

**Council Agenda  
June 20, 2016**

**Call Meeting to Order:** President Jeffrey Wright

**Pledge of Allegiance:** President Jeffrey Wright

**Moment of Silence:** Mayor Thomas F. Acri

**Executive Sessions held between Meetings:** None

**Approval of Minutes from previous meeting:** June 6, 2016

**Public Comment on Agenda Items only:**

**Approval of schedule of billing, requisitions, and change orders as presented for:** May 2016

**Executive Session:** To Discuss Personnel Issue

**New Business:**

Personnel Committee Chairman Wright

Committee Recommendation to Make Acting-Chief Minium Permanent Police

Personnel Committee Chairman Wright

Approval of Employment Agreement with Anthony Minium to Serve as Permanent Police Chief

**Approval of Department Reports:**

Fire Department and Ambulance (Written Report)  
Police Department (Written Report)  
NEDC Committee (Oral Report)  
Public Works (Written Report)  
Codes Department (Written Report)  
Mayor's Report (Oral Report)  
Borough Manager's Report (Oral Report)

**Presentations:**

Herbert, Rowland, and Grubic, Inc.

Monthly Engineering Report

Mr. Mendinsky

Recommendation for Impeller Project

**Communication:**

Capital Region Water

Response to 2015 Wasteload Management Report Comments

Dauphin County Conservation District

Permit Co-Permittee/Transfer Steelton LNG Peaking Facility

Dauphin County Office of Tax Assessment

Notice of Change in Assessment Commercial Property (2)

Dauphin County Office of Tax Assessment

Notice of Change in Assessment  
Commercial/Industrial/Misc. (2)

**Unfinished Business:**

Mr. Brown

HRG Sewer Rate Study Update

Mr. Brown

Update on Skate Park/ Community  
Center Project

Mr. Brown (Oral Report)

Update on Brownfields Project

**New Business:**

Mr. Brown

Request to Have Steelton Borough  
as Co-Applicant for Dauphin  
County Gaming Grant to Repair  
Elks Lodge

Mr. Wion

Approval of Resolution 2016-R-\_\_\_\_  
Establishing Special Purpose  
Parking for Ms. Lehigh

**Council Concerns:**

**Public Comments:**

**Executive Session:**

**Other Business:**

Chief Minium Appointment of Michael Smith  
for Certified Patrolman Officer Vacancy

**Adjournment:**

**Steelton Borough Council Meeting  
June 20, 2016**

**Persons Attending the Meeting:**

President Jeffrey Wright	Mayor Thomas Acri
Maria Marcinko	David Wion, Solicitor
Brian Proctor	Justin J. Mendinsky, Engineer
Michael Albert	Anthony Minium, Police Chief
Keontay Hodge	Thommie Leggett-Robinson, Executive Asst.
Kelly Kratzer	
Michael Segina	

**Absent with cause:**

Douglas Brown, Borough Manager  
Amrinder Singh, Codes Officer

**Call Meeting to Order:**

The meeting was called to order by President Jeffrey Wright at 6:30 p.m.

**Pledge of Allegiance:**

The Pledge of Allegiance was led by President Jeffrey Wright.

**Moment of Silence:**

Mayor Thomas F. Acri led the group in a moment of silence to remember deceased service people.

**Executive Sessions held between Meetings:** None

**Approval of Minutes from June 6, 2016 meeting:**

Mr. Wion noted that on page four, first paragraph, seventh line should read, “usual standards as required by law”. Mr. Proctor moved and Mr. Albert seconded the motion that the minutes be approved with the recorded correction. The motion passes unanimously.

**Public Comment on Agenda Items only:**

Mr. Emmuel Powell 321 Lebanon St, requested information regarding the road construction conducted on Harrisburg Street. The machines used to destruct and repair the street has damaged the parking lot of his business located 428 N. Harrisburg St. in Steelton. Mr. Powell was asked to discuss the issue with Swatara Township.

**Approval of schedule of billing, requisitions, and change orders as presented for May 2016:**

The Council voted unanimously to accept the financial report following the motion made by Mr. Albert and seconded by Ms. Kratzer.

**Executive Session:**

At 6:35 p.m. Mr. Albert moved and Mr. Proctor seconded the motion that the Council adjourn to move into Executive Session to discuss Personnel Issues.

The meeting was called back into session at 6:43pm. The Personnel Committee and the Mayor’s office recommended the Borough hire Anthony Minium as the Chief of Police for the Borough of Steelton. A motion to affirm the recommendation was made by Mr. Albert. The motion was seconded by Ms. Kratzer. The Council unanimously agreed to hire Mr. Minium as Chief of Police for the Borough of Steelton.

Ms. Marcinko moved and Ms. Hodge seconded the motion that the employment package prepared for Mr. Minium be accepted as presented. The Council cast a unanimous vote to accept the employment package presented for Mr. Minium.

Mayor Thomas Acri requested that Mr. Minium come forward to be sworn in. Mr. Minium and his two children came forward, the children held the Bible and Mr. Minium became Chief Anthony Minium. Immediately following his being sworn in, Mayor Acri presented a check for \$4,000 to use toward the purchase of new tasers. Those present in the Council Chamber which included Mrs. Minium, the Police Department, persons from the community, Borough staff and Council gave the newly sworn in Chief of Police a standing ovation. When asked for remarks, Chief Minium stated that he was honored to accept the position. He looks forward to working with the Council and the community and a partner in the community, not just the Chief of Police. There was another round of applause as the new Chief, family and friends left the Council Chambers.

#### **Approval of Department Reports:**

Fire Department and Ambulance (Written Report)

Police Department (Written Report)

In addition to the written report, Chief Minium stated that the Department is having a problem with curfew violations. There have been some arrest made, the majority of which have been persons from Harrisburg. He further informed the Council that there are 20 youth enrolled in the Police Cadet Program which is meeting at Prince of Peace Church. The youth will participate in workouts with the Steelton – Highspire football team.

July 27-30 there is a Carnival. Swatara Township has not reached out the Borough Police Department to ask for assistance. Even so, the Department will donate food during the first hour of the day and one Officer will be dispatched.

NEDC Committee (Written Report)

Public Works (Written Report)

Codes Department (Written Report)

Mayor's Report (Oral Report)

### Borough Manager's Report (Oral Report)

Mr. Brown was ill and not present to make his report. It will be made at the next Council meeting.

Following the presentation of the Department Reports, Mr. Albert moved and Mr. Proctor seconded the motion that the Department reports be accepted as presented. The motion was unanimously approved by the Council.

### **Presentations:**

Mr. Mendinsky, the Borough's assigned engineer from Herbert, Rowland and Grubic, Inc. gave an oral presentation of the written report first presented at the June 6, 2016 Council Meeting. Of note in his review of his report is:

- 1) There are some issues that UGI and PennDot are working to resolve. Until these two entities reach an agreement, the contractor has stopped work on the Harrisburg Street Project.
- 2) HRG is working with the L.S. Lee Company to coordinate and serve as liaison during the installation of the guard rails on Swatara Street.
- 3) A meeting is scheduled for June 23, 2016 to determine how to advance the Storm and Sewer Inspection and Cleaning Project. At this point, it is obvious that the dates approved by the County will not be met.
- 4) The preliminary design work for the Midget Baseball Field has been completed and will be ready for review in August with a work start date in September.

Also included in his report was a recommendation that the Borough agree to complete the needed maintenance at the Trewick Street Pump Station. This maintenance item is the replacement of the impeller. This action, which costs \$ 44,111.00, will be paid for from the CDBG funds and completed by Geiger Pump and Equipment Co. since they made the initial installment and are prepared to continue their service by maintaining their product. Ms. Marcinko moved and Mr. Albert seconded the motion that maintenance of the Trewick Street Pump Station be done. The Council unanimously approved the motion.

**Communication:**

The Borough received correspondence from Capital Region Water regarding the 2015 Wasteload Management Report completed by the Pennsylvania Department of Environmental Protection May 3, 2016. The correspondence was their response to the PDEP report. There was no discussion on this item.

The Borough received correspondence from the Dauphin County Conservation District recognizing receipt of the Transferee/Co-Permittee Application dated June 20, 2016. This addition constitutes a minor permit adjustment. The permit is relevant to work being conducted on the Steelton LNG Peaking Facility Project. No action was taken on this correspondence.

The Borough received correspondence from the Dauphin County Office of Tax Assessment regarding the Commercial properties owned by the Borough at 154 N. Front St. and 120 N. Front St. Taxes were reduced because the buildings on those properties were removed. Taxes of the property located at 140 N. Front St remain the same. The building assessment of S. Front St, L4 was increased from \$762,500 to \$1,602,400, while the land assessment remained the same.

**Unfinished Business:**

In the absence of Mr. Brown, Mr. Wion commented on the correspondence from HRG regarding the 2016 Sewer Rate Update Agreement. Mr. Wion explained that rate resolutions determine what rates should be, and the last rate study was conducted 2011. We last signed a sewer rate usage agreement with Swatara Township in 1976. There has been some question regarding the payments currently being made, therefore, it is time to revisit the rates to determine if they are still feasible. Ms. Adrienne M. Vicari conducted the last study and it was very thoroughly completed. Therefore, Mr. Wion, having discussed the proposal with Mr. Brown, recommended that the Council consider the proposal for a sewer rate proposal submitted by HRG. HRG is ready to begin the project as soon as it is authorized by the Council. There are adequate funds in

the Sewer account to pay the estimated \$11,600 requested for the User Study and estimated \$1,500 requested for the development of Bulk Customer Agreement, Rates and Policies. Following Mr. Wion's presentation, Ms. Marcinko moved and Mr. Segina seconded the motion that the Borough enter into an agreement with HRG to conduct the Sewer Rate Update proposal submitted. The Council cast a unanimous vote.

Mr. Proctor spoke to the issue of the proposed Skate Park. On June 24, 2016, the Borough submitted a grant application to the Tony Hawk Foundation requesting funds to construct the Steelton Borough Skate Park. The Skate Park was introduced by the Borough Department of Neighborhood and Economic Development Committee as one step toward transforming the image of Steelton, PA., There are persons in the community that have expertise in skateboarding and they are anxious to see the park developed in the area. The park would benefit the youth in the community, with particular emphasis on those youth that have developmental issues. For those children with special needs, learning to skateboard is one way to develop confidence and skills that can help them feel more confident as they become productive citizens. The skate park would be developed on the tennis court that is not currently in use for that purpose. Mr. Proctor moved and Ms. Hodge seconded the motion to move forward with the Skate Park Project upon receipt of the \$50,000 HGBG requested. The motion was unanimously passed by the Council.

Mr. Proctor continued to discuss the visualization the Neighborhood and Economic Development Committee by discussing the development of a Unity Center which would be available for community use. Phase II of the Community Development Project will be the purchase of vacant lots to develop a walking trail. Work is underway on the improvement of the baseball field. Mr. Proctor stated that the Committee is hopeful that groundbreaking on the Adams Street Project will begin in the fall of 2016. It was further noted that the Brownsfield Project has been completed and has greatly improved the look of North Front Street.



The request from the Steelton Elks was brought forth for discussion by President Wright. The Elks requested the Borough co-sign their application to receive funding to make necessary repairs on the building located at 140 Adams Street. Mr. Wion advised that if the Council agrees to be co-applicants, the Borough will hold some financial responsibility for the grant. Therefore Ms. Marcinko moved and Mr. Albert seconded that the Borough provide a letter of support for the grant submitted by the Steelton Elks to improve their building. Ms. Hodge requested a voice vote be taken. Councilpersons Kratzer, Segina, Marcinko, Hodge and Albert voted in favor of the Borough writing a letter of support for the Elks grant request. Councilpersons Proctor and Wright abstained because doing so would represent a conflict of interest. The motion carried.

The Resolution to approve special parking for Ms. Lehigh was not presented to the Council. The traffic study to support the request has not been submitted.

#### **Public Comments:**

Mr. Emmuel Powell, 321 Lebanon Street congratulated the Chief on his new position. He brought forward a concern about the motorcycles and bicycles persons are riding on the streets. Chief Minium stated that the Police Department was aware of the activity, but needed to catch the persons in the act in order to take action. Mr. Powell then asked why the citizens cannot contact the police directly instead of going through Dauphin County Dispatch. Chief Minium explained that Borough Officers are not in the office, but in the field when evening and weekend call come in, so there would be no one available to take the calls. Also, by going through the Dauphin County Dispatch, the calls are easily tracked and only since persons often give a lot of information during the call the dispatcher is able to filter the information so that only the pertinent information is provided to the investigating officer.

**Council Concerns:**

Ms. Kratzer offered congratulations to the new Chief of Police.

Mr. Segina stated that he was happy that the Pine Street project was completed. He congratulated the Chief on his new position and stated that the Brownsfield Project looked nice.

Mr. Albert stated that he was very pleased that Chief Minium was hired to head the Police Department. Chief exhibits all the qualities needed to lead the Department in a positive way.

Ms. Hodge stated that she loved the direction in which the Borough is moving. She gave her congratulations to the new Chief. Ms. Hodge further stated that she had heard good things about the Chief all over the State.

Mr. Proctor congratulated Chief Minium on his new position. At this time Mr. Proctor introduced a Summer Program which is located in Municipal Park on Monday, Wednesday and Friday. Participants receive lunch while in the program. The program is looking to local teens to serve as staff and recruit two adult volunteer supervisors, who can pass the required clearances, to oversee the program. The program is sponsored by ResCare and is working in conjunction with Power League. The teens will be paid through ResCare. Mr. Wion expressed concern about insurance. Since the Borough is not sponsoring, but supporting the program that should not be an issue. Mr. Proctor asked Council to approve the use of Borough letterhead to solicit businesses for equipment, games and craft materials for the Borough of Steelton. The donated items would be available for use by any program in the Borough. Mr. Albert moved and Mr. Segina seconded the proposal that Borough letterhead be used to solicit vendors to donate needed supplies for children in the Borough that can be used by this or any other program supported by the Borough. The motion passed unanimously. Ms. Hodge requested the letter be reviewed by the solicitor prior to being sent to the businesses.

Chief Minium volunteered to conduct the background test required of the adult volunteers and committed the Police Department's support with the programs. Mr. Proctor also reminded the Council that the Borough is sponsoring The First Fishing Tournament. The necessary permit has been received.

Ms. Marcinko stated that she was glad the Pine Street Project was completed, and expressed concern about the completion of the Harrisburg Street Project. She mentioned that she enjoyed her recent trip to Croatia, a place she had not visited in 32 years. She also stated that she admired Chief Minium, who was not initially interested in being promoted to the top position. She stated that Chief Minium asked for the opportunity to prove that he could do the job and during the trial period he went over and above what was required.

President Wright stated that good work was going on the Borough. He is pleased that younger persons are being placed on staff and on the Council. The President thanked the Council for its work during his absence.

#### **Executive Meeting:**

The meeting was adjourned at 7:35 p.m. to enter an executive meeting to review personnel issues.

The Council Meeting was reconvened at 7:44 p.m.

Mr. Albert moved and Mr. Segina seconded the motion that Mr. Michael Smith be employed as a Police Officer in the Steelton Borough, pending the approval of his medical and psychological testing. The Steelton Borough Council passed the motion unanimously.

Members of the Council were concerned because the next meeting is scheduled for July 4, 2016. The meeting could be scheduled to be held the next day, which would be July 5, 2016. It was agreed that the decision regarding the date of the next meeting would be made by Doug Brown, Borough Manager.

**Adjournment:**

The President called for a motion to adjourn the meeting. Mr. Albert moved and Mr. Proctor seconded the motion. The Steelton Borough Council meeting was adjourned at 7:50 by a unanimous vote of the Council.

Respectfully submitted,

SIGNATURE   
Douglas Brown