

Steelton Council Agenda

February 21, 2017

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:

Public Comment on Agenda Items only:

Approval of schedule of billing, requisitions, and change orders as presented for: January 2017

Presentations:

Mr. Brandon Meyers, HRG, Inc.	Yearly Review of Steelton Borough MS4 Program
Mr. Ted Rebholz – CEO Temescal Wellness	Introduction to Council of Temescal Wellness Medical Cannabis Grower-Processor Company
Mr. John Henry – CEO Chariot Companies	Introduction to Council and Review of Renaissance Row Redevelopment Project
Mr. Matt Ward, CEO Sustainable Strategies DC	Sustainable Strategies Urban Redevelopment Planning and Resource Roadmap Proposal
Mr. Justin Medinsky	Engineer's Report

Approval of Department Reports:

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

Communication:

Steelton Borough, Mr. Brown	Response to Pennrose Management Co. re: Partial Refund of Steelton Borough Real Estate Taxes for Parcel 58-009-001 in the amount of \$48,028.60
Mr. Paul Lundeen, RHOADS & SINON, LLP	Securities & Exchange Commission Municipalities Continuing Disclosure Cooperation Initiative of 2014
Mr. Leonard F. Yablon, J.D.	Resignation from Steelton Borough Civil Service Commission/Board
Election Board of Steelton	Retirement of the Board Members
Dauphin County Conservation District	Dirt, Gravel and Low Volume Road Maintenance Program Updates
Herbert, Rowland, and Grubic, Inc.	Skate Park Feasibility Study
Unfinished Business: Mr. Brown	Mark Cobb Request to Use Mohn Street as Play Area for Day Care
New Business: Ms. Marcinko	Recommendation and Approval of Agreement with Humane Society for 2017 Services
Mr. Mendinsky	Front Street Area Sanitary and Storm Sewer Recommendations Report
Mr. Mendinsky	Amendment to Engineering Services Agreement for CDBG-DR Project Utilizing Additional CDBG-DR Grant Funds
Mr. Mendinsky	Recommendation to Award Bid for Mohn Street Tot Lot Project
Ms. Marcinko	Emergency Response Policy for Certified First-Responders/Borough Employees
Mr. Brown	Approval of Sustainable Strategies Proposal to Provide Urban Redevelopment and Resource Roadmap Services to Steelton Borough

Mr. Wion

Approval of CDBG Subrecipient Agreement
for Washington Street-Blueberry Alley
Storm Sewer Project

Public Comments:

Council Concerns:

Executive Session: To discuss pending litigation.

Adjournment:

Steelton Council Meeting Minutes February 21, 2017

Present:

Jeffrey Wright, President
Maria Marcinko, Vice President
Keontay Hodge
Kelly Kratzer
Michael Segina

Thomas Acri, Mayor
Dave Wion, Solicitor
Brandon Myers, HRG Engineer
Douglas Brown, Borough Manager
Amrinder Singh, Codes Officer
Eugene Vance, Fire Chief
Thommie Leggett-Robinson, Exec. Asst.
Mr. Bruce Hulshizer, HRG

Absent with Cause:

Brian Proctor, President Pro-Tem Michael Albert Anthony Minium, Police Chief

Call Meeting to Order:

President Jeffrey Wright called the meeting to order at 6:30 p.m.

Pledge of Allegiance:

The Pledge of Allegiance was led by President Jeffrey Wright.

Moment of Silence:

Mayor Tom Acri led the body in a moment of silence in respect of those who lost their lives in the service of their country and other loved ones.

Executive Sessions between meetings:

There was no Executive Meeting between meetings.

Approval of minutes from previous meeting:

The minutes of the February 6, 201 Council Meeting were presented. There were two corrections to the minutes. Ms. Marcinko noted that on page 7, fourth paragraph under Council Concerns should read The Steelton ***Community Development Foundation***. Mr. Segina noted that in that same section, second paragraph the sentence read ***cost*** instead of coast. Mr. Segina moved and Ms. Marcinko seconded the motion that the minutes be approved with corrections noted. The Council voted to approve the motion by a unanimous vote.

Public Comment of Agenda items only:

There was no comment from the public on agenda items.

Approval of schedule of billing, requisitions, and change orders as presented for January, 2017.

Ms. Marcinko moved and Ms. Kratzer seconded the motion to accept the financial report as presented.

Presentations:

Mr. Brandon Myers, Senior Environmental Scientist from HRG, INC. Engineering Firm presented information regarding the MS4 Permit. Mr. Myers explained the Borough has to have a National Pollution Discharge Elimination System to accommodate Stormwater Discharges that is separate from the Storm Sewer System. Stormwater runoff is any fluids that is not absorbed by the earth. The fluids from the rain, melting snow, oil from a leaking automobile or street or driveway oil change that is washed into the street, water that contains animal feces because it is not cleaned up by the owner, salt, litter, construction debris, etc., anything that runs into the street drain is counted as polluted water because it run outside the sewer system. The Borough must have a written procedures detailing how it will handle the problem and evidence that it is following that written procedure. In addition, the Borough must have a community education program that helps residents understand the problem and how they can assist the Borough in preventing the water pollution problem. Some of the things residents can do to help elevate the problem are:

- ✓ Put shoveled snow in the grass or other vegetated area.
- ✓ During snowy and icy weather, use only the amount salt needed so there will be no extra salt left over.
- ✓ Pick up after your pets.
- ✓ Keep lawn clippings on their own lawn.
- ✓ Use pesticides, herbicides and fertilizer sparingly.
- ✓ Grow grass or flowers or other vegetation on any bare spots in their yard.
- ✓ Sweep off the driveway and dispose of the dirt instead of hosing it down – all in an effort to prevent unnecessary waste going into the street drains.
- ✓ Keep vehicles tuned up and repair any leaks.
- ✓ Use Rain Barrels to catch and use to water to water the grass, plants, wash the car, etc.

Waste water from this area goes into the Susquehanna River and eventually into the Chesapeake Bay, which will then further contaminate our drinking water and lakes or rivers where we swim or fish. The Council thanked Mr. Meyers for his presentation.

Mr. Ted Rebholz, the CEO of Temescal Wellness made the next presentation. The Temescal Wellness program is a Medical Cannabis Grower-Processor Company that is looking to locate an operation in Steelton. Mr. Rebholz has six years of experience in the legal cannabis industry, having worked successfully in California, New Hampshire, Massachusetts and Maryland prior to his family's decision to move to Maryland. He explained that the company has a commitment to serving their patients. The company is highly regulated by the State of Pennsylvania and has their own strict policies to guide the business. The facility will offer the patients several ways to obtain what they need. Ms. Kratzer asked about the number of patients the program anticipated as well as could the patients consume the products on site. Mr. Rebholz stated that, dependent on need, competition and the possibilities of changes in the law, they expect to serve approximately 15-30 patients per day which should grow to 40-50 by the end of the year. Since Pennsylvania prohibits the distribution of the actual dried flower or edibles, the facility will offer the patients several other ways to fill their prescriptions: patches, extracts (which can

also be vaporized), capsules, and liquids, which may take for form of beverages such as tea or infused olive oil. The answer is that they MUST take it home and be used with supervision. By law, there can be no on-site consumption. Only persons who have been certified by the State can enter the store and purchase what's needed, so that the patient and caregiver should both be certified to maximize the ability to purchase the drug. The company is dedicated to consumer education and will provide training and on-going educational resources to ensure the patient and caregiver know how to use the product safely. It was noted that the marihuana sold in the dispensary will not produce a "high", however, having the proper dosage is important to ensure the best treatment for the patient. Ms. Hodge asked how the dispensary will be listed. Will it be considered a medical facility? The response was no, there are no requirements that staff be certified, however, regulations require that a full-time physician or pharmacist must be on the premises at all times. If there are two facilities, the physician or pharmacist may split their time between the two facilities as long as there is a RN present on the premises when the physician or pharmacist are not present. There is a certification program that employees make take, however at this time, the company is not offering tuition reimbursement for the completion of the certification requirements. Ms. Hodge asked how the caregiver for a child requirement is handled. That person must have certification in order enter the facility. Ms. Marcinko was concerned that the public understand that there was no high from this medical marihuana and what would be the security means for the dispensary.

Mr. Rebholz noted that a person cannot get "high" using these drugs. He also stated that they do have a state-of-the-art security system, which included cameras both inside and outside the facility as well as some things that they do not disclose to the public. Mr. Segina wanted to know how having the dispensary in the Borough would improve the economic standing of Steelton and why Steelton. The response was, first of all Steelton has been proactive in preparing the Borough to attract businesses that will serve the new law, and he noted lots of energy and enthusiasm regarding welcoming the industry. He anticipates that within 3-5 years the company will employ 112 persons in the production facility. In that same time period, the dispensary will hire between 10-20 persons. The company pays a livable wage and provides full benefits to its employees. Therefore, employing local residents will be one source of economic growth. The limited number of dispensaries will also attract persons from other areas who are able to obtain prescriptions and certifications. This will also attract persons to this area, where they can take advantage of what Steelton has to offer. The Council thanked Mr. Rebholz for his presentation.

The third presentation was made by Mr. John Henry, CEO of Chariot Companies. Mr. Henry is interested in developing Renaissance Row on the five acres on Front Street across from the Municipal Building. Mr. Henry's company specializes in revitalizing low wealth communities. He has been working with Mr. Brown and Council members to bring the Steelton vision to life. He thinks that not only Steelton will profit from this project, but that the project could have an effect on the Region and perhaps it may become an award winning project. Mr. Henry envisions 46 multifamily units for persons in the work force who are looking for affordable housing. Included in this vision is a three story building that will house retail business on the first floor, including a grocery store. Ms. Kratzer asked if the 46 units will be low-cost housing. The

response was no. Ms. Hodge congratulated Mr. Henry for his willingness to help the Borough work through this project and welcomed him to Steelton. She thanked him for thinking about the working class people that need housing, and indicated that she was one of those persons. Ms. Hodge was familiar with the project the company recently completed in Carlisle and had the experienced the improvement it meant to the area. Ms. Marcinko noted that we were in a good location with the State Capital, available transportation to the area, the river and highways. She also stated that the Borough was trying to attract persons to come visit and spend money here reminiscent to the Steelton of the past. She was concerned about having restaurants and other attractions in addition to office buildings. Ms. Marcinko wants the area to develop a sense of space. Mr. Brown stated that the vision included both office space and other attractions. He noted that he went to New Hampshire to see, first hand, the work Temescal Wellness. He stated that it was a lovely project that offered good security and was attractive to that and neighboring communities. He stated that Mr. Henry was committed to the area and its development. Mr. Wright stated that he had received a telephone call from the Council Pro Tem, Mr. Proctor, who told him that he was impressed with the work that Chariot Company had done. The President also spoke of a telephone call from Mr. Brown who stated that he trusted the Chariot Company and he supported the venture. Mr. Wright noted that Steelton was losing a lot of business because people just drive through and are not stopping to take advantage of the business located here. He stated that he thought the project, as presented, would make people stop and shop. The Council thanked Mr. Henry for his presentation.

The final presentation was made by Mr. Matt Ward, CEO Sustainable Strategies DC. Mr. Ward was present to discuss how his company helps small towns find financial resources to support their redevelopment. The company just completed work with Carlisle in their revitalization project and envision being able to assist Steelton achieve its goal in a similar manner. The key is to assemble a coalition of persons to work together toward a common goal, which is reaching the goals set by Steelton Borough in 2006. Ms. Ashley Madison, a company employee, described the work that the company did in Carlisle. There was conversation about finding and using government grants to fund the projects. President Wright asked about resources other than government funds. Mr. Ward stated that they use available government loans and grants and philanthropic resources. The company partners with Keystone Strategic Advocacy headed by Mr. Lou Crocco. Mr. Crocco explained that his company works with persons from the Governor's office and is able to find funds that are not budgeted to help fund the projects. The Resource Roadmap that Sustainable Strategies plans to develop will identify the top 3-4 funding sources that may provide matching monies. Money can be found to meet a variety of the Borough's needs. They have had conversation with the Steelton Highspire School District about using the building to provide Community Education and to determine how to help the school district can also be helped by this project. Ms. Hodge stated that the Army War College and Dickenson College are in the Carlisle area and could have provided resources for that redevelopment project. Steelton does not have such major resources neither does the Borough work in partnerships like those. Her questions were: What are we supposed to do? Cut something already planned to pay for your company's services? How can we pay for all three programs? Mr. Crocco from Keystone stated that we could find resources that do not require a match. There are some government agencies that have surplus funds which might be willing to

help the Borough to help us fix the roads, or support an economic redevelopment project being but money is needed to complete it. Their company does not guarantee that they will find the funds, but they will not give up. Ms. Hodge stated that she was trying to understand how the three projects would work so that she could correctly inform the people she represents. Mr. Brown stated that it was a concept to supplement what we already have in place. Sustainable Strategies will help us put together a long range plan and strategy to build the community. President Wright expressed concern with the discussion of getting federal and state funds during a time when budgets have been cut and there is a possibility that further cuts will be made. Budget cuts are what prevented earlier projects from being completed and he did not want the public to be disappointed again. Mr. Wion asked Mr. Ward about timeframes included in a letter written to the Borough, which actually constitutes a contract. Mr. Ward explained that they would charge a flat fee for putting the Roadmap together. Additional contracts will be required to follow-up on the things included in the Roadmap. Keystone Strategic Advocacy will work together with Sustainable Strategies to complete the Roadmap with no additional cost. Mr. Ward explained that Mr. Brown met with them in October, but it took some time to organize their presentation with the Council, therefore, he would revise the timeframes included in the letter to match the present conditions. The President instructed Mr. Brown to meet with Mr. Ward, then some things will be discussed with the Finance Committee before the Council initiates another conversation with Mr. Ward and Mr. Crocco.

Mr. Mendinsky did not present an Engineer's Report during this meeting.

Approval of Department Reports:

Fire Department and Ambulance (Written Report)

Police Department (Written Report)

Mayor Acri explained that Chief Minium was absent to due to family issues.

Detective Shaub is in charge during his absence. There was nothing to add to the written report already submitted.

NEDC Committee (Oral Report)

Public Works (Written Report)

Ms. Marcinko reported that she had been in contact with Mr. Miller of the Union to determine how Public Works employees could participate in firefighting while on duty. A policy will be developed following a response from Mr. Miller. Ms. Marcinko also reported that there had been some controversy over whether or not certain spaces painted the wrong color. Public Works had painted areas red, the areas should have been painted yellow. This causes a problem with the Fire Department because people park in the area that should open for the fire trucks. Automobiles parked in those places interfere with emergency services. There was an incident in which the fire truck hit a parked car. The citizens need to be aware that there should never be parking in the painted area. It was recommended that the Police Department begin ticketing cars parked in those areas so that persons will stop parking in emergency only zones.

Codes Department (Written Report)

Mr. Singh conducted a brief overview of his written report. In the month of January 7 Building Permits were issued, 1 Stop Work order, 37 Rental Inspections, 63 Violation Notices, 11 Rental Certificates, 16 Notices of Violation, 1 property Condemned, 933 properties visited for Quality of Life issues, 461 Public Safety Warning Notices issues, a total of 158 Violations Notices issued and 53 Court Hearings attended.

Mayor's Report (Oral Report) – No report

Borough Manager's Report (Oral Report)

Mr. Brown stated that the Borough was in good shape. The money in the General Fund is increasing.

Ms. Kratzer moved and Ms. Marcinko seconded the motion that the reports be accepted as presented. The Council passed the motion by a unanimous vote.

Communication:

Mr. Brown shared a letter written to Pennrose Management Company in response to their request for a partial refund of Steelton Borough Real Estate Taxes for Parcel 58-009-001 because of re-assessed value of the property. In accordance with a Court Order, the reimbursement was in the amount of \$38,028.60.

Mr. Paul Lundeen of RHOADS & SINON, LLP wrote an update regarding the Securities and Exchange Commission Municipalities Continuing Disclosure Cooperation Initiative of 2014.

Mr. Leonard F. Yablon, J.D. wrote a letter resigning from the Steelton Borough Civil Service Commission/Board effectively immediately. Ms. Marcinko moved that Mr. Yablon's resignation be accepted with the caveat that Mr. Brown to send a letter to Mr. Yablon thanking him for his service to the Borough. The motion was seconded by Ms. Kratzer. The Council passed the motion by unanimous vote.

The Members of the Election Board wrote the Borough stating that they are all retiring from service. They recommended combining the First and Second Wards since the First Ward was not handicapped assessable. The ladies did not have any recommendations for persons to work in the First Ward.

The Dauphin County Conservation District wrote providing Updates on the Dirt, Gravel and Low Volume Road Maintenance Program.

The HRG Engineering Company submitted Skate Park Feasibility Study for review. Mr. Meyers stated that no action was required at this time.

Unfinished Business:

Mr. Mark Cobb requested a letter authorizing an agreement between the Academy and the Borough to designate the Mohn Street Park as outdoor space available for use by the Academy. No progress has been made in meeting and developing a formal agreement.

New Business:

Ms. Marcinko recommended to Council that they approve the yearly agreement with the Humane Society of the Harrisburg Area, with one change, requested by Chief Minium. That change being that when the Society intakes an animal brought to the Society as a stray, which can only be done by a Police Officer or Borough official, and is subsequently received by the owner, the Borough be notified within 15 days by the Society of the name and address of the owner who retrieved the animal. With this change, the Police Department can determine if a violation of the animal ordinance is appropriate. Ms. Marcinko further stated that since October of 2009 and the inception of Steelton Community Cats, the bill to the Humane Society has dropped from \$39,000 a year to the current \$5,000 a year. No cats have been taken to the Humane Society since 2009. The actual savings to the Borough due to the Steelton Community Cats program is hundreds of thousands of dollars. She also stated that other municipalities, such as Swatara, Susquehanna, and Lower Swatara townships saw the potential savings to their municipal services contract and are using the Steelton Community Cats program to cut costs on their municipal services contract with the Humane Society of Harrisburg. Ms. Hodge stated that she would like to read the original agreement before voting to make a change. Ms. Marcinko moved and Ms. Kratzer seconded the motion that the yearly contract with the Humane Society of Harrisburg be approved along with the stated change. Per roll call vote, the motion passed by a 5/1 vote. Ms. Hodge abstained.

The agenda item, Front Street Area Sanitary and Storm Sewer Recommendations Report, was tabled until the revisions are completed.

Mr. Bruce Hulshizer presented a proposal from HRG for additional work on the Washington Street Sewer Rehabilitation Project. HRG noted that there was a \$100,000.00 remainder from the CDBG-DR grant. Because of the extension granted by Dauphin County, HRG was approved to use that money to extend the work completed on the previous project. HRG is requesting approval from the Council to use the money left from the CDBG-DR grant, two additional grants and possibly some Sewer Fund monies. The money will allow the extension of the Washington Street Sewer Sanitation Project. The proposal is to replace the sanitary sewer from River Alley to Front Street and Washington Streets because the pictures showed these pipes to be in bad condition. The project will then be extended across Front Street to replace pipes in that area. The original plan was to stop the repairs at Front Street, but, the additional funding will allow the replacement of the pipes across the street as well. HRG prepared a proposal to perform an additional survey, design the addition to the project, prepare and place the project for bid, recommend a contractor, supervise construction and participate in the decision regarding the completion of the project. HRG proposes to charge \$49,900.00 for its services. Ms. Kratzer moved and Ms. Marcinko seconded that the Council approve the proposal submitted by HRG for improvements to the Washington Street Sewer Rehabilitation Project. The motion was approved by a unanimous vote of the Council.

The recommendation from HRG to award a bid for the Mohn Street Tot Lot Project was discussed. The bids presented were from Columbia Excavation, LLC and Kinsley Construction, Inc. Both companies submitted two bids – one subtracting the installation of mulch and the other subtracting the installation of a model bus. If the companies did not provide the mulch, it would remain for the Borough to purchase and spread the mulch. Mr. Brown explained that the Borough had obtained a \$49,000.00 grant that is to cover the project in full. Mr. Wion stated that HRG recommendation the acceptance of the base bid with alternate number two, from Kinsley Construction, Inc. Ms. Hodge re-stated her concern about the ensuring the safety of the children by having the proper ground cover under the equipment. After discussion regarding the bid prices and equipment adjustments, Ms. Marcinko moved and Ms. Kratzer seconded the motion that we accept HRG's recommendation to accept the bid from Kinsley Construction, Inc., excluding the installation of the school bus, for \$48,254.00. The motion passed by a unanimous vote of the Council.

Ms. Marcinko requested the Council table further discussion of the Emergency Response Policy for Certified First-Responders/Borough Employees pending further correspondence from the Union.

Mr. Brown requested approval of the Sustainable Strategies Proposal to provide Urban Redevelopment and Resource roadmap Services to Steelton Borough. Ms. Kratzer moved and Ms. Marcinko seconded the motion to hire Sustainable Strategies to provide services to the Borough. The motion was passed by a unanimous vote of the Council.

Mr. Wion presented information requesting approval of Community Development Block Grant Sub-Recipient Agreement between Dauphin County and the Borough regarding the Washington Street-Blueberry Alley Storm Sewer Repairs Project. The grant will be for \$71,000.00 and construction must meet the specific requirements included in the grant. Mr. Brown explained that the project will be funded by the CDBG and Gaming grants with possible supplement by monies from the Sewer Fund. Mr. Segina was concerned that about the Project meeting the timeframes indicated in the Agreement. Ms. Marcinko moved and Mr. Segina seconded the motion to approve the agreement. The motion was passed by a unanimous vote of the Council. President Wright instructed Mr. Brown to get with Mr. Segina regarding deadlines and insure funding is in place gaming CDBG sewer surplus fund.

Public Comments:

Ms. Joyce Culpepper, 237 North Harrisburg Street is concerned about the parking situation on Lincoln Street between Bessemer and Harrisburg Streets. Ms. Culpepper notes that it is difficult to find a parking spot on the street, especially since families residing in the homes have multiple vehicles. The owners of 256 and 246 Lincoln have discussed the possibility of adding a parking area between the two houses. Building a driveway at that location will involve cutting the curb, lowering the sidewalk and eliminating several on-street parking spaces currently used by area residents. Ms. Culpepper noted that she is unable to park on Harrisburg Street and, despite physical problems, sometimes has to park a distance from her home. The problem has gotten to the point that she has become almost housebound for fear of moving her vehicle and losing

her parking spot. Ms. Culpepper appeared before the Council to request that the proposed driveway be denied and that a feasibility study be conducted to determine parking options for area residents. Mayor Acri stated that this proposal will be something that must be considered by both the Codes and Police Departments. Ms. Marcinko asked about having Residential Parking Permits. Mr. Wion indicated that permit parking may not be feasible in this area. Mr. Singh, Borough Codes Officer, stated that there are specific codes that place limits on what can be constructed in a residential area. If this request does go outside the current zoning restrictions, the property owners will have to appear before the Zoning Board and request a variance.

Mr. Dennis Hefner, 337 Swatara Street presented a request that replacement of manhole liners and covers be included when the Front and Pine and Front and Hoffer area be a part of Sewer Reconstruction Project. He congratulated the Borough on the hiring of a Codes Officer and stated his concern that the current plans for the Renaissance Project, as presented, may not increase economic development in the Borough.

Council Concerns:

Ms. Kratzer thanked persons for attending the Council meeting and their patience since it was a long meeting.

Mr. Segina shared some investigations that he has made regarding issues that concern the Borough. First, he did a study on the cost of creating paper agenda packets in addition to the electronic agenda packets that Council receives prior to meetings. He has made some updates to the website which would be more informative. Mr. Segina noted that there is concern about a limb that hangs over Front Street on the east side. He took the initiative in comparing sewer rates of various area townships with information from their websites. He will not make a formal presentation of what he found until he can call and verify the information. Mr. Segina stated that he had a conversation with Ms. House in which she conveyed her interest in participating on the Code Appeal Committee. He stated that he would resign from the Committee if she was appointed. Appointing her to the Committee will be discussed at the next Council meeting.

Ms. Hodge thanked persons for coming out and attending the meeting. She asked that they continue to come and express their concerns.

Mayor Acri, Mr. Wion and Mr. Brown had no comments.

Mr. Singh remarked about feedback he is getting regarding complaints persons file with the Codes Department. He has heard that people feel that the Department does not follow-up on their complaints, which he stated is untrue. For example, when persons file complaints about a neighbor's property violations, each of the complaints is investigated and the results documented. He explained that once the Department learns of a violation through its proactive sweeps of the Borough or when a citizen makes a complaint, the codes office issues the necessary warnings, tickets, notices of violations, and citations for getting code compliance. Issuing a citation is the last resort. If violations are not corrected, further action is taken. For example, January 10, 2017 the report from Republic Waste Management showed that there

were 129 properties without trash service. The January 31, 2017 report showed a reduction to 59. The report received earlier today showed 359 properties without trash service. Decreasing the number of properties without trash service took a lot of staff time. It is obvious that there continues to be a problem. Staff will continue to work with persons to get trash service for each property in the Borough. Mr. Singh also stated that some property owners feel that in addition to the written notices that they should also be called regarding the violation. He stated that in January, 933 properties in the Borough were inspected and found to have property maintenance issues. If each property owner was called and the conversation lasted for only 3 minutes that it would equal about 2900 minutes or about 47 hours of phone time. With the current staff limitations and the need to continue to enforce and document codes issues, the Department is unable to make those calls. Mr. Singh stated that the Department is working on a daily basis to increase the quality of life and eliminate the blight and property maintenance issues that have developed in the Borough over the past decade, however it is hard to change human behavior. He stated that the Department will continue to enforce the property maintenance code with property owners who fail to maintain the interior and exterior of their properties by issuing the necessary warnings, tickets, notices of violations, fines and citations.

Chief Vance asked the status of Phase II of the Firehouse Remodeling Project. He stated that he was concerned about the outcome of Phase I since water is coming in on the second floor. He has reported the problem to HRG and it has not been repaired. He is hoping the correction will be made in Phase II of the project. Mayor Acri stated that during Phase I steps were added and they are the cause of water running into the building. He expressed anger that HRG is paid to ensure the terms of the contracts are met and they have not had the contractor come back and make the necessary repairs. Ms. Hodge stated that she has asked about the guarantees made by contractors and was told that there were no guarantees. There were a lot of remarks regarding inadequate work that has been done with no correction of the problems. Included in the discussion was the dead trees on Front Street. There was discussion regarding the continued employment of persons who do not perform their assigned functions adequately. It was agreed that the Council will invite Mr. Mendinsky to come before the Council to discuss HRG's failure to follow-up on legitimate concerns about contracts not being fulfilled.

Executive Meeting:

Although there was business to be discussed in an Executive Meeting, the meeting was postponed until the next scheduled meeting which is March 6, 2017.

Adjournment:

Mr. Segina moved and Ms. Hodge seconded the motion to adjourn the meeting. The February 21, 2017 meeting of the Steelton Borough Council was adjourned at 9:12 p.m.

Respectfully Submitted,


Douglas Brown, Secretary