

**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  
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**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:

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Sara Gellatly  
Borough Secretary