

**Steelton Borough Council Agenda**  
August 5<sup>th</sup>, 2019

**Call Meeting to Order:** President Proctor

**Pledge of Allegiance:** President Proctor

**Moment of Silence:**

**Approval of minutes from previous meeting:** June 17, 2019

**Public Comment on Agenda Items only:**

**Presentation:**

Randy Watts, Engineer HRG Monthly Engineering Report

**Communication:**

Capital Region Council of Governments Announcement of 14<sup>th</sup> Annual Picnic & Golf Tournament, September 16, 2019 at Sunset Golf Course in Middletown, PA.

HRG Engineering & Related Services Notice of Intent to Award Contract for 2019 Sanitary Sewer Rehabilitation to Standard Pipe Services, LLC.

Chris Lengle, Highway Safety Network Audit of Grant Recipients for Participation in the Buckle Up PA Seat Belt Enforcement & Education Program.

Timothy Wagner, PA DEP Copy of Letter to Capital Region Water Regarding the Annual Wasteload Management Report.

Dauphin County DEDC Announcing the Allocation of \$87,300.00 CDBG Funds for the 101 Locust Street Retaining Wall Project.

Dauphin County DEDC Notification of Denial of CDBG Funds for the Steelton Revitalization Project 2019.

Dauphin County DEDC	Announcing the Allocation of \$95,000.00 CDBG Funds for the Micro-Small Business and Community Economic Development Portal Project.
Dauphin County DEDC	Notification of Denial of CDBG Funds for the Steelton Borough Repaving and Restoration Project.
Patrolman William Snyder	Denial of Request for Restriction of Delivery Trucks on South Fourth Alley Between Q and R Streets.
BNY Mellon	Performance Report for Steelton Police Pension Plan for Period Ending 06/30/2019.
Patrolman Willian Snyder	Letter Recommending the Request to Convert North Second Street Between Pine Street and Conestoga Street to a One-Way Street be denied.
PA Department of Agriculture	Notice of Order to Quarantine and Treatment of Spotted Lanternfly.
Board of Appeals Docket for Assessments	Schedule of Appeal for W&J Associates LLC - One South Front Street, Steelton PA.
Portnoff Law Associates	Comprehensive Status Report – 2018 Real Estate Taxes
PA Employee Pension Plan	Notice of Non-Uniformed Municipal Obligation for 2020
Grandparents Involved from the Start (GIFTS)	Request for Steelton to Co-Apply for 2019-2020 Local Share Grant

**Unfinished Business:**

Mr. Heefner

Approval of Request to Accept Proposal from Cleveland Brothers Equipment Co., Inc. for Repair of Backhoe – cost - \$ 34,092.19.

**New Business:**

Mr. Brown

Ratification of D&T Mechanical HVAC Proposal for Purchase of an Air Conditioner for Trewick Street Pumping Station – cost - \$3,815.00.

Ms. Woods

Request Approval for use of Steelton Boat Dock 8/23/2019 9:00 a.m. – 4:00 p.m. for Steelton Senior Center Picnic.

Request Approval for use of Steelton Boat Dock 9/14/2019 9:00 a.m. – 4:00 p.m. for Baby’s 1<sup>st</sup> Birthday Party.

Mr. Wion

Resolution 2019-R- \_ Removing Special Purpose Parking Permit for Virginia Keister at 327 S. Front Street.

Mr. Brown

Request for Sewer Leak Relief from Lucinda Hill at One South Fourth Street.

Mr. Brown

Invoice from DeTraglia Excavating Inc. for Sewer for Work on Blueberry Alley between South Second Street & River Alley

Mr. Brown

Request for Waiver of Rental Inspection License from the Dauphin County Housing Authority

Mr. Brown

Recommendation for Posting Parking Restriction on Penn Street from Elm Street to Mulberry Street.

Ms. Kratzer

Recommendation to Place Camera at  
Ryan Mohn Park.

**Public Comments:**

**Council Concerns:**

**Executive Session:** To Discuss Legal and Personnel Issues:

**Other Business:**

Mr. Heefner

Recommendation to Advertise Sewer  
Laborer Position

**Adjournment:**

**Steelton Borough Council Meeting**  
August 5<sup>th</sup>, 2019

Present:

Brian Proctor, President	Mayor Maria Marcinko
Keontay Hodge, President Pro Tem	David Wion, Solicitor
Dennis Heefner	Randy Watts, Engineer – HRG
Kelly Kratzer	Douglas Brown, Borough Manager
William Krovic	Anthony Minium, Police Chief
Natashia Woods	Eugene Vance, Fire Chief
Olivia Palermo	Keith Miller, Foreman, Public Works
	Kathy McCool, Personnel Consultant
	Thommie Leggett-Robinson, Exec. Assist.

Absent with cause: Michael Segina, Aaron Curry

The meeting was called to order by President Proctor at 6:30 p.m. after which he led the body in the Pledge of Allegiance. Mayor Marcinko led a Moment of Silent Reflection. President Proctor added a Moment of Silence for the families of and the individuals who were killed and injured in the mass shootings that occurred in El Paso, TX, and Dayton, OH.

Council reviewed the minutes from the June 17, 2019 meeting. *Ms. Kratzer moved and Ms. Woods seconded the motion that the minutes be accepted as presented. The motion was passed by a unanimous vote of the Council.*

Mr. Randy Watts, the Engineer, presented the July Engineering Activities. In addition to the written report, he informed the Council that the 2019 Roadway Improvements Project is behind schedule because of a design issue concerning the ADA curb ramp specifications. The sub-contractor, who is working with the contractor, has been unable to present acceptable design plans. An obstacle to developing an acceptable design is the slopes in the Steelton area. Therefore, HRG requested that the Council approve a delayed date for substantial and final dates for completion. They are requesting the begin date be changed to August 19, 2019, with the substantial completion date of October 11, 2017, and the final completion date of October 25, 2019. Also, because of the delay, HRG proposes to shorten the time for completion of the project from 73 to 52 days. They will have an on-site supervisor to ensure that the work is completed at the high standards expected. President Proctor expressed his disappointment on the delay of the project. He also expressed concern from Mr. Heefner for the children walking to school and requested that work on Fourth Street be completed before August 26, 2019, when school opens. *Mr. Heefner moved and Ms. Kratzer seconded the motion that the Engineering Report be accepted as presented. The motion passed by a unanimous vote of the Council. Mr. Heefner moved and Ms. Kratzer seconded the motion that the Council approves the request that the final completion date of the 2019 Roadway Improvements Project change from June 18, 2019, to October 25, 2019. The motion passed by a unanimous vote of the Council.*

There were no comments from the public regarding agenda items.

The following communications were reviewed by the Council:

The Capital Region Council of Governments announced that the 14<sup>th</sup> Annual Picnic and Golf Tournament will be held September 16, 2019, at the Sunset Golf Course in Middletown, PA. They asked that persons interested in attending or participating in the Tournament submit a registration form.

Herbert, Rowland & Grubic, Inc. Engineering & Related Services sent a copy of the letter to Standard Pipe Services, LLC notifying them that they were awarded the contract to complete the Sanitary Sewer Rehabilitation Project for the amount of \$77,345.00.

Chris Lengle from the Highway Safety Network requested that Council send the information needed to audit the grant provided for the Buckle-Up PA Seatbelt Enforcement & Education Program.

Timothy Wagner from the PA Department of Environmental Protection (DEP) sent a copy of the letter sent from DEP to Capital Region Water regarding the Annual Wasteload Management Report.

The Dauphin County Economic Development Corporation (DCEDC) sent an announcement notifying Steelton Borough that it is the recipient of an \$87,300.00 Community Development Block Grant (CDBG) earmarked for the completion of the 101 Locust Street Retaining Wall Project.

The DEDC sent an announcement notifying Steelton Borough that will not receive a grant to fund the Steelton Rehabilitation Project 2019.

The DEDC sent an announcement notifying Steelton Borough that it is the recipient of a \$95,000.00 CDBG Grant for the Micro-Small Business and Community Economic Development Portal Project.

The DEDC sent an announcement notifying Steelton Borough that it was not selected to receive CDBG Grant for the Repaving and Restoration Project.

Patrolman William Snyder submitted a report recommending the request to restrict delivery trucks from driving on South Fourth Alley between Q and R Streets be denied.

Mr. Heefner responded to the letter by stating that property owners are concerned that the alley is narrow and their property is damaged when the trucks drive on the unpaved area of the alley. Chief Minium stated that Patrolman Snyder's recommendation for denial is based on Borough roadway rules.

BNY Mellon submitted a Performance Report for the Steelton Police Pension Plan for the period ending 06/20/2019.

Patrolman Willian Snyder submitted a report recommending the request to convert North Second Street between Pine Street and Conestoga Street be denied.

The PA Department of Agriculture sent an Order to Quarantine and Treatment of the Spotted Lanternfly.

The Board of Appeals Docket for Assessments sent a schedule of Appeals. The appeal that applies to Steelton concerns W&J Associates, LLC for the property located at One South Front Street, Steelton, PA.

The PA Employment Pension Plan submitted a Notice of Non-Uniformed Municipal Obligation for 2020 for Steelton Borough. Upon Mr. Wion's recommendation, the Council took action on this notice. *Ms. Kratzer moved that the 2020 Obligation for Steelton Non-Uniformed Employees of \$ 209,648.00 be accepted. Ms. Woods seconded the motion, which passed by a unanimous vote of the Council.*

Correspondence from the Grandparents Involved from the Start (GIFTS) requesting co-sponsorship for a CDBG was discussed later in the meeting.

The following Unfinished Business was discussed:

Mr. Heefner requested that Council accept a proposal from Cleveland Brothers to repair the backhoe. The proposal was for \$34,092.19 with the potential to increase to \$50,000.00 if additional necessary repairs are discovered during the process of completing the initially requested repairs. Mr. Wion informed Mr. Heefner that the law requires any proposals over \$20,600.00 go through the bid process. President Proctor suggested that Mr. Heefner consults the State purchase program, Co-Stars, to locate a new backhoe since the one currently owned by the Borough is inoperable. During the discussion, it was suggested that consideration be given to completing the most necessary repairs now and completing other repairs later. Mr. Heefner stated that in the past three weeks he discovered an old, inoperable backhoe sitting in the garage.

The following New Business was discussed:

Mr. Brown requested that the Council ratify the funds spent to install a new air conditioner in the Trewick Street Pumping Station. The new air conditioner was purchased on an emergency basis to maintain the climate necessary for the operation of that facility. The \$ 3,815.00 used to make the purchase was taken from the Sewer Fund. *Mr. Heefner moved and Ms. Kratzer seconded that the Council ratifies the purchase of the air condition for Trewick Street Pumping Station.* During the "Question" period, Mr. Heefner commented that the old air conditioner had been a problem for some time due to the lack of maintenance. Ms. Hodge asked if there was a service contract or warranty attached to the purchase. Mr. Brown will check to ensure that one is in place. *The Council voted unanimously to pass the motion.*

Ms. Woods presented three requests for use of the Boat Dock. The first is 8/23/2019 from 9:00 a.m. to 4:00 pm. for the Steelton Senior Citizen Picnic. The second is 8/24-25, 2019 from 7:00 a.m. to 7:00 p.m. both days for the 717 Armory Big Cat Tournament. The third is 9/14/2019 from 1:00 p.m. to 7:00 p.m. for a Baby's First Birthday Celebration. *Mr. Heefner moved and Mr.*

*Krovic seconded the motion that the requests for use of the Boat Dock be approved. The motion passed by a unanimous vote of the Council.*

Mr. Wion presented a request for the removal of a Special Purpose Parking Permit. *Ms. Kratzer moved and Ms. Woods seconded the motion that Resolution 2019-R-24 approving the Removal of the Special Purpose Parking Permit at 327 South Front Street be approved. The motion carried by a unanimous vote of the Council.*

For the information of the Council, Mr. Brown presented a request for sewer relief from the owner of One South Fourth Street and asked for Council's approval to work with the Relief Review Committee to help resolve the concern. There was a leak in the building, however, the water was absorbed into the ground and did not pass into the sewer system. Request for relief from water and sewer bills are reviewed by the Relief Review Committee of the Water Authority, who then make recommendations to the Water Authority and the Council regarding action on the requests. Mr. Brown explained that this request would be forwarded to that Committee for review and recommendation. Mr. Heefner stated that the Council should take action on the request for relief for sewer bills since the sewer is under the Department of Public Works and the Council. It was pointed out to Mr. Heefner that the Council takes action following a review and discussion of the Committee's recommendation. It was stated that the Committee does a thorough review of the case before making a recommendation. It was also pointed out that the Council takes independent action regarding sewer relief requests.

Mr. Brown presented a proposal from DeTraglia Excavating, Inc. to complete work initiated during the emergency repair work they did on the sewer on Blueberry Alley between South Second Street and River Alley. The information was presented for the Council's information, as the Borough moves into the budget season.

Mr. Brown presented the request for waiver of Rental Inspections License requested by the Dauphin County Housing Authority. He stated that he, Mr. Wion and Mr. Curry are investigating the request and will make a recommendation to the Council after the investigation.

Mr. Brown requested the discussion regarding the recommendation for posting parking restrictions on Penn Street from Elm Street to Mulberry Street was tabled until he obtains further information.

Ms. Kratzer requested that a camera be placed at the Ryan Mohn Park. There has been a lot of vandalism at the park and effort should be made to identify the culprit(s). She also stated that there are similar problems at other parks. However, she would like to begin with Mohn Park because of the extent of the vandalism and the expense incurred in repairing/replacing the damaged equipment. During the discussion, other Councilpersons agreed that something should be done to deter the destruction of parks. President Proctor recalled that the Borough owns game cameras and they could be used at the parks. Chief Minium stated that the Borough owns six cameras.

The following persons made public comments:



Roberta Cooper, 424 Ridge Street had three areas of concern:

- 1.) Can equipment that belongs to the Borough be used to fix broken equipment instead of just sitting in garages? President Proctor stated that he was unaware that unused equipment is stored. He also stated that the Borough does auction off unused equipment. Ms. Cooper recommended the Borough develop an inventory of equipment, including serial numbers. She was informed that the staff is in the process of developing such a list.
- 2.) Ms. Cooper asked if the Borough is aware of whether or not there is a service contract or warranty on a piece of equipment before purchasing the equipment, even it is purchased on an emergency basis. Ms. Hodge responded that she was interested in having a service contract or warranty on equipment as a part of the paperwork made with the purchase.
- 3.) Ms. Cooper has already talked with Mr. Heefner regarding the trash situation. She expressed concern about the number and type of trash cans that will be allowed under the new contract and, whether or not they will be repaired or replaced if damaged. Mr. Proctor informed her that the final long term contract between Harrisburg and Steelton has not been completed and the concerns she has expressed will be considered during the final negotiation period.

Melvin Watts of (inaudible) Woods Street spoke as a representative of Redeemed United Church of Jesus Christ (Apostolic), located at 860 Woods Street. Over the weekend, there is a problem with fallen telephone poles and trees in the street in front of the church. The church asked Mr. Watts to find out who is liable for damage done to the church if the trees surrounding the church should fall on church property. Ms. Hodge stated that she would have Mr. Curry and Mr. Whittaker look at the site to determine the physical condition of the trees. Mr. Heefner stated that he had already looked at it. Mr. Heefner stated that the Borough has insurance that will take care of any problem caused by the Borough for which the Borough is responsible. Mr. Watts requested that if Steelton Borough is liable, that information be put in writing. Mayor Marcinko stated that the trees located across the street from the church are in Swatara Township. Mr. Brown stated that he would investigate whether or not Steelton or Swatara Township is responsible for the area surrounding the church where the trees and poles are located. Ms. Hodge stated that everything Mr. Watts said was on the record.

Emmuel Powell, 321 Lebanon Street – Mr. Powell asked if Steelton still had the cat program. Mayor Marcinko answered that it did, and she would give him the telephone number to call. Mr. Powell stated that people were coming in town dropping off cats. He was informed that through the program cats were spayed/neutered and tagged. He was also informed that there is nothing the Borough can do about the number of feral cats in the neighborhoods. He stated that he thought all the residents of the Borough should get free water since persons are asking for relief from water and sewer bills. He was concerned that he has to pay his bill on time while other persons are allowed to pay only a portion of their bill or allowed not to pay their bill until the bill gets high.

### **Council Concerns:**

Ms. Kratzer reminded persons to attend the National Night Out Program scheduled for 6:00 p.m. – 8:00 p.m. Tuesday, August 6, 2019, at the Football Field.

Mr. Heefner expressed three concerns:

1. Regarding the sewer blow out – the pipe had been leaking for a while as proven by the backpressure that occurred after the leak was fixed. During an inspection with Heather from DEP, he learned that Harrisburg has a ball with cameras that can flow on the stream in the pressurized pipes and see where the problems are located. The camera was discussed with HRG and they are looking into getting the inspection of the pipes completed.
2. Inquiries are being made with Blooming Glen Company from New Jersey to see if a maintenance contract can be developed. They are the company that is called in when there are problems with the pumping stations.
3. The Hoffer Street Pumping Station Project is on hold. He is having Blooming Glen come in to look at the operation and tell us what needs to be done. Ms. Hodge asked if there were contractors in Pennsylvania that could do the same work.

Mr. Krovic and Ms. Woods both thanked persons for coming out to the meeting.

Mr. Wion reminded the Council that an Executive Session scheduled to occur during this meeting. Mr. Brown clarified what would be addressed at the meeting.

Mayor Marcinko's concerns:

- ✓ She informed persons that Chief Minium has been appointed to the Governor's Council on Reform and Advocacy Committee and that he will be with Congressman Perry at Middletown High School with the Secret Service.
- ✓ The body camera policy has been approved by the District Attorney and they are now being tested.
- ✓ National Night Out is tomorrow night.
- ✓ The K-9 Golf Tournament is scheduled for September 7, 2019, and they are looking for players.
- ✓ She is constantly receiving complaints about the tractor-trailer trucks on Front Street and will continue to raise the issue until a resolution is enforced.
- ✓ She met with the Harrisburg City trash haulers and noted that the Director, Mr. Johnson, was working on the truck. He told her that he rides out every Wednesday, and she feels that shows they care about what they are doing. She also said that River Alley between Mohn Street and Swatara Street has never looked so good.
- ✓ She stated in the past three to four months she has noted that the Policemen know the names of persons in the community and the persons in the community know their names.

Ms. Hodge expressed four concerns:

- She requested that if any Council member has an issue with any staff person or what they are doing, that they reach out to Council leadership or the Chair of that Committee and let them deal with that staff before they bash the staff and make them look incompetent. She stated that Council and staff should work as a team. She believes the Borough has a good staff and that things are coming to a point that the community trusts the Council and staff. Ms. Hodge also stated that if Council members bash staff and tell people that staff

persons don't know what they are talking about, it is a reflection on the Council, not that staff person, who should be given correct information. She said that she would prefer that Council members discuss the issue among themselves and try to work out a protocol for action before taking it to the public.

- Ms. Hodge thanked persons who stayed out all night working on the sewer problem and acknowledged the difficulty of the job they performed on that assignment. She stated that she has the full, utmost respect, pride and confidence on persons hired by the Borough.
- She thanked persons from the community for attending the meeting and speaking up about their concerns.
- Ms. Hodge congratulated Chief Minium on his achievement and for the way that the Police Department handles itself, noting that the community appreciates the work they do.

President Proctor thanked persons for attending the meeting. He stated that he had the opportunity to observe an incident between the Swatara, Steelton, and Middletown police officers and a community person. He stated that the officers were in a potentially dangerous situation and showed restraint and level heads until the situation was resolved. He reported that this was the second delicate incident that has happened recently. President Proctor expressed appreciation for the policemen who place their lives on the line during their daily work.

*At 7:53 p.m. Ms. Hodge moved that the Council move into Executive Session to discuss personnel issues and Eminent Domain case 2006/CV/3889/CN. Ms. Kratzer seconded the motion which was approved by a unanimous vote of the Council.*

Following Council's return to the open meeting, Mr. Brown requested that the Council approve CDBG Grant co-sponsorship requests from the Grandparents Involved from the Start (GIFTS) Program and POP'S House. *Ms. Woods moved and Mr. Krovic seconded the motion that the Council serves as co-sponsors of the two programs in their request for CDBG grants. The motion passed by a unanimous vote of the Council.*

*Ms. Wood moved and Ms. Kratzer seconded the motion to advertise the Sewer Laborer position. The motion passed by a unanimous vote of the Council.*

*Ms. Hodge moved and Mr. Krovic seconded the motion that to adjourn the Steelton Borough Council Meeting at 8:25 p.m. The motion was passed by a unanimous vote of the Council.*

Respectfully Submitted,



Douglas Brown, Secretary