested approval of the Payment Application submitted by Arment Concrete. ***Ms. Hodge moved and Mr. Jones seconded the motion to approve Payment Application #6 from Arment Concrete for \$ 26,192.16. The motion passed unanimously.***

Ms. Shambaugh requested approval a for the Payment Application submitted by E. K. Services, Inc. Mr. Watts explained the request was to cover stored materials. Those materials include 72” pipe that has not been installed. ***Mr. Jones moved Payment Application #5 from E. K. Services, Inc. for \$138,353.82 be approved. Ms. Woods seconded the motion, which passed unanimously.***

The Agenda called for the review and approval of a contract with Centers for Employment Opportunities (CEO). Mr. Wion requested the item be tabled to allow the full Request for Proposal (RFP) process to be completed.

Ms. Shambaugh shared the Schedule of 2021 Borough Council Meetings. She noted that several meetings are scheduled for Tuesday because some holidays fell on usually scheduled meeting dates.

Communications:

Superintendent Travis Waters and Director Julian Dorsey from the Steelton Highspire School District thanked the Fire Department for allowing the Fire House to be used for tutoring.

Public Comments:

Mr. Kenton Austin, 710 North Third Street – presented information regarding a school supply give-away he plans to hold at the American Legion, January 16, 2021. Ms. Hodge gave a one thousand dollar (\$1,000.00) donation from the Steelton Economic Development Foundation. Chief Minium matched the donation with funds from the Police Memorial Fund. In addition, Ms. House and others from the Borough Council and staff will serve as volunteers at the event. Mr. Austin thanked Council for its support.

Ms. Shambaugh reported that she had not received any telephone calls, email, or other form of communications from other members of the public.

Council Concerns:

Ms. House had no concerns, however she made several statements: 1) She thinks everyone did a good job in 2020 despite the complications caused by the pandemic, 2) She expressed frustration with the number of Change Orders submitted for construction work on various projects. She stated that HRG should get it right the first time, 3) She thanked the Fire Department for the Santa Run, and 4) She wished everyone a Merry Christmas.

Ms. Woods wished everyone a Merry Christmas and Happy New Year. She also asked everyone to stay safe.

Mr. Jones thanked persons for attending the meeting, wished everyone Happy Holidays, and asked people to stay safe.

Ms. Drayton Bowers, Mr. Curry, and Ms. Leggett-Robinson had no comments.

Chief Minium stated that there should be an Executive Session to discuss personnel issues.

Mayor Marcinko expressed her appreciation for the work Conner Higgins is doing, which is improving the work of the department. She wished everyone Happy Holidays, and expressed a desire to resume meeting in Council Chambers.

Mr. Wion thanked the Council and staff for the platter and fruit basket sent as an expression of sympathy on the loss of his wife. He stated that he has served the Borough for fifty (50) years and feel like a part of the Steelton Borough family.

Ms. Shambaugh said it has been a difficult year and thanked everyone for working through as things developed. She wished everyone Happy Holidays, and announced that Ms. Drayton Bowers will be the contact person while she is on vacation the week of December 27th.

Ms. Hodge acknowledged that the year has brought different experiences for the Council to tackle. Despite the challenges, she said things worked because everyone worked together to meet them.

Mr. Segina gave recognition to the Fire and Police Departments for handling the Santa Run. He also mentioned that he experienced a savings in his home escrow fund because of the Borough's tax decrease.

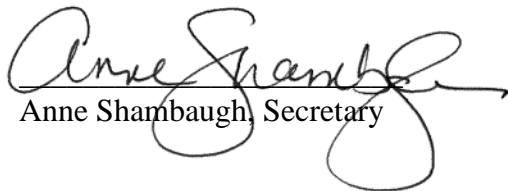
At 7:04 p.m. Ms. House moved and Ms. Hodge seconded the motion that Council adjourn into Executive Session to discuss personnel matters. The motion passed unanimously.

At 7:56 pm, Mr. Segina called the meeting back to order.

Ms. Hodge moved and Mr. Jones seconded, the extension of Tyler Vaupel's part time position with the Borough through December 31, 2021. The motion passed unanimously.

Ms. Hodge moved and Ms. Woods seconded, the suspension of Tyler Vaupel without pay January 12 – 14, 2021. After a brief discussion regarding the specific dates, the motion passed unanimously.

Respectfully Submitted,


Anne Shambaugh, Secretary