

**AGENDA
BOROUGH OF STEELTON
REORGANIZATION MEETING
JANUARY 3, 2012**

OATH OF OFFICE TO THE COUNCIL MEMBERS AS ADMINISTERED BY:
THE HONORABLE JUDGE BERNARD L. COATES, JR

The Honorable Stephen J. Shaver
The Honorable Raymond L. Spencer
The Honorable Michael K. Albert
The Honorable Dr. MaryJo Szada
The Honorable Denae House

MEETING CALLED TO ORDER & PLEDGE OF ALLEGIANCE: Mayor Thomas F. Acri

INVOCATION BY: Mayor Thomas F. Acri

MAYOR ACRI OPENS THE FLOOR FOR NOMINATIONS FOR PRESIDENT OF COUNCIL.

NOMINATIONS FOR PRESIDENT OF COUNCIL ARE CLOSED BY MAYOR ACRI.

MAYOR ACRI OPENS THE FLOOR FOR NOMINATIONS FOR VICE PRESIDENT OF COUNCIL.

NOMINATIONS FOR VICE PRESIDENT OF COUNCIL ARE CLOSED BY MAYOR ACRI.

MAYOR ACRI VACATES THE CHAIR AND TURNS THE MEETING OVER TO THE COUNCIL PRESIDENT.

PRESIDENT OF COUNCIL OPENS THE FLOOR FOR NOMINATIONS FOR CHAIRMAN PRO TEM OF COUNCIL.

NOMINATIONS FOR CHAIRMAN PRO TEM OF COUNCIL ARE CLOSED BY THE COUNCIL PRESIDENT.

COUNCIL APPOINTS INDIVIDUALS TO THE FOLLOWING POSITIONS:

BOROUGH MANAGER – Douglas E. Brown

SECRETARY TREASURER – Douglas E. Brown

ASSISTANT SECRETARY TREASURER – Rosemarie L. Paul

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SOLICITOR - David A. Wion

SOLICITOR FOR POLICE NEGOTIATIONS – Michael McAuliffe Miller

SOLICITOR FOR NON-UNIFORM NEGOTIATIONS - Michael McAuliffe Miller

BOROUGH ENGINEER - Robert Grubic, President, Herbert, Rowland & Grubic, Inc.

CHIEF OF POLICE - Scott Spangler

CODE/ZONING/PLANNING OFFICER - Sylvie A. Zell

SUPERINTENDENT OF HIGHWAY/WATER DISTRIBUTION & SEWER - Joseph Conjar

SUPERINTENDENT OF WATER FILTRATION & LAB - Daniel P. Scheitrum

EXECUTIVE ADMINISTRATIVE ASSISTANT – Kathy I. Sosnowski

FIRE CHIEF – Stephen Brubacher, Sr.

ASSISTANT FIRE CHIEF - Brian G. Handley

BATTALION CHIEF – To Be Appointed by Fire Chief and Asst. Fire Chief*

EMERGENCY MANAGEMENT COORDINATOR - Timothy J. Lehman

AUDITOR – Zelenkofske Axelrod

VACANCY BOARD – To Be Appointed*

APPOINTMENT OF COUNCIL COMMITTEES BY THE PRESIDENT OF COUNCIL.

OFFICIAL ADOPTION OF ROBERT’S RULES OF ORDER 11TH EDITION.

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NEW BUSINESS:

Mr. Brown

Presenting Resolution 2012-R-1 Confirming the Membership and Terms of the Steelton Authority Board

Doug Brown

Presenting Resolution 2011-R-2 Confirming the Membership and Terms of the Steelton Planning Commission

Doug Brown

Presenting 2012-R-3 Confirming the Membership and Terms of the Steelton Zoning Hearing Board

PUBLIC COMMENT:

COUNCIL & THE MAYOR'S CONCERNS:

ADJOURNMENT:

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Upon presentation of Certificates of Election, Oaths of Office were administered by the Honorable Judge, Bernard L. Coates, to the following:

The Honorable Stephen J. Shaver
The Honorable Raymond L. Spencer
The Honorable Michael K. Albert
The Honorable Dr. MaryJo Szada
The Honorable Denae A. House

The newly elected members of Council then assumed their seats joining the following members:

The Honorable Jeffery L. Wright
The Honorable Maria Romano-Marcinko

Mayor Acri thanked Judge Coates for his participation in tonight's ceremony. Following the Pledge of Allegiance, Mayor Thomas F. Acri gave the invocation.

NOMINATIONS AND NEW BUSINESS:

Mayor Acri opened nominations for President of Council.

Mr. Shaver nominated Mr. Wright to the position of Council President.

There being no other nominations, on a motion by Mr. Spencer, seconded by Mr. Albert, Council members voted unanimously to elect Mr. Wright as President.

Mayor Acri opened nominations for Vice-President of Council.

Mr. Wright nominated Mr. Shaver to the position of Council Vice-President.

There being no other nominations, on a motion by Mr. Albert, seconded by Dr. Szada, Council members voted unanimously to elect Mr. Shaver as Vice-President.

Mayor Acri presented the gavel to President Wright.

President Wright opened nominations for Chairman Pro-Tem of Council.

Ms. Marcinko nominated Mr. Albert to the position of Chairman Pro Tem.

There being no other nominations, on a motion by Mr. Shaver, seconded by Dr. Szada, Council members voted unanimously to elect Mr. Albert as Chairman Pro-Tem.

COUNCIL MAKES THE FOLOWING APPOINTMENTS:

On a motion by Mr. Albert, seconded by Mr. Shaver, Council members voted unanimously to appoint Douglas E. Brown, Borough Manager.

On a motion by Mr. Shaver, seconded by Mr. Albert, Council members voted unanimously to appoint Douglas E. Brown, Borough Secretary/Treasurer.

On a motion by Mr. Spencer, seconded by Mr. Albert, Council members voted unanimously to appoint Rosemarie L. Paul, Assistant Secretary/Treasurer.

On a motion by Mr. Albert, seconded by Mr. Shaver, Council members voted unanimously to appoint David A. Wion (of Wion Zulli & Seibert), Borough Solicitor.

On a motion by Mr. Albert, seconded by Mr. Shaver, Council members voted unanimously to appoint Michael McAuliffe Miller, Borough Solicitor for Police Negotiations.

On a motion by Mr. Shaver, seconded by Ms. Marcinko, Council members voted unanimously to appoint Michael McAuliffe Miller, Borough Solicitor for Non-Uniform Negotiations.

On a motion by Mr. Albert, seconded by Ms. Marcinko, Council members voted unanimously to appoint Robert Grubic of Herbert, Rowland and Grubic Inc., Borough Engineer.

On a motion by Mr. Shaver, seconded by Ms. Marcinko, Council members voted unanimously to appoint Scott Spangler, Chief of Police.

On a motion by Ms. Marcinko, seconded by Mr. Albert, Council members voted unanimously to appoint Sylvia A. Zell, Borough Code/Zoning/Planning Officer.

On a motion by Ms. Marcinko, seconded by Mr. Albert, Council members voted unanimously to appoint Joseph Conjar, Superintendent of Highway/Water Distribution & Sewer.

On a motion by Mr. Albert, seconded by Mr. Spencer, Council members voted unanimously to appoint Daniel P. Scheitrum, Superintendent of Water Filtration & Lab.

On a motion by Mr. Albert, seconded by Dr. Szada, Council members voted unanimously to appoint Kathy I. Sosnowski, Executive Administrative Assistant.

On a motion by Mr. Albert, seconded by Ms. Marcinko, Council members voted unanimously to appoint Stephen Brubacher, Sr., Fire Chief.

On a motion by Mr. Albert, seconded by Dr. Szada, Council members voted unanimously to appoint Brian G. Handley, Assistant Fire Chief.

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On a motion by Ms. Marcinko, seconded by Mr. Shaver, Council members voted unanimously to appoint Timothy J. Lehman, Emergency Management Coordinator.

On a motion by Mr. Albert, seconded by Mr. Shaver, Council members voted unanimously to appoint Zelenkofske Axelrod, Borough Auditor.

NEW BUSINESS:

Resolution 2012-R-1 - Confirming the membership and terms of the Steelton Authority Board and making additional appointments to the Authority Board.

On a motion made by Mr. Shaver, seconded by Ms. Marcinko, Council Members unanimously voted to adopt Resolution 2010-R-1.

Resolution 2012-R-2 - Confirming the membership and terms of the Steelton Planning Commission and making additional appointments to the Planning Commission.

On a motion made by Mr. Albert, seconded by Ms. Marcinko, Council Members unanimously voted to adopt Resolution 2010-R-2.

Resolution 2012-R-3 - Confirming the membership and terms of the Steelton Zoning Hearing Board.

On a motion made by Ms. Marcinko, seconded by Mr. Albert, Council Members unanimously voted to adopt Resolution 2010-R-3.

OFFICIAL ADOPTION OF ROBERT'S RULES OF ORDER, 11TH EDITION.

On a motion made by Mr. Shaver, seconded by Mr. Albert, Council Members unanimously voted to adopt Robert's Rules of Order, 11th Edition.

PUBLIC COMMENT:

Mr. Emuel Powell, 321 Lebanon St., Steelton – wanted to congratulate everyone sworn in to Borough Council this evening, especially Ms. House.

COUNCIL AND MAYOR'S CONCERNS:

Dr. Szada – Wished a Happy New Year to all.

Mr. Spencer – Wanted to express his appreciation for the confidence the residents have in him, as shown by his being re-elected to Borough Council. A Happy and Prosperous New Year to All.

Ms. House – Wished a Happy New Year to all. Thanked everyone for their support, especially Kristen Tate, Harry House, Alex Reber, Mr. Powell (cousin) and her daughter. This gives her the confidence to move forward into 2012 and have a good year.

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Ms. Marcinko – Wished everyone a Happy New Year. In response to a comment made by Mr. Powell earlier she thanked the Steelton Borough Community Cats’ “Secret Santa” and read the card sent along with the \$1,000 check they received. She also thanked Chief Spangler and the Police Department for saving over \$130,000 in overtime last year. She also welcomed Ms. House as the newest member of Council, stating she likes her tenacity; and quipped that her appointment also means Ms. Marcinko is no longer the “freshman member” of Council!

Mr. Shaver – Thanked everyone who attended tonight’s meeting and thanked the voters for their support. Stated that this Council will try to do the best we can for the Borough. Also welcomed Ms. House aboard.

Mr. Albert – Welcomed Ms. House to Council. Congratulations to Fire Chief Steve Brubacher and thanks to former Chief Gene Vance for this year of service.

Mayor Acri – Wished everyone a Happy New Year. Wished Council good luck in 2012; welcomed Ms. House and reminded everyone of her concern for residents, especially our seniors. Congratulated both Steve Brubacher and Gene Vance and thanked them for their year of service to the community. Thanked Chief Spangler and the Police Department for holding down overtime and their continuing work on fighting crime in the Borough. Reminded everyone that Thursday, January 12th is “Public Officials Day” at the Farm Show; see Mr. Brown if you haven’t signed up yet.

Mr. Brown – Happy New Year. Thanked Council and all Department Heads for their help and support through his first year.

Mr. Wright – Happy New Year. Invited the public to all Council meetings; informed them that Council worked hard to form competent and fair committees/teams for 2012. Congratulated Fire Chief Steve Brubacher and reminded him of the fact that Gene Vance was actually his first appointment as President of Council, so Steve has “big shoes to fill”.

Mr. Shaver then asked both Chiefs to stand for official thanks for what they’ve done and for what they will do in the future.

Finally, Mr. Wright called Mr. and Ms. House to the front of chambers and presented an official Steelton Borough pin, which Mr. House pinned on his wife. Mr. Wright then announced that this makes Ms. House an official “Steeltonian”.

ADJOURNMENT

On a motion by Mr. Shaver, seconded by Mr. Albert, Council members voted unanimously to adjourn the meeting at 7:06 P.M.

Respectfully submitted,

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Douglas E. Brown
Borough Manager

Kathy I. Sosnowski
Executive Administrative Assistant

**AGENDA
BOROUGH OF STEELTON
January 17, 2012**

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

**APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:
January 3, 2012**

EXECUTIVE SESSION HELD BETWEEN MEETINGS

**APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE
ORDERS AS PRESENTED**

APPROVAL OF DEPARTMENT REPORTS:

**Neighborhood & Economic Development
Fire and Ambulance
Personnel
Police
Public Works
Code Enforcement
Mayor's Report (Mayor Acri)**

PUBLIC COMMENT: Agenda items only

COMMUNICATION:

Borough of Steelton	Letter to Dauphin County EMA Regarding 2012 Fire Chief Appointment
Dauphin-Lebanon Borough Association	Invitation to January 24th Meeting
PELRAS	Invitation to 2012 Training Conference
Mockenhaupt Benefits Group	Non-Uniform Pension Valuation as of January 1, 2011
PA DEP	Renewal of CSO(Combined Sewer Overflow) Permit

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UNFINISHED BUSINESS:

David A. Wion	Approval of Pinnacle Life Team Contract
David A. Wion	Presenting Resolution 2012-R-4 Designating Pinnacle Community Life Team, Inc. as Exclusive Primary Response Provider for Basic Life Support and Advanced Life Support Servicing in the Borough
David A. Wion	Presenting Resolution 2012-R-5 Adopting Procedure for Administration, Processing, and Procurement of Professional Service Contracts for Municipal Pension Systems

NEW BUSINESS:

Frank Leber, Rhoads Sinon	Presenting Ordinance 2012-1 Setting Parameters for Proposed 2012 General Obligation Bonds, Series of 2012 (Refund Of 2003 Bonds)
Matt Cichy, Herbert, Rowland and Grubic	Presenting Monthly Engineers Report and Presenting Revised Mohn Street Park Proposal
Doug Brown	Recommendation by Neighborhood and Economic Development Committee to Place Street Lights at North 3rd Street

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OTHER BUSINESS:

Douglas E. Brown

Request an Executive Session to discuss personnel matters, land acquisition and potential litigation issues.

Doug Brown

**Presenting Resolution 2012-R-6
Establishing the Annual Salaries, Annual Wages, and Employee Benefits for the Non-Uniform and Non Union Employees of the Borough of Steelton for 2012**

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

**Doug: Black History Month – 4th Grade and Learning Group (110 Kids). Should we?
Website Internship**

ADJOURNMENT:

The regular monthly meeting was called to order at 6:30 by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence with a special prayer for regular meeting attendee Mr. Emuel Powell, whose wife Jesse passed this afternoon.

In Attendance:

Jeffery Wright
Stephen Shaver
Maria Marcinko
Raymond Spencer
Denae House

Absent:

Michael Albert
MaryJo Szada

Mayor Thomas Acri
David A. Wion, Solicitor
Mr. Frank Leber, Rhoads & Sinon
Mr. John Hewitt, Susquehanna Group Advisors
Matt Cichy, Herbert Rowland & Grubic
Mr. John Logan, Community Life Team
Douglas E. Brown, Borough Manager
Kathy I. Sosnowski, Executive Assistant

APPROVAL OF MINUTES:

On a motion made by Mr. Shaver, seconded by Mr. Spencer, Council Members present voted unanimously to approve the minutes from January 3, 2012 as presented. They also voted to approve the minutes from December 19, 2011 with the following correction: Mr. Flannery should be listed as “Uniform Employee Labor Attorney”. Mr. Wion indicated that the tape from the December meeting must be kept indefinitely since it was not approved at the next scheduled meeting.

EXECUTIVE SESSION HELD BETWEEN MEETINGS: None.

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

A motion was made by Mr. Shaver to approve the schedules of billings, requisitions and change orders as presented, seconded by Mr. Spencer and approved unanimously by all present.

APPROVAL OF DEPARTMENT REPORTS:

A motion was made by Ms. Marcinko to approve department reports, seconded by Mr. Shaver and approved unanimously by all present. Mr. Shaver also wanted to thank all department heads for their cooperation with all budget information and the savings that resulted.

DEPARTMENTS (NO COMMENTS WERE MADE):

NEDC
Fire & Ambulance
Personnel
Police
Public Works
Code Enforcement
Mayor's Report

PUBLIC COMMENT: Agenda Items Only. There were no comments.

COMMUNICATION:

Mr. Brown sent a letter to the Dauphin County Emergency Management Agency informing them of the appointment of Stephen Brubacher, Sr. as the new Fire Chief of the Steelton Volunteer Fire Department.

Dauphin-Lebanon Boroughs Association sent an invitation to their Jan. 24, 2012 dinner meeting. Mr. Wright stated that several members have responded; if anyone else wishes to attend please contact Mr. Brown.

Public Employer Labor Relations Advisory Service sent an invitation to their March 21-23, 2012 training conference.

Mockenhaupt Benefits Group sent the Steelton Borough non-uniform pension plan valuation as of January 1, 2011.

Pa. Department of Environmental Protection sent a letter with the Borough's Combined Sewer Overflow (CSO) Permit.

UNFINISHED BUSINESS:

Mr. Wion presented Resolution 2012-R-4 designating Pinnacle Community LifeTeam, Inc. as exclusive primary response provider for basic life support and advanced life support service in the Borough, effective February 1, 2012. Mayor Acri asked when the residents would be notified of membership availability. Mr. John Logan, LifeTeam representative, said he would be in touch with the Borough office. Ms. Marcinko asked if the membership year would stay the same as the former ambulance service (July to July). Mr. Logan stated that the membership year would be January 1 to December 31, with family membership dues being \$55 and single membership dues being \$45.

A motion was made by Mr. Shaver to approve Resolution 2012-R-4, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Wion presented Resolution 2012-R-5 adopting procedure for administration, processing and procurement of professional service contracts for municipal pension systems (Required by State Law - Act 44). This policy establishes the process of soliciting professional services for the Borough's pensions, including establishing the request for proposal process.

A motion was made by Mr. Shaver to approve Resolution 2012-R-5, seconded by Mr. Spencer and approved unanimously by all present.

NEW BUSINESS:

Mr. Frank Leber presented Ordinance 2012-1 setting parameters for proposed 2012 General Obligation Bonds, Series of 2012 (Refund of 2003 bonds). This ordinance has been advertised; he has proof of publication. The preamble of the ordinance sets out to explain the issuance of a refunding opportunity, prepared by Susquehanna Group Advisors. Purchaser/underwriter is RBC Capital Markets, LLC; TD Bank is paying agent.

This ordinance accepts the purchase proposal conditionally, with a net debt service savings of not less than \$85,000. The ordinance also designates officers to act on the Borough's behalf. On the schedule in "Exhibit A", the numbers represent the parameters if the market conditions prevail; the timeline is longer without parameters, but bonds can be marketed more quickly. Mr. Wion commented on Authority involvement: the 2003 caption was twice as long as this one for sewer and water system improvements; the portion allocated to the water system is supported by a subsidy agreement.

Mr. Hewitt stated that the average interest rate would be 4.27%, not to exceed 6% per year with \$100,000 savings in 2012. There would be a minimal change of debt service through 2025; the principal amount of the bonds is \$6 million. In 3-4 weeks, they will issue an offering statement, get a bond rating, lock in a savings amount and settle the bonds. Mr. Shaver sought confirmation that the debt service would not change; it would not. Mr. Spencer reminded everyone that the savings is "net" and the cost is \$300,000. Principal + Interest = Debt Service = \$5.3 million (.75% lower interest rate). Mr. Spencer then asked how much it will cost the Borough to save money.

Mr. Leber called attention to the 4th paragraph on Page 4 (section 4) which embeds the \$85,000 net savings in the ordinance. Also he stated that the 2003 bonds will not be called until the addendum is signed and presented. Finally he indicated this ordinance repeals Ordinance No. 2010-6, enacted on November 15, 2010.

A motion was made by Mr. Spencer, seconded by Mr. Shaver to take a roll call vote on Ordinance 2012-1. The results follow:

Jeffery L. Wright	-	Yes
Stephen J. Shaver	-	Yes
Michael K. Albert	-	Absent
MaryJo Szada	-	Absent
Denae A. House	-	Yes
Maria Romano Marcinko	-	Yes
Raymond L. Spencer	-	Yes

With a vote of 5 out of 7, Ordinance 2012-1 was approved and passed.

Matt Cichy, HRG presented the monthly Engineers Report. First he noted that the East End Sewer Separation Project (EESSP) is being presented at the Pennsylvania Water Environmental Association (PWEA)'s annual PENNTEC conference in June 2012, which is quite a distinction in the engineering community. Mr. Cichy then asked for approval of a revised Penn Vest (Amtrak) Reimbursement #17 in the amount of \$478,519.91. A motion was made by Mr. Shaver to approve the reimbursement, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Cichy stated that the Memorandum of Understanding with the County for the Adams Street Project is being reviewed at the March meeting of the Planning Commission. He will present the design for the Streetscape Phase II at the February Council Meeting. The Felton Lofts traffic study is in the works.

Matt Cichy, HRG presented the revised Mohn Street Park proposal (discussed at the NEDC meeting and revised). Mr. William R. Swanick, P. E. then introduced himself to Council and explained that this project will be starting from scratch with design, preparation, and other areas. The project will use a phase approach instead of a full-project approach (start to end). Mr. Shaver asked for clarification of Task 1, 2 & 3; Mr. Swanick indicated that there will be monthly billing after each task is done. Mr. Spencer asked if there would be a walking park as previously requested; Ms. Marcinko added that there could be a boundary to walk around the park for exercise, especially for seniors.

A motion was made by Mr. Shaver to approve the proposal with a cost of \$24,600, seconded by Mr. Spencer and approved unanimously by all present.

Mr. Spencer, Ms. Marcinko and Mr. Cichy discussed the presentation of the EESSP to the conference alluded to earlier. Mr. Spencer said that this is quite an honor. Ms. Marcinko requested that Mr. Cichy make sure to mention the great hospitality of the East End residents.

Mr. Brown presented a recommendation by NEDC to install street lights at N. 3rd St. The area in question is pitch black, and there has been an attempted break-in at a property in that area, making this a public safety issue. PPL received right-of-ways; there will be no cost to install the lights. The lighting cost will add \$30-\$40 a month to the Borough's electricity bill, which will be covered with liquid fuels money.

A motion was made by Mr. Shaver to approve the installation, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Brown presented Resolution 2012-R-6 establishing annual salaries, hourly wages and employee benefits for the non-union, non-uniform employees of the Borough of Steelton.

A motion was made by Mr. Spencer to approve Resolution 2012-R-6, seconded by Ms. Marcinko and approved unanimously by all present.

AUDIENCE PARTICIPATION:

Michael Coleman, 6454 Taunton Road, Harrisburg, PA 17111 maintains several properties in Steelton. He explained issues with properties at 32 S. 4th St., 206 Pine St. and 546-548 N. 3rd St. He informed Council that a Borough employee was involved in the work done on these properties. He had issues with three items: 1) the employee was not always off Borough time when doing the work, 2) no invoice was given; the employee asked for cash, and 3) employee did not show up when subpoenaed by the District Justice for an eviction hearing. He also said that he could prove all allegations on his complaint. The issue will be turned over to the Personnel Committee for review.

Veronica Supan, 2604 S. 4th St. is concerned with the increase in pit bulls in the East End area. Several dogs have been seen walking with their owner, but not on a leash; one dog even charged at her and her husband (luckily he was a nice dog). Her second concern is that at least twelve (12) houses have been repossessed or are up for sale. She is concerned that these homes will be turned into rentals. (She did commend the Borough for our proactive stance with ordinances and resolutions involving owned vs. rental properties.) Mr. Shaver acknowledged that rental inspections are done yearly by the code enforcement office. If a house has changed to a rental, an inspection needs to be done. Houses cannot be changed from single family homes to multi-rental properties. Regarding the dog issue, Ms. Marcinko stated that the Borough is keeping records on dog issues in Steelton. She also asked that if dogs are seen running loose, please call the police.

COUNCIL'S CONCERNS:

Ms. House – None.

Mr. Shaver – None.

Mr. Spencer – None.

Ms. Marcinko – She asked when the parking lots would be used by workers on the Arcelor Mittal project. They will primarily be used Monday to Friday. She also thanked our Emergency Medical Services team for all their service in past years and welcomed Life Team to our family.

Mayor Acri – He received information from John Hoerner, Highspire’s Mayor that Harrisburg Council member Patty Kim will be at the Highspire Firehouse on January 29, 2012 from 1:00pm to 3:00pm.

Mr. Wright – He welcomed Life Team and Mr. Logan to Steelton Borough. He also welcomed the public to the Council meeting and encouraged more public participation in all Borough events.

ADJOURNMENT:

There being no other business before Council, on a motion by Mr. Shaver, seconded by Ms. Marcinko, the meeting adjourned at 7:48 p.m.

Respectfully submitted,

Douglas E. Brown
Borough Manager

Kathy I. Sosnowski
Executive Assistant

**AGENDA
BOROUGH OF STEELTON
February 6, 2012**

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

**APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:
Minutes are for January 17, 2012.**

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

PUBLIC COMMENT: Agenda items only

**COMMUNICATION:
Guy Beneventano, Esq.**

**Change in Banking Services for
Dauphin County Tax Collection
Committee**

Herbert, Rowland, and Grubic

**Contract Closeout for East End
Sewer Separation Project**

Dauphin County Office of Commissioners

**Invitation to Local Government
Forum**

Herbert, Rowland, and Grubic

Felton Lofts Traffic Study

Steelton Police Department

Annual Police Report

Steelton Highspire School District

**Minutes from November and
December Meetings**

SPECIAL PRESENTATIONS:

Chris Bauer, Herbert Rowland and Grubic

**Presenting Streetscape Phase II
Design**

Mary Kay Eckenrode

**Community First Fund
Presentation**

**Community First Fund is an organization based out of Lancaster
that funds economic development projects and provides assistance to businesses.**

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UNFINISHED BUSINESS:

Doug Brown

**Appointment of Selection Process
Committee**

Doug Brown

**Amendment to UPS Lease
Agreement**

NEW BUSINESS:

David A. Wion, Solicitor

**Presenting Vehicles and Traffic
Ordinance 2012-2**

Doug Brown

Discussion on Rearranging Offices

OTHER BUSINESS:

Douglas E. Brown

**Request an Executive Session to
discuss personnel matters, land
acquisition and potential litigation
issues.**

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

ADJOURNMENT:

The regular monthly meeting was called to order at 6:33p.m. by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Stephen Shaver
Jeffery Wright
Michael Albert
Maria Marcinko
MaryJo Szada
Raymond Spencer
Denae House

Absent:

Mayor Thomas Acri
David A. Wion, Solicitor
Douglas E. Brown, Borough Manager
Kathy I. Sosnowski, Executive Assistant

APPROVAL OF MINUTES:

On a motion made by Mr. Shaver, seconded by Mr. Albert, Council Members present voted unanimously to approve the minutes from January 17, 2012, as presented.

EXECUTIVE SESSION HELD BETWEEN MEETINGS: None.

PUBLIC COMMENT: None.

COMMUNICATION:

Guy Beneventano, Esq. sent a copy of a memorandum to the Dauphin County Tax Collection Committee informing us of a change in banking services. Mr. Shaver asked if the bank was secured through an RFP. Mr. Brown indicated that it was.

Herbert, Rowland & Grubic, Inc. (HRG) sent a letter informing us of the contract closeout for the East End Sewer Separation Project.

Dauphin County Office of Commissioners sent an invitation to the Local Government Forum on Wednesday, February 15, 2012.

HRG sent a letter with the Felton Lofts traffic study; after noting that the report indicates making Walnut Street one way from Front Street to Second Street, Mr. Shaver wondered why the one way couldn't extend up to Fourth Street. Mr. Shaver then suggested the study be sent to NEDC for review.

Steelton Police Department distributed the Annual Police Report to Council members. Mr. Shaver made a motion to approve the report, seconded by Mr. Albert and approved unanimously.

Steelton-Highspire School Board sent copies of minutes from their November and December meetings.

SPECIAL PRESENTATIONS:

Mr. Chris Bauer, HRG presented the Streetscape Phase II design with copies of sketches given to Council members. Some highlights of the design are: trees, crosswalks, pavers and construction of a raised plaza in front of the Borough building to deal with the drainage issues. Trewick Street would be widened for more of a “boulevard-type” entrance to accommodate trucks. Mr. Shaver mentioned that the proposed island on Trewick Street would create the same problems as the intersection of Front and Locusts Sts. Mr. Shaver also questioned the availability of parking for residents who need to visit the Borough building; he suggested modifying the design to keep existing parking in front of the Borough building.

Another issue they hope to solve is the drainage from the roof of the Fire Department building, as well as reconstruction of the driveway (possibly with the Borough logo on it). Mr. Albert suggested that the logo be put in front of the Borough building as well, or instead of the Fire Department driveway. A discussion was held as to whether brick pavers or stamped concrete should be used because of the traffic volume. Mr. Shaver and Mayor Acri voiced concerns about wear and tear on brick pavers. Both Mr. Shaver and Mr. Bauer said stamped concrete causes problems with utilities – it can’t be dug up as easily; Lemoyne had a lot of problems with their brick pavers. Mr. Shaver then recommended putting the epoxy resin crosswalks in. Mr. Bauer said this can be done. Mr. Albert indicated that UPS trucks turn in at Trewick Street, but come out at Locust Street. Mr. Shaver asked if a similar resin could be placed at Trewick St. to prevent turning issues. HRG will modify their plans and present them to Council at a later date. Ms. Marcinko also added that deliveries to stores in the future will be able to use Trewick St.

UNFINISHED BUSINESS:

Mr. Brown requested the appointment of the Pension Professional Services Selection Process Committee consisting of Mr. Spencer, Mr. Wright and Mr. Shaver. This is necessary to be compliant with Act 44. A motion was made by Ms. Marcinko to approve the committee members, seconded by Mr. Albert and approved unanimously.

Mr. Brown presented a proposed amendment to the United Parcel Service lease agreement. This would extend the time required to opt out of the lease to 180 days. They

said they need more stability and will search elsewhere if they need to. Currently, the lease has a 30-day opt out clause.

Mr. Wion made several observations: the Bethlehem Steel parking lot is to be public; UPS was to lease the lot over late fall and winter for Christmas-type overload. The Boys and Girls club had used part of the lot; that's why the length was kept for 30 days. UPS wants to change from a short-term to a long-term situation. Mr. Shaver was concerned about the number of trailers being parked; he thinks square footage should be reserved for the Borough with a 30-day renewal. He also said we could renew with a clause about reservation for Borough usage. Mr. Wion said the area between Pine and Locust Sts. should not be accessible. Finally, Mr. Musser suggested that we consider increasing the lease price in exchange for longer terms. The matter was referred to NEDC..

NEW BUSINESS:

Mr. Wion presented Ordinance 2012-2 – “Vehicles and Traffic” with an amendment to shift two parking zones from “elimination” to “established”: Mr. Orlando A. Donato at 673 South Front St. and the New Jerusalem A.M.E. Zion Church at Locust St. He will then re-advertise the ordinance in time for the February 21st regular meeting. A motion was made to approve the amendment by Mr. Shaver, seconded by Mr. Albert and approved unanimously.

Mr. Brown has had discussions with the Police Department, the Tax Collector and the Finance/Office Staff about rearranging offices. The police would move additional offices to the third floor and the tax collector will move to the third floor. Storage space would also be moved to the third floor for the Police and Finance/Office. The first floor would be solely for the Finance/Utilities/Manager's Office. Mr. Shaver questioned how much work would have to be done with HVAC changes, grounding, phone lines, etc. Mr. Spencer questioned the costs involved. Mr. Brown stated that the moving would be done in-house by staff; technical shifts may involve some costs. Mr. Wright did not approve of moving two offices upstairs. He also requested that the matter be referred to the Finance committee.

AUDIENCE PARTICIPATION: None.

COUNCIL'S CONCERNS:

Ms. House – none.

Mr. Wright – reminded those going to Dauphin County should be ready to leave at 5:00pm.

Mr. Shaver – none.

Mr. Albert – none.

Mr. Spencer – none.

Dr. Szada – none.

Ms. Marcinko – indicated that Cohen Seglias is having a Labor Seminar and she is planning to attend the event.

On motion by Mr. Albert, seconded by Mr. Shaver, the Council meeting recessed into executive session at 7:24p.m. to discuss personnel matters, land acquisition and potential litigation.

The Council meeting reconvened at 7:45 p.m., with a motion by Mr. Albert and a second by Mr. Spencer.

ADJOURNMENT:

There being no other business before Council, on a motion by Mr. Albert, seconded by Mr. Shaver, the meeting adjourned at 7:46 p.m. with unanimous approval.

Respectfully submitted,

Douglas E. Brown
Borough Manager

Kathy I. Sosnowski
Executive Assistant

**AGENDA
BOROUGH OF STEELTON
February 21, 2012**

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

EXECUTIVE SESSION HELD BETWEEN MEETINGS

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

APPROVAL OF DEPARTMENT REPORTS:

**Neighborhood & Economic Development
Fire and Ambulance
Personnel
Police
Public Works
Code Enforcement
Mayor's Report (Mayor Acri)**

PUBLIC COMMENT: Agenda items only

SPECIAL PRESENTATION:

Mary Kay Eckenrode

Community First Fund

COMMUNICATION:

Doug Brown

**Minutes of February 13th
Neighborhood and Economic
Development Committee**

United States Environmental Protection Agency

**Clean Water Act 308 Request for
Information**

Rhoads and Sinon, LLP

Notice Regarding GOB 2012 Fees

Storb Environmental Incorporated

**Downstream Notification and
Public Notice**

Steelton Fire Department

**Notice of Appointment of Battalion
Chief and List of 2012 Officers**

Over>

AGENDA
BOROUGH OF STEELTON
February 21, 2012
Page 2

Doug Brown, Manager

**Letter to Dauphin County
Controller RE Delinquent Tax
Collection**

UNFINISHED BUSINESS:

Joshua Hanes, Herbert Rowland and Grubic

Presenting MS4 Permitting Update

Doug Brown, Manager

UPS Lease Approval

Mr. Wion

**Present Ordinance 2012-2 –
“Vehicles and Traffic” to add new
established special purpose
parking zones, to eliminate special
purpose parking zones, to establish
a stop intersection, and to establish
a no parking zone.**

NEW BUSINESS:

Gregg Norman, PA Deals Real Estate

**Questions Regarding 638 S.
Second Street and Rezoning to
Residential**

Doug Brown, Manager

Police Pension Valuation

OTHER BUSINESS:

Mark Spatz, Herbert, Rowland and Grubic

**Presenting Monthly Engineers
Report, PennVest Payment
Request #18; Contractors Final
Application for Payment;
Supplemental Agreement for
Record Drawing**

Doug Brown, Manager

**Community First Fund Business
101 Training**

Douglas E. Brown

**Request an Executive Session to
discuss personnel matters, land
issues.**

AUDIENCE PARTICIPATION:

COUNCIL’S CONCERNS:

- **February 29 @ 5:30, unveiling of Cornerstones at Felton Lofts**

ADJOURNMENT:

The regular monthly meeting was called to order at 6:30p.m. by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Stephen Shaver
Jeffery Wright
MaryJo Szada
Raymond Spencer
Denae House

Absent:

Michael Albert
Maria Marcinko

Mayor Thomas Acri
David A. Wion, Solicitor
Douglas E. Brown, Borough Manager
Kathy I. Sosnowski, Executive Assistant

APPROVAL OF MINUTES:

On a motion made by Mr. Spencer, seconded by Ms. House, Council Members present voted unanimously to approve the minutes from February 6, 2012, with the following corrections: [Mr. Shaver indicated that on page 3, the section entitled "Other Business" can be deleted since there was no request for an executive session. Mr. Wion suggested that the minutes be approved with a note to add Ms. Marcinko's comment that Cohen Seglias is having a Labor Seminar and that she is planning to attend that event.]

EXECUTIVE SESSION HELD BETWEEN MEETINGS: None.

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

A motion was made by Mr. Shaver to approve the schedules of billings, requisitions and change orders, seconded by Mr. Spencer and approved unanimously by all present.

APPROVAL OF DEPARTMENT REPORTS:

A motion was made by Mr. Shaver to approve department reports, seconded by Dr. Szada and approved unanimously by all present.

DEPARTMENTS (comments):

NEDC – none
Fire & Ambulance - none

Personnel - none
Police - none
Public Works - none
Code Enforcement - none

Mayor's Report – commented on the excellent job the office staff did getting the letters out for the Veterans Appreciation Parade, which will be held on Saturday, May 12th at 2:00pm with a short service at Veterans Park and hopefully ending with a small buffet at the Steelton VFW, Post 710. He also announced the Intergovernmental Meeting for February will be held on the 23rd at 7:00pm at the high school, and that the Fire Department Banquet will be held on March 10th, 5:00pm at the Steelton VFW.

Mayor Acri then presented a plaque to Eugene Vance, III to thank him for his many years of service to the Steelton Volunteer Fire Department and the Borough of Steelton. Council members also expressed their sincere appreciation for all his time and effort.

PUBLIC COMMENT: Agenda Items Only – None.

SPECIAL PRESENTATION:

Mary Kay Eckenrode gave a presentation describing the Community First Fund, a non-profit established 20 years ago to provide financial, training and technical assistance to small and mid-size businesses. They hope to help the Borough fill the storefronts by providing help to those who would like to start new businesses, with a \$20 million dollar loan fund to finance restaurants, bakeries and other such establishments. A training session will be held on Saturday, April 28th from 9:30-11:30am at the Borough building; there is no cost but registration is recommended. Mr. Wright asked Ms. Eckenrode to exchange business cards with Council members, especially Ms. House (chair of the NEDC Committee). Mr. Spencer added that he is familiar with Community First and the significant financial support they receive from the Federal and State Governments (Ms. Eckenrode had mentioned their support, as well as investments by several banks). Mr. Brown said that he would set up an e-mail chain to garner interest; Ms. Eckenrode said if enough interest exists, more informational sessions can be scheduled.

Joshua Hanes, Herbert, Rowland & Grubic (HRG) gave a slide show presentation demonstrating the MS4 program; this presentation is a part of the continuing public information requirements of the program. The borough has received a new permit extension to June 11, 2013.

COMMUNICATION:

Mr. Brown/Ms. House presented the minutes of the February 13, 2012 NEDC meeting

A letter was received from the US Environmental Protection Agency requesting information related to compliance with the Clean Water Act 308.

Rhoads & Sinon sent a representation letter dated 2-6-2012 regarding their fixed flat fee of \$35,000 for serving as bond counsel in relation to the anticipated issuance of 2012 General Obligation Bonds in the aggregate amount of \$10 million or less. A motion was made by Mr. Spencer to approve Rhoads & Sinon as bond counsel pursuant to the terms of their letter, seconded by Mr. Shaver and approved unanimously by all present.

Storb Environmental Incorporated sent letters providing downstream notification and public notice of storage tanks and substances in those tanks.

Steelton Fire Department sent a notice of the appointment of their battalion chief and a list of the 2012 officers. A motion was made by Mr. Shaver to ratify the list, seconded by Mr. Spencer and approved unanimously by all present.

Mr. Brown presented a copy of a letter he sent to the Dauphin County Controller requesting that all delinquent real estate taxes be distributed directly to the Borough. (Plymouth Park had purchased the taxes in the past, but does not wish to do so for 2011 onward.)

UNFINISHED BUSINESS:

Mr. Brown presented the new United Parcel Service Lease Agreement for approval. He indicated that they will not exceed \$2,000/month and request 180 days advanced opt out notice. Ms. House indicated that the NEDC discussed the opt out clause and will accept the 180-day notice. Mr. Brown confirmed that payment will be made on a month-to-month basis. A motion was made by Mr. Shaver to approve the agreement, seconded by Ms. House and approved, but with a “No” vote by Dr. Szada.

Mr. Wion presented Ordinance 2012-2 “Vehicles & Traffic” to establish additional special purpose parking zones; to eliminate special purpose parking zones; to establish a stop intersection; and to establish a “no parking” zone. (He reminded Council that this ordinance was re-advertised from the last meeting to amend two zones.) A motion was made by Mr. Shaver to approve Ordinance 2012-2, seconded by Mr. Spencer and approved unanimously by all present.

NEW BUSINESS:

Doug presented the police pension valuation from Conrad Siegel Actuaries. The preliminary MMO is listed for \$156,492 less state aid of \$72,000. This leaves the net for 2013 at \$84,492.

Mr. Wion presented Resolution 2012-R-7 to establish a “No Parking Zone” on both sides of Bowers Alley between Trawitz Alley and the southwestern line of lands of William and Helen Pettigrew, known as 141 Lincoln Street. A motion was made by Mr. Spencer to approve Resolution 2012-R-7, seconded by Ms. House and approved unanimously by all present.

OTHER BUSINESS:

Joshua Hanes, HRG presented the monthly engineers report. He noted that in relation to the EESSP Joao & B was required to provide Record Drawings indicating the completed construction for the project. Joao & Bradley has indicated that they are not able to provide these drawings. Therefore, in accordance to the terms of the contract, the sum of 5,000 shall be retained by the Borough as payment in lieu of record drawings.

He also presented Authorization for Additional Services #1 in the amount of \$7,500 (\$5,000 for record drawings and \$2,500 for the GIS database update). Mr. Brown indicated that HRG has a website that explains the GIS database. A motion was made by Mr. Shaver to approve the service request of \$7,500, seconded by Mr. Spencer and approved unanimously by all present.

Second, he presented Contractor’s Application for Payment No. 11 in the amount of \$83,306.91 for work completed to date. Mr. Hanes was asked to leave the retainer information with Mr. Brown so that he can talk to Mr. Cichy. A motion was made by Mr. Shaver to approve payment, seconded by Mr. Spencer and approved unanimously by all present.

Third, he presented Penn Vest payment request #18 in the amount of \$84,182.15. A motion was made by Mr. Spencer to approve the payment, seconded by Mr. Shaver and approved unanimously by all present.

AUDIENCE PARTICIPATION:

John Logan of Pinnacle/community LifeTeam came to thank Chief Vance, Chief Brubacher, Mayor Acri, Ms. Marcinko and the Fire Department for the smooth transition of ambulance service. So far operations are going very well.

Mr. Emuel Powell came to thank Borough Council and the office staff for the sympathy card he received upon the death of his wife.

An announcement was made that the unveiling of the cornerstones at Felton Lofts will be held February 29th at 5:30pm.

COUNCIL'S CONCERNS:

Ms. House – none

Mr. Wright – extended his sympathies to Mr. Powell's family. He also congratulated Chief Vance.

Mr. Shaver – thanked the Gaming Commission, County Commissioners, HRG, Borough Staff and Mr. Musser for their support in receiving Gaming Grants in the amount of \$158,000. He also extended his sympathy to Mr. Powell.

Mr. Spencer – none.

Dr. Szada – none.

Mayor Acri – gave his condolences to Mr. Powell.

NOTE: February 29th at 5:30pm – unveiling of cornerstones at Felton Lofts

On motion by Mr. Shaver, seconded by Dr. Szada, the Council meeting recessed into executive session at 7:34p.m. to discuss a police personnel matter.

The Council meeting reconvened at 7:55 p.m. with a motion by Dr. Szada and a second by Mr. Shaver.

President Wright stated: We are considering a recommendation that Probationary Part-time Officer Timothy Wells be terminated from his employment as a Steelton Borough police officer for unbecoming conduct and conduct violating the General Orders. Are there any motions?

Mr. Shaver responded: Yes, I move that the Borough terminate Probationary Part-time Officer Timothy Wells' employment as a Steelton Borough police officer.

President Wright stated: There is a motion on the floor, is there a second?

Dr. Szada responded: I second the motion.

President Wright asked: Any discussion? There was no discussion, so Mr. Wright continued: There is a motion and second. All those in favor of the motion that the Borough terminate Probationary Part-time Officer Timothy Wells' employment as a Steelton Borough police officer, say Aye. All those opposed, say Nay. There were 5 "aye" votes and no "nay" votes among those present; two members were absent.

President Wright stated: The motion passes. Probationary Part-time Officer Timothy Wells' employment as a Steelton Borough police officer is terminated. The Borough will notify Officer Wells in writing of its action.

ADJOURNMENT:

There being no other business before Council, on a motion by Dr. Szada , seconded by Mr. Shaver, the meeting adjourned at 7:57 p.m.

Respectfully submitted,

Douglas E. Brown
Borough Manager

Kathy I. Sosnowski
Executive Assistant

**AGENDA
BOROUGH OF STEELTON
March 5, 2012**

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

SPECIAL PRESENTATION:

Adriana Callaham, Steelton-Highspire

**Black History Month essay
Winner will recite her essay.**

PUBLIC COMMENT: Agenda items only

COMMUNICATION:

Herbert, Rowland, and Grubic, Inc.

**Letter to Joao and Bradley Regarding Warrant
Work Required on EESSP**

United States Environmental Protection Agency

**Approval of Extension Request to Respond to
Clean Water Act Section 309 Request for
Information**

Pennsylvania Rural Water Association

**Professional Operator Technical Development
Certificates**

PENNVEST

**Approval of Steelton Borough and Steelton
Borough Authority's Bond Refunding**

Steelton-Highspire School District

Minutes from January 2012 Meetings

Dura-bond Pipe

**Notice of Application for Renewal of NPDES
Permit**

UNFINISHED BUSINESS:

David A. Wion

Bidding of 107 N Front Street

Paul Lundeen

**Presenting Ordinance 2012-3 Incurring Non-
Electoral Debt in the Amount of \$10,000,000 to
Refund All or a Portion of the 2003, 2004, 2006
and 2011 General Obligation Bonds and
Repealing Ordinance 2012-1**

AGENDA
BOROUGH OF STEELTON
March 5, 2012
Page 2

NEW BUSINESS:

David A. Wion

**Present Resolution 2012-R-8
Designating Steelton Borough
Public Officials and Public
Employees who must file a
Statement of Financial Interests
In accordance with the
Pennsylvania Ethics Act.**

David A. Wion

**Present Resolution 2012-R-9 Designating
Council President as Signor of DCNR Grant
Agreement and Agreeing to DCNR Grant
Requirement.**

David A. Wion

**Present Resolution 2012-R-10 to
Establish a special purpose parking zone at 162
S. Second St. for June Sypniewski.**

David A. Wion

**Present Resolution 2012-R-11 to
Establish a special purpose
Parking zone at 534 N. Second St.
For Elizabeth A. Hollern.**

OTHER BUSINESS:

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

ADJOURNMENT:

The regular monthly meeting was called to order at 6:31p.m. by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Jeffery Wright
Stephen Shaver
Michael Albert
Maria Marcinko
MaryJo Szada
Raymond Spencer

Absent:

Denae House

Mayor Thomas Acri
David A. Wion, Solicitor
Paul Lundeen, Rhoads & Sinon
Jay Wenger, Consultant
Kathy I. Sosnowski, Executive Assistant

Douglas E. Brown, Borough
Manager

APPROVAL OF MINUTES:

On a motion made by Mr. Shaver, seconded by Mr. Albert, Council Members present voted unanimously to approve the minutes from February 21, 2012 with the following addition: [On page 6, it should be noted that the final vote was 5 ayes, 0 nays and therefore the motion passed.]

EXECUTIVE SESSION: None.

SPECIAL PRESENTATION: Adriana Callaham read her winning Black History Essay to Borough Council and all present. Council members then congratulated her on a nice job and the well spoken presentation. They also commended her parents for helping her to improve her education and wished her luck in future endeavors.

PUBLIC COMMENT: None.

COMMUNICATION:

Herbert, Rowland and Grubic – sent a copy of their letter to Joao & Bradley regarding warranty work required on the East End Sewer Separation Project. Mr. Shaver asked that Ms. Marcinko and the Public Works Committee keep a check on the work to be completed and keep Council advised of any other problems.

United States Environmental Protection Agency – sent a letter of approval of the extension request to respond to Clean Water Act Section 309 request for information.

Pennsylvania Rural Water Association – sent professional operator technical development certificates for Daniel Scheitrum. A motion was made by Mr. Spencer, reiterated by Mr. Shaver to approve placing the certificates in Mr. Scheitrum's personnel file, seconded by Mr. Albert.

PENNVEST – sent a letter of approval of the Steelton Borough & Authority's refunding of its General Obligation Bonds. Mr. Wenger gave a short explanation of the purpose of the letter.

Steel-High School District – sent copies of the minutes from their January, 2012 meetings.

Dura-Bond Pipe – sent a notice of application for renewal of the existing NPDES permit number PA 0084468.

UNFINISHED BUSINESS:

Mr. Wion – presented the invitations for bidding of 107 N. Front St. (the former Liquor Store purchased in 2005). The issuance of the notice to the newspaper should be by Monday, March 12, 2012; to be published in the March 16, 2012 newspaper. The bids will be received until 2:00pm on Monday, March 26, 2012 and will be opened and read publicly at 2:05pm on Monday, March 26, 2012. Council should consider the award at its April 2, 2012 meeting, with sale approval being held at the April 16, 2012 meeting. Mr. Shaver and Mr. Spencer thanked Mr. Wion for coordinating this bid package.

Mr. Lundeen and Mr. Wenger – presented Ordinance 2012-3 incurring \$9,180,000 in debt to refund all or a portion of the 2003, 2004, 2006 and 2011 General Obligation Bonds and repealing Ordinance 2012-1. Mr. Wenger indicated that the savings are much higher than those that we discussed in January; more debt service was included due to a lower obligation and there will be fewer issues on the book because of refinancing. The principal is \$9,180,000 with \$500,000 in savings.

On page 2 of the preliminary final statement from the RBC Bond Purchase Agreement it states that the closing of refinancing will be April 12, 2012. Some additional information was then given: Mr. Lundeen will file with the Department of Community and Economic Development; bonds can be repaid at any time; disclosure obligations will be discussed with Mr. Brown in the near future (Mr. Wenger will help with this if needed).

Mr. Spencer questioned if the allocation of funds (general/water/sewer) would be done internally. Mr. Lundeen referred him to the subsidy agreement with the Water Authority which was also distributed tonight. A portion of their 2006 outstanding note is included.

Finally they indicated that we received an “AA1” rating and were approved by the insurance company. In response to Mr. Spencer, it was confirmed that our credit will be greatly enhanced. A roll call vote was taken for enactment of the ordinance as follows:

Jeffery L. Wright	-	Yes
Stephen J. Shaver	-	Yes
Michael K. Albert	-	Yes
MaryJo Szada	-	Yes
Denae A. House	-	(Absent)
Maria Romano Marcinko	-	Yes
Raymond L. Spencer	-	Yes

The roll call vote was 6 “yes” votes, o “no” votes with Ms. House absent. A motion was made by Mr. Albert to approve Ordinance 2012-3 in the amount of \$9,180,000 and repeal Ordinance 2012-1, seconded by Mr. Shaver and approved unanimously by all present.

As Mr. Wright signed the necessary paperwork, Mr. Shaver thanked the efforts of Mr. Lundeen, Mr. Wenger, Mr. Musser, etc. for working with Council on this complete package.

NEW BUSINESS:

Mr. Shaver stated that the Personnel Committee interviewed six candidates for the Property Maintenance Officer position. They unanimously selected Mr. Stephen Brubacher to fill the non-union position at \$12 per hour with standard benefits and a \$50 cell phone allowance. Upon acceptance, start date will be Monday, March 12, 2012. A motion was made by Mr. Shaver to approve the appointment, seconded by Ms. Marcinko and approved unanimously by all present. Ms. Sosnowski was asked to send letters of regret to the other candidates and an offer letter to Mr. Brubacher. A clarification was made to Dr. Szada that this is not a new position, but a re-filling of a vacated position.

Mr. Wion presented Resolution 2012-R-8 designating the Steelton Borough public officials and public employees who must file a Statement of Financial Interests pursuant to the Pennsylvania Ethics Act 170. A motion was made by Mr. Shaver to approve Resolution 2012-R-8, seconded by Mr. Albert and approved unanimously by all present.

Mr. Wion presented Resolution 2012-R-9 designating Council President as signor of the Department of Conservation and Natural Resources (DCNR) Grant agreement &

agreeing to DCNR grant requirement. A motion was made by Ms. Marcinko to approve Resolution 2012-R-9, seconded by Dr. Szada and approved unanimously by all present.

Mr. Wion presented Resolution 2012-R-10 for establishment of a special purpose parking space for June Sypniewski, 162 S. Second St. A motion was made by Mr. Albert to approve Resolution 2012-R-10, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Wion presented Resolution 2012-R-11 for establishment of a special purpose parking space for Elizabeth Hollern, 534 N. Second St. A motion was made by Mr. Shaver to approve Resolution 2012-R-11, seconded by Mr. Albert and approved unanimously by all present.

OTHER BUSINESS:

Mr. Wion reminded Council of several upcoming Ordinance changes for future meetings: flood plain management ordinance to comply with FEMA, a standard ordinance for zoning, codes and other aspects to combine as one. (The FEMA flood mapping information was delivered to Mr. Heefner for Planning Commission review.) There will also be some discussion on vacating a 4-foot wide alley from Ridge to Adams St.

AUDIENCE PARTICIPATION:

Mr. Heefner informed Council that Mr. John Henny of 329 Swatara Street died several days ago; his handicapped space can be eliminated. He also said that Penn DOT changed their rules for keeping log books on hours worked for snow plowing and road maintenance – this was mentioned at a recent Council of Governments meeting (he also noted that there are only 2 or 3 municipalities from the East Shore involved; it is mostly West Shore represented).

On another note, he also countered local complaints about the Adams Street housing units not being able to be sold. The Ivy Ridge development's units past the crossroads are selling with no problem at all. In fact, they are starting another site.

Finally, he noted that recently while at the Abel Hall, he was informed that some electricians are already on board with Arcelor Mittal to start underground work.

COUNCIL'S CONCERNS:

Mr. Wright thanked everyone for coming tonight.

Mr. Shaver requested that Council recess into Executive Session to discuss a legal matter.

Mr. Albert – none.

Mr. Spencer – none.

Dr. Szada –none.

Ms. Marcinko – none.

On motion by Mr. Albert, seconded by Mr. Shaver, the Council meeting recessed into executive session at 7:24p.m.to discuss litigation involving the Harrisburg Sewer Fund.

The Council meeting reconvened at 7:45p.m.

ADJOURNMENT:

There being no other business before Council, on a motion by Mr. Albert, seconded by Dr. Szada, the meeting adjourned at 7:45 p.m.

Respectfully submitted,

Kathy I. Sosnowski
Executive Assistant

**AGENDA
BOROUGH OF STEELTON
March 19, 2012**

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED

EXECUTIVE SESSION HELD BETWEEN MEETINGS

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

APPROVAL OF DEPARTMENT REPORTS:

**Neighborhood & Economic Development
Fire and Ambulance
Personnel
Police
Public Works
Code Enforcement
Mayor's Report (Mayor Acri)**

PUBLIC COMMENT: Agenda items only

COMMUNICATION:

Herbert, Rowland and Grubic, Inc.

**Steelton Municipal Wasteload
Management Report for 2011**

Barbara Barksdale, Friends of Midland Cemetery

**Request for Donation to Maintain
Midland Cemetery**

Dauphin Lebanon Boroughs Association

Invitation to Dinner Meeting

HATS

Committee Meeting Schedule

Arcelor Mittal

Annual Downstream Notification

Durabond Pipe

**Notice of NPDES Permit Renewal
Application**

David A. Wion, Esq., Solicitor

**Letter to Dauphin County
Planning Commission RE Flood
Plain Management Ordinance**

AGENDA
BOROUGH OF STEELTON
March 19, 2012
Page 2

Dauphin County Office of Commissioners

**Notice of \$158,000 Local Share
Assessment Award to Fund
Portion of Streetscape Phase II
Project**

UNFINISHED BUSINESS:

Denae House, NEDC Chair

**Presenting NEDC
Recommendation to Support
Steelton-Highspire School District
National Science Foundation
Grant Application**

Chris Curci, Herbert, Rowland, Grubic

**Recommendation to Approve Final
Mohn Street Park Design**

Doug Brown

**Discussion on Jim Selvig's Parking
Space**

NEW BUSINESS:

Matt Cichy, Herbert, Rowland and Grubic

**Presenting Monthly Engineers
Report**

David A. Wion, Solicitor

**Present Resolution 2012-R-12 to
Establish a special purpose
parking zone at 529 Lincoln St.
for Carl Johnson**

David A. Wion, Solicitor

**Present Ordinance 2012-4
Vacating a Four Foot Wide
Unnamed Alley Located Between
The Northwestern Line of Adams
Street and the Southeastern Line
of Vacated Jones Alley**

Balraj Singh

**Concerns Regarding Sign
Requirements for Businesses**

AGENDA
BOROUGH OF STEELTON
March 19, 2012
Page 3

Doug Brown

**Presenting Contract with
Zelenkofske Axelrod to Audit H20
Grant**

OTHER BUSINESS:

Douglas E. Brown

**Request an Executive Session to
discuss personnel matters and land
issues.**

Doug Brown

**Approval to Sell Ambulance to Steelton
Ambulance Association**

David A. Wion, Solicitor

**Discussion on Adams Street
Land Development/Subdivision**

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

ADJOURNMENT:

The regular monthly meeting was called to order at 6:30p.m. by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Stephen Shaver
Jeffery Wright
Michael Albert
Maria Marcinko
Raymond Spencer
Denae House
Mayor Thomas Acri
David A. Wion, Solicitor
Douglas E. Brown, Borough Manager

Absent:

MaryJo Szada
Kathy I. Sosnowski

APPROVAL OF MINUTES:

A motion was made by Mr. Albert to approve the minutes of the March 5, 2012 meeting, seconded by Mr. Spencer and approved unanimously by all present.

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

There were no executive sessions held between meetings.

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

A motion was made by Mr. Shaver to approve the schedules of billings, requisitions, and change orders as presented, seconded by Ms. Marcinko and approved unanimously by all present.

APPROVAL OF DEPARTMENT REPORTS:

A motion was made by Ms. Marcinko to approve the department reports, seconded by Mr. Shaver and approved unanimously by all present.

Neighborhood & Economic Development
Fire and Ambulance
Personnel
Police

Public Works – Mr. Shaver questioned the number of gallons pumped in January; Mr. Scheitrum indicated that it was a typographical error. Ms. Marcinko is concerned about Borough highway employees taking checks to the bank since they aren't bonded. She instructed staff to make sure only bonded employees are taking checks to the bank.

Code Enforcement - Mr. Wright stated that he has heard good reports on Mr. Steve Brubacher, our new property maintenance officer. Mr. Brown noted that they have been tackling enforcement by sectioning the Borough into 5 zones.

Mayor's Report – Mayor Acri reported that there will be a debate among the candidates for the 103rd District seat on Thursday, March 22, 2012 at 7:00p.m. at the Allison Hill Community Center at 16th and Walnut Sts. in Harrisburg.

PUBLIC COMMENT: Agenda Items Only – None.

COMMUNICATION:

HRG – sent a letter with the Steelton Municipal Wasteload Management Report for 2011.

Ms. Barbara Barksdale – sent a letter requesting a donation to Midland Cemetery to help with upcoming maintenance costs. A motion was made by Mr. Shaver to approve the donation of \$450, seconded by Mr. Albert and approved unanimously by all present.

Dauphin Lebanon Boroughs Association – sent a notice of their Dinner Meeting on April 25, 2012.

Harrisburg Area Transportation Study – sent a letter informing the Borough of their committee meeting schedule.

Arcelor Mittal – sent a letter with the annual downstream notification.

Dura-bond Pipe – sent the required notice of NPDES Permit Renewal Application.

Mr. Wion – sent a letter to the Dauphin County Planning Commission regarding the Flood Plain Management Ordinance.

Dauphin County Office of Commissioners – sent a notice of \$158,000 local share assessment award to fund portion of Streetscape Phase II project. Mr. Shaver and Mr. Spencer suggested that thank you letters be sent to the Gaming Board as well as the Dauphin County Commissioners.

UNFINISHED BUSINESS:

Ms. Denae House, NEDC Chair – presented the NEDC recommendation to support the Steelton Highspire School District's National Science Foundation Grant application. Mr. Brown explained the scope and purpose of the grant to Council, which attempts to strengthen Science, Technology, Engineering, and Math learning and bring the school into line with national standards. A motion was made by Ms. House to support the district, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. William Swanick, HRG – presented a recommendation to approve the final Mohn Street Park Design. A motion was made by Mr. Albert to approve the design, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Dennis Heefner then addressed Council regarding the water issue on Adams Street. It is Mr. Heefner's belief that the stormwater system proposed by HRG is not sufficient to address the water problem. Mr. Heefner suggested the public works crew dig up existing terra cotta pipe on the property to see if that's where water is coming from. Brian Handley has informed Mr. Brown that he can scope the pipe and is aware of its location. Mr. Heefner then outlined the issues with the Adams Street Subdivision Plan. Mr. Brown, Mr. Heefner, and NEDC Chair Ms. House will meet with Matt Tunnell to discuss the issues.

Mr. Brown – led a discussion on Jim Selvig's request for a disabled parking space by making an exception to the current policy of limiting the number of spaces per block. The request was sent back to Ms. House and NEDC to formulate an exemption policy to bring to Council.

NEW BUSINESS:

Mr. Matt Cichy, HRG – presented the monthly engineers report. In the month of March, HRG assisted the Borough in Streetscape II Design, preparation of Mohn Street Park design and grant assistance, and preparing the self-liquidating debt report for the 2012 bond refunding.

Mr. Wion – presented Resolution 2012-R-12 establishing a special purpose parking space at 529 Lincoln St. for Carl M. Johnson, Sr. A motion was made by Ms. Marcinko to approve Resolution 2012-R-12, seconded by Mr. Albert and approved unanimously by all present.

Mr. Wion – presented Ordinance 2012-4 vacating a four foot wide unnamed alley in the Borough of Steelton between the Northwestern line of Adams St. and the Southeastern line of vacated Jones Alley. A motion was made by Mr. Shaver to approve Ordinance 2012-4, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Brown – presented the contract with Zelenkofske Axelrod to Audit the H2O Grant. A motion was made by Mr. Shaver to approve the contract, seconded by Mr. Albert and approved unanimously by all present.

OTHER BUSINESS:

Mr. Wright offered the opportunity for the public to address Council on any issues. Ms. Lena Jefferson questioned whether Council would fix the leaking fire hydrant by her

home at Harrisburg and Lincoln Street. Mr. Brown will have the public works department look into it.

Mr. Emuel Powell requested that Council provide handouts to the audience when reviewing design plans, such as the one reviewed for Mohn Street Park. Mr. Shaver commented that they will try to have powerpoints, when available, to display for the audience to see. He also noted that the room is not well designed for everyone to see display boards when brought into the meeting.

Mr. Paul Farley of 112 Pine Street asked if Council can erect a stop sign at the three way stop on Pine and North Harrisburg streets. He is concerned that accidents will be caused because of the bad visibility and fact that cars going up the hill do not have to stop. Mr. Shaver commented that, unfortunately, the road is owned by PennDOT, who will have to approve such a change and conduct a traffic study to ascertain whether it is a good option. Mr. Shaver also noted that the reason there is not a stop sign going uphill is that it causes problems in the winter months when the road is slick or covered with ice. Mr. Farley understood Mr. Shaver's point. Mr. Farley also asked the Borough could stop M&T Bank from leaving town. Mr. Shaver responded that it was a private decision the borough has no power over. Mr. Farley then mentioned the website kickstarter.com, which is a creative way for the borough to generate additional grant funding.

Mr. Powell then returned and asked why trash is piling up outside of trash cans on trash day. Sylvie explained the citation process to Mr. Powell and assured him that the Codes Office does consistently cite residents on trash day.

Ms. Lena Jefferson then returned to the podium and asked Council if they can have a resident move their mailbox, which is sitting in the site distance of drivers near Harrisburg Street.

Dennis Heefner then suggested that the Borough create a welcome packet for new residents going over the rules, regulations, and codes of the Borough. It was noted that this project was started but never completed. The issue was referred to the NEDC committee.

Mr. Brown – Informed Council that an Executive Session is needed to discuss Personnel matters and potential litigation. On a motion by Mr. Albert, seconded by Ms. Marcinko, Council recessed into executive session at 7:35pm.

The Council meeting reconvened at 8:14 p.m.

On a motion made by Mr. Shaver, seconded by Ms. Marcinko, Council approved Mr. Brown's resignation as Borough Manager effective on April 13, 2012.

Mr. Brown – requested approval to sell the Borough's 1992 Ford ambulance to the Steelton Ambulance Association for \$1. Mr. Wion will create Resolution 2012-R-13 to

transfer ownership of the ambulance for one dollar (\$1.00). A motion was made by Mr. Shaver to approve Resolution 2012-R-13, seconded by Ms. Marcinko and approved unanimously by all present.

AUDIENCE PARTICIPATION: No further audience participation was offered.

COUNCIL'S CONCERNS:

- Ms. House: Expressed concern by Shirley's Closet that the Veterans Appreciation Parade falls on the Saturday before Mother's Day and could impact business.
- Mr. Wright: Asked residents to be patient with the Borough and said he hopes all issues in the Borough are being promptly addressed
- Mr. Shaver
- Mr. Albert
- Mr. Spencer
- Dr. Szada
- Ms. Marcinko: Announced an additional \$16,000 in PetSmart grants for the Steelton Borough Community Cats

ADJOURNMENT:

There being no other business before Council, on a motion by Mr. Shaver, seconded by Ms. Marcinko, the meeting adjourned at 8:35 p.m.

Respectfully submitted,

Douglas E. Brown
Borough Manager

**AGENDA
BOROUGH OF STEELTON
April 2, 2012**

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

PUBLIC COMMENT: Agenda items only

COMMUNICATION:

Dauphin County Treasurer's Office

Letter notifying municipalities of a dog license database maintained by their office and details to be shared with residents. Ms. Sosnowski placed sign on bulletin board at Borough building and will include in May Newsletter

Noraziza, LLC

Letter requesting relief of 10% tax penalties from two properties purchased recently (total=\$297.11)

NEW BUSINESS:

Douglas E. Brown

Certificates of Completion at HACC's "Delmar Hazardous Materials Operations Level Refresher" course by:

Scott E. Spangler, Dennis M. Basonic, Joseph Conjar, David M. Crawford, Tommy Cuckovic, Troy P. Elhajj, Arthur G. Etnoyer Jr., John N. King, Kevin P. Martin, David M. McCahan, Anthony J. Minium, Scott T. Rupert, William J. Shaub, Jr., Kathy A. Miller-Zivanovich, Luz E. Pabon, and Nathan C. Seymore

Janine Park

Presenting Tri-County Planning Commission Education and Training Program

Deborah Roy

Issue Regarding No Parking Zone

AGENDA
BOROUGH OF STEELTON
April 2, 2012
Page 2

Mr. David Wion

Presenting Resolution 2012-R-14 appointing Rosemarie L. Paul as Assistant Secretary (in addition to her previous appointment as Assistant Treasurer)

Mr. David Wion

Presenting Resolution 2012-R-15 correcting the measurements of the special purpose parking zone at 529 Lincoln St. for Carl M. Johnson, Sr. (This repeals Resolution 2012-R-12)

Mr. David Wion

Presenting Resolutions 2012-R-16 through 2012-R-18 eliminating special purpose parking spaces:

(16) 329 Swatara St. (John R. Henny)

(17) 524 Spruce St. (John P. Lagyak, Jr.)

(18) 443 Lincoln St. (Johnnie Mae Washington-Jackson)

OTHER BUSINESS:

Douglas E. Brown

Request an Executive Session to discuss personnel matters, land acquisition and potential litigation issues.

Steve Shaver, Councilman

Presenting Personnel Committee Recommendation to Appoint Sara Gellatly as Borough Manager Effective April 13, 2012.

AUDIENCE PARTICIPATION

COUNCIL'S CONCERNS

ADJOURNMENT

The regular monthly meeting was called to order at 6:30pm. by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Stephen Shaver
Jeffery Wright
Michael Albert
Maria Marcinko
MaryJo Szada
Raymond Spencer

Absent:

Denae House

Mayor Thomas Acri
David A. Wion, Solicitor
Douglas E. Brown, Borough Manager
Kathy I. Sosnowski, Executive Assistant

APPROVAL OF MINUTES:

On a motion made by Ms. Marcinko, seconded by Mr. Albert, Council Members present voted unanimously to approve the minutes from March 19, 2012, as presented.

PUBLIC COMMENT: None.

COMMUNICATION:

Dauphin County Treasurer's Office sent a letter informing us of their dog license database and other information about applying for a new license. Ms. Marcinko wanted to make sure the Police Department was aware of this; Chief Spangler confirmed that they also received this letter.

Noraziza, LLC sent a letter requesting relief of 10% tax penalties on two properties. Mr. Shaver stated that the Borough's municipal portion is \$49.28 for 745 S. Front St. and \$41.02 for 116 Franklin St. for a total of \$90.30; no relief was approved due to the solicitor's opinion that Dauphin County has jurisdiction over the matter. They will have to contact the County to discuss the penalties.

NEW BUSINESS:

Mr. Brown presented certificates of completion at HACC's "Delmar Hazardous Materials Operations Level Refresher" course for Chief Spangler, Officer Basonic, Officer Conjar, Sgt. Crawford, Officer Cuckovic, Officer Elhadj, Officer Etnoyer, Sgt. King, Officer Martin, Officer McCahan, Officer Minium, Officer Rupert, Officer Shaub, Officer Nathan Seymore, Luz Pabon and Kathy Zivanovich.

A motion was made by Mr. Shaver to approve placing the certificates in each employee's file, seconded by Mr. Albert and approved unanimously by all present.

NEW BUSINESS, CONT:

Janine Park presented information on the Tri-County Regional Planning Commission's new Education and Training Program. Currently scheduled programs are for Zoning Hearing Board orientation, subdivision and land development review, and a course on community planning. She also invited Borough staff to complete a needs survey online at <https://www.surveymonkey.com/s/needs1>.

Deborah Roy, 137 Lincoln Street – indicated that she has parked in the back of her home near the neighbor's garage for at least 10 years. She requested that we change the current sign "No Parking Anytime" to "No Parking Here to Corner".

Mayor Acri reminded her that the "No Parking Anytime" sign approval went through Borough Council. Even if Council would change the rule she would still not have exclusive rights to that space; anyone could legally park there.

Ms. Roy was also concerned that the alley has not been properly maintained; she and neighbors fix potholes and cut back weeds, and her son plows snow in winter. Mr. Shaver will inform the Public Works Committee of these issues.

Ms. Roy also stated that most of her neighbors have made off-street parking in their yards or own garages. Mr. Shaver said an aerial photo he saw at a Police Committee meeting indicated that this is true. Ms. Marcinko asked if she had a car in her yard; she stated that she does have a car in the yard which is insured and registered, but not inspected. Mr. Shaver suggested that she dump stone to make an off-street space that would be totally legal.

Finally, Mr. Shaver said NEDC could look into the matter; Mr. Wion said a traffic study could be requested to change the signage in the alley. We will have to check with the Zoning Board regarding off-street parking ordinances.

Mr. Wion presented Resolution 2012-R-14 appointing Rosemarie L. Paul as Assistant Secretary (in addition to her previous appointment as Assistant Treasurer). A motion was made by Ms. Marcinko to approve Resolution 2012-R-14, seconded by Mr. Albert and approved unanimously by all present.

Mr. Wion presented Resolution 2012-R-15 correcting the measurements of the parking space at 529 Lincoln St. for Carl Johnson. A motion was made by Mr. Albert to approve Resolution 2012-R-15, seconded by Mr. Spencer and approved unanimously by all present.

Mr. Wion presented Resolutions 2012-R-16 through 18 for eliminating parking spaces:

Resolution 2012-R-16 is to remove the space at 329 Swatara St. (John R. Henny). A motion was made by Mr. Albert to approve the resolution, seconded by Ms. Marcinko and approved unanimously by all present.

Resolution 2012-R-17 is to remove the space at 524 Spruce St. (John P. Lagyak, Jr). A motion was made by Mr. Albert to approve the resolution, seconded by Mr. Spencer and approved unanimously by all present.

Resolution 2012-R-18 is to remove the space at 443 Lincoln St. (Johnnie Mae Washington-Jackson). A motion was made by Mr. Albert to approve the resolution, seconded by Mr. Spencer and approved unanimously by all present.

COUNCIL'S CONCERNS:

Mr. Shaver wished everyone a Happy Easter and Happy Passover.

Mr. Albert wished everyone a Happy Easter and informed Council that the recent basketball tournament was a success.

Mr. Wright wished everyone a Happy Easter and thanked all for coming tonight.

Ms. Marcinko informed Council that the SBCC spayed/neutered 45 cats at the last clinic.

Mayor Acri informed everyone that the American Heart Association, Arcelor Mittal and RJ Harris of WHP580 are sponsoring a walkathon on Wednesday, April 4, 2012 starting at Noon from Swatara Street to Chambers Street and back to the Arcelor Mittal parking lot for refreshments.

Also, there will be a Community Cleanup Day on May 5th starting at 8am sponsored by the VFW Post 710 Boy Scouts and the AME Church Cub Scouts. The cleanup groups will form at Steelton Highspire Elementary School.

On motion by Mr. Shaver, seconded by Mr. Albert, the Council meeting recessed into executive session at 7:05pm to discuss personnel matters, land acquisition and potential litigation.

On a motion by Mr. Albert, seconded by Ms. Marcinko, the Council meeting reconvened at 7:49 p.m.

A motion was made by Mr. Shaver to hire Sara Gellatly as Borough Manager effective April 6, 2012 at a salary of \$55,000 with benefits. The motion was seconded by Mr. Albert and approved unanimously by all present.

Mr. Shaver presented Resolution 2012-R-19 to appoint Sara Gellatly as Secretary/Treasurer effective April 14, 2012. The motion was seconded by Mr. Albert and approved unanimously by all present.

Council went into executive session again at 7:54pm.

On a motion by Ms. Marcinko, seconded by Mr. Albert the regular Council meeting reconvened again at 8:17pm.

Mr. Shaver made a motion to hire Kathy Zivanovich, as Parking Enforcement Officer, at her current rate with benefits, seconded by Mr. Albert and approved unanimously by all present.

Mr. Shaver made a motion to accept the Wholesale Sewer Rate Review proposal of AUS dated March 19, 2012, for Phases I and II only at a total estimated cost to the group of \$32,000 to \$41,500 for the two phases, such action conditioned upon similar action being taken by all of the other Suburban Municipalities which are participating in the Harrisburg Sewer Rate litigation. The motion was seconded by Mr. Albert and approved by all present.

Mr. Shaver made a motion to authorize staff to pay our City Sewer charges at the rate of \$42.03 per quarter per residential EDU and \$2.586 per 1,000 gallons for non-residential flows, or such other rate as may be recommended by Special Counsel, such action conditioned upon similar action being taken by all of the other Suburban Municipalities which are participating in the Harrisburg Sewer Rate litigation.

Council then recognized that this was Mr. Brown's last meeting and thanked him for his hard work over the last year. They also welcomed Ms. Gellatly aboard.

ADJOURNMENT:

There being no other business before Council, on a motion by Dr. Szada, seconded by Mr. Shaver, the meeting adjourned at 8:31 p.m.

Respectfully submitted,

Sara Gellatly
Borough Manager

Kathy I. Sosnowski
Executive Assistant

**AGENDA
BOROUGH OF STEELTON
APRIL 16, 2012**

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

EXECUTIVE SESSION HELD BETWEEN MEETINGS

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

APPROVAL OF DEPARTMENT REPORTS:

**Neighborhood & Economic Development
Fire and Ambulance
Personnel
Police
Public Works
Code Enforcement
Mayor's Report (Mayor Acri)**

PUBLIC COMMENT: Agenda items only

COMMUNICATION:

HRG	Summary of Engineering Activities of March 16, 2012 – April 9, 2012
Steelton-Highspire School Board	Minutes from February 6, 2012 and February 16, 2012 Meeting
The Three Church Fellowship	Letter thanking the Council for their support of their 2nd Annual Back to School Block Party
Borough of Steelton Planning Commission	Letter with approval of Flood Plain Management Ordinance, Amendment to the Zoning Ordinance; Amendments to the Building Construction Standards as well as the Electrical Standards Commission.

**AGENDA
BOROUGH OF STEELTON
APRIL 16, 2012**

UNFINISHED BUSINESS:

Mark Spatz, Herbert, Rowland and Grubic	Approval of Adams Street Subdivision/Land Development Plan
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NEW BUSINESS:

Sylvie Zell	Discussion of Premises Identification of Code Amendment
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Sylvie Zell	Discussion of Tenant Landlord Residency
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Sara Gellatly	Issue Regarding Parking behind 137 Lincoln Street (Deborah Roy)
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OTHER BUSINESS:

Sara Gellatly	Request an Executive Session to discuss personnel matters, land acquisition potential litigation issues.
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AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

ADJOURNMENT:

The regular monthly meeting was called to order at 6:30p.m. by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Stephen Shaver
Jeffery Wright
Michael Albert
Maria Marcinko
Raymond Spencer
Denae House

Absent:

MaryJo Szada

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager
Kathy I. Sosnowski, Executive Assistant

APPROVAL OF MINUTES:

On a motion made by Mr. Albert, seconded by Mr. Spencer, Council Members present voted unanimously to approve the minutes from April 2, 2012, as presented.

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

A motion was made by Ms. Marcinko to approve schedules of billings, requisitions and change orders, seconded by Mr. Albert and approved unanimously by all present.

APPROVAL OF DEPARTMENT REPORTS:

A motion was made by Mr. Albert to approve department reports, seconded by Mr. Shaver and approved unanimously by all present. There were no questions or concerns.

Neighborhood & Economic Development
Fire & Ambulance
Personnel
Police
Public Works
Code Enforcement
Mayor's Report

PUBLIC COMMENT: Agenda Items Only

None.

COMMUNICATION:

Herbert, Rowland and Grubic (HRG) sent a letter with the summary of engineering activities for 3/16/12-4/9/12.

Steelton-Highspire School District sent copies of the minutes from their 2/6/12 and 2/16/12 meetings.

The Three Church Fellowship sent a thank you letter for Council's support of their 2nd annual "Back to School" Block Party on August 13, 2011.

The Steelton Borough Planning Commission and the Dauphin County Planning Commission sent letters with approval of the Flood Plain Management Ordinance; amendment of the Zoning Ordinance, amendments to the Building Construction Standards as well as the Electrical Standards Commission.

UNFINISHED BUSINESS:

Mr. Mark Spatz, HRG gave a PowerPoint presentation of the Adams Street Subdivision/Land Development Plan which highlighted some of the details of the plan, such as the location of ten (10) town homes, each with a driveway, an 8-foot wide sidewalk, a storm drain line behind each property, a lamppost and a tree. Mr. Wion reminded Council of the criteria in the Memo of Understanding with the Dauphin County Redevelopment Authority that states: the Adams Street properties are not a leasehold; each home must be occupied by the owner. He also indicated that the word "Contractor" should read "Developer"; the Borough is the developer of this plan but any contractor who purchases the tract must understand that the contractor will be responsible financially for providing public improvements required by the plan. Finally, six (6) waivers were requested:

Waiver #1 - Relief from preliminary plan requirements – a motion was made by Mr. Shaver to approve waiver #1, seconded by Mr. Albert and approved unanimously by all present.

Waiver #2 – Relief from residential density – a motion was made by Mr. Shaver to approve waiver #2, seconded by Mr. Albert and approved unanimously by all present.

Waiver #3 – Relief from sidewalk placement orientation – a motion was made by Mr. Spencer to approve waiver #3, seconded by Mr. Albert and approved unanimously by all present.

Waiver #4 – Relief from 2' limiting zone for infiltration – a motion was made by Mr. Albert to approve waiver #4, seconded by Ms. Marcinko and approved unanimously by all present.

Waiver #5 – Relief from improvement guarantee – a motion was made by Mr. Albert to approve waiver #5, seconded by Mr. Spencer and approved unanimously by all present.

Waiver #6 – Relief from sewage planning – a motion was made by Mr. Albert to approve waiver #6, seconded by Mr. Shaver and approved unanimously by all present.

Mr. Wion indicated that variances were granted previously by the Zoning Hearing Board for a 30-foot frontage and 12-foot minimum driveway separation; it was confirmed that the both the Steelton and County Planning Commissions had sent letters to Council recommending and commenting on the plan. At Mr. Wion's request, Mr. Spatz confirmed that a storm water management report was provided.

Mr. Spatz reminded Council that when the retaining wall was built, we were informed that draining groundwater would be necessary from underneath the wall, not behind it. When Mr. Spencer asked if the line had been installed, Mr. Spatz said that the Borough was looking for possible grant funds to provide for the installation. Mr. Spencer also said he thought that the expense of the installation of the drainage line (\$100,000-\$130,000) should be the responsibility of the developer.

There was some discussion regarding the size and type of the grates to be installed in the rear yard behind each property. The ordinance requires them to be concrete, made with 18" pipe and be bicycle-safe.

Ms. Marcinko voiced her concern about the water lying in that area. Mr. Cichy indicated Borough employees exposed two pipes on the lower side and hooked them up to a drain extended to the roadway. He also stated that Jones Alley's existing sanitary sewer line was intercepted at Daron and Jones Alley.

Ms. Marcinko then asked if the sanitary sewer line at Jones Alley would service homes at the site; Mr. Cichy noted that it would not because the sewer lines were redirected to the front of the land.

Reverend Darryl Taylor of New Jerusalem Church at 219 Locust St. questioned why when Mr. Spencer asked for a recommendation; only one type of drain was shown. Mr. Spatz then showed other pipe and grate options; the first one shown was standard size and bolted down. Mr. Spatz confirmed Mr. Spencer's question that someone would be able to get down into the pipeline if necessary. Mr. Taylor asked if this would be done with tax dollars; he was informed that grant money would be used to fund the project.

Mr. Shaver indicated that he would rather have a larger grate for worker safety. Mr. Spatz said that the ordinance requires drainage in each yard. Ms. Marcinko stated that family and worker safety should be the main concern in the families' yards.

Mr. Emuel Powell of 321 Lebanon St. asked if Daron Alley has been abandoned; he was told it is abandoned but the walking path is still there. He also asked if Daron Alley to 2nd St. has been vacated; it has. He also voiced his concern with the water draining onto

Adams St. Ms. Marcinko asked if there have historically been problems; Mr. Powell said that none of the older houses had basements and AME Church put sump pumps in their basement.

Finally, Mr. Albert made a motion to approve the Adams Street Land Development Plan as presented, seconded by Mr. Shaver and approved unanimously by all present.

NEW BUSINESS:

Ms. Sylvie Zell requested an amendment to the ordinance for the Premises Identification Section of the Code Amendment to require address numbers be placed in the front and rear of each property. The previous ordinance only required the number on the front of the property. A motion was made by Mr. Shaver to amend the ordinance, seconded by Mr. Albert and approved unanimously by all present. Ms. House asked how soon residents would be fined for not having the numbers in the rear of their properties and the fact that they may not have the finances or strength. Ms. Marcinko reminded everyone of fire and ambulance concerns. Mr. Wright asked that we come up with a timeframe to follow to give residents a chance to purchase numbers and find someone to put them up. He also requested that office staff put a reminder in the May newsletter. Mr. Shaver then clarified that homes are required to have numbers in both places as long as there are streets in both the front and rear of the property.

Ms. Zell updated Council on the progress of sending out Landlord/Tenant renewal letters. Nicole Salov has send first notices to all landlords and has started sending out second notices this week. Mr. Acri confirmed the problem that if landlords do not file these forms, those tenants do not pay taxes. There is also a safety issue; the Fire Department needs to know how many people are in each building in case of an emergency – especially children. The cost is only \$5.00 per unit (effective 11/15/10). Finally, Ms. Zell pointed out another possible problem: if a landlord takes the issue to the District Justice’s office, someone from the Borough office must attend the hearing. Mr. Wright then tabled the issue and sent it to committee.

Ms. Gellatly corrected the issue regarding Deborah Roy parking behind 137 Lincoln St. Mr. Shaver incorrectly told Ms. Roy that she could put stone down; Ms. Zell said the area must be paved in case of an oil leak, etc. Ms. Marcinko also said the Borough should uphold the traffic study and not put a “No Parking Here to Corner” sign in the alley.

The office staff will prepare a letter to Ms. Roy with an explanation and a copy of the appropriate ordinance.

AUDIENCE PARTICIPATION:

Matt Cichy, HRG requested Penn Vest Reimbursement Request #19 in the amount of \$6,541.00. A motion was made by Ms. Marcinko to approve reimbursement request #19, seconded by Mr. Albert and approved unanimously by all present.

Mr. Powell was concerned that the contractor of the Adams Street Project seems to be the only one who knows what's going on – he commented that the turnpike was built faster than this! Mr. Shaver answered that the project is moving forward and is being turned over to the Dauphin County Redevelopment Authority who will have more leeway with bidding and other matters.

COUNCIL'S CONCERNS:

Ms. House – none.

Mr. Shaver – none.

Mr. Albert – none.

Mr. Spencer – none.

Ms. Marcinko – received a letter regarding the special purpose handicapped spaces on Locust Street. The writer complained that the residents of 331 and 337 Locust Street aren't following the guidelines of the Borough. Ms. Marcinko stated that we should have the ability to adjust procedures. This item will be placed on the next NEDC agenda.

On motion by Mr. Albert, seconded by Mr. Shaver, the Council meeting recessed into executive session at 7:59p.m. to discuss personnel matters, land acquisition and potential litigation.

The Council meeting reconvened at 8:25 p.m.

ADJOURNMENT:

There being no other business before Council, on a motion by Mr. Shaver, seconded by Mr. Spencer, the meeting adjourned at 8:30 p.m.

Respectfully submitted,

Sara Gellatly
Borough Manager

Kathy I. Sosnowski
Executive Assistant

**AGENDA
BOROUGH OF STEELTON
May 7, 2012**

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

PUBLIC COMMENT: Agenda items only

COMMUNICATION:

Steelton-Highspire School Board

**Minutes from March 12, 2012 and
March 22, 2012 meetings.**

Police Department

**Letter stating they have examined
the recommendations from HRG
in reference to the area around
Felton Lofts and feel it is not in the
best interest of the Borough to
make these recommendations.**

Evolution Media and Lifetime Television

**Evolution Media is filming a
'Prom' documentary profiling
local high school students and
documenting their journey for
prom queen.**

UNFINISHED BUSINESS:

Mr. Wion

**Approval of Memorandum of
Understanding with the
Redevelopment Authority of the
County of Dauphin for Adams
Street Project.**

**Resolution 2012-R-X – Approving
the sale of Adams Street lots 1,3-
11.**

Sara Gellatly

Discussion on Mr. Selvig regarding the Handicap/Reserved Parking spot.

Sara Gellatly

Discussion on 331 Locust Street regarding the Handicap/Reserved Parking spot.

NEW BUSINESS:

Dennis Heefner

Report from the Associations of Councils of Governments

Maria Marcinko

Report on Steelton Borough Community Cats

Sara Gellatly

Approval of the Steelton Fire Department's Boot Drive for Friday, May 11 from 3-7pm on Front and Locust Streets.

Sara Gellatly

Discussion of revision to the Borough's Cell Phone Policy.

OTHER BUSINESS:

Sara Gellatly

Executive Session (if necessary)

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

UPCOMING EVENTS:

Sara Gellatly

**Saturday, May 12 at 2pm
Steelton Borough Veterans
Appreciation Parade**

Sara Gellatly

**Tuesday, May 15 at 1:30pm
Felton Lofts Grand
Opening**

ADJOURNMENT:

The regular monthly meeting was called to order at 6:32p.m. by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Stephen Shaver
Jeffery Wright
Michael Albert
Maria Marcinko
MaryJo Szada
Raymond Spencer
Denae House

Absent:

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager
Kathy I. Sosnowski, Executive Assistant

APPROVAL OF MINUTES:

On a motion made by Mr. Albert, seconded by Mr. Spencer, Council Members present voted unanimously to approve the minutes from April 16, 2012, as presented.

PUBLIC COMMENT: Agenda Items Only. None.

COMMUNICATION:

Steelton-Highspire School Board sent their minutes from the 3/12/12 and 3/22/12 meetings. Mr. Shaver questioned why they were still waiting on the sale of Real Estate Tax Delinquents in March.

The Steelton Police Department sent a letter recommending no street layout changes around Felton Lofts.

Evolution Media & Lifetime TV sent a notice of the upcoming filming of a 'Prom' documentary. Filming will be from May 11 to May 25, focusing on three to five female high school students and their mothers, as they prepare for and attend their high school prom.

UNFINISHED BUSINESS:

Mr. Wion - After the April 16th meeting, the culmination of all the work done by previous councils, staff and engineers in regard to the Adams St. subdivision and land development plan – that project being the acquisition of 16 parcels of land on Adams St. between the AME Church and Daron Alley which were all acquired and then a subdivision plan which you approved last week creating a 10-lot subdivision and land development for 10 town homes was approved as it has been conceptually envisioned. Now that the plan has been approved and will shortly be recorded, the Borough's intent, arrangements and discussing over the last year or two has been that the Dauphin County Redevelopment Authority (DCRA) would acquire the property via transfer of deed from the Borough, then put out requests for proposals from developers to actually develop the townhouse project.

The understanding between the Borough and the DCRA is set forth in the Memorandum of Understanding (MOU) between the two entities which is and will be dated as of this evening. The MOU recognizes some of what has just been described and indicates that we have gotten the subdivision and land development process completed and provides for a deed (which has been developed and is now in the form that will be used describing each of the 10 lots) and the other criteria and restrictions and easements that will be conveyed and to which each of the 10 lots will be subject.

The Criteria are an exhibit to the MOU. The MOU then indicates that the Redevelopment Authority will go out with their RFP's for site development and use the site criteria that are both in the plan which you may recall me describing at the last meeting but also in the MOU.

The RDA will then proceed to select a developer who is willing to pay the highest amount to develop this townhouse project. The Borough (and it's important for Council to understand) under the MOU remains responsible during the project for certain portions of it. The Borough must perform the work necessary to maintain the site, must reimburse the DCRA for insurance that's going to have to be carried on the property while the Authority owns the property; pay the taxes, fees and other charges for maintenance, pay for new streetscaping including the sidewalks and perhaps the street lighting and curbing. Once that is done and the lots are being sold through DCRA or the developer, the proceeds, which will not be less than \$8,000 per lot or \$80,000 total will be distributed first to the cost of the sale and second to the DCRA costs (including professional fees, attorneys fees, engineering fees, advertising costs and postage) and thirdly, \$5,000 per building for two buildings or \$10,000 will be taken for DCRA administrative fees and the balance of the amounts received will be returned basically to the CDBG funding source that the Borough has used to acquire the properties and demolish the properties. It is anticipated (although it's not mentioned in the MOU) that the Borough will be able to utilize those fees for continued Adams St. project acquisition matters. I've taken some time to describe what is in the MOU because I think the record ought to reflect those matters and the relationship between the Borough DCRA so that Council is clear on what the MOU that has been discussed over the last perhaps year or so really contains.

Are there any questions on the MOU or deed?

Mr. Albert made a motion to approve the MOU that Council and the Borough enter into with DCRA dated May 7, 2012.

In further implementing the MOU, Resolution 2012-R-20 actually authorizes the transfer of the 10 lots, i.e., 1, 3, 4, 5, 6, 7, 8, 9, 10 and 11. Lot #2 is actually what was acquired as 2 lots on Ridge St. and they're the upper portion that comes down to what was vacated Jones Alley. That's why the lots are listed as they are. The Resolution recognizes that the blight report for the Adams St. area was received and prepared by the Borough, actually back in around 2003, the Borough prepared and adopted the final subdivision plan which I have just discussed with you and then recognizes that we are implementing the MOU which you just approved. The Resolution then indicates that you are resolving that those lots as I've just described them are to be transferred pursuant to the MOU and that the President be authorized to execute the deed to effectuate the transfer and that the Borough do all the other necessary items to effectuate the intent of the Resolution. On a motion by Mr. Shaver, seconded by Ms. Marcinko, Resolution 2012-R-20 was approved unanimously.

Ms. Gellatly reviewed the situation surrounding Mr. Selvig's request for a Handicap/Reserved Parking Spot. Mr. Wright said that since the issue has already been put before NEDC, it should be put to rest. Another traffic study was done, but we are still not able to provide the spot because there are already two other spaces on that block. Ms. Gellatly reminded council that they could ignore the formula and provide the spot; no decision was made. Ms. Sosnowski also added that the sign at 634 S. 2nd St. was not created by Borough staff, the license plate is not a "PD" plate, the letters are green and it's not the correct color. Mr. Wright said that the sign should be removed.

Ms. Gellatly informed Council that the vehicle at 331 Locust St. has been in the correct space 10 out of 10 times when the Parking Enforcement Officer checked. Mr. Wright directed the issue to NEDC.

NEW BUSINESS:

Mr. Dennis Heefner, 337 Swatara St. read his report from the Associations of Councils of Governments meeting. The FIOS franchise fees are based on population; Steelton's fee is \$3,700; others' fees are as high as \$5,600. Cohen Seglias stated that they need 20 municipalities involved to investigate cost comparisons; Mr. Heefner said Comcast vs. Verizon costs are \$4,500 to \$6,500. Mr. Shaver said we should reach out to Government Relations to check on the issue; both he and Dr. Szada believe this will be too expensive and we wouldn't get our money back. Mr. Wion stated it will be hard to make an assessment (in the example they are only giving \$1.50 for a \$2.00 charge). Finally, Mr. Heefner suggested an investigation to make sure everyone pays their fair share.

Ms. Gellatly requested approval of the Fire Department's Boot Drive for 5/11 from 3:00-7:00pm on Front and Locust Sts. (for the Jarmuzek Fund). Mr. Shaver indicated that this will be the last drive to provide money for the medical bills of the girl killed in Swatara Township.

A motion was made to approve the Boot Drive request by Mr. Shaver, seconded by Mr. Albert and approved unanimously.

Ms. Gellatly presented a revision to the Borough's Cellular Phone policy. Mr. Shaver added that at least one employee was upset by extra charges using the old policy. The Personnel Committee has already reviewed the new policy and will back it up. A motion was made to accept the policy by Mr. Shaver, seconded by Mr. Albert and approved unanimously.

OTHER BUSINESS:

Ms. Gellatly informed Council that an Executive Session is needed. Mr. Wion requested that we be more specific of what will be discussed: personnel matters, pending litigation or land acquisition matters.

AUDIENCE PARTICIPATION: None.

COUNCIL'S CONCERNS:

Ms. House – referring to the minutes that were approved before she arrived, she mentioned that when she voiced her concern about folks putting their address numbers, she was referring to senior citizens.

Ms. Marcinko - None.

Mr. Shaver – None.

Mr. Albert – None.

Mr. Spencer – None.

Dr. Szada – None.

Mr. Wright – There is a ceremony at Midland Cemetery May 26th at 1:00pm.

Mayor Acri – Front St will be closed at Mohn St. at noon on Saturday.

UPCOMING EVENTS:

Sara Gellatly – Veterans Appreciation Parade is on Saturday, May 12 at 2p.m.

Sara Gellatly – Felton Lofts Grand Opening is Tuesday, May 15 at 1:30p.m.

On motion by Mr. Shaver, seconded by Mr. Albert, the Council meeting recessed into executive session at 7:08pm.

The Council meeting reconvened at 7:44p.m. on a motion made by Mr. Shaver, seconded by Mr. Albert.

The relocation of the Borough office to the third floor was discussed. A motion was made by Mr. Albert to approve the plan, seconded by Mr. Shaver. “Nay” votes were cast by Ms. House and Dr. Szada.

A motion was made by Mr. Shaver, seconded by Mr. Albert to send a letter to Teddy Cleckner notifying him of his 5-day suspension without pay.

ADJOURNMENT:

There being no other business before Council, on a motion by Mr. Albert, seconded by Mr. Shaver, the meeting adjourned at 7:57 p.m.

Respectfully submitted,

Sara Gellatly
Borough Manager

Kathy I. Sosnowski
Executive Assistant

**AGENDA
BOROUGH OF STEELTON
May 21, 2012**

CALL REGULAR SESSION OF COUNCIL TO ORDER: Chairman Pro-Tem Michael Albert with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

COMMUNICATION:

HRG **Summary of Engineering Activities of
April 9, 2012 through May 14, 2012**

6:40 PM Recess into Public Hearing: Solicitor Wion

PUBLIC HEARING for the Flood Plain Management Ordinance and Amending the Zoning Ordinance regarding Flood Plain Districts

Reconvene to Regular Session

NEW BUSINESS:

Mr. Wion – Presenting Ordinance No. 2012-5 amending the code of the Borough of Steelton by adding a chapter entitled “Flood Plain Management”.

Mr. Wion – Presenting Ordinance No. 2012-6 amending the code of the Borough of Steelton, Chapter 120 “Zoning” regarding “Flood Plain Management Districts”.

Mr. Wion – Presenting Ordinance No. 2012-7 amending the code of the Borough of Steelton, Chapter 44 “Building Construction” regarding “Flood Damage Control” and “Electrical Standards” and “Flood Control Regulations”.

AUDIENCE PARTICIPATION:

COUNCIL’S CONCERNS:

ADJOURNMENT:

The regular meeting of Council was called to order at 6:30 p.m. by Chairman Pro-Tem Michael Albert, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Michael Albert
Maria Marcinko
Raymond Spencer
Denae House

Absent:

Jeffery Wright
Stephen Shaver
MaryJo Szada

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager
Kathy I. Sosnowski, Executive Assistant

APPROVAL OF MINUTES:

On a motion made by Ms. Marcinko, seconded by Ms. House, Council Members present voted unanimously to approve the minutes from May 7, 2012, as presented.

COMMUNICATION:

Herbert, Rowland & Grubic sent a letter with the summary of engineering activities for April 9, 2012 through May 14, 2012.

AUDIENCE PARTICIPATION:

Jerome Chisholm, 510 St. Mary's Drive was concerned that his water bill has been estimated for the past year, and has doubled since last year. His meter was checked on May 16, 2012 and no leaks were discovered. He lives by himself and yet the usage has doubled. Mayor Acri questioned whether there was a meter outside; Mr. Chisholm said there was not. His usage went from 5,000 gallons to 11,000 gallons. The mayor stated that he would check with the utility billing clerk as to why billing was estimated and no actual meter reading has been taken.

Chairman Albert then recessed the regular meeting for a public hearing at 6:40pm.

Solicitor Wion made the following presentation – Please see the please see the attached two-page introduction.

PUBLIC HEARING for the Floor Plain Management Ordinance and Amending the Zoning Ordinance regarding Flood Plain Districts.

There were no public comments.

Regular session reconvened at 6:48pm.

NEW BUSINESS:

Mr. Wion – presented Ordinance No. 2012-5 amending the Code of the Borough of Steelton by adding a new Chapter 60 entitled “Flood Plain Management”.

A motion was made by Mr. Spencer to approve Ordinance No. 2012-5, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Wion – presented Ordinance No. 2012-6 amending the Code of the Borough of Steelton by elimination of specified flood related definitions and incorporating the latest officially issued federal flood plain mapping to create a new Article VI entitled “Flood Plain Management Districts”.

A motion was made by Mr. Spencer to approve Ordinance No. 2012-6, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Wion – presented Ordinance No. 2012-7 amending the Code of the Borough of Steelton, Chapter 44 “Building Construction”, §44-5 “Flood Damage Control”, and Chapter 54 “Electrical Standards”, §54-4 “Flood Control Regulations” to refer these Chapter Sections to Chapter 60 “Flood Plain Management”.

A motion was made by Ms. Marcinko to approve Ordinance No. 2012-7, seconded by Ms. House and approved unanimously by all present.

AUDIENCE PARTICIPATION:

Brandon Marsico, 230 Pine St. questioned his recent utility bill of \$1,900 with 84,000 gallons of usage. He was referred to the next Water Authority meeting.

Mr. Marsico also cited Noise Ordinance 75-4 in his concern for the noise levels at the Spanish church across the street from his home – they have services five nights a week from 8:00pm until 10:30pm, which sometimes include the beating of drums that scares his two dogs. He stated that Officers Shaub, Etnoyer and previously Fry were aware of this problem. Apparently there are also minors (under 10 years old) running amok after

the services. Ms. Marcinko suggested checking into the noise ordinance and creating a log of dates and times of non-compliance.

Mr. Marsico's last issue was parking in the area surrounding his home. At the intersection of Mulberry Alley and School Alley there is a "No Parking Here to Corner" sign and the curb is yellow. There is however, room for one vehicle to park behind that space; he has received tickets twice for parking in the correct place. Also, at St. John's Church (3rd & Pine Sts.) there is a "Pastor Parking Only" sign, but there are two spaces there. He still receives tickets for parking in the legal spot.

Mr. Spencer stated that the Police Chief is aware of this situation. Mayor Acri indicated that he will talk to the Chief about the matter.

Emuel Powell, 321 Lebanon St. stated that he is concerned with speed limit enforcement in the area of Bessemer and Lebanon Sts. He asked if more signs could be installed – either "Stop" signs or "Watch Children" signs. With summer approaching, more children will be playing outside and crossing streets to get to nearby playgrounds.

Ms. Marcinko replied that she has the same concerns, but cites lack of parental guidance. In fact she recently pulled a child off Front St. to avoid the child being hit and *got yelled at by the parent!*

Pauline Douglas of Bessemer St. asked if a "Stop" sign could be installed coming up Bessemer St. but covered during the winter months. She was told that it is not legal to cover a sign at any time.

Ms. House thanked both residents for their concern.

Jerome Chisholm of St. Mary's Drive came forward again. This time his concern was that a neighbor is letting his dog do his business on anyone's property – and without a leash. Mr. Albert asked if it was possible to take pictures; he responded that it mostly happens at night when photos are not possible. Ms. Marcinko asked if this happens at the same time each day; if it does he should contact the Police Department. The Mayor added that if he is letting the dog run without a leash, the Police should be called immediately.

COUNCIL'S CONCERNS:

Ms. House – Informed Council that the Lady Rollers car wash brought in \$610 for the team.

Mayor Acri – Thanked the entire Borough staff for their participation and work in preparing for and presenting the Steelton Veterans Appreciation Parade. He also informed Council that on Tuesday, August 7th our “National Night Out” will be held at the fire house starting at 6:00 p.m.

Ms. Marcinko – Reminded the public that our phone numbers are on the Borough website; we don’t know of some problems unless residents tell us.

On motion by Ms. Marcinko, seconded by Mr. Spencer, the Council meeting recessed into executive session at 7:20 p.m. to discuss personnel matters.

The Council meeting reconvened at 7:35 p.m.

ADJOURNMENT:

There being no other business before Council, on a motion by Ms. Marcinko, seconded by Mr. Spencer, the meeting adjourned at 7:36 p.m.

Respectfully submitted,

Sara Gellatly
Borough Manager

Kathy I. Sosnowski
Executive Assistant

**AGENDA
BOROUGH OF STEELTON
June 4, 2012**

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

APPROVAL OF DEPARTMENT REPORTS:

**Neighborhood & Economic Development
Fire and Ambulance
Personnel
Police
Public Works
Code Enforcement
Mayor's Report (Mayor Acri)**

PUBLIC COMMENT: Agenda items only

COMMUNICATION:

Steelton-Highspire School Board

Minutes from April 10, 2012 and April 19, 2012 meetings.

Zelenkofske Axelrod LLC (ZA)

Management Representation Letter for the 2012 audit and 2012 Audit Report.

UNFINISHED BUSINESS:

Steve Shaver

Update on building maintenance at the Fire Station.

NEW BUSINESS:

Sara Gellatly

Discussion on 2013 CDBG Application.

AGENDA
BOROUGH OF STEELTON
June 4, 2012
Page 2

Maria Marcinko

Appointment of Barb Coates to the Steelton Foundation.

Mr. Wion

Resolution 2012-R-___ approving the reserved parking spot for the Fire Chief during Borough business hours.

Mr. Wion

Resolution 2012-R-___ approving Council President Jeffery Wight and Borough Manager Sara Gellatly as the authorized individuals on behalf of the Borough to sign the agreement between the Borough of Steelton and the Commonwealth of Pennsylvania Department of Transportation for the Transportation Enhancements Program.

Denae House

Discussion of road name change.

OTHER BUSINESS:

Sara Gellatly

Executive Session (if necessary)

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

ADJOURNMENT:

The regular monthly meeting was called to order at 6:29p.m. by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Stephen Shaver
Jeffery Wright
Michael Albert
Maria Marcinko
Raymond Spencer
Denae House

Absent:

MaryJo Szada
Mayor Thomas Acri

David A. Wion, Solicitor
Sara Gellatly, Borough Manager
Kathy I. Sosnowski, Executive Assistant

APPROVAL OF MINUTES:

On a motion made by Mr. Albert, seconded by Ms. Marcinko, Council Members present voted unanimously to approve the minutes from May 21, 2012, as presented.

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

A motion was made by Mr. Shaver to approve the schedules, seconded by Mr. Albert and approved unanimously by all present.

APPROVAL OF DEPARTMENT REPORTS:

A motion was made by Mr. Albert to approve the department reports, seconded by Mr. Spencer and approved unanimously by all present.

Neighborhood & Economic Development

Fire & Ambulance

Personnel – Mr. Shaver said an issue would be discussed in executive session.

Police

Public Works – Ms. Marcinko asked if Mr. Conjar and staff were going to work on the Locust St. steps. Ms. Gellatly stated that she talked to Mr. Conjar and they agreed to hold off until HRG is contacted.

Code Enforcement

Mayor's Report

PUBLIC COMMENT: Agenda Items Only

None.

COMMUNICATION:

Steel-High School Board sent the minutes from their 4/10/12 and 4/19/12 meetings.

Zelenkofske Axelrod LLC (ZA) sent a management representation letter for the 2012 audit and 2012 audit report.

UNFINISHED BUSINESS:

Steve Shaver updated Council on building maintenance at the fire station. At last night's Fire Committee meeting it was agreed that the sealant used on the second floor overhang (near the citizen entrance and 9/11 Memorial) did not work properly; they will ask Public Works to look at the overhang and see if they could do the repairs. They also discussed the ongoing problem of the floor leaning inside the building. HRG may have looked at it; there's a possibility that concrete could be pumped into the empty cavern below. A crack in the side wall of the firehouse can be repaired or caulked by the Public Works Department. There are still major problems with the amount of rainfall and water coming into the rear of the station. Since this would be a larger than normal expenditure, the engineers at HRG should look at the possibilities. Mr. Spencer asked if there was an estimate on potential repairs; Mr. Shaver stated that Public Works had looked at it and tried to fix some problems, but more needs to be done before mold and mildew set in.

NEW BUSINESS:

Sara Gellatly discussed the 2013 CDBG application. NEDC recommends that the 2013 CDBG grant applications be applied for in the following order:

- 1) codes enforcement salary funding
- 2) Adams St. (apply for the balance needed to potentially install the drainage system)
- 3) Front St. demolition of Borough owned properties

A motion was made by Mr. Albert to approve the application process, seconded by Ms. House and approved unanimously by all present.

Maria Marcinko recommended the appointment of Barbara Coates of the Steelton Senior Center to the Steelton Foundation.

A motion was made by Ms. Marcinko to approve the appointment, seconded by Ms. House and approved unanimously by all present.

Mr. Wion presented Resolution 2012-R-21 approving the reserved parking spot for the Fire Chief during Borough business hours (7:00am to 4:00pm) on Angle Alley near

Second St. facing Front St. This was recommended since the Property Maintenance Officer is also the Fire Chief and would make it more efficient if he should get a fire call while working in the office.

A motion was made by Mr. Albert to approve Resolution 2012-R-21, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Wion presented Resolution 2012-R-22 approving Jeffery Wright and Sara Gellatly as the authorized individuals on behalf of the Borough to sign the agreement between the Borough of Steelton and the Commonwealth of Pennsylvania Department of Transportation for the Transportation Enhancements Program.

A motion was made by Mr. Shaver to approve Resolution 2012-R-22, seconded by Mr. Albert and approved unanimously by all present.

Denae House initiated a discussion of the name change of Franklin St. to Major H. Winfield Way. Ms. Gellatly stated that the costs for signage, advertising, etc. to other businesses on Franklin St. would be unreasonable. Mr. Shaver suggested that Franklin Street from Front Street to Canal Alley (behind the funeral home) could be changed without affecting other businesses. The Tate/Winfield family was hoping the change could be made in time for Fathers' Day. Mr. Wright indicated that Council cannot act on this tonight and the issue will go to the NEDC for review. Mr. Shaver also stated that Front St. is a State highway and any changes would affect state maps and other literature. The family said that they were not agreeable to Franklin Street from Front Street to Canal Alley being renamed. The family also mentioned that there is no light from Sycamore St. in Harrisburg to Locust St. in Steelton, which makes Front St. look like a speedway at times. Mr. Shaver stated that the Borough would be responsible for maintenance of the intersection.

A motion was made to approve Resolution 2012-R-23 by Mr. Albert, seconded by Ms. House and approved unanimously by all present. This resolution renames only the portion of Franklin St. from Front St. to Canal Alley as Major H. Winfield Way.

OTHER BUSINESS:

Ms. Gellatly informed Council that an Executive Session is needed to discuss a personnel matter.

AUDIENCE PARTICIPATION:

Joe Albert, 228 Elm St. stated his concern about teenagers loitering in the area of Fourth and Elm Sts. near Felton Lofts. There are sometimes 10 to 20 teens hanging out and being very noisy. It is to the point that he is fearful of having his visiting daughter sleep

in his home because the noise wakes her up as late as midnight and she is scared they could break in the home. He indicated that he has talked to several police officers and the chief who all say that “their hands are tied”. He also asked about ordinances to help with this problem, especially noise and curfew violations. Mr. Wright will ask the Police Committee to check into the laws, ordinances and resolutions that can be upheld to rectify the problem; their next meeting is scheduled for June 27, 2012. Mr. Wright also requested that Mr. Albert give the Borough staff time to make significant changes to find a solution. Mr. Albert also thinks that this area could possibly be worse than the intersection of Harrisburg and Lincoln Sts.

Tyler Crosson, 175 Lincoln St. stated his support of the road name change to Winfield Way. He also agreed that the residents of the Borough need to “take the street back” by being proactive in the treatment of violators and help them understand how to act.

Emuel Powell, 321 Lebanon St. stated his concern that the water pooling in front of Monumental AME Church on Adams St. is a disgrace to the city. We should be proud that this is the oldest black church around; instead it looks like the ghetto. He also expressed concern about appointing someone from the Senior Center to the Foundation; he thought Council had nothing to do with the seniors. Mr. Shaver said that the Foundation is a separate entity with its own director. Ms. Marcinko indicated that the Senior Center has its own 501-C-3. Lastly, Mr. Powell mentioned that the Neighborhood Watch set up by Lincoln St. residents is working to keep kids from hanging out near the corner store. Mr. Wright suggested that Mr. Albert discuss the Crime Watch program with Mr. Powell.

Carl Atwell, 143 Adams St. expressed his concern that when digging began at Adams St. and Daron Alley, he has had water in his basement ever since (8 months). He was upset that as an 83-year old veteran of 3 wars he was treated disrespectfully. When Mr. Wright asked why he waited 8 months to notify us, Mr. Atwell stated that he was told by the Borough to wait until the insurance company could look into the situation. Ms. Marcinko then offered to visit Mr. Atwell with Mr. Conjar tomorrow to review the basement situation. Mr. Spencer was concerned that no work has been done and that the outside wasn't patched.

Jim Deimler, 131 N. 3rd St. stated his concern with the trees/shrubs at Hall & Stone Funeral Home being planted too close to the street at Paxton Alley, which makes it hard to see when pulling out onto Harrisburg St. Mr. Shaver stated that this is a traffic issue and requested that Ms. Gellatly contact them to trim their shrubs more regularly.

Mr. Wright added his concern about what he called the “chaos on Fourth St”. He indicated that his 14-15 year old son doesn't even go outside after school. We all know the noise is there, but residents need to speak up more often. We need residents to come to more meetings, not just when they have an issue. Borough Council needs more community support! Finally, he stated that he will serve only one more term on Council to see some of the progress on projects such as the Adams St. townhouses and the Front St. redevelopment.

COUNCIL'S CONCERNS:

Ms. House thanked everyone, including Mr. Wion for their support in renaming part of Franklin St. as Major H. Winfield Way. She is proud to be a "Steeltonian".

Mr. Shaver reminded everyone that the Borough has a good staff – please call them; they will help in all aspects.

Mr. Albert asked everyone to encourage more residents, other than just Mr. Powell and Mr. Walmer of the Patriot News, to come to Council meetings.

Ms. Marcinko encouraged the residents that came to support the Winfield family to come back to other meetings as well. She also was happy to hear that the filming of the prom and surrounding activities went well; she was out-of-town the night of the prom. She is also excited that the Borough will receive national attention for being involved in this documentary; the company was amazed at the diversity of the community and students involved. They especially liked the gathering before prom on Lincoln St.

On motion by Mr. Shaver, seconded by Mr. Albert, the Council meeting recessed into executive session at 7:39 p.m. to discuss a personnel matter.

The Council meeting reconvened at 8:30 p.m.

Mr. Shaver recommended that Stephen Brubacher be permitted to resign as Property Maintenance Officer. If he does not resign, he will be terminated from the position.

ADJOURNMENT:

There being no other business before Council, on a motion by Mr. Shaver, seconded by Ms. Marcinko, the meeting adjourned at 8:32 p.m.

Respectfully submitted,

Sara Gellatly
Borough Manager

Kathy I. Sosnowski
Executive Assistant

**AGENDA
BOROUGH OF STEELTON
June 18, 2012**

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

EXECUTIVE SESSION HELD BETWEEN MEETINGS

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

APPROVAL OF DEPARTMENT REPORTS:

**Neighborhood & Economic Development
Fire and Ambulance
Personnel
Police
Public Works
Code Enforcement
Mayor's Report (Mayor Acri)**

PUBLIC COMMENT: Agenda items only

SPECIAL PRESENTATION:

Keith Zeiger from VFW Post 1718

Presentation of award to Officer Kevin Martin

COMMUNICATION:

HRG

Summary of Engineering Activities from May 14 – June 11, 2012.

Ryan Lee Mohn Memorial Foundation

Requesting support from the Borough and Police Department for their 9th Annual Walk being held Saturday, August 11, beginning at 9am.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Sara Gellatly

Letter of Resignation of Property Maintenance Officer, Stephen Brubacher Sr.

Sara Gellatly

The Three Church Fellowship Requesting approval of the 3rd annual Back to School Block Party Saturday, August 18 from 2-6PM. They would like 2nd St. from Pine St. to Walnut St. be set aside for the party.

Sara Gellatly

Approval of HRG MS4s Permit Renewal in the amount of \$3,500.

Sara Gellatly

Presenting of Resolution 2012-R-24, requesting a Reserved/Handicap space for Ms. Lagyak at 524 Spruce Street.

Sara Gellatly

Presenting Resolution 2012-R-25 eliminating special purpose parking spaces:

100 Block Jefferson Street

242 N. Second Street

44 S. Second Street

119 Penn Street

Sara Gellatly

Discussion on leasing 216 North Front Street.

OTHER BUSINESS:

Sara Gellatly

Executive Session (if necessary)

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

ADJOURNMENT:

The regular monthly meeting was called to order at 6:30p.m. by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Stephen Shaver
Jeffery Wright
Michael Albert
Maria Marcinko
MaryJo Szada
Raymond Spencer

Absent:

Denae House

Mayor Thomas Acri
Sara Gellatly, Borough Manager
Kathy I. Sosnowski, Executive Assistant

David A. Wion, Solicitor

APPROVAL OF MINUTES:

On a motion made by Mr. Shaver, seconded by Mr. Albert, Council Members present voted unanimously to approve the minutes from June 4, 2012, with the following corrections: On page 2, the sealant was for the overhang above the citizen entrance and 9/11 Memorial and the crack is in the side wall of the building. Both changes have already been made by Ms. Sosnowski.

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

A motion was made by Ms. Marcinko to approve the schedules of billings, requisitions and change orders as presented, seconded by Mr. Spencer and approved unanimously by all present.

APPROVAL OF DEPARTMENT REPORTS

A motion was made by Mr. Albert to approve department reports, seconded by Mr. Shaver and approved unanimously by all present.

Neighborhood & Economic Development
Fire & Ambulance
Personnel
Police

Public Works – Ms. Gellatly, Mr. Conjar and Ms. Marcinko visited the home of Mr. Carl Atwell, 143 Adams St. to observe the wet area in his basement that did not exist until

after the Adams St. Project started; a sewer line was moved and caused the water problem. Mr. Wright forwarded this issue to the Public Works Committee so that they and Ms. Gellatly can get an estimate on the work that needs to be done to correct the problem. Mr. Shaver questioned the United Water use on the Water Plant's report. He was told that Brian Handley takes care of monitoring the usage and billing.

Code Enforcement – Ms. Zell was asked if citations can be separated by address; she indicated that she can start doing that for the next report.

Mayor's Report – the Mayor will discuss his concerns in executive session.

PUBLIC COMMENT: Agenda Items Only

None.

SPECIAL PRESENTATION: Keith Zeiger of VFW Post 1718 presented the John Radco Award and a Certificate of Recognition to Officer Kevin Martin. The award is named for Mr. Radco, who was State Commander, 1961-62 and is given for excellence in the law enforcement field. Officer Martin, a Marine Corps veteran himself, thanked Mr. Zeiger and all veterans who have served their country.

COMMUNICATION:

Herbert, Rowland and Grubic (HRG) sent a summary of engineering activities from 5/14/12 to 6/11/12.

The Ryan Lee Mohn Memorial Foundation sent a letter requesting support from the Borough and Police Department for the 9th Annual Ryan Lee Mohn Walk to be held on Saturday, August 11th starting at 9am. A motion was made by Mr. Shaver to approve our support, seconded by Mr. Albert and approved unanimously by all present.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

Ms. Gellatly - letter of resignation from Steve Brubacher will be discussed in executive session.

Ms. Gellatly received a letter from The Three Church Fellowship requesting approval for their 3rd annual “Back-To-School” block party on Saturday, August 18th from 2-6PM. They request that Second St. be closed from Pine St. to Walnut St.

A motion was made by Mr. Albert to approve the request, seconded by Ms. Marcinko and approved unanimously by all present. (Chief Spangler was present at the meeting and will coordinate the street closures for this event.)

Ms. Gellatly requested the approval of HRG MS4s permit renewal work in the amount of \$3,500. A motion was made by Mr. Shaver to approve the renewal at the cost of \$3,500, seconded by Mr. Albert and approved unanimously by all present.

Ms. Gellatly presented Resolution 2012-R-24 for a special purpose parking space for Ms. Nancy Lagyak at 524 Spruce St. A motion was made by Mr. Spencer to approve Resolution 2012-R-24, seconded by Mr. Albert and approved unanimously by all present.

Ms. Gellatly presented Resolution 2012-R-25 eliminating four special purpose parking spaces (119 Penn St., 44 S. 2nd St., the 100 block of Jefferson St., 244 N. 2nd St.) A motion was made by Mr. Shaver to approve Resolution 2012-R-25, seconded by Mr. Albert and approved unanimously by all present.

Ms. Gellatly requested approval to lease 216 N. Front St. (the former Tres Hermanos Restaurant). The lease request has been to NEDC twice; Mr. Wion agreed that the Borough may lease its property. A lease should be prepared as a month-to-month, 30-day lease agreement in the amount of \$1,000 a month. The Borough will have a 30-day opt out notice. A motion was made by Mr. Albert to approve the lease agreement, seconded by Mr. Spencer and approved unanimously by all present.

OTHER BUSINESS:

Ms. Gellatly informed Council that an Executive Session is needed for personnel and budget issues.

AUDIENCE PARTICIPATION:

Mr. Jerome Chisholm, 510 St. Mary’s Drive asked how he can be placed on the next Water Authority agenda. Nobody from the Borough office ever responded to him to explain his recent doubled meter reading.

Markis Millberry of the Steel-High Science Club informed Council of the “Block 2 Block” community cleaning event. They will be cleaning the area from Harrisburg and Lincoln Sts. to 4th and Walnut Sts. on Saturday, June 30, 2012 starting at 8:00am.

Donations of garbage bags, gloves and bottles of water can be dropped off at the high school anytime before June 25th (between 8am and 12pm).

Matt Cichy of HRG reported that they presented the East End Sewer Separation Project at the annual statewide PennTech Conference in early June; their presentation was very well received by the 30 to 40 borough and township representatives in attendance.

Mr. Carl Atwell questioned what the solution would be for his water problems. Ms. Marcinko stated that the Borough will look at a resolution and associated costs after July 3rd.

COUNCIL'S CONCERNS:

Mr. Albert thanked Markis Millberry for his efforts to have the community take pride in their town.

Mr. Shaver also thanked Markis for his efforts. He reminded Council of a change in the Dauphin-Lebanon Meeting scheduled for 7/24. It will be held at the Hometown Restaurant in Palmyra; Sue Helm and Maureen Gingrich will be in attendance. He then thanked everyone for coming to the meeting.

Mr. Spencer – none.

Dr. Szada – none.

Ms. Marcinko informed Council of the death of a resident who had a handicapped sign/space in the 600 block of S. 2nd St. (She was told that it has already been taken care of.) She also thanked Mr. Emuel Powell for his efforts at the Community Garden. Finally, she was pleased to announce the receipt of a check in the amount of \$1,000 from residents of Mechanicsburg (\$578+ was for an invoice for taking care of their cat population in May; the remainder was a donation).

On motion by Mr. Albert, seconded by Ms. Marcinko, the Council meeting recessed into executive session at 6:59p.m. to discuss a personnel matter and a budget issue.

The Council meeting reconvened at 7:37p.m. on a motion by Mr. Shaver, seconded by Mr. Albert.

After discussion, a motion was made by Mr. Shaver to accept the resignation of Stephen Brubacher, seconded by Dr. Szada. A vote was then taken:

Ayes: Mr. Shaver, Dr. Szada, Mr. Spencer, Mr. Albert and Mr. Wright.

Nay: Ms. Marcinko

Council then requested that the Borough Manager check into the availability of the second choice interviewee for the Property Maintenance Officer position. If that person is not available, an advertisement should be placed in the newspaper.

ADJOURNMENT:

There being no other business before Council, on a motion by Dr. Szada, seconded by Mr. Albert, the meeting adjourned at 7:39p.m.

Respectfully submitted,

Sara Gellatly
Borough Manager

Kathy I. Sosnowski
Executive Assistant

**AGENDA
BOROUGH OF STEELTON
July 16, 2012**

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

EXECUTIVE SESSION HELD BETWEEN MEETINGS

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

APPROVAL OF DEPARTMENT REPORTS:

**Neighborhood & Economic Development
Fire and Ambulance
Personnel
Police
Public Works
Code Enforcement
Mayor's Report (Mayor Acri)**

PUBLIC COMMENT: Agenda items only

SPECIAL PRESENTATION:

Mayor Tom Acri

Presentation of plaque to Dr. Dan Kambic

COMMUNICATION:

Steelton-Highspire School Board

Minutes from May 7, 2012 and May 17, 2012 meetings.

Dauphin County Commissioners

Letter stating that 2012-2013 Dauphin County Local Share Municipal Grant Applications are now available.

AGENDA
BOROUGH OF STEELTON
July 16, 2012
Page 2

COMMUNICATION, CON'T.

Fire Chief Steve Brubacher

Letter appointing Eugene Vance III to the position of Battalion Chief 503.

UNFINISHED BUSINESS:

Sara Gellatly

Update on Streetscape Phase II

NEW BUSINESS:

Mr. Wion

Present Resolution 2012-R-26 requesting a Reserved/Handicap space for Mr. Nies at 125 S. 2nd Street

Sara Gellatly

Present Resolution 2012-R-27 for authorizing the lease of 216 North Front Street

OTHER BUSINESS:

Sara Gellatly

Executive Session (if necessary)

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

ADJOURNMENT:

The regular monthly meeting was called to order at 6:30p.m. by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Stephen Shaver
Jeffery Wright
Michael Albert
Maria Marcinko
MaryJo Szada
Raymond Spencer
Dena House

Absent:

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager
Kathy I. Sosnowski, Executive Assistant

APPROVAL OF MINUTES:

On a motion made by Mr. Albert, seconded by Ms. Marcinko, Council Members present voted unanimously to approve the minutes from June 18, 2012, with the following changes:

On page 2, codes will separate citations by address – not permits.

On page 3, under HRG MS4 Permit Renewal, should read: “renewal work”.

On page 4, we will look at a resolution and associated costs for work at Mr. Atwell’s home; not necessarily waterproof.

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

A motion was made by Mr. Shaver to approve June 2012 financial reports, seconded by Mr. Albert and approved by all.

APPROVAL OF DEPARTMENT REPORTS

A motion was made by Ms. Marcinko to approve department reports, seconded by Mr. Spencer and approved by all.

Neighborhood & Economic Development

Fire and Ambulance – Mr. Shaver recommended that Thomas Leach be added to the Rescue 50 Drivers List and Stephen Brubacher, Jr. be added to the Engine 50 trainee list. The mayor asked if the age limit was 21 years; Mr. Shaver indicated that it is 18

years. A motion was made by Ms. Marcinko to add these two firefighters to the driver/trainee list, seconded by Mr. Albert and approved by all.

Personnel – Mr. Shaver said an item will be discussed in executive session.

Police

Public Works

Code Enforcement – Mr. Shaver thanked the Codes office for changing the format of their report at Council's request.

Mayor's Report (Mayor Acri) – August 7, 6-8PM is National Night Out; August 10, 9AM is the Annual Ryan Mohn Walk; August 18, 2:00-6:00PM is the Back-to-School Bash; the 9/11 Memorial Service will be held at 8AM at the firehouse with Reverend Taylor presiding.

PUBLIC COMMENT: Agenda Items Only

John Logan of Life Team – thanked Council, the Fire Department, the Police Department and Mr. Wion for helping with the transition of ambulance services. Semi-annual renewal letters will be sent to residents shortly. Also, Life Team will be participating at National Night Out. Mr. Spencer asked if they had any problems; Mr. Logan said the transition went smoothly. Response times have been as low as 1-1 ½ minutes up to 6 minutes depending on the number of calls, and residents have been very cooperative throughout the transition period.

SPECIAL PRESENTATION:

Mayor Acri presented a plaque to **Dr. Daniel Kambic** for his numerous years of service to the Fire Department and Ambulance Association. Dr. Kambic started assisting the ambulance service during his college years, continuing until this year's transfer. It was noted that he was the key person in equipping the 1st Rescue Truck for the Borough's Fire Department.

COMMUNICATION:

Steelton-Highspire School Board minutes were distributed from their 5/7/12 and 5/17/12 meetings.

Dauphin County Commissioners sent a letter indicating that the 2012-13 Dauphin County Local Share Municipal Grant Application is now available on the County's website. Applications must be received or post-marked by 4:30p.m. on Tuesday, September 4, 2012.

COMMUNICATION, CON'T.:

Fire Chief Brubacher distributed a letter appointing Eugene Vance III to the position of Battalion Chief 503. Mr. Shaver made a motion to appoint Eugene Vance III to Battalion Chief 2 with a radio designation of Battalion Chief 503, seconded by Ms. Marcinko and approved by all.

UNFINISHED BUSINESS:

Ms. Gellatly met with Herbert, Rowland and Grubic (HRG) regarding an update on the Streetscape Phase II Project. It was established that new parking meters are not an allowable expense; they cannot be covered with Federal funds since they collect revenue. Therefore, Council needs to decide if the old meters should be kept, or if we should look into purchasing new meters. Mr. Shaver thought we should try to get prices on any style of meter, as they are a revenue generator. This issue was sent to both the NEDC and Public Works Committees.

The second issue they discussed was the Borough logo to be placed in the middle of the ramp at the firehouse. HRG indicated that the logo is an enhancement, which is also not an allowable expense of the Federal funds. This matter was tabled for now.

NEW BUSINESS:

Mr. Wion presented Resolution 2012-R-26 to establish a special purpose parking space at 125 S. 2nd St. for Mr. Russell Nies. A motion was made by Mr. Albert to approve Resolution 2012-R-26, seconded by Ms. Marcinko and approved by all.

Mr. Wion presented Resolution 2012-R-27 authorizing the lease of 216 N. Front St., Steelton PA to George Gonzalez. A motion was made by Mr. Albert to approve Resolution 2012-R-27, seconded by Ms. Marcinko and approved by all.

OTHER BUSINESS:

Ms. Gellatly informed Council that an Executive Session is needed to discuss a Personnel Matter.

AUDIENCE PARTICIPATION:

Barb Coates, Steelton Senior Center – requested that Borough Council agree to be the “co-applicant” on their Gaming Board grant application. The total money needed for exercise equipment and a laptop computer with software is \$2,639. The Gaming Board

has indicated that we can apply for a grant of \$2,200, with the Senior Center making up the difference. A motion was made by Mr. Shaver to co-apply for a grant of \$2,200, seconded by Mr. Albert and approved by all. A letter of approval should be mailed by Ms. Gellatly on Council's behalf by August 1, 2012.

Kristen Tate, 704 N. Front St. – At the previous Borough Council meeting on 6/4, it was decided that a “Winfield Way” sign would be placed on Franklin St.; the sign was put up on the side of a building owned by the Winfields to be in place for a Father's Day recognition event. Subsequently a business signage request was made by Systems Plus due to the street name change. On Wednesday a sign for Systems Plus was placed on the PPL pole directly in front of the Winfield business which displeased the Winfields because they received no notification of this when communication was given by the Borough to Systems Plus when consideration was being given to their signage request. Ms. Tate went on in detail to describe her interaction with Ms. House and Ms. Gellatly in a meeting to discuss the situation on Wednesday, July 11 and felt she and Councilwoman House were not treated with respect and in a professional manner by Ms. Gellatly to include the use of offensive language.

Mr. Wright indicated that he and Mr. Spencer will work with the Winfields and Tates to resolve this issue, possibly placing the “Winfield Way” sign above the Systems Plus sign.

Teresa Childs, rental property owner of 142 Ridge St. – asked if there were any plans to clean up the graffiti on/near the Bailey St. Playground, possibly by private citizens. Ms. Marcinko and the Public Works Committee will check on this, but Ms. Marcinko noted that Markis Milberry (present) tried to have a Community Clean-Up and had a very poor turnout. Ms. Marcinko added that the Borough Committees are working to try to get more help for another Block-to-Block clean-up effort. Also, Ms. Childs asked about the status of the garage at 120 Lincoln St. that fell down; Mr. Wion advised that this property is involved in legal issues at this time, and therefore cannot be discussed.

Emuel Powell, 321 Lebanon St. – expressed his anger about the sign placement for Systems Plus; asked that the sign be taken down **tonight**. Mr. Wright said that he would not authorize overtime to take the sign down.

Brandon Marsico, 230 Pine St. – expressed his concerns with the continued noise (loud singing and drumming) from the church across the street from his house. This is the second time he has approached Council about this issue. Ms. Marcinko reminded him of the Borough noise ordinance; he stated that 112 calls were made to the Police Department and nobody comes. He then went off topic and expressed his anger at two Council members sharing photos on their cell phones while Mr. Powell spoke; Ms. House explained that she was showing Ms. Marcinko a photo of Mr. Powell tending the community garden.

Markis Milberry, 349 Spruce St. – requested that the basketball hoops at the Adams St. court be lowered and given new mesh. He also stated that the Steel High Art Club may be willing to paint a mural there. Mr. Wright suggested that Mr. Milberry attend the August meeting of the Neighborhood & Economic Development Committee on the 14th.

Lynn Clark, 23 Walnut St. – spoke on behalf of her mother, Barbara Hughes regarding reimbursement for flooding at 518 N. Front St. Mr. Acri apologized and indicated that was an oversight; Mr. Heefner had this information but was not re-elected. Ms. Marcinko and/or Ms. Gellatly will contact the parties involved. Ms. Clark also complained that residents often park in two spaces on Walnut St.; requested that lines be painted to facilitate proper parking. This item will be sent to the Public Works Committee for review.

Dolly Tate-Winfield, 704, 706 and one other Front St. property – added her opinion that a Friendship Center in the Borough would benefit many people. She recently visited a friendship center and was amazed by all that it had to offer. Mr. Spencer reminded her that the Friendship Center she visited (in Lower Paxton Township on donated land) was an endeavor spearheaded by one resident and a lot of private contributions of time and money were involved. The Boys and Girls Club (in the donated bank building) also tried a recreation center, but shut down because they couldn't handle the financial responsibility. Mr. Spencer mentioned that maybe school facilities could be used for recreational purposes realizing that costs would be incurred for staffing, clean-up, monitoring, etc. She is also concerned about properties not being kept up by owners.

Mr. Shaver interjected with several notes: (1) clean-up of Borough properties continues to be a problem; 172 citations might be listed but some of them are “repeat offenders” at the same properties. Mr. Milberry volunteered to help with some of the clean-up, but was reminded by Mr. Albert of the liability issues involved if someone were to get hurt. Mr. Albert also stated that many of these owners were reported to the District Justice and still don't do anything to enhance their properties. Mr. Shaver indicated that other Boroughs all are having the same problems. (2) A Friendship Center in the Borough is a great idea, but there is simply no money to fund such a program. (3) In response to an unidentified member of the audience, there is still one building owner holding-out in selling his property to the Borough so that the Front St. Streetscape Project can move forward.

Stephen Brubacher, Jr., 546 Spruce St. – asked if the repeat offense list for property owners is public knowledge; there is no official “Wall of Shame” as in other locations.

Barb Coates, Steelton Senior Center – reminded everyone that the new center is in the downstairs of the Constables building on S. Front St. The center is open from 9AM to 3PM each weekday, serving meals whether or not a senior is able to pay. She asked everyone to tell parents, aunts, uncles, etc. about the center. The SEBO (Steelton-Enhaut-Bressler-Oberlin) van can assist seniors in getting to the center; they can be contacted at 501 Mohn St. Also, there is a Health Fair this Thursday, 7/19.

Kathy Sosnowski, Executive Assistant – suggested that Ms. Coates contact the Patriot News regarding the Steelton Senior Center getting listed in the Friday section called “PN Community” – Senior News.

COUNCIL’S CONCERNS (in no particular order):

Ms. House – Informed everyone about the Steelton Community Garden at 347 N. Front St. across from Advance Auto. Mr. Powell, Charles Crosson and others worked at the garden last Saturday. They will also meet this Saturday at 10AM.

Mr. Wright – Thanked everyone for attending tonight, but also expressed his concerns about residents not attending more meetings and committee meetings to help Council members make decisions. He reminded them that he only facilitates meetings, he does not rule!

Mr. Shaver – Thanked everyone for coming; thanked Markis Milberry for his efforts, but reminded him to not “burn himself out”.

Mr. Albert – Stated that he has been on Council 13-14 years; he and other Council members also have jobs and families to be concerned about (in addition to Borough issues). They take praise as well as crap, but people only come once a year to complain! Council meets twice a month, but sometimes nobody comes!

Mr. Spencer – Commended the Steelton Borough Community Cats effort in the wonderful savings of the exploding population of cats in the Borough. He also recommended that signage be constructed for the Senior Center. Ms. Coates doubted that the Constables would want to share their sign. Mr. Musser indicated that it may be possible to use gaming grant money to finance a sign.

Dr. Szada – Thanked everyone for their opinions expressed tonight. Commended Markis Milberry for his efforts, but reminded him that the problems cannot be solved by one; it is the people’s Borough and they don’t care. Restaurants, clothing stores, etc. don’t make it because nobody cares. We have lost of absentee landlords, vacant homes that are not helping to move the Borough forward.

Ms. Marcinko – SBCC was started in April, 2010 because under the line item police Budget is Animal Control. The Municipal Services Contract from the Humane Society of Harrisburg was \$26,000, which was part of the police budget. For every cat that was sent to the Humane Society, the Borough was charged \$137.50 We have successfully spayed/neutered 1127 cats which means we saved the Borough approximately \$155,000. Not one cent of taxpayer dollars is used for this program. She also stated that the SBCC core of volunteers are 60 years and over, so seniors are helping with Borough efforts. The SBCC also received another donation from the Susan Giblin

Foundation in the amount of \$1,000. Finally, the SBCC is hoping to fund a Surgery Center in the near future.

Mayor Acri – thanked everyone for coming to the meeting. The Senior Center can be contacted at 939-5463.

Kathy Sosnowski – (speaking as a resident) – expressed her concerns with residents not understanding the Borough’s finances and attempts to improve the Borough. Examples include, but are not limited to: how many delinquent water bills there are each quarter, how many delinquent property taxes are not paid; the list in the Patriot-News explains it all. The Borough will never be able to improve Front St. or fund projects such as the Friendship Center if residents continue to ignore their duty to pay their bills and taxes.

On motion by Mr. Shaver, seconded by Mr. Albert, the Council meeting recessed into executive session at 8:17p.m.to discuss a personnel matter.

The Council meeting reconvened at 9:13p.m.

Ms. Marcinko made a motion to hire Stephen Brubacher as Property Maintenance Manager at the salary of \$12/hr. The motion was seconded by Ms. House. A roll call vote was then taken:

Dr. Szada – Nay	Mr. Spencer – Aye	Mr. Wright – Nay
Mr. Shaver – Nay	Ms. Marcinko – Aye	Ms. House – Aye

Since there was a tie vote, the Mayor cast a vote of Aye. Therefore the motion passed.

ADJOURNMENT:

There being no other business before Council, on a motion by Ms. Marcinko, seconded by Mr. Shaver, the meeting adjourned at 9:20p.m.

Respectfully submitted,

Sara Gellatly
Borough Manager

Kathy I. Sosnowski
Executive Assistant

AGENDA
BOROUGH OF STEELTON
August 6, 2012

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

PUBLIC COMMENT: Agenda items only

PRESENTATIONS:

Roy Christ

Grant Presentation

Trish Abbatello

Parking Concerns/Issues

Susan Winblood

Parking Concerns/Issues

COMMUNICATION:

Londonderry Township Fire Company

Letter of appreciation for our assistance with their annual Stars and Stripes Event held in June.

Andy Hartwick

Letter announcing golf outing to support Steel High Rollers Football and Basketball Programs on August 11.

Federal Emergency Management Agency

Letter informing the Borough of the National Flood Insurance Program map changes for 325 North Front Street and 117 North Front Street.

Department of Auditor General

Information from the 2011 Liquid Fuels Audit conducted July 18. No findings or comments issued.

UNFINISHED BUSINESS:

Steve Shaver

Adams Street Update

AGENDA
BOROUGH OF STEELTON
August 6, 2012
Page 2

NEW BUSINESS:

Sara Gellatly	Approval of HRG to provide the engineering services for Permit Year #10, not to exceed the cost of \$6,000.
Sara Gellatly	Ratification of the Borough being the co-applicant for the Firehouse Gaming Grant.
Mr. David Wion	Ordinance No. 2012-8
Sara Gellatly	Mt. Zion Church Annual Picnic

OTHER BUSINESS:

Sara Gellatly	Executive Session (if necessary)
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AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

ADJOURNMENT:

The regular monthly meeting was called to order at 6:30p.m. by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Stephen Shaver
Jeffery Wright
Maria Marcinko
MaryJo Szada
Raymond Spencer

Absent:

Michael Albert
Denae House

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager
Kathy I. Sosnowski, Executive Assistant

APPROVAL OF MINUTES:

On a motion made by Mr. Shaver, seconded by Ms. Marcinko, Council Members present voted unanimously to approve the minutes from July 16, 2012, as presented.

PUBLIC COMMENT: Agenda Items Only

None.

PRESENTATIONS:

Trish Abbatello, owner of 55 N. Front St. spoke on behalf of Susan and Marty Winblood of 14 Pine St. She indicated that there are two garages in River Alley for them, but other people are parking, making access to them unavailable. She requested that a "No Parking Here to Corner" sign be placed in the alley heading toward Pine St. Mr. Wright referred the issue to the Police Committee.

Roy Christ, Midtown Square Action Council distributed copies of the letter that the group sent to the Dauphin County Gaming Advisory Board. This letter requests that the Dauphin County Board of Commissioners sponsor the Local Share Municipal Grant Application that they intend to submit for the 2012-2013 grant cycle. Dr. Szada asked if the County would sponsor; Mr. Musser said they probably would not because the project is neighborhood specific, not county-wide. Mr. Musser also stated that nobody is sure who in the City of Harrisburg would be willing to send such a letter. A motion was made by Mr. Shaver to approve sending a letter of support, seconded by Ms. Marcinko and approved by all present.

Dennis Heefner, Steelton representative to the Council of Governments (COG) – reported that one of the items discussed at the recent meeting was standing water and the possible outbreak of West Nile disease due to large numbers of mosquitoes. He advised the Codes Department to be on the lookout for standing water in the Borough. Another issue they discussed was the adoption of a resolution to create an appeals board for code violations. He then gave council a sample resolution to review. When asked if he wanted to elaborate on the matter, Mr. Wion stated that the West Shore COG was established as our appeals board when other ordinances have been adopted. Mr. Heefner stated that the COG is asking each municipality to adopt their own resolution; Lower Paxton adopted theirs last month. Mr. Wion confirmed that this means that Steelton is, in fact, creating our own appeals board. Mr. Heefner stated that the Borough would pick 5 newly appointed members from the updated list (since we joined the West Shore COG) to make up the appeals board. Mr. Shaver said that since Highspire and Swatara Township are listed as newly appointed members, he feels we are represented adequately.

Mr. Heefner wasn't able to attend the meeting when they appointed new members, so he asked if we could assign an alternate to attend COG meetings; it was decided that someone from the Codes Department would be appropriate. He also recommended some kind of monetary charge by the Storm Water Authority to be able to afford repairs to the catch basins in the Borough. If every property owner was charged \$20, with 2,400 properties in the Borough we would have \$48,000 in the General Fund to do the repairs (each catch basin costs approximately \$2,400 to repair). Mr. Shaver also suggested that Swatara Township be included in payments since their water runs down into our catch basins.

COMMUNICATION:

Londonderry Township Fire Company sent a letter of appreciation for our assistance with their annual Stars and Stripes Event held on June 30, 2012.

Andy Hartwick sent a letter inviting everyone to the “Steelton Hair Open” golf outing on Saturday, August 11 to support Rollers football and basketball programs.

FEMA sent a letter revalidating map changes for 325 N. Front St. and 117 N. Front St.

Department of the Auditor General sent letters with information from the 2011 Liquid Fuels Audit conference held at the Borough building on July 18, 2012.

UNFINISHED BUSINESS:

Mr. Wion updated Council on the Adams Street Project. The county has been unable to secure developers because the restriction on occupancy are too limiting; a “rent-to-own”

(R-T-O) clause is preferred. The following is the response from Bruce Foreman, the solicitor for the County:

The county suggests we would need to allow developers to market for R-T-O and would need at least two year R-T-O deals but that if a contract was entered into as a lease with a purchase right, if the tenant could not qualify the developer would want the right to continue with that tenancy. To do this, they suggest we remove the note from the approved plan and move forward with no owner or equitable owner restriction. They would consider R-T-O with a tenant commencing as a potential buyer allowed to continue for a substantial time to work with the owner toward ownership.

Mr. Shaver said we should make a decision on removing the R-T-O prohibition and send the matter back to the Planning Commission. He also stated that people don't make enough money to afford a mortgage, and with the Community Development Block Grant (CDBG) program, we'll be in the same position if we purchase more property. The Adams Street Committee should make changes so that someone will develop these tracts.

Ms. Marcinko asked if these properties could be built and be outright rentals forever or if they would just be R-T-O. Mr. Wion said that if we take the note off, buyers could do whatever they want as long as they meet all the requirements of our plan, such as the format of how many buildings, zoning specifics, etc. Mr. Shaver suggested that we move forward with the recommendation for R-T-O, with purchase after 2 to 4 years. Mr. Aciri was also concerned that if R-T-O doesn't work for the developer, could the developer end up being a low-income landlord? Mr. Wion said the developer could purchase, and then sell the property to someone who could then turn it into rentals. He advised that this is a whole different area in which we should not venture at this time.

Mr. Spencer added that the only subsidy we have is CDBG. Eligible buyers should have income of \$40,000 for a family of 2; mortgage qualifying is extremely difficult as sub prime mortgages no longer exist and the process also involves some risk. Most banks require a credit score of 720 to 730. Mr. Shaver stated that the County still may not approve; developers also have to borrow money.

Ms. Marcinko made a motion to recommend that the Committee remove the restrictions, seconded by Mr. Spencer and approved by all present.

NEW BUSINESS:

Ms. Gellatly sought approval of Herbert, Rowland & Grubic's (HRG) request to provide engineering services for Permit Year #10, not to exceed the cost of \$6,000 unless approved by the Borough. A motion was made by Mr. Shaver to approve HRG engineering services for Permit Year #10, not to exceed \$6,000. The motion was seconded by Ms. Marcinko and approved by all present. Mr. Shaver added that the terms and conditions are the standard ones we use.

Ms. Gellatly requested ratification for the Borough being the co-applicant for the Firehouse Gaming Grant. Mr. Wion clarified that the application has already been made; we only need a ratification of that action. A motion was made by Mr. Shaver to approve ratification, seconded by Mr. Spencer and approved by all present.

Mr. Wion presented Ordinance 2012-8 to establish additional special purpose parking zones, to eliminate special purpose parking zones and to establish a no parking zone. A motion was made by Mr. Spencer to approve Ordinance 2012-8, seconded by Ms. Marcinko and approved by all present.

Ms. Gellatly presented a request on behalf of Mt. Zion Church to block off River Alley on August 19th for their annual picnic. A motion was made by Mr. Spencer to approve the request, seconded by Ms. Marcinko.

OTHER BUSINESS:

Ms. Gellatly informed Council that an Executive Session is needed to discuss personnel matters and pending Harrisburg sewer litigation.

AUDIENCE PARTICIPATION:

Alexsandria Motter, 23 Walnut St. – cited a concern about skunks in her neighborhood and the risk that they could have rabies. Dr. Szada mentioned that the County had a phone number to call for problem animals; Mr. Spencer said they no longer take care of this. Ms. Sosnowski offered to send Ms. Motter a wildlife brochure with numbers to call.

Dennis Heefner, 337 Swatara St. – stated that he has noticed that many trash cans in the Borough are not covered, even though residents are constantly reminded of this law. Also, he indicated that the Swatara St. wall is not being cleaned regularly and nobody has followed up on needed repairs to the cracks that were photographed earlier. He asked that the Public Works Department power spray the wall. Ms. Marcinko will check with the Public Works Committee on scheduling the cleaning. Regarding Adams Street, he reminded Council that the Borough never wanted to enter into sales agreements for rentals. Finally, he questioned whether we could capulate the water near Adams Street.

Emuel Powell, 321 Lebanon St. is concerned that Adams Street will become another slum area. Mr. Shaver stated that developers don't want to do mortgaging because people can't get loans. That's why the County is willing to try rent-to-own. Mr. Wright asked Mr. Spencer to elaborate regarding rent-to-own agreements. He stated that developers make sure people qualify for these mortgages. There is also an escrow account for retainers, etc. Not just anyone can get a mortgage for \$130,000-\$150,000.

Markis Milberry, 349 Spruce St. is concerned about the height of the basketball poles at Bailey Street Park. There are no adjustment bolts to lower the pole, so the backboard needs to be lowered. Mr. Wright asked Ms. Marcinko to check on the situation; the Neighborhood & Economic Development Committee was to measure the poles. Ms. Marcinko will talk to Mr. Conjar and Ms. House about the issue. Mr. Milberry bought new nets for the basketball courts and gave them to the staff so that Borough employees can install them.

COUNCIL'S CONCERNS:

Ms. Marcinko stated that she contacted Mr. Heefner about Mr. Atwell's issue on Adams St. and it will be discussed in executive session as a litigation issue; she told him that he will receive written notification of the results of the meeting. She also said that the deed to 518 N. Front St. was found to be in another person's name other than the women who brought their issue to Council; now that we know this, the bills will be sent to the insurance company to take care of this. Finally, the Steelton Borough Community Cats is awaiting a \$5,000 check and a mentor from The Feral Cat Community Assistance and Training Network.

Mr. Shaver reported that Life Team attended the Fire, Ambulance & EMA meeting on Sunday to report on their response times, which have been good.

Mr. Spencer had no comments.

Dr. Szada had no comments.

Mayor Acri reminded everyone of the National Night Out activities tomorrow evening at the firehouse. Over 25 vendors will be present. The event has gotten so large that he recommends shutting off a portion of Front Street next year.

On motion by Mr. Shaver, seconded by Dr. Szada, the Council meeting recessed into executive session at 7:36p.m. to discuss a personnel matter, and potential Harrisburg sewer litigation.

The Council meeting reconvened at 8:28p.m.

Mr. Spencer recommended that Council write an apology letter on behalf of the Borough to Kristen Tate. Mr. Wright made the recommendation to copy Mr. & Mrs. Tate on the letter. Dr. Szada stated that she could not vote on the issue until she sees what the letter says.

Mr. Shaver stated that the real problem was how Council handled the sign issue from the start and that the letter should state that. Mr. Spencer stated that the sign issue has been

resolved with the Tate family, but how staff handled the resident's complaint has not been dealt with. Mr. Spencer volunteered to draft the letter of apology.

Mr. Wion suggested that Council review and comment on the draft prior to consideration of adoption. Mr. Wright said no action would be taken on the letter until Mr. Spencer drafts the letter.

ADJOURNMENT:

There being no other business before Council, on a motion by Dr. Szada, seconded by Mr. Shaver, the meeting adjourned at 8:40p.m.

Respectfully submitted,

Sara Gellatly
Borough Manager

Kathy I. Sosnowski
Executive Assistant

**Agenda
Borough of Steelton
August 20, 2012**

[1]

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

EXECUTIVE SESSION HELD BETWEEN MEETINGS

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

APPROVAL OF DEPARTMENT REPORTS:

**Neighborhood & Economic Development
Fire and Ambulance
Personnel
Police
Public Works
Code Enforcement
Mayor's Report (Mayor Acri)**

PUBLIC COMMENT: Agenda items only

PRESENTATIONS:

Kara Allison, Hull & Associates

Brownfield Presentation and Update

Don Weiman & Karen Cullings

Dauphin County Library Systems

COMMUNICATION:

HRG

Summary of Engineering Activities
for July 16, 2012 through August 13,
2012

UNFINISHED BUSINESS:

None

Agenda
Borough of Steelton
August 20, 2012

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NEW BUSINESS:

Sara Gellatly & Mr. Wion	Resolution 2012-R-28, amending the original Boat Launch Park rules and regulations
Sara Gellatly	Rules and Regulations to be posted at the Boat Launch Park
Mr. Wion	Resolution 2012-R-29, extending Felton Lofts' No Parking zone
Mr. Wion	Resolution 2012-R-30, special purpose parking for Terri Brown
Sara Gellatly	Consideration of Resolution 2012-R-31

OTHER BUSINESS:

Sara Gellatly	Executive Session (if necessary)
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AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

ADJOURNMENT:

The regular monthly meeting was called to order at 6:30p.m. by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Jeffery Wright
Maria Marcinko
MaryJo Szada
Raymond Spencer

Absent:

Stephen Shaver
Michael Albert
Denae House

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager
Kathy I. Sosnowski, Executive Assistant

APPROVAL OF MINUTES:

On a motion made by Ms. Marcinko, seconded by Mr. Spencer, Council Members present voted unanimously to approve the minutes from August 6, 2012, as presented.

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

A motion was made by Ms. Marcinko to approve the schedules of billings, requisitions and change orders, seconded by Mr. Spencer and approved unanimously by all present.

APPROVAL OF DEPARTMENT REPORTS

A motion was made by Mr. Spencer to approve the department reports, seconded by Ms. Marcinko and approved unanimously by all present.

Neighborhood & Economic Development

Fire & Ambulance

Personnel

Police

Public Works – Ms. Marcinko reported that Mr. Conjar stated that Daron Alley will be paved by 9/2/12. Markis Milberry's request to change the basketball poles is a pending issue. She is hoping to get Jump Street to paint a mural over the graffiti on the Bailey Street wall.

Code Enforcement

Mayor's Report – Mayor Acri reported that National Night Out was a huge success; at least 700 people attended the event. Next year we may have to close off Front Street to accommodate the crowds. He thanked everyone who attended. He also thanked everyone for their support of the Back-to-School bash, which was also a success.

PUBLIC COMMENT: Agenda Items Only
None.

PRESENTATIONS:

Ms. Kara Allison, Hull & Associates presented information discussed at the 5:30pm Brownfield Advisory Committee meeting earlier. The \$200,000 Petroleum Grant will be closing soon, as we have almost reached the monetary limit. The \$200,000 Hazardous Substances Grant has about \$5,000 left. She also stated that at this time, we were not awarded funding because 140 N. Front St. (Mark's) is not Borough-owned; it is in the Community & Economic Development Corporation's name. If we were to be funded, there would be \$200,000 for demolition. Mayor Acri asked if the EPA responded to our grant application; since they haven't we should probably re-apply. Ms. Marcinko asked about the overall progress of the project. Ms. Allison stated that once clean up is done, we will have clean, shovel-ready property.

Ms. Karen Cullings and Ms. Dawn Weiman, Dauphin County Library Systems distributed brochures describing some of the programs at the various libraries. They happily reported that Steelton residents are using the libraries for job seeking online, borrowing E-books, using free Wi-Fi, attending reading groups and other activities. There are 100,000 active Dauphin County members that visited nearly 755,000 times. They also indicated that meeting rooms are available at each of the eight libraries. Ms. Marcinko asked how many people the rooms could accommodate; Ms. Cullings said that varies from library to library.

COMMUNICATION:

Mr. Matt Cichy, Herbert, Rowland & Grubic gave a summary of engineering activities from 7/16/12 to 8/13/12; some highlights are below:

Project #1337 – they have developed an alternative and conceptual construction cost estimate to repair the front lobby roof area and to resolve and repair the damage created by ground water along the South side wall and the East rear wall of the fire house. A meeting to review the information with Borough staff and the fire department will be scheduled for later in the week.

Projects #1337.0032 and #1337.0430 are waiting for funding for Front St. and Blueberry Alley storm sewer replacements.

Project #1337.0434 – PENNVEST is holding a 5% holdback on reimbursements until the closeout is conducted, HRG will hold all invoices and submit one final reimbursement request at that time.

Project #1337.0447 – the grant application for the Mohn Street Recreational Project continues to undergo review; they are looking at an October/November timeframe.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Mr. Wion presented Resolution 2012-R-28, amending the Boat Launch Park rules and regulations.

A motion was made by Mr. Spencer to approve Resolution 2012-R-28, seconded by Ms. Marcinko and approved unanimously by all present.

Ms. Gellatly presented the rules & regulations to be posted at the Boat Launch Park; Mayor Acri stated that the sign will cost approximately \$300.

A motion was made by Mr. Spencer to approve the rules and regulations, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Wion presented Resolution 2012-R-29, extending Felton Lofts' No Parking zone, to be established on the East side of S. 3rd St. between Walnut Street and a point located a distance of 2 feet north of the northern side entrance-exit to Felton Lofts.

A motion was made by Ms. Marcinko to approve Resolution 2012-R-29, seconded by Mr. Spencer and approved unanimously by all present.

Mr. Wion presented Resolution 2012-R-30, to establish a special purpose parking space for Terri Brown at 226 N. Second Street.

A motion was made by Dr. Szada to approve Resolution 2012-R-30, seconded by Ms. Marcinko and approved unanimously by all present.

OTHER BUSINESS:

Ms. Gellatly informed Council that an Executive Session is needed to discuss labor negotiations and possible consideration of Resolution 2012-R-31, adopting the new Police Contract.

AUDIENCE PARTICIPATION:

Mr. Emuel Powell, 321 Lebanon St. asked if the dock at Boat Launch Park could be extended so that residents could fish easier from the shore. Mayor Acri indicated that past docks have been lost during flooding. The mayor is also concerned that an extension would encourage children to jump of the dock to swim in the area. Mr. Wright will have the Neighborhood & Economic Development Committee check on the cost of extending the dock for fishermen.

COUNCIL'S CONCERNS:

Ms. Marcinko commented that National Night Out was wonderful and that Mr. Powell is an excellent dancer. She also congratulated Dr. Tucker and Reverend Sparks for the success of the Back-to-School bash; thanks to Mrs. Douglas for her help - someone should check to see just how many meals were served. She also announced that Representative Buxton proclaimed October 16, 2012 as Feral Cat Day. Finally, she mentioned that the Lower Paxton cat program (which was started through Steelton) recently received a \$30,000 grant.

Mr. Spencer had no comments.

Dr. Szada had no comments.

Mayor Acri indicated that he spoke to Chief Spangler, who informed him that Felton Lofts schedules regular group meetings with its residents to discuss safety issues and any other concerns.

Mr. Wright thanked everyone for their participation in the Back-to-School Bash; 1,400 backpacks were given out that day.

On motion by Ms. Marcinko, seconded by Dr. Szada, the Council meeting recessed into executive session at 7:17p.m. to discuss labor negotiations.

The Council meeting reconvened at 7:46p.m.

Ms. Marcinko made a motion to approve Resolution 22012-R-31, accepting the police contract for January 1, 2013 to December 31, 2015. The motion was seconded by Mr. Spencer and approved unanimously by all present.

ADJOURNMENT:

There being no other business before Council, on a motion by Dr. Szada, seconded by Mr. Spencer, the meeting adjourned at 7:57p.m.

Respectfully submitted,

Sara Gellatly
Borough Manager

Kathy I. Sosnowski
Executive Assistant

**Borough of Steelton
Council Agenda
September 4, 2012**

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

**APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:
Minutes are for August 20, 2012.**

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

PUBLIC COMMENT: Agenda items only

PRESENTATIONS:

Mayor Acri

Swearing in of Officer Marchand
Pendleton

COMMUNICATION: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

Mr. Dave Wion

Resolution 2012-R-32, special
purpose parking for William
Starsinic, 642 S 2nd St.

Mr. Dave Wion

Resolution 2012-R-33, special
purpose parking for Fire Chief.

OTHER BUSINESS:

Ms. Sara Gellatly

Executive Session (if necessary)

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

ADJOURNMENT:

The regular monthly meeting was called to order at 6:30p.m. by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Stephen Shaver
Jeffery Wright
Maria Marcinko
Raymond Spencer
Denae House

Absent:

Michael Albert
MaryJo Szada

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager
Kathy I. Sosnowski, Executive Assistant

APPROVAL OF MINUTES:

On a motion made by Ms. Marcinko, seconded by Mr. Spencer, Council Members present voted unanimously to approve the minutes from August 20, 2012, as presented.

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

An executive session was held on Wednesday, August 29, 2012 at 6:00p.m. to discuss a personnel issue.

PUBLIC COMMENT: Agenda Items Only – None.

PRESENTATION:

Mayor Acri conducted the swearing in of Officer Marchand Pendleton.

Matt Cichy, Herbert, Rowland and Grubic (HRG) – distributed packets on the Mohn Street Recreation Facility – Phase 2 and the Blueberry Alley Storm Sewer Replacement Project. First, he reminded Council that CDBG money needs to be spent in a timely manner. He then pointed out some of the highlights of the proposal to provide civil engineering and related services.

The Phase 2 Improvements include, but may not be limited to: new fencing, walking paths with lighting, installation of ADA accessible ramps and arrangements for storm water drain off. The total proposal cost is \$45,600.00 and will be billed on Lump Sum basis. Mayor Acri asked about the lighting; Mr. Cichy said that low-level lighting would be installed with conduit to address future needs.

Mr. Wion pointed out that Task 4 – Construction Plans, Specifications and Contract Documents had as #5 the phrase, provide advertising and bidding services. However, the

Assumption-Conditions below Task 4 in number 3 indicates the proposal does not include bidding. Mr. Cichy confirmed that there are no bidding services and that the proposal will be revised to reflect this change.

Task 3 – Storm water Management Plan did not have an advertising and bidding notice. Mr. Cichy indicated that there is no funding for the storm water management plan at this time; this project is tied to grant funding. Mr. Cichy has talked to DCNR about the \$300,000 funding, but has not gotten a firm answer. If no funding is received, the design could be completed and shelved for the future.

Mr. Shaver also questioned the terms and conditions of this proposal since it is considered a contractual agreement between HRG and the Borough, as well as the proprietary notice associated with the proposal and the right-to-know law. Mr. Wion indicated that the plans belong to the Borough, subject to some reuse and the obligation the Borough has if reuse is planned for another project. Additional terms and conditions would deal with the proprietary nature of the proposal.

Mr. Shaver asked Mr. Cichy if HRG would accept the standard terms and conditions that we've been using in the past. Mr. Cichy indicated that they would add that phrase as "Exhibit A" under the Mohn Street Proposal and correct items discussed earlier regarding Task 4, item #5 and present it at the 9/17/12 meeting. Mr. Shaver also said that he would be inclined to make a motion if these items were corrected and the terms and conditions were approved by the solicitor, but we can wait until the next meeting.

Mr. Spencer asked for confirmation that the Borough would not go further with the project if the grant is not approved; Mr. Shaver stated that this is the case. Mr. Spencer also stated that there is no guarantee that we would receive the \$45,000; Mr. Cichy said that we should hear something by November. Mr. Spencer also questioned if this is the highest and best use of the money; other issues have a higher priority, such as water in basements, street paving, replacement of bollards, etc. Mr. Shaver added that these projects involve the bidding process, as do the demolition of the buildings on Front Street which are also a priority. This will not fit into the timeline we have to work within.

Ms. Gellatly stated that she has been working with Ryan (from HRG) on the Streetscape Project. They have discussed prices and new ideas for the wall that was considered, as well as the large flower pots. It would cost \$44-45,000 to build the wall and approximately \$8,000 to get enough flower pots for the project; there is just not enough money available.

Ms. Marcinko asked Mr. Connor if the CDBG money directed to the Adams Street Project could be used to replace funds the Borough spent on corrections to additional problems that have occurred, such as repaving Daron Alley and moving the pipe from the Project to solve problems at Mr. Atwell's property. Mr. Connor indicated that there is \$52,356 in 2010 funds that must be spent before October. There is also \$37,946 in 2011 Adams Street money, for a total of \$88,302.

Ms. Marcinko then said she was asked by a resident if the Wallace Funeral Home could be leased to make it a wedding chapel. The copper tubing was stolen from the property; the Borough has no use for the building at this time. Mr. Connor indicated that the person also called him and he stated that the end use must be for private companies. When Ms. Marcinko asked if we could tear the building down, Mr. Connor said that we would have to build a senior center or low income housing unit – something to benefit low/moderate income people. You cannot tear down the building and put a for-profit in its place. Mr. Shaver said that there is not time to develop a project and put out bids; Mr. Connor suggested that we spend the money on a shovel-ready project.

Mr. Shaver indicated that even if we use the \$26,680 for the Blueberry Alley Project and \$45,000 for the Mohn Street Project, we would still fall short by \$80,000 in total monies. Mr. Cichy stated that their intention was for a conceptual estimate of \$75-100,000 for the project once it is put out for bid. Mr. Connor also said that 2013 funds that could be used will become available in April. He also suggested that we start the process to request a new Memo of Understanding (MOU); the present MOU is in its last year.

Mr. Spencer suggested that a special meeting be arranged on how to spend the money by October; Mr. Wright stated that there may not be a time when everyone is available that soon. Ms. Gellatly asked that Council approve the Blueberry Alley Project, then move forward with the other plans.

After some discussion, Mr. Shaver made a motion to approve the Proposal for Professional Engineering Services for the Blueberry Alley Storm Sewer Replacement Project in the letter dated 9/4/2012 sent to Mr. Jeffery Wright in the amount of \$26,680. Mr. Spencer seconded the motion and the proposal was unanimously approved by those present.

Mr. Shaver closed the discussion with a note that we should work diligently to move forward with the Mohn Street Project as soon as HRG brings the changes to Council.

COMMUNICATION: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Mr. Wion presented Resolution 2012-R-32 to establish a special purpose parking space at 642 S. 2nd St. for William Starsinic. A motion was made by Mr. Spencer to approve Resolution 2012-R-32, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Wion presented Resolution 2012-R-33 for special purpose parking for the Fire Chief at 104/109 S. Front St. A motion was made by Mr. Shaver to table this resolution and

send it to the NEDC Committee for review, seconded by Ms. Marcinko and approved unanimously by all present.

OTHER BUSINESS:

Ms. Gellatly informed Council that an Executive Session is needed to discuss land acquisition matters.

AUDIENCE PARTICIPATION:

Ms. Natale Muza Barbush and husband, 200 Catherine St. wanted to address storm drain issues they have been having since June 15, 2009. There was extensive damage to the property from 2005 to 2009; in 2009 a swale was built by the Borough and a maintenance schedule was to be put into place. Since then both the Borough and the residents have spent considerable money, but a maintenance schedule was not arranged. With the recent downpours of rain, there have been massive waterfalls onto their yard (she then showed council some of the photos she has taken). There seems to be an open section of storm drain causing the problems that could be sealed; she contacted Mr. Conjar at 1:00p.m. this afternoon, so he knows about the problem. A landscaper was brought in to place rocks and sheet metal which helped, but it was expensive and the maintenance was still not done.

Mr. Wright referred the issue to Ms. Marcinko and the Public Works Committee.

COUNCIL'S CONCERNS:

Ms. House received a phone call from a resident stating that the "Stop" sign at Cameron and Reading Streets is so faded that it almost can't be seen. Ms. Marcinko and Ms. Gellatly will check into the matter.

Ms. Marcinko said that she just learned that there are steps referred to as the Hoffer Street Steps that go from behind Prince of Peace Church to 3rd Street. They are in serious disrepair and should probably be closed permanently. Mr. Wright referred the matter to the NEDC Committee so that Ms. House and Mr. Conjar can make a recommendation. Mr. Wion added that we should to check to make sure the steps are under the control of the Borough as a public right of way. Mr. Shaver suggested the steps may not even be Borough; all or part of them may be in Swatara Township.

Ms. Marcinko also mentioned that the Shot Clinic held be Steelton Borough Community Cats on Saturday was very successful. Transportation was provided to our senior residents and their pets; 240 animals were inoculated.

Mr. Shaver had no comment.

Mr. Spencer questioned two projects; Ms. Gellatly indicated that the basketball poles requested by Markis Milberry are being made. Ms. Marcinko said that she is still hoping that Jump Street will work to cover up the graffiti on the walls at Bailey St. Park.

Mayor Acri reminded everyone in attendance that there will be a 9/11 Memorial Service at the fire house; he believes it is scheduled for Saturday, September 8th at 8:00a.m. Residents can check with the fire house to make sure of the date and time.

Mr. Wright thanked the 2 residents that attended tonight's meeting. He also stated that most residents don't understand what it takes to make major changes in the Borough; as he passes through Steelton people are asking about the money spent on Front St. When he tries to explain the details, such as infrastructure they have no idea what he's talking about. This could all be alleviated if more people would attend meetings and participate in the many projects the Borough is trying to complete.

On motion by Mr. Shaver, seconded by Mr. Spencer, the Council meeting recessed into executive session at 7:21p.m. for legal advice.

The Council meeting reconvened at 7:56 p.m.

After discussion, Council directed Manager Gellatly to advertise a special meeting of Borough Council to be held to discuss CDBG funding on Tuesday, September 11, at 6:00p.m.

ADJOURNMENT:

There being no other business before Council, on a motion by Mr. Shaver, seconded by Ms. House, the meeting adjourned at 8:00 p.m.

Respectfully submitted,

Sara Gellatly
Borough Manager

Kathy I. Sosnowski
Executive Assistant

**Borough of Steelton
Council Agenda
September 17, 2012
Page 1**

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

EXECUTIVE SESSION HELD BETWEEN MEETINGS

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

APPROVAL OF DEPARTMENT REPORTS:

**Neighborhood & Economic Development
Fire and Ambulance
Personnel
Police
Public Works
Code Enforcement
Mayor's Report (Mayor Acri)
Borough Manager's Report**

PUBLIC COMMENT: Agenda items only

PRESENTATION:

HRG

Local Share Gaming Grant
Presentation

COMMUNICATION:

HRG

Engineering Activities for August 13 -
September 10, 2012

Friends of Midland

Letter thanking the Borough for
providing water and ice for volunteers
who participated in their Day of
Caring at the Midland Cemetery.

**Borough of Steelton
Council Agenda
September 17, 2012
Page 2**

UNFINISHED BUSINESS:

Borough Manager Resolution 2012-R-33, special purpose parking for the Fire Chief at 104/109 S. Front Street.

Borough Manager Approve bidding for sale of 107 N. Front Street for a minimum bid of \$35,000.

NEW BUSINESS:

Mr. Wion Resolution 2012-R-34, special purpose parking for Ronald E Dailey, 113 S. Second Street.

Mr. Wion Resolution 2012-R-35, special purpose parking for Jay Amey, Sr. at 42 S. Third Street.

Borough Manager Approval of ZA to perform auditing services for the years ended 2012 – 2015.

Borough Manager Approval of the Non-Uniform Pension Plan Minimum Municipal Obligation for the amount of \$141,905.

Borough Manager Approval of the Police Pension Minimum Municipal Obligation for the amount of \$144,695.34.

Borough Manager Discussion of CDBG funds

OTHER BUSINESS:

Sara Gellatly Executive Session (if necessary)

AUDIENCE PARTICIPATION:

COUNCIL’S CONCERNS:

ADJOURNMENT:

The regular monthly meeting was called to order at 6:31p.m. by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Stephen Shaver
Jeffery Wright
Michael Albert
Maria Marcinko
MaryJo Szada
Raymond Spencer
Dena House

Absent:

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager
Kathy I. Sosnowski, Executive Assistant

APPROVAL OF MINUTES:

On a motion made by Mr. Albert, seconded by Ms. Marcinko, Council Members present voted unanimously to approve the minutes from September 4, 2012, as presented.

EXECUTIVE SESSION HELD BETWEEN MEETINGS: None.

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

A motion was made by Mr. Shaver to approve the schedules of billings, requisitions and change orders, seconded by Ms. Marcinko and approved unanimously.

APPROVAL OF DEPARTMENT REPORTS:

A motion was made by Mr. Albert to approve the department reports, seconded by Mr. Spencer and approved unanimously.

Neighborhood & Economic Development
Fire and Ambulance
Personnel
Police

Public Works – Ms. Marcinko reported that the last time the Barbush property's culvert was checked, lots of grass clippings were found and cleaned out. To avoid this accumulation, a new pipe could be installed to direct the flow down to Swatara St. Mr. Wright directed the Public Works Committee to work with Mr. Conjar to estimate the costs of the project.

Code Enforcement
Mayor's Report (Mayor Acri)
Borough Manager's Report – Ms. Gellatly reported that the new backboards at Bailey Street should be put up by the weekend; the other new nets will also be installed.

PUBLIC COMMENT: Agenda Items Only

Pastor Darryl Taylor, New Jerusalem Church, 219 Locust St. questioned the request for approval of the sale of 107 N. Front St. He stated that \$15,000 was paid to an engineering firm to look at the building for a possible Senior Center. Grants in the amount of \$125,000 were acquired - \$35,000 from Buxton's office; \$50,000 from Piccola's office and \$40,000 of CDBG money. He questioned where the money went. Mr. Wion indicated that the grants were available, but if the money was not used it had to be paid back. Asbestos removal at the site would have been costly; it wasn't worth the expenditure. (The CDBG funds were redirected to the Adams Street Project.) Mr. Spencer reminded everyone that CDBG funds aren't received before their use; they are used to reimburse for expenses incurred on projects. Pastor Taylor then asked if the financial records are available to the public; Mr. Wright said that under the Right-To-Know Law they could be made available. Mr. Wright then asked Ms. Gellatly to prepare a report for the next Council Meeting.

PRESENTATION:

Ryan Hostetter, HRG presented an update on the Streetscape Phase II Project. The project will still provide paver sidewalks, tree planting and lighting as well as the reconstruction of the fire department driveway. At Trewick Street, the original median design was replaced with a left turn lane to accommodate box trucks and smaller semis. However, the construction funding will not cover the Borough logo for the driveway or parking meters. The front of the Borough building will have a plaza design using imprint material; not pavers and there will not be placement of bollards. The design plan was submitted to Penn DOT; bids could go out in the spring and construction could be scheduled by the end of 2013. Mr. Spencer asked about Penn DOT's involvement since it is a federally funded project and also stated that gaming funds have not yet been approved. Mr. Spencer also suggested that the Streetscape Project have some kind of display set up on the bulletin board in the lobby. Finally, Mr. Shaver asked if parking across the street from the Borough building would stay intact; Mr. Hostetter indicated that there will be parking until construction begins (for safety reasons).

COMMUNICATION:

Matt Cichy, HRG reported on Engineering Activities for August 13, 2012 through September 10, 2012:

Project No. 1337 – repairs to the Fire Department front lobby roof area and repair of the damage created by ground water along the South side wall and the East rear wall of the fire house. The application for funding was submitted to the Dauphin County Gaming Advisory Board on September 4, 2012.

Project No. 1337.0430 – they are proceeding with the final design for the Blueberry Alley Storm Sewer Replacement Project with the intention of having the project ready for advertisement for bid the week of September 24, 2012. HRG is coordinating with Dauphin County to incorporate the CDBG funding and bidding requirements into the project.

Project No. 1337.0447 – they are awaiting notice from DCNR on the status of the grant application submitted for the Mohn Street Recreational Project. The project will include rehabilitation of one tennis court, alteration of the other tennis court to create a handball court, a tot lot/free play area at the former basketball court and a walking path around the area. Markis Milberry was concerned that there is a court, but no hoops or poles; Mr. Albert stated that handball is growing in popularity and is actually part of the Keystone State Games. Someone mentioned that soccer is also popular; there is not enough space for a soccer field.

Doctor Szada also was concerned that most residents around Mohn Street are seniors, so she questioned the need for a tot lot since there is one at Cole Crest. Ms. Iashia Reid of 615 St. Mary's Drive stated that there are many children in her neighborhood and a tot lot that close would be wonderful. Ms. Pauline Douglas stated that seniors only have one place to go; it would be nice to have a Community Center for all citizens. Mr. Shaver reminded Mr. Cichy and all present that this park is supposed to have multigenerational use.

Friends of Midland sent a letter thanking the Borough for providing water & ice for volunteers who participated in their Day of Caring at the Midland Cemetery

UNFINISHED BUSINESS:

Mr. Wion re-presented Resolution 2012-R-33, special purpose parking for the Fire Chief at 104/109 S. Front St.

A motion was made by Mr. Shaver to remove the table of this resolution from the last meeting, seconded by Ms. Marcinko and approved unanimously.

A motion was made by Mr. Albert to approve Resolution 2012-R-33, seconded by Ms. Marcinko and approved unanimously.

Ms. Gellatly requested approval of the bidding for the sale of 107 N. Front St. for a minimum bid of \$35,000. This request was sent to NEDC which recommends the sale.

A motion was made by Mr. Albert to approve the bidding process, seconded by Doctor Szada and approved unanimously.

NEW BUSINESS:

Mr. Wion presented Resolution 2012-R-34, special purpose parking for Ronald E. Dailey, 113 S. Second St.

A motion was made by Mr. Shaver to approve Resolution 2012-R-34, seconded by Ms. Marcinko and approved unanimously.

Mr. Wion presented Resolution 2012-R-35, special purpose parking for Jay Amey, Sr. 42 S. Third St.

A motion was made by Dr. Szada to approve Resolution 2012-R-35, seconded by Ms. Marcinko and approved unanimously.

Ms. Gellatly requested approval of the Zelenkofske Axelrod letter contract to perform auditing services for the years ended 2012-2015. Mr. Shaver questioned why the letter includes dates until 2015; Mr. Wion indicated that the contract was extended under the same terms and conditions as last year's contract.

A motion was made to approve the contract by Mr. Albert, seconded by Dr. Szada and Ms. Marcinko and approved unanimously.

Ms. Gellatly requested approval of the Non-Uniform Pension Plan MMO for the amount of \$141,905. State aid will cover \$94,838.40; the Borough is responsible for payment of \$47,066.60. Mr. Spencer iterated that this is not a "need to" basis, but a "have to" basis. Mr. Wion said that it is the CEO's job to provide the report and Council's job to accept the CEO's recommendation.

A motion was made by Mr. Shaver to approve the Non-Uniform Pension Plan MMO, seconded by Mr. Albert and approved unanimously.

Ms. Gellatly requested approval of the Police Pension Plan MMO for the amount of \$144,695.34. State aid will cover \$87,543.16; the Borough is responsible for payment of \$57,152.18.

A motion was made by Mr. Spencer to approve the Police Pension Plan MMO, seconded by Mr. Albert and approved unanimously.

Borough Manager Gellatly led a discussion on the use of CDBG funds. The total for 2010 funds is \$52,356.82. The amount of \$26,680 has already been approved for the Blueberry Alley Project. The amount remaining from 2010 is \$25,676.82. There is a federal mandate to construct a wall to replace the bollards at Locust St.; this would cost \$17,300. The remaining \$8,376.83 could be spent to start replacing Stop signs and other reflective signs per another federal mandate; the signs must all be replaced by 2014. Mr. Spencer indicated that since the deadline for 2010 funds is October 1, 2012 a recommendation for use of those funds needs to be made tonight.

Mr. Spencer clarified for the public attending that bollards/wall are mandated by Penn DOT to protect the public from trucks turning into the mill. Mr. Tate questioned why truck drivers were not identified when they knocked down the bollards. Mr. Spencer replied that the mill guards cannot see that far from their post at the gate and reminded everyone that Front Street is a State road. Dr. Szada asked whether cameras could be installed on the sides of buildings to identify the trucking companies. Mr. Shaver replied that M&T is now empty and there is no internet access at 1 N. Front St. (SBCC)

Honorable George Hartwick, County Commissioner mentioned something about \$130,000 in unspent CDBG funds to benefit senior and children but he was not at the microphone.

Ms. Dorothy Tate-Winfield, 704 N. Front St. stated her concerns about truck traffic in that area. The light pole in front of their business has been knocked down twice; truck drivers come down Front St. too fast to safely make the turn toward Franklin Street. Some drivers were even inconsiderate and disrespectful to the funeral attendees trying to get to their cars after the service. Mr. Wright referred the matter to NEDC and Ms. House. He also asked Ms. House to check on the cost of cameras for the Borough and to communicate with the other business owners in that area.

Ms. Marcinko reminded everyone of the timeline for the 2010 CDBG funds – there is not time to solicit bids for bigger projects. Mr. Shaver asked for the cost to replace all mandated signs; Ms. Gellatly stated that Mr. Conjar estimates the cost to be \$30,000. Mr. Shaver then made the suggestion to use the whole amount (\$25,676.82) to take care of the signs (since they must all be replaced by 2014). Ms. Marcinko asked whether this money could be used to fix the drainage problem on Adams Street; Mr. Cichy stated that the land developer's plans include storm water pipes to be constructed by the developer at a cost of \$113,000 (+/-). Mr. Shaver concluded that there is not enough 2010 money to fix the drainage problems.

Mr. Albert reiterated that the wall and stop sign replacements are mandated; Mr. Shaver suggested we use the money for the materials for the signs. Ms. Renee Drayton asked why at least \$25,000 of the money couldn't be used to solve Mr. Atwell's problems. Ms. Marcinko indicated that we have already paved Daron Alley and worked with Mr. Atwell on his basement.

A motion was made by Mr. Albert to spend the entire 2010 CDBG funds of \$25, 676.82 on the purchase of materials to replace stop signs in the Borough and any other signs that are part of the mandate. Mr. Shaver seconded the motion and a roll call vote was taken after some clarification:

Dr. Szada – Aye
Mr. Wright – Aye
Ms. House - Aye

Mr. Spencer – Aye
Mr. Shaver – Aye

Mr. Albert – Aye
Ms. Marcinko – Aye

The motion passed with all seven (7) Aye votes.

OTHER BUSINESS:

Ms. Gellatly informed Council that an Executive Session is needed to discuss a Personnel Matter.

AUDIENCE PARTICIPATION:

Rev. Taylor, 219 Locust St. stated that he was embarrassed that the CDBG funding was not discussed and taken care of long ago. He also stated his concern that Council was considering selling 107 N. Front St. even though there is asbestos in the building. He is also concerned about the amount of money that could be spent to clean up the property before the sale. He suggested that money be spent for the people of the Borough; not on walls, water lines and other infrastructure.

Carl Phinney, 324 Ridge St. who works for Penn DOT was concerned about the source of the mandates and the amount of money already spent by HRG and other companies on pre-existing problems in smaller towns (good money after bad?) He also asked whether the projects in the Borough are offered to minority and/or women businesses. Mr. Shaver replied that the advertisements for bids are published in both the Patriot News and the Press and Journal. Anyone with a performance bond can put in a bid.

Kyrlo Crosson, 175 Lincoln St. stated that he recently met with Mr. Spencer and Mr. George Connor of the Department of Community and Economic Development concerning use of 2011 and 2012 CDBG funds to support the Steelton Community Resource Center and its Steelton Youth In Action (SIYA) upcoming program modules. These funds can be expended by November 1, December 1 or sooner. Investment in structures is important, but investment in hearts and minds is also important. His first budget request was for \$12,000 for a SYIA Group Transportation 15-Passenger Van with insurance for 12 months and maintenance. The second request was for \$3,500 for a 2-day Fishing/Water Safety Training Module, including guest speakers, food and drinks, fishing tools and prizes. The third request was for \$3,500 for the Harrisburg Boxing Club Exercise and Training Module, including access to the Club and training and exercise

courses with trainer Jason Bryant. The total 2011-2012 CDBG funding request for the Steelton Youth In Action Program Modules is \$19,000.

Dr. Szada commended Mr. Crosson's efforts and a nice presentation, but wondered how many children would be interested in fishing and boxing; especially girls. Jason Bryant, the trainer at the Harrisburg Boxing Club stated that 3 females are currently in the club. He also sent a signup sheet to Steelton Highspire High School; a total of 43 children signed up and 8 of them were girls, so there is much interest in the Borough.

Dr. Szada also spoke as a professional questioning the long term effects of boxing, i.e. Muhammed Ali and other boxers. Mr. Bryant stated that exercise and training are conducted for the first 6 months, and then students can choose to enter the ring. Ms. Jennifer Tate-Defreitas, 704 Front St. added that her son has ADHD and the boxing and fitness classes have helped him to focus and build awesome discipline. The SYIA has a holistic approach to youth. Jermell Fleming said that he will be assisting with the fishing expedition for both males and females and looks forward to sharing his experience with the children. Ms. Kristen Tate said that she and others hope to add home economics and hygiene classes to the Community Center, including (but not limited to) taking care of personal cleanliness, laundry and manners.

Ms. Marcinko thanked Mr. Crosson for his presentation, but asked why we are going to Harrisburg for the boxing instead of somewhere in Steelton. Mr. Crosson stated that for 2013 they are hoping to convert a local garage into a club for boxing. Mr. Wright noted that even if the \$19,000 is given they will still need a building. Option #1 is for the Borough to lend them a building to fix it up for the Center. Option #2 is to sell a building to the Community Development Foundation for \$1.00 and use labor from volunteers to fix it up. Someone in the audience asked where the money would come from for utilities and other expenses; Mr. Crosson gave an example of an exercise class for 10 people – if each person paid \$20 for the class there would be income of \$200.

Ms. Drayton was concerned that the Borough can house cats, but not kids. Mr. Crosson said he knew that the SBCC Program is self-sufficient. Mr. Albert asked Ms. Marcinko how much money Council has spent on the SBCC Program; she answered "Not one penny". Mr. Andy Hartwick asked why the Boys and Girls Club was shut down. Someone from the audience shouted "people from Harrisburg were running the club!"

Commissioner Hartwick came to the microphone to state his concerns that Steelton residents should share in the formation and running of kids' centers, clubs, etc. There is nothing constructive for kids to do in the Borough, such as the old Summer Recreation Program and Boys and Girls Club. Mr. Albert interjected that "parents and kids ruined those!" Mr. Hartwick mentioned that a Fellowship of Christian Athletes was recently formed and well attended. He suggested that the Council engage the community in an open process such as the discussion of CDBG funds, and gaming revenues and processes. He thinks we have lost the focus of the people. Dr. Szada reminded everyone present that

Council usually sits by themselves; nobody comes to these meetings even though they are advertised. If citizens don't ask, Council won't know what they want.

Mr. Hatcher, 512 Lincoln St. is a volunteer in the community. He hopes that we will invest in our youth and seniors and not corrections. We should engage everyone in the room tonight to working with staff to come to solutions.

Ms. Latasha Woods, 181 S. Front St. is a single mother with 2 elementary-age kids. She informed Council that there is now a Parent Action Committee with about 20 members who are working with Communities in Schools on a Walkability Audit for funding for crossing guards throughout the Borough. They need more parent involvement and volunteers for the project. She stated that she hadn't known about the meeting until today. Dr. Szada asked whether meetings are advertised in water bills; Ms. Woods stated that she is a renter and doesn't get a water bill.

Mr. Brandon Marsico, 230 Pine St. talked to Ms. House this weekend about lots of issues in the Borough. He proceeded to read an essay he wrote, adding that the folks here are showing their passion for the community and ending with the phrase "We don't hate you, we elected you!"

A resident of 320 Wood St. added that we have always been and will always be a tight-knit community in the Borough of Steelton.

Ms. Drayton stood up again to state her disappointment with tonight's actions, including the disrespect to the public. She also admonished Mr. Wright as President that she doesn't like the way he talks to residents.

Mr. Emuel Powell, 321 Lebanon St. was amazed at the number of people at this meeting and wondered why there can't be more people at all the meetings! (note: Mr. Powell, Ms. Lena Jefferson and Ms. Pauline Douglas are regular attendees) He added his comment on the Adams Street drainage issue that there has a spring running underneath the street forever! That is why properties from Daron Alley to Second Street have no basements. Regarding the trucks at Locust St., he stated that Officer Fry was the only cop to stop trucks after they struck bollards; in fact he had three pulled over at one time! He thinks Bethlehem Steel should move their entrance to Swatara Street, which could be widened to accommodate the trucks.

Shanice Grayer, 179 "R" St. moved from Harrisburg to Steelton hoping for more of a close community feeling. Tonight's meeting has been somewhat discouraging.

COUNCIL'S CONCERNS:

Ms. House thanked everyone for coming, including Commissioner George Hartwick to continue to support the SYIA and seniors. Don't forget about our children; they are our future leaders.

Ms. Marcinko thanked Commissioner George Hartwick for "coming home" and thanked Mr. Crosson for his SYIA presentation. She also commented that the SBCC program has 30 to 40 volunteers to make it a success.

Mr. Shaver apologized for the state of the website, but nobody is able to take care of it right now. He also agreed that the CDBG process and requests should be looked at more thoroughly. Lastly, he informed everyone that the fire company is having a Chicken Barbecue on Friday starting at 3:30p.m. until sold out.

Mr. Albert had no comment.

Mr. Spencer stated that nobody is against a community center; Council just found out about it. The process to give a building away involves specific procedures and accountability. The Community Development Foundation is 501(c) (3); the SYIA is not. It takes time to pull things like this together. He also stated that he was glad to see passion from the residents, but not in this type of forum. They need to understand that the 2010 CDBG money was for Adams St, but couldn't be used in a timely manner, and that is why Council is re-allocating these funds.

Dr. Szada thanked everyone for coming out tonight and expressed that Council needs more input, more often. If people decide what they want, Council wants/needs to know this. They should call with questions or concerns. She also reminded everyone that there are some constraints on how certain money is spent.

Mayor Acri thanked everyone for attending. He acknowledged that everyone has a lot to digest tonight.

Chief Spangler invited everyone to attend Crime Watch Meetings which are held every second Tuesday of the month.

Mr. Wright apologized for his actions and also to Mr. Atwell, but suggested that the only time everybody comes to a meeting is when there is a controversial issue; otherwise only Mr. Powell and Ms. Douglas show up. He sits in a tough position as Council President, and will continue to represent the Borough as best he can. As he stated before, he will run for Council one more time, win or lose. Lastly, he apologized to Ms. Drayton.

On motion by Mr. Shaver, seconded by Mr. Spencer, the Council meeting recessed into executive session at 9:08p.m. to discuss a personnel matter.

The Council meeting reconvened at 9:30p.m.

ADJOURNMENT:

There being no other business before Council, on a motion by Mr. Shaver, seconded by Mr. Spencer, the meeting adjourned at 9:57p.m.

Respectfully submitted,

Sara Gellatly
Borough Manager

Kathy I. Sosnowski
Executive Assistant

AGENDA
BOROUGH OF STEELTON
October 1, 2012

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

PUBLIC COMMENT: Agenda items only

COMMUNICATION:

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Steve Shaver

Discussion of Police Vehicle leasing.

OTHER BUSINESS:

Sara Gellatly

Executive Session (if necessary)

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

ADJOURNMENT:

The regular monthly meeting was called to order at 6:30p.m. by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Stephen Shaver
Jeffery Wright
Michael Albert
Maria Marcinko
Raymond Spencer
Denae House

Absent:

MaryJo Szada

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager
Kathy I. Sosnowski, Executive Assistant

APPROVAL OF MINUTES:

On a motion made by Mr. Albert, seconded by Ms. Marcinko, Council Members present voted unanimously to approve the minutes from September 17, 2012, as presented.

PUBLIC COMMENT: Agenda Items Only – None.

COMMUNICATION: None.

UNFINISHED BUSINESS:

Ms. Gellatly – as requested by Mr. Wright at the last meeting, she reported that \$35,000 of the grant money for 107 N. Front St. was returned to Buxton's office; \$50,000 was returned to Piccola's office and the rest (\$40,000) was CDBG money that was used for the Adams Street Project.

Mr. Wright – requested a report from the NEDC Committee on the possible addition of cameras to the intersection of Front and Locust Streets. Ms. Gellatly reported that NEDC doesn't meet until Tuesday, October 9th. She has been in contact with Ed Marsico concerning the camera placement.

NEW BUSINESS:

Steve Shaver gave a small presentation on the differences between Ford and Chevy vehicles for possible lease by the police department. This was requested by the Finance Committee due to recurring maintenance on older vehicles. After a short discussion, Mr. Shaver made a recommendation to have staff look into a yearly lease for a 2013 Chevy Tahoe at a rate of \$12,878.25 per year and a 2013 Chevy Caprice at a rate of \$11,168.16

for a total of \$24,046.41. A motion was made by Mr. Albert to approve checking into a leasing arrangement, seconded by Ms. Marcinko and approved unanimously by all present. It was confirmed that these arrangements are being handled through Costars.

OTHER BUSINESS:

Ms. Gellatly informed Council that an Executive Session is needed to discuss a personnel matter.

AUDIENCE PARTICIPATION:

Ms. Lena Jefferson, 258 Lincoln St. expressed her concerns about the bank-owned property at 253 Lincoln St. The lawn was mowed, but there is other debris on the property and vines hanging over the sidewalk, making quite an eyesore. Mr. Wright forwarded this matter to the Public Works Committee, Ms. Marcinko and Ms. Gellatly.

Her second concern is that the problems they had with kids hanging around the neighborhood and the corner store in particular, have returned. She asked if anyone has been looking at the videotapes the cameras record at the corner. The Mayor replied that the tape machines run at the police station, but there are not enough employees to monitor them 24/7. They are checked on a regular basis throughout the week. The Mayor will talk to Chief Spangler about Ms. Jefferson's concerns. She also asked why a commercial property is allowed in a residential district, especially since it stays open late at night, sometimes until 12:30a.m. The Mayor stated that the store was most likely "grandfathered" because it had been there so long.

Her final concern was with a letter she received from the Codes Department regarding a trash bag she placed beside her trash can. She believes they are sending too many letters about trivial issues and need to focus on the properties that are a danger to the community.

Kristen Tate, 704 N. Front St. thanked Ms. Gellatly for her help with a code/fire issue that was discovered recently, but was disappointed that Sylvie Zell did not return her calls or come to the building. She was also upset that Ms. Zell had been in contact with the landlord's wife later on about the building, even though she did not contact Ms. Tate.

Another of Ms. Tate's concerns is the fact that scrap metal from trucks coming onto Franklin Street has ruined 2 to 3 tires on her car recently. Ms. Marcinko spoke with Mr. Conjar about this; he confirmed that Borough trucks have also lost tires there. The Public Works Department does run a magnet 2 or 3 times a week to clean up the debris. Ms. Tate also stated that even though it is required, many trucks are not covered with a tarp. Ms. Marcinko will have the Codes Department send a letter to those companies to remind them that tarps to cover the scrap must be used.

Finally, along with Markis Milberry, Ms. Tate thanked the Borough staff for the new basketball poles and nets being placed in a timely manner.

Brandon Marsico, 230 Pine St. expressed his concerns that the CDBG money discussed at the September 17 meeting may go unspent and wondered if there has been any progress with the Steeltown Youth in Action (SYIA) request presented at that meeting. He used the amount of \$37,946 in error; that money is from 2011 and should be spent by November 30th. He was reminded that the issue will be brought up at the NEDC meeting on Tuesday, October 9th.

The amount from 2010 (\$25,676.82) has been spent for the mandated sign replacement throughout the Borough.

Mr. Marsico then distributed a paper to Council members regarding the possible renovation of the former Wallace Funeral Home at 2nd & Adams Street. The total proposed cost of this project was given at \$26,000. Services included demolition of parts of the interior/drywall, porch and roof repairs, replacement of doors and flooring and carpet removal and/or restoration. He stated his concerns about the timeline to be able to transfer the building from the Borough to the SYIA. Ms. Marcinko reminded him that the building is deeded to the Borough/Foundation; advisement is needed from their lawyers regarding how to proceed.

Rev. Darryl Taylor, New Jerusalem Church, 219 Locust St. is concerned about the website not being updated on a regular basis. He recently talked to someone at the Vo-Tech School about having a student trainee work on the webpage as an apprentice with no cost involved to the Borough; and the student would still get “hands-on” experience. He asked if minutes of recent meetings could also be put on the site. Mr. Wion stated that the minutes need to be approved before they can become publicly available. Mr. Wright asked members of the NEDC to welcome Rev. Taylor to present his Vo-Tech idea regarding the website.

Emuel Powell, 321 Lebanon St. stated his concern about the millions of dollars spent on the Locust Street Steps and using more money to clean up weeds around them. Mr. Shaver corrected him because the steps that were discussed are the steps from 3rd Street to 4th Street. Mr. Powell asked if anyone really used the Locust Steps; Ms. Marcinko said that when the SBCC uses their building at 1 N. Front St. they often see people traveling on the steps. Rev. Taylor also said he sees many people using the steps, especially school children and residents of 3rd Street.

Markis Milberry, 349 Spruce St. thanked the Borough for installing the basketball poles and nets. He also asked whether volunteers could be used to clean up the weeds on the 3rd to 4th Street steps instead of spending Borough money on them. Ms. Jefferson then asked if volunteers could also be used to clean up 253 Lincoln Street. Council members reminded both of them of the liability issues involved with such an endeavor.

Brandon Marsico returned to the podium to restate his concern that the CDBG money be spent by October 31st, whether it is spent to renovate the Wallace Funeral Home or not. The SYIA needs a building to work in - and soon!

COUNCIL'S CONCERNS:

Ms. House thanked the audience for coming to the meeting. She also reminded Council that we need to make sure the community is involved in the CDBG process. Finally, she thanked everyone for their support of the SYIA.

Ms. Marcinko asked everyone to keep Michael Rozman (longtime Council member) in their prayers, as his brother was recently killed in a motorcycle accident in Texas. She also commented on how wonderful the renovations at Shirley's Closet and the Glam Spot are looking.

Mr. Shaver had no comment.

Mr. Albert commented about the improvements being made to a property in the 400 block of Swatara Street. He suggested that maybe the Borough could start sending letters of appreciation to those residents who do improve their properties, since we're quick to admonish them when they don't take care of them.

Mr. Spencer had no comment.

Mayor Acri had no comment.

Mr. Wright thanked everyone who attended the meeting tonight.

On motion by Mr. Albert, seconded by Mr. Shaver, the Council meeting recessed into executive session at 7:17p.m. to discuss personnel matters.

The Council meeting reconvened at 8:07p.m.

Mr. Albert made a motion to hire Tory Pogasic full-time/temporary with benefits at a rate of \$11.43 per hour, seconded by Mr. Shaver and approved unanimously by all present.

Mr. Albert made a motion to reduce Kathy Sosnowski's hours from 20-26 hours per week to 12 hours per week, seconded by Ms. House and approved unanimously by all present.

ADJOURNMENT:

There being no other business before Council, on a motion by Mr. Albert, seconded by Mr. Shaver, the meeting adjourned at 8:14p.m.

Steelton Borough
Council Meeting
October 1, 2012

Respectfully submitted,

Sara Gellatly
Borough Secretary

**AGENDA
BOROUGH OF STEELTON
October 15, 2012**

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CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

EXECUTIVE SESSION HELD BETWEEN MEETINGS

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

APPROVAL OF DEPARTMENT REPORTS:

- Financial Report
- Neighborhood & Economic Development
- Fire and Ambulance
- Police
- Public Works
- Code Enforcement
- Water Filtration Plant
- Mayor's Report (Mayor Acri)
- Borough Manager's Report

PUBLIC COMMENT: Agenda items only

COMMUNICATION:

Steelton-Highspire School Board

Minutes from June 11, 2012, June 21, 2012, August 13, 2012 and August 23, 2012.

HRG

Engineering Activities September 10 – October 12, 2012

UNFINISHED BUSINESS:

Borough Manager

Discussion of CDBG funds

NEW BUSINESS:

**AGENDA
BOROUGH OF STEELTON
October 15, 2012**

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None

OTHER BUSINESS:

Sara Gellatly

Executive Session (if necessary)

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

ADJOURNMENT:

The regular monthly meeting was called to order at 6:30pm, by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Jeffery Wright
Michael Albert
Maria Marcinko
Raymond Spencer
Denae House
MayJo Szada

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager

Absent:

Steve Shaver

APPROVAL OF MINUTES:

On a motion made by Mr. Albert, seconded by Ms. Marcinko, Council Members present voted unanimously to approve the minutes from October 1, 2012, as presented.

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

A motion was made by Mr. Spencer to approve the schedules, seconded by Mr. Albert and approved unanimously by all present.

APPROVAL OF DEPARTMENT REPORTS:

A motion was made by Mr. Albert to approve the department reports, seconded by Ms. Marcinko and approved unanimously by all present.

Neighborhood & Economic Development

Fire and Ambulance

Police

Public Works

Codes Enforcement

Water Filtration Plant

Mayor's Report – Reminded the audience that Trick-or-Treat Night is Thursday, October 26 from 6-8pm.

Borough Manager's Report

PUBLIC COMMENT: AGENDA ITEMS ONLY

Brandon Marsico, 232 Pine Street – Wanted make the community aware of what Council was going to be voting on this evening. Of the 2011 CDBG funding, the NEDC Committee is recommending to Council to spend \$18,000 on paving the parking lot on Adams Street. The properties that comprise the parking lot were purchased by the Borough in 2009 for \$10,000 each. There were four properties purchased, paid for with CDBG funding. Each property is only valued at \$1,500. He feels there are better ways to spend the available funding. Also at the NEDC meeting it was discussed to spend approximately \$25,000 on replacing the bollards located at the entrance of the Mill. It was also discussed at the meeting that a camera would be placed in this area to catch the trucks damaging the Borough's property. He suggested that the money be spent on crosswalks and line painting.

COMMUNICATION:

Steelton-Highspire School Board – sent the minutes from their June 11, 2012, June 21, 2012, August 13, 2012 and August 23, 2012 meetings.

PRESENTATION:**Matt Cichy – Engineering Activities September 10 – October 12, 2012**

Project #1337.0430 (Blueberry Alley Storm Sewer Replacement) – A storm manhole/inlet covered with silt and debris was found on the hill between 3rd and 4th streets during an investigation. The Borough public works staff is to be performing an investigation to locate the existing pipe so that the replacement project can be revised to incorporate this previously unknown pipe.

Project #1337.0432 (East End Sewer Separation Project) – The only outstanding item on this project is that it needs to be incorporated into the GIS mapping system.

Project #1337.0440 – (Street Scape Phase 2) – The final plans, specification, and a cost estimate are anticipated to be completed and approved by PennDOT November 2012. HRG is trying to advance this project through PennDOT.

Project #1337.0451 (NPDES MS4s Permit, Renewal, Notice of Intent) – HRG worked with Borough staff to complete and submit the NPDES MS4s Permit Renewal NOI to PA DEP on September 10, 2012.

UNFINISHED BUSINESS:

Ms. Gellatly, Discussion of CDBG Funds – At the NEDC meeting there was a recommendation made to use the 2011 CDBG funding to replace the bollards and pave the parking lot on Adams Street.

Mr. Spencer stated that the paving project is still questionable to him. However, he thinks that the bollards need to be replaced, regardless if they are required by PennDot or not. It was also his understanding that the District Attorney has agreed to install a camera for the Borough to catch the trucks that destruct the bollards and that the cameras will be installed to help the Borough in these efforts.

Ms. House asked what the amount was for the Adams Street paving project. Mr. Wright stated that the cost was \$18,500.

Mr. Spencer made a motion to approve the bollards, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Albert stated that he agreed with Mr. Spencer that the Borough should not use the funds to pave the Adams Street parking lot.

Ms. Marcinko stated that if the Borough paves the parking lot, then the project does not need to go out to bid. Then the remaining balance could go towards a different infrastructure project. She stated that the 2011 and 2012 CDBG money was originally earmarked for Adams Street and that the parking lot on Adams Street seems appropriate and is why it was discussed at NEDC.

Ms. House stated that she last Thursday she had a meeting with Commissioner Hartwick and that he suggested that some of the 2011 CDBG money be used for SYIA's programs.

Ms. Marcinko asked Ms. Gellatly if the funds could be used towards Blueberry Alley due to additional damage found to the pipes. Ms. Gellatly stated that the additional damage found would not have any impact on the design phase. The design phase has already been approved and paid.

Mr. Wright turned the floor to **Kyalo Crosson, 175 Lincoln Street**, to present the presentation on SYIA's request for program expenses. He requested that \$8,000 be allocated to SYIA for program expenses. He expressed that the funds would be spent on 15 laptops, 3 play stations, and Amazon Kindles. He stated that the laptops would be used by both the youth and the seniors.

Ms. Marcinko asked Mr. Crosson where the equipment would be stored. He stated that the equipment would be stored in a secure location agreed upon by all SYIA members and in accordance with the grant guidelines. Mr. Wright stated that all of this should still fall under the direction and guidance of the Foundation. The Foundation should have record and knowledge of where the equipment is stored. Ms. House stated that the equipment would be used immediately in basements of churches, such as Reverend Taylor's facilities, to start their programs. Mr.

Spencer said he thought it would be a good idea to purchase the items listed by SYIA, if Reverend Taylor has already committed to allowing SYIA to use his facilities.

Mr. Spencer asked if the remaining balance of about \$10,000 be used for beautification purposes, such as repainting the crosswalks and other beautification projects.

Mr. Wion stated that it was his understanding that the funds that have to be spent by the end of the month, that there has to be a contract in order to spend them. The Borough cannot just go out and expend the funds.

Ms. Gellatly stated that when the Borough applies for CDBG funding, the application has the Borough state what project the funds will be used for. The 2011 CDBG funds are earmarked for Adams Street. However, when we make changes to how the funding is going to be spent, the Borough must resubmit an application to the County and then a new contract has to be signed. If the projects are CDBG eligible, then the Borough is ok.

Mr. Wright asked Ms. House that if the Borough would lease 24 Adams Street to SYIA, when she anticipates her program beginning. Ms. House stated that SYIA has been up and running since April of the year.

Mr. Wright stated that the Council has not yet thought about the fact that the Borough will own the property and that insurance costs have not been calculated yet.

Mr. Crosson stated that the equipment purchased would be able to be used by both the seniors and the youth.

Ms. Zsada stated that she felt there were hidden costs in Mr. Crosson's proposal, such as the cost of the games and the books for the Kindles.

Kristen Tate. 704 North Front Street – stated that the CDBG money is to help the community and did the Borough think about the Community when they purchased 24 Adams Street for \$125,000 in 2009. And since purchased it has been sitting empty.

Mr. Albert stated that the reason why 24 Adams Street was purchased was to continue the Adams Street project. The building was a part of the Adams Street program and that the CDBG funds had to be purchased.

Ms. Marcinko made a motion to approve \$8,000 of the 2011 CDBG funding for SYIA, with the understanding that the Project Manger be responsible for the borough property that will be purchased and that it will be inventoried, seconded by Mr. Albert and approved unanimously by all present.

Mr. Albert made a motion to approve the remaining 2011 CDBG funding in the amount of \$9,994 to use for beautification purposes, seconded by Mr. Spencer and approved unanimously by all present.

NEW BUSINESS:

No new business.

OTHER BUSINESS:

Ms. Gellatly informed Council that an Executive Session is needed to discuss legal matter under attorney client privileges and also to discuss a personnel matter.

AUDIENCE PARTICIPATION:

Doreen Sawyers, 679 Paxton Street – She would like to put a fence around the back of her property. She found out that years ago, 1950s, the Borough owned land beside her house, which was for a street that was never developed. It was going to be named Lebanon Street. There is also an undeveloped street on the back of her property. She would like the land to be replenished to her so that she can put up a fence. She has been taking care of the property for numerous years.

Mr. Wright asked Ms. Zell if she was aware of what Ms. Sawyers was referring to. Ms. Zell stated that she told Ms. Sawyers that she would need to get a copy of the deed for her property have a surveyor determine her property lines. Also to see if the land was actually ever given to her and if it was then she could put her fence up. If the land was never given to her, then it is up to Council to decide if they want to vacate the land.

Ms. Sawyers stated that it was her understanding that the Borough still owns the property.

Mr. Spencer stated that there was still research that needs to be done.

Mr. Wion stated that this situation exists in a lot of places in the Borough. What has happened is that over the years, some areas have been laid out to have streets put on them and they are on the Borough map, but they are never built nor constructed. The law is that if they never become public streets and are never constructed, then the law states that the Borough's ability to do that after 21 years expired. The area that would have been a street reverts one-half to the owner on one side and then the other half to the owner on the other side. The Borough has over the years, adopted a comfort resolution, recognizing that the roads have not been a part of the Borough and be stricken from the Borough's map. This only puts on the record that the Borough is recognizing this fact.

When Council passes a resolution like this, the resident often records a new deed that picks up the alley. Mr. Wion will have to look at the street to determine if it was ever used or repaired and then respond accordingly. Mr. Wright turned the matter over to Ms. Marcinko, Public Works Committee Chairwoman, who will work with Mr. Conjar to come up with a resolution.

Emuel Powell, 321 Lebanon Street – It was his understanding that the Adams Street project only pertained to the north side of the street and not the south side, which is the side 24 Adams Street, the Wallace Funeral Home. Also stated that Council been saying they could not transfer grant money from one project to another but this is what Council voted on this evening. Stated that Council and the Community needs to get on the same page.

Neff Williams, 115 South Second Street – Would like to know what the Borough is doing about the whole in the road at Second and Swatara Street. Mr. Acri confirmed that there has been two water main breaks in the area and that is the reason the road is sinking in. Mr. Wright stated the Public Works is addressing this issue.

COUNCIL’S CONCERNS:

Ms. House – had no comment.

Ms. Marcinko – had no comment.

Ms. Szada – had no comment.

Mr. Spencer – had no comment.

Mr. Albert – had no comment.

Mayor Acri – He wanted the audience to know that when the Borough receives grants from the Government and it is for a specific purpose, such as trees, we have to spend it on trees. The money given to SYIA, is given from the County. The County received the CDBG money from the Federal Government and the County does not just give the money to the Borough of Steelton but to all communities around the County and that the money voted on tonight was legal.

On a motion by Mr. Albert, seconded by Ms. House, the Council meeting recessed into executive session at 8:06pm to discuss legal matters and personnel matters.

The Council meeting reconvened at 8:48pm.

A motion was made by Mr. Albert to accept the resignation of Kathy Sosnowski, seconded by Mr. Spencer. A vote was taken:

Ayes: Mr. Wright, Mr. Albert, Mr. Spencer, Ms. House, Ms. Marcinko

Nay: Ms. Szada

A motion was made by Mr. Albert to allow Ms. Gellatly to post the position for someone to take the minutes of the Council and Authority meetings, seconded by Ms. Marcinko. A vote was taken:

Ayes: Mr. Wright, Mr. Albert, Mr. Spencer, Ms. House, Ms. Marcinko

Nay: Ms. Szada

A motion was made by Mr. Spencer to have the Foundation determine if they will enter into a lease agreement with the Borough for 24 North Second Street, seconded by Mr. Albert and approved unanimously by all present.

ADJOURNMENT:

There being no other business before Council, on a motion made by Ms. Szada, seconded by Ms. Marcinko, the meeting adjourned at 8:52pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary

**AGENDA
BOROUGH OF STEELTON
November 5, 2012**

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

PUBLIC COMMENT: Agenda items only

PRESENTATIONS:

Dennis Heefner

COG Update

COMMUNICATION:

UNFINISHED BUSINESS:

None

NEW BUSINESS:

None

OTHER BUSINESS:

Sara Gellatly

Executive Session (if necessary)

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

ADJOURNMENT:

The regular monthly meeting was called to order at 6:30pm, by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Jeffery Wright
Maria Marcinko
Raymond Spencer
Denaë House
Steve Shaver

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager

Absent:

MaryJo Szada
Michael Albert

APPROVAL OF MINUTES:

On a motion made by Ms. Marcinko, seconded by Mr. Spencer, Council Members present voted unanimously to approve the minutes from October 15, 2012, as presented.

PUBLIC COMMENT: AGENDA ITEMS ONLY

None

PRESENTATIONS:

Dennis Heefner – COG Update

Mr. Heefner stated that at the last COG meeting, they wanted to approach all municipalities to review the franchise charges imposed by Comcast. To date there are 15 municipalities participating, with a rate of \$4,900 per municipality. Mr. Heefner stated that there are not enough properties in Steelton where the Borough would benefit from participating in this review. Mr. Shaver stated that due to the Borough's budget constraints that this is not an option for the Borough.

John Logan, Director of Community Life Team – Life Team Update

Mr. Logan stated that it was their pleasure to working with the Borough during Hurricane Sandy. The EMS membership drive will be going out in the upcoming weeks. Additional brochures will be available at the Borough Office and mailed out to all residents.

He also stated that Pinnacle Health did a five year strategic plan last year and this year Life Team will be engaging in five year strategic plan. They will be reaching out to local leadership to appoint to the Committee and asks that the Council submit a name for the Committee.

COMMUNICATION:

Mr. Wright stated that he received an email from the Borough Manager in regards to a letter from the Watershed Plan Advisory Committee, stated that they were looking for an individual to sit on the Board. Mr. Wright recommends that the Borough Manager be on the committee and Mr. Wight will serve as the secondary on the Committee.

UNFINISHED BUSINESS:

679 Paxton Street Update

Ms. Marcinko stated that we did do research on a portion of Lebanon Street, and its status; she had mentioned at the previous Council meeting that Mr. Wion will prepare a resolution sticking this non-public portion of Lebanon Street from the Borough maps. The issue will be brought before Council at the following Council meeting.

NEW BUSINESS:

No new business.

OTHER BUSINESS:

Ms. Gellatly informed Council that an Executive Session is necessary to discuss personnel matters.

AUDIENCE PARTICIPATION:

Dennis Heefner, 337 Swatara Street – He stated that the black fence across the street from his house and located on the wall there has been hit by a vehicle. Cars are parking along the fence, where there used to be a no parking sign. The police are unable to enforce cars parking along the fence because the sign is no longer up. He suggested that we place two unused concrete planters along the fence to enforce the no parking along the fence. Mr. Wright asked Ms. Marcinko, Public Works Committee Chair to ensure that the no parking sign is replaced.

Kristen Tate, 704 North Front Street – She asked how the 2011 CDBG funds allocated for beautification would be used for because she still sees several things throughout the town that need fixed and replaced. She mentioned the planters that are empty along Front Street that generally collect trash.

She also stated that she is trying to decipher which properties are owned by which organizations. She noted that three properties on Front Street are owned by the Steelton Corporation and that she is still waiting on an answer as to why they were purchased along with the building at 24 Adams Street, along with the properties on Front Street. It is also her understanding that the Borough paid for all these properties that are sitting empty.

Mr. Wright turned this issue to the Neighbor and Economic Development Committee and wants Ms. Tate's request, the properties owned by the Borough and the Corporation, fulfilled and then at the next Council meeting a presentation given answering her questions.

Natalie Muza, 200 Catherine Street – She stated that she was at the September 4, 2012 Council meeting due to damage that was sustained in her yard on September 3, 2012 and that it is an ongoing issue since 2005. On September 4 she asked that the maintenance plan that was put in place would be reevaluated as well as the Borough consider extending the pipe up to the outsource of where the two water pipes come down onto the pathway into the pipe. She stated she did voicemail Ms. Marcinko on September 18 and has received no communication since then. She would like to know the status update on what is the plan for the upkeep, the maintenance, and the repair of the yard.

Ms. Marcinko stated that reports have been given at previous Council meeting that Ms. Muza was not in attendance for. Ms. Marcinko stated that she has been assurance by the Public Works Department that they visit the storm drain every morning, including the weekends. The day of the storm, they were there in the morning. The rain that we had, regardless if the drain was cleaned or not cleaned, was an act of God. Ms. Marcinko confirmed with Ms. Muza that she did report that when Hurricane Lee, during 2011, that she had no damage. Ms. Muza confirmed that Ms. Marcinko's statement was correct. Ms. Marcinko stated that according to HRG, the rain that fell on September 3 happened so quickly that the storm drain could not handle the amount of rain.

Ms. Marcinko stated that per HRG there is nothing that could have been done that day to prevent what had happened. Ms. Muza stated that the damage that was done occurred because of the debris that was in the drain.

Ms. Marcinko stated that the Borough is in budgetary discussions at this time and is unsure if the Borough can make the major changes that could be done for that type of rain. The issue is still being investigated. Ms. Marcinko stated that damage that she had, that the insurance company said the last time; it was the last time they would pay for the damage. Ms. Muza stated that she did not agree with that and that she had that clause removed from the contract. Ms. Marcinko told Ms. Muza to contact the Borough Manager to file a claim with the insurance company and let them handle the situation.

Doreen Sawyers, 679 Paxton Street - She asked if she will receive something in writing from the Borough as to what the next step is in regards to tax assessment and changing the deed. She would like some guidance from the Borough about the portion of the Borough property that will

be deeded to her. Mr. Wright stated that Mr. Wion has to get all the documentation in order and then she will be contacted by the Borough Manager.

She also stated that when she bought her property she had a lot of sewage problems and her basement was getting flooded every time she does wash. She had Pronto Plumbing come to her house and she had a new floor line installed. She said they went out 170 feet to the main line and there is an L-shape line, where there should be a straight line to the main. She stated that she spent \$6,000 into installing a new line and now she is having the same problem again. She wants someone to come out and look at her line to determine why she is having problems. During the summer she said she called the Borough and they came to her house and opened the manhole and it was dry, and that the Public Works Department flushed 2,000 gallons of water down the main line. Ms. Sawyers feels as though she has done her part and would like the Borough to come out and assess the situation.

Ms. Marcinko asked if the Ms. Sawyers's plumbing company installed a backflow valve. Ms. Sawyers was not sure if they did. It was her understanding that the plumbing company was only able to go out so far towards the main because they would not reach the main line. Ms. Marcinko stated that the Public Works Department would be out to look at her line and determine what the problem is.

Emuel Powell, 321 Lebanon Street – He stated that before the 1972 flood the Borough was divided into nine wards and would like to know why that changed. It was stated that there are no longer wards due to population. He believes the Borough should be divided back into wards to that each ward is represented by one council member, rather than having to discuss issues with all seven members. Mr. Wright stated if there is a situation that comes before Council that he turns the issues over to the different committees that are in place. Mr. Wright stated that if he if Mr. Powell is not sure who is the chair person of the different committees, that he can contact the Borough Manager. Mr. Wright also asked the Borough Manager to post the committees members on the bulletin board.

Markis Millberry, 349 Spruce Street - He would like to know how many times of year and when the Borough clean the sewer gutters on Front Street. Mr. Wright stated that there is a maintenance plane in place. Ms. Marcinko stated that there is a scheduled maintenance plan but the exact details are not known. She stated that she would gather the information and inform him at the next meeting.

Mr. Milbury stated that he turned in a right-to-know request, asking for the financial statements for the New Steelton and that it took a month for the information to get to him. He was trying to be specific about wanting to know which companies were used to purchase the bricks and how much the bricks and poles cost. Those were the details he was interested it. He stated that he only received a \$25,000 invoice.

Mr. Wion stated that his right-to-know request was specific only to his request for the materials for the year 2006 on the New Steelton project. The Borough went back and looked at the New Steelton project materials in 2006 and everything that the project had in 2006 was provided. Mr.

Steelton Borough
Council Meeting
November 5, 2012

Millbury did not ask for the specifics of the contractors, and his requests were not a part of 2006 materials. Mr. Wion stated that the Borough can only respond to the specific requests that ask for specific information and that the Borough responded to his request fully and that it took time to gather that information, which is allowable.

COUNCIL'S CONCERNS:

Ms. House – She asked Mr. Wright to give more details about the Committee that he asked Sara Gellatly to serve on. Mr. Wion stated that the Dauphin County Conservation District sent around a memorandum in regards to the Act 66 Storm Water Amendment. The County is responsible for the local storm water plan. The County adopts the plan and then the municipalities have to adopt the ordinances to implement the County's plan. The County performed this several years ago and the Borough adopted the necessary ordinances. Now the County is going back because they have found problems with their plan and is going to have a Committee study and upgrade the plan. The Committee is going to consist of the various County municipalities and they need each municipality to appoint a representative; if the Chairman or President not going to be the representative, then there was a form that needed to be filled out indicating who will be attending the meeting on the Borough's behalf.

Ms. Marcinko – Congratulated the Steelton Fire Department for their successful Halloween Trick-or-Treat Haunted House and thanked the public for participating.

She announced that Officer Kevin Martin received the DUI Top Gun award for the State.

Mr. Spencer – Wanted to let the public know that we are in the last stages of the budget process and that it will be made available for public review and that he encourages the public to review it and ask questions.

Mr. Shaver – He attended the Paxton Lodge award presentation and that the Borough provided four proclamations for the individuals who were being honored by the Lodge.

Mayor Acri – Thanked the Fire Department and everyone who assisted in the Haunted House. Also he announced that the Tree Lighting Ceremony will be December 4 at 6:30pm. After the ceremony Santa Claus will be at the Fire House.

On a motion by Mr. Shaver, seconded by Ms. House, the Council meeting recessed into executive session at 7:27pm to discuss legal matters and personnel matters.

The Council meeting reconvened at 8:15pm.

A motion was made by Mr. Shaver to approve Nicole Salov's three day suspension without pay, seconded by Ms. Marcinko and approved unanimously by all present.

A motion was made by Mr. Shaver to approve reliving Charles Miller Jr. of his duties with the Borough since he can no longer perform his duties, seconded by Ms. House and approved unanimously by all present.

ADJOURNMENT:

There being no other business before Council, on a motion made by Ms. Marcinko, seconded by Mr. Spencer, the meeting adjourned at 8:18pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary

**Borough of Steelton
Council Agenda
November 19, 2012**

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

APPROVAL OF DEPARTMENT REPORTS:

**Neighborhood & Economic Development
Fire and Ambulance
Personnel
Police
Public Works
Code Enforcement
Mayor's Report (Mayor Acri)
Borough Manager's Report**

PUBLIC COMMENT: Agenda items only

PRESENTATIONS:

Matt Cichy, HRG

Summary of Engineering Activities
from October 12 – November 15,
2012.

COMMUNICATION:

Steelton-Highspire School Board

Minutes from September 10 and
September 20, 2012 meetings.

UNFINISHED BUSINESS:

Borough Manager

Presentation of Borough owned
properties.

**Borough of Steelton
Council Agenda
November 19, 2012**

Mr. Wion Adams Street amended Land Development Subdivision plan for the Adams street Townhouse Project

NEW BUSINESS:

Borough Manager Certificates of completed classes, awards earned, and gratitude of service.

Mr. Wion Resolution 2012-R-36, striking a portion of Lebanon Street from the general plan streets of the Borough of Steelton.

Mr. Wion Resolution 2012-R-37, special purpose parking for James A. Chisholm at 304 North Second Street.

Mr. Wion Resolution 2012-R-38, special purpose parking for Yvette Wilson at 236 North Second Street.

Borough Manager Request to appoint Barb Lane and Dennis Heefner to the Steelton Community Development Foundation.

OTHER BUSINESS:

Sara Gellatly Executive Session –
Litigation/Harrisburg Sewer Rates

AUDIENCE PARTICIPATION:

**Borough of Steelton
Council Agenda
November 19, 2012**

COUNCIL'S CONCERNS:

ADJOURNMENT:

The regular monthly meeting was called to order at 6:30pm, by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Jeffery Wright
Steve Shaver
Michael Albert
Maria Marcinko
Raymond Spencer
Dena House
MayJo Szada

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager

APPROVAL OF MINUTES:

On a motion made by Mr. Albert, seconded by Mr. Shaver, Council Members present voted unanimously to approve the minutes from November 5, 2012, as presented.

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

A motion was made by Mr. Albert to approve the schedules, seconded by Ms. Marcinko and approved unanimously by all present.

APPROVAL OF DEPARTMENT REPORTS:

A motion was made by Mr. Shaver to approve the department reports, seconded by Mr. Albert and approved unanimously by all present.

Neighborhood & Economic Development

Fire and Ambulance – Ms. Szada asked that if the Ambulance report could also include a third column on the report could be added that would like the arrival time on the scene. Mr. Wright asked Mr. Shaver, Ms. Marcinko, and the Mayor to make sure that the report includes Ms. Szada’s request.

Police

Public Works – Ms. Marcinko said that Mr. Conjar has assured her that they have run the magnet across Franklin Street twice a week for the last month. The Swatara Street No Parking sign will be replaced by the end of the week. Ms. Marcinko gave an update on the situation at 679 Paxton Street, which is still being investigated. There is a problem with the way the Sawyer’s plumber dug the line from their home to the curb. It appears that it is not hooked up properly and it not a Borough situation. Ms. Marcinko sent a message to the Sawyers to have their plumber contact Mr. Conjar to further discuss the issue. The update on 200 Catherine Street, at the last Council

meeting Ms. Muza was to the send the bill to Ms. Gellatly, who provided her with all her information, to date Ms. Muza has not contracted Ms. Gellatly.

Codes Enforcement

Water Filtration Plant

Mayor's Report

Borough Manager's Report

PUBLIC COMMENT: AGENDA ITEMS ONLY – None

PRESENTATION:

Matt Cichy – Engineering Activities October 12 – November 15, 2012

Project #1337.0430 (Blueberry Alley Storm Sewer Replacement) – Borough public works staff is to perform an investigation to locate the previously unknown stormwater pipe that was discovered so that the replacement project could be revised to incorporate this previously unknown pipe. Once the pipe is located, the HRG will continue with finalizing the design.

Project #1337.0432 (East End Sewer Separation Project) – The only outstanding item on this project is that it needs to be incorporated into the GIS mapping system. At next month's Council meeting paper work for final reimbursement from PENNVEST should be prepared.

Project #1337.0440 – (Street Scape Phase 2) – Design on this project continues and it is anticipated to be completed this month or the following. PennDot still has this project slated to go out to bid in August 2013.

Project #1337.0447 – (Mohn Street Recreational Project) – Nothing is known on the status of the DCNR grant.

Project #1337.0451 (NPDES MS4s Permit, Renewal, Notice of Intent) – HRG has worked with Borough Staff to complete and update the permit renewal which will start in March 2013. DEP is currently reviewing this application and it is anticipated that we will hear back from them in March 2013.

Mr. Cichy introduced Josh Haynes to Council. He is replacing Charles Smith, who was the previous representative to the Planning Commission and review the land development plans.

COMMUNICATION:

Steelton-Highspire School Board – sent copies of the minutes from their September 10, 2012 and September 20, 2012 meetings.

UNFINISHED BUSINESS:

Ms. Gellatly, Presentation of Borough Owned Properties – The purpose of purchasing the Adams Street properties was to focus on redevelopment of an area that was deemed blighted. Also this project is to continue the planned townhouse community which will also receive additional infrastructure upgrades. The CDBG funds were able to be acquired for this area because it was deemed a blighted area.

The purpose of purchasing North Front Street properties was to stimulate economic development in the Borough of Steelton. In 2006 the Steelton Development Corporation was established to focus on this task. It should be noted that Michael Musser and Patrick Gehrlein no longer serve on the Board because they are not employed by the Borough.

A list of the board members is included in the packets along with a listing of the Borough owned properties.

Mr. Wion, Amended Land Development and Subdivision Plan for the Adams Street Townhouse Project – Mr. Wion presented the Amended Land Development and Subdivision plan for the Adams Street Townhouse Project, which will allow the townhouses to be purchased for rent to own. A motion made by Mr. Albert to approve the amended Land Development and Subdivision plan for the Adams Street Townhouse Project, seconded by Ms. House and approved unanimously by all present.

NEW BUSINESS:

Ms. Gellatly, Certificates of completed courses, awards, and letters of gratitude for our Police Officers – Ms. Gellatly presented certifications of completion of courses, awards received, and letters of gratitude for services provided.

Nathan Seymore – Certificate of graduation for the Police Cyclist Course, certificate of training for the Technical Collision Investigation class, and certificate of training for the On Scene Collision Investigation – Level II class.

Kevin Martin – Certificate of recognition from the Department of Pennsylvania Veterans of Foreign Wars of the United States, Recipient of the 2012 DUI Top Gun Award, letter from Deputy District Attorney, David Wilson, thanking him for his assistance on two cases, and departmental instructor certification for Level I – Mechanical Advantage Subject Control and Level 2 – Survival Force Reactionary Defense.

William Shaub – Certification of completion of course on Conducting Complete Traffic Stops.

Merchand Pendelton – Certification for completing the course on JNET Criminal History – Initial New User Training 08/09.

Tommy Cuckovic – Certification of completion of the Street Survival Seminar.

Dennis Basonic – Certification of training for the CC-FOCIS course and letter from Pinnacle Health thanking Officer Basonic for teaching a safety lecture.

A motion was made by Ms. Marcinko to approve placing the certifications, awards, and letters in each employee's file, seconded by Mr. Albert and approved unanimously by all present.

Mr. Wion, Resolution 2012-R-36 – Presented Resolution 2012-R-36, striking a portion of Lebanon Street from the general plan streets of the Borough of Steelton. A motion was made by Mr. Shaver to approve Resolution 2012-R-36, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Wion stated a letter will be sent to Ms. Sawyer, along with a copy of the resolution.

Mr. Wion – Resolution 2012-R-37 – Presented Resolution 2012-R-37, for a special purpose parking space for James A. Chisholm at 304 North Second Street. A motion was made by Mr. Albert to approve Resolution 2012-R-37, seconded by Ms. House and approved unanimously by all present.

Mr. Wion – Resolution 2012-R-38 – Presented Resolution 2012-R-38, for a special purpose parking space for Yvette Wilson at 236 North Second Street. A motion was made by Mr. Albert to approve Resolution 2012-R-38, seconded by Mr. Spencer and approved unanimously by all present.

Ms. Gellatly, Requesting appointment of two members to the Steelton Community Development Foundation – Requested that Barb Lane and Dennis Heefner be appointed to the Steelton Community Development Foundation. A motion made by Ms. Marcinko to approve Barb Lane and Dennis Heefner be added to the Steelton Community Development Foundation, seconded by Mr. Albert and approved unanimously by all present.

OTHER BUSINESS:

Ms. Gellatly informed Council that an Executive Session is needed to discuss the litigation with the City of Harrisburg and the sewer rates.

AUDIENCE PARTICIPATION:

Natasha Woods, 181 South Front Street – Requested that she would be considered for the Steelton Community Development Foundation Board. She gave her resume to Council for review.

Emuel Powell, 321 Lebanon Street – Thinks that a crosswalk should be placed on the intersection of Harrisburg Street and Lincoln Street because it is hard to see pedestrians in the evening. Mr. Wright turned it over to the Public Works Committee.

COUNCIL'S CONCERNS:

Ms. Szada – had no comment.

Mr. Spencer – Council has adopted the 2013 Budget that does not include a tax increase. The budget will be available for review by the public.

Mr. Wion stated that the budget has not yet been adopted but will be advertised for approved at Council's seconded meeting in December and that the budget will be advertised and placed in the paper at least 10 days before that meeting.

Ms. House – had no comment.

Ms. Marcinko – had no comment.

Mr. Albert – Wished everyone a Happy Thanksgiving.

Mr. Shaver – Thanked Mr. Spencer for his work as Chair of the Finance Committee.

Mayor Acri – Stated that Chief Spangler is out of town this week and Detective King is acting chief this week. Also the Christmas Tree Lighting Ceremony is December 4 at 6:30pm. Thanked everyone for their hard work on the budget this week.

Ms. Gellatly – Copies of the November 5, 2012 Council meeting will be available for the public after the meeting. On Friday, HRG informed the Borough that the Transportation Authority awarded to Borough an additional \$650,000 for Streetscape Phase II project. A list of committee members has been posted on the bulletin board for the public. To follow up on Mr. Millberry's questions at the last meeting in regards to how many times a year and when the Borough cleans the drains on Front Street, Ms. Gellatly stated that the catch basins are cleaned twice a year and that all drains in the Borough are cleaned after each storm.

On a motion by Mr. Shaver, seconded by Mr. Albert, the Council meeting recessed into executive session at 7:19pm to discuss the litigation with the City of Harrisburg involving the sewer rates.

The Council meeting reconvened at 7:55pm.

A motion made by Mr. Shaver to have Mr. Wright sign the contract with HRG for the NPDES MS4s General Permit (PAG-13) Renewal Stormwater Management Program, seconded by Mr. Albert and approved unanimously by all present.

ADJOURNMENT:

There being no other business before Council, on a motion made by Ms. Szada, seconded by Ms. Marcinko, the meeting adjourned at 8:15pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary

**Borough of Steelton
Council Agenda
December 3, 2012**

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

PUBLIC COMMENT: Agenda items only

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Borough Manager

Discuss on letter from PIRMA

OTHER BUSINESS:

None

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

ADJOURNMENT:

The regular monthly meeting was called to order at 6:30pm, by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Jeffery Wright
Maria Marcinko
Raymond Spencer
Denaë House
Steve Shaver
Michael Albert

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager

Absent:

MaryJo Szada

APPROVAL OF MINUTES:

On a motion made by Mr. Shaver, seconded by Mr. Albert, Council Members present voted unanimously to approve the minutes from November 19, 2012, as presented.

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

There was an Executive Session held between meetings on November 20, 2012 to discuss a personnel matter.

PUBLIC COMMENT: AGENDA ITEMS ONLY

None

PRESENTATIONS:

None

COMMUNICATION:

None

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Sara Gellatly - Discuss letter from Pennsylvania Intergovernmental Risk Management Association (PIRMA)

Council has received communication from PIRMA for the annual election. There are three individuals running for two seats.

Mr. Shaver stated that that PIRMA and this deals with positions currently is held by different individuals of political subdivisions across the state.

A motion was made by Mr. Shaver to elect Dan Anderson and Donald Reed to a five-year term for PIRMA and for Council President, Jeffery Wright, to sign the ballot, seconded by Mr. Albert and approved unanimously.

OTHER BUSINESS:

Ms. Gellatly informed Council that an Executive Session is necessary to discuss personnel matters.

AUDIENCE PARTICIPATION:

None

COUNCIL'S CONCERNS:

Mr. Spencer – Wanted to know what the status of 2011 CDBG funding. Ms. Gellatly informed for Mr. Spencer that all paperwork has been submitted to the County and we are waiting for them to approve the applications for reallocation of the funds.

Ms. House – Had no comment.

Ms. Marcinko – Had no comment.

Mr. Albert – Asked that we create some sort of signage to recognize the businesses and residents for beautifying their properties. Mr. Wright asked that the NEDC Committee discuss ideas and to bring any suggestions back to Council.

Mr. Shaver – Had no comment.

Mayor Acri – Reminded everyone about the Christmas Tree lighting ceremony on December 4 at 6:30pm.

On a motion by Mr. Shaver, seconded by Mr. Albert, the Council meeting recessed into executive session at 6:38pm to discuss legal matters and personnel matters.

The Council meeting reconvened at 7:05pm.

ADJOURNMENT:

There being no other business before Council, on a motion made by Mr. Shaver, seconded by Mr. Albert, the meeting adjourned at 7:06pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary

**Borough of Steelton
Council Agenda
December 17, 2012**

CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance

MOMENT OF SILENCE: Thomas F. Acri, Mayor

APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:

**EXECUTIVE SESSION HELD BETWEEN MEETINGS:
APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE
ORDERS AS PRESENTED**

APPROVAL OF DEPARTMENT REPORTS:

**Neighborhood & Economic Development
Fire and Ambulance
Personnel
Police
Public Works
Code Enforcement
Mayor's Report (Mayor Acri)
Borough Manager's Report**

PUBLIC COMMENT: Agenda items only

PRESENTATIONS:

Matt Cichy, HRG

Engineering Activities for November
15 – December 10, 2012

COMMUNICATION:

Steelton-Highspire School Board

Minutes from October 9 and October
18, 2012 meetings.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Mr. Wion

Resolution 2012-R-39, amending
Resolution 2011-R-11, sewer rates.

**Borough of Steelton
Council Agenda
December 17, 2012**

Mr. Wion	Resolution 2012-R-40, special purpose parking for Brian Motter at 260 South Second Street.
Mr. Wion	Resolution 2012-R-41, Police Pension Contribution
Mr. Wion	Ordinance No. 2012-10, Adopting the 2013 General Fund and Sewer Fund Budget
Mr. Wion	Ordinance No. 2012-9, Fixing Tax Rates for the Fiscal Year 2013
Mr. Wion	Resolution 2012-R-42, Establishing Rates of Discounts Under Ordinance 2012-9
Mr. Wion	Resolution 2012-R-43, Non-Uniform contract for 2013-2016.

OTHER BUSINESS:

Sara Gellatly	Executive Session – (if necessary)
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AUDIENCE PARTICIPATION:

COUNCIL’S CONCERNS:

ADJOURNMENT:

The regular monthly meeting was called to order at 6:30pm, by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Jeffery Wright
Steve Shaver
Michael Albert
Maria Marcinko
Raymond Spencer
Dena House
MayJo Szada

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager

APPROVAL OF MINUTES:

On a motion made by Mr. Albert, seconded by Ms. House, Council Members present voted unanimously to approve the minutes from December 3, 2012 as presented.

There was an Executive Session held on December 17, 2012 at 6pm to discuss a personnel matter.

APPROVAL OF SCHEDULES OF BILLINGS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED

A motion was made by Mr. Albert to approve the schedules, seconded by Mr. Shaver and approved unanimously by all present.

APPROVAL OF DEPARTMENT REPORTS:

A motion was made by Ms. Marcinko to approve the department reports, seconded by Ms. House and approved unanimously by all present.

Neighborhood & Economic Development – Ms. House reported that during Tuesday’s meeting there was discussion about giving landlords and tenants certifications for beautifying their properties.

Fire and Ambulance
Police
Public Works
Codes Enforcement
Water Filtration Plant
Mayor’s Report
Borough Manager’s Report

PUBLIC COMMENT: AGENDA ITEMS ONLY

None

COMMUNICATION:

Steelton-Highspire School Board – sent the minutes from their November 15, 2012 and December 10, 2012 meetings.

PRESENTATION:**Matt Cichy – Engineering Activities November 15 – December 10, 2012**

Project #1337.0430 (Blueberry Alley Storm Sewer Replacement) – No work was completed last month. Work will probably resume next month after the holidays.

Project #1337.0432 (East End Sewer Separation Project) – The GIS database has been updated to incorporate the sanitary sewer and storm sewer system facilities installed as part of the project.

Project #1337.0434 (PENNVEST REIMBURSEMENTS) – The final engineering invoice is to be completed in December. A final invoice should be ready for approval in January.

Project #1337.0440 – (Street Scape Phase 2) – In November, PennDOT and the Harrisburg Area Transportation Study Technical Committee added an additional \$650,000 in construction funding bringing the total to \$1, 350,000. As a result of this additional funding the project will increase from the construction of streetscape improvements from Pine Street to Lincoln Street and Cranberry Alley to Elm Street.

Project #1337.0451 (NPDES MS4s Permit, Renewal, Notice of Intent) – The Borough received their \$150,000 grant from DCNR for this project. HRG will assist the Borough as requested in processing the DCNR grant.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Mr. Wion, Resolution 2012-R-39 - Mr. Wion presented Resolution 2012-R-39, increasing the sewer service charge per billing to \$17.00, amending Resolution 2011-R-11. A motion was made by Mr. Shaver to approve Resolution 2012-R-39, seconded by Mr. Albert and approved unanimously by all present.

Mr. Wion, Resolution 2012-R-40 – Mr. Wion presented Resolution 2012-R-40 approving special purpose parking for Brian Motter at 260 South Second Street. A motion was made by Mr. Albert to approve Resolution 2012-R-40, seconded by Ms. House and approved unanimously by all present.

Mr. Wion, Resultion 2012-R-41 – Mr. Wion presented Resolution 2012-R-41 establishing the monthly Police Pension Contribution of 5%. A motion was made by Mr. Shaver to approve Resolution 2012-R-41, seconded by Ms. House and approved unanimously by all present.

Ms. Gellatly, Ordinance No. 2012-9 – Ms. Gellatly presented Ordinance No. 2012-9 adopting the 2013 General Fund and Sewer Fund budgets. A motion was made by Ms. House to approve Ordinance No. 2012-9, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Wion, Ordinance No. 2012-10 – Mr. Wion presented Ordinance No. 2012-10 fixing the tax rates for the fiscal year 2013 which is the same mileage rate as the previous year. A motion was made by Ms. Marcinko to approve Ordinance No. 2012-10, seconded by Ms. House and approved unanimously by all present.

Mr. Wion, Resolution 2012-R-42 – Mr. Wion presented Resolution 2012-R-42 establishing rates of discounts under Ordinance No. 2012-9. A motion made by Mr. Albert to approve Resolution 2012-R-42, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Wion, Resolution 2012-R-43 – Mr. Wion presented Resolution 2012-R-43 approving the non-uniform contract for the years 2013-2016. A motion made by Ms. Marcinko to approved Resolution 2012-R-43, seconded by Mr. Albert and approved unanimously by all present.

OTHER BUSINESS:

None

AUDIENCE PARTICIPATION:

None

COUNCIL'S CONCERNS:

Ms. House – had no comment.

Ms. Marcinko – On December 6 the Steelton Community Cats opened the surgery suite at 1 North Front. A total of \$14,000 of equipment has been installed in the building which was obtained with grant funds and private donations. In 2012 a total of 906 cats were spayed and neutered, of that amount, 499 cats were from Steelton which would have amounted to \$122,944 if the cats would have been taken to the Humane Society.

Ms. Szada – had no comment.

Mr. Spencer – had no comment.

Mr. Albert – had no comment.

Mr. Shaver – had no comment.

Mayor Acri – Asked the Public Works Committee to look into getting the Christmas Tree professional trimmed.

ADJOURNMENT:

There being no other business before Council, on a motion made by Ms. Szada, seconded by Mr. Albert, the meeting adjourned at 7:03pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary