

STEELTON BOROUGH COUNCIL AGENDA

February 1, 2021

Call Meeting to Order & Roll Call: President Proctor

Moment of Silence:

Approval of minutes from the last meeting: January 18, 2021

Public Comments for Agenda Items Only:

Approval of schedule of billing, requisitions, and change orders as presented for:
January, 2021

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)

Presentations:

Matt Cichy

Review and Approve Final Hoffer Street
Pumping Station Design

Mr. Randy Watts, Engineer, HRG

January Engineer's Report

Action Items:

Request for Approval of
Payment Application #6 for E. K. Services for
the amount of \$111,310.58

Request for Approval of E. K. Services
Change Order #3

Unfinished Business:

New Business:

Anne Shambaugh

Discussion of request from Brandon Ward
For Borough to Purchase 214 Elm Street.

Correspondence:

Dauphin County Department of Transportation

National Bridge Inspection Standards

Public Comments:

Council & Staff Concerns:

Executive Session:

Other Business:

Adjournment:

STEELTON BOROUGH COUNCIL MEETING MINUTES

February 1, 2021

Present:

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

Dave Wion, Solicitor
Anne Shambaugh, Borough Manager
Randy Watts, Engineer - HRG
Gene Vance, Fire Chief
Aaron Curry, Codes Director
Renee Drayton Bowers, Admin. Asst.
Thommie Leggett-Robinson, Exec. Asst.

Absent with Cause: Maria Marcinko, Chief Minium, and Keith Miller.

In compliance with Governor Wolf's orders regarding Corvid -19, the Steelton Borough Council meeting was held by video/telephone conference. President Proctor opened the meeting at 6:30 p.m. The roll was called and persons present noted.

Motion made by Mr. Jones, seconded by Mr. Krovic to accept the January 19, 2021 Council Meeting Minutes as presented. Motion passed unanimously.

Two members of the public were present. There were no emails, letters, or other correspondence received regarding agenda items.

Motion made by Mr. Segina, seconded by Mr. Jones to approve the schedule of billing, requisitions, and change orders as presented for January, 2021. Motion passed unanimously.

Approval of Department & Committee Reports:

Fire Department & Ambulance (Written Report)

Mr. Segina reported that Chief Vance requested a new cell telephone. The phone he has now does not take good pictures of fire scenes.

Motion made by Mr. Segina, seconded by Ms. House, for the Borough to purchase a new telephone for Chief Vance. The motion passed 6-1.

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)

Ms. Woods reported the Committee needs to meet in February 2021.

Mayor's Report (Oral Report)

Borough Manager's Report (Oral Report)

Ms. Shambaugh provided an update on the current storm and the great job being done by Public Works staff. Mr. Proctor told Ms. Shambaugh to buy food for the Public Works employees as a thank you for their hard work.

Ms. Shambaugh presented an estimate from Edwin L. Heim to repair a pump at the Hoffer Street pumping station. The estimate includes the removal/repair/reinstallation of the pump for a total cost of \$6,750.00. Ms. Shambaugh requested approval for the work to be done.

Motion made by Ms. Hodge, seconded by Ms. House, to approve the estimate from Edwin L. Heim in the amount of \$6,750.00 for repairs to a pump at the Hoffer Street pumping station. Motion passed unanimously.

Ms. Shambaugh presented an estimate from Riordan Materials to replace the grinder at the Hoffer Street pumping station for \$52,940.00. Ms. Shambaugh asked Mr. Cichy, PE from HRG to describe how vital the grinder is to the station and how when it is down, the process it completes need to be done manually. Mr. Cichy provided a brief overview and stated he will confer with Riordan Materials on the pricing and model to ensure it works with the projected upgrades to the station.

Motion made by Mr. Segina, seconded by Ms. Hodge, to approve the estimate from Riordan Materials for \$52,940 to replace the grinder at the Hoffer Street pumping station. Motion passed unanimously.

Motion made by Mr. Jones, seconded by Mr. Segina, to accept the Departmental and Committee reports as presented. Motion passed unanimously.

Presentations:

Matt Cichy presented the Final Hoffer Street Pumping Station Design for Council's consideration. He explained that the Pump Station is 25 years old and has not been well maintained. Reportedly, the station is designed to pump 1,150 gallons per minute. It is presently pumping 2,800 gallons per minute, which is well above its capacity to function efficiently and effectively. The discrepancy between the ability and use causes water backup.

Mr. Cichy explained that there are several essential upgrades. They are:

1. Replacement of pumps and pump bases,

2. Replacement of internal piping, valves, and pipe supports. Current valves are constructed of cast iron, which is no longer used for wastewater conveyance,
3. Installation of new pump control, necessary for the installation of new pipes,
4. Replacement of electrical service gear, which is required to upgrade power for the new pumps and incorporate an emergency generator,
5. Installation of a backup generator – currently, there is no backup generator at the station,
6. Abandonment of SSO line because, by law, it can no longer be used,
7. Installation of new equipment hoists, which are required to move the new pumps into place.

Other items listed in the design must eventually be upgraded; however, the items listed above need to be completed as soon as possible.

He included the repairs necessary to allow the pumping station to meet the current need and those repairs to place the station at full operation. Ms. Shambaugh stated that the Borough would pursue a PennVest Grant to finance the project. She shared that the Grant reviewers would not consider the proposal until the Borough obtained the necessary DEP permits. Mr. Cichy supported Ms. Shambaugh's statement. He added with the timeline, bids would not be requested until the fourth quarter of 2021. The total cost of all improvements, according to Mr. Cichy, will be approximately \$1.68 million. Mr. Proctor asked for a bid announcement that includes 6% minority participation in the construction phase. Mr. Cichy agreed to have the request. Ms. Hodge suggested that no final decision be made regarding work to be completed until the PennVest grant's receipt. Mr. Segina supported Ms. Hodge's suggestion. Mr. Cichy suggested the Borough submit the entire design to the potential grantor. Ms. Shambaugh asked if the Borough could prepare the RFP to include the "base" work with multiple alternates. Mr. Cichy said a base bid with alternate construction could be developed.

Motion made by Mr. Segina, seconded by Mr. Jones, for Council to accept the Hoffer Street Pumping Station Design presented. Motion passed unanimously.

Mr. Cichy said he would provide information regarding the acquisition of a new grinder to Ms. Shambaugh immediately.

Mr. Randy Watts from HRG presented the January 2021 Engineer's Report. Mr. Watts discussed two sections of his report: 1.) Skate Park Project - he reported the acquisition of an easement for the spectator section has begun. 2.) Front Street Sewer Replacement Project Phase II - Locust Street is complete. However, the installation of permanent paving is scheduled for completion in spring 2021.

Mr. Watts requested Council consider an application for payment submitted by E. K. Services for work completed on the Front Street Storm Sewer Relocation Project. The payment request includes paving included in Phase I and pipe and inlet installation for Phase II.

Motion made by Mr. Krovic, seconded by Mr. Jones, to approve Application #6 submitted by E. K. Services for \$111,310.58. Motion passed unanimously.

Mr. Proctor asked Mr. Watts about the workout equipment scheduled for installation in the Bailey Street Park. Ms. Shambaugh stated she would get a status report from the provider and update Council members.

Mr. Watts reported that old piping not included on the historical drawings for Locust Street was discovered during work on the Front Street Sewer Relocation Project. The contractor is asking for payment to cover the additional time and materials required. Mr. Proctor asked if additional change orders were anticipated. Mr. Watts reported that the work on the project was substantially complete. However, two other change orders are expected: 1.) the crushing and disposal of many materials that cannot be easily used. HRG is considering bids from E. K. Services and Shiloh Excavating to complete the work. He also stated that the cost should be shared with the developer; 2.) the sidewalk on Trewick Street must be repaired once all development is completed.

Motion made by Mr. Jones, seconded by Mr. Segina, to approve Change Order #3 submitted by E. K. Services for \$6,539.72. Motion passed unanimously.

There was no unfinished business discussed at the meeting.

New Business:

Ms. Shambaugh presented an inquiry from Brandon Ward asking the Borough to purchase 214 Elm Street. The property has sustained fire damaged. Ms. Shambaugh said she thought Mr. Ward did not have the time or money to restore the property. Mr. Segina reported that as of January 8, 2021, the property is listed for sale. The asking price is \$ 21,755. Mr. Curry stated that the property is in bad shape and will have to be demolished. Mr. Wion suggested inquiring if the Dauphin County Land Bank might be interested in the property. They have taken such properties for demolition. Ms. Hodge asked if Mr. Ward was trying to sell or donate the property to the Borough. Both Mr. Proctor and Ms. Shambaugh said he wanted to sell it. Ms. Woods asked if it was located on a corner. Receiving an affirmative response, she suggested the property be re-purposed as a parking lot. Since parking is scarce in that area of the Borough, a parking lot would serve the community's needs. Mr. Jones stated that he was contacted by someone interested in purchasing 214 and 216 Elm Street. Mr. Proctor instructed Ms. Shambaugh to provide Mr. Ward with information on how to get the Land Bank. Mr. Proctor then asked Mr. Wion for an update on the Daron Alley demolition. Mr. Wion stated, pending a search of his files, he would respond later in the meeting.

Correspondence:

The Dauphin County Department of Transportation sent information about the National Bridge Inspection Standards.

Public Comments:

Ms. Joyce Culpepper of 237 North Harrisburg Street expressed concerns about the trash and recycling process. She stated that the City of Harrisburg fails to place trash receptacles back on the curb after collecting the trash. She said it was a particular problem at 249 Lincoln Street. Ms. Culpepper noted that throughout the Borough, receptacles are placed in parking areas instead of on the curb. Her automobile has been damaged during trash pick-up. She said she reported the problem to Dave West several times, and nothing has changed. Ms. Culpepper requested the Borough contact, Mr. West, to reiterate the necessity of trash receptacles being returned to the curb. Mr. Proctor asked Ms. Shambaugh to contact Mr. West regarding the concern.

Another member of the public was in attendance; however, they made no comment.

Council & Staff Concerns:

At Mr. Proctor's request, Ms. Shambaugh called the roll to solicit staff and Councilmember remarks.

Ms. Leggett-Robinson – no remarks

Ms. Drayton Bowers stated that she would call Mr. West on February 2, 2021.

Mr. Vance announced that on February 2, 2021, eight firemen will receive Covid-19 vaccinations. An additional seven firemen and one police officer will get their first vaccinations. Others will get their second vaccination next week.

Mr. Curry had no remarks.

Mr. Wion reported on the status of 158 and 158 ½ Daron Alley. The Land Bank owns 158 ½, and the Borough owns 158. The Land Bank had agreed to return 158 ½ to the Borough. There is a question about whether that transfer can be made since Community Development Block Grant funds would be used for the demolitions. As of February 1, 2021, George Conner has not ruled on that point. Ms. Shambaugh is to contact George Conner to see if a decision has been made.

Ms. Woods asked that people be safe. She also remarked on the great job the Public Works Department has done with snow removal.

Mr. Krovic asked that people stay safe.

Mr. Jones gave kudos to the Public Works Department. He stated that he had calls from several residents regarding the excellent job they did on the roads. Ms. Shambaugh said she would share the information with the Department.

Ms. House requested persons stay safe.

Ms. Hodge asked that persons stay safe during this challenging and unpredictable time. She also noted how the residents have pulled together to help each other. She stated that "the weakest resident will be held up by the strongest resident."

Mr. Segina thanked the Public Works staff and Ms. Culpepper for attending the meeting. He remarked how good it was to have her participate in the discussion. He thanked Mr. Vance and the Fire Department for their expedience getting to the fire on Elm Street. He also spoke about the number of calls they have fielded and the cold temperatures in which they work.

Ms. Shambaugh announced the need to hold an Executive Session to discuss personnel issues.

Mr. Proctor spoke about the excellent work of the Public Works Department. He also asked that people follow the CDC guidelines and stay safe.

At 7:24 p.m., Mr. Segina moved that meeting be moved into Executive Session. Ms. House seconded the motion, which passed by a unanimous vote of Council.

At 7:52 pm, Council came back into Public Session.

New Business:

Mr. Proctor stated Ms. House had to drop off the call for call.

Attempts were made by Ms. Hodge and Ms. Shambaugh to get Ms. House back on the call to vote on the issues to be presented. Attempts were not successful.

Ms. Shambaugh requested approval to hire Gary Kline as the Borough's Public Works Director at an annual salary of \$65,000. Mr. Proctor requested all votes for hiring personnel be done via roll call.

Motion made by Mr. Segina, seconded by Mr. Jones, to approve hiring Gary Kline as the new Public Works Director.

<i>Brian Proctor</i>	Yay	<i>William Jones</i>	Yay
<i>Michael Segina</i>	Yay	<i>William Krovic</i>	Yay
<i>Keontay Hodge</i>	Yay	<i>Natashia Woods</i>	Yay
<i>Dena House</i>	absent		

Ms. Shambaugh requested approval to hire Andre Steele as a laborer for the Highway Division of Public Works at an annual salary of \$15.00/hour.

Motion made by Ms. Hodge, seconded by Mr. Segina, to approve hiring Andre Steele as a highway laborer.

Brian Proctor	No	William Jones	Yay
Michael Segina	No	William Krovic	No
Keontay Hodge	Yay	Natashia Woods	Yay
Denae House	absent		

Mr. Wion stated since there the Mayor was not at the meeting to break the tie, no action was taken.

Ms. Shambaugh requested approval to hire Harvey Stern as a laborer for the Highway Division of Public Works at an annual salary of \$15.00/hour.

Motion made by Ms. Hodge, seconded by Mr. Segina, to approve hiring Harvey Stern as a highway laborer.

Brian Proctor	Yay	William Jones	Yay
Michael Segina	Yay	William Krovic	Yay
Keontay Hodge	Yay	Natashia Woods	Yay
Denae House	absent		

Ms. Shambaugh requested approval to hire Michael Givler as a laborer for the Sewer Division of Public Works at an annual salary of \$19.00/hour.

Motion made by Ms. Hodge, seconded by Mr. Segina, to approve hiring Michael Givler as a sewer laborer.

Brian Proctor	Yay	William Jones	Yay
Michael Segina	Yay	William Krovic	Yay
Keontay Hodge	Yay	Natashia Woods	Yay
Denae House	absent		

Ms. Shambaugh requested approval to hire Zachary Dawson as a laborer for the Sewer Division of Public Works at an annual salary of \$15.00/hour.

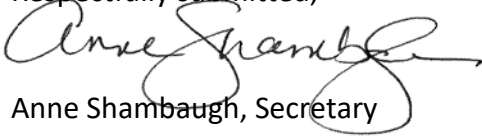
Motion made by Ms. Hodge, seconded by Mr. Segina, to approve hiring Zach Dawson as a sewer laborer.

Brian Proctor	Yay	William Jones	Yay
Michael Segina	Yay	William Krovic	Yay
Keontay Hodge	Yay	Natashia Woods	Yay
Denae House	absent		

Adjournment:

***Motion made by Mr. Segina at 8:00 pm, seconded by Ms. Hodge, to adjourn the meeting.
Motion passed unanimously.***

Respectfully submitted,



Anne Shambaugh, Secretary