

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

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

**MOMENT OF SILENCE: Thomas F. Acri, Mayor**

**APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED**

**EXECUTIVE SESSION HELD BETWEEN MEETINGS**

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

**APPROVAL OF DEPARTMENT REPORTS:**

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

**PUBLIC COMMENT:      Agenda items only**

**COMMUNICATION:**

**Herbert, Rowland and Grubic, Inc.**

**Steelton Municipal Wasteload  
Management Report for 2011**

**Barbara Barksdale, Friends of Midland Cemetery**

**Request for Donation to Maintain  
Midland Cemetery**

**Dauphin Lebanon Boroughs Association**

**Invitation to Dinner Meeting**

**HATS**

**Committee Meeting Schedule**

**Arcelor Mittal**

**Annual Downstream Notification**

**Durabond Pipe**

**Notice of NPDES Permit Renewal  
Application**

**David A. Wion, Esq., Solicitor**

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

**AGENDA**  
**BOROUGH OF STEELTON**  
**March 19, 2012**  
**Page 2**

**Dauphin County Office of Commissioners**

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

**UNFINISHED BUSINESS:**

**Denae House, NEDC Chair**

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

**Chris Curci, Herbert, Rowland, Grubic**

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

**Doug Brown**

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

**NEW BUSINESS:**

**Matt Cichy, Herbert, Rowland and Grubic**

**Presenting Monthly Engineers  
Report**

**David A. Wion, Solicitor**

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

**David A. Wion, Solicitor**

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

**Balraj Singh**

**Concerns Regarding Sign  
Requirements for Businesses**

**AGENDA**  
**BOROUGH OF STEELTON**  
**March 19, 2012**  
**Page 3**

**Doug Brown**

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

**OTHER BUSINESS:**

**Douglas E. Brown**

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

**Doug Brown**

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

**David A. Wion, Solicitor**

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

**AUDIENCE PARTICIPATION:**

**COUNCIL'S CONCERNS:**

**ADJOURNMENT:**

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

**In Attendance:**

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

**Absent:**

MaryJo Szada  
Kathy I. Sosnowski

**APPROVAL OF MINUTES:**

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

**EXECUTIVE SESSION HELD BETWEEN MEETINGS:**

There were no executive sessions held between meetings.

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

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

**APPROVAL OF DEPARTMENT REPORTS:**

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

Neighborhood & Economic Development  
Fire and Ambulance  
Personnel  
Police

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

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

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

**PUBLIC COMMENT: Agenda Items Only – None.**

**COMMUNICATION:**

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

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

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

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

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

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

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

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

**UNFINISHED BUSINESS:**

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

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

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

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

**NEW BUSINESS:**

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

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

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

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

**OTHER BUSINESS:**

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

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

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

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

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

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

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

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

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

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

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

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

**AUDIENCE PARTICIPATION:** No further audience participation was offered.

**COUNCIL'S CONCERNS:**

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

**ADJOURNMENT:**

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

Respectfully submitted,

---

Douglas E. Brown  
Borough Manager