

# STEELTON BOROUGH COUNCIL AGENDA

May 17, 2021

**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:** May 3, 2021 and revised March 22, 2021

**Public Comments for Agenda Items Only**

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

## **Department & Committee Reports:**

Fire Department and Ambulance

Police Department

Codes Department

Public Works Department

Parks and Recreation Committee

Graduation Party, Municipal Park 2p.m-4pm, June 21, 2020

NEDC Committee

Stormwater Committee

Mayor's Report

Borough Manager's Report

Approval of Department/Committee Reports

## **Presentation:**

Michael Iskric & Travis Waters

Discussion on Creating a Partnership for  
Parks, Recreation, and Youth Activities.

**Unfinished Business:**

Mr. Wion Approval of Ordinance 2021-01 Amending the Code of Steelton Borough Chapter 10 §110-53 on Parking Fines.

**New Business:**

Mr. Segina Ratification of Roller Foundation Donation

Mr. Wion Approval of Resolution 2021-R- 06 Eliminating Special Parking Permits.

Ms. Shambaugh Acceptance of Kathy McCool Resignation.

Ms. Shambaugh Discussion on Construction Project Monitoring Report of 2017 Steelton Borough Repaving & Restoration Project - a CDBG Grant Funded Project.

**Correspondence:**

Dauphin County Conservation District Approval of Minor Amendment to Permit Coverage

Penn Environmental & Remediation, Inc. Stormwater Management & Floodplain Management Analysis for Joint Permit Application.

PPL – West Shore to Harrisburg Susquehanna River Crossing Act 14, 67, 68 & 127 Notification Letter.

Pennsylvania Department of Transportation Report \$147,026.62 Liquid Fuels Tax Fund payment made to the Borough.

Dauphin County Office of Tax Assessment Reporting Change of Assessment for 548 North Third Street.

**Public Comments:**

**Council & Staff Concerns:**

**Executive Session:**

**Other Business:**

**Adjournment:**

# STEELTON BOROUGH COUNCIL MEETING MINUTES

May 17, 2021

## Present:

Keontay Hodge, President ProTem  
Denae House  
William Krovic  
Natasha Woods

Anne Shambaugh.  
Dave Wion, Solicitor  
Anthony Minium, Police Chief  
Gene Vance, Fire Chief  
Aaron Curry, Codes Director  
Keith Miller, Public Works Foreman  
Renee Drayton Bowers, Exec. Asst.  
Thommie Leggett-Robinson, Exec. Asst.

**Absent with cause:** Brian Proctor, William Jones, Maria Marcinko, and Mike Segina

As a precaution, due to Covid-19, the Steelton Borough Council meeting was held by video/telephone conference. President Pro-Tem Hodge opened the meeting at 6:38 p.m. The roll was called, and persons present noted. Ms. House led the group in a moment of silence, with particular concerns for Mr. Jones, who recently lost his brother and the conflict in Palestine.

Following review, Mr. Wion had one correction to the minutes. He stated page five, the second paragraph from the bottom should read, "He explained that since Ms. House would have been available but was kicked off the call, the Mayor's vote was nullified." ***Motion by Ms. House, second by Mr. Krovic, to approve the May 3 and March 22, 2021, Council Meeting Minutes with the noted corrections. Motion passed unanimously.***

Members of the public were present but made no comments. No forms of communication were received by the Borough Manager regarding agenda items.

***Moved by Ms. Woods and seconded by Ms. House, the schedule of billing, requisitions, and change orders for April 2021 be approved. The motion passed unanimously.***

## Department & Committee Reports:

Fire Department and Ambulance – Written Report filed.

Police Department – Written Report filed.

Codes Department – Written Report filed.

Public Works Department – A written report was filed.

Mr. Miller informed the group that there was a mix-up in the dates for tree removal at the Boat Dock. The trees will be removed Tuesday, June 15, 2021, at 7:00 a.m.

Parks and Recreation Committee –

Kelly Hawinschildts requested the use of Municipal Park for a Graduation Party. ***Moved by Mr. Krovic and seconded by Ms. House, the request for Municipal Park use for a Graduation Party June 12, 2021, be approved. Motion passed unanimously.***

NEDC Committee – The Committee has not met.

Stormwater Committee – The Committee has no updated information to share.

Mayor’s Report – The Mayor did not attend the meeting. Chief Minium stated that she did not give him information to share with the Council.

Borough Manager’s Report – Ms. Shambaugh reported that:

- ✓ Asbestos removal is complete. Air in the Municipal Building is 100% clear.
- ✓ The contractor will come to the site on May 18, 2021, to provide an estimated cost to replace the damaged floors.
- ✓ The plumber will come in and repair the broken pipes on the first and second floors.
- ✓ Ms. Shambaugh has filed an insurance claim to help defer the cost of the repairs.
- ✓ The new telephone will be ported over at 3:00 p.m. on May 18, 2021.
- ✓ She will post announcements on the Borough website and Facebook page; there may be problems reaching the Borough because of the new telephone system.

***Moved by Ms. House and seconded by Mr. Krovic to approve the Departmental/Committee Reports as presented. Motion passed unanimously.***

**Presentation:**

Superintendent Travis Waters and Assistant Superintendent Michael Iskric from the Steelton-Highspire School District presented to the Council. Mr. Waters would like the Borough to partner with the School District to provide a Parks & Recreation Program in Steelton. They have a Parks & Recreation Director; however, they need additional funding to provide an adequate program. They are asking the Borough to provide \$9,900.00 (\$ 1,650.00 monthly) toward the summer program. The District will provide \$ 20,100.00 (\$3,350 monthly), including medical benefits toward the program. In addition, the District is also applying for grant funding. They would like to have a program up and running by June 2021. The key is engaging area youth in constructive activities during the summer. One of the programs discussed was Midget Football. Concern was raised about the participation of Swatara Township in the summer program since, technically, the schools are located there. Mr. Waters clarified that the program would be for Steelton youth and the activities totally contained in the Steelton Borough. Ms. Woods stated that she would like more specific information about the activities planned and where they would be located. ***Moved by Ms. Woods, and seconded by Mr. Krovic that Mr. Waters be referred to the Parks & Recreation Committee and the Finance Committee for further discussion and a report be made the next Council Meeting. Motion passed unanimously.***

Ms. House stated that she discovered that the Midget Football Program needs 30 new helmets. The Jordan Hill Foundation will purchase new helmets; however, they need additional donations and funding for the program. ***Moved by Ms. House that the Borough donate \$2,000.00 toward the purchase of 30 new helmets for the Steelton Midget Football Program. There was no second to the motion. Moved by Ms. Woods, and seconded by Mr. Krovic discussion of the donation of \$2,000.00 to the Steelton Midget Football League be tabled to the June 2, 2021 meeting. Motion passed unanimously.***

#### **Unfinished Business:**

In response to a request from Chief Minium, Mr. Wion requested Council approve an Ordinance increasing the cost of Borough parking fines. ***Moved by Mr. Krovic, and seconded by Ms. Woods that the Council Approve Ordinance 2021-01 Amending the Code of Steelton Borough Chapter 10 §110-53 on Parking Fines. Motion passed unanimously.***

#### **New Business:**

In his absence, Mr. Segina's presentation to ratify the Roller Foundation Donation was tabled.

Mr. Wion presented information about Special Purpose Parking Spaces that are no longer needed. The locations are 673 South Front Street and 540 Ridge Street. ***Moved by Mr. Krovic and seconded by Ms. Woods, approval of Resolution 2021-R- 06 Eliminating Special Parking Permits. Motion passed unanimously.***

Ms. Shambaugh presented a letter of resignation from Ms. McCool. ***Moved by Mr. Krovic and seconded by Ms. Woods, Kathy McCool's resignation is accepted, effective May 5, 2021. Motion passed unanimously.***

Ms. Shambaugh discussed receipt of the Construction Project Monitoring Report of 2017 Steelton Borough Repaving & Restoration Project funded by a Community Development Block Grant. The report showed that the project was in compliance with all but one measure. The company did not pay the prevailing wage to the contract workers as is required by federal grant funding. She has asked Mr. Matt Cichy from HRG to provide documentation concerning the non-compliance with the wage requirement.

#### **Correspondence:**

Dauphin County Conservation District sent a copy of a letter to Mr. Portieles requesting approval of Minor Amendment to Permit Coverage for PPL Hummelstown-Steelton Pole Replacement. The request was granted.

Penn Environmental & Remediation, Inc. and PPL informed the Borough that they have completed a Joint Permit Application for Stormwater Management & Floodplain Management Analysis. They also provided a PPL – West Shore to Harrisburg Susquehanna River Crossing Act 14, 67, 68 & 127 Notification Letter.

The Pennsylvania Department of Transportation reported the Borough will receive a \$147,026.62 Liquid Fuels Tax Fund payment.

The Dauphin County Office of Tax Assessment reported a Change of Assessment for 548 North Third Street.

The following comments were received from members of the public:

Cheryl Powell – 321 Lebanon Street, asked if the activities of the proposed summer program will occur at the high school. Ms. Hodge responded that the activities will occur in Steelton. Ms. Powell stated that she has spoken with skateboarders in her neighborhood who told her the Skate Park was too far away. Her concern was that activities be located in different Borough areas to get the maximum number of children to participate.

Mr. Emuel Powell – 321 Lebanon Street, asked Mr. Wion to clarify statements made at the last meeting regarding the ownership of unused streets. Mr. Wion explained that the Borough is laid out in streets. Some of them have never been used as thoroughfares or had any public use. Those streets are then owned by persons owning the adjacent properties. The property owners on both sides of the unused street own half of that street. It rests with the property owners to determine the dividing line. Mr. Powell clarified that the Borough has nothing to do with those streets. Mr. Wion answered in the affirmative.

Ryan Maxwell – 422 Cameron Street, asked when the Council will resume in-person meetings. Ms. Hodge responded that concern about the Covid-19 virus continues to make it a difficult decision to make. Ms. Shambaugh stated 6 ft. distancing in the public section of Council Chambers is possible. However, it is not possible to do so in the Council sitting area. Council members will determine if half physically attend the meeting and half participate by video conference. However, it will take some time to develop an acceptable, workable plan.

Council members and staff expressed the following concerns:

Ms. Drayton- Bowers stated she received a text asking the Borough to donate water to the Steelton-Highspire United Father's Day event scheduled for June 20, 2021. The group is asking that donations be received by June 10, 2021. ***Moved by Ms. House and seconded by Mr. Krovic that Steelton Borough donate no more than \$100.00 toward the purchase of water for the SHU Father's Day event scheduled for June 20, 2021. Motion passed unanimously.*** Ms. Bowers stated that she would make the purchase.

Chief Minium asked to have a copy of the new Ordinance as soon as possible so he can present it to the Magistrate Judge.

Mr. Wion stated that the Penn letter should be sent to the committee asking for a letter to make a joint permit with Susquehanna.

Ms. Woods reminded persons of the May 23, 2021, 6:00 p.m. Graduation Procession. She also thanked persons for attending the meeting.


Mr. Krovic, Ms. House, Ms. Shambaugh, Mr. Curry, and Ms. Leggett-Robinson had no comments.

Ms. Hodge thanked persons for attending the meeting, noting that May 18, 2021, is Election Day. She said she was pleased that the Council continued to work and work together on the issues during the tough time created by the pandemic. She thanked everyone for their hard work.

There was no executive session or other business handled by the Council.

***Moved by Ms. Woods and seconded by Mr. Krovic, the Steelton Borough Council Meeting adjourns at 7:47 p.m. Motion passed unanimously.***

Respectfully submitted,

  
Anne Shambaugh, Secretary