

**Borough of Steelton  
Council Agenda  
August 18, 2014**

**Call Meeting to order:** President Jeffery Wright

**Pledge of allegiance:** President Jeffery Wright

**Moment of Silence:** Mayor Thomas F. Acri

**There were no executive sessions held between meetings.**

**Approval of schedules of billing, requisitions and change order as present for:** July 2014

**Approval of Department Reports:**

Fire and Ambulance  
Police  
Public Works  
Code Enforcement  
NEDC Committee  
Mayor's Report  
Borough Manager's Report  
Borough Treasures Reports

**Public Comment on Agenda Items Only**

**Presentations:**

Capital Region Water

Introduction Presentation

Borough Manager

Engineering Activities  
(July 18 – August 8, 2014)

**Communication:**

Letter from Grace Temple Community Development Inc. request approval to close Mulberry Street from Penn Street to 4<sup>th</sup> Street from 1pm – 4pm pending proof of barricade rental receipt to the Police Chief.

Letter of Recognition for Detective Minium and Officer Martin from Prince of Peace Parish

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Resignation letter from Anne M. Venesevich from Civil Service Commission

**Unfinished Business:**

None

**New Business:**

Mr. Wion

Resolution adopting the revised Civil Service Rules

Borough Manager

Ratification of the Borough supporting the co-applicant letter for the Firehouse Gaming Grant.

Borough Manager

Appointment of Highway Assistant Forman

Borough Manager

Mohn Street Park Bid Discussion

Borough Manager

Approval of the request for County Aid in regards to the Streetscape Phase 2 Construction Manager.

**Audience Participation**

**Council Concerns**

**Executive Session**

**Other Business**

**Adjournment**

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

In Attendance:

Jeffery Wright  
Denaë House  
Brian Proctor  
Steve Shaver  
Maria Marcinko

Mayor Thomas Acri  
David A. Wion, Solicitor  
Sara Gellatly, Borough Manager  
Ken Klinepeter, Public Works Director

Absent:

Michael Albert  
MaryJo Szada

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

A motion was made by Mr. Proctor to approve the schedules, seconded by Mr. Shaver and approved unanimously by all present.

**APPROVAL OF DEPARTMENT REPORTS:**

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

**Fire and Ambulance**

**Police** – Mr. Acri provided an update on the Veterans Memorial.

**Public Works** – Ms. Marcinko spoke about the need for deer crossing signs from 441 out to Orchard Drive, but it was determined that this is Swatara Township.

Ms. Marcinko spoke about preserving archives and preserving the history of Steelton.

Mr. Klinepeter, new Public Works Director, briefly discussed the first week of work.

**Codes Enforcement**

**NEDC Committee**

**Mayor's Report**

**Borough Manager's Report** – Ms. Gellatly provided an update on the Gaming Grant. Budget season has started for staff and department heads. The organizers of the Back-to-school advised that they would like to make this an annual event on the third Saturday of August.

**PUBLIC COMMENT: AGENDA ITEMS ONLY**

None

**PRESENTATIONS:**

**Borough Manager, Sara Gellatly – Engineering Activities July 18, 2014 through August 8, 2014**

Mr. Cichy was unable to attend this meeting. Ms. Gellatly provided a brief overview of his report.

Project No. 1337.0032 (Engineering Retainer) Capital Region Water was to be here this evening to introduce themselves. HRG addressed a repair to a storm sewer issue at the intersection of Mulberry Avenue and Front Street.

Project No. 1337.0430 & 1337.0462 (Blueberry Alley Storm Sewer Replacement & Washington Storm Sewer Replacement) – HRG is still working with UGI on getting them to move their gas line for this project.

Project No. 1337.0456 (Mohn Street Recreational Project) – Will discuss later in the meeting.

Project No. 1337.0460 (Street Scape Phase 2) – Still on schedule to complete on time.

Project No. 1337.0461 (Adams Street Townhomes Revised Plans) – No update to report.

Project No. 1337.0467 (Adams Street Redevelopment Storm Sewer Improvements) – This project is going out to advertisement for bid this week. More information will be provided at the September meeting.

We will find out in November if we were awarded the grant for the project for new playground equipment.

**COMMUNICATION:**

Letter from Grace Temple Community Development Inc. requesting approval to close Mulberry Street from Penn Street from 1:00 p.m. – 4:00 p.m. pending proof of barricade rental receipt to the Police Chief. Mr. Wright requested that the Council approve the request. A motion was

made by Mr. Proctor to approve the request, seconded by Ms. House and approved unanimously by all present.

Letter of Recognition for Detective Minium and Officer Martin from Prince of Peace Parish. A motion was made by Mr. Shaver to place the Letter of Recognition in the officers' personnel files, seconded by Ms. House and approved unanimously by all present.

Resignation letter from Anne M. Venesevich from Civil Service Commission. A motion was made by Ms. House to approve the resignation from Anne M. Venesevich, seconded by Mr. Proctor and approved unanimously by all present.

#### **UNFINISHED BUSINESS:**

None

#### **NEW BUSINESS:**

**Mr. Wion, Resolution adopting the revised Civil Service Rules** – Mr. Wion stated that the Civil Service Commission has been working to bring the Borough Civil Service Rules and Regulations up to date. The procedure is first for the Civil Service Commission to review and accept changes and send them to Council for basic ratification. Resolution 2014 R-12 is the resolution that would adopt the revised Civil Service rules and regulations and is for your consideration this evening. A motion was made by Mr. Proctor to approve Resolution 2014 R-12, seconded by Mr. Shaver and approved unanimously by all present.

**Ms. Gellatly – Ratification of the Borough supporting the co-applicant letter for the Firehouse Gaming Grant** – Ms. Gellatly explained that a letter was needed to support the Firehouse Gaming Grant. A motion was made by Mr. Proctor to ratify the letter of support for the Firehouse Gaming Grant, second by Ms. House and approved unanimously by all present.

**Ms. Gellatly – Appointment of Highway Assistant Forman** – Ms. Gellatly explained that the Highway Department was in need of filling the Highway Assistant Forman position that has been vacant since last summer. The position was advertised to all employees in the Borough. Under the non-uniform contract, if an employee is interested they will receive an additional \$.50 per hour and cell phone reimbursement. Only one person submitted a letter of interest, Keith Miller. Ms. Gellatly is recommended approval Keith Miller, based upon his qualifications. A motion was made by Ms. House to approve the appointment of Keith Miller as Highway Assistant Forman with an increase of \$.50 per hour, second by Mr. Proctor and approved unanimously by all present.

**Ms. Gellatly – Mohn Street Park Bid Discussion** – A discussion was held regarding the Mohn Street Park Project bids. Two bids were submitted. Both bids were over the \$300,000 amount and were not competitive between the two. Due to the timing of the grant, it is the

recommendation of Ms. Gellatly and HRG that we wait until November to rebid the project and plan on breaking ground in April. The only additional fee the Borough will be to rebid is the advertising fee. A motion was made to deny the two bids by Mr. Proctor, second by Ms. House and approved unanimously by all present. A motion to re-advertise the Mohn Street Project bid in November was made by Mr. Proctor, second by Ms. House and approved unanimously by all present.

**Ms. Gellatly – Approval of the request for County Aid in regards to the Streetscape Phase 2 Construction Manager** – This is a request to ask the County for money to help pay forth the cost of the construction manager position in regards to Streetscape Phase 2. There were some issues with Penndot approving the contract. Instead of the Borough incurring that extra money, the Borough will ask for County aid. A motion was made to approve the submission of the application requesting County aid in the amount of \$36,000 by Ms. House, second by Mr. Shaver and approved unanimously by all present.

#### **AUDIENCE PARTICIPATION:**

##### **Natasha Woods, 181 S. Front Street**

Ms. Woods requested clarification on the Mohn Street Project.

##### **Michelle Shehan and Susan Spangler, 2047 S. 3rd Street**

Ms. Shehan and Ms. Spangler spoke about the clean-up of the end of S. 3<sup>rd</sup> and S. 2<sup>nd</sup> at McKinley, street cleaning, open burning, and coyote's.

##### **Mr. Al Sporik, Former Resident and Business Owner, 638 and 642 N. Front Street**

Mr. Sporik spoke about sub-dividing part of his property and has an issue with the Borough's Engineer bill. He would like a detailed, written account of the bill.

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

**Mr. Proctor** – expressed concerns that the Codes Enforcement Officer has not been attending Council meetings. He encouraged all department heads to attend Council meetings on a regular basis.

**Ms. House** – agreed with Mr. Proctor. It is important that department heads do attend Council meetings.

**Mr. Wion** – provided an update on East End Park Tax Assessment Board conclusion.

**Ms. House** – asked for an update on the status of the Borough web-site.

**ADJOURNMENT:**

There being no other business before Council, on a motion made by Mr. Proctor, seconded by Ms. House, the meeting adjourned at 7:22 pm.

Respectively Submitted:

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Sara Gellatly  
Borough Secretary