

**Borough of Steelton
Council Agenda
October 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:

NO EXECUTIVE SESSIONS WERE HELD BETWEEN MEETINGS.

PUBLIC COMMENT: Agenda items only

PRESENTATIONS:

Jeff Childs 138 Lincoln Street – Special Purpose
Parking Concerns

Skip Memmi, Director of Dauphin County DCED Land Bank Presentation

COMMUNICATION:

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

UNFINISHED BUSINESS:

Borough Manager Consideration of the MOU between
Dauphin County Land Bank
Authority and the Borough of
Steelton

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

NEW BUSINESS:

Borough Manager Notice of intent to award the
Municipal Building Roof

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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.