Minutes of the Steelton Borough Council Meeting

November 16, 2015

Call to Order:

The November 16, 2015, regularly scheduled Steelton Borough Council Meeting was called to order by President Jeffrey L. Wright at 6:30 PM, followed by the Pledge of Allegiance and Moment of Silence by Mayor Thomas F. Acri.

Present:

Jeffrey L. Wright, President
Steven J. Shaver, Councilman
Maria Marcinko, Councilperson
Michael Albert, Pro-Tem

Absent:

Denae House, Councilperson
Mary Jo Szada, Councilperson
Brian Proctor, Councilperson

Pledge of Allegiance:

The Pledge of Allegiance was led by Council President Jeffery L. Wright.

Moment of Silence:

A moment of silence was conducted by Mayor Thomas F. Acri.

Executive Sessions Held Between Meetings:

Councilman Wright announced that no Executive Sessions were held between Steelton Borough Council meetings.

Approval of minutes from previous meeting: November 5, 2015 Special Budget Meeting:

A motion was made my Councilman Shaver and seconded by Councilwoman Marcinko. Motion carried unanimously.

Approval of previous meetings as presented:

May 18, 2015

Councilman Shaver noted that the substance of the minutes was fine but asked that the Borough Secretary staff review meeting minutes for minor typographical errors.

A motion was made by Councilman Shaver and seconded by Councilman Albert. Motion carried unanimously to approve the minutes with revisions suggested by Mr. Shaver.

Public Comment on Agenda Items Only:

Councilman Wright opened the floor to the public for comments on agenda items only.

Councilman Wright recognized two individuals who were present to discuss water and sewage issues. Prior to them speaking, Councilman Wright noted that Council can only direct and influence motions related to sewage, not water. Further, the Water Authority oversees water related issues.

Mr. Javed Siddique representing Islamic Society of Greater Harrisburg on Second Street addressed Council. The issue they have come forward with is regarding their current bill for water and sewage which exceeds

$25,000. Mr. Siddique stated that considering the organization is a non-profit, it is difficult to pay commercial sewer rates and requested any leniency that could be given to them. He referenced the note he sent to the Borough and mentioned that they had been charged as a four unit instead of a three unit. At the same time, they were also being charged as a commercial entity rather than a non-profit organization. They would like to see what concessions can be made.

Councilman Wright stated that Council would not discuss this issue during this meeting because Council had just received the information. Councilman Wright said that the information would be shared with the Borough Manager and the Board would take a look at it. Councilman Wright stated his understanding that the usage could be the question at hand.

Councilman Wright asked about any leakage. The resident shared that the leak was checked and since then there has not been any problems. It was during the three months that there was a problem with either the meter or something else. The Borough inspected again and determined that there was not a leak, therefore, the resident was not sure why the bill was the amount it was. He said that the bill for the quarter is typically $9,500-$10,000. This time it was $25,000.

Councilman Wright noted that he understood the resident's concern and that Public Works and the Borough Manager would investigate the issue.

The resident thanked Council for the time they extended to him during the meeting to explain the issue.

No other residents came forward for public comment at this time.

Approval of Schedules of Billings, Requisitions and Change order as presented:

A motion was made by Councilman Shaver and seconded by Councilman Albert to accept the schedule of billings, requisitions and change orders as presented. Motion carried unanimously.

Approval of Department Reports:

Fire Department and Ambulance: None.

Police Department: Acting Police Chief Minium stated that as of November 19, 2015, at 9:30, Steelton Borough Police Department will be one of five departments in the County that will have Narcan available for use to assist in reviving victims of heroin overdoses. The Narcan will be stored in a secure location.

NEDC Committee:

Public Works Report: Councilman Shaver noticed with regards to the Wastewater Treatment Report Council received that there was a communication issue between the Swatara Township's Authority and Steelton Borough regarding an oil leak that would travel through the Borough's sewer system. On October 22nd there was a late notification with regards to an issue with an oil tank leaking in the basement of a home on Mohn Street. It appears that the incident happened on the 21st but we weren't notified until the 22nd. Councilman Shaver asked the Borough Manager to look into it and make sure we have some sort of mechanism in place whereby if they determine this then it is transported through our system to the Capitol Region Water System to get that to them quicker. On their end, there can be problems with the microorganisms that actually dispel the waste. Mr. Shaver stated that the borough needs to do what we can to make sure we receive the notifications sooner.

Councilman Wright asked Mr. Brown to look into this and report back to Councilman Shaver directly.

Codes Department: None.

Mayor's Report: None.

Borough Manager's Report: Mr. Brown shared the monthly financial reports for October 2015 showing that the General Fund sits at $1.34 million. Mr. Brown indicated that the borough's General Fund is in decent shape till the end of the year, but that cash flow becomes very tight between the end of the fiscal year and the beginning of the next. Mr. Brown also noted that the Sewer Fund sits at just over $3 million for the year.

Mr. Brown also noted that as of the November 5th Council meeting, the 2016 General and Sewer Fund Budgets are available in the borough office for any resident or citizen to inspect. Mr. Brown is now working with Mr. Wion on resolutions and housekeeping items that need to be completed before the end of the year.

Mr. Brown notified Council that the borough received final reimbursement from the state Department of Conservation and Natural Resources for the completion of the Mohn Street Park Project. Possibilities that DCNR outlined that improve even more of the Borough to get some community involvement at the park and create even more improvements.

Mr. Brown provided an update on the Right-to-Know process. He shared that we have been moving along with that and catching up on requests. The office processed around 20 requests since October 1, 2015. Mr. Brown indicated he has one that is outstanding but he spoke with the requester regarding the status. Further, everything is up to date.

Codes interviews will take place on Thursday.

Finally, the Gaming Grant Hearing will take place on Monday where we will be presenting an application to County for Local Share Funding to fund storm sewer repair.

Councilwoman Marcinko added that during the budget process when we decided not to fill the Public Works position, and we approached public works people with the new organization with the Lead Foremen, she talked to Mr. Cleckner and he indicated that they are pleased with Mr. Brown's direction. She indicated if anyone has a problem with Public Works, they can call into Mr. Brown or call the Public Works Garage. They have a lead foreman for highway, water distribution and sewer. The system seems to be working. Councilwoman Marcinko indicated she would be interested in hearing any feedback.

President Wright indicated that not filling some of these positions assisted with keeping us under the budget. Council did not have to raise taxes to fill these positions. Filling the positions could have led to a low increase in taxes.

Councilman Wright entertained a motion to approve Department Reports. Councilman Albert made a motion and was seconded by Councilwoman Marcinko. The motion carried unanimously.

Presentations:

Herbert, Rowland, and Grubic, Inc. Monthly Engineer's Report

Mr. Matt Cichy from HRG, Inc. presented Council with the Engineer's Report for the month of October. Mr. Cichy reviewed progress on the storm and sanitary sewer inspection and cleaning project. Over the past month, HRG has inspected around 200 storm and sanitary sewer locations and recently inspected the storm and sanitary sewer sites at the ArcelorMittal site. Mr. Cichy thanked Mr. Brown for helping secure access to the site. Mr. Cichy noted that there has been difficulty located all of the storm sewer manholes on the ArcelorMittal property.

Mr. Cichy then gave a review of the Pine Street/Harrisburg Street improvement project noting that new water lines have been installed along Pine Street from Harrisburg Street to Orchard Drive. The project also includes the installation of new fire hydrants. Work will be moving from the Pine and Harrisburg Street location down to towards Front Street in the coming days, according to Mr. Cichy.

Mr. Cichy noted that there are sections of water line replacements along the project area that will require an interruption in service for some residents. Herbert, Rowland, and Grubic, Inc. has been working with Borough staff to provide as much notification as possible to these residents before service is interrupted. Mr. Cichy further noted that because water service is interrupted for some residents, these residents will be subject to a boil water advisory once the water lines are reconnected. After the water in the reconnected lines is tested and the borough receives two consecutive samples that pass, residents with interrupted water service will be able to resume water usage as normal. Mr. Cichy estimated that the water interruptions will impact approximately five residences.

Ms. Marcinko asked Mr. Cichy how far in advance HRG and the Borough will be notifying residents whose service will be interrupted. Mr. Cichy responded that Mr. Brown and Brian Handley, Water Distribution Foreman, have a letter ready for residents with the goal to distribute 24 hours in advance of an interruption.

Mr. Wright asked how long the impacted residents along Pine Street will have their water service interrupted. Mr. Cichy noted that the interruptions should last for only a few hours.

Ms. Marcinko clarified that there is a bigger concern about the length of time residents will be under a boil water advisory. Mr. Wright noted that he wanted to clarify that interruptions, including the boil water advisory period, will not be a long time.

Mr. Cichy then reviewed the schedule of paving on Pine Street noting that the contractor will perform trench paving for the fall/winter with permanent paving occurring in the summer. Mr. Cichy also brought before Council the request of the project contractor to extend the Pine Street detour area until November 25th to allow work to be completed without having to do so under flagging conditions. Mr. Cichy explained that the contractor is willing to complete work under flagging conditions but it could confuse motorists who are expected a completely lifted detour route.

Mr. Shaver stated that it is a good idea to leave the project area closed so that work can be completed properly. Mr. Shaver then asked who has the jurisdiction over extending the detour since Pine Street is a state road. Mr. Cichy noted that the borough can make that decision.

Ms. Marcinko clarified that the borough has a Memorandum of Understanding in place with PennDOT that includes addressing detours in the project area. Mr. Cichy confirmed this.

Mr. Cichy noted that the contractor expects to have the current phase of the project completed by early December.

Mayor Acri requested clarification on the schedule for final paving of Pine Street. Mr. Cichy noted that the repaving will occur in spring 2016. Until then, there will be base repairs and temporary paving.

Mr. Cichy then directed Council to the approval of the Trewick Pump Station DEP Floodplain Management Permit E22-616 which is required before completed the work on the access door at the pump station.

Mr. Wright entertained any remaining questions for Mr. Cichy from Council.

Ms. Marcinko stated that the Borough had made arrangements with Mr. Josh Fox of HRG to arrange any special accommodations for residents along the Pine Street Project Area that need access to their residences. Ms. Marcinko brought up that a gentleman living on North Pine Street who has health issues does not have a back entry to his home. Ms. Marcinko asked that Mr. Fox send notification to the resident that the project will be moving into his area of Pine Street and requested that special accommodations be made. Mr. Cichy confirmed that he will satisfy Ms. Marcinko's request.

Council had no further questions for Mr. Cichy.

Mr. Wright then entertained a motion to approve the October 2015 Engineer's Report as presented by Mr. Cichy. Mr. Albert motioned to approval the report; seconded by Ms. Marcinko. The motion was approved unanimously by Council.

Mr. Wright then entertained a motion to extend the detour on Pine Street from November 20th to November 25th, 2015. On a motion by Mr. Albert; seconded by Mr. Shaver the motion passed unanimously.

Communications:

Mr. Wright reviewed the following pieces of communication with Council.

Steelton Fire Department – 2015 Steelton Fire Department Truck Fundraiser Drive. No comments were offered on this communication.

Mr. Nathan Turbyfill – Request for Approval on Bid for Repository Property #57-022-001

Mr. Wion provided Council with a background on the repository bid process since there were two repository bid offers on the agenda. Mr. Wion then directed Council to the second repository bid offer on later in the agenda under "New Business." Mr. Wion explained that when taxes are not paid on a property after their due date, they are sent into the tax claim bureau and held for a period of time. If they are not paid after a designated period of time they are put into what is known as an "upset sale." If the property is sold at an upset sale all of the liens that go with the property are attached to said property. Mr. Wion stated that not many properties—for this reason—are bid on at an upset sale.

If a property is not purchased at an upset sale, the Tax Claim Bureau schedules a "tax judicial sale" for the property. Notice is given to the property owners and all mortgage companies, holders of judgements, and taxing bodies. Mr. Wion stated that if someone buys a property at the tax judicial sale they buy it free-and-clear of all mortgages, liens, judgements, etc. Many properties in judicial tax sale are bought.

If properties are not bought at a judicial tax sale they are placed in what is called the "repository." Mr. Wion noted that anyone can go in to the Tax Claim Bureau and make an offer on repository properties.

Mr. Turbyfill made a bid to the Tax Claim Bureau nearly three months ago. Dauphin County sent the bid to the borough for its approval; however, the borough gave no response. In response, Mr. Turbyfill sent the letter dated October 22, 2015, indicating that 120 days have passed since the notice was sent to the borough and requesting that the borough take action on Mr. Turbyfill's bid.

The School District must also agree to accept all repository bids, including Mr. Turbyfill's.

Mr. Turbyfill made an offer of $500 for parcel #57-022-001. Mr. Wion informed Council that the law requires taxing municipalities to approve or reject repository bids, but also states that taxing districts

cannot unreasonably withhold their consent to the sale of a repository property. In effect, approving the bid puts the property on the tax rolls rather than having it sit in repository.

Mr. Wion notified Council that the same explanation is appropriate for the repository bid of Ms. Gisela Lopez found on the second page of the agenda for the 212 Ridge Street property. Ms. Lopez also made a repository bid of $500 for said property.

Mr. Wion recommended that Council consider both repository offers and consider making a motion to accept both Mr. Turbyfill and Ms. Lopez's repository offers for the properties indicated.

Mr. Wright entertained a motion to approve the repository bids of Mr. Nathan Turbyfill and Ms. Gisela Lopez. On a motion by Mr. Albert, seconded by Ms. Marcinko, the motion passed unanimously.

Capital Region Council of Governments – Save the Date – 2016 CapCOG Dinner and Reorganization Meeting

No comments were offered on this communication.

Anti-Defamation League – Guidance on Religious Displays by Municipalities during the Holidays

No comments were offered on this communication.

Dauphin County Conservation District – Dirt, Gravel, and Low Volume Road Maintenance Program Updates

No comments were offered on this communication.

Dauphin County Emergency Management Agency – Adoption of the Update to the Dauphin County-Wide All Hazard Mitigation Plan

Mr. Shaver made a motion that Mr. Wion review the draft resolution attached to the communication. Mr. Shaver noted that in the past, the borough has followed Dauphin County's Hazard Mitigation Plan and suggested that Council continue doing so.

Mr. Wion noted that he has already reviewed the attached resolution and it is the standard resolution that has been used in the past. The resolution, if passed by Council, would be resolution 2015-R-37.

Mr. Shaver made a motion that Council approve Resolution 2015-R-37. Mr. Albert seconded the motion. Council voted unanimously to approve Resolution 2015-R-37.

Steelton Borough Manager – Follow Up Letter to Dauphin County Emergency Management Agency Regarding Notification When Using the Steelton Boat Launch to Access the Susquehanna River

Mr. Wright asked Mr. Brown to give a summary of the communication. Mr. Brown noted that the letter is a follow up from a previous Steelton Borough Council meeting where Mr. Shaver had brought up his concern over an incident where emergency response crews needed access to the river due to an incident but had not notified Steelton Fire Department or the Steelton Police Department. Mr. Brown stated that he followed up on this concern by talking with Dauphin County Emergency Management Agency Director and providing him with written correspondence requesting notification to the borough in the future.

Mr. Shaver thanked Mr. Brown for following up on the issue.

Herbert, Rowland and Grubic, Inc. – Cost Estimate for Steelton Midget Baseball Field Improvement Project

Mr. Wright asked Mr. Brown to provide a background and summary of the communication. Mr. Brown responded that the communication is a project cost estimate for improvements to the midget baseball field including replacement of an equipment storage building. Mr. Brown noted that the borough was initially in jeopardy of losing the Community Development Block Grant funding for the project due to the borough failing to expend the project funds within the grant deadline. However, Mr. Brown worked on a revised application to CDBG to allow funds formerly reserved for the Adams Street Project to be reallocated to the Steelton Midget Baseball Field Project. Mr. Brown noted that he is awaiting approval of the revised application and that the costs outlined in HRG's estimate and the project itself are contingent upon approval of grant funding.

Ms. Patsy Taylor Moore – Resignation from Steelton Planning Commission and Request to be Appointment to Steelton Zoning Hearing Board

Mr. Wright brought up communication not originally provided on the council agenda from Ms. Moore dated October 29, 2015. The letter outlines Ms. Moore's conversation with the Chair of the Steelton Borough Planning Commission and the borough's need to have members appointed to the Steelton Zoning Hearing Board due to vacancies. A quorum currently does not exist on the Zoning Hearing Board. The letter also requests Council's approval of Ms. Moore's resignation from the Steelton Planning Commission in order to make her eligible for the Zoning Hearing Board.

Mr. Albert motioned to accept Ms. Patsy Taylor Moore's resignation from the Steelton Planning Commission. The motion was seconded by Ms. Marinko and approved unanimously by the vote of Council.

<u>Unfinished Business:</u>

Resolution 2015-R-38

Mr. Wion informed council that Resolution 2015-R-38 appoints the independent auditor for the Borough for the fiscal year 2015. Under the provisions of the Borough Code, the borough must annually appoint an independent auditor by resolution before the close of the fiscal year. The resolution appoints Zelenkofske Axelrod, LLC as the auditor of the Borough for the 2015 Fiscal Year. Mr. Wion noted that the borough has contracted with Zelenkofske Axelrod, LLC to perform the audit for the borough for Fiscal Year 2015 for an amount previously agreed to. Mr. Wion indicated that Resolution 2015-R-38 is a formality that must be approved pursuant to the Borough Code.

Mr. Wright entertained any questions by Council on Resolution 2015-R-38. No questions or comments were offered.

Mr. Albert made a motion to approve Resolution 2015-R-38 appointing Zelenkofske Axelrod, LLC as the independent auditor for the Borough of Steelton for Fiscal Year 2015. Ms. Marcinko seconded the motion. Council voted unanimously to approve the motion.

Authorization for President Wright to Sign Trewick Pump Station DEP Floodplain Management Permit No. E22-616 and the Acknowledgement of Appraisal of Permit Conditions

Mr. Wion stated that Mr. Brown received a letter on October 27, 2015, from the Pennsylvania Department of Environmental Protection in relation to the permit required in order to install an exterior entrance and

new HVAC system at the Trewick Pumping Station. The entrance will consist of stairs, handrails, an access door, concrete sidewalks, and will be used for better access to the pump station. DEP requires the borough to agree to the terms of the permit for the project to proceed. Along with the permit is an acknowledgement of appraisal of permit conditions document which acknowledges, in concert with PSI Pumping Solutions, that the borough and contractor are familiar with the terms of the permit. The document also describes what the permit will entail. The documents require the Borough Council President's signatures according to Mr. Wion.

Mr. Wright entertained a motion to provide Council President Jeffery L. Wright with authorization to sign the DEP Floodplain Management Permit No. E22-616 and the Acknowledgement of Permit Conditions documents. On a motion by Mr. Shaver, seconded by Mr. Albert, Council voted unanimously to authorize President Wright to sign both documents.

Mr. Markis Millberry – Request for Appointment to the Steelton Borough Zoning Hearing Board

Mr. Wright acknowledged that Mr. Markis Millberry requested to be placed on the Zoning Hearing Board. Mr. Wright indicated that Ms. Patsy Taylor Moore has also requested appointment to the board and that there are two open positions. Mr. Wright recommended that appointments to the Zoning Hearing Board wait until the new council is sworn into office in January 2016. Mr. Wright stated that because there are four new members of Council, it is appropriate to allow them to have input on appointments to the Zoning Hearing Board.

Mr. Shaver noted that Mr. Wright's recommendation made sense.

Mr. Millberry acknowledged that the appointments would wait until the new Council is sworn in. Mr. Wright asked Mr. Millberry not be discouraged because Council would be bringing the issue up again in the new year.

Approval of Contract with Highspire Borough to Provide Interim Codes Services on an As-Needed Basis

Mr.Wion reviewed the contract with Borough Council noting that because the Borough does not have a qualified enforcement director or officer to perform many of the codes enforcement duties including inspections, and because the borough does not have a current zoning officer, planning officer, or floodplain management officer, staff reached out to Highspire Borough to obtain the services of their Codes Officer. Highspire Borough's Codes Officer has the qualifications and certifications to provide the borough with codes, planning, and zoning services while Council searches for a full-time Codes Officer/Zoning Officer.

Mr. Wion reminded council that the Borough Manager has set up interviews with candidates for the Codes Officer/Zoning Officer position but would like the agreement in place with Highspire as an interim way to cover many of the duties needing to be performed by the Codes Office.

Council received the Codes Enforcement Services Agreement which Mr. Wion indicated he reviewed. The Agreement is covers a year time period. Although either party can notify the other party 90 days before the expiration date of the expiration of the contract so that it does not continue into the next year. The other party has 30 days to respond.

There is a payment schedule for Exhibit A, on the last page, which establishes a rate for the costs associated with performance of duties. The services are set forth in Article IV which indicates that the qualified, trained officials of Highspire provide for the administration and enforcement of property

maintenance ordinances, zoning ordinances, subdivision land development ordinance, code enforcement ordinance, flood plain management ordinance, related codes and ordinances including site inspections, issuance of violation notices, posting of properties or structures, issuance of citations, attending related hearings and appeals, and other action as required in relation to the duties mentioned. The agreement constitutes the appointment of any officials by Steelton to provide services indicated above. They are not employees of the Borough but rather acting under this agreement. The agreement then is to be governed by the laws of the Commonwealth and it is to be binding on the parties. The agreement is before Council for adoption and will then be forwarded to Highspire for their consideration and adoption.

Councilman Shaver made a motion to authorize President Wright to sign the agreement between Steelton Borough and the Borough of Highspire for them to provide services in the areas of codes and zoning. Councilman Albert seconded the motion. The motion carried unanimously.

Mr. Wion indicated the Mr. Brown had the name of the individual from Highspire that would officially be performing the duties pursuant to this contract. Mr. Brown stated that the individual is Terence L. Watts. President Wright noted that Mr. Wion indicated from the Borough Manager's report that the Personnel Committee will be meeting this Thursday and hopefully the Committee will have a recommendation for Council to approve this on December 2, 2015.

President Wright wanted to inform the residents present that the Borough does not intend to hire an individual from Highspire for this position. Further, once an individual is hired for the Codes position in Steelton Borough, that individual will be responsible for codes duties. Many items have fallen behind and Council agrees that we need to rectify many items especially because winter is approaching. Until the position is filled, Council wants to ensure we are safe.

Mr. Brown shared his belief that this is a good stop gap measure until a full-time Codes Officer is hired. Mr. Brown stated that Mr. Watts has already provided some very helpful guidance to property maintenance officers to help with existing situations and this will allow the Borough to relieve some of the backlog with permit applications.

Councilman Marcinko thanked Mr. Brown for taking care of the situation and noted that the Codes Office also appreciates Mr. Brown's work on this.

Approval of Humane League 2016 Municipal Domestic Animal Protection Service Agreement

Mr. Wion indicated that communication was received from the Humane Society of Harrisburg regarding the contract that the Borough annually enters into with the Humane Society. The agreement is the same as last year; however, Mr. Wion recommended when looking at paragraph 8 which talks about the fee, what we do is pay them half of what we are paying them this year. They have put the figure in at $3,007.40. There is a non-refundable contracting fee of $250, but they indicate that in effect the amount that is to be paid is one payment due immediately.

Mr. Wion recommended that Council strike out "immediately" and place 1/31/2016. That is to say that the first lump sum payment of $3,000 will not be due until the 31st of next year because in effect what we are doing is paying them at the end of the first month and it carries for the next number of months until the amount is used. There is no reason to pay the Humane Society now and they will perform the services under last year's contract right up through the 31st because each month is in arrears. Mr. Wion indicated his recommendation of the approval the agreement with that change.

President Wright asked Council if they had any questions.

Councilwoman Marcinko shared that in 2010, when Steelton Community Cats came onsight, this bill to the Human Society was upwards of $30,000. She noted that the figure has been reduced to $3,000. She shared that we did not partake in the emergency rescue services, a $50 charge, which is billed monthly. Councilwoman Marcinko shared that in 2015 we had a situation when the Humane Society had to be called and it was $50 but she said that she doesn't think we should cheat ourselves out of that service if need be. Councilwoman Marcinko recommended that we check the animal rescue services provided a charge of $50 per call billed monthly for Council to consider.

President Wright entertained a motion which was made by Councilman Albert, which was seconded by Councilman Shaver. The motion carried unanimously.

Councilwoman Marcinko addressed Officer Minium to share that this is in their budget and there are a couple items that the police officers should be made aware of including where you take someone in the intake center, where to park. For the public's information, the Humane Society will not take an animal from the Borough of Steelton unless it is done by an official of the Borough. There are no cats accepted at the Humane Society which keeps costs low.

Further, Councilwoman Marcinko shared that we need to monitor the number of pit bulls that are taken to the Human Society because it is a fee of $252 to get them in the door. Residents must be responsible for the domestic pets they have, and Council will monitor repeat pickups of stray animals. Owners will have to pay to get them out of the Humane Society and they will be fined by the Borough. This issue will be monitored closely.

Approval of Republic Services Trash Pickup Schedule for 2016

Mr. Brown indicated that this was the schedule that Republic Services provided to the Borough. They moved trash pickup day to one day later in the week after a holiday. This will be noted on the website.

The motion carried unanimously.

Approval of Agreement for Services with Pinnacle Life Team to Provide EMS Services to Steelton Borough

Mr. Wion stated that Community Life Team provided the agreement which was identical to the agreement previously signed. The amount of payment is exactly the same and runs through on page 4, January 25, 2018. The costs for those periods on a quarterly basis are the same as it is now. The rest of the language is identical. Mr. Wion recommended that, if Council is satisfied with their services, that Council consider the agreement.

Councilman Shaver asked Mr. Wion, due to his membership on the Board of the Life Team, if he should not vote on this approval. Mr. Wion indicated that there is a provision that allows one of the directors to be on this Board, which is in paragraph 10. Mr. Wion indicated that Councilman Shaver does not receive payment and shared that there is no conflict because he receives no monetary compensation.

Councilwoman Marckino made a motion which was seconded by Councilman Albert. The motion carried unanimously.

Reminder about Christmas Tree Lighting Ceremony

Mayor Acri shared that the Tree Lighting Ceremony will take place on December 8, 2015, in front of Borough Hall at 6:30 p.m. Everyone is invited to attend. Mayor Acri wished everyone a happy holiday season. Council meeting will take place on December 7, 2015.

Audience Participation

1.) Ms. Natashia Woods – 181 South Front Street
Ms. Woods indicated she had two questions. She pointed to the cost estimate for Steelton Midget Baseball Field Improvements Project under Communications. Ms. Woods asked what the estimated cost for the project would be, and Mr. Shaver asked if she wanted to see a copy of the cost estimate which he handed to Ms. Woods for her review. Mr. Brown indicated that the project is set to cost $67,000 with contingency built in. The actual construction estimate is $53,480 with built in contingency. This will not be funded by Borough General Fund, this is contingent upon awarded grant money in order to pay for the project. Ms. Woods asked about demolition of the existing field house and asked if anything would be built in its place. Mr. Brown stated that according to the cost estimate, they will demolish the field house and the new construction will be the storage buildings.

Ms. Woods asked about the resignation of Ms. Patsy Taylor Moore from a committee. President Wright clarified that Ms. Moore resigned from the Planning Commission.

2.) Pastor Darryl Taylor of New Jerusalem AME Church on Locust Street

Pastor Taylor wanted to thank the Borough for their quick response to the water main break on Locust Street. Pastor Taylor indicated that staff from the Borough repaired the break on Saturday morning.

Pastor Taylor asked for an update on the retaining wall on Swatara Street. He shared his belief that the wall is shifting and wants to make sure it does not collapse. Councilwoman Marcinko asked that Mr. Cichy provide clarification on HRG's work to track the movement of the wall. Mr. Cichy informed Council and Pastor Taylor that HRG has been monitoring the wall to determine if it is in fact shifting. The report should be ready by the end of 2015. Pastor Taylor reiterated his concern and asked that Council review the issue to ensure that children walking along the wall to school, etc. are safe.

3.) Mr. Markis Millberry – 349 Spruce Street

Mr. Millberry asked which employee is current acting as head of the Sewage Department. Councilwoman Marcinko shared that the individual is Bobby Weirzbec and that he has been employed with the Borough for many years.

President Wright reiterated that there were no new hires in the Sewage Department and an experienced employee has acted in the role as lead employee. Councilwoman Marcinko stated that this is a union position and the terms were agreed upon with the union to make Mr. Weirzbec the lead at the Sewer Department.

<u>Other Business:</u>

Update on 305 Pine Street

Mr. Brown shared that he wanted to provide updates on 305 Pine Street because he received calls from residents. Mr. Brown shared that he made contact with the property owner who will be coming in to the Borough to submit the needed permits to rehabilitate the property. The owner shared with Mr. Brown

that everything is currently stable and he will visit the Borough within a week to submit permits to do work on the property.

President Wright shared that Mr. Brown was charged with this task after Mr. Powell shared his concerns a couple meetings prior. This message will also be shared with Mr. Powell.

Update on Borough Grants

Mr. Brown shared that this was something prompted by a request from Mr. Millberry who asked about grants that the Borough has received. Mr Millberry's question prompted Mr. Brown to compile a spreadsheet of grants received by the Borough. The spreadsheet will assist with monitoring any outstanding grants and keeping track of grant funding. The spreadsheet contains a history of grants from 2006 to date which includes state and county grants.

Council Concerns:

Councilman Shaver wished everyone a Happy Thanksgiving.

Councilman Albert congratulated Mr. Mike Segina upon his election to Borough Council and Ms. Natasha Woods to School Board.

Mayor Acri wished everyone a Happy Thanksgiving.

Mr. Wion – none.

Mr. Brown wished everyone a Happy Thanksgiving.

Mr. Gene Vance shared that the firehouse will be having their Christmas Tree Sale which supports the firehouse.

Councilman Albert thanked Mr. Vance for the firehouse hosting the pumpkin carving contest and thanked everyone that attended and assisted with the event.

Councilwoman Marcinko asked Mr. Brown to have the Water Department check the hydrant at Second and Walnut Street and asked if it was ever repaired. Council members indicated that it is on order.

Councilwoman Marcinko wished everyone a Happy Thanksgiving and shared that the pumpkin carving contest was a great success and thanked Steelton-Highspire United and the Fire Department.

Councilwoman Marcinko thanked Mr. Brown for the grant spreadsheet and shared that it was very valuable.

President Wright congratulated new members of Council and the new school board member, Natasha Woods. President Wright shared that a good relationship between Council and the School Board will be beneficial.

President Wright indicated he received communication from Mr. Stephen Brubacher in which he requested a parking space on 105 South Front Street. The issue would have to be considered by the Police Department. President Wright asked that the Police Chief review the request and have information for Mr. Brown for the agenda for the next meeting.

President Wright wished everyone a Happy Thanksgiving and asked for a motion to recess into Executive Session for a personnel discussion. The motion was made by Councilman Shaver and seconded by Councilman Albert and the motion carried by unanimous vote.

After returning from Executive Session, Mr. Wright entertained a motion to adjourn the meeting of Steelton Borough Council.

On a motion by Mr. Shaver, seconded by Ms. Marcinko, the motion carried by unanimous vote.

Council adjourned at 7:42 p.m.

Approved by Council at the December 7, 2015 Regular Meeting

Douglas E. Brown

Borough Secretary/Treasurer