

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

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

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

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

**EXECUTIVE SESSION HELD BETWEEN MEETINGS:**

**PUBLIC COMMENT:      Agenda items only**

**COMMUNICATION:**

**Steelton-Highspire School Board**

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

**Police Department**

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

**Evolution Media and Lifetime Television**

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

**UNFINISHED BUSINESS:**

**Mr. Wion**

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

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

**Sara Gellatly**

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

**Sara Gellatly**

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

**NEW BUSINESS:**

**Dennis Heefner**

**Report from the Associations of Councils of Governments**

**Maria Marcinko**

**Report on Steelton Borough Community Cats**

**Sara Gellatly**

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

**Sara Gellatly**

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

**OTHER BUSINESS:**

**Sara Gellatly**

**Executive Session (if necessary)**

**AUDIENCE PARTICIPATION:**

**COUNCIL'S CONCERNS:**

**UPCOMING EVENTS:**

**Sara Gellatly**

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

**Sara Gellatly**

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

**ADJOURNMENT:**

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

**In Attendance:**

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

**Absent:**

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

**APPROVAL OF MINUTES:**

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

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

**COMMUNICATION:**

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

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

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

**UNFINISHED BUSINESS:**

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

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

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

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

Are there any questions on the MOU or deed?

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

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

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

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

#### **NEW BUSINESS:**

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

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

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

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

#### **OTHER BUSINESS:**

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

**AUDIENCE PARTICIPATION:** None.

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

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

**Ms. Marcinko** - None.

**Mr. Shaver** – None.

**Mr. Albert** – None.

**Mr. Spencer** – None.

**Dr. Szada** – None.

**Mr. Wright** – There is a ceremony at Midland Cemetery May 26<sup>th</sup> at 1:00pm.

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

**UPCOMING EVENTS:**

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

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

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

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

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

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

**ADJOURNMENT:**

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

Respectfully submitted,

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Sara Gellatly  
Borough Manager

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Kathy I. Sosnowski  
Executive Assistant