

**Steelton Borough Council Meeting Agenda
June 6, 2022**

President Proctor

Opening of Council and Roll Call

Approval of minutes from the last meeting:

May 16, 2022

Public Comments for Agenda Items Only:

Presentation:

Mary Carricato – Tax Collector

*Discussion regarding Portnoff as the
Borough's Delinquent Real Estate Tax
Collector*

Engineer's Report:

Mr. Randy Watts, Engineer, HRG

May 2022 Engineer's Report

Action Items:

Unfinished Business:

Denae House

Brickyard Park Proposal for
Engineering/Design Services
(previously discussed)

Denae House

Borough Parks – Security
Proposal (previously discussed)

Natashia Woods

Storm Water Authority Update
Approval to Participate in the Conewago
River Basin Project

Ryan Gonder

Approval of Memorandum between Swatara
Township and the Borough for dumping of
compost materials

Ryan Gonder

Approval of Resolution regarding the work
agreement between the Borough of Steelton
and PennDOT to install the new manhole
risers along Route 230

Ryan Gonder	Approval of Agreement between the Borough of Steelton and PennDOT for the work along Route 230
Anne Shambaugh	Request approval to sign the 2022-2023 Gaming Grant for the Brickyard Park in the amount of \$75,000
New Business:	
Anne Shambaugh	Discussion of the PA American Water Flushing Project
Ryan Gonder	Request approval to advertise <i>Ordinance 2022 - The Code of the Borough of Steelton, Pennsylvania, Chapter 84 "Real Estate Registration," Section 84-4 "Report Required Upon Acquisition of Real Estate, "Fees"</i>
Ryan Gonder	Request approval to advertise <i>Ordinance 2022 - The Code of the Borough of Steelton, Pennsylvania, Chapter 69 "Inspection Licenses," Section 69-6 "Fees"</i>
Ryan Gonder	Request approval to advertise <i>Ordinance 2022 – The Code of the Borough of Steelton, Pennsylvania, Chapter 94 "Streets and Sidewalks," Section 94-16 and 94-17</i>
Denae House	Discussion of contract for <i>Due Process</i> to perform at Steelton Fest 2022

Public Comments:

Council & Staff Concerns:

Executive Session:

Adjournment:

STEELTON BOROUGH COUNCIL MEETING MINUTES

June 6, 2022

Present:

Brian Proctor, President
Michael Segina, Vice President
Keontay Hodge
Willie Slade
Natashia Woods
Ciera Dent, Mayor
Ryan Gonder, Solicitor

Anne Shambaugh, Manager
William Shaub, Interim Police Chief
Gene Vance, Fire Chief
Randy Watts, Engineer
Jeff Baltimore, Public Works Director
Aaron Curry, Code Official
Renee Bowers

Absent with Cause: Denae House and William Jones

President Proctor opened the meeting at 6:31 p.m. Mayor Dent led the group in a Moment of Silent Reflection. Roll was not called; however, those in attendance are listed above.

Motion made by Mr. Segina, seconded by Ms. Woods, to accept the May 16, 2022 Council Meeting Minutes as presented. Motion passed unanimously.

Motion made by Mr. Segina, seconded by Ms. Hodge, to add 2 contracts for Steelton Fest 2022 to the agenda for review and approval. Motion passed unanimously.

Public Comments on Agenda items only: There were no public comments at this time.

Mayor Dent presided over the swearing in of the Borough's newest police officer, Jonathan Santana Carabello. Friends, family, and colleagues welcomed him to the Borough of Steelton and wished him well in his career here. Interim Chief Shaub gave a brief biography of Officer Carabello stating he was recently with the Capital Police and is bi-lingual.

Engineer's Report

Mr. Watts presented the May 2022 Engineer's Report to Council.

Mr. Watts highlighted the demolition work at 101 Locust Street. She stated the structure is completely down and the site should be ready within 1.5 – 2 weeks. Mr. Proctor and Ms. Hodge both stated how nice the area looks.

Motion made by Mr. Segina, seconded by Ms. Hodge, to approve the May 2022 Engineer's Report as presented. Motion passed unanimously.

Unfinished Business:

Ms. Shambaugh and Mr. Gonder asked if Resolution 2022-R-11 could be tabled until after Executive Session. Mr. Proctor stated it could.

In Ms. House's absence, Mr. Proctor asked Mr. Bowser to present the Emuel Powell Brickyard Park proposal for engineering and design services to Council. Mr. Bowser stated they are finalizing the transfer of the deed from IDP to the Borough and anticipate closing this by the end of the month. He stated design of the park has been off and on with visions of the park changing over the last 3 years. Construction is anticipated to last 8 months with an opening in summer 2023.

Mr. Segina asked about the 2 different fee amounts listed - \$26,500 and \$33,500. Mr. Bowser stated the \$33,500 is the correct amount. Ms. Hodge asked if the different prices were based on utilizing subcontractors. Mr. Bowser stated although subcontractors will be used, the overall price for the design and engineering is \$33,500.

Mr. Gonder asked if Mr. Bowser would consider adding a section to the contract stipulating no payments will be made until ownership of the property is transferred to the Borough. Mr. Bowser agreed noting the first invoice would probably not be sent to the Borough until September or October.

Motion made by Mr. Segina, seconded by Ms. Woods, to approve the Proposal for Engineering and Design services for the Emuel Powell Brickyard Park in the amount of \$33,500. Motion passed unanimously.

Ms. Shambaugh presented a proposal from Higher Information Group which was originally provided and discussed by Chief Minium in September or October 2021. The proposal is to install security devices at several parks within the Borough for safety. Ms. Hodge stated she approves of the concept but does not want the residents to feel as though they are being imprisoned. After a brief discussion of the parks, Ms. Shambaugh stated she could work with Interim Chief Shaub and Higher Information Group to provide a different type of security solution.

Ms. Hodge requested security at all of the Borough parks with Mr. Proctor expressing concern about internet/cloud availability at the boat dock. Mr. Segina explained how it could be achieved. At this point, Mr. Proctor asked that this item be tabled until another time.

Ms. Woods and Ms. Shambaugh provided background on the contract for the WREP project in the Conewago Creek. Ms. Shambaugh explained participation in this project would save the Borough approximately \$500,000 for this permit cycle as well as another \$500,000 potentially in the next permit cycle.

Mr. Gonder explained with the development of the Storm Water Authority, the final decision will ultimately be the Authority's; however, since the Authority has not officially been formed, Borough Council will need to approve the project initially and turn the project over to the Authority once formed. Mr. Gonder stated he sent the documents to the Authority's solicitor for review and comments and will provide a recommendation at the June 21st Council meeting.

Mr. Gonder and Ms. Shambaugh presented the Memorandum between Swatara Township and the Borough for the dumping of compost materials. Ms. Shambaugh explained the Borough has been utilizing the Township's compost facility for several years. She stated the Township began discussions about charging all municipalities who utilize the facility a fee. Discussions started then COVID hit and the agreement/discussions were put on hold until April 2021. Ms. Shambaugh reminded Council the Memorandum was discussed during several meetings with Mr. Wion, the previous solicitor, having some concerns. Ms. Shambaugh and Mr. Gonder stated those concerns have been addressed and requested the Borough approve the Memorandum.

Mr. Proctor asked about a card for the residents to use when they need to dump yard waste and brush and waive the fees for the residents.

Motion made by Ms. Hodge, seconded by Ms. Woods, to approve the Memorandum of Understanding between Swatara Township and the Borough of Steelton for the use of the Township's Compost Facility. Motion passed unanimously.

Mr. Gonder presented Resolution 2022-R-10 for PennDOT and the Borough to do work along Route 230. Mr. Gonder stated this project is a continuation of the project in 2020 and PennDOT will be installing the manhole risers on the Borough's behalf. Mr. Proctor asked Chief Vance if this was what he was referring to when he asked about the manholes. Chief Vance stated it was. Mr. Proctor asked if the Chief wanted to review the Resolution and Chief Vance declined.

Motion made by Ms. Woods, seconded by Ms. House, to approve Resolution 2022-R-10. Motion passed unanimously.

Ms. Shambaugh requested approval for President Proctor to sign the Agreement for the 2022-2023 Gaming Grant in the amount of \$75,000 to be used for the Emuel Powell Brickyard Park.

Motion made by Mr. Slade, seconded by Ms. Woods, to approve the signing of the 2022-2023 Gaming Agreement in the amount of \$75,000 for the Emuel Powell Brickyard Park. Motion passed unanimously.

Ms. Shambaugh stated a notice of the 2022 Tourism Grant Award was included in your packets. She noted the Borough received \$20,000 for Steelton Fest 2022.

New Business:

Ms. Shambaugh introduced Joe Woodward of PA American Water. He discussed the upcoming flushing project in Steelton. He stated the project would begin July 5 and continue through July 29. He stated PA American Water would be flooding the social media pages with information about the flushing prior to and during the month of July. Mr. Woodward also stated they would be utilizing the CODE RED system to let residents know the week before their area is to be done. Mr. Segina asked if the Borough could receive a listing of the areas to be done so the Borough could also post information on its social media pages and he agreed to provide. Council thanked MR. Woodward for coming in and he thanked Council for the opportunity to speak to everyone.

Mr. Gonder stated he has been working with Ms. Shambaugh to update several of the Borough Ordinances which have fees that can change from time to time. Mr. Gonder stated rather than changing each Ordinance individually, he will provide Council with a single ordinance that addresses each section of the codified ordinances to be changed. He noted there is no action to take tonight and that the Ordinance will be presented to Council for approval to advertise at the first meeting in November to coincide with the 2023 Budget.

Mr. Proctor reviewed the contract between the Borough and Dauphin Highlands for the Borough's upcoming 2nd Annual Golf Tournament to benefit Steelton Fest. He explained how the contract was outlined with the golf course charging the Borough \$54/golfer and the Borough is charging the participants \$100/golfer. He stated there are 3 Headliner sponsors for the event and is looking to secure 60+ golfers. He stated at this time, there are 11 groups of 4 signed up.

Mr. Proctor presented the contract for the Dazz Band to be the Main Event/Performer at Steelton Fest 2022. Mr. Gonder stated he reviewed the original contract and redlined it with changes to be made and the company signed the redlined version.

Motion made by Mr. Segina, seconded by Ms. Woods, to approve the contract with Pyramid Entertainment Group for the Dazz Band to perform at Steelton Fest 2022. Motion passed unanimously.

Mr. Proctor presented a contract from Mad Hatter Entertainment for the group Fleetwood Macked to perform at Steelton Fest 2022. Mr. Gonder stated he reviewed the contract and it was acceptable.

Motion made by Mr. Slade, seconded by Mr. Segina, to approve the contract with Mad Hatter Entertainment to perform at Steelton Fest 2022. Motion passed unanimously.

Mr. Proctor discussed the contract for the band, Due Process. He stated he does not know anything about this band and has never heard of them. He stated he is willing to see if they would like to go on first, around 1:30 or so, and play for 30-45 minutes. No motion was made.

Ms. Shambaugh presented 2 requests to reserve parks in the Borough for private parties. The first is for Angela Martin to hold a child's birthday party at the Boat Dock pavilion September 10, 2022 between 2 pm and 8 pm.

Motion made by Ms. Hodge, seconded by Mr. Segina, to approve the park reservation request from Angela Martin for the boat dock September 10 between 2 pm and 8 pm. Motion passed unanimously.

Ms. Shambaugh stated the second request is from Darlene Chisholm to hold a memorial service at Municipal Park June 11 between 2 pm and 6 pm.

Motion made by Ms. Hodge, seconded by Ms. Woods, to approve the park reservation request from Darlene Chisholm for Municipal Park June 11 between 2 pm and 6 pm for a memorial service. Motion passed unanimously.

Public Comments:

Emuel Powell, Jr – 321 Lebanon Street asked if the Borough could place speed bumps along the roads in the Borough. He stated this is needed to slow traffic throughout the Borough. After a spirited debate, Council offered to review the previous findings/research done by Chief Minium 5 years ago.

Council Concerns:

Mr. Slade had no concerns.

Ms. Woods thanked everyone for coming to the meeting.

Ms. Hodge stated she has several concerns but thought best to raise them directly with the individuals and to pool her energy to the positive.

Ms. Bowers had no concerns.

Ms. Shambaugh provided a brief update on the energy prices acquired by APPI Energy after Talen filed for bankruptcy. She stated she expects to have new rates within a day or so and believes they will not be as low as when Talen provided service but will be less than the .12 currently being charged in the pool.

Mr. Gonder has no concerns.

Mayor Dent stated the Fun Times in the Park went very well. She stated a press release for the shooting that happened Sunday was released this morning. She thanked Ms. Shambaugh for her efforts in writing the Mayor's Grant for which the Borough is receiving \$10,000 toward a community garden project.

Mr. Segina had no concerns.

Mr. Proctor stated 120 Lincoln Street is being sold and asked the Borough to find out how to acquire it. He stated there are a number of grants to pursue to assist with the demolition of the existing building in an effort to get it back on the tax rolls.

Chief Shaub stated he met with Chief Rider of Swatara Township police to discuss an active shooter class in the wake of the tragedy at Ulvade. In addition, the Borough officers will receive keys to the school in the event they are needed.

Chief Vance, Jeff Baltimore and Aaron Curry all had no concerns.

Motion made by Mr. Segina, seconded by Ms. Hodge to move into Executive Session to discuss personnel matters at 7:39 pm. Motion passed unanimously.

Motion made by Ms. Woods, seconded by Ms. Hodge to return to Regular Session at 8:47 pm. Motion passed unanimously.

Motion made by Ms. Woods, seconded by Ms. Hodge, to approve Resolution 2022-R-11 for work along Route 230 by PennDOT. Motion passed unanimously.

Motion made by Ms. Woods, seconded by Ms. Hodge, to terminate the employment of James Warren effective May 31, 2022. Motion passed unanimously.

Motion made by Ms. Woods, seconded by Ms. Hodge, to terminate the employment of Ja’Nye Chisholm effective June 6, 2022. Motion passed unanimously.

Motion made by Ms. Woods, seconded by Mr. Slade, to advertise for General Laborer position in the Public Works Highway Department. Motion passed unanimously.

Adjournment:

Motion made by Ms. Hodge seconded by Mr. Slade, to adjourn the meeting at 8:43 pm. Motion passed unanimously.

Respectfully submitted,

Anne Shambaugh
Borough Secretary