Minutes of the Steelton Borough Council Meeting

March 16, 2015

Call to Order:

The March 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
Michael Albert, Pro Tem
Steven J. Shaver, Councilman
Maryjo Szada, Councilwoman
Brian Proctor, Councilman
Thomas F. Acri, Mayor
Sara Gellatly, Borough Manager
Davie Wion, Solicitor
Mike Miller, Labor Counsel
Ken Klinepeter, Public Works Director
John King, Police Chief

Absent:

Denae House, Councilwoman
Maria R. Marcinko, Vice President

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.

Public Comment on Agenda Items Only:

Councilman Wright opened the floor to the public for comments on agenda items only. No members of the public offered comment.

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

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

Approval of Department Reports:

Neighborhood and Economic Development Committee: Councilman Proctor asked for Council's support of the 2nd Annual Easter Egg Hunt on Saturday, April 4, 2015 from 10 a.m. to Noon. A motion was made by Councilman Shaver to support this and seconded by Councilman Albert. Motion carried unanimously.

Borough Manager's Report: Ms. Gellatly reported that she returned to work full time as of today. She met with Chief King and they reviewed all applications for the part time Parking Enforcement Officer and the part time Property Maintenance Officer. There were approximately 12 applications total. She will work with the Personnel Committee to come up with a date for interviews.

Borough Manager Gellatly stated that she and Chief King were working on finalizing the advertisement for the Codes Secretary position. Ms. Gellatly requested approval from council to advertise for this position. Ms. Gellatly noted that she advertised internally under the collective bargaining agreement and no one was interested in the position. President Wright called for a motion to advertise for the Code Secretary position. Councilman Albert made a motion to advertise for the Code Secretary position, seconded by Councilman Proctor. Motion carried unanimously.

Fire and Ambulance: Councilman Shaver stated that he received information from the Steelton Fire Department regarding NIMS training and the classes required. Councilman Shaver stated he was going to give the package of information to the Borough Manager and ask her to report back to Dauphin County, and Dauphin County would then report back to the Commonwealth.

Councilman Shaver reported that all of Council should have received an email regarding upcoming Three Mile Island table top training exercise. It will be taking place on Tuesday, March 17, 2015 at the Steelton firehouse. Mr. Shaver encouraged all Council members to attend.

Councilman Shaver reported that the Fire Chief had provided information on the Chief's car which had been approved in the budget to lease. Ms. Gellatly reached out to the Chief regarding the need for more information to execute the lease. Ms. Gellatly suggested that Fire Chief Brubacher contact the Ford Representative listed in the lease document who will give him instruction on executing the lease for the Chief's vehicle. President Wright asked Chief Vance, who was present, to ensure that this information is passed on to Chief Brubacher.

Mayor's Report:

Mayor Acri provided an update to the Borough Council regarding the Steelton Water Authority and a vacancy on the board. Mayor Acri announced to the public and audience that if anyone is interested in serving on the Board, they should present a resume to the Borough Manager. He announced that the next Water Authority Meeting is May 11, 2015.

Council President Wright asked for approval of Department Reports as presented. A motion was made by Councilman Albert, seconded by Councilman Proctor to accept the Department Reports as presented. Motion carried unanimously.

Presentations:

Ms. Barbara Barksdale, Friends of Midland Cemetery, stated that she submitted a letter requesting annual funding from Council for the Midland Cemetery. Council President Wright stated that he believed Council did approve a donation to the Midland Cemetery in the annual budget. Borough Manager Gellatly stated the amount approved in the budget was $450. Councilman Albert made a motion to make the annual donation of $450 to Midland Cemetery, seconded by Steven Shaver. Motion carried unanimously.

Ms. Barksdale then gave a report on the money necessary to archive the historical documents in the Steelton Borough vault. She stated that the Historical Society needed about $5000 to preserve the documents found in the vault properly. Ms. Barksdale suggested that the borough try and find grant funding to do so. She stated that the vault contains documents from the 1800's before the town was incorporated. She suggested that anyone entering the vault be extremely careful with all the documents. Documents in the vault include those of Peter Blackwell, was the first black Councilman in the Borough of Steelton. Ms. Barksdale emphasized the need to preserve the historical document found in the Steelton Borough Building's vault.

Communications: No communications were presented to Council.

Unfinished Business: No unfinished business was presented to Council for consideration.

New Business:

Borough Manager Gellatly presented Council with the Drainage Facility Maintenance Agreement. The agreement is in connection with resurfacing Pine and Harrisburg Streets. She stated that PennDOT has agreed to give the Borough an additional $142,000 to incorporate drainage work into the project, which was originally omitted because the Borough did not have the funds to do so. She reported that the agreement was reviewed and approved by Mr. Wion. President Wright called for a motion to approve the Drainage Facility Maintenance Agreement. Mr. Wion pointed out that PennDOT will be paying for this portion of the project but the Borough will need to agree to maintain the improvements once completed. Councilman Albert made a motion to accept the agreement, seconded by Councilman Proctor. Motion carried unanimously.

Borough Manager Gellatly reported that Council needed to approve a Memorandum of Understanding agreement with PennDOT to allow PennDOT to detour traffic onto a borough road. The Mayor asked for an update on the entire project. The Borough Manager reported that Pine Street will be closed to thru traffic from Front St. to Orchard Drive through November 2015. Anyone leaving on Pine will be allowed on the road daily. The detour is tentatively slated to start on July 6, 2015 and end on November 20, 2015. The detour will include Swatara Street. The paving work on Harrisburg Street will begin on March 14, 2016 to August 19, 2016 and traffic will be rerouted onto Gibson Street. The work hours will be from 7:30 a.m. to 5 p.m. daily and flagman will be positioned throughout the work areas to direct residential, business and pedestrian traffic.

A motion was made by Councilman Albert, seconded by Councilman Proctor to approve the MOU with PennDOT regarding detours onto Borough streets. Motion carried unanimously.

Ms. Gellatly then presented to Council the Pump Station Sewage Grinder Improvement Project Award. She stated that this was a Community Development Block Grant-Disaster Resiliency Grant funded project. She reported that Council approval is needed for Herbert, Rowland, and Grubic, Inc. to issue the notice of intent to award contract 2015-1-Pump Station Sewer Grinder Improvement Project to PSI, Pumping Solutions, Inc. which was the lowest responsible bidder out of the five bidders who submitted bids for the project. Ms. Gellatly reminded Council that this project is fully funded by the CDBG-DR grant money grant program in the amount of $328,887.00 . Councilman Shaver made a motion that Steelton Borough Council authorize HRG, Inc. to proceed with the notice of intent to award to PSI, Pumping Solutions, Inc. in the amount of $328,887.00, seconded by Councilman Proctor. Motion carried unanimously.

Mr. Wion then presented Council with a an updated ordinance regarding Vehicle Traffic. Mr. Wion noted that after a period of time the Borough will periodically consolidate traffic related resolutions into one omnibus ordinance. Ordinance #2015-1 is such an ordinance and it brings together the special purpose parking zones, which have been adopted by resolution, those that have been eliminated by resolution, and establishments of one-way streets, which is before Council for consideration. Council President Wright called for motion. A motion to adopt Ordinance 2015-1 was made by Councilman Albert, seconded by Councilman Shaver. Motion carried unanimously.

Audience Participation:

1) **Markis Millberry - Stays at 349 Spruce St., Apartment A, Steelton, PA 17113**

Mr. Millberry stated his first question was concerning the Steelton Economic Development Corporation and if there was any news as to what was going on with the Corporation. Borough Manager Gellatly stated that the Board of the SEDC has not met recently, which Mr.Millberry was aware of. The reason for that is because there has not been any developers that have come forward with a plan to develop SEDC properties. Additionally, the loan that is held by the Corporation to purchase the properties along Front Street will be paid off in 2017. Additionally, development projects involving the SEDC are not shovel-ready at this point.

Mr. Millberry's next question was concerning the East End Sewer Separation Project. Mr. Millberry requested to know the total price for the EESS project. Councilman Shaver stated that Mr. Millberry's words were incorrect in that it was a separation project with regard to waste water and storm water. Borough Manager Gallatly stated that Mr. Ed Ellinger answered his same questions regarding the project at the Water Authority meeting. She said Mr. Ellinger was the best one to answer Mr. Millberry's questions.

2) **Emmuel Powell - 321 Lebanon Street, Steelton, PA 17113**

Mr. Powell asked about the parking lot on the 200 block of Adams Street. Councilman Proctor asked if Mr. Powell was referring to the parking lot by the Baptist Church. Mr. Powell wanted to know who owned the property. It was determined that the Borough owned the property Mr. Powell was referring to. Mr. Powell stated that the Borough had previously sent a letter to the Elks that they could use the lot and now anyone is parking there. Chief King indicated that he will look into the issue.

Mr. Powell also asked about the blighted houses in Steelton. Councilman Shaver said that unfortunately these are privately owned and the owners are primarily responsible for getting the properties fixed and up to speed.

3) **Wallace Macon – Non-Resident**

Mr. Macon stated that he lives in Swatara Township above Columbia Street by the cemetery

Mr. Macon asked if residents will be notified as to how to travel in and out of their homes during the Pine Street Project.

Ms. Gellatly stated that he will be notified by mail.

4) Natasha Woods - 181 South Front Street, Steelton, PA 17113

Ms. Woods asked if there was an update on the bollards that were knocked down on Front St. Borough Manager Gellatly gave an update and timeframe for replacing the bollards and stated that the Borough hopes the project will be completed before the end of the 2015 year. The Borough Manager is working with HRG in obtaining quotes for the replacement project. It is anticipated that the expense for the project will exceed available grant funding. Therefore, the borough will need to pursue additional funding.

Council Concerns:

President Wright opened the floor for Council members and staff to bring up any concerns.

Councilwoman Szada offered no concerns.

Councilman Proctor offered no concerns.

Councilman Shaver reported that several members of Council, the Police Chief, and the Borough Manager attended a meeting regarding the police consolidation study.

Borough Manager Gellatly offered no concerns.

Ken Klinepeter offered no concerns.

Chief King offered no concerns.

Chief Vance offered no concerns.

Mayor Acri offered no concerns.

Mr. Wion offered no concerns.

Mr. Miller offered no concerns.

Mr. Albert offered no concerns.

Adjournment:

The meeting was adjourned at 7:18 p.m. by a motion made by Councilman Albert and seconded by Councilman Brian Proctor.