

June 28, 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: June 7, 2021

Public Comments on Agenda Items Only

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

Department & Committee Reports:

Fire Department and Ambulance

Police Department

Codes Department

Public Works Department

Parks and Recreation Committee

Proposal to Partner with Steelton Highspire School District for Recreation Programs

NEDC Committee

Stormwater Committee

Mayor's Report

Borough Manager's Report

Approval of Department/Committee Reports

Presentations:

Shawn Gold

Mardi Gras in July

Justin Kuhn

Integrated Development Partners Apartment Design

Unfinished Business:

Mr. Wion Approval of Resolution 2021-R-7 Special Parking Permit at 145 & 147 Frank S. Brown Boulevard.

New Business:

Ms. Shambaugh Approval to honor request by Dauphin County Land Bank Authority to exonerate 2020 taxes for 546 & 548 North Third Street.

Mr. Jones Discussion of \$2,000.00 donation to Steelton Youth Wrestling Team.

Mr. Wion Resolution 2021-R-8 Written Business Integrity Policy which includes the Commonwealth Contractor Integrity Provisions.

Correspondence:

Public Comments:

Council & Staff Concerns:

Executive Session: Requested by Mr. Wion

STEELTON BOROUGH COUNCIL MEETING MINUTES

June 28, 2021

Present:

Brian Proctor, President
Mike Segina, Vice President
William Jones
William Krovic

Maria Marcinko, Mayor
Anne Shambaugh, Borough Manager
Dave Wion, Solicitor
Gene Vance, Fire Chief
Renee Drayton Bowers, Exec. Asst.
Thommie Leggett-Robinson, Exec. Asst.

Absent with cause: Keontay Hodge, Denae House, Natasha Woods, Anthony Minium, Aaron Curry, and Keith Miller.

As a precaution, due to Covid-19, the Steelton Borough Council meeting was held by video/telephone conference. President Proctor opened the meeting at 6:30 pm. The roll was called, and persons present noted. Messieurs Proctor, Segina, and Krovic were present. Mr. Jones was on the call but could not be heard by those on the call. At Mr. Wion's instruction, the meeting was delayed until Mr. Jones could fully participate in the discussion. Mr. Jones came online. Mr. Proctor called the meeting to order at 6:37 pm. Ms. Marcinko led the group in a moment of silence, with particular concerns for the family of Mr. Ray Spencer.

Motion by Mr. Jones, second by Mr. Krovic, to approve the June 7, 2021, Council Meeting Minutes. Motion passed unanimously.

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

Moved by Mr. Krovic and seconded by Mr. Segina, that the schedule of billing, requisitions, and change orders for May 2021 be approved. The motion passed unanimously.

Department & Committee Reports:

Fire Department and Ambulance – Written Report filed.

Police Department – Written Report filed.

In the absence of Chief Minium, the Mayor reported that the Chicken BBQ was successful. The Mayor said the department has vacancies. She requested Council consider hiring Officer Salazar, although she will not complete the psychological examination until July 2, 2021.

Codes Department – Written Report filed.

Ms. Shambaugh reported that there have been several complaints about businesses. Codes Department staff are working to resolve the problems.

Mayor Marcinko reported that she received a call from Martha Iskric regarding overgrowth in the alley behind her home. She, Mike Whittaker, and Ms. Iskric

held a teleconference to discuss the problem. The Borough maintained the alley behind 329 Locust Street, which was used as a walking path to the elementary school. As time passed, the maintenance stopped. Now, the area is so overgrown that Ms. Iskric cannot access her backyard. The dense condition also raises concerns about emergency access. Ms. Shambaugh noted that it is a “paper alley” thus should be maintained by the property owners adjacent to the alley. The Mayor recommended the residents be informed that they are responsible for the alley. Mr. Proctor stated that the immediate problem should be solved. Ms. Shambaugh agreed to have public works staff cut the alley.

Public Works Department – A written report was filed.

Parks and Recreation Committee – No report.

NEDC Committee –

Ms. Shambaugh noted that she has been approached by two businesses requesting the Borough’s co-sponsorship for Gambling Grant Funds. She informed them that they must present their request to the Committee before presentation to the Council. There was a discussion about the rules in place for organizations seeking co-sponsorship. Mr. Proctor also mentioned the possibility of ending Borough grant co-sponsorships.

Stormwater Committee –

Mr. Proctor, Ms. Shambaugh, and Ms. Woods participated in a Stormwater meeting. Discussions were held on membership of the Authority and the Stakeholder Committee. A list of persons recommended for participation should be ready for presentation to the Council by the end of July.

Mayor’s Report –

- Ms. Marcinko informed Council that she would like to stop issuing Emergency Declarations at the end of the week. ***Moved by Mr. Segina, seconded by Mr. Krovic that Mayor Marcinko ceases issuing the Declaration of Disaster Emergency effective July 2, 2020. Motion passed unanimously.***
- There are vacancies in the police department. Tests are currently being administered, so potential officers can be recommended for employment.
- She and Chief Minium are scheduled to meet with the new Executive Director of the Housing Authority. They will discuss some issues occurring. She recommended Chief Vance attend the meeting. The new Director is trying to gain information about how the Borough interacts with the Authority. For example, to date, the Borough patrols the developments and provides fire protection.
- An agreement between Teamster 776 and the Borough Police staff is close. She would like to invite Mr. Miller to present and discuss it with the Council. Mr. Proctor informed her that the Collective Bargaining Committee, which comprises the Executive Committee, must review the agreement before

presentation to Council. She said she would arrange a meeting between that body and Mr. Miller.

Borough Manager's Report –

- ✓ Regarding mold remediation in the Borough building
 - She and the insurance adjuster are waiting for a report from a third-party engineer report. The information will help determine how the damage happened. With this knowledge, the adjuster will have written proof that the damage is covered by the insurance.
 - She has received a quote from Service First about resolving the mold issue. Since the company participates in the Co-Stars program, securing another bid is unnecessary. The company can start work in two weeks. They will set up airlock chambers in the detective's office and patrol room. The actual removal of mold will take four days. Waiting for the engineer's report, the contractor's availability and work time will be an additional three weeks. At that time, the building should be safe for persons to enter the building.
- ✓ Since she is obtaining Mr. Proctor's signature on the paperwork, the **Rescue Plan Act (ARPA)** funds application will be filed on June 22, 2021. The grant request is for \$ 600,000.00. Council was reminded that it hired Zelenkofske Axlerod, LLC to administer the program. Note that the guidelines for the grant have not been finalized.
- ✓ Ms. Shambaugh provided Council with a list of outstanding grants.
- ✓ She has received paperwork for the demolition of the property on Daron Alley from the Land Bank. The work will move forward quickly since HRG determined that a portion of the building is not structurally sound.
- ✓ Work with HRG on the Stormwater paperwork is ongoing.
- ✓ She hopes to present the Financial Audit for 2020 at the July meeting.

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

Presentations:

Shawn Gold presented information about the attractions that will be available at the Mardi Gras in July. In addition, he asked the Borough to contribute toward the event's \$10,000.00 budget.

Justin Kuhn from **Integrated Development Partners** presented a slightly modified Apartment Design for Front Street. He stated that the plans had been reviewed by HRG and all comments addressed. Hopefully, the foundation will be laid in September. They are looking toward opening the facility by Spring 2022. Mr. Wion said the documents looked like a land development plan. The company needs to make the presentations and obtain the approvals as they did with the

initial development plan. Mr. Kuhn stated that he was told that no further actions were necessary since only slight changes were made. Ms. Shambaugh noted that she thought Mr. Curry had discussed the issue with Mr. Wion. Dauphin County informed Mr. Curry that no other reviews were necessary since the original plan was approved. Mr. Kuhn re-stated that Mr. Watts from HRG reviewed the project and given a written response saying they were satisfied with the changes. Mr. Wion requested Ms. Shambaugh facilitate a conversation between him and Mr. Watts. Mr. Kuhn was invited to attend the next Council meeting for further discussion.

Me. Proctor asked if the area between Senior Life Building and the Dollar General was supposed to be a no-parking area. Mr. Kuhn confirmed the no parking status. He stated that as soon as the building overlay is completed, the re-stripping of the curb will be completed. He said that they were waiting for the traffic signal for the Fire House. Mr. Proctor informed Mr. Kuhn that immediate action must be taken for the safety of persons traveling on Front Street at the Fire House. There is a lot of traffic in the area, and if the fire company must make a call, a serious accident could occur. Mr. Proctor asked if a battery-powered blinking light could be placed at that juncture. It was determined that the Public Works Department will make and post No Parking signs. The signs will up until the area is re-stripped, which will be in 8-10 weeks. Mr. Kuhn confirmed that the apartment building will be four stories high and contain 45 apartments that will rent at the market rate.

Unfinished Business:

Mr. Wion presented the Resolution necessary to formalize the Council's decision to allow 15-minute parking in front of a new store on Frank S. Brown Boulevard. ***Moved by Mr. Krovic, seconded by Mr. Jones approval of Resolution 2021-R-7 granting a Special Parking Permit at 145 & 147 Frank S. Brown Boulevard. Motion approved unanimously.***

Mr. Segina remarked that some unfinished business needed to be resolved, citing that no action was completed on the invoice from Acer Pavement. Mr. Jones stated that he would not agree to pay the company until the remedial work was completed. It was noted that Council approved to pay upon receipt of a document detailing when the necessary changes would be redone. Mr. Jones stated that he would agree to make the payment upon receipt of the letter. ***Moved by Mr. Segina, seconded by Mr. Krovic that Acer Pavement would be paid \$8,375.00 when it submits a written document stating when the work on the Bailey Street Park would be revised. Motion passed unanimously.***

New Business:

Ms. Shambaugh presented a request for the dismissal of taxes. Council had approved the release of taxes on this property for 2016-2019. However, the sale of the property was not completed until 2021. ***Moved by Mr. Krovic, seconded by Mr. Segina to approve the dismissal of 2020 taxes for Dauphin County Land Bank Authority property located at 546 & 548 North Third Street. Motion passed unanimously.***

Mr. Jones asked Council to donate \$2,000.00 to the Roller Wrestling Team. The team appreciated the donation Council made two years ago for uniforms. However, the team needs

new uniforms. They would like to purchase two-piece uniforms, which will be appropriate for both genders. The uniforms will be purchased from Youth in Community. This vendor supplies uniforms for most of the PIAA teams. A price of \$ 2,126.60 was quoted. This will cover the purchase of 14 warm-up uniforms and 14 competition uniforms. ***Moved by Mr. Segina, seconded by Mr. Krovic, the Council donates \$1,000.00 to the Roller Wrestling Team toward purchasing uniforms. Motion passed unanimously.*** Mr. Proctor volunteered to assist Mr. Jones in further fundraising. Mr. Jones thanked Council for the donation.

Following the vote, Mr. Segina stated the Council had received several unbudgeted requests for donations. He suggested that persons needing donations make the request before October, when the budgeting process starts. Or, a Committee could submit a dollar amount for contributions that could be budgeted as a line item.

Mr. Wion noted that Council agreed to accept the DEP grant for the recycling. The grant requires the Borough to have a written business integrity policy. The Resolution presented is an adaptation of the Commonwealth Contractor Integrity Provision to be included in the Borough policy. ***Moved by Mr. Jones, seconded by Mr. Krovic to approve Resolution 2021-R-8 Written Business Integrity Policy Which Includes the Commonwealth Contractor Integrity Provisions. Motion passed unanimously.***

No correspondence was presented at this meeting.

Public Comments:

There were no comments from the public, although several persons were present on the call. In addition, Ms. Shambaugh did not receive any form of correspondence that included questions or comments for the Council.

Council & Staff Concerns:

Ms. Leggett-Robinson, Ms. Drayton Bowers, Ms. Shambaugh, and Mr. Krovic expressed no comments or concerns.

Chief Vance said he wanted to place a banner across Front Street. Mr. Wion reminded him that he has to get permission from PennDot since Front Street is a State road. He recommended Chief talk to Chief Minium. Chief Vance also announced that the Fire Department will have a Boot Drive on Front and Swatara Streets from 3:00 – 6:00 pm Friday, July 2, 2021.

Ms. Marcinko encouraged persons to support the Mardi Gras in July, on July 10, 2021. The event is sponsored by Co-Exist Gallery.

Mr. Wion requested an Executive Session to discuss real estate acquisition.

Mr. Jones thanked Shawn Gold and Steelton Highspire United for a wonderful Father's Day Event. Mr. Jones stated that the event served both communities well and indicated more events like this one is needed.

Mr. Segina said that he observed many cars making U-turns on the ramp at the Fire House. He hinted that there needs to be an increased police presence in that area. Finally, he asked persons to remember the Ron Buxton family as they mourn his death. ***Moved by Mr. Segina that the Borough move \$6,000.00 from a line item to a Golf Tournament Fund to be used for marketing the Golf Tournament scheduled for 1:00 pm August 21, 2021, at the Sunset Country Club.*** There was no second to the motion; therefore, the action failed. At Mr. Wion's request, the matter will be discussed in Executive Session.

President Proctor shared his concern about how people handle the heatwave experienced in this area. He suggested people check on those that might be a risk because of the heat. He also verified that the Fire House is available for respite and has water available for those in need.

Moved by Mr. Krovic, seconded by Mr. Segina, Council moves into Executive Session to discuss property acquisition. Motion passed unanimously.

Council resumed regular session at 8:12 pm.

Motion made by Mr. Krovic, seconded by Mr. Jones, to accept the resignation of Police Officer Cody Webster. Motion passed unanimously.

Motion made by Mr. Jones, seconded by Mr. Segina, to approve the hiring of Police Officer Salazar pending a good psychiatric exam result. Motion passed unanimously.

Motion made by Mr. Segina, seconded by Mr. Krovic, to pay up to \$6,000 from the Steelton Fest 2021 line item in the General Fund budget toward the Borough's Golf Outing Fundraiser August 21, 2021. A separate line item must be created so all revenues can be kept separate for Steelton Fest 2022. Motion passed unanimously.

At 8:14 pm, Mr. Segina moved, and Mr. Krovic seconded to adjourn the meeting. Motion passed unanimously.

Respectfully Submitted,


Secretary