

**Council Agenda
July 18, 2016 Meeting**

Call Meeting to Order: President Jeffrey Wright

Pledge of Allegiance: President Jeffrey Wright

Moment of Silence: Mayor Thomas F. Acri

Executive Sessions between meetings: None

Approval of minutes from previous meeting: June 20, 2016

Public Comment of Agenda items only:

Approval of schedule of billing, requisitions, and change orders as presented for: June 2016

Approval of Department Reports:

Fire Department and Ambulance (Written Report)

Police Department (Written Report)

NEDC Committee (Oral Report)

Public Works (Written Report)

Codes Department (Written Report)

Mayor's Report (Oral Report)

Borough Manager's Report (Oral Report)

Presentations:

Michael Stewart, Zelenkofske Axelrod

Presentation of 2015 Financial Audit

Justin Mendinsky, HRG, Inc.

Presentation of Monthly Engineers Report

Communication:

Shadowing Title Town Student Athletes

Thank You Letter to Borough

Letter from Christopher Dietz

Dauphin-Lebanon County Boroughs Association Dinner Invitation

PP&L

Notification of Utility Line Replacement Program

ArcelorMittal

PA Air Quality Permit Application Notice

Penn State School of Agriculture

Announcement of Free Tree Program

Department of Environmental Protection

Notification of Changes to NPDES General Permit Conditions

Unfinished Business:

Mr. Wion

Resolution 2016 - ____ Resolution to Support Swatara Township's DEP Grant Application

Mr. Brown

Approval of Co-Applicant Gaming Grant Letter for Steelton Elks Application

Mr. Brown

Approval of Co-Applicant Gaming Grant Letter for Agua Para La Vida, LLC.

Mr. Brown

Approval of Steelton Borough Request Letter to County Commissioners for Support of Municipal Park Gaming Grant Application

Mr. Brown

Approval of Quote and Purchase of New Sewer Truck

New Business:

Mr. Mendinsky

Approval of Change in Scope of Services Related to MS4 Permit Program Through 2018

Mr. Mendinsky

Approval of Payment Application #1 to Lobar Associates for Steelton Firehouse Project (2015-02) in the Amount of \$53,308.07

Mr. Mendinsky

Approval of Payment Application #1 Related to Mid-state Electrical for Steelton Firehouse Project (2015-03) in the Amount of \$704.70

Mr. Mendinsky	Approval of Change Order #1 for Steelton Firehouse Project (2015-02) in the Amount of \$23,105.60
Mr. Mendinsky	Approval of Payment Application #2 to Video Pipe Services, Inc. for Steelton Sanitary Sewer Cleaning and Inspection Project (2016-01) in the Amount of \$10,228.49
Mr. Mendinsky	Approval of Payment Application #2 to Video Pipe Services, Inc. for Steelton Storm Sewer Cleaning and Inspection Project (2016-02) in the Amount of \$10,853.08
Mr. Mendinsky	Approval of Change Order #1 Related to Steelton Sanitary Cleaning and Inspection Project (2016-01) in the Amount of \$67,751.70 and including 60 Day Time Extension
Mr. Mendinsky	Approval of Work Change Directive #1 for Steelton Storm Cleaning and Inspection Project (2016-02)
Mr. Mendinsky	Approval of Change Order #1 R Related to a 60 Day Time Extension for Storm Sewer Cleaning and Inspection Project (2016-02)
Mr. Mendinsky	Authorization #2 Related to Change in RPR Services for Storm and Sanitary Sewer Cleaning and Inspection Project
Mr. Proctor	NEDC Recommendation to Approve Steelton Borough Adopt-a-Block Program

Mr. Brown

Approval of Appointments to
Steelton Community Development
Foundation

Mr. Brown

Resignation/Retirement of Fire Chief
Steve Brubacher

Mr. Brown

Approval of Gene Vance as Fire Chief

Public Comments:

Council Concerns:

Executive Session:

An Executive Session will be held to discuss personnel and legal issues.

Other Business:

Ms. Marcinko

Personnel Committee
Recommendation to Hire Ms. Nancy
Carroll as Full-Time Accounts
Payable Clerk at a Starting Rate of
\$14

Adjournment:

Council Minutes
July 18, 2016 Meeting

Present:

President Jeffrey Wright
Vice President Marie Marcinko
President Pro Tem Brian Proctor
Michael Albert
Keontay Hodge
Kelly Kratzer
Michael Segina

Mayor Thomas Acri
Douglas Brown, Borough Manager
Amrinder Singh, Codes Officer
Brian Handley, Water Distribution Lead
Gene Vance, Assistant Fire Chief

Absent with cause:

David Wion, Solicitor
Anthony Minium, Chief of Police

Call Meeting to Order:

President Jeffrey Wright called the meeting to order at 6:30 p.m.

Pledge of Allegiance:

President Jeffrey Wright led the Council and public in the Pledge of Allegiance.

Moment of Silence:

Mayor Thomas F. Acri led a moment of silence for those who lost their lives in the course of serving this country, whether in the armed forces or police forces.

Executive Sessions between meetings:

Mr. Wright announced that no Executive Session was held between meetings.

Approval of minutes from previous meeting:

The President called for a motion regarding the acceptance of the minutes from the June 20, 2016 meeting. Mr. Albert moved and Mr. Procter seconded that the June 20, 2016 meeting be approved with a revision noted regarding the date of the minutes outlined in the previous meeting. The Council unanimously approved the motion.

Public Comment of Agenda items only:

Mr. Wright opened the floor for public comment on agenda items only. There were no comments from the public.

Approval of schedule of billing, requisitions, and change orders as presented for:

A motion for acceptance of the schedule of billing, requisitions and change orders for June 2016 was made by Mr. Albert and seconded by Mr. Segina. The motion passed unanimously.

Approval of Department Reports:

Fire Department and Ambulance (Written Report)

Police Department (Written Report) While the written police report was submitted, Chief Minium was not present to answer questions because he was on vacation.

NEDC Committee (Oral Report)

Public Works (Written Report) - Councilwoman Marcinko added to the written Public Works Department report. She stated that on July 12, 2016, the tree boxes and trees along Front Street were cleaned, and they are scheduled to be cleaned out every week. Ms. Marcinko stated that after researching responsibility for the tree boxes, she has

learned that it is the Borough Public Works staff's responsibility to maintain the tree boxes. There is a need to re-evaluate the portable toilets being used in the parks. Borough Manager Brown had the portable toilet at Bailey Street Park removed after vandals tipped it over. The portable toilet was removed from Mohn Street

Ms. Marcinko further noted that the Borough will be considering purchasing a new sewer truck and directed Council's attention to the PP&L line replacement work that will be occurring over the next year.

Codes Department (Written Report): Mr. Singh offered no remarks.

Mayor's Report: Mayor Acri reported that the National Night Out is scheduled for August 2, 2016 at 6 pm. Details of the event are being finalized.

Borough Manager's Report: Mr. Brown presented an oral update of current issues and action items taking place in the Borough.

The first item for discussion is having the Council consider the Adopt-a-Block program. The goal is to have the guidelines approved tonight and prepare staff to execute the program.

Mr. Brown stated that, recently, he has:

- Completed and submitted a \$30,000 Tourism Grant for the Skate Park and Community Center Project; filed a CDBG Grant requested in the amount of \$50,000 for Codes which will be phased out over the next few years; completed an application for a \$115,000 CDBG request for street paving; submitted a \$25,000 Tony Hawk Foundation Grant to help fund construction of the Steelton Skate Park; attended a pre-application conference for the Dauphin County Local Share Grant related to a grant application to fund construction of the Steelton Community Center; the Minutes from the Borough are posted on the website for anyone's review; new hard copy newsletter is in draft phase and will go out in August; met with the Harrisburg Downtown Improvement District to discuss some of the models they used for downtown beatification; worked with FEMA to keep apprised of the Winter Storm Jonas reimbursement process.

Mr. Brown then provided an update on the Brownfields Demolition Project. Mr. Brown stated that an asbestos survey recently completed revealed asbestos at 230 North Front Street and 180 North Front Street. The Steelton Economic Development Corporation solicited quotes for the additional asbestos abatement, which is a separate contract from the demolition contract with Environmental Management Specialists, Inc. Mr. Brown stated that once all of the quotes for asbestos abatement are received, the SEDC Board will approve a quote and the project will be able to commence. Mr. Brown stated that Council will then have to pass an ordinance providing the funds to the SEDC to pay for the project, as per a previously passed Borough Ordinance.

Mr. Brown then stated that there is a PennVest meeting this week where they will consider the application for funding for the Chlorine Contact Tank Project at the Water Plant. Mr. Brown is definitely optimistic that the Authority will receive the funding for the Contact Tank Project. Mr. Brown then stated that they are proceeding with a comprehensive system model and he is also working with DEP as they inspect and test the reservoir in addition to 14 additional test sites to maximize the impact on our water distribution system improvement project. Mr. Brown then stated that he has submitted all Penn Prime Loss Control Standards successfully which will save the Borough on Workers Compensation Insurance costs and is applying to the Federal Emergency Management Agency (FEMA) to enter into the Community Rating System, which could result in a 10 percent savings on flood insurance.

Presentations:

Mr. Michael Sampson and Mr. Mike Stewart, from Zelenkofske Axelrod LLC, reviewed the 2015 Audited Financial Statement for the Borough of Steelton's General and Sewer Funds. Of note: the General Fund had an unassigned fund balance of \$ 815,000; \$ 460,000 of which comes from capital projects. Mr. Sampson noted that there were no findings during the audit, meaning the Borough had a clean 2015 audit.

He also noted that there were no disagreements with management. Ms. Hodge moved and Mr. Albert seconded the motion that the 2015 Borough Audit as presented by Zelenkofske Axelrod, LLC be accepted. The motion carried by unanimous vote of Council.

Justin Mendinsky, Herbert, Rowland, and Grubic, Inc. – Monthly Engineer’s Report

Regarding the Harrisburg and Pine Streets Utility Improvement Project, water main and services have been replaced on Harrisburg Street, the majority of the sanitary sewage project has also been completed. Some relocation of some gas facilities by UGI was required as part of the project.

Mr. Mendinsky noted that work is about to commence on the Bessemer/Mulberry Street water line replacement project.

Mr. Mendinsky then reported that a few residents on Pine Street are experiencing drainage problems on their properties as a result of the repaving of Pine Street. The cause of the problem is the resurfacing of the roadway brought the street 2-3 inches higher than it was prior to the resurfacing of the street. This issue is being addressed by PennDot and Pennsy Supply as soon as notified. Some of the work on 702 South Pine Street has already been completed which includes replacement of the sidewalk and installation of a lip at the edge of the property which will drain water away from the house. As Mr. Mendinsky receives information that problems exist, they are being addressed.

The Firehouse Improvement Project is proceeding on schedule. There are some applications for payment that will be presented later in the meeting to Lobar and Associates, the contractor on the job.

Mr. Mendinsky noted that work on the Sanitary and Storm Sewer Cleaning and Inspection Project is ongoing with Video Pipe Services continuing to work along Front Street.

The Trewick Street Pump Station Project is essentially complete and all CDBG-DR funds related to the project should be expended.

Draft design documents for the Midget Baseball Field have been provided to Mr. Wion for review. The goal is to advertise the job for bid the week of July 25th with the expectation of receiving bids in August. Mr. Mendinsky stated that a bid recommendation could be made at the September 6, 2016 meeting.

The Mulberry Alley and Bessemer Street Project design has been completed and is ready to present to the Authority.

Ms. Marcinko had a question about the dead trees from the Street Scape II area. The trees were planted by Rogele, Inc. and almost immediately died. Ms. Marcinko asked if anyone tried to find a way to resolve the issue. Mr. Mendinsky did discuss the issue with PennDot, but the defective product time period has passed and the project has been closed out, giving the Borough little recourse to have the trees replaced. Mr. Brown stated that he talked with one of the owners of Rogele, Inc. that did the work and is hopeful the issue will be remedied through a “good faith” effort.

Mr. Wright asked for clarification on the Mulberry Street Project. Water main improvements are being contemplated in that section of the Borough. Efforts are being made to design a replacement pipe line for the sanitary sewage facilities as well. Hopefully, this work can be incorporated with work being done by the Authority so that the work can be completed under one contract as one project. Mayor Acri inquired about the timing of the bidding process. Mr. Mendinsky stated bids will be solicited for the project and accepted in a couple of months.

Mr. Proctor stated that some time ago, Ms. Marcinko questioned the placement of the lights in the Street Scape II area noting that they are not flush with the streetscape area. Presently, the lights are 4-6 inches away from where they should be located. Mr. Mendinsky stated that he was unaware of that problem and he would seek further information.

Ms. Marcinko raised another issue regarding the dead trees along Front Street. She stated that the issue was brought to the attention of the Rogele, Inc. *before* the project was finished and that Council was told that the problem would be resolved. During the next conversation with the company the Council was told that it was winter and weather prohibited replanting the trees. Ms. Marcinko stated that the response stating that the period for requesting repairs has expired since the issue is an unacceptable excuse because the condition of the trees was brought to the attention of the company before the project

was completed. Mr. Mendinsky stated that he would look into the issue. He was not aware that all these conversations had occurred.

Since other action items outlined in the Engineer's Report are scheduled for discussion later in the meeting, Mr. Albert moved and Mr. Segina seconded the motion that the monthly Engineer's Report be accepted as presented by Mr. Mendinsky. The Council passed the motion unanimously.

Mr. Wright asked Mr. Proctor if he had a report from the NEDC Committee. Mr. Proctor used his time to thank Mr. Brown for his work, stating, "I have not heard a Borough Manager's Report like that in detail since I have been on the Council". He also thanked Mr. Brown for the quality of his work which makes Mr. Proctor's job easy.

Mr. Albert moved and Mr. Segina seconded that all Department Reports be accepted as given. Council unanimously voted to accept the reports.

Communication:

Shadowing Title Town Student Athletes sent a thank you letter to the Borough for its support.

Letter from Christopher Dietz from the Dauphin-Lebanon County Boroughs Association issued a dinner invitation to discuss common Borough issues. President Wright instructed any Council person interested in attending the dinner meeting to contact Mr. Brown.

PP&L sent a courtesy letter to the Borough to reveal plans to replace and/or update power lines in the Borough. The notice included a copy of the letter which will be sent to citizens of the Borough.

ArcelorMittal notified the Borough that they have submitted an application to the Pennsylvania Department of Environmental Protection for a facility-wide air quality Title V Operating Permit which covers all sources of air contamination. The permit will allow Arcelor Mittal to continue operating in the Borough of Steelton. There is a 30 day comment period that will end July 30, 2016.

Penn State School of Agriculture announced their Free Tree Program. The native area trees nursery is made possible by a grant from the National Fish and Wildlife Foundation entitled "Greening the Lower Susquehanna." The seedlings must be planted in the fall of 2016. Application forms must be submitted by July 31, 2016. They may be found at <https://www.surveymonkey.com/2016> tree application. The application forms will also be made available on the Steelton Borough website. Ms. Marcinko requested that Mr. Brown share this information with the Durabond Company, which completed the sewer separation in the East End. President Wright instructed Mr. Proctor, who is the chair of the NEDC, to work with Mr. Brown in getting the application completed and the new trees placed. President Wright also stated that he is supporting Committee Chairs taking responsibility for actions that come within the purview of their committees.

The Department of Environmental Protection notified the Borough that the PAG-13 General Permit and DEP under which the Borough operates will expire March 15, 2018. Changes in the terms and conditions of the coverage will be made at that time. The Borough must submit a Notice of Intent to continue or not continue operating under the permit no later than September 16, 2017. It is necessary to review the changes before determining if the operating conditions continue to be acceptable.

Unfinished Business:

President Wright moved the appointment of new members to the Steelton Community Development Foundation board be moved up on the agenda to accommodate persons who have to leave the meeting. President Wright stated that according to his understanding of the by-laws, in the past, the Council affirmed the persons nominated to serve on the Foundation. Persons were given the opportunity to discuss their concerns prior to the Council making a decision regarding the composition of the Foundation. Mr. Brown stated that one of the goals was to re-energize the Foundation because, as a non-profit organization within the Borough, the Foundation has the ability to raise funds to support Borough and

community projects. Mr. Musser helped develop the Foundation and has experience in how it has operated in the past. Mr. Brown worked with Mr. Musser, Ms. Hodge and Ms. Marcinko to place the names of persons who would enhance to Foundation with their knowledge of the community-at-large and their ability to network with persons who could assist the Foundation reach its goals. The by-laws state that the Foundation can have no less than five or more than nine members. There can also be an Advisory Board to assist the Foundation in its endeavors. The candidates presented to Council for review are: Councilwoman Hodge, who will chair the Foundation, Ms. Natasha Woods, Mr. Mike Musser, Mr. George Conner, Mr. Brown, Mr. Blake Lynch, Mr. Ron Boston, Ms. Margaret Tricarico and Mr. Fred Landis. Mr. Brown provided supporting information for each person as he read the list of persons nominated. Mr. Musser, Ms. Hodge and President Wright each commented in support of the Foundation candidates and the persons named for inclusion on the Foundation. Mr. Musser provided additional information about the Foundation and how it has functioned in the past. One point that he made was that there are no term limits on the positions on the Foundation and they serve at the will of Council so that if there are any issues that arise, they can be dealt with in a timely manner. The by-laws are written by the Foundation and presented to the Council, so it is tied in with a governmental entity. There are safeguards in place which will ensure that the monies raised are used in a legal, ethical manner. Mr. Musser stated that one pitfall Foundation members must be aware of is taking on one project to the point that it becomes unsustainable. It will be important that the Foundation remember its role is to support a number of programs, the programs find ways to sustain themselves so the Foundation's funds are not depleted by one program. He recommends that the emphasis at this time should be to get the Foundation re-established so that the wide variety of projects with which the Borough is involved can get the support they need to bring the projects into fruition. The Advisory Board and Borough Citizens will always have the opportunity to make suggestions to and support the Foundation. Ms. Hodge spoke to support the statement made by Mr. Musser. The Foundation is a Community Development Corporation therefore has different requirements from the 501(c) 3, therefore the project started should be able to secure their own non-profit organization status to help them find funding for their project.

Mr. Proctor moved that the Steelton Community Development Foundation candidates be approved as listed. The motion was seconded by Mr. Albert. Ms. Hodge, and Mr. Proctor abstained. Mr. Wright, Ms. Marcinko, Ms. Kratzer, Mr. Segina voted to pass the motion. The motion passed. By-laws must be revised and presented to Council before a Resolution can be made.

Mr. Wion was unable to attend the meeting as scheduled. Mr. Brown reminded the Council that it had already approved supporting the Swatara Township's DEP Grant Application at a previous meeting. The development and filing of Resolution 2016 -24 supports the agreed upon action. A motion to approve the resolution was moved by Mr. Proctor and seconded by Mr. Albert. The resolution passed unanimously.

Mr. Brown presented formal letters of support as co-applicants for three entities who are applying for Dauphin County Local Share Grants for the 2016-17 funding cycle.

The entities are: the Steelton Elks, Agua Para La Vida and Steelton Community Cats. Since the Borough has a limited number of entities that it can support, it is possible that the Council will need to prioritize this list and select the one most important to the Borough and notify the Gaming Board when they are deciding on funding awards.

The President requested the Vice President handle this motion because he is a member of the Elks and needs to abstain from voting. The same is true of Mr. Proctor, who abstained. Ms. Marcinko abstained from voting because she is involved with the Steelton Community Cats organization. Mr. Segina called for a motion to approve the three requests. Mr. Albert moved that all three letters be approved. His motion was seconded by Ms. Kratzer. The Council cast a unanimous vote.

Mr. Brown presented a letter to the County Commissioners requesting support for a Gaming Grant application submitted by the Borough for a 2016-17 Local Share Grant to fund the construction of a community center. A motion for approval was made by Ms. Marcinko and seconded by Mr. Albert. The motion was passed unanimously by the Council.

Mr. Brown yielded to Mr. Handley from the Water Department who provided a background and requested approval to lease a new sewer truck. Two quotes from COSTARS vendors for a combination flusher and sweeper truck were

obtained. Mr. Handley recommends the approval of the quote provided by US Municipal and Supply.

The truck will be slightly smaller than the current truck so it will be easier to service the smaller streets in the Borough. Their truck has a longer hose (600 ft.) for cleaning out the sewers. Ms. Marcinko noted that funds for the truck were included in the budget. Mr. Handley stated that the initial goal was to purchase the truck, however, that is cost prohibitive, therefore he recommends that the Borough lease with the option to purchase the truck. A lease proposal from F.N.B. Commercial Leasing was presented. The total lease price is \$306,639.00 with annual payments of \$65,434.92 for a five year lease and \$105,805.17 for three year lease. The five year lease was recommended knowing that the purchasing the truck is possible according to fund availability.

Mr. Albert questioned the legality of the bidding process.

It was explained that the quotes were from co-stars vendors, a cooperative bidding and purchasing consortium approved by the Commonwealth of Pennsylvania that allows municipalities to purchase from approved vendors without going through a formal bidding process.

Ms. Marcinko moved and Mr. Proctor seconded the motion to approve the leasing of a the sewer truck from US Municipal for a five-year term totaling \$306,639.00 through FNB Commercial leasing contingent upon satisfactory review and approval by Mr. Wion. The motion was passed unanimously.

New Business:

Mr. Mendinsky requested that the item regarding approval of the additional services related to the MS4 Project be tabled. The discussion was tabled until the August 1, 2016 meeting.

Mr. Mendinsky presented Payment Application #1 to Lobar Associates for Steelton Firehouse Project (2015-02) in the amount of \$53,308.07. Mr. Albert moved Ms. Marcinko seconded the motion that Payment Application #1 submitted by Lobar Associates be approved as requested. The Council cast a unanimous vote in support of the motion.

Mr. Mendinsky presented Payment Application #1 Related to Mid-State Electrical for Steelton Firehouse Project (2015-03) in the amount of \$704.70 for approval of the Council. Ms. Marcinko moved and Ms. Kratzer seconded the motion that Payment Application #1 be approved. The Council cast a unanimous for in support of the motion.

Mr. Mendinsky presented for approval Change Order #1 for Steelton Firehouse Project (2015-02) in the amount of \$23,105.60. Mayor Acri asked about the wall treatment of the back wall. Mr. Brown stated that it had been determined that changes were not required on that wall at this time. Mr. Proctor asked what caused the sink hole and will it occur again after it is corrected at this time? Mr. Mendinsky responded that the sink hole had been there for some time but was more noticeable right now. The problem, as noted by Mr. Segina, is with run off and ground water has been exacerbated by the fire trucks and the current renovation. Efforts are being made to handle the problem before it gets worse. Ms. Hodge asked if there was a warranty on the work. Mr. Mendinsky replied that the standard one year warranty would be in effect. Mr. Segina moved that Change Order #1 for the Steelton Firehouse Project (2015-02) be approved for \$27,645.37. The motion was seconded by Mr. Albert and passed unanimously by the Council.

Mr. Mendinsky presented Payment Application #2 to Video Pipe Services, Inc. for Steelton Sanitary Sewer Cleaning and Inspection Project (2016-01) in the Amount of \$10,228.49 to the Council for approval. This application will cover the thirty day extension. Mr. Albert moved and Ms. Hodge seconded. The motion was unanimously passed by the Council.

Mr. Mendinsky requested approval of Payment Application #2 to Video Pipe Services, Inc. for Steelton Storm Sewer Cleaning and Inspection Project (2016-02) in the amount of \$10,853.08. Ms. Hodge and Mr. Albert seconded the motion that the request be approved. Approval for Payment Application #2 to Video Pipe

Services, Inc. was unanimously passed by the Council.

Mr. Mendinsky requested approval of Change Order #1 Related to Steelton Sanitary Cleaning and Inspection Project (2016-01) in the Amount of \$67,751.70 and including the 60 Day Time Extension. Mr. Albert moved and Ms. Kratzer seconded. The motion carried unanimously.

Mr. Mendinsky submitted to the Council a request for approval of Work Change Directive #1 for Steelton Storm Cleaning and Inspection Project (2016-02) \$ 116,631.00 Mr. Proctor moved and Mr. Albert seconded the motion that the Work Change Directive #1 be approved. The Council voted unanimously in support of the motion.

Mr. Mendinsky sought approval of Change Order #1 R related to a 60 Day Time Extension for Storm Sewer Cleaning and Inspection Project (2016-02) No cost Mr. Proctor moved and Mr. Albert seconded. The motion carried unanimously.

Mr. Mendinsky requested Work Change Directive #2 Related to Change in RPR Services for Storm and Sanitary Sewer Cleaning and Inspection Project \$36,000 be approved by the Council. Ms. Hodges requested clarification. Mr. Mendinsky stated that this authorization covers the number of days still on the contract to cover oversight of the project. Mr. Brown stated we have a certain amount of money required to spend and this is one way to ensure the work is done correctly. Following this explanation, Mr. Albert moved and Mr. Segina seconded the motion to approve Authorization #2. The motion carried unanimously.

Mr. Proctor, Chair of the NEDC Committee provided Council with a recommendation from the Committee to approve the Steelton Borough Adopt-a-Block Program. This project has been used in some form by several municipalities. The object of the program is the get community persons invested in caring for the Borough and keeping it clean. The information regarding the project will be posted on the Borough website.

Mr. Brown explained the Adopt-a-Block Guidelines and noted that it is based on the guidelines created by Lancaster City.

Ms. Marcinko moved, Mr. Albert seconded and the Council unanimously approved the recommendation from the NEDC Committee.

Mr. Brown announced that he received a letter resignation/retirement from Fire Chief Steve Brubacher. Ms. Marcinko moved and Mr. Albert seconded the motion to accept Mr. Brubacher's request. The Council voted unanimously in support of the motion. Mayor Acri stated that Mr. Brubacher has been a loyal Borough employee for 25 years and should be honored as such upon his retirement. The Mayor will accept responsibility for ensuring that he is properly recognized, working in conjunction with Mr. Brown.

As Chair of and on behalf of the Fire, Ambulance, EMA Committee, Mayor Acri recommended that Mr. Gene Vance be promotion to the Fire Chief position at this time. The Committee further recommends that the Assistant Chief position remain vacant. Mr. Proctor moved and Mr. Albert seconded the motion to appoint Mr. Gene Vance Fire Chief of Steelton Borough. The Council made a unanimous vote in support of the motion. Approval of Gene Vance as Fire Chief.

Public Comments:

Mr. Page Williams, 320 Big Spring Rd. stepped forward to discuss the Carnival that will be held at the Steelton-Highspire School grounds July 27-30, 5:30 – 9:30 pm. He wanted to assure the Council that he planned to have a safe affair by having the presence of local policemen and two security guards. The Steelton Police Department has offered support of the program. Local vendors will be on site. The first 25 person that come during the first hour of the day will receive free hot dogs and water. Mr. Williams also requested monetary and other donations. It was determined that the Borough could not make donations as an entity, however, individual Council persons could donate. Checks could be made out to the Masonic Hall Association. Donations could also be made through PayPal.me/mhassoc

Cheryl Powell, 321 Lebanon St. Expressed concern about the properties of Front Street beginning at the Pharmacy moving north to the alley. One building has a broken window held in place by tape. Mr. Singh responded to this inquiry. This building is under review. It is reported that the owner lives in upper state N.Y. A citation has been issued and the case will be brought to Court. Some of the property owners in the area have and are making improvements.

Markis Millberry, 349 Spruce, Apt. A asked for clarification regarding Council's agreement to pay HRC to oversee subcontractors. Mr. Brown explained that HRC provided a resident overseer to ensure things paid for are actually being done. That person responds to resident complaints and ensure that job specifications are met. Mr. Millberry thanked the Police Department, Mr. Brown and the Council for their support of the United Soccer Camp.

Council Concerns:

Mr. Albert thanked the persons responsible for the soccer camp. He thinks it is a good program.

Ms. Hodge yielded to Mr. Musser. Mr. Musser presented information about the Dauphin County Library Program using Mobile Library Stations as an alternative to using physical buildings, particularly in small towns. One is being placed in Halifax. The station is available 24 hours a day, has access to 300,000 books, and is a hotspot so that persons can use Wi-Fi to download e-books. At this time, the library is absorbing the cost of the station which is something like an ATM machine. Ms. Hodge thanked Mr. Musser for participating in the meeting and being a part of the Foundation.

Ms. Kratzer congratulated Mr. Vance on his new position as Fire Chief.

Mr. Albert also expressed congratulations to newly appointed Chief Vance.

Mr. Segina Congratulated Chief Vance. The Zoning Board meets July 21, 2016.

Mr. Proctor thanked everyone for coming out to the meeting. He also recognized the employment of Police Officer Smith.

Ms. Marcinko mentioned that Mr. Brown should consider a way to decrease the use of paper. She congratulated Mr. Millberry for his work with the Soccer Camp and Chief Vance on his promotion. She also stated that she will not be at the August 1, 2016 meeting.

President Wright congratulated Chief Vance on his new position. He thanked the citizens for coming to the meeting. The President also acknowledged the presence of Mr. Emmuel Powell.

Executive Session:

An Executive Session will be held to discuss personnel and legal issues. 8:08p.m.

Council resumed the open meeting at 8:10p.m.

Other Business:

Ms. Marcinko presented the report from the Personnel Committee recommending Steelton Borough hire Ms. Nancy Carroll as full-time Accounts Payable Clerk with a starting salary of \$14.00.

Adjournment: The President called for a motion to adjourn the meeting. At 8:18p.m. Mr. Albert moved and Ms. Hodge seconded the meeting be adjourned. The motion passed unanimously.

Respectfully Submitted,



Secretary