

**BOROUGH OF STEELTON – COUNCIL MEETING**

**August 23, 2021**

*(Rescheduled from 8/16/21)*

**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:** August 2, 2021

**Public Comments on Agenda Items Only**

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

**Department & Committee Reports:**

Fire Department and Ambulance

Police Department

Codes Department

Public Works Department

Parks and Recreation Committee

NEDC Committee

Stormwater Committee

Mayor's Report

Borough Manager's Report

Approval of Department/Committee Reports

**Presentations:**

Mr. Randy Watts, Engineer, HRG

**Action Items:**

**Approval of the Management Services Proposal for the  
101 Locust Street Building Demolition Project**

**Approval of Payment Application 7 in the amount of \$18,736.52 for Phase II of the Skate Park payable to Arment Concrete**

**Review and approve Bid Results for the 101 Locust Street Retaining Wall project**

**Unfinished Business:**

Mr. Wion

Approval of Resolution 2021-R-10 Removing a Special Handicapped Parking Space at 742 N Second Street

Ms. Shambaugh

Approval of Estimate 21-9001SRTX to remove the flooring and subfloor in the Tax Collector's office to remediate mold beneath the flooring in amount of \$4,753.27

Approval of Estimate 21-9001SRCLN to clean the 1<sup>st</sup> Floor of the Borough Building after the mold remediation to include ceilings, walls, cabinets, shelves and the lobby floor in the amount of \$11,565.62

Approval of Estimate 21-9001SRRP to repair and replace flooring in the Detective, Patrol and Tax Offices in the Borough Building to include baseboards, crawl space repair and trap door access in the amount of \$29,091.23

Approval of Estimate 21-900SRVNT to add ventilation to the existing crawl space at the Borough Building to prevent additional mold and steam-related issues from occurring in the future in the amount of \$5,301.05

**New Business:**

Ms. Shambaugh

Approval of the Renewal Letter for Municipal Snow Removal – Agreement # 3900039236 in the amount of \$11580.48

**Correspondence:**

*Hempt Brothers Steelton Quarry – Scott's Hauling and Excavating Notice of DEP General Operating Permit*

*Notice of a Tax Exemption Recertification Program being explored by the Dauphin County Commissioners*

*Notice of Change of Assessment for the following properties: 701 N 3<sup>rd</sup> Street; N 3<sup>rd</sup> Street L1; N 3<sup>rd</sup> Street L2*

**Public Comments:**

**Council & Staff Concerns:**

**Executive Session:**

**Requested**

# STEELTON BOROUGH COUNCIL MEETING MINUTES

August 23, 2021

## Present:

Brian Proctor, President  
Michael Segina, Vice President  
Keontay Hodge, President Pro Tem  
Denae House  
William Jones  
William Krovic  
Natashia Woods  
Maria Marcinko, Mayor

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.  
Randy Watts, Engineer

Due to mold in the Borough building, the Steelton Borough Council meeting was held by video/telephone conference. President Proctor opened the meeting at 6:31 p.m. The roll was called, and persons present noted.

Mr. Wion requested two additional special parking items be added to the Borough's agenda. ***Motion made by Mr. Segina, seconded by Ms. Woods. Motion passed unanimously.***

President Proctor requested the Brickyard Park item not be added until all members of Council are available.

***Motion by Mr. Jones, seconded by Mr. Segina, to approve the August 2, 2021, Council Meeting Minutes. 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 Mr. Jones, and seconded by Mr. Krovic, the schedule of billing, requisitions, and change orders for July 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.

Parks and Recreation Committee – None

NEDC Committee – None

Stormwater Committee – Ms. Woods stated the committee met and scheduled the following meetings:

August 31, 2021      Review of Proposed Storm water Projects  
September 14, 2021   Storm Water Committee Meeting  
September 15, 2021   Steering Committee Meeting

Mayor's Report – None

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

- ✓ Steam pipe repairs at the Borough building will be completed this week.
- ✓ The 2021-2022 Gaming Grant is due September 1, 2021. Since we were unsuccessful in getting the Greenways and Trails grant we will be submitting a grant in the amount of \$75,000 to complete the Brickyard Park.
- ✓ Liquid Fuels audit had 1 finding. Liquid Fuels funds cannot be co-mingled with general funds. As a result of the finding, all Liquid Fuels checks will be written directly from the Liquid Fuels account.
- ✓ Emergency repair on the sewer main on Walnut Street. 45 feet of main needed to be replaced after a portion of the main line collapsed. EK Services performed the emergency work.

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

#### **Engineer's Action Items:**

Mr. Watts presented a proposal for project management of the 101 Locust Street demolition project which includes: preparation of the public bidding documents; contract administration; construction observation; project management and asbestos testing. The total cost of the proposal is \$17,215.00. President Proctor stated HRG will be working the Habitat for Humanity to build a home on the property.

***Motion made by Mr. Jones, seconded by Ms. Woods, to approve HRG's construction management contract for the 101 Locust Street project in the amount of \$17,215.00. Motion passed 6-1 with Ms. Hodge dissenting.***

Mr. Watts presented payment application #8 for the completion of Change Order #3 for the Skate Park Phase II in the amount of \$18,736.52. ***Motion made by Mr. Segina, seconded by Mr. Krovic, to approve payment of application #8 for Phase II of the Skate Park in the amount of \$18,736.52. Motion passed unanimously.***

Mr. Watts presented the bid results for the demolition of 101 Locust Street. The Borough received 1 bid in the amount of \$187,000 from Spotts Bros. Mr. Watts noted the Borough's grant is for \$150,000 with a previous estimate of cost from HRG for \$152,000. Mr. Watts stated there were 2 options:

1. Re-bid the project to get more quotes; or

2. Accept the bid and move forward with construction.

Ms. Hodge asked about the order in which the retaining wall work and the property demolition should be completed. Mr. Watts stated the retaining wall should be completed first then the property demolition.

***Motion made by Ms. Hodge, seconded by Mr. Jones, to re-bid the project. After a brief discussion regarding the cost to re-bid the project, Ms. Hodge amended her motion to include the cost of \$2,306.07 to re-advertise the project. Motion passed unanimously.***

Mr. Watts discussed the storm water pipe at 4<sup>th</sup> and P Street near the playground. He stated he met with public works employees on site to reconfigure the 15” storm water pipe down to 6 or 8 inches. Public Works will use a blank metal sign to reduce the size of the pipe which reduce the amount of water flow and pressure during upcoming storms. Mr. Watts stated this change may cause ponding in the park which will subside. Ms. Woods asked if it will cause permanent damage to the park and Mr. Watts stated it should not.

Ms. Hodge confirmed Mr. Miller knew of the project and would be overseeing the work. She requested in the future all members of Council be made aware of projects requested prior to any work or consultation being done.

#### **Unfinished Business:**

Mr. Wion presented Resolution 2021-R10 to remove the handicapped parking space at 742 N 2<sup>nd</sup> Street as requested by the property owner.

***Motion made by Mr. Segina, seconded by Mr. Jones, to approve Resolution 2021-R10. Motion passed unanimously.***

Mr. Wion presented Resolution 2021-R11 to remove the handicapped parking space at 327 Ridge Street as requested by the property owner.

***Motion made by Mr. Jones, seconded by Mr. Segina, to approve Resolution 2021-R11. Motion passed unanimously.***

Mr. Wion presented Resolution 2021-R12 to remove the handicapped parking space at 119 Penn Street as requested by the property owner.

***Motion made by Mr. Jones, seconded by Ms. House, to approve Resolution 2021-R12. Motion passed unanimously.***

#### **New Business:**

President Proctor asked Mr. Wion if the Brickyard Park item could be added to the agenda.

***Motion made by Mr. Segina, seconded by Mr. Jones, to add the Brickyard Park discussion to the agenda. Motion passed unanimously.***

Ms. Shambaugh presented Estimate 21-9001SRTX to remove the flooring and subfloor in the Tax Collector's office to remediate mold beneath the flooring in amount of \$4,753.27. Ms. Shambaugh stated there may be additional mold growth under the subfloor and it was recommended to remediate this area to ensure all mold has been removed from the building for the safety of all employees and residents who enter.

***Motion made by Ms. Hodge, seconded by Mr. Jones, to approve Estimate 21-900SRTX in the amount of \$4,753.27. Motion passed unanimously.***

Ms. Shambaugh presented Estimate 21-9001SRCLN to clean the 1<sup>st</sup> Floor of the Borough Building after the mold remediation to include ceilings, walls, cabinets, shelves and the lobby floor in the amount of \$11,565.62.

***Motion made by Mr. Jones, seconded by Ms. House, to approve Estimate 21-901SRCLN in the amount of \$11,565.62. Motion passed unanimously.***

Ms. Shambaugh presented Estimate 21-9001SRRP to repair and replace flooring in the Detective, Patrol and Tax Offices in the Borough Building to include baseboards, crawl space repair and trap door access in the amount of \$29,091.23.

***Motion made by Ms. Hodge, seconded by Mr. Jones, to approve Estimate 21-9001SRRP in the amount of \$29,091.23. Motion passed unanimously.***

Ms. Shambaugh presented Estimate 21-900SRVNT to add ventilation to the existing crawl space at the Borough Building to prevent additional mold and steam-related issues from occurring in the future in the amount of \$5,301.05.

***Motion made by Mr. Segina, seconded by Ms. Hodge, to approve Estimate 21-9001SRVNT in the amount of \$5,301.05. Motion passed unanimously.***

Ms. Shambaugh presented the Annual Snow Removal Agreement between PennDOT and the Borough of Steelton – Agreement 3900039326 in the amount of \$11,580.46. Ms. Shambaugh stated this agreement is for the winter maintenance performed by the Borough on state-owned roads.

***Motion made by Ms. House, seconded by Mr. Krovic, to approve Agreement 3900039326 with PennDOT for \$11,580.46.***

**Public Comment:**

Cheryl Powell – 321 Lebanon Street, asked if the snow removal amount was ever not enough to cover the expenses. Ms. Shambaugh explained how PennDOT assigns certain roads with factors and assesses the dollar amounts accordingly.

Ms. Powell asked Ms. Shambaugh if she remembered stating “the air inside the building is better than outside” during a previous meeting and if she could explain the statement. Ms. Shambaugh explained when the air quality testing was performed 4 samples were taken internally and 1 sample was taken from outside the building. She explained when the results came back they showed more mold spores were outside than in the building – thereby making the air quality better inside the building than outside.

Mr. Emuel Powell – 321 Lebanon Street, asked why the tree contractor hired by the Elks was told they did not have to remove the trees from the property. Mr. Powell stated the contractor mentioned someone from the City told them. President Proctor stated Mr. Powell, Mr. Hankerson and he were talking and Mr. Hankerson stated the Codes Department told the Contractor. President Proctor asked Mr. Curry if he made that statement. Mr. Curry stated he had never met Mr. Hankerson and had never made the comment. Mr. Powell stated it was someone from City Council who made the statement not Codes. Ms. Hodge asked if anyone knew who made the comment and who in fact hired the contractor. Mr. Powell stated the Elks did and they were withholding payment until the contractor removed the trees. Ms. Hodge stated that was an appropriate response to the work not being completed.

Ms. Shambaugh presented the new design for the Brickyard Park. Ms. Shambaugh explained a requirement of the C2P2 grant received by the Borough was for Council to approve the design. Since the design was changed due to the relocation of the storm water pipe, it was necessary for Borough Council to approve the new design.

After a brief discussion regarding the need for a new subdivision and land development plan, ***motion made by Ms. Hodge, seconded by Ms. House, to approve the new design for the Brickyard Park. Motion passed unanimously.***

Mr. Segina asked if there was a name for the park. President Proctor stated the park would be named the Emmuel Powell Jr. park at the Brickyard. All members of Council and the Public congratulated Mr. Powell.

### **Council Concerns:**

Ms. House stated she was unaware of the blocks along Lincoln Street and although she spoke to Ms. Shambaugh who explained it, she was wondering if the blocks would be used anywhere else in the Borough because residents are asking about it. Chief Minium stated he presented the idea to Borough Council at the last meeting and it was approved to help deter illegal parking so the Fire Engine could easily make the turns along Lincoln Street.

Mr. Curry stated there is a port-a-john at 420 Lincoln Street and the Codes department is looking into the reason. He stated the Borough Code does allow for this; however, he was trying to determine the reason. Chief Minium requested the information be given to him to ensure there are no children in the house as running water and working sewers are required when children are in the home.



Ms. Hodge thanked the Codes, Public Works and Water Departments for their assistance when she moved. She stated it may appear to residents the employees are not working; however, she assured everyone they are. She mentioned the back to school event and stated we will get through the building issues.

Mr. Segina asked Ms. Shambaugh for the following information:

1. Please send the finance committee a copy of the Liquid Fuels Audit.
2. Please provide an update at the next Borough Council meeting on the hydrants facing the wrong direction at the Steel Works property.
3. Provide an update on the fire hydrant in No Man's Land that has several bollards blocking access to it.
4. Update on the Ordinance for the no-parking areas along Front Street affected by the Steel Works development.

Ms. Shambaugh stated she can provide the information. Mr. Segina stated the next meeting would be fine.

President Proctor stated a few meetings back the following items were requested and he would like an update:

1. Requested an RFP for a basketball court at the open field in back of Mohn Street park.
2. Requested Randy and Anne to provide information on converting Borough-owned property into parking areas. Where are we with these requests?

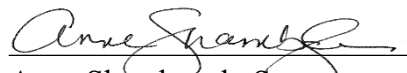
President Proctor stated there were 64 golfers at the Borough's event and 22 hole sponsors. He thanked everyone for participating.

***Motion made by Ms. House, seconded by Mr. Segina, to move into Executive Session at 7:46 pm. Motion passed unanimously.***

***Motion made by Ms. Hodge, seconded by Ms. House, o move back into Public Session at 8:57 pm. Motion passed unanimously.***

***Motion made by Mr. Jones, seconded by Ms. House to adjourn. Motion passed unanimously.***

Respectfully submitted,

  
Anne Shambaugh, Secretary