



**Borough of Steelton  
Council Agenda  
November 17, 2014**

**New Business:**

Mr. Wion

Resolution to self report to the United States Exchange Commission (SEC) through their voluntary settlement program, Municipal Continuing Disclosure Cooperation Initiative

Borough Manager

Approval of the Disclosure Dissemination Agent Agreement with Susquehanna Group Advisors (SGA)

Donna Kreiser – McNees, Wallace & Nurick LLC

Ordinance to (1) refinance the General Obligation Bond Series of 2006 and (2) issuance of the 2014 General Obligation Bond for the Firehouse Improvement Project and the Pine & Harrisburg Street Utility Improvements Project

**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  
Maria Marcinko  
Steve Shaver  
Jeffery Wright

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

Absent:

Denae House  
Brian Proctor  
MaryJo Szada

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

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

**Fire and Ambulance – No report**

**Police** - Mr. Shaver reported that there were several trainings that the police undertook. A motion was made by Mr. Shaver that those training certificates be added to the officers' personnel files, seconded by Ms. Marcinko and approved unanimously by all present.

**Code Enforcement – No report**

**NEDC – No report**

**Mayor's Report** - Mr. Acri reported that December 2nd will be the tree lighting ceremony at 6:30 p.m. in front of the hall.

**Public Works** - Ms. Marcinko stated that the final walkthrough Street Scape II happened this week. The Memorial Bricks are all back in place in front of the trees.

Mr. Klinepeter stated that they have developed and implemented a spill control procedure. We continue to work at bringing the filtration plant up to spec and all four filters are operating as designed and to spec.

**Borough Manager's Report - None**

**PUBLIC COMMENT: AGENDA ITEMS ONLY**

None

**PRESENTATIONS:**

**Matt Cichy, HRG - Engineering Activities October 17, 2014 through November 14, 2014** Mr. Cichy provided an overview of his report.

Project No. 1337.0032 (Engineering Retainer) HRG has 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. 1337.0229 (NDES Phase II MS4 Stormwater Requirements) - HRG will continue to assist the Borough on the follow-up actions from the EPA audit.

Project No. 1337.0430 & 1337.0462 (Blueberry Alley Storm Sewer Replacement & Washington Street Storm Sewer Replacement) - Borough staff completed the test holes on Washington Street on the existing utilities needed for that project. HRG has input that data into the documents to determine the location of the existing utilities and found that the proposed design as HRG revised it, HRG can now avoid a conflict with UGI's existing gas line. Will work with Borough staff to finalize design and bidding for this project.

Project No. 1337.0446 (Pump Station Sewage Grinder Improvement Project) - This project is underway. HRG did meet with the Public Works Department to visit the pump stations and review the scope of work associated with this project. HRG will continue to move forward on design purposes.

Project No. 1337.0456 (Mohn Street Recreational Project) - This project is out for bid on the PennBID Program. Bidders are able to access the bid documents at no cost at [www.PennBID.net](http://www.PennBID.net). Bids are due on December 8, 2014. It is intended that HRG will review the bids at the Council meeting in December.

Project No. 1337.0460 (Street Scape phase 2) - Work on this project is nearing completion. The contractor is working on minor items that remain. It is intended that those items will be completed by the end of this month.

Project No. 1337.0467 (Adams Street Redevelopment Storm Sewer Improvements) - HRG conducted a Preconstruction Conference for this project on October 28, 2014. The contractor intends to start work on this project the week of December 15<sup>th</sup>.

Project No. 1337.0470 (Swatara Street Retaining Wall) - HRG worked with the Borough Manager to order the survey targets that are to be installed on the wall. Once we get a delivery date we will work with Borough staff to coordinate a schedule the actual installation and investigation work.

Project No. 0124.0432 (Harrisburg & Pine Streets Utility Improvements Project) - HRG has been working on the survey efforts, designating the utilities and is moving forward in the design efforts for this project. HRG did meet with PennDOT to review the project status and schedule. PennDOT advised that they have revised their schedule and pushed back the date for submitting final plans and specs from late January until March 2, 2015. Mr. Cichy requested an action item to authorize the execution of all necessary documents relative to incorporation of the Borough's sewer facility improvements into the PennDOT construction contract including the Consultant Request form and the Cost Sharing Request form, resolution, and agreement. A motion was made by Mr. Shaver to approve Resolution 2014-R-16, seconded by Mr. Albert and approved unanimously by all present.

#### **COMMUNICATION:**

The Borough received the 2013 Audited Financial Statements and Management Representation Letter prepared by Zelenkofske Axelrod (ZA).

#### **UNFINISHED BUSINESS:**

**Mr. Wion, Proposed Changes to the Animal Ordinance No. 2014-6** - Mr. Wion stated that the Borough is considering, tonight, Ordinance No. 2014-6, which is an Ordinance that amends the Animal Ordinance Chapter and puts in its' place an entirely new Chapter dealing with animals. It provides the definition for the ordinance, prohibits keeping of specified animals in the Borough, regulates the control of dogs and other animals running at-large, provides for the seizure and disposition of animals, the abandonment, mistreatment, or cruelty to animals, requires the removal of waste, prohibits nuisances in the nature of noise, provides for quarantine of animals in certain situations, prohibits hunting of animals, establishes the liability of the owner, requires the licensing and vaccination of dogs, and establishes violations and penalties for the violation of the Ordinance. A motion was made by Mr. Albert to approve Ordinance no. 2014-6, seconded by Ms. Marcinko and approved unanimously by all present.

**NEW BUSINESS:**

**Mr. Wion - Resolution to self-report to the United States Exchange Commission (SEC) through their voluntary settlement program, Municipal Continuing Disclosure Cooperation Initiative** - Mr. Wion explained that Resolution 2014-R-16 deals with the fact that some of the financial institutions who have been dealing with the bond issues on behalf of the Borough and the Borough issuer, as well as some of the other entities that deal with the bonds have been required to indicate that their statements and past issues have either contained the appropriate information, or to some extent, have not contained the materials which the SEC requires to be in them. The resolution authorizes the Borough to file a self-report in a timely fashion. A motion was made by Mr. Albert to approve Resolution 2014-R-16, seconded by Mr. Shaver and approved unanimously by all present.

**Ms. Gellatly - Approval of the Disclosure Dissemination Agent Agreement with Susquehanna Group Advisors (SGA)** - Ms. Gellatly explained that this Agreement goes along with Resolution 2014-R-16 that was just passed. This Agreement authorizes Susquehanna Group Advisors to take care of uploading the necessary required documents annually, as well as, assisting the Borough catching up with what is currently missing for an annual fee of \$1,500.00. A motion was made by Mr. Albert to approve the Agreement, seconded by Ms. Marcinko and approved unanimously by all present.

**Ms. Donna Kreiser, McNeese, Wallace & Nurick LLC -- Ordinance to (1) refinance the General Obligation Bond Series of 2006 and (2) issuance of the 2014 General Obligation Bond for the Firehouse Improvement Project and the Pine & Harrisburg Street Utility Improvements Project** - Ms. Kreiser reviewed the Ordinance that authorizes the Borough to issue \$8,000,000 in maximum amount of bonds to finance a variety of projects. Those projects include capital projects of the Borough, projects to be undertaken on behalf of the Borough's sewer system, projects to be undertaken in connection with the water system owned by the Borough Authority, and also to undertake the refunding of outstanding 2006 Bonds. SGA has been working with the Borough to define the project and get the project ready to be financed through bonds to be issued by the Borough. This Ordinance authorizes the issuance of the bonds and the Borough's pledge of the full faith credit and taxing power to secure those bonds. It otherwise authorizes the Borough and its consultant, bond counsel and other involved parties to proceed with all other action that is needed in order to issue those bonds and finance the project. A motion was made by Mr. Shaver to approve the Ordinance, seconded by Ms. Marcinko and approved unanimously by all present.

**AUDIENCE PARTICIPATION:**

**Mr. Powell, 321 Lebanon Street**

Mr. Powell expressed concerns about no parking during the Adams Street Redevelopment Stormwater Project.

**COUNCIL'S CONCERNS:**

**Mr. Shaver** - reminded everyone about the Christmas Tree lighting on December 2<sup>nd</sup> at 6:30 p.m. Mr. Shaver thanked staff for all the work they did in regards to the budget. We did not have to raise taxes.

**Mr. Albert** - reported that the Steelton Peewees won the Superbowl this year. Mr. Albert congratulated the team. Mr. Albert wished everyone a Happy Thanksgiving.

**Mr. Acri** - wished everyone a Happy Thanksgiving and congratulated the Steelton Peewees.

**Ms. Marcinko** - thanked the staff for all they did in regards to the budget. Ms. Marcinko stated that long time member of the fire department Mr. Dale Novachak passed away last week.

**Mr. Wright** - thanked the staff for all they did in regards to the budget. Wished everyone a Happy Thanksgiving. Mr. Wright expressed sympathy to Ms. Szada on the passing of her mother.

**ADJOURNMENT:**

There being no other business before Council, on a motion made by Mr. Shaver, seconded by Mr. Albert, the meeting adjourned at 7:07 pm.

Respectively Submitted:

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Sara Gellatly  
Borough Secretary