

**Borough of Steelton
Council Agenda
January 7, 2013**

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:

None

COMMUNICATION:

None

UNFINISHED BUSINESS:

None

NEW BUSINESS:

- | | |
|----------|--|
| Mr. Wion | Resolution 2013-R-1 establishing the annual salaries and employee benefits for the employees of the Borough of Steelton. |
| Mr. Wion | Resolution 2013-R-2 appointing Patricia Hindermeyer as the Chairperson Seat for the Board of Vacancy. |
| Mr. Wion | Resolution 2013-R-3 appointing Michael Rozman to the Zoning Hearing Board Chairman position. |
| Mr. Wion | Resolution 2013-R-4 appointing Richard Moore to the Planning Commission. |

**Borough of Steelton
Council Agenda
January 7, 2013**

Mr. Wion

Resolution 2013-R-5 appointing Kathleen Handley to the Water Authority.

Mr. Wion

Request to appoint Natasha Woods to the Steelton Community Development Foundation.

OTHER BUSINESS:

Borough Manager

Requesting an executive session to discuss litigation with the City of Harrisburg and a personnel issue.

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
Denaë House

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager

Absent:

MaryJo Szada

APPROVAL OF MINUTES:

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

PUBLIC COMMENT: AGENDA ITEMS ONLY

Roy Christ, 1208 Penn Street Harrisburg – Extended an invitation to Council and the Mayor to the annual MCA dinner on January 21st at 6pm at the Salvation Army Building as a way to show their appreciation for the Board sponsoring MAC’s Dauphin County Local Gaming Share Grant.

PRESENTATIONS:

None

COMMUNICATION:

None

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Mr. Wion, Resolution 2013-R-1 - Mr. Wion presented Resolution 2013-R-1, establishing the annual salaries and employee benefits for the employees of the Borough of Steelton. A motion was made by Mr. Albert to approve Resolution 2013-R-1, seconded by Ms. House and approved unanimously by all present.

Mr. Wion, Resolution 2013-R-2 – Mr. Wion presented Resolution 2013-R-2, appointing Patricia Hindermeyer as the Chairperson for the Board of Vacancy. A motion was made by Mr. Shaver to approve Resolution 2013-R-2, seconded by Mr. Albert and approved unanimously by all present.

Mr. Wion, Resolution 2013-R-3 – Mr. Wion presented Resolution 2013-R-3, appointing Michael Rozman to the Zoning Hearing Board Chairman position. A motion was made by Ms. Marcinko to approve Resolution 2013-R-3, seconded by Mr. Albert and approved unanimously by all present.

Mr. Wion, Resolution 2013-R-4 – Mr. Wion presented Resolution 2013-R-4, appointing Richard Moore to the Planning Commission. A motion was made by Ms. Marcinko to approve Resolution 2013-R-4, seconded by Ms. House and approved unanimously by all present.

Mr. Wion, Resolution 2013-R-5 – Mr. Wion presented Resolution 2013-R-5, appointing Kathleen Handley to the Water Authority. A motion was made by Mr. Albert to approve Resolution 2013-R-5, seconded by Ms. Marcinko and approved unanimously by all present.

Ms. Gellatly, Request appointment to Steelton Community Development Foundation – Ms. Gellatly requested that Natasha Woods be appointed to the Steelton Community Development Foundation Board. A motion made by Ms. Marcinko to appoint Natasha Woods to the Foundation Board, seconded by Ms. House 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 sewer rates and a personnel issue.

AUDIENCE PARTICIPATION:

None

COUNCIL'S CONCERNS:

Mr. Spencer – had no comment.

Ms. House – had no comment.

Ms. Marcinko – Public works update. The water at Second Street and Adams Street that comes out of the plastic pipe is running on the street and freezing in the winter, which is making it dangerous for the individuals who attend church services at the church located on the corner. The water is continuously being salted and the pipe has been moved off the road and put back in the field.

An individual in the East End on Heagy Street that there was not any no parking signs on either side of the Street. Mr. Conjar took care of the issue and put the No Parking Signs up that used to exist there.

An estimate from Shull's Tree Service for the Christmas Tree will be obtained.

Mr. Albert – had no comment.

Mr. Shaver – had no comment.

Mayor Acri – Also expressed concern about the water on the corner of Second and Adams Streets.

Mr. Wright – Thanked everyone for attending the meeting.

On a motion by Mr. Shaver, seconded by Mr. Albert, the Council meeting recessed into executive session at 6:46pm to discuss the litigation with the City of Harrisburg involving the sewer rates and a personnel issue.

The Council meeting reconvened at 7:15pm.

A motion made by Mr. Shaver to settle with Charles Miller based on the Settlement Documents prepared by Michael Miller, should be signed and moved forward. The motion was seconded by Mr. Albert and approved unanimously by all present.

A motion made by Mr. Albert to obtain an appraisal on 101 Locust Street because we have an interested party in purchasing the property was made. The motion was seconded by Ms. Marcinko and approved unanimously by all present.

ADJOURNMENT:

There being no other business before Council, on a motion made by Ms. Szada, seconded by Mr. Albert, the meeting adjourned at 7:18 pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary

**Borough of Steelton
Council Agenda
February 4, 2013**

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
Police
Public Works
Code Enforcement
Water Filtration Plant
Mayor's Report (Mayor Acri)
Borough Manager's Report

PUBLIC COMMENT: Agenda items only

PRESENTATION:

None

COMMUNICATION:

Zelenkofske Axelrod LLC (ZA)

Planning letter stating that they have begun the 2012 audit.

Steelton-Highspire School Board

Minutes from November 5,
November 15, and December 3, 2012
meetings.

UNFINISHED BUSINESS:

**Borough of Steelton
Council Agenda
February 4, 2013**

NEW BUSINESS:

Mr. Wion

Ordinance No. 2013 – 1, establishing special purpose parking zones.

Borough Manager

Certificates of completion.

OTHER BUSINESS:

Sara Gellatly

Requesting an executive session to discuss a personnel issue and sale of land.

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

David A. Wion, Solicitor
Sara Gellatly, Borough Manager

Absent:

MaryJo Szada
Denae House
Mayor Thomas Acri

APPROVAL OF MINUTES:

On a motion made by Mr. Albert, seconded by Ms. Marcinko, Council Members present voted unanimously to approve the minutes from January 7, 2013 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 Mr. Spencer 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
Police
Public Works
Codes Enforcement
Water Filtration Plant
Mayor's Report
Borough Manager's Report

PUBLIC COMMENT: AGENDA ITEMS ONLY

None

PRESENTATION:

Brandon Meyers – MS4 Permit Presentation

Performed the yearly required MS4 update, year 10 of 10, which is the final year for the permit. There is another permitting session in the upcoming year for an additional five years until DEP and EPA figure out what is next. Currently the Borough is in compliance with the permit. New items for the next five year permit is that DEP wants to see a full mapping of the storm sewer system and a Chesapeake Bay plan that has to be submitted within the first year of the new permit stating how the Borough will keep pollutants down within the Borough from flowing into the Chesapeake Bay. Other than that there are not too many major changes to the new permit. HRG is working to keep the Borough in compliance.

Mr. Shaver asked when the new permit begins. Mr. Meyers stated that the new permit starts March 16, 2013 and will go until 2018. Mr. Shaver also asked about the cost of the permit, and Ms. Gellatly stated that the new permit was included within the current 2013 budget.

COMMUNICATION:

Zelenkofske Axelrod LLC (ZA) – Planning letter stating that the 2012 audit has begun.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Mr. Wion, Ordinance No. 2013-1 – Ms. Gellatly presented Ordinance No. 2013-1 establishing special purpose parking zones. A motion was made by Mr. Shaver to approve Ordinance No. 2013-1, seconded by Ms. Marcinko and approved unanimously by all present.

Ms. Gellatly, Police certifications of completion – Ms. Gellatly read the list of certifications of completion for Police Department.

DUI Crackdown and Prevention Training – Dennis Basonic, Arthur Etnoyer, Kevin Martin, Marchand Pendelton

Fingerprinting Compliance – Dennis Basonic, Arthur Etnoyer, Kevin Marin, Marchand Pendelton

Investigation Sexual Assaults – Dennis Basonic, Marchand Pendelton

Investigation Stalking – Dennis Basonic, Arthur Etnoyer, Kevin Martin, Marchand Pendelton

Responding to a Domestic Violence Call – Kevin Martin

SAR Initiative Line Officer - Kevin Martin

Investigating Strangulations – Marchand Pendelton

Collision Reconstruction – Nathan Seymore

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

OTHER BUSINESS:

Ms. Gellatly informed Council that an Executive Session is needed to discuss a personnel issue and sale of land.

AUDIENCE PARTICIPATION:

Eric Gutshall, Representative Patty Kim's Chief of Staff - Introduced himself to Council and encouraged Council to reach out to her office for any help.

COUNCIL'S CONCERNS:

Ms. House – had no comment.

Ms. Marcinko – Announced she will not be at the next Council meeting. Also that Officer Basonic broke his foot and it was not a work related injury.

Mr. Spencer – Ask Ms. Gellatly to prepare a summary of the CDBG-DR grants that were submitted to the County.

Mr. Albert – had no comment.

Mr. Shaver – had no comment.

On a motion by Mr. Albert, seconded by Mr. Shaver, the Council meeting recessed into executive session at 6:52pm to discuss a personnel issue and the sale of land.

The Council meeting reconvened at 7:22pm.

A motion made by Mr. Shaver to assign Scott Spangler as acting Assistant Borough Manager during Ms. Gellatly's absence. The motion was seconded by Mr. Albert and approved unanimously by all present.

A motion was made by Mr. Albert to allow Ms. Gellatly to advertise 101 Locust Street for sale. The motion was seconded by Mr. Shaver and approved unanimously by all present.

ADJOURNMENT:

There being no other business before Council, on a motion made by Mr. Shaver, seconded by Mr. Albert, the meeting adjourned at 7:27pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary

**Borough of Steelton
Council Agenda
March 18, 2013**

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: (January & February)

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

PRESENTATION:

Matt Cichy	Engineering Activities from January 14 – February 15, 2013.
	Engineering Activities from February 15 – March 14, 2013
Dennis Heefner	COG Update

COMMUNICATION:

Steelton-Highspire School Board	Minutes from January 7 and January 17, 2013 meetings.
HRG	Project Status Update – Streetscape Phase 2

**Borough of Steelton
Council Agenda
March 18, 2013**

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Borough Manager

Friends of Midland Donation

Borough Manager

HRG Mohn Street Park Proposal

Borough Manager

Approval of new savings account
and Sara Gellatly and Rose Paul as
the signers

Mr. Wion

Approval of Council President to
sign leasing documents for police
vehicles

Mr. Wion

Resolution 2013-R-6, elimination of
special purpose parking for Brian
Motter at 260 S. South Street

Mr. Wion

Resolution 2013-R-7, special
purpose parking for Cheryl Yablon,
720 S. Second Street.

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

EXECUTIVE SESSION:

(if necessary)

OTHER BUSINESS:

(if necessary)

ADJOURNMENT:

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

In Attendance:

Jeffery Wright
Steve Shaver
Michael Albert
Maria Marcinko
Raymond Spencer

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager

Absent:

MaryJo Szada
Denae House

APPROVAL OF MINUTES:

On a motion made by Ms. Marcinko, seconded by Mr. Albert, Council Members present voted unanimously to approve the minutes from February 4, 2013 as presented.

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

A motion was made by Mr. Albert to approve January and February 2013 schedules, 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. Albert and approved unanimously by all present.

Neighborhood & Economic Development
Fire and Ambulance
Police
Public Works
Codes Enforcement
Water Filtration Plant
Mayor's Report
Borough Manager's Report

PUBLIC COMMENT: AGENDA ITEMS ONLY

None

PRESENTATION:**Dennis Heefner – COG Update**

At a recent COG meeting, a program was presented to prevent children's exposure to secondhand smoke in public parks and playgrounds. It is called Young Lungs at Play. Mr. Shaver asked Mr. Albert to review the information and then if the Board would like to adopt such an ordinance, Mr. Wion can draft one.

Additional, effective January 1, 2013, the PA Department of Labor & Industry published the new municipal bidding thresholds for 2013 under Act 92 of 2011.

Also, Act 127 of 2012 is effective January 1, 2013, the Public Works Employment Verification Act, which requires that municipalities must verify that public works contractors/subcontractors performing work on public works projects that exceed \$25,000 are authorized to work in the country.

An organization called Save Pennsylvania made a presentation at COG, which helps municipalities save money. They discussed healthcare, they are able to rearrange the Borough's healthcare to fit the budget. The company has been in business for over 22 years and has been in Pennsylvania for five years. Mr. Shaver asked Ms. Gellatly to review the information and then bring it back to the Finance Committee if it is something that is feasible.

At COG meeting a few months ago, there was a gentleman that works for a company that fixes street lights and guarantees to save municipalities money. They purchase the light poles and then take care of the maintenance of them. Mr. Shaver asked that Mr. Heefner forward the information to Ms. Marcinko who is the Public Works Committee Chair.

Also at the COG meeting there was a discussion on street signs. Mr. Heefner shared with the delegates that the Borough had purchased a sign machine. They asked Mr. Heefner if the Borough would be interested in making signs for some of the surrounding municipalities. Mr. Heefner shared that this might be a good idea for the Borough to make some additional revenue. Mr. Shave stated that he was ok with the idea, as long as the Borough made some revenue. Mr. Heefner suggested that research would need to be done as to what prices would be charged and that the service would most likely have to be offered in the winter when it our slow time. Ms. Marcinko said that she would discuss the idea with Mr. Conjar.

Lastly, at the COG meeting it was discussed that Carlisle Borough is phasing out all of their 800 parking meters and their meters are the same as the Borough's. Mr. Heefner suggested that we reach out to Carlisle and ask if they are willing to give or sell them to the Borough so they can be

used for parts. Mr. Shaver asked Ms. Gellatly to contract Carlisle Borough for more details. Mr. Heefner stated that this project would not be started until next year.

COMMUNICATION:

Matt Cichy, HRG – Engineering Activities from January 14 – February 15, 2013 and February 16 – March 15, 2013.

Steelton-Highspire School Board – Minutes from their January 7 and January 17, 2013 meetings.

HRG Project Status Update Streetscape Phase 2 – Matt Cichy from HRG commented that the plans for the project would be submitted to PennDot this month. Mr. Spencer asked if the project is going to be moved up and Mr. Cichy stated that they are trying to advance the bidding schedule from late summer to earlier in the season.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Mr. Shaver – The Borough received a letter from John Logan, Director of Community Life Team asking that Council forward a nomination to the Life Team Board of Directors. Mr. Shaver stated that in the past Mr. Wright had talked about appointing Ms. Marcinko.

A motion was made by Mr. Spencer to nominate Ms. Marcinko to the Life Team Board of Directors, seconded by Mr. Albert and approved unanimously by all present.

Bill Swanick, HRG, Mohn Street Park Proposal – The proposal is to provide professional engineering services for Mohn Street Recreation Facility – Phase 2. He discussed that there was an issue with the funding of the sidewalks. The grant does not cover these costs but the sidewalks are required to be brought up to ADA guidelines. Additionally there is some work that the Public Works Department will be able to do which will help save the Borough money. So the additional cost of the sidewalks, estimated at \$11,000, should not be an issue for the Borough because there are ways the Borough can save money on the project. HRG, Ms. Gellatly, Ms. Marcinko, and Mr. Conjar will conduct a walk-through project and create a list of what work the Borough is capable of doing.

A motion was made by Mr. Albert to approve HRG's Proposal for Professional Services Mohn Street Recreation Facility – Phase 2, seconded by Ms. Marcinko and approved unanimously by all present.

Ms. Gellatly, Friends of Midland Donation – Mr. Wright stated that the 2013 budget included a donation of \$450. A motion was made by Mr. Spencer to make a donation of the amount of

\$450 to the Friends of Midland, seconded my Ms. Marcinko and approved unanimously by all present.

Ms. Gellatly, Approval of new savings account with Sara Gellatly, Rose Paul, and Jeffery Wright as the signers for the account – Ms. Gellatly asked Council to approve opening a new savings account for the purpose of depositing the difference in payment to the City of Harrisburg Sewer Rates. Currently the Borough pays a rate less than the amount charged and the Borough has been instructed to put the difference in rates aside. Ms. Gellatly believes it will be easier to keep track of these funds if they are deposited into a separate account. A motion was made by Ms. Marcinko to allow Ms. Gellatly to open a new savings account with Sara Gellatly, Rose Paul, and Jeffery Wright as the signers of the account, seconded by Mr. Albert and approved unanimously by all present.

Mr. Wion, Approval of Council President and other Borough Officials to sign leased/purchased documents for the police vehicles – Mr. Wion stated that Sutliff Chevrolet uses Ally Financial to finance the lease/purchase. Mr. Wion has received the leasing documents and has since sent his requested revisions to some of the provisions that should conform to Pennsylvania law. Mr. Wion has not yet heard back from John Murry, Sutliff Chevrolet. Assuming that the documents are revised before the next Council meeting, Mr. Wion suggests that a motion be made to allow the Council President and other Borough Officials to sign the leasing documents. A motion was made by Mr. Shaver to approve Council President and other Borough Officials to sign the leasing documents, seconded by Mr. Albert and approved unanimously by all present.

Mr. Wion, Resolution 2013-R-6 – Mr. Wion presented Resolution 2013-R-6, elimination of special purpose parking for Brian Motter at 260 South Second Street. Mr. Motter has off street parking behind his house. A motion was made by Mr. Albert to approve Resolution 2013-R-6, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Wion, Resolution 2013-R-7 – Mr. Wion presented Resolution 2013-R-7, special purpose parking for Cheryl Yablon at 720 South Second Street. A motion was made by Ms. Marcinko to approve Resolution 2013-R-7, seconded by Mr. Albert and approved unanimously by all present.

AUDIENCE PARTICIPATION:

Dennis Heefner, 337 Swatara Street – Mr. Heefner is concerned that the sidewalks apart of Streetscape Phase II should be 10 feet wide so that when the land across the street from the Borough Building is developed, the sidewalks can support the businesses. Mr. Shaver stated that the original Streetscape plans have not been changes since the project has started.

COUNCIL'S CONCERNS:

Mayor Acri – The Parking Enforcement Office has been posting warning to remind citizens that street sweeping begin the week of April 15.

Ms. Marcinko – Asked Mr. Wion if the Borough has entered into an official agreement with Highspire for using our street sweeping services. It was stated that there is no official agreement, it is a verbal agreement. Ms. Marcinko stated that on March 7, the Steelton Borough Community Cats won the Central Pennsylvania Business Journal Innovation Award for their program. Also Steelton Borough Community Cats has applied for their 501(c) (3) and it is at the IRS level and once approved the organization will be called Steelton Community Cats Serving Dauphin County. Ms. Marcinko also congratulated the Fire Company for a successful banquet and that it was a lot of fun.

Mr. Shaver – had no comment.

Mr. Spencer – Mr. Spencer asked Ms. Gellatly if there was any update on the CDBG grants for beautification and the bollards. Ms. Gellatly stated that everything was up at the County and that she has not heard anything in regards to them.

Mr. Albert – had no comment.

Mr. Wright – had no comment.

EXECUTIVE SESSION:

Mr. Wion informed Council that an Executive Session is needed to discuss litigation, the first Brian Flannery versus the Borough and potential litigation involving trash citations also involving Michael Murphy. Mr. Shaver informed Council that an Executive Session is also needed to discuss personnel issues.

On a motion by Mr. Shaver, seconded by Mr. Albert, the Council meeting recessed into executive session at 7:20pm.

ADJOURNMENT:

The regular Council meeting reconvened at 8:14pm. There being no other business before Council, on a motion made by Mr. Shaver and seconded by Mr. Spencer, the meeting immediately adjourned at 8:15pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary

**Borough of Steelton
Council Agenda
April 1, 2013**

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

PRESENTATION: None

COMMUNICATION: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

Denae House

Discussion on Agreement on behalf of the Borough to secure equipment purchased with CDBG funds for SYIA

Mayor Acri

Discussion on the New Steelton Signs located on Borough owned properties.

Borough Manager

Approval of the execution of the Dauphin County Local Share Municipal Grant Agreement for Streetscape Phase 2.

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

EXECUTIVE SESSION:

(if necessary)

OTHER BUSINESS:

(if necessary)

ADJOURNMENT:

The regular monthly meeting was called to order at 6:35pm, 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
MaryJo Szada
Dena House

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager

Absent:

Steve Shaver

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 18, 2013 as presented.

PUBLIC COMMENT: AGENDA ITEMS ONLY

Emuel Powell, 231 Lebanon Street – Expressed concern that when the Borough does snow removal that the plows are pushing the manhole lids up. Mr. Wright asked Ms. Marcinko to follow up with Mr. Conjar about this concern.

PRESENTATION:

None

COMMUNICATION:

None

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Denae House, Discussion on Agreement on behalf of the Borough to secure equipment purchased with CDBG for SYIA – Ms. House stated that the County had given her a list of items that SYIA needed to obtain in order to have the CDBG money released to SYIA. One of the last outstanding items was that the County wanted an agreement about who will be responsible for all the CDBG equipment purchased and will the Borough sign a waiver/guarantee to have it replaced if lost/stolen.

Mr. Wion questioned who would be paying for the insurance of the equipment. Also he asked Ms. House if she had a lease for a building.

Ms. House stated that they have not obtained a building yet but when the equipment was not being used by the program, it would be stored in a secure location at Borough Hall.

A motion was made by Mr. Albert to approve Mr. Wion drafting an agreement on behalf of the Borough to secure equipment purchased with CDBG funds for SYIA with the understanding that all requested items by the county are completed to their satisfaction, seconded by Ms. House and approved unanimously by all present. A vote was then taken:

Ayes: Mr. Spencer, Mr. Albert, Mr. Wright, Ms. House

Nay: Ms. Szada, Ms. Marcinko

The motion was passed.

Mayor Acri, Discussion on the New Steelton Signs located on Borough owned properties – Mayor Acri informed Council that he had Mr. Conjar remove the Steelton on the Move sign out of the window at 107 North Front Street. He would like Council to all Mr. Conjar to remove the signs at the Borough owned buildings. A motion was made by Mr. Albert to have all signs removed from Borough owned properties, seconded by Ms. Marcinko and approved unanimously by all present.

Sara Gellatly, Approval of the execution of the Dauphin County Local Share Municipal Grant Agreement for Streetscape Phase 2 and the Firehouse – Ms. Gellatly asked that Council approved the execution of signing the Local Share Municipal Grant Agreement. A motion was made by Mr. Albert to approve execution of signing the Local Share Municipal Grant Agreement, seconded by Mr. Spencer and approved unanimously by all present.

AUDIENCE PARTICIPATION:

Pastor Taylor, New Jerusalem A.M.E. Zion Church, 219 Locust Street – Asked what the status of the new website was. Mr. Wright stated that the Borough Manager was in the process of working on creating the new website. Ms. Gellatly stated that creating the website had to be from scratch and that something will be posted within the next month and that constructive criticism is welcomed.

Darren Jones, Midget Baseball League – Explained to Council the condition of the baseball field and the dugouts. Mayor Arci asked him to get in contact with Ms. Gellatly to come up with a list of what the field needs.

EXECUTIVE SESSION:

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

On a motion by Mr. Albert, seconded by Ms. Marcinko, the Council meeting recessed into executive session at 7:32pm.

OTHER BUSINESS:

The regular Council meeting reconvened at 8:01pm.

A motion was made by Mr. Albert to have Attorney Michael Miller prepare the Settlement Agreement for the grievance with a Police Officer, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Wright stated that it was brought to his attention that one of his colleges told him that the NEDC was going to start a Facebook page and that we would like to know if it was allowable. Ms. House stated that she was going to be starting to page as a way to communicate with the Community. Mr. Wion suggested that the Facebook page was the Chairwoman's page and only her thoughts would be communicated on the page. She would need to make it clear that it was her thoughts only and not those of the committee's.

ADJOURNMENT:

There being no other business before Council, on a motion made by Ms. Szada and seconded by Ms. House, the meeting immediately adjourned at 8:20pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary

**Borough of Steelton
Council Agenda
April 15, 2013**

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
Police
Public Works
Code Enforcement
Water Filtration Plant
Mayor's Report (Mayor Acri)

PUBLIC COMMENT: Agenda items only

PRESENTATION:

Matt Cichy, HRG

Engineering Activities – March 14 –
April 8, 2013

COMMUNICATION:

Steelton-Highspire School Board

Minutes from February 11 and
February 21, 2013 meetings.

HRG

March Project Status Update –
Streetscape Phase 2

UNFINISHED BUSINESS:

None

**Borough of Steelton
Council Agenda
April 15, 2013**

NEW BUSINESS:

Mr. Wion	Resolution 2013-R-8, Pennsylvania Ethics Act
Borough Manager	Certificates of completion.
Borough Manager	CDBG Discussion for 2014 funds

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

EXECUTIVE SESSION:

(if necessary)

OTHER BUSINESS:

(if necessary)

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
MaryJo Szada
Denaë House

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager

APPROVAL OF MINUTES:

On a motion made by Mr. Albert, seconded by Ms. Marcinko, Council Members present voted unanimously to approve the minutes from March 18, 2013 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 Ms. House and approved unanimously by all present.

Neighborhood & Economic Development

Fire and Ambulance

Police

Public Works – Ms. Marcinko reported that she had a meeting with Mr. Conjar in regards to Mr. Powell's concerns about the manholes covers and that when it snows that the plow trucks lift the lids of the manholes. Mr. Conjar went to look at the manhole in front of Mr. Powell's property and ensured it was covered. Mr. Conjar did comment that all the manholes in the Borough are deteriorating and they are doing their best at replacing them and that Ms. Marcinko would share what ideas were discussed later in the meeting about how the Borough can use CDBG beautification funds.

Codes Enforcement

Water Filtration Plant

Mayor's Report – Mayor Acri reported there would be a Police Committee meeting Wednesday, April 24 at 6:00pm.

Borough Manager's Report**PUBLIC COMMENT: AGENDA ITEMS ONLY**

None

PRESENTATION:**Matt Cichy, HRG – Engineering Activities March 14 – April 8, 2013**

Project No. 1337.0032 (Front Street Storm Sewer Replacement) – HRG met with the Borough Manager and CNR to discuss some funding for the project through PennWorks who has approximately \$14 million in funding which will be awarded in September 2013.

Project No. 1337.0440 (Streetscape Phase 2) – Continuing to finalize the design of the project and working on the final details and the utility coordination especially with PPL in regards to the proposed lighting for the project. Bidding for the project is temporarily scheduled for August 2013.

Project No. 1337.0447 (Mohn Street Recreational Project) – 75% of the work on the construction plans is completed. On Friday, April 12 HRG met with Borough Council members and staff to review some work that the Public Works Department can do to help maximize the DCNR funding. Mr. Spencer asked Mr. Cichy if there was any further discussion with the Handball Association and that if the Handball Court was necessary. Ms. Marcinko stated that Ms. Gellatly reached out to Mr. Botero to see if they are still interested and that they are still very excited to use the park and that the organization plans to hold education seminars there for all ages.

COMMUNICATION:

Steelton-Highspire School Board – Minutes from their February 11 and February 21, 2013 meetings.

HRG – March Project Status Update – Streetscape Phase 2

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Mr. Wion, Resolution 2013-R-8 – Mr. Wion presented Resolution 2013-R-8, Pennsylvania Ethics Act, designating that 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. Albert to approve Resolution 2013-R-8, seconded by Mr. Shaver and approved unanimously by all present.

Ms. Gellatly, Police certifications of completion – Ms. Gellatly read the list of certifications of completion for Police Department. A motion was made by Ms. Marcinko to approve placing the certifications in each employee's file, seconded by Mr. Albert and approved unanimously by all present.

Ms. Gellatly, CDBG Discussion for 2014 Funds – Ms. Gellatly stated that at the NEDC meeting held on April 10, 2013 she announced that the application for the 2014 CDBG funds was due at the end of June. She wanted Council to be aware of this deadline and that ideas are needed on what to apply for. Mr. Wright suggested to Council that if they have any ideas that forward suggests to NEDC and they can discuss at their next meeting and make recommendations back to Council.

AUDIENCE PARTICIPATION:

Kristen Tate, 704 North Front Street – She stated that the funeral home had received a letter from the Codes Department stating that a shingle was missing from the side of their showroom building. Ms. Tate said that she believes that the letter was threatening along with her father. Ms. Tate wanted to know why she was only given two weeks to correct the issue and not 30 days like she normally receives when something is wrong in a property that she has lived at.

Ms. Tate also expressed concern about the up keeping of the playgrounds. Lastly she addressed the debris that falls off the trucks around the funeral home.

Markis Milberry, 349 Spruce Street – Expressed concern that part of the fence on the top of Swatara Street is missing. Mr. Milberry informed Council that he is planning on doing 15 block cleanup this summer and that it would be nice if he could get donated trash cans, bags and gloves. Mr. Wright told Mr. Milberry to contact Ms. Gellatly about the items needed for the cleanup. Mr. Milberry also expressed concerns about the playgrounds and the sanitation of the water fountains. He also wanted to know why potters are not being planted with flowers and what the update was for a Community Center.

Emuel Powell, 321 Lebanon Street - Would like to know when they put chemicals in the water, why the public is not informed about this. Mayor Acri stated that he would check with the Water Superintendent to obtain more information. Mr. Powell asked why Pine Street has not been repaved. Mr. Shaver stated that there has been numerous letters written to PennDot about the road, but the funds are not available.

Reazul Kabir, 151-55 South Front Street – He explained to Council that he was the owner of the office where Representative Ron Buxton was located. The final water and sewer bill was not paid and he has to contact the State to get the bill paid. He stated that he attending the Water Authority meeting on April 8, 2013 and they told him that if she stays current with future bills, they will forgive the penalties attached to this bill while he works with the State to obtain payment. He would like the same forgiveness of penalties from Council for the sewer portion of the bill. A motion was made by Mr. Shaver to forgive all penalties for the February sewer bill as long as current bills are kept current, seconded by Mr. Spencer and approved unanimously by all present.

COUNCIL’S CONCERNS:

Ms. Szada – Stated that everyone in the Borough receives letters from the Codes Department for violations and that no one is targeted and that the letters are not threatening. Also her father just received a letter from Sylvie and he only had 10 days to correct the violation. Ms. Szada also said that each year the Borough puts money towards the playgrounds and they continuously get vandalized and it is very frustrating.

Mr. Spencer – had no comment.

Ms. House – had no comment.

Ms. Marcinko – Thanks Ms. Gellatly and HRG for applying for the grant for the Front Street Storm Sewer Replacement.

Mr. Albert – Stated that the parks are cleaned each Spring and the weather just recently became nice and that Public Works Department will prepare the parks like they have every year but they cannot do it overnight.

Mr. Shaver - had no comment.

Mayor Acri – had no comment.

EXECUTIVE SESSION:

Mr. Wion informed Council that an Executive Session is needed to discuss litigation on trash citation and legal advice on vehicle acquisition matters.

On a motion by Mr. Albert, seconded by Ms. Marcinko, the Council meeting recessed into executive session at 7:27pm.

ADJOURNMENT:

The regular Council meeting reconvened at 8:09pm. There being no other business before Council, on a motion made by Mr. Albert and seconded by Mr. Shaver, the meeting immediately adjourned at 8:10pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary

**Borough of Steelton
Council Agenda
May 20, 2013**

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
Police
Public Works
Code Enforcement
Water Filtration Plant
Mayor's Report (Mayor Acri)
Borough Manager's Report

PUBLIC COMMENT: Agenda items only

PRESENTATION:

None

COMMUNICATION:

Steelton-Highspire School Board

Minutes from March 11 and March 21, 2013 meetings.

Matt Cichy

Engineering Activities from April 8 – May 13, 2013.

UNFINISHED BUSINESS:

Mr. Wion

Adams Street Project Update

**Borough of Steelton
Council Agenda
May 20, 2013**

NEW BUSINESS:

Borough Manager

Approval of the Memorandum of Understanding between Steelton Borough and Dauphin County for 2014 CDBG funding.

Mr. Wion

Ratification of the Memorandum of Understanding between the Steelton Police Department and the Steelton-Highspire School District.

Mayor Acri

Discussion on Ordinance Chapter 37, subsection 11.

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

EXECUTIVE SESSION:

(if necessary)

OTHER BUSINESS:

(if necessary)

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
MaryJo Szada
Denae House

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager

APPROVAL OF MINUTES:

On a motion made by Ms. Marcinko, seconded by Mr. Albert, Council Members present voted unanimously to approve the minutes from April 15, 2013 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 Ms. House and approved unanimously by all present.

Neighborhood & Economic Development – Ms. Gellatly reported that NEDC's recommendations for the 2012 CDBG funding (\$57,942) are for the Summer Youth Program, Midget Baseball Field, and the Locust Street Steps.

Fire and Ambulance

Police

Public Works – Ms. Marcinko addressed the concerns about the storm drains not being cleaned, she said she met with Public Works Director, Mr. Conjar, and he informed her that the storm drains are on a regular schedule to be cleaned. If there is an expected rainstorm they go to the drains that constantly back up and prepare for the storm. Ms. Marcinko also addressed the concern about the Swatara Street wall and though investigation where the wall is cracked it is not owned by the Borough and is owned by a resident of the Borough. Mr. Conjar will contact the

resident and work together with him to determine how that can be fixed. The Borough did tie the fencing together so that no one could get through the fence, even though it was not Borough property. Ms. Marcinko also addressed the concerns about the maintenance of the playgrounds. She mentioned that it is only the beginning of summer and at this time of year there are always a number of items that need taken care of at the beginning of the season. Ms. Marcinko also mentioned that the Mohn Street Intergenerational Park Project has begun and Borough employees did a lot of the demolition work for the project before the contractor comes in to save the Borough money. There was also a water main break, which through the maintenance schedule off for a few weeks. Every year the Public Works Department puts wood carpet on the parks, which protects children when they fall off the equipment. Mr. Conjar mentioned that trash is always being pickup at the parks and graffiti is also a problem. We have purchase expense paint to try to cover up the graffiti but it is expensive and it is taxpayer dollars that are paying for the paint. Ms. Marcinko also confirmed that the magnet truck is run once a week. There are two certified officers who do truck details. Plotted planter that are being used as trash cans on Front Street was also discussed with the idea that the Borough would ask each business owner on Front Street with a planter in front of it, that if the Borough pays for the plants, that they would take care of the maintenance of watering the plants. If any business owner does not want to maintain their planter, the Borough will remove them, and store them at the Highway Garage. Ms. Muza issue with her drain has been addressed by the Borough and it might be a Neighborhood Dispute issue, which the Chief of Police is going to address.

Codes Enforcement

Water Filtration Plant

Mayor's Report – Mayor Acri informed Council that HRG has agreed to look at the Midget Baseball Field Garage for no cost and recommend to Council what should be done with the building.

Borough Manager's Report

PUBLIC COMMENT: AGENDA ITEMS ONLY

John Royal, 1109 Oak Lane, New Cumberland - The address of the property he owns in the Borough is 47 South Third Street. He received a \$1,500 water/sewer bill. He had leak in his water supply system that he was unaware of which leaked into his basement. Mr. Royal understands that the water was read by the meter and understands how the system works. However, the leaked water did not go into the sewer system. When he paid his bill he paid a comparable number based on similar property that he owns in the Borough when he determine how much of the sewer bill he was going to pay. He paid his water bill and a portion of the sewer bill and is looking for some sort of relief on the sewer portion of the bill. His sewage bill was \$834.25, of which he paid, \$258.50, which left an outstanding balance of \$575.75. Mr. Wright recommended that half of the sewer bill be paid for and the remaining balance would be forgiven. A motion was made by Mr. Shaver that a balance of \$168 was to be paid on Mr. Royal's account for 47 South Third Street and the remaining portion of the sewage would be forgiven, seconded by Ms. Marcinko and approved unanimously by all present.

Yvette Wilson, 234 North Second Street – Ms. Wilson's concern is that her handicap parking spot is not in front of her door, rather it is in front of her breezeway. Because of this, she is

taking up two parking spots and is requesting the Borough relocate the pole with her handicap parking spot on it to the front door of her house. Mr. Wright asked the Public Works Committee to look into this issue and bring a recommendation back to Council.

Steve Mumma, 900 Heck's Drive, Dauphin – The address of the property he owns in the Borough is 152 Lincoln Street. A few years ago he had received a large water reading that was \$1,315.88. At the time he had a management company running his property, Rainbow Living. They have since filed for bankruptcy and per their agreement with Mr. Mumma; Rainbow Living was responsible for those payments. The payment on the quarter in which the bill was \$1,315.88 was never made because they disputed it. Since meeting with the Water Authority, it was never clear if Rainbow Living disputed the issue or not. Mr. Mumma stated that he has not inherited this debt from the management company. He stated that when he met with the Water Authority, that they agreed to split the water portion of the outstanding bill in half and that he would have to attend a Council meeting to see if there was anything that could be done for the sewer portion of the bill. Mr. Wright asked Mr. Mumma if he had yet paid any portion of his bill and he stated that on May 8, 2013 he mailed the Borough a check for the amount of \$736.39, to show that he is serious about settling this issue. He would like Council to give him a credit on the sewer portion of the bill in the amount of \$396.86. A motion was made by Mr. Albert that a credit of \$396.86 be placed on his account, seconded by Ms. Marcinko and approved unanimously by all present.

PRESENTATION:

None

COMMUNICATION:

Steelton-Highspire School Board – Minutes from their March 11 and March 21, 2013 meetings.

Matt Cichy, HRG – Engineering Activities from April 8 – May 13, 2013.

UNFINISHED BUSINESS:

Mr. Wion, Adams Street Project Update – Mr. Wion reminded Council that the last formal action they took on the Adams Street Project was to revise the subdivision land development plan to remove one of the problem areas as far the note on the plan which was a concern that was recognized as a problem by a Redevelopment Authority to attempt to get bids on the project. The adjustment was made by Council to the plan and the Redevelopment Authority was advised of that action. The attorney for the Redevelopment Authority has recently advised him that the Authority again issued RFPs with the updated note restrictions but unfortunately, received no interest from developers and no actual proposals. They are now asking the Borough what it would like to do or if the Borough had any suggestions on how to proceed and attract developers. Mr. Wright asked Ms. Gellatly to have a meeting with Mr. Connor to see what our options are.

NEW BUSINESS:

Ms. Gellatly, Approval of the Memorandum – Ms. Gellatly asked for the approval of the Memorandum of Understanding between Steelton Borough and Dauphin County for 2014 CDBG funding. A motion was made by Mr. Albert to approve the Memorandum of Understanding between Steelton Borough and Dauphin County for 2014 CDBG funding, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Wion, Ratification of the Memorandum of Understanding between the Steelton Police Department and Steelton Highspire School District – Mr. Wion explained that the School Code requires each School District to enter into a Memorandum of Understanding with surrounding police departments about the interaction between the two entities. The agreement has been entered into several times before. He had reviewed the agreement and due to timing issues, the memorandum has been signed by the Chief of Police. Tonight Council is being asked to ratify the memorandum of understanding. A motion was made by Mr. Albert to ratify the Memorandum of Understanding between the Steelton Police Department and Steelton Highspire School District, seconded by Ms. House and approved unanimously by all present.

Mayor Acri, Discussion on Ordinance Chapter 37, subsection 11 – Mayor Acri would like this ordinance to go to the NEDC for further discussion on proposed changes to the ordinance. The ordinance pertains to farm animals but does not address smaller farm animals such as chickens. He stated that there are some problems on Lincoln Street that there is a resident that has chickens and that the odor is overwhelming. Mr. Wright asked the NEDC to review the ordinance.

AUDIENCE PARTICIPATION:

Yvette Wilson, 234 North Second Street – She stated that she lives across the street from a dilapidated house and that the property is in really bad shape. The front porch is falling off and that the house is a real eyesore for the Community. Mr. Wright asked Ms. Wilson to discuss the issue with Ms. Zell who was at the meeting.

Daniel Edwards, 139 South Second Street – He has two concerns. The first would be that there are children gathering on the corner, in numbers more than 15, and that his question was that there must be a number other than 911 that residents can call to make complaints because if they continue to call 911, it distracts officers from more important crimes. Mayor Acri stated that the non-emergency phone number is 558-6900. The second concern was that in the recent newsletter it stated that residents will only receive one letter about grass longer than 8 inches and his concern is that he will come home and have a citation. He wanted to know what the cost of the citation would be. Mr. Wright commended Mr. Edwards for attending the meeting and expressing his concerns and that he could work with Ms. Zell in regards to concerns about his high grass during his vacation.

Emuel Powell, 321 Lebanon Street – He would like to know when we send out the letters about violations, do we give them a deadline to fix the issues? Mr. Wright stated that there is a deadline. Mr. Albert stated that it is not the Borough's fault, that the District Justice is responsible when the notices move to citations and he applies the fines. Ms. Marcinko stated that when residents do not keep up with their properties and the Borough goes in and mows the grass or boards up windows, it costs the Borough money to pay employees time and materials. All this money is taxpayers' funds. The Borough is restricted by the laws.

COUNCIL'S CONCERNS:

Ms. House – The Community Garden was canceled last Saturday due to the weather and Mr. Powell being ill. The gentleman who was going to do a presentation about the Summer Enrichment Program was unable to attend this evening and perhaps he will be available for the next meeting. Donations are being collected for the Community Garden and that the next date to plant is June 7th.

Ms. Marcinko - She attended the opening of the reopening of the Dauphin County Highlands Golf Course and it is not known to many residents that one hole is located in the Borough. There is a new restaurant there also.

Ms. Szada – had no comment.

Mr. Spencer – had no comment.

Mr. Albert – Stated that Darren Jones called him and asked him if the Borough could purchase the hot water heater and he reminded Council that the building belongs to the Borough. Mr. Wright instructed Ms. Gellatly to look at the budget and determine if paying for the hot water heater was feasible.

Mr. Shaver – had no comment.

Mayor Acri – had no comment.

EXECUTIVE SESSION:

Mr. Wright informed Council that an Executive Session is needed to a personnel issue.

On a motion by Mr. Albert, seconded by Ms. Marcinko, the Council meeting recessed into executive session at 7:30pm.

ADJOURNMENT:

The regular Council meeting reconvened at 7:45pm. There being no other business before Council, on a motion made by Mr. Albert and seconded by Mr. Shaver, the meeting immediately adjourned at 7:46pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary

**Borough of Steelton
Council Agenda
June 17, 2013**

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
Police
Public Works
Code Enforcement
Water Filtration Plant
Mayor's Report (Mayor Acri)
Borough Manager's Report

PUBLIC COMMENT: Agenda items only

PRESENTATION:

Troy Tate

New Beginnings

COMMUNICATION:

Matt Cichy

Engineering Activities from May 13
– June 10, 2013

UNFINISHED BUSINESS:

None

**Borough of Steelton
Council Agenda
June 17, 2013**

NEW BUSINESS:

Mr. Wion Approval of the Agreement between Dauphin County and the Borough of Steelton in regards to the CDBG funding

Mr. Wion Approval of the Agreement between the Borough of Steelton and Steelton Youth in Action in regards to the CDBG funding from Dauphin County.

Borough Manager Retirement of Public Works Director

Borough Manager New Jerusalem A.M.E Zion Church – Request for usage of property

Borough Manager Approval for the 600 block of St. Mary's Drive to be blocked off on June 22, 2013.

Borough Manger Discussion of 2012 CDBG funding

Borough Manager Discussion of 2014 CDBG funding

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

EXECUTIVE SESSION: (if necessary)

OTHER BUSINESS: (if necessary)

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
Denaë House

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager

Absent:

MaryJo Szada

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 20, 2013 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. Acri and approved unanimously by all present.

Neighborhood & Economic Development

Fire and Ambulance – Mr. Shaver commented that in the packet there is a request from Dauphin County Communications EMS in regards to changes to the Box Alarm system. In making changes to the Box Alarm system it will improve Life Team's response times in the Borough and surrounding municipalities.

Public Works – Ms. Marcinko gave an updated about Yvette Wilson, 234 North Second Street. The Public Works Department investigated her handicap parking spot and Ms. Wilson was correct that her reserved spot was taking up two parking spaces, therefore, the sign will be moved.

Codes Enforcement
Water Filtration Plant
Mayor's Report
Borough Manager's Report

PUBLIC COMMENT: AGENDA ITEMS ONLY

Pastor Taylor, New Jerusalem AME Zion Church, 219 Locust Street – Asked Council to please consider allowing his church to use the vacant grass lot across the street from the Borough Building for his church's annual yard sale. A motion was made by Ms. Marcinko to approve New Jerusalem AME Zion Church to use the grass lot across the street from the Borough Building, seconded by Mr. Albert and approved unanimously by all present.

PRESENTATION:

Troy Tate, Director of New Beginnings – In 2006, the New Beginnings Organization started a Summer Enrichment Program which started out with 60 kids, ages 14-17 that were involved with juvenile probation. There was both academic and community enrichment aspects of the program. Today, New Beginnings is their own non-profit organization and they have their own 501(c)(3). Currently there are 60 organizations involved in the program and three School Districts (Harrisburg, Susquehanna and Steelton-Highspire). The program overall serves over 300 kids currently throughout the County. The program teaches the kids how to write resumes and finding employment and then sustaining their employment.

Mr. Tate asked Council if they had any questions for him. Mr. Albert asked Mr. Tate what his intentions were for coming to this meeting. Mr. Tate stated that he is trying to keep the kids involved in the program and if the Borough is will to help give the kids an incentive to stay in the program. Mr. Tate stated that the program this year has already started on June 10.

Ms. Marcinko asked if Dauphin County Human Services provides any funding to the program. Mr. Tate stated that the County provides funding for specific items. Susquehanna Township and Harrisburg School Districts provide funding for the program Mr. Tate stated. Ms. Marcinko asked if anyone has gone to the Steelton-Highspire School District for assistance and Mr. Tate said he was pretty sure and that the School District has their limitations of what they could provide.

Mayor Acri asked if the Borough would award any CDBG money, would the funds stay in the Borough. Mr. Tate said that the money would be kept within the Borough and would be used for the older children enrolled in the program.

Ms. Marcinko asked how much was New Beginnings asking for from the Borough. Mr. Tate stated that they were asking for \$21,000.

Mr. Wright stated that a meeting with County needs to be set up to find out if this idea is allowable through CDBG funding and then bring documentation back to the Council stating it is allowable.

COMMUNICATION:

Matt Cichy, HRG – Engineering Activities from April 8 – May 13, 2013.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Ms. Marcinko, People in Trouble (PIT) Program – Ms. Marcinko received a call from a constituent on Lincoln Street. The constituent purchased a home on Lincoln Street across the street from her husband's mother who is elderly and listened to some of the concerns they are having with her house and being unable to fix all the codes issues, such as chip and peeling paint, within a timely manner.

Ms. Marcinko stated that Ms. Gellatly and herself met with Dauphin County Probation. Without using violent offenders and entering into any homes, using their services to assist those who need help with chip and peeling paint and grass and high weeds, as long as the homeowner provides the supplies. Ms. Marcinko wanted to inform Council of this idea and see what their thoughts were and ask if they approve of her taking the next step and making this program happen.

Mr. Wion stated that no formal action needs to take place yet. The conscience of Council was to have Ms. Marcinko move this process forward.

Brenda Hicks, 522 Lincoln Street - She stated that she was the constituent that Ms. Marcinko was referring to. She stated that over 70% of Steelton's population is elderly. They have lived in the Community forever and they are scared they are going to accumulate so many fines that they are going to be forced out of their house. She is glad the Borough came up with this idea and hopes that it moves forward.

Mr. Wion, Approval of the Agreement between Dauphin County and the Borough of Steelton in regards to CDBG funding & Approval of the Agreement between the Borough of Steelton and Steelton Youth in Action in regards to the CDBG funding from Dauphin County – At the April 1, 2013 Council meeting, Council approved him drafting an agreement on behalf of the Borough to secure equipment purchased with CDBG funds for Steelton Youth in Action (SYIA) with the understanding that all requested items by the County would be completed to their satisfaction. The Borough has had communication from Mr. Connor indicating that there were two matters that were still outstanding as far as the County was concerned in regard to the potential grant for this program. The first, the indication of the

responsibility for the equipment and wheatear or not a waiver guarantee to have it replaced if it was stolen or lost would be executed and also there was a provision indicating who would be getting the insurance for the building. Since that time a lease agreement or memorandum of understanding has been tendered to the County, which Mr. Connor finds satisfactory. In the lease the New Jerusalem AME Zion Church is allowing SYIA to use their premises for youth programs and for no other use on the premise and there is a donation that has to go with that and SYIA has certain repair and care that holds the church not liable.

Since that was presented to Mr. Wion, and knowing Council's direction from before, Mr. Wion has prepared an agreement between the Borough and the County of Dauphin. It has been sent to Mr. Connor and he has indicated it's satisfactory. In the agreement it is indicated that the County provides the CDBG funds and that the Borough has 2011 CDBG funds which Mr. Connor has indicated that will be used in this matter. A request was submitted to utilize \$8,000 of 2011 funding to be used for SYIA's equipment. The County requires that the Borough agrees to guarantee that any equipment purchased lost or stolen will be replaced by the Borough. Also the Borough agrees to provide insurance coverage for the equipment.

Also the next agreement between the Borough of Steelton and SYIA goes along with the agreement just discussed. It is an agreement that recognizes that the Borough is the recipient of these funds and we have submitted the request to the County to utilize \$8,000 of the 2011 CDBG funds for equipment to be utilized by SYIA. This agreement is for when the Borough gets the money from the County that SYIA agrees that the equipment purchased will be solely used for the non-profit purposes of the Corporation and not for personal use or by a third party. SYIA agrees to guarantee that if any of the equipment purchased with the funds are lost or stolen that SYIA will replace it and provide insurance coverage for the equipment. SYIA also agrees it will return any of the equipment within 10 days of written notice by the Borough to do so.

Mr. Wion mentioned that in the agreements he refers to SYIA as a non-profit organization and he does not have the address for the registered office and he has not seen the by-laws for or other documents and assumes that those items will be provided because an agreement can't exist without them.

A motion was made by Mr. Spencer to approve both agreements presented by Mr. Wion, seconded by Mr. Albert and a roll call vote was taken.

Ayes : House, Shaver, Wright, Albert, Spencer

Nay: None

Abstain: Marcinko

Ms. Gellatly, Retirement of Public Works Director – On June 1, 2013, Public Works Director, Joe Conjar handed Ms. Gellatly his letter stating his intention of retirement from the Borough as the Public Works Director. The letter indicated that the effective date would be June 30, 2013, however, the official effective date was June 14, 2013. A motion was made by Mr. Shaver to

approve the retirement Joe Conjar as of June 14, 2013, seconded by Mr. Albert and approved unanimously by all present.

Ms. Gellatly, Approval for the 600 block of Saint Mary's Drive to be blocked off on June 22, 2013 – A resident has requested that the 600 block of Saint Mary's Drive be block off and this has been approved by the Police Committee. A motion was made by Mr. Shaver to approve blocking off the 600 block of Saint Mary's Drive on June 22, 2013, seconded by Mr. Albert and approved unanimously by all present.

Ms. Gellatly, Discussion of CDBG funding – Recommended that the 2012 CDBG funding be used for the following items (1) \$21,000 wood chipper, (2) \$17,000 Midget Baseball Field and (3) beautification projects. A motion was made by Mr. Spencer to table the discussion of the 2012 CDBG funding, seconded by Mr. Albert and approved unanimously by all present.

Ms. Gellatly, Discussion of 2014 CDBG funding – Recommended that the 2014 application for CDBG funding be applied for the Adams Street Project. A motion was made by Ms. Marcinko to approve apply for 2014 CDBG for the Adams Street Project, seconded by Mr. Albert and a roll call vote was taken.

Ayes: Marcinko, Shaver, Wright, Albert, Spencer

Nay: None

Abstain: House

AUDIENCE PARTICIPATION:

Natasha Woods, 181 South Front Street – Asked Ms. Marcinko if the PIT program she mentioned earlier in the meeting was going to accept donations so that if residents could not afford the supplies to fix their homes, the donations could be used. Ms. Marcinko stated that this program is just in the beginning stages and we need to start the program and form a foundation and see where it gets us.

A few months ago she requested a Walk Ability Audit be performed by PennDot and she presented the findings to Ms. Marcinko and Mr. Spencer. The findings showed that Swatara, Spruce and Orchard Drive are not safe for children due to lines need painted and there is cracking in the sidewalks. The curbs are also damaged. She wanted to know if any of the CDBG funding could go to be used towards those items of concern. Mr. Wright and Ms. Marcinko informed her that those repair could be done using the CDBG funding that was allocated towards beautification, but those funds are on hold right now. Ms. Marcinko also stated that in the audit it states that grant money can be used for the repairs but isn't sure if that is something that the School District has to apply for.

Ronald Painter, 600 South Second Street – Concerned about Washington Street between Second and Front has potholes and is falling apart. There are a lot of children that pay in this

area. Ms. Gellatly let Mr. Painter know that his concerns were forwarded to her and that she went up there and saw the issues that he is talking about and that it will be looked into.

Lena Jefferson, 258 Lincoln Street – Asked that the PIT program that is in its early stages, if snow removal had been discussed at all. Ms. Marcinko stated that it had.

Markis Millberry, 349 Spruce Street – Inquired if the Borough's website was being updated daily and if cost anything to maintain it. Ms. Gellatly stated that it does cost the Borough money and that it was recently updated last week. He asked if the Borough was in contact with the School District. Mr. Wright said that the School District used to hold intergovernmental meetings and they stopped having them. Mr. Millberry asked if the Borough had spent any money on the parade that was canceled due to rain and he was told that no money was spent. He was also informed that it will not be rescheduled.

Pastor Taylor, New Jerusalem AME Zion Church, 219 Locust Street – He asked if the Public Works Director position would be posted for the Community. Also he wanted to know when the minutes and the agendas will be updated. Also there are some businesses on the website that no longer exist. Ms. Gellatly stated that the minutes and agendas will be posted shortly.

Yvette Wilson, 234 North Second Street – She shared that there is nothing for the children to do in Steelton. There is no Community Center and there is no longer a Boys and Girls Club.

COUNCIL'S CONCERNS:

Mr. Spencer – had no comment.

Ms. House – had no comment.

Ms. Marcinko – had no comment.

Mr. Albert – had no comment.

Mr. Shaver – had no comment.

Mayor Acri – Thanked Mr. Conjar for all his years of service.

EXECUTIVE SESSION:

Mr. Wright informed Council that an Executive Session is needed to a personnel issues.

On a motion by Mr. Albert, seconded by Mr. Shaver, the Council meeting recessed into executive session at 8:17pm.

ADJOURNMENT:

The regular Council meeting reconvened at 9:05pm. There being no other business before Council, on a motion made by Mr. Shaver and seconded by Mr. Spencer, the meeting immediately adjourned at 9:06pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary

**Borough of Steelton
Council Agenda
July 1, 2013**

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

MOMENT OF SILENCE: Thomas F. Acri, Mayor

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

PUBLIC COMMENT: Agenda items only

PRESENTATIONS:

None

COMMUNICATION:

None

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Borough Manager

Lease of 154 North Front Street

Borough Manager

Donation of ambulance from Life Team

Borough Manager

Approval for the 300 block from Walnut Street from Penn Street to South Harrisburg Street to be blocked off on August 31st.

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

EXECUTIVE SESSION:

(if necessary)

OTHER BUSINESS:

(if necessary)

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
MaryJo Szada

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager

Absent:

Denae House

PUBLIC COMMENT: AGENDA ITEMS ONLY

Pastor Taylor, New Jerusalem AME Zion Church, 219 Locust Street – Asked Ms. Marcinko in regards to the People in Trouble (PIT) Program that was discussed at the prior Council meeting what progress had been made. Ms. Marcinko stated that the program is just getting started and it is a process.

PRESENTATION:

None

COMMUNICATION:

None

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Sara Gellatly, Lease of 154 North Front Street – A resident has asked if he can lease 154 North Front Street on a monthly basis and use it as a garage. Ms. Gellatly stated that the property is owned by the Borough and the lease that was used for 216 North Front Street, could be tailored for this property. Mayor Acri stated that Ms. Gellatly had spoken to Hull and Associates who helped with Brownfield Grants to ensure that this was allowable within the grant guidelines. A motion was made by Mr. Shaver to approve the lease of 154 North Front Street for

\$1,000/month and a 30 opt out clause, seconded by Ms. Marcinko and approved unanimously by all present.

Sara Gellatly, Donation of ambulance from Life Team – John Logan from Life Team has reached out to the Police Department and offered to donate an ambulance to the Borough. The Police Department would like to replace their old crime van, which was an old ambulance, with the newly donated ambulance. A motion was made by Ms. Marcinko to accept the donation of an ambulance from Life Team, seconded by Mr. Shaver and approved unanimously by all present.

Sara Gellatly, Approval for the 300 block from Walnut Street from Penn Street to South Harrisburg Street to be blocked off on August 31st – A request from a resident was made to block the street off from 10am – 11am for a birthday party. This was approved by the Police Committee. A motion was made by Mr. Albert to approve blocking off the 300 block from Walnut Street to Penn Street to South Harrisburg Street on August 31, seconded by Ms. Marcinko and approved unanimously by all present.

AUDIENCE PARTICIPATION:

Natasha Wood, 181 South Front Street – Invited Borough Council to an Anti-Bullying Rally at Felton Lofts on August 15 from 6pm-8pm. It is a three part event that will discuss how it effects the community, students and parents.

Emuel Powell, 321 Lebanon Street – Complained about the weeds at 344 Lincoln Street and also about the trash on the 200 block of Adams Street.

Veronica Supan, 2604 South 4th Street – Personally wanted to thank the Council for working with the budget to try to maintain taxes and after making multiple complaints to the Codes Department about a neighbor's high grass and weeds, the issue has been resolved and improvements are being made to the Borough overall.

COUNCIL'S CONCERNS:

Ms. Szada – had no comment.

Mr. Spencer – Stated that he attended a meeting with Ms. House, Ms. Marcinko, Ms. Gellatly and Mr. Wion attended a meeting at the County with Commissioner George Hartwick and George Connor to discuss the use of CDBG funding for the New Beginnings Program with Mr. Tate. At the meeting it was determined that New Beginnings should apply for Gaming funding.

Ms. Marcinko – Announced she will not be at the next Council meeting on July 15. Thanked fellow Council members for nominating her to the Life Team Board of Director and she attended her first Board meeting. She received a complaint from a resident on Wood Street, on the side of Colecrest, there was a child hit there within the last week because cars speed through this area. Ms. Marcinko asked if we can reach out to the Housing Authority to see if a speed bump and be

placed there because there are a lot of kids on that street. Also a resident on Nelley Court asked if a crosswalk be painted on the intersection on Second Street near the Dollar Store. Mr. Wright stated that beautification funds could be used to do this.

Mr. Shaver – had no comment.

Mr. Albert – had no comment.

Executive Session:

Mr. Wright informed Council that an Executive Session is needed to discuss a personnel issue.

On a motion by Mr. Albert, seconded by Mr. Shaver, the Council meeting recessed into executive session at 6:59pm.

ADJOURNMENT:

The regular Council meeting reconvened at 7:42pm. There being no other business before Council, on a motion made by Mr. Shaver and seconded by Mr. Spencer, the meeting immediately adjourned at 7:43pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary

**Borough of Steelton
Council Agenda
July 15, 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: T

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

APPROVAL OF DEPARTMENT REPORTS:

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

PRESENTATION:

None

COMMUNICATION:

Steelton-Highspire School Board

Minutes from April 8, April 18, May 6, May 16, 2013 meetings.

Matt Cichy

Engineering Activities

UNFINISHED BUSINESS:

None

**Borough of Steelton
Council Agenda
July 15, 2012**

NEW BUSINESS:

Mr. Wion

Resolution 2013-R-9, special
purpose parking for Charles N.
Hafer, 2512 S. 3rd Street

Mr. Wion

Resolution 2013-R-10, special
purpose parking for Steelton Police
Department on N. Second Street

Borough Manager

Agreement with HRG about the
Borough Building Roof Replacement

Borough Manager

New Jerusalem A.M.E Zion Church
– Request to use Firehouse

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

EXECUTIVE SESSION:

(if necessary)

OTHER BUSINESS:

(if necessary)

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
Raymond Spencer
Dena House
MaryJo Szada

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager

Absent:

Maria Marcinko

APPROVAL OF MINUTES:

On a motion made by Mr. Albert, seconded by Mr. Spencer, Council Members present voted unanimously to approve the minutes from July 17, 2013 and July 1, 2013 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 Ms. House and approved unanimously by all present.

Neighborhood & Economic Development
Fire and Ambulance
Public Works Codes Enforcement
Water Filtration Plant
Mayor's Report
Borough Manager's Report

PUBLIC COMMENT: AGENDA ITEMS ONLY

Emuel Powell, 321 Lebanon Street – Was concerned that the public was not properly notified about the water main break on South Second Street. Mr. Acri addressed Mr. Powell and stated the Borough Manager immediately sent out a press release to all news and radio stations. The Water Authority followed all DEP guidelines for a water main break.

PRESENTATION:

None

COMMUNICATION:

Steelton-Highspire School Board – Minutes from April 8, April 18, May 6 and May 16, 2013 meetings.

Matt Cichy, Engineering Activities, June 10, 2013 – July 15, 2013

Borough Building Roof – Working on developing plans to replace the Borough Building roof and a project manual suitable for bidding which should be ready to bid at the end of this month.

Project No. 1337.0434 (PENNVEST Reimbursement) – HRG is working with the Borough Manager on the necessary paperwork needed to complete the closeout the loan process. Within the two months, the paperwork should be completed and be ready to submit to PENNVEST.

Project No. 1337.0440 (Street Scape Phase 2) – Working on preparing the final plans with specifications for the bidding process. The bidding process will be through PennDot.

Project no. 1337.0447 (Mohn Street Recreational Project) – DCNR has reviewed the plans and specifications for the project and has authorized the bidding the project. The project will open for bid on August 1.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Mr. Wion, Resolution 2013-R-11 – Mr. Wion stated that the Street Scape Phase 2 project is going out to bid. There are three sources of funding for this project, federal funding through PennDot, funding from a Gaming Grant, and funding for the highway lighting poles.

The Borough has received a standard agreement for the Commonwealth's Financial Participation in Municipal Project on State Highway, agreement No. 08A160. This is an agreement between the Borough the Commonwealth, in which the Commonwealth indicates that in relation to the

highway lighting poles, that they will provide \$100,000 in funding. Mr. Wion stated that that funding is received from the Commonwealth after the street lighting project is completed. Mr. Wion stated that the bidding required in the contract is included in the overall bidding of the project. PPL will be bidding on the project to provide the lighting. In order for the Borough to be reimbursed, an invoice would have to be submitted to PennDot, proving that the project is complete.

PennDot requires a resolution, which is Resolution 2013-R-11, which indicates that the Borough wants to undertake the project within the right-of-way of Route 0230 from Lincoln Street to Elm Street that the Borough desires to receive this money from the Commonwealth for the equipment and that the Borough is required to enter into an agreement.

A motion was made by Mr. Albert to approve Resolution 2013-R-11, seconded by Mr. Spencer and approved unanimously by all present.

Mr. Wion stated there was also an agreement that authorizes electronic access to PennDot's system. This agreement has the Borough register as a Department Business Partner to be permitted electronic access to the engineer and construction management system for the purposes of entering in information into the system for making invoice applications and also some of the funding applications. Mr. Wion suggested a motion to be made for approve the agreement in regards to the electronic access to PennDot's System. A motion was made by Mr. Albert to approve authorization of electronic access to PennDot's system, seconded by Ms. House and approved unanimously by all present.

Mr. Wion, Resolution 2013-R-9 – Mr. Wion presented Resolution 2013-R-9, special purpose parking for Charles N. Hafer at 2512 South 3rd Street. A motion was made by Mr. Spencer to approve Resolution 2013-R-9, seconded by Ms. House and approved unanimously by all present.

Mr. Wion, Resolution 2013-R-10 – Mr. Wion presented Resolution 2013-R-10, special purposed parking for the Steelton Police Department on North Second Street. A motion was made by Ms. House to approve Resolution 2013-R-10, seconded by Ms. Marcinko and approved unanimously by all present.

Ms. Gellatly, Agreement with HRG about the Borough Building Roof Replacement – A motion was made by Mr. Albert to approve the agreement with HRG in regards to the Borough Building Roof Replacement Project, seconded by Ms. House and approved unanimously by all present.

Ms. Gellatly, New Jerusalem A.M.E Zion Church Request to use Firehouse – New Jerusalem A.M.E. Zion Church has requested to have their 4th Annual Police and Firemen Prayer Day on Saturday, September 14, 2013 from 9am-10am at the Steelton Firehouse. A motion was made by Mr. Albert to approve New Jerusalem A.M.E. Zion Church's request to use the Firehouse for their 4th Annual Police and Firemen Prayer Day on September 14 from 9am-10am, seconded by Mr. Spencer and approved unanimously by all present.

AUDIENCE PARTICIPATION:

Elena Hope Mishula, 331 Lakewood Drive, Harrisburg – She is the landlord of properties in Steelton. The property she is speaking about tonight is 650 South 2nd Street. She received a citation for not filing her landlord/tenant report and it has gone to a citation. Since then, she has filed the necessary report and wanted to know if Council could withdraw her citation. Mr. Wright stated that since it is a citation it is not up to Council to withdraw the citation.

Emuel Powell, 321 Lebanon Street – Asked if some of the additional funding for lighting that the Borough received could be used on Adams Street. Mr. Shaver explained that the additional funding was specifically for Street Scape Phase 2.

COUNCIL’S CONCERNS:

Ms. House – Requested that projects that go out to be bid be placed on the website.

Ms. Szada – had no comment.

Mr. Spencer – had no comment.

Mr. Albert – had no comment.

Mr. Shaver – had no comment.

Mayor Acri – had no comment.

ADJOURNMENT:

There being no other business before Council, on a motion made by Mr. Albert, seconded by Ms. House, the meeting adjourned at 7:06pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary

**Borough of Steelton
Council Agenda
August 19, 2013**

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:

Fire and Ambulance
Police
Public Works
Code Enforcement
Water Filtration Plant
Borough Manager's Report

PUBLIC COMMENT: Agenda items only

PRESENTATION:

Terry Govelovich	Local Business Owners Concerns
Trish Abbatello	Sewer Bill for 55 N. Front Street
Donald John	Steelton Boat Launch Ramp Lighting
Reverend Gonzalez	Parking Issues

COMMUNICATION:

Matt Cichy	Engineering Activities
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UNFINISHED BUSINESS: None

NEW BUSINESS:

**Borough of Steelton
Council Agenda
August 19, 2013**

Mr. Wion	Resolution 2013-R-12, No Parking zone on Bridge Avenue between 2 nd Street and 4 th Street.
Mr. Wion	Ordinance No. 2013-2, establishing special purpose parking zones.
Mr. Wion	Adams Street – Letter of Support
Borough Manager	Ratification of the Borough being the co-application for the Firehouse Gaming Grant.
Mr. Wion	Dauphin County Land Bank Discussion
Mr. Albert	Midget Football League Request

AUDIENCE PARTICIPATION:

COUNCIL’S CONCERNS:

EXECUTIVE SESSION:

(if necessary)

OTHER BUSINESS:

(if necessary)

ADJOURNMENT:

The regular monthly meeting was called to order at 6:35pm, 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
MaryJo Szada

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager

Absent:

Denae House

APPROVAL OF MINUTES:

On a motion made by Mr. Spencer, seconded by Ms, Marcinko, Council Members present voted unanimously to approve the minutes from July 15, 2013, 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 Mr. Spencer and approved unanimously by all present.

Neighborhood & Economic Development

Fire and Ambulance

Police

Public Works – Ms. Marcinko commended the Public Works Department on the work they have been doing around town. Crosswalks have been painted per the School District’s feasibility study and per a request made by Dauphin County Housing. Ms. Marcinko stated there have been several complaints about trash in the East End and the Borough Manager has worked with York Waste to resolve some of these issues.

Codes Enforcement

Water Filtration Plant

Mayor's Report – Intergovernmental meeting with Highspire Borough and the School District on September 26, 2013 at 7pm at the Highspire Borough Building.

Borough Manager's Report

PUBLIC COMMENT: AGENDA ITEMS ONLY

None

PRESENTATIONS:

Terry Govelovich, Local Business Owner Concerns

Ms. Govelovich expressed security issues and other concerns that local business owners have. She owns the properties at 113 South Front Street and 15-17 South Front Street. The property at 15-17 South Front Street, the old M&T Bank building, one of the exterior lights need replaced because her tenants are experiencing theft due to the lack of lighting in this area. Also her land that boards the bank building, the parking lot is starting to deteriorate and kids are starting to throw pieces of the parking lot are being thrown into her tenant's yard. Ms. Govelovich stated that when she called the Codes Department, they told her she needed to call the Police each time this occurs. These are the same issues that she is having at her property at 113 South Front Street. She complained that having to call the Police Department each occurrence, is a bit of an annoyance.

Ms. Govelovich also stated that she and other business owners do not know the officers of the Police Department anymore. She suggested having a couple meetings where the business owners could meet the officers. Pop's Kitchen has stated they would be willing to host the meetings.

Mayor Acri stated that he would get together with Chief Spangler and start to put together meetings with the local business owners and the Police Department.

Mr. Shaver also stated that if her tenants are having problems, they need to call the non-emergency number. Ms. Marcinko stated that when she and other residents were experiencing problems in the East End they called the police every night to get the problem resolved.

Reverend Gonzalez, Parking Issues

Mayor Acri wanted to comment on this issue even though Reverend Gonzalez was not in attendance at the meeting. The church located in the middle of Pine Street, has asked if they can use the Borough's parking lot Sunday mornings during their church services. They also requested to park on Second Street where the Borough has reserved for Police Parking. He stated that he told could use the parking lot on Sundays but at no time could they use the Police Parking spaces. They also had requested using the Borough's parking lot for occasional meetings held during the evening and Mayor stated that would have to be determined if the

Borough had a meeting or not so they would need to get authorization prior to using the parking lot during the week.

COMMUNICATION:

Matt Cichy, Engineering Activities – July 15, 2013 through August 15, 2013

Project No. 1337.0000 (Engineering Retainer) – HRG has been assisting the Borough with the Roof Replacement project. Assistance from the Fire Department for the use of the ladder truck will be needed to obtain access to the roof for the bidders during the bidding phase. The project is estimated to last 40-60 days. HRG has also been assisting the Borough with the replacement of the Midget Baseball Field storage building and has obtained quotes for the demolition and for the installation of a new building and also to replace the roof on one of the dugouts. HRG has assisted the Borough Manager in obtaining quotes to replace to upper to two handrails on the Locust Street Steps that have become loose due to rust.

Project No. 1337.0440 (Streetscape Phase 2) – This project was advertised for bidding on August 1, 2013 through PennDOT's electronic bidding service. HRG is assisting PennDOT with any questions and the bidding will be closed on August 29, 2013.

Project No. 1337.0447 (Mohn Street Recreations Project) – Bids were received from six contractors and the apparent low bidder is T.R. Stoner General Contractors. The lowest bid was in the amount of \$321,209, which exceeds the available funding. Due to the lack of funding, the next step will be to reject all bids and hold off on this project until additional funding is hopefully obtained through a Gaming Grant. A motion was made by Mr. Shaver to reject the six bids for the project, seconded by Ms. Marcinko and approved unanimously by all present.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Mr. Wion, Resolution 2013-R-12 – Mr. Wion presented Resolution 2013-R-12, No Parking Zone on Bridge Avenue between 2nd Street and 4th Street. A motion was made by Ms. Marcinko to approve Resolution 2013-R-12, seconded by Mr. Shaver and approved unanimously by all present.

Mr. Wion, Ordinance No. 2013-2 – Mr. Wion presented Ordinance No. 2013-2, establishing special purpose parking zones. A motion was made by Mr. Albert to approve Ordinance No. 2013-2, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Wion, Adams Street Letter of Support – On July 30, 2013 a Special Meeting was set to consider a presentation to in regards to Adams Street. There was not a quorum but there was information presented to those Council persons and staff present by Fred Banuelos from the Dauphin County Housing Authority's non-profit 501(c)(3) entity, Dauphin County Affordable Housing. Through discussions, Dauphin County Affordable Housing has looked at the Adams Street Project and had a meeting with the Dauphin County Redevelopment Authority with whom the Borough has a Memorandum of Understanding, which controls the project and planning of the project. The Redevelopment Authority has gone out on bids twice for the Adams Street Project and has not been successful on obtaining an interested party. Mr. Banuelos made a presentation stating that Dauphin County Affordable Housing may have the availability to secure some grants, donations, and other funding as a non-profit corporation to go in and acquire the property. He discussed having three-bedroom homes and perhaps using some CDBG grant funding. Mr. Banuelos wanted to have Council indicate in some kind of fashion, maybe a letter of support, that they would entertain working with the Dauphin County Redevelopment Authority and Dauphin County Affordable Housing in order to reconsider the project and the nature of the project. Mr. Banuelos was interested in knowing if there was any interest from Council in moving forward which was the purpose of his presentation on July 30.

Mr. Spencer commented that the history of the Adams Street is to make the property into affordable housing. Dauphin County Affordable Housing is willing apply for grants and loans to move the project forward.

Mr. Shaver stated that if a new design is proposed, Council would have to approve the changes and since there were no parties interested in the project the first two times it went to bid through the Dauphin County Redevelopment Authority, he would be in support of Mr. Banuelos concept.

A motion on was made by Mr. Albert to approve a letter of support in regards to the Adams Street Project for Dauphin County Affordable Housing, seconded by Ms. Marcinko and approved unanimously by all present.

Ms. Gellatly, Ratification of the Borough being the co-applicant for the Fire Department's Gaming Grant – The Steelton Fire Department has applied for a Local Share Gaming Grant to pay off their truck loan. In order to apply for the grant, they needed the Borough to be their co-applicant. Due to the timing of the grant's deadline and not having a Council meeting before the deadline, Ms. Gellatly wrote a letter stating the Borough would be their co-applicant and tonight needs Council's approval of this letter. A motion was made by Mr. Spencer to ratify the approval of the Borough being the Fire Department's co-applicant for their Gaming Grant, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Wion, Dauphin County Land Bank Discussion – Pursuant to Act 153 of 2012 the legislature of the Commonwealth adopted legislation authorizing counties and municipalities with populations of 10,000 people or more to establish land banks. Dauphin County has taken the legislation and created an authority, the Dauphin County Land Bank Authority, to forward the purposes of the legislation. The purpose of the legislation is to allow the authority and the

local entity such as the borough and/or school districts to acquire the problem properties that are found in the boroughs, generally vacant properties, they would acquire them and attempt to revitalize them and get them back on the tax rolls, perhaps by resale. This is an acquisition project and there is some funding available through the act and other acts to the authority to function in this purpose. As a result, the Borough has received from the Dauphin County Land Bank Authority a document which is titled, Intergovernmental Corporation Agreement a Memorandum of Understanding, which would be between the Land Bank, the Borough and the School District, although at this juncture, the Authority is simply looking to the Borough to see that it might first be interested in the agreement before the School District is approached

Mr. Wright asked Mr. Wion to briefly review the agreement.

Mr. Wion pointed out to Council that in paragraph three on page two, the Borough has to understand that when the Authority acquires a property and attempts to return it to productive use, which may include a non-taxable use, the Borough has to agree that for a period of five years after the property is transferred from the Authority with regards to all taxes that would come to the School District and the Borough, the School District and the Borough would only receive one-half of the tax revenue. The other portion of the taxes would go to the Authority.

Mr. Wion also pointed out to Council that paragraph 6 which discusses termination, says any party can terminate the agreement and withdraw from any future acquisitions upon 30 days written notice but any property that has already been acquired pursuant to the agreement would remain with the Authority along with the five year allocation of one-half of the tax revenues to the Authority would be required to remain. Mr. Wion also pointed out the Borough would be obligated for any costs reasonably incurred with regards to the property, which the Authority is obtaining or attempting to obtain in the Borough prior to notice of the withdraw. So while the Authority is holding the property, the Borough would be responsible for what the Authority has gone through to obtain the property and resolve it.

Mr. Wion also pointed out that in Exhibit A, paragraph one, states the Land Bank Authority is only going to acquire property in Dauphin County where the Borough and the School District have entered into this MOU with the Authority, including the commitment of the Borough to care for and maintain the properties in the Land Bank possession. The Borough and the School District would have to agree to an allocation of property tax revenues to the Land Bank for a period of five years once the land is returned to the tax rolls, following the date of conveyance from the Authority to whatever parties purchases it. Exhibit A also states that the municipality (the Borough) will agree to release all tax liens and any other liens which are placed on the property and the municipality acknowledges that the property it is tax exempt while under the Authority.

Mr. Wion also pointed out that Exhibit A, paragraph two, the properties that the Authority is going to acquire will be properties which are vacant, so they are not acquiring properties which are inhabited.

Mr. Wion pointed out that page two of Exhibit A, number five, indicates that before the Authority acquires the property, the Authority will give the Borough notice to comment or object to the acquisition. The agreement does not state that if the Borough objects to the acquisition, that they will not proceed.

Mr. Wion pointed out that page two of Exhibit A, number seven, indicates that the Authority will not acquire properties with known or reasonably suspected environmental hazards or concerns. Mr. Wion stated that this limits the properties the Borough might request the Authority to acquire.

Mr. Wion stated that on page two of Exhibit A, it discusses handling and maintenance of the properties. It states that the Authority is allowed to rent the property or acquire properties that are receiving rates that are below market rent.

Mr. Wion pointed out that page three of Exhibit A, number six, nominal or reduced price disposition shall be an option for any property by the Authority for any good economic development reasons, which means the Authority can sell the property for less than the market value and there is no indication the Borough as the right to approve or consider any reduced price disposition.

Mr. Wion stated that these are some of the points he would like bring to Council's attention before they consider the Borough's involvement in the Land Bank.

Lastly, Mr. Wion stated that the agreement does not state if the property has to be brought up to code before the Authority will acquire it.

Mr. Wright requested Ms. Marcinko, Mr. Spencer, Mayor Acri and Ms. Gellatly to be on the Borough's Land Bank Committee.

Mr. Albert, Midget Football League Request – Mr. Albert thanked Dr. Szada for performing the physicals so that the kids could participate in the program. Mr. Albert stated that the program has 32 additional children this year and has to purchase equipment for each additional child which is \$250 per child. He would like Council to approve a donation of \$1,000. A motion was made by Ms. Marcinko to approve a donation of \$1,000 to the Steelton Midget Football League, seconded by Mr. Shaver and approved unanimously by all present. Mr. Albert abstained from voting.

AUDIENCE PARTICIPATION:

None

COUNCIL'S CONCERNS:

Ms. Szada – had no comment.

Mr. Spencer - had no comment.

Ms. Marcinko – asked Ms. Gellatly to contact Reverend Taylor that HRG has examined the handrails on the Locust Street Steps and we are working on fixed them. Ms. Marcinko stated that she has put in a request to get work release team to clean up the 107 North Front Street and it should be completed within a few weeks.

Mr. Shaver – had no comment.

Mr. Albert - had no comment.

Mayor Acri – thanked Council for supporting the Adams Street Project.

On a motion by Mr. Albert, seconded by Mr. Spencer, the Council meeting recessed into executive session at 7:50pm to discuss legal matters.

The Council meeting reconvened at 8:25pm.

A motion was made by Mr. Albert to approve the settlement with Trisha Abbatello, 55 North Front Street, in the amount of \$8,000, seconded by Mr. Shaver and approved by a majority vote.

ADJOURNMENT:

There being no other business before Council, on a motion made by Mr. Albert, seconded by Mr. Spencer, the meeting adjourned at 8:27pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary

**Borough of Steelton
Council Agenda
September 16, 2013**

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

MOMENT OF SILENCE: Thomas F. Acri, Mayor

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

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

APPROVAL OF DEPARTMENT REPORTS:

Fire and Ambulance
Police
Public Works
Code Enforcement
Water Filtration Plant
Borough Manager's Report

PUBLIC COMMENT: Agenda items only

PRESENTATION:

Fred Landis

Mid Penn Bank

COMMUNICATION:

Matt Cichy

Engineering Activities

ZA

H2O Audit Report and letter stating the conclusion of the audit

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Mr. Wion

Resolution 2013-R-13, Adopting the Emergency Operation Plan of Dauphin County

Borough Manager

Donation of the Police Department's

**Borough of Steelton
Council Agenda
September 13, 2013**

Crime Van

Borough Manager

Authorization to obtain values of old Borough vehicles and place them for sale to the public

Borough Manager

Approval of the Non-Uniform Pension Plan Minimum Municipal Obligation for the amount of \$133,866.

Borough Manager

Approval of the Police Pension Minimum Municipal Obligation for the amount of \$150,358.16.

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

EXECUTIVE SESSION:

(if necessary)

OTHER BUSINESS:

Personnel and Legal Matters

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
Denaë House
Raymond Spencer

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager

Absent:

Michael Albert
Maria Marcinko
MaryJo Szada

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. 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. House and approved unanimously by all present.

Neighborhood & Economic Development

Fire and Ambulance – Mr. Shaver stated that in the Fire Department Report, they have requested from Council to add Steven Brubacher on the active drivers list for the engine and Jeff Tammell to the active drivers list for the engine and rescue. A motion was made by Ms. Shaver to add Steven Brubacher to the active drivers list for the engine and Jeff Tammell to the active drivers list for the engine and rescue, seconded by Ms. House and approved unanimously by all present.

Police

Public Works – Mayor Acri asked if the Borough has had the Christmas tree looked at by a professional yet. Ms. Gellatly stated that someone is coming out at the end of the month and that new lights will be purchased afterwards for the holiday season. Mr. Spencer asked what the crosswalks were painted for. Ms. Gellatly stated that they were painted in accordance with the School District's Accountability Audit.

Codes Enforcement

Water Filtration Plant

Mayor's Report – Stated that he received a complaint from a resident that there was not enough lighting at the Boat Dock Ramp. Mr. Shaver stated that the parks are only open from dusk to dawn.

Borough Manager's Report

PUBLIC COMMENT: AGENDA ITEMS ONLY

None

PRESENTATIONS:

Fred Land, Mid-Penn Bank

Mr. Landis introduced himself to Council. He is the Branch Manager for branch located in the Borough.

COMMUNICATION:

Matt Cichy, Engineering Activities – August 15, 2013 through September 16, 2013

Project No. 1337.0000 (Engineering Retainer) – HRG has provided additional information to Dauphin County for their use in evaluation the CDBG-DR grant applications. HRG has also submitted Dauphin County Gaming Grant Applications on the Borough's behalf for the Adams Street Stormwater Improvements Project and for the Mohn Street Intergeneration Park Project.

Project No. 1337.0440 (Streetscape Phase 2) –PennDOT has proposed the bid opening to September 26, 2013 and construction startup will begin in March 2014.

Project No. 1337.0447 (Mohn Street Recreational Project) – The contractors have been notified that the bids were rejected and that the project could be rebid in the Spring of 2014.

Project No. 1337.0459 (Borough Building Roof Replacement) – A pre-bid meeting was conducted on September 10, 2013 and nine contractors attended. Bids are due by September 24, 2013. HRG would like to thank the Fire Department for the use of the ladder truck and noted that during the construction, the contractor will be responsible for providing their own access to the roof.

Zelenkofske Axelrod LLC – H2O Audit Report and letter stating the conclusion of the audit.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Mr. Wion, Resolution 2013-R-13 – Mr. Wion presented Resolution 2013-R-13, adopting the Emergency Operation Plan of Dauphin County as the Borough’s Emergency Operation Plan. A motion was made by Mr. Shaver to approve Resolution 2013-R-13, seconded by Ms. House and approved unanimously by all present.

Ms. Gellatly. Donation of the Police Department’s Crime Van – Ms. Gellatly requested that Council approve donating the crime van to Highspire Borough. A motion was made by Mr. Shaver to donation the Police Department Crime Van to Highspire Borough, seconded by Ms. House and approved unanimously by all present.

Ms. Gellatly, Authorization to obtain values of old Borough vehicles and place them for sale to the public – Ms. Gellatly asked Council to approve her obtaining the values of the old Borough vehicles and then place them on sale to the public. Mr. Spencer asked Ms. Gellatly how many vehicles would be placed on sale, Ms. Gellatly stated there are about six vehicles. A motion was made by Ms. House to authorize obtaining the values of old Borough vehicles and placing them on bid to the public, seconded by Mr. Spencer and approved unanimously by all present.

Ms. Gellatly – Approval of the Non-Uniform Pension Plan Minimum Obligation in the amount of \$133,866 – A motion was made by Ms. House to approve the Non-Uniform MMO in the amount of \$133,866, seconded by Mr. Spencer and approved unanimously by all present.

Ms. Gellatly – Approval of the Police Pension Minimum Obligation in the amount of \$150,358.16 – A motion was made by Mr. Shaver to approve the Police MMO in the amount of \$150,358.16, seconded by Mr. Spencer and approved unanimously by all present.

AUDIENCE PARTICIPATION:

None

COUNCIL’S CONCERNS:

Mr. Spencer – stated that there has been no significant movement in the Adams Street Project but Ms. Gellatly has been meeting with Dauphin County Affordable Housing. The next step is for Ms. Gellatly to set up a meeting with HRG and Fred Banuelos.

Ms. House – asked to be included in any meeting in regards to the Adams Street Project. Mr. Spencer stated that no official meetings have been held, we are just working out the small details.

Mr. Shaver – State Representative Patty Kim is hold her first annul Senior Health Care Fair Friday, September 20, 2013 at the Highspire Fire House.

Mayor Acri – the September 11 memorial service was held on September 21. Mayor Acri and Fire Chief Brubacher will discuss holding an actual memorial service on September 11 next year at the Fire House.

On a motion by Ms. House, seconded by Mr. Shaver, the Council meeting recessed into executive session at 7:04pm to discuss legal and personnel matters.

The Council meeting reconvened at 7:30pm.

A motion was made by Mr. Shave to approve the City of Harrisburg Receiver's Plan as revised, conditioned upon our entering into a final settlement agreement on acceptable terms, seconded by Mr. Spencer and approved unanimously by all present.

A motion was made by Mr. Shaver to accept Tory Pogasic resignation as a Highway Laborer effective September 13, 2013, seconded by Mr. Spencer and approved unanimously by all present.

A motion was made by Mr. Shaver to publically post the Highway Laborer position after it is posted within the union for 15 days, seconded by Ms. House and approved unanimously by all present.

ADJOURNMENT:

There being no other business before Council, on a motion made by Mr. Shaver, seconded by Ms. House, the meeting adjourned at 7:33pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary

**Borough of Steelton
Council Agenda
October 7, 2013**

Replacement Project to R.T. General Construction for a lump sum bid amount of \$38,000

Borough Manager

Ratification of the approval of the Engineering Agreement between the Borough, HRG and PennDot in regards to Streetscape Phase 2

Borough Manager

Accept Steven Brubacher Sr.'s resignation as the Property Maintenance Officer

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

EXECUTIVE SESSION:

Personnel Issue

OTHER BUSINESS:

(if necessary)

ADJOURNMENT:

Minutes of the Steelton Borough Council Meeting

October 7, 2013

Call to Order:

The October 7, 2013 regularly scheduled Steelton Borough Council Meeting was called to order by President Jeffrey L. Wright at 6:30 PM, followed by the Pledge of Allegiance and Moment of Silence by Mayor Thomas F. Acri.

Present:

Jeffrey L. Wright, President
Steven J. Shaver, Councilman
Ray Spencer, Councilman
Michael Albert, Pro-Tem
MaryJo Szada, Councilperson
Ms. Sara Gellatly, Borough Manager

Absent:

Denae House, Councilperson
Maria Marcinko, Councilperson
Mr. Dave Wion, Solicitor

Pledge of Allegiance:

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

Moment of Silence:

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

Approval of minutes from previous meetings:

Councilman Wright entertained a motion to approve the meeting minutes from August 19, 2013 and September 16, 2013, which was made by Councilman Shaver and seconded by Councilman Albert. The motion passed unanimously.

Executive Sessions Held Between Meetings:

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

Public Comment on Agenda Items Only:

Councilman Wright opened the floor to the public for comments on agenda items only. At this time, no public comments were made.

Presentations:

Jeff Childs, 138 Lincoln Street-Special Purpose Parking Concerns- Mr. Childs indicated that he was present on behalf of his father, Mr. Lewis Childs who is the property owner of 138 Lincoln Street. Mr. Childs indicated several weeks ago they began the process to get him a handicap parking space in front of the house through the Borough and the Commonwealth. Initially it was denied. He was present because he was informed this was the appeal process. Mr. Childs indicated that his father has health issues and he was originally denied a special purpose parking spot because his father has a carport at the back of his property. However, Mr. Childs indicated that he cannot walk to distance necessary to access the carport. Mr. Childs shared that his father has a note from his physician to supplement the original paperwork,

which President Wright asked Mr. Childs to share with Council. The letter from the physician advises that his Mr. Lewis Childs should park in the front of his home due to his physical capacity.

President Wright shared that in the past, if a resident has off-street parking, Council has typically denied special purpose parking; however, President Wright offered the other Council members to speak on the issue and also noted that Councilwoman Szada has often recused herself from voting on these issues in the past.

Councilwoman Szada asked Mr. Childs to elaborate on his father cardiac condition. Mr. Childs shared that his father is 78 years old and cannot walk to distance. Councilwoman Szada shared that while he understands those facts, they are not conditions. Mr. Childs shared that his father has conditions but they are not noted in the letter from his physician due to HIPAA provisions. Mr. Childs shared that his father has had heart conditions.

President Wright allowed Ms. Kelley Childs, Mr. Lewis Childs's daughter, to also speak on the issue. Ms. Childs shared that her father has shortness of breath during walking, takes several medications a day, and walks with a cane.

Councilman Shaver asked if the committee could review the application with the physician's letter to see if a resolution could be agreed upon. Mr. Shaver noted previous action for special parking when off street parking exists.

President Wright shared that the issue would be moved to the Police Committee for recommendation and consideration.

Mr. Childs shared that his father was charged a \$40 fee and asked if he would have to pay it again. Ms. Gellatly shared that the fee is \$35 is an administrative fee and it is non-refundable even if the parking space is not granted.

Councilwoman Szada asked if Mr. Childs still drives, and Mr. Childs shared that he only drives once a week to go to the store and that is typically the only driving he does.

George Connor, Deputy Director of Dauphin County DCED, Land Bank Presentation

Mr. Connor indicated he was present to discuss the land bank because Council has a memorandum of understanding for signature to approve the land bank authorization for Steelton Borough.

Councilman Shaver shared that this was previously discussed in an August Council meeting which is why it is before Council this evening.

Mr. Shaver asked if a resolution was needed. Ms. Gellatly shared that she talked with Mr. Wion and Council can sign the memorandum of understanding this evening and then he will work the County to put together an ordinance agreement.

President Wright entertained a motion to agree to the Intergovernmental Cooperation Agreement and Memorandum of Understanding with the Dauphin County Land Bank Authority which was made by Councilman Albert and seconded by Councilman Spencer. The motion carried unanimously and the agreement was signed by President Wright.

Communications:

Zelenkofske Axelrod LLC (ZA), Management Representation Letter for the 2012 audit and 2012 Audit Report

President Wright stated that no action was needed on this item, but rather shared that it was available for review. President Wright shared that the audit is very detailed and thanked ZA and Ms. Gellatly for compiling it.

Unfinished Business:

Borough Manager Gellatly, Ratification of the approved revised Non-Uniform Pension Plan MMO

Ms. Gellatly shared that at the previously meeting, council approved the non-uniform MMO plan in the amount of \$133,866. Since that time, a letter was received from the Borough's actuaries stating that the MMO was miscalculated. The revised amount is \$143,225. The difference in amounts is \$9,359. Ms. Gellatly shared that due to Council meetings and the due date for approval, the MMO had already been signed; therefore, Ms. Gellatly shared that the ratification of the MMO needed to be approved.

President Wright entertained a motion which was made by Councilman Albert and seconded by Councilman Spencer. The motion passed unanimously.

New Business:

Borough Manager Gellatly, Notice of intent to award the Municipal Building Roof Replacement Project to R.T. General Construction for a lump sum bid amount of \$38,000

President Wright shared that this was brought before the Finance Committee for consideration.

Ms. Gellatly shared that there was a total of seven individuals that submitted bids. The lowest amount was \$38,000 to R.T. General Contractors. Council had budgeted \$80,000 for this project; therefore, this bid provides a large cost savings to the General Fund.

Ms. Gellatly shared that after Council's approval, HRG and Mr. Wion must look at bonds and then the project should start within 30 days.

President Wright entertained a motion to award the project to R.T. General Construction which was made by Councilman Shaver and seconded by Councilman Shaver. The motion passed unanimously.

Borough Manager Gellatly, Ratification of the approval of the Engineering Agreement between the Borough, HRG and PennDOT in regards to Streetscape Phase 2

Ms. Gellatly shared that about a week ago, PennDOT presented an agreement between the Department, the Borough and HRG with regards to Streetscape Phase 2 and due to timing, President Wright had to provide his signature; therefore, the ratification of Council is needed.

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

Borough Manager Gellatly, Accept Steven Brubacher Sr.'s resignation as the Property Maintenance Officer

President Wright entertained a motion to officially accept Mr. Brubacher's resignation which was made by Councilman Shaver and seconded by Councilman Albert. The motion carried unanimously.

Audience Participation:

Ms. Yurette Wilson 234 North Second Street

Ms. Wilson shared that she received fines for her backyard and that across the street was the “haunted house on the hill” and there are posums, skunks, etc. present. Ms. Wilson said that she was happy that it was boarded up but it is an eye sore. Another problem Ms. Wilson noted was that it was posted where the Moose used to be that parking is not available. Further, Ms. Wilson stated that there is nowhere to park on Tuesdays during street cleaning. Ms. Wilson also said that Harrisburg Street and Pine Street need a crossing guard. Ms. Wilson said there needs to be a spark in the community and that there is nothing for the children to do. Ms. Wilson said that a block party would be wonderful for the community and the children.

President Wright stated that although the Public Works Officer is not present, the Borough Manager would look into the issue.

President Wright also stated that Council has no control over the Moose parking lot therefore Council cannot address that issue.

President Wright addressed concerns relating to the children in Steelton having nothing to do in the Borough. Mr. Wright shared that this would be addressed after the first of the year.

President Wright shared that Pine Street is a state road and a crossing guard would have to be approved by PennDOT.

President Wright thanked Ms. Wilson for her comments and shared that these issues are being looked into.

Councilwoman Szada shared that, yes Council needs to look into things for children to do; however, parents need to attend to their children. In order to protect children, parental involvement could improve. If so, groups of parents could get together and do things together like erect a basketball hoop for their children. Family units need to get together. It is not the purpose of government to raise children. Councilwoman Szada thanked Ms. Wilson for her involvement and asked that she continue doing what she is doing.

Mr. Emanuel Powell 321 Lebanon Street

Mr. Powell asked for more detail on the Land Bank Program which Councilman Shaver provided. Mr. Shaver shared that Council is not buying or selling anything. This is a program that the County put together. This is an intergovernmental agreement. Further, the school district will be involved. No property has been discussed yet. Both entities must agree.

Mr. Powell asked about 444 Lincoln Street and how Council would go about learning who owns it because he would like to cut the grass for pay if he could learn who owns the property. Mr. Powell shared that the Borough does not cut the grass at the property.

Mr. Powell asked if President Wright would be returning next year. President Wright said that he would be running one more term. President Wright stated that new projects would not be started at this time due to approaching weather and potentially new council members. Mr. Powell encouraged action now, not later. Mr. Powell pointed to his concerns related to Pine Street a number of years ago. Mr. Shaver stated that PennDOT needs to be involved in Pine Street and former Representative Buxton worked on this issue and now Representative Patty Kim. The state is focusing on bridges and is limited in funding. Mr. Shaver shared that the Borough is doing everything it can do to address Pine Street and that he understood Mr. Powell’s frustration with the process.

Ms. Natasha Woods, 181 S. Front Street

Ms. Woods shared that as a resident between Swatara Street and Walnut Street, the back alley which is River Alley, is the only place where children in that area are able to play. Ms. Woods shared that the number of children playing in that two block issue has quadrupled. Ms. Woods shared her concern with cars speeding up the alley way. Ms. Woods shared that she and her neighbors watch the little children and the cars that are speeding and weaving through parked cars. Ms. Woods shared that she is gaining signatures for a petition to learn how the Borough can help this issue. Ms. Woods shared her frustration and that she has almost been hit by speeding cars. Mr. Shaver asked if there was an area where a police car which could sit to monitor speeding cars, but Ms. Woods shared that there is no parking available. Ms. Woods shared that although she would purchase 'slow down' signs from the borough, she knows that it won't help. Mayor Acri informed Ms. Woods that she does not need to purchase the signs but that the Borough would provide them. Ms. Woods shared that there is no speed limit posted and speeding cars proceed right through the stop sign. Council shared that they are looking into portable speed bumps. Councilman Shaver shared that some speed enforcement action may be taken to resolve the issue. President Wright shared that Chief Spangler is in attendance and will take note of the issue. Further, this is not the first time Council has heard about this concern.

Ms. Woods shared that resident council has come together and will host a Candidates Election Night on October 29th at 6:00 pm. Everyone who is running for Borough Council will be in attendance. Ms. Woods shared that she is gathering questions from community residents and will be introducing candidates to Borough residents.

Ms. Woods asked, with regards to the land bank, if any properties that the Borough owned could be considered. President Wright said that they would have to run that question by the solicitor.

Ms. Woods asked about the intersection at Front Street and Locust Street, and the pillars are down. Council shared that it is being worked on.

Mr. Emanuel Powell, 321 Lebanon Street

Mr. Powell indicated he would like to ask one more question regarding the trees and said that they are 'popping up' causing individuals to fall. President Wright said that the wrong trees were planted. Councilman Shaver said that Council was advised that those issues should not have happened, and that those trees would have to be removed.

Council's Concerns:

Councilmembers Szada and Spencer had no comments.

Councilman Albert shared information regarding Steelton Youth Football Program.

Councilman Shaver shared information regarding the Fire Committee's meeting. Four programs/fundraisers are set to take place: Sub sale, candle sale, pie sale, and Christmas tree sale. Mr. Shaver also shared that donations are needed for the Haunted Fire House and any candy donations would be welcomed.

Mayor Acri thanked Steelton Police Department for the six officers that volunteered as pallbearers for an individual's funeral.

Mayor Acri indicated that October 31st is trick or treat in the Borough from 6-8 p.m. The haunted firehouse would be from 6-9 p.m. Mayor Acri asked if it was possible for Council to approve \$300 for

the Fire Department to purchase candy for the children. Hershey Chocolate Factory used to donate candy to local fire departments for trick or treat but are not doing that this year. Mayor Acri shared that the Department rarely asks for anything from Council and that this is for the kids. Council unanimously passed the motion to approve the \$300 for the Fire Department's purchase of candy for trick or treat night.

Councilman Albert discussed community/council involvement in the football game program which is a positive program for the children.

Ms. Gellatly offered no comments.

Chief Spangler offered no comments.

President Wright thanked everyone for their attendance and encouraged future resident attendance.

Executive Session

President Wright entertained a motion for council recessed into executive session to discuss personnel issues at 7:41 pm. The motion was made by Councilman Shaver and seconded by Councilman Albert. The motion passed unanimously.

Council returned to regular session at 7:56 pm.

Adjournment:

President Wright entertained a motion for Council to adjourn at 8:00 pm. On a motion by Mr. Shaver, seconded by Mr. Albert and approved unanimously, Council adjourned.

**Borough of Steelton
Council Agenda
October 21, 2013**

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

MOMENT OF SILENCE: Thomas F. Acri, Mayor

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

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

APPROVAL OF DEPARTMENT REPORTS:

- Fire and Ambulance
- Police
- Public Works
- Code Enforcement
- Water Filtration Plant
- Borough Manager's Report
- Mayor's Report

PUBLIC COMMENT: Agenda items only

PRESENTATION:

Barbra Barksdale

Midland Cemetery Presentation

COMMUNICATION:

Matt Cichy

Engineering Activities

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Borough Manager

Approval of the Fire Department's additions to the list of drivers

Borough Manager

Notice of intent to award the

**Borough of Steelton
Council Agenda
October 21, 2013**

Streetscape Phase 2 project to Rogele Inc. in the amount of \$970,108.45

Borough Manager

Approval of HRG Proposal for Professional Engineer Services in regards to the Adams Street Project

Borough Manager

Approval of HRG Proposal for Professional Engineer Services for Washington Street Project

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

EXECUTIVE SESSION: Borough Manager is requesting an Executive Session to discuss a personnel issue.

OTHER BUSINESS:

ADJOURNMENT:

**Steelton Borough Council
Meeting Minutes
October 21, 2013**

Present:

Jeff Wright, Council President
Mayor Tom Acri
Michael Albert
Denae House

Maria Marcinko
Raymond Spencer
David Wion, Solicitor
Sara Gellatly, Borough Manager

Absent:

Dr. MaryJo Szada

Mr. Steve Shaver

Call Meeting to Order:

President Wright called the Steelton Borough Council meeting of October 21, 2013, to order at 6:30 p.m. followed by the Pledge of Allegiance.

Moment of Silence:

Mayor Acri led a moment of silence.

Executive Session held between Meetings:

Mr. Wright announced that there were no executive sessions held between meetings.

Approval of Schedules of Billings, Requisitions and Change Orders as Presented:

Mr. Wright entertained a motion to approve schedules of billings, requisitions, and change orders as presented. Mr. Albert made a motion which was seconded by Ms. Marcinko. The motion carried.

Approval of Department Reports:

Fire and Ambulance
Police

Public Works: Ms. Marcinko shared that the Public Works Committee has received a lot of calls regarding the memorial trees and the bricks rising as well as the branches growing over the cable lines. Ms. Marcinko shared that the Borough Manager is looking into who carries liability for that issue and will report back when the information is known.

Ms. Marcinko shared that trees on McGinty Street on a specific property are growing over onto the street and individuals aren't able to ride through. Ms. Marcinko said that Public Works resolved the situation.

Ms. Marcinko stated that a number of complaints have been submitted regarding grass cutting. 2913 South Second Street was a specific property and Public Works learned that the resident is in a nursing home; however, the grass was cut. 449 Lincoln Street was another property which will be cut along with addressing an infestation of animals.

Finance Committee: Mr. Spencer shared that the Finance Committee met last Wednesday to begin discussions regarding the budget review. Council will have the opportunity to review the Committee's recommendations prior to voting on the final budget.

Code Enforcement
Water Filtration Plant
Borough Manager's Report

Mayor's Report: Mayor Acri indicated that he attended a meeting between Borough Council, Highspire, and the School Board; however, Mayor Acri stated there were no Council members present. Another meeting will take place on November 7th at 7:00 p.m. at the high school. A budget meeting for the Water Authority will also take place that day.

Mr. Wright entertained a motion to approve Department Reports which was made by Mr. Albert, seconded by Mr. Spencer, and the motion carried.

Public Comment on Agenda Items Only:

There were no comments on agenda items only.

Presentation:

Barbara Barksdale, Midland Cemetery Presentation

Ms. Barksdale indicated that she resides at 503 South Second Street.

Ms. Barksdale shared that she has worked on the PA Hallowed Grounds Project which works to identify cemeteries where United States Colored Troops are buried. The work of the Project includes ensuring that these cemeteries are properly maintained to honor the history as well as open to providing educational activities. Ms. Barksdale shared that their annual meeting took place this prior weekend. Ms. Barksdale also presented a certificate which acknowledges the work of the combined community including the Borough of Steelton and thanked Council for their support. The certificate of appreciation is from the Commonwealth of Pennsylvania. Ms. Barksdale stated the language of the certificate.

Mr. Wright and Council thanked Ms. Barksdale.

Communication:

Matt Cichy, Engineering Activities

Steelton Land Development Reviews- No new land development plans have been received for review during this period. Improvement Guarantee Reduction #1 was completed for the Felton Lofts on September 30th, recommending the Improvement Guarantee be reduced from \$143,954.25 to \$3,547.50. Upon correction of the outstanding items, the remainder can be released.

Blueberry Alley Storm Sewer Replacement- Public Works staff did perform an investigation to attempt to locate the previously unknown storm water pipe; however they were not able to locate the pipe. Other options are being considered to attempt to locate the storm water pipe. Once the pipe is located, work will continue with finalizing the design. Schedule for bidding has been delayed as a result.

Street Scape Phase 2- The project bid opening occurred on September 26, 2013, at 11:00 a.m. via PennDOT ECMS. The low bidder was Rogele, Inc. at \$970,108. PennDOT will coordinate with the Borough for the contract award and execution. Construction is scheduled to begin in March 2014 and end by the beginning of November 2014.

Borough Building Roof Replacement- Seven bids were received for the project and the low bidder is RT General Construction with a total lump sum bid of \$38,000. HRG provides the recommendation to award the project to RT Construction. Once all the agreements, bonds, and insurance requirements are in place and a notice to proceed has been issued, the contractor will have 45 days to substantially complete the work.

Ms. Gellatly stated that in regards to the Steelton Land Development Reviews that Council would need to approve a motion to reduce the improvement guarantee from \$143,954.25 to \$3,547.50.

Mr. Wright entertained a motion which was made by Mr. Spencer and seconded by Ms. House. The motion carried.

Unfinished Business:

There was no unfinished business.

New Business:

Ms. Gellatly, Approval of the Fire Department's additions to the list of drivers

Ms. Gellatly shared that the Fire Department is asking that Council add Chief Maholchak to the qualified drivers list for Truck 50 as well as Mr. Joe Gutshall to the drivers list for Engine 50.

Mr. Wright entertained a motion which was made by Mr. Albert and seconded by Ms. House. The motion was approved.

Ms. Gellatly, Notice of intent to award the Streetscape Phase 2 project to Rogele, Inc. in the amount of \$970,108.45.

Ms. Gellatly shared, as Mr. Cichy indicated in his Engineers Report, that Rogele, Inc. was the lowest bidder for the project and that Council's approval is needed.

Councilmembers indicated that this is not Borough taxpayer's dollars, rather state funding.

A motion was made by Mr. Albert and seconded by Ms. Marcinko. The motion carried.

Ms. Gellatly, Approval of HRG Proposal for Professional Engineer Services in regards to the Adams Street Project

Ms. Gellatly indicated that this proposal is to allow the Borough to continue work with the Affordable Housing Associates of Dauphin County and working on the Adams Street Project. The vision of the project changed slightly after a recent meeting therefore a feasibility study needs to be completed in order to ensure that what is envisioned can happen. A sketch plan of what the project will look like will also be provided as well as addressing the water issues on Adams Street. This contract will not exceed \$1,000.00.

Ms. Marcinko asked Mr. Spencer what the relationship was between the Affordable Housing Associates and the Housing Authority. Mr. Spencer indicated that the Affordable Housing Associates is a non-profit, 501C3.

Mr. Wright entertained a motion which was made by Ms. Marcinko and seconded by Mr. Albert. The motion carried.

Ms. Gellatly, Approval of HRG Proposal for Professional Engineer Services for Washington Street Project

Ms. Gellatly explained that this proposal is for Washington Street where the storm sewer pipe is collapsing. A number of pot holes are present at the location. It needs to be replaced. Ms. Gellatly indicated that ideally this project could be combined with the Blueberry Alley Project which Council already approved in September 2012 in which CDBG money was used. By combining the two projects, there would be no costs associated with the bidding phase because both projects would fall under one and would be bid together. Therefore, before Council for consideration is the approval of the Washington Street Storm Sewer Replacement Project in the amount of \$19,400.00.

Ms. House asked where this number originated. Ms. Gellatly indicated that it is on page 4 of the HRG proposal dated October 18, 2013.

Mr. Wright entertained a motion which was made by Mr. Spencer and seconded by Ms. Marcinko. The motion to approve the agreement with HRG to combine the Washington Street project with the Blueberry Alley project. The motion carried unanimously.

Audience Participation:

Ms. Evette Wilson, 234 North Second Street

Ms. Wilson shared that the house on the hill on Lincoln Street that is falling down needs to be addressed. Ms. Wilson stated that although it is boarded up, a good wind could cause damage. Council indicated that the house has been condemned and Ms. Wilson stated that the Borough still needs to take safety precautions.

Mr. John (last name not audible)

John indicated that he resides at 445 East Main Street in Hummelstown and that he is a landlord in Steelton. John was present to discuss water and sewer bills at his property at 23 South Front Street. John shared that four of the five units in the building are residential and the other is commercial. John stated that he has been charged a commercial rate.

Mr. Wright stated that Council can only address issues with the sewage portion. Further, issues with the water bill will have to be addressed with the Water Authority.

John stated that he was charged as a commercial unit for sewer for the entire building. John indicated that he has other properties that have been charged in the same manner.

Mr. Wright asked what the billed amount was for the sewer. John stated that they are all different so it is difficult to indicate what the minimum charge is. Mr. Wright was in receipt of the bill dated 9/11/13 at \$1,675.00.

Mr. Wright asked that Ms. Gellatly read the letter which was sent from the Borough along with bills when the rates were changed. The letter is dated July 13, 2011. Ms. Gellatly shared that the letter states that it is necessary to increase the rates for all customer classes and changes will be reflected in the August 2011 bill. The bottom of the letter explains that given the increase costs to run, maintain, and improve the system, the Borough conducted an in-depth study by a certified engineer to determine what rates increases are needed in order to meet current expenses as well as make gradual capital upgrades. Under the new rate structure the current minimum use charges of \$58.65 is eliminated. Instead customers will receive an upfront service charge of \$15 followed by a volumetric charge of \$11.75 per 1,000 gallons used. An average residential user will see an increase of \$56.61 per quarter or \$18.87 per month. Commercial and industrial users will pay \$21.20 per 1,000 gallons. The costs are to assist with unfunded mandates and help the Borough's infrastructure.

John stated that the letter doesn't indicate that owners on Front Street needed to split their meters. Also, John stated that since the unit houses more residential units than commercial, why wasn't it simply billed for residential. John stressed that this has caused a financial burden.

Mr. Wright stated that Council would discuss the matter in Executive Session and afterwards the Borough Manager would discuss the issue.

Mayor Acri indicated that John owns the best looking commercial storefronts in the Borough and encouraged a round of applause for his efforts.

Mr. Emmuel Powell, 321 Lebanon Street

Mr. Powell complained of cats at a certain address, which Ms. Marcinko stated she was already made aware of.

Mr. Powell asked if the Borough owned a specific area around Angle Avenue and if the Borough can prohibit individuals from using it. Mr. Powell stated that trees are falling down and the earth is falling away from the trees. Council indicated they are not aware who owns it. Mr. Wright stated that the issue would be turned over to Public Works Committee, and Ms. Marcinko stated that she would be happy to look at the issue with him.

Mr. Powell also spoke in reference to Adams Street and the funding. Council indicated that CDBG money was used for the project.

Ms. Natasha Woods, South Front Street

Ms. Woods thanked Council for the 'Slow Down' signs. Ms. Woods asked if they can be placed on the poles. Mr. Wright stated that the light posts/poles are owned by PPL, not the Borough. Therefore, Council cannot authorize the placement of the signs on PPL property.

Ms. Woods reminded Council of the Candidates Night at Felton Lofts on October 29th.

Mr. Albert commended Ms. Woods for her work and taking action in organizing this event.

Ms. Barbara Barksdale, address not indicated

Ms. Barksdale asked what is going on with Front Street, the bollards, and the downtown area/square that is no longer a square.

Mayor Acri indicated that he would like to see the barriers/ bollards removed and that he would like to see Front Street return to normal. The Mayor indicated that the bollards are not ideal, they will be removed, and a recent driver ran over nine of them at one time. The Mayor stated that Council is looking into it but that it is going to cost money and Council needs to discuss it with the state since state dollars were used in the initial project. Mayor Acri stated that he is not in favor of the bollards being replaced.

Ms. Barksdale shared her concern regarding children tripping over them or getting their feet stuck. The Mayor agreed and also stated that it is embarrassing.

Mr. Markis Millberry, 339 Spruce Street

Mr. Millberry asked if prior meeting minutes would be available. Mr. Wright asked that Ms. Gellatly address the question. Ms. Gellatly stated that the web designer is in possession of meeting minutes dated back to 2006 and he is working on uploading them to the website. Ms. Gellatly informed Mr. Millberry that she did not have a date when they would be readily available on the website.

Council Concerns:

Mr. Wright thanked individuals for their attendance and concern regarding Front Street.

Ms. Marcinko stated that the Firehouse will have their Haunted House from 6-8 p.m. on October 31st and that everyone is encouraged to attend.

Mr. Albert asked Ms. House about the letters/certificates that Mayor Acri brought up which Council discussed and asked about their status. Ms. House indicated that the duty was given to the Borough Manager. Mr. Wright asked that Ms. Gellatly take action on this item.

Executive Session:

Mr. Wright entertained a motion to move into executive session to discuss personnel matters and potential litigation. Mr. Albert made a motion which was seconded by Mr. Spencer to recess into executive session at 7:32 p.m. The motion carried.

There being no further business, Council adjourned.

**Borough of Steelton
Council Agenda
November 4, 2013**

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

MOMENT OF SILENCE: Thomas F. Acri, Mayor

NO EXECUTIVE SESSIONS WERE HELD BETWEEN MEETINGS.

PUBLIC COMMENT: Agenda items only

PRESENTATIONS: None

COMMUNICATION: None

UNFINISHED BUSINESS:

Borough Manager

138 Lincoln Street – Special Purpose
Parking

NEW BUSINESS:

Mr. Wion

Resolution 2013-R-14, adopting a
market value method to determine
the actuarial value of assets for the
Police Pension Plan

Borough Manager

Approval of the contract between the
Borough and RT General
Contractors for the Borough
Building's roof

Mr. Spencer

Discussion of Request for Assistance
from DCED

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

EXECUTIVE SESSION:

OTHER BUSINESS:

(if necessary)

ADJOURNMENT:

**Borough of Steelton
Council Meeting
November 4, 2013**

Present:

Thomas Acri, Mayor
Michael Albert
Sara Gellatly, Borough Manager
Maria Marcinko

Steve Shaver
Raymond Spencer
David Wion, Solicitor
Jeffrey Wright, Council President

Absent:

Dr. MaryJo Szada

Denae House

Call Meeting to Order:

President Wright called the November 4, 2013, Steelton Borough Council Meeting to order at 6:30 p.m. followed by the Pledge of Allegiance.

Moment of Silence:

Mayor Acri led a moment of silence.

Executive Sessions between Meetings:

Mr. Wright announced that there were no executive sessions held between meetings.

Public Comment on Agenda Items:

There were no comments on agenda items only.

Presentations:

Mr. Wright announced that there were no presentations.

Communications:

Mr. Wright announced that there were no communications.

Unfinished Business:

Ms. Gellatly, 138 Lincoln Street Special Purpose Parking

Ms. Gellatly shared that during the first Council meeting in October, Council received an application for the resident at 138 Lincoln Street who requested special purpose parking. According to the study, the resident had off-street parking and the special purpose parking was unallowable. The resident attended a Borough Council meeting and asked Council to review the case again. Council then asked the Police Committee to look into the request. The Police Committee reviewed the request at their last meeting and recommended that Council follow the established policy pertaining to special parking and not grant the special parking request due to the fact that the resident has off-street parking.

President Wright entertained a motion to deny the appeal for special purpose parking for the resident at 138 Lincoln Street which was made by Ms. Marcinko and seconded by Mr. Spencer. The motion carried unanimously to deny special purpose parking for the resident at 138 Lincoln Street.

New Business:

Mr. Wion, Resolution 2013-R-14, adopting a market value method to determine the actuarial value of assets for the Police Pension Plan

Mr. Wion stated that the actuary that handles the Police Pension has communicated to the Borough the fact that, previously the Borough had utilized the smoothing method to determine the method of investment rather than the fair market value. Due to performance using the smoothing method and looking to the impact it will have in the future, the actuary is recommending that the Borough return to the fair market value method. Future costs will be assisted by returning to that valuation and because it is the recommendation of the actuary, Resolution 2013-R-14 establishes the market value to determine the actuarial valuation of assets effective with the January 1, 2013, actuarial valuation report.

Mr. Wright entertained a motion which was made by Mr. Shaver and seconded by Ms. Marcinko. The motion carried unanimously.

Ms. Gellatly, Approval of the Contract between the Borough and RT General Contractors for the Borough Building's Roof

Ms. Gellatly presented to Council the contract for RT General Contractors to begin the replacement of the Borough building's roof for \$38,000.

Mr. Wright entertained a motion which was made by Mr. Albert and seconded by Mr. Spencer. The motion carried.

Mr. Spencer, Discussion of Request for Assistance from DCED

Mr. Spencer discussed surrounding cities and counties utilizing consultants and outside entities to review finances. Mr. Spencer shared his view that working from a strategic or long range plan provides the best results.

Mr. Spencer indicated that he has heard multiple times that the Borough needs redevelopment and economic development. Mr. Spencer shared that previous Council thought that the *New Steelton* plan would be that vehicle. Mr. Spencer shared that the idea needs revisited.

Mr. Spencer shared that Council agrees that there is a need to expand the tax base in order to spur economic development. Mr. Spencer shared that Council needs to rethink how it can be done and review what the Borough has already started.

Mr. Spencer shared that DCED does provide technical assistance to local governments. Mr. Spencer stated that he reviewed DCED's Formal Request for Assistance and that the application states that the applicant would like to explore the possibility of technical assistance. Mr. Spencer said that it may be beneficial to have a third party come to the Borough, with public input, without any agendas or preconceived notions of where the Borough wants to go. Mr. Spencer shared his belief that General Fund priorities should be public safety, infrastructure, and administration. The input of DCED may be very beneficial.

Mr. Spencer pointed towards the East End Sewer Separation Project that would need to be addressed in 2015. Mr. Spencer shared that guidance from DCED could be helpful through the process.

Mr. Wion expanded upon what Mr. Spencer stated and shared that Council may discuss their potential intent with DCED. Mr. Wion stated that on the official letter of intent you must indicate specifically what project the applicant is seeking technical assistance for. Further, an applicant needs to be specific with regards to the project.

Mr. Wion suggested that a committee meet with DCED along with the Borough Manager to discuss concept, design, and implementation of the existing *New Steelton* project and share the work thus far. The committee can discuss with DCED the project and then they will be able to recognize what is identified in the actual letter of intent.

Mr. Wright shared the idea that the NEDC Committee take up this work and return to Council with recommendations.

Mr. Spencer agreed with Mr. Wion and Mr. Wright and that discussion with DCED before the submission of the formal request for assistance and letter of intent is the necessary first step.

Therefore, Mr. Wright authorized the NEDC Committee to contact DCED in order to discuss their potential assistance. Members of Council were in agreement.

Audience Participation:

Ms. Natasha Woods, 181 South Front Street

Ms. Woods thanked those individuals who attended Candidates Night at the Felton Lofts on October 29, 2013. Ms. Woods stated that a total of 52 residents attended the meeting and also shared that the feedback has been positive.

Mr. Wright thanked Ms. Woods for her participation in the event.

Ms. Michelle Shehan, 2047 South Third Street

Ms. Shehan stated that Ms. Marcinko was aware of the concerns she would be bringing before Council this evening. Further, Ms. Shehan presented questions relating to the Hempt Quarry that is located behind her house.

Ms. Shehan shared that her concerns are not in regards to the sound but rather the magnitude of the blast that is felt in the home. Ms. Shehan asked if there was an ordinance in place or any sort of limitation to restrict the blast. Ms. Shehan stated that last Thursday the house shook and it felt like an earthquake.

Ms. Marcinko provided information on the details of the blast. Ms. Marcinko stated that she did share the issue Ms. Shehan discussed with her with the other members of Council via email. Ms. Marcinko stated that she spoke with Hempt Brothers and that they will be providing notice to residents in the future.

Ms. Susan Spangler, who lives at the same residence, shared that she spoke with Hempt Brothers two years ago when this first became an issue. Ms. Spangler indicated that Hempt Brothers asked if it would be beneficial if they provided notice prior to a blast. Ms. Spangler questioned what good that would actually provide. Ms. Spangler stated that the blasts are actually affecting the structure of the houses.

Ms. Marcinko stated that she provided the recommendation to Ms. Shehan and Ms. Spangler that they contact State Representative Patty Kim. Further, Hempt Brothers shared that the magnitude of the blast was strengthened by the specific atmosphere on that particular day. Hempt Brothers applies for permits and the law specifies that blasts can only be so intense, so often. If they go beyond those restrictions, then permits are pulled. The residents are able to contact the PA Department of Environmental Protection (DEP) to file a complaint.

Ms. Shehan questioned how often they are allowed to blast because they feel the blasts quite often. Ms. Marcinko stated that this falls under state regulation. Further, Representative Kim's office will be able to provide further information because the issue falls under state regulation rather than local ordinances.

Ms. Shehan asked Council to consider an ordinance because there is a cost to the residents.

Ms. Marcinko asked if they have proof that the blasts caused physical structural damage to the residence, which the residents stated they did. The residents were unaware if it was DEP that actually came in to do an evaluation at the home but Ms. Shehan indicated that her father did

repairs to the home during the late 1990's. Ms. Shehan believes that they may have documentation for the repairs or the evaluation.

Ms. Spangler stated that she understands there are state laws with regards to the situation but it is also a Borough issue. Ms. Marcinko questioned the authority of the Borough and that she believes the only option would be to refer residents to DEP.

Mr. Wion clarified that Ms. Marcinko is correct and that the Borough has jurisdiction only over certain things. Further, the Borough Code, which is state legislation, provides the Borough of Steelton with jurisdiction and control over what the Borough can and cannot do. The Borough has no power, other than the power provided by the Borough Code. Mr. Wion stated that this issue is preempted by the state. The issue resides at the state level, not the local level. The local level can provide some governance of noise, but this situation is specific to the state.

Ms. Marcinko shared that she is happy to meet along with Ms. Shehan and Ms. Spangler and State Representative Patty Kim to discuss the issue and set up a meeting.

Mr. Shaver suggested reaching out to DEP to learn their thoughts on the issue as well as to learn more about the governing statute.

Mr. Wright indicated that the Borough Manager as well as Council would be available to work with Ms. Shehan and Ms. Spangler on the issue and to help facilitate a meeting with DEP and Representative Kim.

Ms. Spangler shared that they receive a call from Hempt Brothers around 4 times a month.

Ms. Shehan thanked Council for hearing their concern.

Council Concerns:

Ms. Marcinko

Ms. Marcinko reflected on her request to have a cross walk study for Chambers Street by Colecrest for the seniors to go to the Dollar Store. Public Works did put a cross walk at Front and Chambers Street and Second and Chambers Street. Ms. Marcinko shared that the seniors were so happy for the crosswalks; however, recently a senior was struck by a car while on the crosswalk and received hospital care.

Mr. Albert

Mr. Albert stated that the Peewees and the Ponies would be competing in their 'Superbowl' this weekend and encouraged attendance.

Mr. Shaver

Mr. Shaver wished good luck to election candidates.

Mr. Wright

Mr. Wright thanked residents for their participation in the Council meeting.

Executive Session:

Mr. Wright entertained a motion to recess into executive session at 7:13 p.m., which was made by Mr. Shaver and seconded by Mr. Albert. Council voted unanimously to move into executive session to discuss personnel issues.

Adjournment:

Council returned from executive session at 7:33 p.m. with a motion made by Mr. Albert and seconded by Mr. Spencer.

Mr. Wright entertained a motion for adjournment at 7:34 p.m. which was made by Mr. Shaver and seconded by Mr. Albert. The motion carried.

**Borough of Steelton
Council Agenda
November 18, 2013**

OTHER BUSINESS:

ADJOURNMENT:

**Minutes of the Steelton Borough Council
November 18, 2013 Meeting**

Call Meeting to Order:

The meeting of Steelton Borough Council, held at the Steelton Borough Municipal Building, was called to order at 6:30 pm by Council President Jeffery L. Wright.

Officials Present:

Jeffery L. Wright	President
Maria Marcinko	Vice President
Michael Albert	Pro Tem
Steven Shaver	Councilperson
Raymond Spencer	Councilperson
David Wion	Solicitor
Sara Gellatly	Borough Manager
Scott Spangler	Police Chief
Matthew Cichy	Herbert, Rowland, and Grubic, Inc.

Officials Absent:

Denae House, Councilperson
Maryjo Szada, Councilperson
Thomas F. Acri, Mayor

Pledge of Allegiance:

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

Moment of Silence:

Mr. Wright led a moment of silence.

Executive Sessions Held Between Meetings:

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

Approval of Meeting Minutes:

No minutes were presented to Council for approval at this meeting.

Approval of Schedules of Billings, Requisitions and Change Orders as Presented:

A motion to approve schedules of billings, requisitions, and change orders as presented was entertained by Mr. Wright. A motion was made by Councilman Albert, seconded by Councilwoman Marcinko and the motion carried.

Approval of Department Reports:

Councilman Wright opened the floor to Council, the Mayor, and Borough staff present at the meeting to ask any questions or make comments about the Department Reports as presented to Council for approval. The following written or oral reports were presented to Council for consideration:

- Fire and Ambulance Report- Ms. Gellatly noted that this report is not included due to her being out of the office when the packets for the meeting were being prepared. This report would be available at the next meeting.
- Police Report
- Public Works Report- Ms. Marcinko stated that Mr. Powell is not present for the meeting but wanted to note that she walked the Angel Avenue area off of Second Street and was not sure what he was indicating because you are able to walk through it. There are no trees over the pathway. Ms. Marcinko said if he does not show up at the meeting then she will knock on his door and address the issue at that time.
- Code Enforcement Report
- Water Filtration Plant
- Borough Manager's Report- Ms. Gellatly stated that tomorrow evening HRG and the Borough will be presenting the Gaming Presentation to the County.

On Friday November 8th, Ms. Gellatly shared that she met with the School District and the County with regards to the Land Bank and gaining their understanding of the MOU. In January the School District will be signing the Land Bank MOU.

Ms. Gellatly also shared that on November 8th, she met with Bill from HRG and Fred from Dauphin County Affordable Housing along with Mr. Spencer and Ms. House. They discussed the Adams Street Project and noted that they are moving forward. Another meeting will take place in the future to discuss more details.

- Mayor's Report-Mr. Wright shared that Mayor Acri had to attend a funeral and that is why he is not present to give a report.

A motion was made to approve the department reports by Ms. Marcinko and seconded by Mr. Albert. The motion carried.

Public Comment on Agenda Items:

No members of the public offered comments.

Presentations:

No presentations were given.

Communications:

Mr. Matt Cichy, Engineering Activities

Blueberry Alley Storm Sewer Replacement: Borough public works staff performed a camera investigation; however, there was some blockages in the pipe that prevented the cameras from getting into the area where the pipes intersect. The intersection underground is still unknown at this time. HRG has a meeting with Public Works staff later this week to discuss moving forward. An option which is being considered is, during construction, having the contractor dig up the area and expose it as one of the first steps of the project.

Streetscape Phase #2 Project: PennDOT has coordinated with the Borough to award and execute contract documents. The next steps for that project will include a preconstruction meeting with the contractor, the Borough and PennDOT. As previously reported, construction is scheduled to begin in March 2014 and end by the beginning of November 2014.

Borough Building Roof Replacement: A preconstruction conference was held on November 6, 2013, with representatives of the contractor, the Borough and HRG present. Per the terms of the contract, the work must be substantially complete by December 20, 2013. The contractor anticipates that the actual work will take approximately 2 weeks. During that time period there will be some parking spaces that will be blocked off for dumpsters, etc.

Washington Street Storm Sewer Replacement: Field survey efforts for this project will begin today, November 18, 2013. Once the field survey is completed, base mapping will begin and upon completion of the base mapping, project design will commence.

Unfinished Business:

At this time in the meeting, Mr. Powell was present and Ms. Marcinko provided the update on Angel Avenue and that there was no blockage. Mr. Powell noted that he wasn't able to drive, not walk. Ms. Marcinko stated that the Borough would look into it.

Mr. Wion, Adoption of the revised 2014 MMO Police Pension Plan Resolution in the amount of \$143,450

Mr. Wion stated that last month, Council passed a resolution which had been sent to Council by the actuary indicating a change in the methodology for determining the valuation of the plan and the resolution changed from what had done before the asset smoothing method. As a result, the amount that was previously determined for the 2014 MMO Police Pension Plan was changed and that is why the original figure of \$153,000 has been changed to \$143,450. The Chief Administrative Officer, Ms. Gellatly, provided Council with the certification notice which specifies the calculation to \$143,450. Mr. Wion advised that Council, as performed with the first resolution, accept the revised amount.

Mr. Wright entertained a motion to accept the revision, which was made by Mr. Shaver and seconded by Mr. Albert. The motion carried.

Mr. Wright announced that there is no further unfinished business.

New Business:

Borough Manager, Approval of Highway Laborer Employee and Part-time Water Distribution Employees

Ms. Gellatly stated that there were 35 total applications for the Highway Laborer Position. 8 individuals were interviewed and the Personnel Committee recommends that the Borough hire Mr. William Kegal at \$11.50 per hour for the Highway Laborer position and Mr. Nate Handley at \$10.50 for the part-time Water Distribution position.

Ms. Marcinko noted that the part-time position is temporary while an employee is out on disability.

Mr. Wright entertained a motion which was made by Ms. Marcinko, seconded by Mr. Albert, and the motion carried.

Audience Participation:

Pastor Taylor, New Jerusalem Church 219 Locust Street

Pastor Taylor congratulated Council members elected for the upcoming term.

Pastor Taylor stated that the Borough has done a good job with providing information to the community but that the website could be updated more quickly with minutes and agendas.

Evette Wilson, 234 North Second Street

Ms. Wilson indicated that New Jerusalem is going to be honoring her father during Black History Month and she was wondering if notice could be provided in the bulletin that is mailed with the water bill. Ms. Wilson asked if there is a cutoff date for information to be included in the bulletin. Ms. Gellatly stated that the water bills for November were already mailed and another bulletin/water bill will not be mailed until January. Ms. Gellatly stated that the information could be shared via Borough Website. Ms. Marcinko pointed out that Black History Month is celebrated in February and that notice could still be provided. Ms. Wilson stated that she would contact Ms. Gellatly.

Emmuel Powell

Mr. Powell asked about individuals who rent properties in the Borough who have come before Council to seek assistance with their water bills. Mr. Powell stated that he doesn't get assistance from the Borough with his water bill.

Council informed Mr. Powell that properties, both residential and commercial, need separate meters so they can be billed separately. This was the nature of the complaints heard by Council.

Mr. Powell indicated that when he rented property he was accountable for his own water bill.

Markis Millberry 349 Spruce Street Apartment 4

Mr. Millberry asked if the Borough uses the boat dock or pays any money towards the boat dock. Mr. Wright indicated that the Borough doesn't use them and that they are for the public. In addition, Mr. Wright stated that the Borough pays for the maintenance and upkeep but that it is currently closed for the winter.

Mr. Millberry stated the budget plan stated 'boat dock, \$10,055.00.' Ms. Marcinko asked what document Mr. Millberry was quoting from and stated the amount budgeted was for maintenance and electrical work. The Borough also had grant money left over and a pavilion that was built. Ms. Gellatly shared that the Borough also has to pay for the presence of a portable toilet facility for most of the year as well as an individual to cut the grass.

Mr. Millberry stated that the Adams Street playground has not been touched up, sanitized, or mulched. Ms. Marcinko stated that the playgrounds are regularly maintained. Mr. Millberry stated that the playgrounds probably only have the grass cut and that they could have at least been mulched. Ms. Marcinko stated that Council is required to distribute the revenues by way of a budget and if the monies are not available, Council cannot appropriate dollars for additional items.

Ms. Marcinko stated that Public Works staff visits the playground to make sure the water fountains are properly working, etc. However, Ms. Marcinko stated that mulch may not be high on Council's list of priorities because Public Works is regularly visiting the parks to paint over graffiti that is constantly reappearing. Ms. Marcinko stated that the parks are constantly vandalized and it costs the Borough taxpayer dollars to repair them.

Ms. Marcinko encouraged Mr. Millberry to focus his energy into positive efforts. Ms. Marcinko stated that if Mr. Millberry does his research and utilizes what the Borough can provide, his outcomes will be more impactful. Ms. Marcinko reflected on Mr. Millberry's block cleanup effort which she stated Council supported and noted that she and Mayor Acri were the only ones present for it. Further, Ms. Marcinko stated that although mulch is a good idea, the Borough doesn't have the money because they have to appropriate money in order to clean up graffiti.

Mr. Millberry stated that he understood Ms. Marcinko but that the parks are one of the only resources for the children and that not all of the children contribute to the vandalism.

Ms. Marcinko stressed that the Borough is focusing on keeping the parks safe.

Mr. Millberry asked about the fence on Swatara Street and Ms. Marcinko stated that it is not owned by the Borough. Further, it is owned by a property owner and it is not the Borough's responsibility.

Ms. Wilson shared that there was graffiti at a park referencing one of her family members and the Borough had it cleaned up within two days.

Council Concerns:

Ms. Marcinko stated that she was exciting to begin work on the land bank and noted that the Borough was the first to participate.

Ms. Marcinko stated that they are working on 344 Lincoln Street where cats are running around.

Mr. Albert noted that Peewee and Ponies Football teams won championship games and that Council should recognize them in an upcoming meeting. Mr. Albert also thanked the Fire Department for lighting up a field for the kids to practice which excited the children and provided them with a memorable experience.

Mr. Wright thanked the audience for their participation and concern about Borough business. Mr. Wright wished everyone a Happy Thanksgiving.

Executive Session

No executive session took place at this time.

Adjournment:

Mr. Wright entertained a motion for adjournment which was made by Mr. Albert and seconded by Mr. Shaver. The motion carried and the Council meeting of November 18, 2013, stood adjourned at 7:10 p.m.

**Borough of Steelton
Council Agenda
December 16, 2013**

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

MOMENT OF SILENCE: Thomas F. Acri, Mayor

EXECUTIVE SESSION HELD BETWEEN MEETINGS: T

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

COMMUNICATION:

Matt Cichy

Engineering Activities

APPROVAL OF DEPARTMENT REPORTS:

Fire and Ambulance
Police
Public Works
Code Enforcement
Water Filtration Plant
Borough Manager's Report
Mayor's Report

PUBLIC COMMENT: Agenda items only

PRESENTATION:

Certificates of Achievement to Steelton Ponies and Pee Wee

Akin Adeseun

115 South 4th Street

Bill Murray

613 North 3rd Street

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Borough Manager

Discussion the elimination of parking spaces on South 2nd Street

**Borough of Steelton
Council Agenda
December 16, 2013**

Mr. Wion

Resolution 2031-R-15, Police
Pension Contribution

Borough Manager

Ordinance No. 2013-3, Adopting
the 2014 General Fund and Sewer
Fund Budget

Mr. Wion

Ordinance No. 2013-4, Fixing Tax
Rates for the Fiscal Year 2014

Mr. Wion

Resolution 2013-R-16, Establishing
Rates of Discounts Under Ordinance
2013-4

AUDIENCE PARTICIPATION:

COUNCIL'S CONCERNS:

EXECUTIVE SESSION:

OTHER BUSINESS:

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
MaryJo Szada
Raymond Spencer
Michael Albert
Steve Shaver
Maria Marcinko

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager
Sylvie Brubacher, Code Enforcement Officer

Absent:

Denae House

MOMENT OF SILENCE: Thomas F. Acri, Mayor

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 Raymond Spencer to approve the schedules, seconded by Steve Shaver and approved unanimously by all present.

COMMUNICATION:

Matt Cichy, HRB—Engineering Activities

Project No. 1337.0038 (Steelton Land Development Reviews) — Report on the Felton Lofts project, which had an Improvement Reduction #1 for the public works components of that project a couple months ago. Improvement Reduction #2 for this project is presented. Some of the identified items from previous correspondence that had remained to be completed have been done. However, there are two items that are still outstanding. That includes submission of as-built drawings for the project as well as correction for an ADA ramp at one of the corners within the project. With this it is recommended for an Improvement Reduction Guarantee #2 that reduces the balance and leaves a remaining balance of \$1, 925.00 for completion of these items. The original Improvement Guarantee

amount was \$143,954.25. Improvement Guarantee Reduction #1 reduced that amount to \$3,547.50 and Improvement Guarantee Reduction #2 will reduce it to \$1,925.00. A motion was made by Mr. Albert for the Improvement Guarantee for the Felton Lofts to be reduced to \$1,925.00 and seconded by Ms. Marcinko and approved unanimously by all present.

Project No. 1337.0430 (Blueberry Alley Storm Sewer Replacement) — Report of a recent meeting with the Borough public works staff to review the results of their camera investigation from inside the pipe as it relates to the existing storm sewer pipe and its alignment within Blueberry Alley. From this, proceedings with the design of the information are being made and revising the design as necessary to capture the flow from the existing pipe that comes down from Fourth street to Blueberry Alley. With this, updates of the design drawings are being made. Bidding for the project is anticipated to be in February 2014.

Project No. 1337.0434 (Pennvest Reimbursements) — This relates to the East End sewer separation project. The online requirements have been completed. HBG has been working with the borough manager to complete one final application for reimbursement from Pennvest for this project. The final reimbursement request amount for this project is \$7,338.14. It is recommended this request be approved. Once it is, this will be transmitted to Pennvest for review and approval. This is the last item for that project. A motion was made by Ms. Marcinko for the Pennvest investment amount of \$7,338.14, seconded by Mr. Albert and approved unanimously by all present.

Project No. 1337.0459 (Borough Building Roof Replacement) — Contractor (RT General Construction) is working on the project. It is anticipated by tomorrow they should have the first half of the roof done. It will take another one to two weeks to finish the rest of the project. Per the terms of the contract the work was to be potentially complete by Friday, December 20th. Progress on the project has been slower than anticipated. Because of this, HBG is anticipating the contractor will be asking for a time extension to complete his work as a result of the weather.

APPROVAL OF DEPARTMENT REPORTS:

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

Fire and Ambulance

Police

Public Works — Ms. Marcinko commended the Public Works Department for having the streets cleared in an efficient manner.

Code Enforcement

Water Filtration Plant

Borough Manager's Report

Mayor's Report — A ribbon cutting ceremony is scheduled for Thursday, December 19, 2013 at 6:30 pm at Pete's East End Pub.

PUBLIC COMMENT: AGENDA ITEMS ONLY

Denise Anders, 574 South 2nd Street — Ms. Anders lives on the corner of 2nd & Washington and came before the Council to ask for the effect on the residents that have a necessary usage for the parking spaces that may possibly be eliminated. The Borough Manager explained that the gentleman who owns and lives at 728 South 2nd Street is interested in purchasing 732 South 2nd Street and converting it into a garage for his vehicles. According to the Borough Manager, this alteration would result in the elimination of four parking spaces on South 2nd Street. The Borough Manager explained that in order for this transformation to occur the Council must first discuss this process, which will occur later in the meeting. Ms. Anders clarifies that this process is isolated to the 700 block of South 2nd Street and expresses that such a fact should have been emphasized.

PRESENTATIONS:

Councilman Albert, Certificates of Achievement to Steelton Ponies and Pee Wee

On behalf of Borough Council, Mr. Albert thanked the 2013 Super Bowl winning football team and coaches who competed at the Pee Wee and Ponies levels from August to November for its dedication and achievement. On Monday, December 16, 2013 the Steelton Borough Council and Steelton Borough Mayor presented an award to the Pee Wee team for their dedication and achievement of winning the 2013 CFA Super Bowl Championship.

Akin Adeseun, Personal Property Concerns

Mr. Adeseun came before the Borough in regards to his property, located at 115 South 4th street. Mr. Adeseun bought the property in the year 2000. In that year, Mr. Adeseun added three levels to the back of the house with the purpose of renting the space out. This space was added before the Borough of Steelton passed an ordinance that prevents renting a portion of a house as apartments. Mr. Adeseun believes that his situation qualifies for the grandfather clause, which would allow him to convert the space to apartments. The space did not have exits until he applied for permission to add them last year. Once added, he expressed desire to rent the space out to a parolee. Mr. Adeseun stated that he called the Borough concerning this and they informed him that in order to rent the space out he needed to apply for a certificate of occupancy for the price of \$5.00. Mr. Adeseun expressed that he had delayed sending in the application because of the need to paint his house and change the carpeting. When Ms. Brubacher learned of this, she sent Mr. Adeseun a letter stating that Steelton will not permit renting the individual house. Mr. Adeseun expressed that he explained to her that this was not a new project, but something that was done in the year 2000 and what he wanted to do now was to rent the space. Mr. Adeseun claimed that,

at the time, he never received a certificate of occupancy from the code enforcement officer, who was Donna Zeiner. Mr. Adeseun goes on to explain that Ms. Brubacher did not complete the certificate of occupancy and advised Mr. Adeseun to go before the borough to seek permission to be able to rent the space that he has.

Ms. Brubacher claimed that even if the certificate of occupancy had been issued in 2000 this use of space still would not have been permitted. Ms. Brubacher also claimed that she has no documentation from the previous code enforcement officer, Donna, nor has Mr. Adeseun shown any letter from Donna granting him permission to rent the space out and convert the building. Therefore, Mr. Adeseun's situation cannot be considered for the grandfather clause

According to Mr. Wion, under both the old and new zoning, the authorization of conversion of apartments was terminated well before 2000. Mr. Adeseun came in 2011 to apply for a building permit to build a fire escape through the property, which was acceptable. According to Ms. Brubacher, it was never noted in his file that he was planning to use the space to rent. Ms. Brubacher claims that she decided to look into Mr. Adeseun's situation when she learned of the parolee planning to rent the space. Ms. Brubacher stated that the parole officer was not going to allow the gentlemen to move in, which was the catalyst in the situation.

Mr. Wion advised Mr. Adeseun to go to the Zoning Hearing Board and asked for a land use variance. Mr. Wion, however, believes that Mr. Adeseun may not be able to meet the requirements that the Board would have to consider in order to secure the variance. Mr. Wion states that the Council does not grant waivers in the form that Mr. Adeseun is asking. According to Mr. Wion, the only act that the Council could perform in this situation is change the zoning for the whole district, which is something that probably would not be entertained.

Mr. Adeseun asked if he was allowed to lease the property to family members because he has a relative coming that is related to him by marriage. Mr. Adeseun stated that this family member has to contribute to the expenses of the house. Mr. Wion states that contributing money is not necessarily the same as paying rent. The Council decided that it should not be an issue to allow his family member to stay with him and contribute to the expenses of the house. Concerning the situation of renting the property to a third party, the Council advised Mr. Adeseun to go to the Zoning Hearing Board. The Council will also allow the borough solicitor to investigate the situation more, possibly providing additional information with regards to the language in the zoning ordinance.

Bill Murray, Neighborhood Town Watch

Mr. Murray lives on 613 North 3rd street and came before the Council to discuss two different matters. While living in Philadelphia Mr. Murray owned a Champs Gym where he

trained kids to box. Mr. Murray met a boxing trainer that lived in Steelton and invited Mr. Murray to bring any kids that wanted to box. Mr. Murray stated that he decided against the idea because of location and transportation. When Mr. Murray moved to Steelton and his gym in Philadelphia closed, he wanted to look for an abandoned building in Steelton and create a gym that would train kids to box. Mr. Murray stated that he hoped to be sponsored by the same people that sponsored his gym in Philadelphia. Mr. Murray believes that boxing teaches kids to settle arguments without using weapons and helps them build character. Mr. Murray expresses that he has come before the Council to request if the Council has any abandoned buildings that can be offered for the opening of a new gym for boxing. Mr. Murray declared that if given the opportunity to build the gym, he and some volunteers would oversee the renovations of the project. If successful in the completion of the project, Steelton could have an amateur boxing team instead of a team from Harrisburg.

Mr. Murray also discussed a second issue in which he advocated for a neighborhood town watch. Mr. Murray believes a neighborhood town watch is a necessary means of home security and helps relations among neighbors and civilians and creates an all around better community. The police chief invited Mr. Murray to a crime watch meeting that works for the same goals as the neighborhood watch that Mr. Murray was promoting.

In regards to Mr. Murray's boxing idea, the President recommended that Mr. Murray come back after the Council's reorganization. The borough manager will reach out to Mr. Murray and set it up so that he can attend the meetings and once again express the ideas about boxing that were earlier presented to the Council.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Borough Manager, Discussion of the elimination of parking spaces on South 2nd Street — The Borough Manager received a proposal from a gentleman who lives on and owns 728 South 2nd Street. The gentleman is looking at purchasing 732 South 2nd Street next door to him. The property under consideration for purchase contains a house that, if approved, the gentleman would like to tear down and replace with a garage. Mr. Wion stated that assuming that buying a property in a community and replacing it with a parking lot or garage is appropriate and permitted in that zoning district, the individual has every right to go forward in his or her plan to place a garage on that property. If permitted, the Borough's job would be to control the zoning and assure that he or she follows the requirements of the zoning. Mr. Wion stated that if this gentleman buys the property and is permitted to put a garage on the property he is allowed access to the road and the Council would be required to eliminate the parking spaces. Therefore, it would just be a matter for the police department to determine which of the spaces need to be eliminated. According

to Ms. Brubacher, this gentleman is allowed, under the zoning requirements, to put a garage in the intended location.

Mayor Acri is most concerned with losing another house in Steelton, which would result in the loss of the tax base, but acknowledged that there is nothing that can be done because the gentleman has every right to put a garage on the property.

Ms. Marcinko asked if 732 South 2nd Street was attached to any other locations. Ms. Brubacher answered that 732 South 2nd Street was indeed attached to 734 South 2nd Street. The gentleman knows that he must pay for the detachment of those two properties.

The gentleman does not want parking in front of his house or his garage. This would result in the elimination of four parking spaces, two in front of his house and two in front of the garage. Mr. Shaver believes that it is not necessary to eliminate the parking spaces in front of the house and also acknowledge the complications that would arise if the basements on 732 South 2nd Street and 734 South 2nd Street were connected.

A motion was made by Mr. Shaver to table the discussion and send it back to the committee for more review and brought back to the next Council meeting, seconded by Mr. Albert.

Mr. Wion, Resolution 2013-R-15 — Mr. Wion presented Resolution 2013-R-15, an annual resolution pursuant to the Collective Bargaining Agreement with the police relating to the Police Pension Plan. According to Mr. Wion, the Police members' contribution to their pension plan is determined. It is based not only on the contract, but the determination by the Actuary that the funds are insufficient to meet the Borough's obligation and, in that case, Act 600 requires contribution from the Police members and the agreement fixes that at 5% of their monthly compensation. A motion was made by Mr. Albert to approve Resolution 2013-R-15, seconded by Ms. Marcinko and approved unanimously by all present.

Borough Manager, Ordinance No. 2013-3 — The Borough Manager presented Ordinance No. 2013-3, adopting the 2014 General Fund and Sewer Fund Budget. A motion was made by Mr. Shaver to approve Ordinance No. 2013-3, seconded by Mr. Albert and approved unanimously by all present.

Mr. Shaver thanked the staff for the work that they put into this budget and Mr. Spencer, the Chair of Finance, for the excellent job he did during his tenure on Council and the work he did on this budget.

Mr. Wion, Ordinance No. 2013-4 — Mr. Wion presented Ordinance No. 2013-4, Fixing Tax Rates for the Fiscal Year 2014. A motion was made by Mr. Albert to approve Ordinance No. 2013-4, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Wion, Resolution 2013-R-16 — Mr. Wion presented Resolution 2013-R-16, Establishing Rates of Discounts Under Ordinance 2013-4. A motion was made by Ms. Marcinko to approve Resolution 2013-R-16, seconded by Mr. Albert and approved unanimously by all present.

AUDIENCE PARTICIPATION:

Diane Miller, 448 Swatara Street — Discussed a dilemma occurring on the middle of the block where Ms. Miller lives, which contains teenage kids whom Ms. Miller considers to be juvenile delinquents. According to Ms. Miller around midnight she hears firecrackers loud enough to wake everyone. Ms. Miller also claims that these teenagers set the firecrackers off on Catherine Street. Ms. Miller has reported it every time and complimented the police department for their efficient work on the situation. Ms. Miller also declares that she plans to join Crime Watch. She came before the Council to ask for help.

Natasha Woods, 181 South Front Street — She was asked by Ms. House, who was absent from this meeting, to present the idea by Ms. Patty Kim to start a boys and girls club within Steelton. Ms. Woods handed out a flyer that provided contact information for anyone who had questions about the club. Ms. Marcinko addressed that she did meet with the Superintendent Castagneto talking about what needed to be done around the Borough. Ms. Marcinko confirmed that something will be done probably within the year.

Markis Millberry, 349 Spruce Street — Wondering about the website, the minutes and the agenda. Mr. Millberry desired to know if there were any updates and when those updates would occur. Mr. Millberry also asked if he could get the budget for 2014 and asked if he could fill out a right to know. The Council stated that Mr. Millberry had that opportunity at previous Council meetings and advised him to get the information from Ms. Gellatly.

COUNCIL'S CONCERNS:

Ms. Szada – Wished everyone a Merry Christmas, a Happy New Year, and thanked everyone for coming out.

Mayor Acri – Wished Mr. Spencer luck and expressed appreciation for his great work. Mayor Acri also congratulated Mr. Spencer on his work on the budget.

Ms. Marcinko – Congratulated staff and Mr. Spencer for their great work on the budget. Ms. Marcinko also wished Mr. Spencer luck and expressed her appreciation for his great work on Council. Ms. Marcinko also wished everyone a Happy Holidays.

Mr. Albert – Thanked everyone and wished everyone a Happy Holidays.

Mr. Shaver – Wished everyone a Happy Holidays, thanked Mr. Spencer for his work on Council, and expressed his appreciation for the work the staff did on not just the budget but for their work overall.

Mr. Wion – Expressed appreciation for Mr. Spencer’s work on Council and the staff overall.

Ms. Gellatly – Thanked Mr. Spencer for his work on Council.

Ms. Sylvie – Wished everyone a Happy Holidays and expressed appreciation for Mr. Spencer’s work on Council.

EXECUTIVE SESSION:

Mr. Wright informed Council that an Executive Session is needed to discuss litigation issues relating to Harrisburg sewer rates and personnel issues.

On a motion by Mr. Shaver, seconded by Ms. Albert, the Council meeting recessed into executive session at 7:59pm.

ADJOURMENT:

There being no other business before Council, on a motion made by Mr. Shaver and seconded by Mr. Spencer, the meeting immediately adjourned at 8:35pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary