

Steelton Borough Council Meeting Agenda
April 5, 2021

President Proctor
Approval of minutes from the last meeting:
Public Comments for Agenda Items Only:
Mr. Randy Watts, Engineer, HRG

Opening of Council and Roll Call
March 22, 2021
March, 2021 Engineer's Report.

Action Items:

Approval on "No Parking" Sign on Hummer property.
Approval of Agreement to Demolish 158 & 158 ½ Daron Alley. Cost of Project - \$13,200.00.
Approval of T. R. Stoner Proposal to Install Exercise Equipment at Bailey Street Park. Cost of Project - \$ 3,650.00.
Review of Cost Estimate for Renovation of 101 Locust Street Property. Cost of Project – \$321,000.00.
Approval of Engineer's Report.

Unfinished Business:

Chief Minium Approval to Acquire 2013 Tahoe for Police Department.
Chief Minium Approval of Proposal to Safely House Police Department.
Chief Minium Traffic Study for the Intersection of Fourth & Locust Streets.

New Business:

Mr. Wion Approval of CEO Contract Proposal for Supplemental Services in 2021.
Ms. Shambaugh Discussion of Harrisburg City's Request for Borough to Pay Delinquent Solid Waste/Recycling Disposal Fees.
Ms. Shambaugh Discussion of Borough Compost Waste Disposal.
Ms. Shambaugh Discussion of Safety Issues Surrounding Asbestos Removal.
Ms. House Discussion of Public Works Director Job Description.
Mr. Segina Discussion on Addition to Borough's Burn Ordinance.

Correspondence:
Public Comments:
Council & Staff Concerns:
Executive Session:
Other Business:
Adjournment:

Steelton Borough Council Meeting Minutes
April 5, 2021

Present:

Brian Proctor, President
Mike Segina, Vice President
William Jones
Natasha Woods

Maria Marcinko, Mayor
Anne Shambaugh.
Dave Wion, Solicitor
Randy Watts, Engineer - HRG
Anthony Minium, Police Chief
Gene Vance, Fire Chief
Aaron Curry, Codes Director
Keith Miller, Public Works Foreman
Thommie Leggett-Robinson, Exec. Asst.

Absent with Cause: Keontay Hodge, Denae House, William Krovic, and Renee Drayton Bowers.

As a precaution due to the rising Covid-19 numbers, 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 by Mr. Jones, second by Mr. Segina to approve the March 22, 2021, Council Meeting Minutes as presented. Motion passed unanimously.

Four members of the public were present by phone at this time. There were no comments, emails, letters, or other correspondence from the public regarding agenda items.

Mr. Randy Watts, Engineer, HRG, presented the March 2021 Engineer's Report. Included in that report were four items that required action by the Council:

1. Hummer Enterprises, who owns the property needed for the easement to make the Skate Park's final changes, has agreed to allow the Borough to obtain the required property. However, the Agreement rests on the Borough's placement of "no parking" signs on their property. The company wants assurance that Skate Park users will not park there. Since the property is located in Swatara Township, the Borough does not have the authority to enforce the no parking signs. Swatara Township will have to do the enforcement. Council raised no objections to try to work out a way to honor the request made by the owner of the property. Mr. Watts and Mr. Wion are to meet and determine how the issue should be handled.
2. Mr. Watts presented an agreement for HRG to provide services for the demolition of 158 and 158 ½ Daron Alley. The Agreement includes HRG placing the contract out for bid, contractor recommendation, administration of the contract, supervision of

demolition, and oversight and administration of CDBG funds. Mr. Wion added that since funding will come from a Sub-recipient Agreement between the Borough and Dauphin County, HRG will also be a subcontractor. The County has reviewed and has raised no objections to the Agreement. **Moved by Mr. Jones, seconded by Ms. Woods, that Council approve the Agreement to demolish 158 and 158 ½ Daron Alley at the cost of \$13,200.00. Motion passed unanimously.** Mr. Wion clarified that this approval is not for the demolition but for HRG to handle the bid and supervise the work.

3. On August 2020, Mr. Watts received a proposal from T.R. Stoner to install equipment at Bailey Street Park. He is requesting Council approve the bid. The cost of the project has not changed since August. Nor is any additional cost anticipated. **Moved by Mr. Segina, seconded by Mr. Jones, that T. R. Stoner be approved to install three pieces of exercise equipment at the Bailey Street Park for \$3,650.00. Motion passed unanimously.**
4. Mr. Watts stated that the structural engineer is updating the cost of repair and reconstruction of the wall at the 101 Locust Street location. He hopes to have that information ready for the next Council meeting. HRG has conducted a review of the cost estimate for the renovation of the 101 Locust Street building. An estimated cost of the total renovation and repair of the building is \$321,000.00. Mr. Proctor suggested asking the Dauphin County Land Bank for assistance with the project. It appears that the Borough owns enough land to build homes on the property. Mr. Segina, Mr. Jones, and Ms. Woods agreed. Ms. Shambaugh was instructed to contact the Dauphin County Land Bank to see if they are interested in doing a property project.

Mr. Watts informed the Council that the impervious data T3 flight has been made. He will provide updates on the progress as they occur. Ms. Woods thanked him for setting up the flight.

Ms. Shambaugh stated that permanent paving on Locust Street, where the Storm Water Relocation Project was conducted, will be installed April 13-16, 2021.

Moved by Mr. Segina, seconded by Mr. Jones, that Council approve the March 2021 Engineer's Report as presented. Motion passed unanimously.

Unfinished Business:

Chief Minium presented the information necessary to support the request he made at the last meeting. He asked for approval to do an even swap with R & S Professional Auto Repairs to secure another vehicle for the Police Department. **Motion by Mr. Jones, second by Mr. Segina, approving the acquisition of a 2013 Chevrolet Tahoe for the Police Department. Motion passed unanimously.**

Chief Minium detailed a plan to secure working space for the Police Department during the time needed to repair their area. He and Chief Vance have agreed to share space at the Fire

House. This will occur at no cost to the Borough; however, if it becomes necessary to remove files during the repair process, some charges may be incurred. **Moved by Mr. Segina, seconded by Mr. Jones to approve the plan for the Police Department to temporarily move to the Fire Department. The motion passed unanimously.** The Mayor asked that Ms. Shambaugh instruct the contractor to move as quickly as possible to make the repairs.

Chief Minium submitted a traffic study requested at the February 16, 2021 meeting. The study revealed two issues. First, it is unlawful to post a traffic sign as a method to reduce traffic speed. Second, if a traffic sign was placed in that location, four parking spaces would be lost. This loss would cause additional problems for residents in the area. When asked, Chief Minium said placing a speed bump in the area would present a fire department problem. Ms. Woods explained the street is too narrow, and traffic tends to back up. The road seems a little wider on 4th street, moving toward Pine Street, and traffic speeds up. She and Mr. Jones expressed concern about the children at that intersection. After discussion, Council agreed to accept the recommendation that no traffic signs be posted at the Fourth & Locust Streets intersection. Mayor Marcinko noted that parking is a problem throughout the Borough, stating that parking needs to be discussed. Chief Minium explained that a traffic study addressed speeding. Persons who did not exceed the 10 miles per hour over the current speed limit speeding could not be enforced. Mr. Proctor suggested lowering the speed limit. Chief Minium stated that a traffic study would be conducted immediately to determine if the speed could be reduced. Another area of concern is Swatara Street with children going to and from school. A study will be conducted in that area as well. There was discussion about using the School Zone with speed lowered to 15 mph during certain times.

New Business:

Mr. Wion provided information regarding the Center for Employment Opportunities Contract Proposal to provide services to the Borough. Information about the contract was placed out for bid, and CEO was the only company that responded. He also stated that they appear to be compliant with the requirements. They will have to sign a contract and obtain the necessary insurance if approved. **Moved by Mr. Segina, seconded by Ms. Woods that the Borough contract with CEO for Supplemental Services in 2021 for 28 weeks beginning in April at the cost of \$ 63,840. Motion unanimously approved.**

Ms. Shambaugh initiated a discussion of communication already shared with the Executive Committee and Mr. Wion. The exchange was regarding delinquent trash accounts with the City of Harrisburg. There have been conversations with Harrisburg's finance offices about persons who have failed to pay their trash bills since the inception of the Harrisburg contract. From January 2020, there are approximately 235 delinquent resident accounts. With complications of the pandemic, Harrisburg agreed to pick up the trash to maintain public safety. They cannot afford to continue without paying for services rendered. Harrisburg now wants the Borough to pay for the delinquent accounts, citing Exhibit E of the Agreement. Mr. Wion disagrees that the "extraordinary circumstance" clause in Exhibit E includes delinquent accounts. Ms. Shambaugh stated thought has been given to collect payment from the residents and pay the City. The

residents have received citations. The City asks that Council approve the delay in trash pickup for residents who have not paid until April 12, five days after the regular pickup day. The wait is to provide an incentive for those residents to pay for the service. Ms. Shambaugh confirmed the Borough has not been charged the fee in the past, but the City would like it implemented. Currently, the Borough and the City are looking at alternatives to handling the problem. Mr. Wion said the Borough holds the contract for the City to pick up the trash; however, the individual resident has the actual service contract. It was noted that uncollected trash could cause public health, public safety, and possible infestation problems. Mr. Wion stated that the special municipal pickup service fee is for illegally dumped waste or public works trash. He continued to explain that regular trash pickup was not counted as special municipal pickup. Mayor Marcinko said it did not seem right for the Borough to pay for individuals' trash service. Mr. Proctor asked for input from Mr. Curry. Mr. Curry suggested the individual be issued a \$ 50.00 Quick Ticket. The Public Works Department could pick up the trash and take it to the dump. He further stated that the cost of the ticket would cover the dumping fee. Mr. Curry confirmed President Proctor's assertion that the resident can receive a Quick Ticket for each day the trash is on the street. Mr. Proctor asked for confirmation that Mr. Curry and Chief Minium are working together to take the cases to the District Judge, who can make the Citation turn into a Warning. Mr. Curry confirmed the plan. Ms. Shambaugh agreed to cross-reference the list of persons who have not paid the trash bills with the sewer and tax list within two days and email Council the results. Ms. Woods stated that the Borough would become the trash company. Both Mr. Proctor and Ms. Marcinko agreed that the Borough had been the trash company in the past. Mr. Segina detailed a possible scenario for action: 1) a Quick Tickets is issued if Harrisburg suspends the service, 2) the resident is cited because of failure to comply with Ordinance, 3) Borough has to pick up the trash, 4) a bill should be sent to the resident, and 5) if the bill is not paid Mr. Wion can place a lien the property. Following the discussion, Mr. Proctor issued two instructions. Mr. Curry is to develop a plan of action and email the project to Council. Mr. Jones is to discuss the issue in Codes Committee and report the plan to Council.

Ms. Shambaugh requested the discussion of the disposal of compound waste be moved to the April 19 2021 Council meeting, pending a response from Swatara Township.

Ms. Shambaugh made the following report:

1. The floors on the first floor that are experiencing the water problem have buckled about six inches.
2. While investigating the cause of the problem, asbestos was discovered around the pipes.
3. An assessment found the asbestos is wet and poses no safety hazard.
4. The pipes' issues cannot be resolved until it is safe to turn off the steam that heats the building. Turning off the steam before the weather warms sufficiently could cause another problem if the pipes freeze.
5. Now that the weather is warming work on the pipes will begin soon.
6. Contractors have not been able to locate the source of the leak.
7. The asbestos removal work will be completed in two days. The work includes:
 - a. Full containment of the area.

- b. Removal and disposal of the asbestos.
- c. Removal of floor pieces

8. ~~THE COST OF THE ASBESTOS REMOVAL IS APPROXIMATELY \$10,000.00~~

9. The next step will be hiring a contractor to determine the source and repair the leak.

At Ms. House's request, Mr. Segina presented the Public Works Director's job description, developed by Ms. McCool. ***Mr. Segina moved, and Ms. Woods seconded the motion to approve the job description and advertise the Public Works Director position. The motion passed unanimously.*** Mayor Marcinko asked that the advertisement be sent to professional government publications.

Mr. Segina presented an Ordinance amendment suggested by the Boroughs Association to allow open burning. It implies burning must be done in specified containers and during limited hours. Also, the new Ordinance will not allow residents to burn items that will poison the air. Mr. Segina stated that the Ordinance was reviewed by the Codes Committee about a year ago. There was some discussion about things that should be changed to match the concerns of the Borough. Mayor Marcinko asked if Chief Vance agreed with the Ordinance. His response was, "absolutely." Mr. Wion stated that he was not present when the Committee reviewed the suggestion and has many items that should be discussed. Mr. Proctor said the Committee should review the information with Mr. Wion and report back to the body.

No correspondence was received for presentation at this meeting.

The following comments were made by persons from the public:

Emmuel Powell, 321 Lebanon Street – Mr. Powell asked if the Skate Park produces revenue for the Borough. He asked the question because of all the complaints and problems caused by the park. Mr. Proctor informed him that the park is a source of grants and other income for the Borough. Another question was why it takes so long to get a police response. Chief Minium stated that the police force needs to be increased.

Sean Gold, 319 South Front Street – Mr. Gold requested approval to use the Co-Exist Gallery parking lot and South Front Street July 10, 2021. The event will be from 2:00 -10:00 p.m.; however, the area is needed from 2:00 - 11:00 p.m. to set up and tear down. The site will be used to host a Mardi Gras in July Celebration. The Celebration will feature a sound stage with bands like John Gris Gris from Pittsburg and Snack Time from Philadelphia. Food trucks and New Orleans-style foods, and other entertainment would be included. Discussion about the request included:

- the need to file a request with PennDot since Front Street is a state road;
- the length of time the road would be unavailable;
- possible detour;
- how fire emergencies would be handled,
- the number of parking spaces involved,

- and enforcing one-lane traffic with flaggers to help keep traffic moving.

Moved by Mr. Jones, seconded by Mr. Segina, that Council approves the use of South Front Street and parking lot of Co-Exist Gallery July 10, 2021, for a Mardi Gras in July Celebration. Motion passed unanimously.

Cynthia and Robert Crumlic, 641 North Third Street – The Crumlics expressed concern about the Skate Park activities. They said that loud, vulgar music played on boom boxes, cursing, and marijuana smoking late at night and early morning causes problems for persons living in the area. Because of the harmful activities, neighboring houses are unable to use their yards. Ms. Crumic reported that she is unable to sleep because of the noise. Mr. Jones said he receives lots of complaints from the neighbors adjacent to the Skate Park. The complaints include noise, parking, transient traffic, vulgar language, and other things that prevent the area from enjoying family-friendly activities. Other issues mentioned include persons speeding through the alley on dirt bikes, people driving the wrong way on the one-way street, the lack of proper lighting, and drug use. It was reported that persons lit a bonfire in the area. Possible solutions to the problems were discussed. Using rumble strips was discussed; however, it was mentioned that skaters use the current speed bumps as jumping humps. Enforcement of the noise ordinance was mentioned. Additional police presence was noted. Chief Minium reported that patrol cars and the drug task force have monitored the park; however, no improper behavior has been seen when surveilled. It was said that there were videos of offensive/illegal activities. The Police Chief stated he has not seen them, and they should be sent to him. He said enforcement of the laws would be more effective if persons call the non-emergency police number (717-558-6900) or his cell number (717-439-5882). The incidents should be reported while they are happening. A patrol car will respond as soon as possible to document and stop the activity.

Council and staff members presented the following concerns:

Ms. Woods, Ms. Leggett-Robinson, Mr. Miller, and Mr. Segina expressed no concerns.

Mr. Jones stated that as Chair of the Codes Department, he asked that he be included in any conversation/activity concerning that department.

Chief Minium stated that although the Police Department has its faults, the Steelton Police Department is one of the best. Its response is above all standards in Pennsylvania.

Mr. Wion asked that Council members carefully review the subdivision plan and information regarding 701 North Third Street. The subdivision of the property will be presented by Mr. Curry at the next Council meeting. A Resolution will be prepared for approval of the plan.

Ms. Shambaugh gave a shout-out to and thanked persons who helped with the Easter Egg Drive-by. She reported that over 200 Easter bags were given out. She also thanked the Easter Bunny for showing up.

Mayor Marcinko stated that:

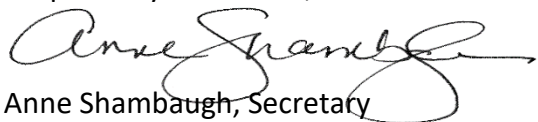
- Mr. Vance is to send the letter to Dauphin County to request he be notified when fire equipment is sent to the Boat Dock.
- Chief Minium will participate in an Eli Green Films documentary about gun violence in Harrisburg.
- The police are busy because Steelton is a small town with big-city problems.
- There are usually three policemen on the street.
- The Borough may need more policemen and volunteer firemen.

Mr. Proctor thanked Ms. Shambaugh, Ms. House, Ms. Carroll, and the police and fire departments for their work to make the Easter Egg event a success.

There was no Executive Session or other business discussed by Council.

Moved by Ms. Woods, seconded by Mr. Segina, the Steelton Borough Council Meeting adjourns at 8:08 p.m. Motion passed unanimously.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Anne Shambaugh", written over the printed name.

Anne Shambaugh, Secretary