

STEELTON BOROUGH COUNCIL AGENDA

August 15, 2022

Call Meeting to Order: President Proctor

Pledge of Allegiance: President Proctor

Moment of Silence: Mayor Dent

Council Meeting Roll Call: Anne Shambaugh

Approval of minutes from previous meeting: July 18, 2022

Additions to Agenda (if needed)

Public Comments for Agenda Items Only

Approval of schedule of billing, requisitions, and change orders as presented for:
July 2022

Department & Committee Reports – July 2022:

Fire Department and Ambulance (Written Report)
Police Department (Written Report)
Codes Department (Written Report)
Public Works (Oral and Written Statistical Reports)
Parks and Recreation Committee (Oral Report)
NEDC Committee (Oral Report)
Storm water Committee (Oral Update)
Mayor's Report (Oral Report)
Borough Manager's Report (Oral Report)

Approval of July 2022 Reports as Presented

Engineer's Report:

Mr. Randy Watts, Engineer, HRG

July 2022 Engineer's Report

Action Items:

Review and approval of the contract closeout for G&R Excavating and Demolition LLC for work at 101 Locust Street as well as approval of Payment Application 2 in the amount of \$35,447.50

Unfinished Business:

Ryan Gonder	Approval of Resolution 2022-R- <i>Maintaining a Current Emergency Operations Plan</i>
Anne Shambaugh	Request approval for Borough Council to file Articles of Amendment for the Storm Water Authority
Anne Shambaugh	Request approval to accept the DCIB-G loan in the amount of \$684,655
Brian Proctor	Steelton Fest 2022
Mike Segina	Acceptance of the PENNVEST grant and loan package
Mike Segina	Approval to accept the proposal from HRG to administer the PENNVEST program in conjunction with the Borough
Denae House	Reorganization

New Business:

Anne Shambaugh	Discussion to participate as a patron for the Steelton-Highspire School District patron in the 2022 Football Programs
Mike Segina	Discussion regarding a request for a donation of \$2,000 to the Little Rollers Football and Cheerleading Teams
Willie Slade	Request approval to purchase new handheld devices for the Codes Department at a cost of \$5,390 for 2 units and warranty on those units for 3 years at an additional \$2,520.00 for a total of \$7,910.00
Denae House	Discussion regarding Maloni Tate-Defreitas' participation in the Kids Event for Steelton Fest

Mayor Dent

Initial discussion regarding updating the Borough Ordinances to include relocation language regarding landlords and tenants

Anne Shambaugh

Discussion regarding PA PERCS and the appointment of their replacement ATS

Correspondence:

Dauphin County

*Notice of Change in Assessment –
719 N Front Street*

Dauphin County

*Notice of Intent to Revise County Municipal
Solid Waste Plan*

Public Comments:

Council Concerns:

Executive Session:

Other Business:

Adjournment:

STEELTON BOROUGH COUNCIL MEETING MINUTES

August 15th, 2022

Present:

Brian Proctor, President
Michael Segina, Vice President
Denae House, Pro Tem
William Jones
Natashia Woods
Ciera Dent, Mayor

Anne Shambaugh, Manager
William Shaub, Interim Police Chief
Gene Vance, Fire Chief
Randy Watts, Engineer
Jeff Baltimore, Public Works Director
Ryan Gonder, Solicitor

Absent with Cause: Keontay Hodge.

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. Jones, seconded by Ms. Woods, to accept the July 18th, 2022 Council Meeting Minutes as presented. Motion passed unanimously.

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

Department & Committee Reports – July 2022:

Fire Department and Ambulance

A written report was presented, Chief Vance added he received a request from the High School to use the Firehouse for a car wash fundraiser on 9/17/2022 and if Council had any objections. No objections were made.

Chief Vance stated a CPR class for the public would be held at the Firehouse on the last Saturday in September.

Police Department

A written report was presented, Interim Chief Shaub had no additions.

Codes Department

A written report was presented, Code Enforcement Officer Mr. Curry had no additions.

Public Works

A written report was presented, Public Works Director Mr. Baltimore had no additions.

Parks and Recreation Committee

Mrs. House was asked provided an update at the next meeting on the status of the Municipal Park Playground project.

NEDC Committee

No report presented.

Stormwater Committee

Council Woman Woods reported the Committee is completed and are working on finalizing details for the Stormwater Authority. A meeting will happen in September to go over final details.

Mayor's Report

Mayor Dent discussed how she was received numerous complaints related to the postal services inconsistent and missed deliveries. Mayor Dent said she had reached out to the Steelton Post Offices and was informed that the issues are due to a shortage of employees currently.

Borough Manager's Report

Mrs. Shambaugh presented an oral report to Council.

Motion made by Ms. Woods, seconded by Mr. Segina to accept the department reports as presented. Motion passed unanimously.

Engineer's Report

Mr. Watts presented the July 2022 Engineer's Report to Council. Mr. Watts also presented a contract closeout for G&R Excavating and Demolition LLC and pay application 2 for the 101 Locust Street.

Motion made by Mr. Segina, seconded by Mr. Slade to accept the Engineer's report as presented. Motion passed unanimously.

Motion made by Mr. Segina, seconded by Ms. Woods, to approve the contract closeout for G&R Excavating and Demolition LLC and pay application 2 for the 101 Locust Street in the amount of \$35,447.50. Motion passed unanimously.

Unfinished Business:

Mr. Gonder presented Council with Resolution 2022-R-10 Maintaining a Current Emergency Operations Plan.

Motion made by Mr. Segina, seconded by Mrs. House, to approve Resolution 2022-R-10 Maintaining a Current Emergency Operations Plan. Motion passed unanimously.

Mrs. Shambaugh presented Council with Request approval to file Articles of Amendment for the Storm Water Authority.

Motion made by Mr. Segina, seconded by Mrs. House to approve the filing of the Articles of Amendment for the Storm Water Authority. Motion passed unanimously.

Mrs. Shambaugh presented Council with a request approval to accept the DCIB-G loan in the amount of \$684,655.

After a brief discussion, Motion made by Mr. Segina, seconded by Ms. Woods, to accept the DCIB-G loan in the amount of \$684,655. Motion passed unanimously.

Mr. Proctor discussed the donations and budget for Steelton Fest 2022. He presented several invoices for payment related to Steelton Fest. Mr Proctor also stated hotel required under contract for the bands are \$99 per night.

Motion made by Mr. Segina, seconded by Mr. Slade, to approve an invoice to One Love Cafe for \$3,000.00 Motion passed unanimously.

Motion made by Mr. Segina, seconded by Ms. Woods, to approve an invoice to the Dazz Band for \$7,500.00 Motion passed unanimously.

Motion made by Mr. Jones, seconded by Mrs. House, to approve an invoice to Mad Hatter (Fleetwood Macked) for \$1,500.00 Motion passed unanimously.

Motion made by Ms. Woods, seconded by Mr. Jones, to approve an invoice to Unique Limousine for \$1,301.25 Motion passed unanimously.

Mr. Segina presented Council with the acceptance letter for the PENNVEST grant and loan package. The grant portion was awarded in the amount of \$2,325,709.00 with the loan portion in the amount of \$64,291.00 with will require a repayment of \$206.79 per month for the term of the loan. Mr. Segina expressed his gratitude to PennVEST for this generous grant and the savings this will provide the ratepayers of the sewer services.

Motion made by Mr. Segina, seconded by Mr. Jones, to accept the PENNVEST grant and loan package. Motion passed unanimously.

Mr. Segina presented Council with the proposal from HRG to administer the PENNVEST program in conjunction with the Borough.

After a brief discussion, Motion made by Mr. Segina, seconded by Mrs. House, to accept the proposal from HRG to administer the PENNVEST program. Motion passed unanimously.

Mrs. House questioned the need to finalizing a motion of made at the previous council meeting regarding the removal of Mr. Proctor as President of council. Mr. Gondor stated the no action was needed to finalize the motion. Ms. House stated that she had concerns about a lack of communication with Mr. Proctor. She requested a weekly or bi-weekly meeting with leadership so they are all on one accord. Ms. House is willing to continue to work with Mr. Proctor and Mr. Segina if they are willing to work with her. If things continue the way they are currently going, she will bring reorganization up again at a later time.

New Business:

Mrs. Shambaugh presented Council with information to participate as a patron in the Steelton-Highspire School District in the 2022 Football Programs. Various page size options were presented.

After a brief discussion, Motion made by Mrs. House, seconded by Mr. Jones, to approve the inclusion of a Full Page in the 2022 Football Programs at as cost of \$150.00. Motion passed 5-0 with Mr. Slade abstaining.

Mr. Segina presented a request for a donation of \$2,000 to the Little Rollers Football and Cheerleading Teams. Mr. Segina stated that the 2022 adopted budget allocated \$5,000 for Council approved donations. If this donation was made it would be budgeted.

After a brief discussion, Motion made by Mr. Segina, seconded by Ms. Woods, to provide a donation of \$2000.00 to the Little Rollers Football and Cheerleading Teams. Motion passed unanimously.

Mr. Slade presented a quote and requested approval to purchase two new handheld devices for the Codes department and a three-year warranty package for the purchased devices.

After a brief discussion, Motion made by Mr. Slade, seconded by Ms. Woods, to approve the purchase of the handhelds for \$5,390.00 and warranty services for \$2,520.00. Motion passed unanimously.

Mrs. House recommended including Maloni Tate-Defreitas' participation in providing a photobooth in the Kids Event for Steelton Fest at a cost of \$750.00.

After a brief discussion, Motion made by Mrs. House, seconded by Mr. Slade, to approve the rental of Mrs. Tate-Defreitas's photobooth at a cost of \$750.00. Motion passed unanimously.

Mayor Dent discussed updating the Borough Ordinances to include relocation language regarding landlords and tenants. Mayor Dent talked about situations going on in the Borough in which landlords are taking advantage of tenants who need are living in uninhabitable situations and not providing them with a place to stay until the work is done. There will need to be more communication with the Codes Committee and Mr. Gonder.

Mrs. Shambaugh presented a quote and information to utilize PA PERCS to perform service on the Boroughs traffic signals. ATS who was our previous servicer for traffic signals had closes for business.

Motion made by Mr. Segina, seconded by Mrs. House, to appoint PA PERCS to service the Boroughs traffic signals as needed. Motion passed unanimously.

Correspondence:

Mrs. Shambaugh presented the following communication to Council from Dauphin County:

- Notice of Change in Assessment –719 N Front Street
- Dauphin County Notice of Intent to Revise County Municipal Solid Waste Plan

Public Comments:

Geraldine Pendleton – 414 Jessamine Avenue, Steelton, PA 17113

Ms. Pendelton talked about damage that is happening to her home from an inlet that is not draining properly, and the water is flowing along the side of her home and into her basement. There is continual flooding that is happening around the inlet and the water has no where to go except along her property. She has come to the Borough on numerous occasions with no solution. She is unable to sell her home because of the issue, but she just wants it to be fixed. Mr. Proctor asked Mr. Baltimore to go to the property to see if there is anything that can be done in the matter.

Mike Pfoultz – 5120 Derry St PO Box #4646 Harrisburg, PA 17111

His organization Diverse Investment Group is interested in the 120 Lincoln Street Property. He wants to renovate the property and provide a place for programs and possible community development. Council was not sure of the current owners of the property due to it going to State Tax Sale. Ms. Shambaugh is going to follow up with Mr. Pfoultz once we received more information about the property.

Mr. Jenkins - 779 Larch St Steelton PA 17113

Mr. Jenkins asked Council questions related to creating a business in the Borough related to Zoning requirements. Mr. Proctor asked Mr. Jenkins to get with our Codes and Zoning Officer Mr. Curry after the meeting to exchange information as Mr. Curry would be able to assist him with his questions.

Council Concerns:**Mr. Baltimore**

Nothing.

Fire Chief Gene Vance

Nothing.

Interim Chief Shaub

Nothing.

Councilwoman Ms. Woods

Ms. Woods thanked everyone for coming out. Ms. Woods expressed her concern with a lack of communication amongst Council and transparency in the community. Ms. Woods talked about how she feels work needs to be done but because Council members aren't communicating work is not being done as it should.

Mrs. Bowers

Ms. Bowers approached the podium to address Ms. House as a resident and employee. Ms. Bowers has been a resident in town for 64 ½ years. She feels this is the worst council she has ever seen, and everyone should get along. Ms. Bowers stated the Ms. House called her Brian's Personal Secretary and Ms. Bowers proceed to address Ms. House. Ms. Bowers stated she is doing everything that she can. She went on to say that Anne doesn't need help, and that she has done stuff to help everyone. She said she is doing what she can for the community. She feels she sees more of what the community needs since she works for the Borough. Ms. Bowers expressed her feeling of how Ms. House hurt her feeling as is supposed to be her friend. Ms. Bower told Ms. House to don't ever say anything about her because Ms. House is supposed to be a part of her family and should know better. Ms. Bowers stated she is going through a lot of personal issues and does a lot in the community and doesn't want to hear about what others feels she is doing wrong when she is only doing what Council Members ask her to do.

Mrs. Shambaugh

Nothing.

Councilman Mr. Jones

Mr. Jones thanked everyone for being in attendance. Mr. Jones reminded all of the Legion Post 420's 100th Anniversary. He questioned whether everyone was invited, but no one else knew about the event. Mayor Dent thought all Council Members were invited.

Councilman Mr. Slade

Mr. Slade thanked everyone for coming out tonight.

Mayor Ciera Dent

Mayor Dent appreciated seeing everyone coming out. She expressed concerns about Police Department taking time to clean the Borough Building. She has been receiving complaints about Front St but thanked everyone for pulling weeds around the tree beds.

Council Chair Pro Tem Mrs. House

Ms. House expressed that when she first voted President Proctor in she did so to make change. She addressed Mr. Proctor is saying he has to bring us together, because right now they are divided and she feels Mr. Proctor is responsible for that. Ms. House addressed that she feels that Ms. Bowers isn't doing anything wrong but she feels Ms. Bowers is doing around Council versus working with Council and we should all be working together. Ms. House stated that being Pro-Tem, she has not talked to Mr. Proctor or Mr. Segina on Wednesdays as promised. Ms. House expressed this is not how leadership leads or lifts Council up. She is asking one more time for Ms. Proctor to lead us and bring us together.

Council Vice-President Mr. Segina

Mr. Segina reminded all in attendance of the upcoming budget process and scheduled meetings. In reference to Mayor Dents concern on the cleaning of the building, Mr. Segina updated the Mayor on the discussions and plan of the finance committee.

Council President Mr. Proctor

Mr. Proctor thanked everyone for coming out. He stated to Ms. House that he could not address her publicly but will communicate more with her.

Moved by Mr. Segina, and seconded by Mr. Slade, the Council move into Executive Session at 7:45 pm. The motion passed unanimously.

Motion made by Mr. Slade, seconded by Ms. Woods, to move back into Regular Session at 8:35 pm. Motion passed unanimously.

Other Business:**Adjournment:**

Motion made by Mr. Jones, seconded by Mr. Slade, to adjourn the meeting at 8:36 pm. Motion passed unanimously.

Respectfully submitted,