

# STEELTON BOROUGH COUNCIL AGENDA

February 18, 2020

**Call Meeting to Order:** President Proctor

**Pledge of Allegiance:** President Proctor

**Moment of Silence:**

**Approval of minutes from previous meetings:** February 2, 2020

**Public Comment on Agenda Items only:**

**Approval of schedule of billing, requisitions, and change orders as presented for:**  
January 2020

**Approval of Department & Committee Reports:**

Fire Department and Ambulance (Written Report)

Police Department (Written Report)

Codes Department (Written Report)

Public Works (Written Statistical Reports)

Parks and Recreation Committee (Oral Report)

NEDC Committee (Oral Report)

Stormwater Committee (Oral Update)

Mayor's Report (Oral Report)

Jr. Councilperson Report (Oral Report)

Borough Manager's Report (Oral Report)

**Presentation:**

Mr. Joe Porter

Harrisburg Promise Program  
Steelton-Highspire HS & HACC

**Communications:**

Dauphin County Office of Tax Assessment

Change of 340 Conestoga Street to Tax  
Exempt Status

Dauphin County Tax Collection Committee

Announcement of Proposed 2020 Budget

**Unfinished Business:**

**New Business:**

Mr. Wion

Approval of Resolution 2020-R-13 RE: Designation of Steelton Borough Public Officials & Public Employees Pursuant to the Pennsylvania Act & Supporting Regulations.

Anne Shambaugh

Approval to Advertise Request for Proposals to Remove Stormwater Line on the Steel Works LLC Property.

Anne Shambaugh

Approval of Coexist Request to Close South Front Street May 30 & July 18, 2020 for Street Festivals.

Anne Shambaugh

Disbursement of Budgeted Donation of \$500.00 for Maintenance of Midland Cemetery.

Anne Shambaugh

Update on Progress of Hygienic School Monument.

Chief Minium

Approval to Accept Vydurya Jaganath, a West Chester University Practicum Student, as an Unpaid Intern.

Chief Minium

Approval to Complete the Installation of Printers and Scanners in Police Vehicles.

**Public Comments:**

**Council Concerns:**

**Executive Session:**

**Other Business:**

**Adjournment:**

# Steelton Borough Council Meeting Minutes

February 18, 2020

## Present:

Brian Proctor	Mayor Maria Marcinko
Michael Segina, Vice President	David Wion, Solicitor
Keontay Hodge, President Pro Tem	Anne Shambaugh, Borough Manager
Denae House	Anthony Minium, Police Chief
William Jones	Gene Vance, Fire Chief
Natashia Woods	Aaron Curry, Codes Officer
	Keith Miller, Foreman, Public Works
	Thommie Leggett-Robinson, Exec. Assist.
	Renee Bowers-Drayton, Admin. Assist

Absent with cause: William Krovic, Olivia Palermo

President Proctor called February 18, 2020, Council Meeting to order at 6:30 p.m., after which he led the assembly in the Pledge of Allegiance. Mayor Marcinko led a Moment of Silent Reflection.

Mr. Wion made corrections to the February 2, 2020 meeting minutes. He stated that a repetitive sentence on page three should be stricken from the minutes. Following his statement of revisions, *Mr. Segina moved that the minutes from February 2, 2020, Council Meeting be approved with the correction. Ms. Woods offered the second, and the motion was passed by a unanimous vote of the Council.*

*Mr. Segina moved that the Council approve the schedule of billing, requisitions, and change orders as presented for January 2020. Mr. Jones seconded the motion, which passed by a unanimous vote of the Council.*

No one from the public commented on agenda items.

## Approval of Department & Committee Reports:

Fire Department and Ambulance (Written Report)

Police Department (Written Report)

Codes Department (Written Report)

Public Works (Written Statistical Reports)

Parks and Recreation Committee (Oral Report)

Ms. House announced the committee would like to be included on the March 4, 2020, agenda. The committee would like approval to use the football field or parking lot for Steelton Fest. They may also request use of that space for the Easter Egg Hunt; however, it is considering the use of Mohn Street for that event

NEDC Committee (Oral Report)

Ms. Hodge reported that the committee has not met.

Stormwater Committee (Oral Update)

Ms. Woods stated that the committee met last week to share with the committee what happened last year. They are scheduled to meet on March 3, 2020 with Mr. Deck. At that time, the committee will discuss stormwater fees and what stormwater will look like in Borough.

Mayor's Report (Oral Report)

Mayor Marcinko reported that she attended the Trash Training Workshop. She has been asked to serve on the Community Action Committee by Sean Gold from Coexist, and on a Committee at Steelton-Highspire School District.

Jr. Councilperson Report (Oral Report)

Ms. Palermo did not attend the meeting; therefore, there was no report about youth activities in the Borough.

Borough Manager's Report (Oral Report)

Ms. Shambaugh reported that she has been working with members of the Council to get their committees started and get the minutes formulated for them.

After hearing the committee and departmental reports, *Mr. Segina moved that the reports be accepted as presented. Ms. House seconded the motion, which passed by a unanimous vote of the Council.* Following the approval of the reports, Mr. Segina added that there is a Finance Committee Report at each Councilman's desks.

**Presentation:**

Mr. Joe Porter – 507 Katrina Court, Mechanicsburg, PA, attended the meeting to share information about the Harrisburg Promise Program held at Steelton-Highspire. The Harrisburg Promise Program is a partnership between the Steelton-Highspire School District and the Harrisburg Area Community College (HACC). It is the only such program in the State of Pennsylvania. The program, which is for grades 7-12, has been in at the school for two years. Participants are required to keep a 75% grade point average, remain free from drugs, remain childfree, and attend monthly sessions at HACC. When the students meet all the requirements, they receive a full two-year scholarship to HACC. At the beginning of the program, over 100 children were participating. Unfortunately, the number of participants has dwindled down to 45-50 students. The reduction in the number of participants has caused HACC to move to terminate the program. Because he sees the potential benefits and is a strong supporter of the program, Mr. Porter is responsible for raising \$10,000.00 per year to pay for administrative costs. Mr. Porter asked the Council to help support the program by making a financial contribution of \$1,000.00. He stated that he has made a personal contribution of \$5,500.00. In response to Ms. Hodge's question, Mr. Porter reported that no students have completed the program; therefore, there are no statistics regarding success. Several persons in the community have been asked to support the program. Those persons include the School Superintendent, Dr. Waters, Commissioners Harwich and Connors, Mr. Brown, and other community leaders. *Ms. Hodge moved that Council approve a \$2,500.00 donation to support the program. The president called for a roll call vote:*

*Ms. House – aye*

*Ms. Woods – aye*

*Ms. Hodge - aye*

*Ms. Segina – aye*

*Mr. Jones – aye*

*Mr. Proctor – aye*

*The motion passed by a unanimous vote of the Council.*

Mr. Porter expressed gratitude for the Council's action. He then talked about the need for volunteers for the Junior Achievement Program.

### **Communications:**

The Dauphin County Office of Tax Assessment Office sent a letter informing the Borough that 340 Conestoga Street is tax-exempt.

The Dauphin County Tax Collection Committee announced its budget proposal for 2020.

### **Unfinished Business:**

Ms. Shambaugh brought up a piece of unfinished business. Mr. Scott Campbell, who was scheduled to make a presentation at the last Council meeting, was still unable to attend the meeting. However, he did leave the oil painting to Ms. Shambaugh for the Council. The picture will be hung in the Steelton Borough Council Chambers. President Proctor asked that a letter of thanks be sent to Mr. Campbell.

### **New Business:**

Mr. Wion stated that annually, the Ethics Commission of Pennsylvania requires certain public officials and employees of the Borough to file a Statement of Financial Interests. He said the persons who served in these positions in 2019 and 2020 must complete the statement. He requests that the Council approve a Resolution requiring those designated officials and employees to complete the statement. *Mr. Segina moved that the Council approve **Resolution 2020-R-13 RE: Designation of Steelton Borough Public Officials & Public Employees Pursuant to the Pennsylvania Act & Supporting Regulations.** Ms. Hodge seconded the motion, which passed by a unanimous vote of the Council.*

Ms. Shambaugh brought information regarding the need to advertise a Request for Proposals to Remove Stormwater Line on the Steel Works LLC Property. Because no supporting documentation had been received from the engineers, she recommended the discussion be tabled. *Ms. Segina moved, and Ms. Hodge seconded the motion that the proposal will be tabled until the March 3, 2020, Council Meeting. The motion passed by a unanimous vote of the Council.*

Ms. Shambaugh requested approval for Coexist to hold two Street Festivals. She stated that she was working with the Police Department to implement the request. *Mr. Jones moved, and Ms. Hodge seconded the motion that to close South Front Street between Swatara and Mohn Street, May 30 & July 18, 2020, for Street Festivals. The motion passed by a unanimous vote of the Council.*

Ms. Shambaugh reported that the budgeted donation of \$5500.00 for maintenance of the Midland Cemetery was disbursed.

Ms. Shambaugh provided an update on the progress of the Hygienic School Monument. She received a request to issue a check for \$750.00 to begin work on the monument, with a total cost of \$1,500.00. Ms. Hodge asked if the \$500.00 approved for the placard at Ervis Office building

was disbursed. Ms. Shambaugh responded in the affirmative. Ms. Shambaugh stated that Gingrich Memorials is the company that was making the monument and requested the 50% down payment. When asked for an update on the project, she reported that: 1) landscaping is \$4,900.30, 2) the monument is \$1,500.00, and 3) donations collected as of February 14, 2020, are \$4,662.78. Mr. Wion had a question regarding the contractual agreement between the Borough and D&H Landscaping. In response to Mr. Wion, Mr. Proctor said Council is only receiving an update. Further, he stated that no action on the memorial will be taken at this time.

Chief Minium requested the Council to approve a request to accept a practicum student in the summer of 2020. The student, who attends West Chester University, would serve as an unpaid intern in the Police Department. She became interested in working in Steelton as a result of her father's involvement with the CEO Program. Mr. Proctor asked if she was studying to become a policeman. Chief Minium explained that she is looking at working with a Federal Agency; however, this internship will help her determine the environment where she should work. She is interested in seeing how social work and police enforcement can effectively work together and serve the community. She also hopes to help the police develop skills to de-escalate problems that occur when handling issues of persons with special needs. Chief Minium committed to providing the supervision required by the school. *Mr. Segina moved that the Council accepts Ms. Vydurya Jaganath, as an unpaid intern with the Police Department from May 18 – August 7, 2020. The motion was seconded by Ms. Hodge and passed by a unanimous vote of the Council.*

Chief Minium explained that for all the police vehicles to work with the new TraCS system, several cars must be equipped with modern equipment. During the discussion, these points were made: use of the TraCS system will reduce the paperwork load for the policemen; the system will allow the immediate handling of automobile accidents; e-tickets will be printed at the time they are issued and the data system will automatically send it to all the necessary offices; it will allow the Borough Codes Department to work in sync with the Police and District Judges Offices; the barcode on driving licenses will be scanned into the system and enable hands-free work; despite the automated system the Department will still have to print out and file a paper copy of each transition; staff completed 3 ½ hours of training on the new system February 3, 2020; most of the vehicles already have the equipment installed; the Steelton Police Department is on the cutting edge of the program; which is being adopted by all the police departments, and funding was made available through the District Attorney's office. *Ms. Hodge moved, and Ms. House seconded the motion to approve the installation of printers and scanners in the police vehicles. The motion passed by a unanimous vote of the Council.*

The following Public Comments were made:

Cheryl Powell, 321 Lebanon Street – asked if the Borough was aware of the problems caused by people parking at the corner of Lincoln and Harrisburg Street. She stated that the use of the Corner Store created congestion at that corner. Mr. Proctor said that he has talked with Chief Minium about the problem. Chief Minium explained that the Department was aware of the problem, and they have been issuing tickets. However, persons pay the ticket and continue to park in that area, including the yellow lined area. He also mentioned that 4<sup>th</sup> and Pine Streets are also being monitored and persons ticketed. The problem remains unresolved in that area too. Ms. Drayton-Bowers added that there is a white SUV that regularly parks by the Corner Store. Ms.

Powell asked about the possibility of towing cars that are parked on the corner. Chief Minium stated that it would be difficult to do.

The following Council Concerns were expressed:

Ms. Woods thanked Mr. Porter for his commitment to the Harrisburg Promise Program. She also thanked persons for attending the meeting.

Ms. House thanked persons for attending the meeting. She also thanked Mr. Porter for his work with the Harrisburg Promise Program.

Mr. Jones thanked persons for coming out to the meeting. He stated that he was willing to volunteer for the Junior Achievement Program. Mr. Porter was given a special thank you for the work he is doing in the community.

Ms. Drayton-Bowers thanked Mr. Porter for his work.

Ms. Leggett-Robinson informed Mr. Porter that she is willing to discuss the volunteer work needed for the Junior Achievement Program.

Mr. Wion, Chief Minium, Chief Vance, Mr. Curry, and Mr. Miller expressed no concerns.

Mayor Marcinko informed the group that:

- The Fire Department will hold an All You Can Eat Breakfast at the Centenary United Methodist Church, May 23, 2020.
- She, Mr. Wion and, Chief Minium are working on developing the Fire Police Program. In the process, Mr. Segina is looking into how the program will be funded.
- Alicia Mitchell from the Paxtang Borough Office stepped up.

Ms. Hodge thanked the persons for attending the meeting. She acknowledged the presence of former Council President Jeffrey Wright. Ms. Hodge thanked Mr. Porter for caring so much about other people's children, his passion, and his commitment to the Harrisburg Promise Program. She stated that she would contact her resources on the HACC Foundation what can be done to ensure that the program is continued. Further, she said that parents should be more involved in the program since they, too, are accountable for the decrease of participants. Mr. Porter thanked her for her concern. He said that HACC needs to hear from the community about their support of the program.

President Proctor thanked Mr. Porter for his work and thanked the people for attending the meeting.

There was no Executive Session or other business to discuss during the meeting.

*Ms. Hodge moved that the February 18, 2020 meeting of the Steelton Borough Council be adjourned at 7:16 p.m. Mr. Jones seconded the motion, which passed by a unanimous vote of the Council.*

Respectfully submitted,



Anne Shambaugh, Secretary