

**Borough of Steelton  
Council Agenda  
November 3, 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:** September 2014

**Approval of Department Reports:**

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

**Public Comment on Agenda Items Only**

**Presentations:**

HRG Presentation on their site observation of Swatara Street Retaining Wall

Matt Cichy Engineering Activities  
(September 12- October 17)

**Communication:**

Correspondence from Pastor Scott G. Barkley, New Heritage Christian Church in regards to Children & Family Outreach Ministry-Bright Futures Learning Center located at 10-12 North Front Street

**Unfinished Business:** None

**Borough of Steelton  
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**New Business:**

Borough Manager

Approval of HRG Proposal for Professional Engineering Services for the Swatara Street Retaining Wall Project

Borough Manager

Approval of the Non-Uniform Pension Plan Minimum Municipal Obligation (MMO) for the amount of \$143,693.

Borough Manager

Approval of the Police Pension Plan Minimum Municipal Obligation (MMO) for the amount of \$134,461.58.

Mr. Wion

Resolution establishing special purpose parking for Sherle Seigle on Reading Street

Mr. Wion

Ordinance for Police Pension Plan Amendment

**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:**

Michael Albert  
Dena House  
Maria Marcinko  
Brian Proctor  
Steve Shaver  
Jeffery Wright

Mayor Thomas Acri  
David A. Wion, Solicitor  
Sara Gellatly, Borough Manager  
Ken Klinepeter  
John King, Police Chief  
Sylvie Brubacher

**Absent:**

MaryJo Szada

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

A motion was made by Ms. Marcinko to approve the schedules, seconded by Mr. Albert and approved unanimously by all present.

**APPROVAL OF DEPARTMENT REPORTS:**

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

**Fire and Ambulance** - The Fire Company will start selling Christmas trees after December 6<sup>th</sup>.

**Police** -

**Code Enforcement** -

**NEDC** - Mr. Proctor was contacted to have a Turkey Give-Away. He requested approval to assist with the Turkey Give-Away and to use Borough facility to give away the Thanksgiving meals that will be provided. The tentative date is November 22nd. A motion was made by Mr. Proctor to utilize Council Chambers on November 22nd, seconded by Ms. Marcinko, and approved unanimously by all present.

**Mayor's Report** -

**Public Works** - Ms. Marcinko stated we have been working through some issues with street scape. We are working on a schedule for maintain the trees and tree boxes along Front Street. Bilko doors have been replaced on several businesses. They are going to work on getting the Locust Street steps cleaned up in the next few days. The Borough Manager and the Director of Public Works worked relating to the US Environmental Protection Agency on the MS4 issue. We have had a few calls from Pine Street. There will be some utility work. There will be hydrant flushing over the next few weeks. We have notes to proceed on Adams Street. We have cleaned all of the catch basins on Pine and Harrisburg Streets in preparation for the project next Spring. The street sweeper will end on November 13th. There is a road closure at River Alley to assess damages.

**Borough Manager's Report** - The EPA was not here for a specific issue. They were here for an audit and we should receive the results in a few months.

#### **PUBLIC COMMENT: AGENDA ITEMS ONLY**

**Markis Millberry**, 349 Spruce Street

**Mr. Millberry** asked if there was any money put aside to take care of the bricks on sidewalks, and maintaining the tree boxes. Ms. Marcinko replied that that the bricks are part of the property owner's responsibility.

#### **PRESENTATIONS:**

**Matt Cichy, Dan Long, Matt Warner, PIRG - Presentation on their site observation of Swatara Street Retaining Wall**

A few meetings ago Council had discussed some concerns in regards to the Swatara Street retaining wall. After an initial site visit of the retaining wall, the Borough asked HRG to prepare a proposal for services necessary to evaluate the wall and provide a recommendation to the Borough as well as evaluating the traffic issues along the top of the wall near Woodbine Street/Cottage Hill Lane. Mr. Long spoke about the proposed monitoring plan that HRGG has developed. Mr. Long reviewed photos of the wall. HRG plans on evaluating the need for traffic control, determining what should be in place, and coordinating with the manufacturer as to the best way to install. We would like to go with a two-fold approach to the cracking. HRG will bring in structional engineers to do an observation of the wall, document what cracking is going on, and what the general condition is. The next part of that would then be to bring in our surveyors and install targets on the wall. With these targets we will be able to monitor if there is any movement in the wall. HRG believe the cracking was caused by settlement and now wants to see if that has stopped and the wall is stabilized or if it continues to move. So the initial monitoring would install the targets in thirty nine locations along the wall. In six months HRG will come back and resurvey all the points, do another site observation, and compare to the initial site observation. A final site observation will be

performed approximately one year after the initial site observation to evaluate. A report will be provided after each site observation and the recommendations at that time. After the final report HRG will determine if the targets should remain in place for additional monitoring or if they can be removed.

Ms. Gellatly requested approval of HRG Proposal for Professional Engineering Services for the Swatara Street Retaining Wall Project at a cost of \$27,400. A motion was made by Mr. Shaver, seconded by Mr. Albert, and approved unanimously by all present.

Ms. Gellatly requested approval to purchase 45 targets and fasteners at an estimated cost of \$3,900 including shipping and handling. A motion was made by Mr. Shaver, seconded by Mr. Albert, and approved unanimously by all present.

**Matt Cichy, HRG - Engineering Activities September 12, 2014 through October 17, 2014**

Mr. Cichy provided an overview of his report.

Project No. 1337.0430 & 1337.0462 (Blueberry Alley Storm Sewer Replacement & Washington Street Storm Sewer Replacement) - HRG has developed an alternate design in an attempt to avoid UGI's existing gas mains on Washington Street. HRG is working with the Public Works Department at this time to have them perform test holes so that we can verify some information on the existing utilities to verify if the alternate design will work. If the alternate design is feasible, the Project can move to finalization and bidding. If it is not feasible, HRG will coordinate with UGI regarding having them relocate their facilities.

Project No. 1337.0456 (Mohn Street Recreational Project) - This project being advertised this week for bidding. So we are going out to bid for a third time on this Project. The intention would be that bids would be received prior to your second meeting in December, so you can take action at that time.

Project No. 1337.0460 (Street Scape phase 2) - The contractor is working towards contract completion of that work. The memorial bricks will be installed later this week. The Project is nearing completion. The contractor has submitted a time extension request. This request is submitted to extend the contract time by 21 days due to delays with getting the new lights from PPL and getting them installed. HRG is recommending that the Borough approve a 21 day time period adjustment to the contractor's schedule. Mr. Wright entertained a motion to approve the 21 day time extension. A motion was made by Mr. Albert, seconded by Ms. Marcinko, and approved unanimously by all present.

Project No. 1337.0032 (Engineering Retainer) HRG assisted the Borough staff in presentation of the Fire House Improvements Grant Application to the Dauphin County Gaming Advisory Board. HRG will assist the Borough in making a presentation to the Dauphin County Gaming Advisory Board on this application.

Project No. 1337.0467 (Adams Street Redevelopment Storm Sewer Improvements) - We conducted a Preconstruction Conference for this project. The contractor intends to start work on this project in December. The work should take about a month or a month and a half to do the work on-site. He will have to come back to finish the pavement in the Spring, around mid-April.

**COMMUNICATION:**

The Borough received correspondence from Pastor Scott G. Barkley, New Heritage Christian Church in regards to Children & Family Outreach Ministry Bright Futures Learning Center located at 10-12 North Front Street. Pastor Barkley spoke about expanding their facility. He asked if Day Care facilities are allowed in that zone. Mr. Wion stated that day care centers are not permitted, by right, in the C1 district. It is permitted by right, in the C2 district, so to the extent that it would be asked to be put in C1 simply as a matter of right, the answer would be no. However, day care use has been made on that tract prior to 2009. In 2009 is when the Borough adopted its' comprehensive rezoning ordinance. In doing that the Bright Futures Day Care Center would have become a nonconforming use, because it was lawfully existing at the time of the new zoning ordinance. The zoning ordinance generally requires that you get a certificate of nonconformance of a year within of when the ordinance changed. But even if that hasn't occurred, the Borough would still treat that a nonconforming use because the Borough knows the history. Pastor Barkley requested a nonconforming use certificate to validate their presence there. He suggested that if you check the code, it also says that we can expand, as long as we maintain the height that is permitted and not fall out of the setbacks. We have received a substantial grant, and have hired eight new staff. We have the ability to take in at least 30-32 children for free for 3 year olds to 4 year olds. Mr. Wion stated that you still must meet the requirements of the zoning ordinance as a nonconforming use, indicate what you are doing and the plans must be submitted so we know there is a meeting of all requirements. Pastor Barkely clarified that they are not expanding the building, but putting in a classroom trailer. Mr. Wion stated that you will have to meet the requirements for placing a structure, an accessory building, which is technically what this would be, within the confines of the zone ordinance. Those requirements must be met. Pastor Barkely stated that he submitted the plans and was rejected. Pastor Barkley's petition is that they be allowed to increase their facility, employ six more people, be able to at least put 19 more kids. Mr. Wion stated that he will work with Ms. Brubacher and Pastor Barkley on this issue.

Ms. Marcinko reported that the Borough received a communication from Steelton on the Move thanking Mr. Ken Klinepeter for a donation to the first annual Steelton Highspire Candlelight Vigil that was held on September 29<sup>th</sup>. The donation was that the Borough allowed the use of tents for the vigil. Mr. Albert made a motion to place a copy of this letter in Mr. Klinepeter's personnel file, seconded by Ms. House and approved unanimously by all present.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

**Ms. Gellatly - Acceptance of the Non-Uniform Pension Plan Minimum Municipal Obligation (MMO) for the amount of \$143,639** - Ms. Gellatly requested acceptance of the Non-Uniformed Employees' Pension Plan Financial Requirement and Minimum Municipal Obligation for 2015. A motion was made by Mr. Shaver to accept the Non-Uniform Employees' Pension Plan MMO for the amount of \$143,639, seconded by Mr. Albert and approved unanimously by all present.

**Ms. Gellatly - Acceptance of the Police Pension Plan Minimum Municipal Obligation (MMO) for the amount of \$134,461.58** - Ms. Gellatly requested acceptance of the Police Pension Plan MMO for the amount of \$134,461.58. A motion was made by Mr. Albert to approve the Policy Pension Plan MMO for the amount of \$134,461.58, seconded by Ms. Marcinko and approved unanimously by all present.

**Mr. Wion - Resolution establishing special purpose parking for Sherle Seigle on Reading Street** - Mr. Wion stated that an application was made by Sherle Seigle of 409 Reading Street for a special purpose parking zone. The police did a traffic survey, as they are required to do, and determined that such a special purpose parking zone would be acceptable for Ms. Seigle. Resolution 2014-R-14 is the resolution which locates the special purpose parking zone on the north east side of Reading Street for Ms. Seigle for Council's consideration. A motion was made by Ms. Marcinko to approve Resolution 2014-R-14, seconded by Ms. House and approved unanimously by all present.

**Mr. Wion - Ordinance for Police Pension Amendment** - Mr. Wion explained that the Actuary for the Borough, in looking at the Police Pension Plan, advised the Borough that because of recent legislation, the definition of spouse as it appears in these types of pension plans had to be redefined to read that spouse means the person married to the participant at the time of the determination as evidenced by marriage license valid under the laws of the place of issuance. In order to make our Steelton Police Department compliant, an amendment was necessary. To do that we have to adopt Ordinance No. 2014-5, which indicates that the 2014 Compliance Amendment is approved by Council and will amend the police pension plan in that respect. A motion was made by Ms. Marcinko to approve Ordinance No. 2014-5, seconded by Mr. Albert and approved unanimously by all present.

**AUDIENCE PARTICIPATION:**

**Ms. Dolly Bennet, 609 S. Second Street**

Ms. Bennet spoke on behalf of Marion Kirby of 528 Front Street. She is 91 years old. She pays for garbage and recycling. She does not have any garbage and recycling. She asked why she has to pay if she does not have any garbage and recycling. She believes she should receive an exemption. Mr. Wien explained that there is no provision for an exemption in the Ordinance. There are many residents who do not use services in the Borough, but they are part of their tax obligation or obligation as a citizen of the Borough.

**Mr. Markis Millberry, 349 Spruce Street**

Mr. Millberry asked about the new web site that has been on-line for the past two week. He asked what the price of the web site and who designed it. Ms. Gellatly stated that the hourly rate of \$40. He asked what the designers' name is. Ms. Gellatly stated that Mr. Proctor has all the information regarding the web site and designer. Mr. Millberry stated that maybe some students would be able to maintain the web site.

Mr. Millberry stated that he submitted his resume for the Zoning Board. He has not received a reply yet. Ms. Gellatly stated that she had asked Markis to send an e-mail to her. She received his e-mail on Friday and submitted it.

Mr. Millberry asked about the columns that have been knocked down on Front and Locust. Ms. Gellatly advised that we are working with a contractor to replace them.

Mr. Millberry asked about the status of Jenna Mott's application for the Water Operator position. A brief discussion was held.

Mr. Millberry asked how long the residents of Lincoln Street will have to deal with the collapse of the church and all of the dirt that is still there. Ms. Gellatly advised that the work was not completed by the owners. We are determining if the Borough will take over the project.

Mr. Millberry asked about the big apartment complex on Lincoln and Second Streets that is for sale. The weeds are overgrown and the tree out front looks like it will fall down. It is a condemned property; however the owner is responsible to maintain the property. A brief discussion was held.

Mr. Millberry asked if the School Board, the Highspire Borough Council, and the Steelton Borough Council can meet to try to fix the problems we are dealing with, with the School District. This Council has attempted to set up these types of meetings.



**Mr. Emmuel Powell, 321 Lebanon Street**

Mr. Powell asked a few questions about the Swatara Street Wall. He expressed concerns that it was not installed properly.

Mr. Powell asked what is happening with the Adams Street problems. The problems are being addressed.

**Eva Cotta, 415 Reading Street**

Ms. Cotta wanted to follow up on the issue brought up about the trucks coming up Cameron Street. The trucks are still coming up and they get stuck. There are some small signs restricting truck weight limit. Mr. Klinepeter explained that he did look into the issue. Mr. Klinepeter stated that the Council should look at changing the name of the street.

The other issue she has is that her side of the street does not have a street sign. A sign will be installed.

**COUNCIL'S CONCERNS:**

**Ms. House** - glad the Deer Signs are up before the deer actually come out. There is going to be coat drive with Steelton Youth in Action along with the Borough staff. Ms. House thanked Markis for making the flyer.

**Mr. Shaver** - thanked everyone for coming out.

**Mr. Albert** - reported that the Steelton Peewees and Ponies are going to the Super bowl again this year.

**Mr. Wion** - reminded everyone that the revised Chapter of your Code of Ordinances for animals is being advertised tomorrow. Please review to make sure you are aware of all of the changes.

**Mr. Acri** - offered congratulations to the footballs teams and thanked Mr. Albert for all he does for the teams.

**Ms. Marcinko** - commented about the tree at 120 Lincoln Street, It takes a process to do many things. It could be a trespassing issue. Tomorrow is Election Day, please exercise your right to vote.

**Mr. Wright** - thanked everyone for coming out.

**ADJOURNMENT:**

There being no other business before Council, on a motion made by Mr. Albert, seconded by Ms. House, the meeting adjourned at 8:05 pm.

Respectively Submitted:

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Sara Gellatly  
Borough Secretary

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