

Steelton Borough Council Agenda

November 6, 2017

Call Meeting to Order: President Wright

Pledge of Allegiance: President Wright

Moment of Silence: Mayor Maria Marcinko

Executive Sessions between meetings:

Approval of minutes from previous meeting:

October 16, 2017

Public Comment of Agenda items only:

Communication:

Dauphin County Gaming Advisory Board

Steelton Borough Local Municipal Grant Hearing - November 9, 2017 at 8:00 p.m.

Mr. Dave Wion

Letter to Ms. Marianne Bruner regarding striking portions of Chestnut Street.

Dauphin Lebanon County Boroughs Association Meeting

Invitation to 4th Quarter Meeting – October 30, 2017 at City Line Diner

PA Municipal Authorities Association

Fall Meeting – November 8, 2017 at Capital Gastropub.

Dauphin County Board of Assessment Appeals

Steelton Borough Granted Exemption for 209 Lincoln Street.

Change in Assessment on Nine Properties.

Mr. Doug Brown

Application for Community Development Block Grant for 2018

Presentation:

Mr. Eliash Falco, 420 Gibson Street

Request for Relief on Sewer Bill

Unfinished Business:

New Business:

Mr. Brown	Amendment to Draft 2018 General and Sewer Fund Budgets – Authorization to Lay Amended Budget before Public Inspection
Mr. Wright	Appointment of Steelton Pension Request for Proposal Review Committee
Mr. Proctor	NEDC Recommendation: Authorizing Mr. Wion to Draft Amended Codes/Property Maintenance Ordinances
Mr. Proctor	NEDC Recommendation to Investigate Feasibility of Purchase/Transfer of 548 North 3 rd Street to Steelton for Purposes of Entering into Dauphin County Land Bank
Mr. Wion	Resolution 2017-R-___ Establishing Special Purpose Parking for Dennis Heefner
Mr. Wion	Resolution 2017-R-___ Establishing Special Purpose Parking for Ms. Gail Oakley
Mr. Wion	Resolution 2017-R-___ Establishing Special Purpose Parking for Mr. Charles Smith
Mr. Wion	Resolution 2017-R-___ Establishing Special Purpose Parking for Mr. Linette Arsenic
Mr. Wion	Resolution 2017-R-___ Establishing Special Purpose Parking for Mr. Linette Arsenic
Mr. Wion	Resolution 2017-R-___ Establishing Special Purpose Parking for Mr. Eugene Spizzirri

Ms. Marcinko

Approval of Humane Society
Agreement for 2018

Ms. Miller

Application for Payment #1 in the
Amount of \$116,946 to DeTraglia
Excavating for the Washington
Street Rehabilitation Project

Ms. Miller

Work Change Directive in the
Amount of \$7,500 to Cover Proper
Restoration of Roadway for
Washington Street Rehabilitation
Project

Public Comments:

Council Concerns:

Executive Session: To Discuss Personnel Issues

Adjournment:

Steelton Borough Council Meeting Minutes

November 6, 2017

Present:

Jeffrey Wright, President
Brian Proctor, Vice President
Mike Albert
Keontay Hodge
Kelly Kratzer
Ryan Maxwell

Dave Wion, Solicitor
Douglas Brown, Borough Manager
Eugene Vance, Fire Chief
Anthony Minium, Police Chief

Absent with Cause:

Mayor Maria Marcinko, Michael Segina, Amrinder Singh, Thommie Leggett-Robinson

Call Meeting to Order:

President Wright called the November 6, 2017 Steelton Borough Council Meeting to Order

Pledge of Allegiance:

President Wright led the body in the Pledge of Allegiance

Moment of Silence:

In the absence of the Mayor, President Wright led the body in a moment of silence.

Executive Sessions between meetings:

There were no Executive Sessions between meetings.

Approval of minutes from previous meeting: October 16, 2017

Mr. Albert moved and Ms. Kratzer seconded the motion that the minutes be accepted as presented. During discussion, Ms. Maxwell stated that there were some spelling and grammatical errors that should be changed. She marked those changes and gave them to Mr. Brown. Mr. Wion requested wording changes on page six. Mr. Proctor requested the matter be tabled until the November 20, 2017 meeting so that Council could review the revised minutes before approving them.

Public Comment of Agenda items only:

There were no public comments on agenda items.

Communication:

Dauphin County Gaming Advisory Board wrote to inform the Borough that the hearing on the Borough's application For the Local Municipal Grant will be held November 9, 2017 at 8:00 p.m.

Mr. Dave Wion responded to Ms. Marianne Bruner regarding her questions about Chestnut Street property.

The Borough Council was invited to attend the Dauphin Lebanon County Boroughs Association 4th Quarter meeting scheduled for October 30, 2017 at City Line Diner.

The Pennsylvania Municipal Authorities Association sent a notice of their upcoming Fall Meeting scheduled for November 8, 2017 at Capital Gastropub.

The Dauphin County Board of Assessment Appeals notified Steelton Borough that it was Granted an Exemption for 209 Lincoln Street. The Board also notified the Borough of changes in the assessments of nine Borough properties.

Mr. Doug Brown shared the Application for Community Development Block Grant for 2018 that he completed and submitted.

Presentation:

Mr. Eliash Falco, 420 Gibson Street, was scheduled to present information to support his request for Sewer Bill Relief. Mr. Falco was unable to attend the meeting and his presentation will be rescheduled.

Unfinished Business:

There was no unfinished business placed before the Council.

New Business:

President Wright introduced information regarding the Amendment to Draft 2018 General and Sewer Fund Budgets and Authorization to Lay Amended Budget before Public Inspection. Ms. Kratzer noted that there were some questions regarding whether or not a contract for maintenance of the new generator at the Fire House was included in the budget. Pending the assurance that the maintenance contract is included, Mr. Albert moved and Mr. Proctor seconded the motion that the revised Draft of The General Budget be approved and set before the public. The motion passed by a unanimous vote of Council.

President Wright explained the necessity of appointing a Steelton Pension Request for Proposal Review Committee. President Wright made it clear that the appointments can be changed in the future, however at this time, it is his responsibility and duty to make the appointments. Mr. Brown explained that this committee is responsible for reviewing any Request For Proposal (RFP) with uniformed and non-uniformed pension proposals. The committee will review the proposals, interview representatives of the firm that submitted the proposal, select and present the acceptable proposal to the Council for action. President Wright appointed Mr. Proctor, Ms. Kratzer, Mr. Brown - Borough Manager, the Mr. Minium –Police Chief and Mr. Wright - Council President.

Mr. Proctor, Chair of the NEDC Committee requested that the presentation and request that Mr. Wion be authorized to Amend Codes/Property Maintenance Ordinances regarding the draft for amended Codes/Property be postponed until the November 20, 2017 meeting. Mr. Singh, the present Codes Officer is absent and his presence is important to the discussion of the recommendation.

Mr. Proctor, Chair of the NEDC Committee requested the recommendation to investigate the feasibility of the Purchase/Transfer of 548 North Third Street for Purposes of Entering into Dauphin County Land Bank Table be postponed until the November 20, 2017 meeting. Discussion of this proposal will be better facilitated with Mr. Singh present.

Mr. Wion presented Resolution 2017-R-36- Establishing Special Purpose Parking for Dennis Heefner at 337 Swatara Street for approval by Council. Mr. Albert moved and Ms. Kratzer seconded the motion that a Special Purpose Parking Permit be issued to Mr. Heefner. The motion carried by a unanimous vote of Council.

Mr. Wion presented Resolution 2017-R-37- Establishing Special Purpose Parking for Ms. Gail Oakley at 600 South Second Street for approval of Council. Mr. Proctor moved and Mr. Albert seconded the motion that a Special Purpose Parking Permit be issued to Ms. Oakley. The motion carried by a unanimous vote of Council.

Mr. Wion presented Resolution 2017-R-38- Establishing Special Purpose Parking for Mr. Charles Smith at 643 North Third Street for approval of Council. Mr. Smith is requesting an angle parking space in the North Third Street Alley be designated for his use. Ms. Kratzer moved and Mr. Albert seconded the motion that a Special Purpose Parking Permit be issued to Mr. Smith. The motion carried by a unanimous vote of Council.

Mr. Wion presented a Resolution Establishing a Special Purpose Parking for Ms. Linette Arsenic at 136 Lincoln Street. The traffic study indicated there was a concrete pad in the rear of the house that could be used for parking. Ms. Maxwell moved that the request for Special Purpose Parking be denied because parking could be done on the property. Ms. Kratzer seconded the motion which was passed by a unanimous vote of Council.

Mr. Wion presented Resolution 2017-R-39 Establishing Special Purpose Parking for Mr. Eugene Spizzirri at 24 Chestnut Street. Mr. Albert moved and Ms. Hodge seconded the motion that a Special Purpose Parking Permit be issued to Mr. Spizzirri. The motion was passed by a unanimous vote of Council.

Council discussed the proposed approval of The Humane Society Agreement for 2018. During a discussion period, Mr. Brown explained that the signed agreement is due for submission January 2018, therefore there is no problem if no decision was made at this meeting. Mr. Proctor asked for clarification regarding the animals served in the clinic. Ms. Kratzer stated that both dogs and cats are involved in the program and that having the contract with the Humane Society represents a cost effective method of handling lost animals and the neutering program. Chief Minium stated that there have been some problems with the Society's compliance with the contract. To date, they have not reported the names and addresses of persons who retrieve animals from the shelter. Ms. Hodge sought clarification on the inference that the Society is not following the contract but the Borough pays \$120.00 per dog, \$265.00 per pit bull dog plus a \$250.00 contract fee. Chief Minium responded in the positive. Ms. Maxwell asked if the Society kept the full payment from the Borough or if actual use was deducted from that amount

and returned or given as credit in the following year. Chief Minium stated that actual cost was deducted from the contract fee. Chief Minium suggested that Mr. Wion and Mayor Marcinko meet with a representative of the Humane Society to discuss the contract and report back to the Council. Council members accepted the suggestion. Therefore the matter was tabled pending further communication with the Society.

Mr. Brown presented Application for Payment #1 in the Amount of \$116,946 to DeTraglia Excavating for the Washington Street Rehabilitation Project Sewer/Sanitary Contract. HRG, the Borough's Engineering Company, has reviewed the site and paperwork submitted by the firm and recommended the payment be made. The project is funded by Community Block Grant Disaster Relief funds and the funds must be distributed by November 30, 2017. Any remaining monies owed will be taken from Sewer Reserves. Mr. Proctor moved and Mr. Albert seconded the motion that DeTraglia Excavating Application for Payment Request #1 be paid as requested. The motion passed by a unanimous vote of Council

Mr. Brown requested that change order in the Amount of \$7,500 to Cover Proper Restoration of Roadway for Washington Street Rehabilitation Project be approved. The additional work is needed because as DeTraglia Excavating noted three areas where there was poor/weak paving. Upgrading the paving at this time will prevent a larger problem from occurring. Mr. Albert moved and Ms. Kratzer seconded the motion that the funds for additional work be approved. The motion passed by unanimous vote of Council.

Public Comments:

Ms. Vera Petrina, 604 North Front Street – requested the Borough's assistance in encouraging the property owner of the house that is semi-attached to her home to have the property treated for bed bugs and mice. Her home is now infested and is seeking relief from continuously paying an exterminator. The property is currently rented by a family with children. Mr. Proctor informed her that the Borough is considering new codes that will help resolve issues with rental properties. Mr. Proctor requested that the Codes Officer and Mr. Brown follow-up on her complaint.

Council Concerns:

Ms. Kratzer thanked persons for attending the kid's party and the dedication of Frank S. Brown Boulevard. She also noted that persons who do not live in Steelton are impressed by the new developments being made in the Borough.

Ms. Maxwell encouraged persons to vote. She also stated that she and her son really enjoyed the Halloween Costume Parade and Contest.

Ms. Hodge stated that her participation in the Frank S. Brown ceremony was a wonderful experience and it made her feel that she was a part of something special. She stated that she appreciated the community's participation and gave kudos to Chief Vance and Chief Minium for their hard work.

In her absence, Chief Minium presented a list of concerns from the Mayor:

- The Mayor thanked Mr. Brown for organizing a wonderful retirement reception for former Mayor Acri. She also thanked persons for attending the event.
- She informed the body that she is working with Joe Ulrich researching Vietnam veterans who were unable to receive a high school diploma because they were drafted into service. The ceremony is scheduled to be held at the Steelton-Highspire High School November 16, 2017.
- Steve Mull was sworn in as the new Civil Service Commissioner.
- The Jr. Achievement programs is coming and she wanted to remind the participants to apply for their clearances as soon as possible.
- She, Mayor Horner and Detective Shab attended Friday Morning Lights at Steelton-Highspire High School.
- She thanked Borough staff for making the Frank Brown Ceremony successful.
- She wanted to remind persons that Santa comes to Steelton December 16, 2017.
- Persons who were involved in the UGI gas leak situation will be honored at the November 20, 2017 Council Meeting.
- She wanted to encourage persons to vote.

Mr. Brown stated:

- ✓ There will be activity on the property across from Frederick Douglas Municipal Building as persons complete the environmental study that has to be completed so the Borough can close on the land sale. The closing is scheduled for November 31, 2017.
- ✓ The Coffee with the Crew that occurred November 3, 2017 went very well.
- ✓ Persons in the community may notice work being done on the UGI site as the company fills a tank. He stated that the community has no need for concern.

Mr. Albert, Mr. Proctor, Mr. Wion, Chief Vance and Chief Minium had no additional remarks.

President Wright encouraged those in attendance to vote.

Executive Session:

There was no Executive Session held at this meeting.

Adjournment:

Mr. Albert moved and Ms. Maxwell seconded the motion to adjourn. The Steelton Borough Council Meeting of November 6, 2017 was adjourned at 7:10 p.m. following a unanimous vote of Council.

Respectfully Submitted,



Doug Brown, Secretary