

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

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

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

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

**EXECUTIVE SESSION HELD BETWEEN MEETINGS:**

**PUBLIC COMMENT:       Agenda items only**

**COMMUNICATION:**

**Dauphin County Treasurer's Office**

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

**Noraziza, LLC**

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

**NEW BUSINESS:**

**Douglas E. Brown**

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

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

**Janine Park**

**Presenting Tri-County Planning Commission Education and Training Program**

**Deborah Roy**

**Issue Regarding No Parking Zone**

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**Mr. David Wion**

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

**Mr. David Wion**

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

**Mr. David Wion**

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

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

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

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

**OTHER BUSINESS:**

**Douglas E. Brown**

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

**Steve Shaver, Councilman**

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

**AUDIENCE PARTICIPATION**

**COUNCIL'S CONCERNS**

**ADJOURNMENT**

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

**In Attendance:**

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

**Absent:**

Denae House

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

**APPROVAL OF MINUTES:**

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

**PUBLIC COMMENT:** None.

**COMMUNICATION:**

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

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

**NEW BUSINESS:**

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

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

**NEW BUSINESS, CONT:**

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

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

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

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

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

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

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

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

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

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

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

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

### **COUNCIL'S CONCERNS:**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**ADJOURNMENT:**

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

Respectfully submitted,

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Sara Gellatly  
Borough Manager

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Kathy I. Sosnowski  
Executive Assistant