

**Steelton Borough Council Meeting Agenda  
May 15, 2017**

**Call Meeting to Order:** President Jeffrey Wright

**Pledge of Allegiance:** President Jeffrey Wright

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

**Executive Sessions held between Meetings:**

**Approval of Minutes from previous meeting:** May 8<sup>th</sup> Special Meeting

**Public Comment on Agenda Items only:**

**Approval of schedule of billing, requisitions, and change orders as presented for:** April 2017

**Approval of Department Reports:**

- Fire Department and Ambulance (Written Report)
- Police Department (Written Report)
- NEDC Committee (Written Report)
- Public Works (Written Report)
- Codes Department (Written Report)
- Mayor's Report (Oral Report)
- Borough Manager's Report (Oral Report)

**Presentations:**

Mr. Mendinsky

Monthly Engineer's Report

**Communication:**

Earl Coleman IV

Letter of Commendation – Officer Dennis Basonic

Mr. Brown

Minutes of NEDC & Public Works Committee Meetings

Dauphin-Lebanon County Borough Association

January 31, 2017 Meeting Minutes

Dauphin County Office of Tax Assessment

Changes in assessments for 310 Lincoln Street increase for construction; 28 S. 3<sup>rd</sup> St. decrease because of demolition

Donald D. Brown, BNY Melon Investment Management  
Douglas Brown

Quarterly Investment Report  
Letter to Dauphin County Development of Community & Economic Development

Requesting Approval in Change of Scope for Washington Street Sanitary and Storm Sewer Repair Project

Commendation to Police Department

Notice of Violation of Solid Waste Management Regulations– 400 Adams Street

Construction Schedules for Tot Lot Project & Fire House Phase II

Ms. Asknan Kharko & Mr. Will Williams Regarding Sewer Relief

Letter about 2018 Permit Requirements

Request for information regarding Community Flood Vulnerability for Repetitive Loss Homeowners

Request for Participation Brownfields Program

Information Regarding Service Line Warranty Program

Consideration of Ordinance 2017-3 Amending the Code of The Borough of Steelton, Ch. 102 Taxation, to Add a New Article IX, Exemption From Taxes on New Improvements

Approval of Sales and Use Agreements between Steelton Borough and Steelton Economic Development Corporation for Purposes of the Renaissance Row of Front Street Project

Kathleen Nenninger Insurance Claim

NEDC Recommendations

- Naming of Skate Park
- Approval of Board/Commission Candidate Application Form

Jeffrey Blystone, PA Commission on Crime & Delinquency

PA Bureau of Environmental Protection

HRG, Inc.

Douglas Brown

PA Department of Environmental Protection

Dauphin County Office of CED

Dauphin County Redevelopment Authority

National League of Cities

**Unfinished Business:**

Mr. Wion

Mr. Brown

Mr. Brown

**New Business:**

Mr. Proctor

Mr. Brown

Adoption of Resolution 2017-R-\_\_ Setting the Rules & Guidelines for the Steelton Skate Park

Mr. Brown

Authorization to Develop Adopt-a-Park Program

Mr. Brown

Discussion of Increasing Hughes Lawncare Price from \$500 to \$650 based on Additional Properties Not on List

Mr. Brown

Discussion of Summer ResCare Employment Program for a Borough Clean Team Crew

Mr. Brown

Request to Approve Quote for Q Jones to Fix Concrete Wall at Midget Baseball Field in the Amount of \$800

**Public Concerns:**

**Council Comments:**

**Executive Meeting:**

To discuss pending litigation.

**Adjournment:**

# Steelton Council Meeting Minutes

## May 15, 2017

### **Present:**

Jeffrey Wright, President  
Maria Marcinko, Vice President  
Brian Proctor, President Pro-Tem  
Michael Albert  
Keontay Hodge  
Kelly Kratzer (via telephone)  
Michael Segina

Thomas Acri, Mayor  
Dave Wion, Solicitor  
Justin Mendinsky, Engineer  
Douglas Brown, Borough Manager  
Bruce Hulshizer, Engineer  
Anthony Minium, Police Chief  
Amrinder Singh, Codes Officer  
Thommie Leggett-Robinson, Exec. Asst.

**Absent with cause:** Eugene Vance, Fire Chief

### **Call Meeting to Order:**

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

### **Pledge of Allegiance:**

The Pledge of Allegiance was led by President Jeffrey Wright

### **Moment of Silence:**

Mayor Acri led the body in a moment of silence in respect of all mothers, those who lost their lives in the service of their country and other loved ones.

### **Executive Sessions between meetings:**

There was no Executive Meeting between meetings.

### **Approval of minutes from the May 8, 2017 Public Meeting and Special Council Meeting:**

Mr. Wion indicated that the following changes should be made to the Special Council Meeting Minutes under Special Order of Business. Beginning at line seven: The initial Ordinance was written including the entire Borough as eligible for the ten year 100% abatement. However, the Ordinance was revised and advertised to include two distinctive areas and abatement requirements agreed to by the School District that is, a Town-Center District and Adams Street Addition with a ten year exemption with 100% of the value exempt and a Non Town-Center District which will be the rest of the Borough. In order for the program to be implemented, the School District and Dauphin County must file resolutions similar to the ordinance filed by the Borough. The provision for the tax exemption schedule regarding the Non Town-Center District was included in the ordinance. Ms. Hodge requested clarification of the action the Council should take since the ordinance has to be revised as advertised. In response to the ensuing discussion, Mr. Proctor moved that Ordinance 2017-3 to change the exemption schedule for Non-Town Center District be changed to read 100% for the first five years and exemption decreasing by 20% per year so that the schedule will be is 80% exemption in year six, 60% exemption in year seven, 40% exemption in year eight, 20% exemption in year nine and 0% exemption in year ten. There were no corrections to the rest of the minutes. Mr. Proctor moved and Mr. Albert seconded the motion that the minutes be approved with the corrections noted by Solicitor Wion. The motion passed by a unanimous vote of Council.

**Public Comment of Agenda items only:**

There was no comment from the public on agenda items.

**Approval of schedule of billing requisitions, and change orders as presented for: April 2017**

Council reviewed the schedule of billing requisition, and change orders for April 2017. Mr. Albert moved and Mr. Segina seconded a motion to accept the schedule as presented. The motion carried by a unanimous vote of the Council.

**Approval of Department Reports:**

Fire Department and Ambulance (Written Report)

**Police Department:** (Written Report)

Chief Minium added the following to his written report:

The Police Department received a request from Candice Smith to hold a Block Party. Chief reported that the only problem with the request is that Ms. Smith's driveway will be blocked but this is acceptable to Ms. Smith. Mr. Albert moved and Mr. Proctor seconded the motion to approve Ms. Smith's request to hold a Block Party on Bailey Street between Lincoln and Ridge Streets July 8, 2017 between noon and 9:00 p.m. The motion was approved by a unanimous vote of Council.

Chief reported that there were a couple of pursuits during the past weekend, some from traffic enforcement and some were targeted. Those that were targeted were in response to drug complaints which caused the Department to look at certain individuals and activities. As a result, two arrest were made although additional persons are still at large, stolen guns were retrieved and a large amount of drugs were confiscated. The three cases are still open investigations. Because the information was reported on Crime Watch, the media is interested. Mayor Acri gave Chief Minium permission to participate, May 16, 2017, in an interview with Ms. Johnson to develop a press release.

North Harrisburg Street is experiencing a lot of neighbor disputes. The Department conducted foot action earlier today with Officers knocking on each door and talking with the residents. They are organizing a Neighborhood Block Meeting which, hopefully, will result in increased dialogue between the neighbors and resolution to the problems. By taking these two steps first, the Department is hoping to avoid moving to Neighborhood Dispute because of the large number of individuals involved.

Chief Minium reported that he and Officer Bret Palmer completed the training necessary to meet the National Crime Information Center's requirements. The Department is no longer on probation. He has been notified that out of 35 the departments in the area, this Department has been selected for an inspection by the FBI. He believes the records are in good order and there should be no problem with the inspection.

Finally, Chief Minium is aware of the issues going on after school. The Swatara Police Chief reached out to him and they have scheduled a meeting to develop a joint plan for dealing getting more involved with the school.

Mr. Proctor noted that Officer Webster has not had an official swearing in ceremony. He requested that the ceremony be held at the next Council meeting. Mr. Albert stated that he feels that Chief Minium is the best Police Chief that the Borough has ever had. He noted it is obvious that he is concerned about and cares for the youth in the Borough. Chief Minium thanked him for his remarks and stated that he and his family feel that they are a part of Steelton because of their involvement in Steelton activities.

**Public Works** (Written Report)

Ms. Marcinko brought the regular meetings of the Public Works Committee to Council's attention. She also noted that the Committee minutes were included in the Council packet.

**Codes Department** (Written Report)

Codes Officer Singh highlighted items in his written report. He stated that during the month of April 2017

- 15 work permits were issued
- 1 stop work order was issued
- 8 citations were issued
- 17 court hearings were attended
- 159 rental inspections were conducted which resulted in 691 codes violations being recorded.
- 30 rental certificates were issued.
- 129 properties were visited for quality of life inspections which resulted in the issuance of 89 warning and 21 quick tickets
- 7 notices of violations were issued with 48 violations recorded

**Mayor's Report:** (Oral Report) - No Report

**Borough Manager's Report:** (Oral Report)

Mr. Brown gave the Borough Manager's report. He reported that the General Fund was doing well with a beginning balance of \$ 1,279,130.19 and ending balance of \$2,041,087.37. The May 9, 2017 Skate Park Groundbreaking went really well. He stated that a diverse group of people attended the event which indicated a wide range of support from the community. Residents should be receiving the newsletter, which has been mailed out. The Adams Street Townhouse Project request for variances are scheduled for presentation before the Zoning Hearing Board later this week. The single audit over federal dollars spend in 2016 is being conducted. There is movement toward the assessment of the properties on North Front Street which will be discussed later in the meeting. The Rogele Company has replaced nine trees. Flower pots have been placed on the street and the Public Works Department has begun refreshing lines. Mr. Brown and Mr. Mendinsky attended a meeting with the United States Department of Agriculture (USDA) and discussed grants that may be available to finance other necessary storm water projects.

Mr. Proctor requested an update on progress being made with transferring the property at 24-26 Adams Street. Mr. Brown reported that there is a deed restriction on the property which is being discussed with the Redevelopment at this time.

**NEDC Committee** (Written Report)

Mr. Albert moved that the Department reports be accepted as presented. Ms. Hodge seconded the motion which passed by a unanimous vote of the Council.

**Presentations:**

Mr. Justin Medinsky of Herbert, Rowland & Grubic, Inc., presented the Engineer's Report prepared for the April 2017 meeting which was cancelled and included available updates.

- ✓ ***Phase II of the Fire House Improvement Project*** is in process.

- The new fan has been installed; work has begun to prepare the wall for new tile; they are preparing the necessary areas for the installation of new bay doors, conduit for the new fence and installation of new ballads around the gas facility.
- Mr. Mendinsky assured Council that the contractors understand that they cannot interfere with the Primary Election Day activities conducted at the Fire House.
- The contractor was able to find a canopy structure that reduced the cost of a new canopy by \$2,787.80.
- The previous contractor, Lobar, repaired the damaged carpet and replaced the drain cover for the exterior drain in the stairwell with the larger drain cover required by the contract.
- ✓ ***Storm and Sanitary Sewer Inspection and Cleaning Project*** – HRG has submitted a “Closeout Binder” to Dauphin County. The Binder included pertinent items from the Sanitary Sewer component of the project as well as HRG’s Final Recommendations Report. The Storm Sewer Project information has not been submitted pending the use of Community Development Block Grant (CDBG) for the Washington Street Project Sewer Rehabilitation. He and Mr. Brown met with USDA personnel to discuss the possibility of other grants that may be available for use to fund additional projects identified in the HRG report.
- ✓ ***Midget Baseball Field CDBG Project*** – On April 28, 2017 HRG and the contractor did a walk through examination of the project. He pointed out items that needed to be completed in order to fulfill contract requirements. The condition of the playing field is a large item that needs additional work. A letter has been sent to the contractor detailing the additional work that needs to be completed. A notice has also been sent to their surety company to inform them about the situation.
- ✓ ***Mulberry Alley and Bessemer street Infrastructure Improvements Project*** – essentially the project has been completed. The contractor was on-site today working to correct the ramp so that it meets requirements of the contract and American with Disabilities Act (ADA) requirements. The contract will be closed by the Borough Authority as soon as the work is totally completed.
- ✓ ***2016 Sewer Rate Study*** – Mr. Mendinsky and Mr. Brown have been met to review preliminary recommendations for modifications to various rate structure alternatives.
- ✓ ***Storm Management Program (MS4 Program)*** – The Permit Year ended March 9, 2017. HRG is preparing the Annual Report which is due June 9, 2017. They requested that the Borough submit information needed to complete the report on March 23, 2017.
- ✓ ***Adams Street Townhomes and Final Subdivision Land Development Plan*** – The Feasibility Study has been completed. Preparation is being made to present information to the Planning Commission and Zoning Board.
- ✓ ***Mohn Street Tot Lot Project*** – Shop drawings have been reviewed and approved for the new playground equipment. The contractor reported that delays are due to the unavailability of equipment, which they hope to receive and begin construction by the first of June. He and Mr. Brown have worked to ensure that, despite the delay, the funds remain in place for completion of the project.
- ✓ ***Skate Park Project*** – The Notice of Intent to Award letter has been sent to the low bidder, Armet Concrete, Inc. Signed Agreements and Performance and Payment Bonds have been received and submitted to Solicitor Wion for review. Upon his review, Mr. Wion suggested additional information from the contractor’s surety prior to issuing the Notice of Award/Notice to Proceed. As Mr. Brown reported, Groundbreaking Ceremony was well attended and work on the project will begin soon.
- ✓ ***Washington Street Sewer Rehabilitation*** – Applications have been filed for Highway Occupancy Permit from PennDot and with the Pennsylvania Department of Environmental Protection for General Permit PG-11. Things are almost in order to place the contract for bid. All things should be in place so the bidding can be opened June 21, 2017. Mr. Mendinsky requested approval to advertise the project for bid. Mr. Brown stated that this project has monies from three funding sources - Community

Development Block Grant for \$71,000, Local Share Grant for \$79,000 and \$100,000 from Community Development Block Grant - Disaster Relief.

President Wright called for a motion to approve the Engineer's Report, including the request to advertise for bids on the Washington Street Sewer Rehabilitation Project. Ms. Marcinko moved and Mr. Albert seconded the motion to approve all components of the Engineer's Report. The motion was approved by a unanimous vote of Council.

Mr. Segina acknowledged that HRG and the Contractor met April 28, 2017, then inquired about the original substantial completion date for the project's completion. Mr. Medinsky stated that the original date for completion of the Midget Baseball Field Project was March 1, 2017. HRG did set a subsequent date for substantial completion which was March 29, 2017. Both Mr. Segina and Mr. Medinsky remarked that the contractor has missed both dates for completion. Mr. Medinsky stated that this specific information was included in the notice sent to the surety Company.

**Communications:**

Mr. Earl Coleman, IV of Middletown, PA wrote a letter commending Patrol Officer Dennis Basonic for his interaction with his family during a difficult time for the Coleman family. President Wright instructed Chief Minium place the letter in Officer Basonic's in personnel file.

Mr. Douglas Brown submitted the minutes of the March 27, 2017 Public Works Committee Meeting and the March 28, 2017 NEDC Meeting for review by the Council.

The Council received a copy of the minutes from the January 31, 2017 Dauphin-Lebanon County Borough Association.

The Dauphin County Office of Tax Assessment informed the Council of changes in the assessments on two properties in the Borough. The assessment for 310 Lincoln Street was increased due to construction changes made on the property. The assessment for 28 South Third Street was decreased because the building on that property was demolished.

Mr. Donald D. Brown from BNY Mellon Investment Management Company submitted a Quarterly Investment Report.

Mr. Douglas Brown wrote a letter to the Dauphin County Department of Community and Economic Development notifying them of a changes in the Project Statement of Work for the Washington Street Sanitary and Storm Sewer Repair Project. The changes are necessary because of the partial funding of the project. Due to funding limits, the Blueberry Alley Storm Sewer repairs are deleted from the project; the Washington Street Storm Sewer repairs from Second Street to St. Mary's Drive have been removed from the project; and the Storm pipe at Washington across Front Street to the canal will be replaced as part of the project (this is the downstream pipe of the project and was recently found to be in need of replacement).

Mr. Jeffrey Blystone of the Pennsylvania Commission on Crime and Delinquency wrote a letter of commendation regarding the Police Steelton Police Department. Out of 575 Police Departments, the Steelton Police Department is one of 272 Departments that file the Victims Compensation Assistance Program Report within 15 days or less as requested. Their compliance with this request helps families receive much needed financial assistance in a timely and accurate manner. President Wright instructed Chief Minium to place a copy of the letter in his personnel file.

The Pennsylvania Bureau of Environmental Protection sent a copy of a General Inspection Report stating that on April 7, 2017 an unannounced inspection was made at the BWB, Inc., a demolition company located at 400 Adams Street. The company was found out of compliance with five municipal waste rules and regulations. The company was given time frames for compliance with the violations.

Herbert, Rowland & Grubic, Inc., the Borough's engineering firm provided the Council with the proposed construction schedule for the completion of Fire House Project - Phase II and the Tot Lot Project.

Mr. Douglas Brown shared a letter written by the Steelton Borough Water Authority to Ms. Asknan Kharko and Mr. Will Williams regarding their request for relief from sewer bill for Fenton Loft Apartments. Section 3.20 of the Rates, Rules and Regulations (RRR) of the Authority requires that all meters of four inches or above be tested semi-annually by an independent contractor approved by the Authority and a report of the testing be provided to the Authority. The Felton Loft Apartments failed to have the required inspection completed. This failure resulted in an inaccurate meter reading. Therefore the Authority has agreed to provide a onetime credit of \$467.17 to the account. Compliance with the Authority RRR including the immediate installation of a new four inch meter by a contractor approved by the Authority, and filing semi-annual reports is required. President Wright requested a letter from the Council be sent to the property owners approving the action of the Authority. Mr. Albert moved and Ms. Kratzer seconded the motion. Mr. Segina stated his understanding of the Authority's action. Mr. Brown clarified that the Authority agreed to 3% credit of the bill and the removal of penalties and interest related to the outstanding balance on the account from January, 2017, which will be the last two billings. The water portion amounts to \$ 2,799.89 and the sewer portion amounts to \$ 3,987.12. Mr. Segina stated that the relief was contingent upon the fact that they pay the bill in full, a statement that was confirmed by Mr. Brown. President Wright requested clarification on the action being requested from the Council. Mr. Brown responded positively when President Wright asked if the Council was being asked to approve 3% reduction. With that information, President Wright requested a motion covering the new information. Mr. Albert moved and Ms. Marcinko seconded the motion. The motion was passed by Council with two persons, Mr. Proctor and Ms. Hodge casting dissenting votes.

The Pennsylvania Department of Environmental Protection wrote the Borough regarding the 2018 Permit Requirements.

Dauphin County Redevelopment Authority sent a copy of a letter being sent to residents stating that Steelton has been identified as an area that experiences Repetitive Loss due to flooding. The Authority is requesting property owners share information regarding flood hazard. Questions include how flooding affects your property and any ideas about how to prevent future flooding of your property. Responses should be sent to Mr. Doug Brown, the Flood Plain Administrator for this area.

The Borough received correspondence from the Dauphin County Redevelopment Authority introducing a New Transformation Initiative involving the Brownfield Program. Mr. Brown has been invited to participate on the Transformation Initiative Advisory Team. At President Wright's request, Mr. Brown elaborated on the project. Mr. Brown stated that this is a notification sent from Dauphin County regarding the Brownfield Project. The Borough is already using a part of the funds to complete the Phase I assessment of the area designated for the Renaissance Project. The funds come from the large EPA grant received by the County that can be used by communities assess properties what are developable.

The National League of Cities wrote the Borough to introduce a Service Line Warranty Program. The program offers homeowners protection for in-home water supply lines and in-home sewer lines and all drain lines

connected to the main sewer stack that are broken or leaking inside the home after the point of entry. The administrator of the program is Utility Service Partners.

#### **Unfinished Business:**

Mr. Wion reintroduced Ordinance 2017-3. He reminded Council that on May 8, 2017 a Public Hearing was held to establish boundaries of the Districts for which there would be exemptions from taxes on new improvements and new construction. After an extensive review of the Ordinance by Council it was determined that, as advertised, the Ordinance would have to be amended, particularly in regard to the exemptions in the Non-Town Center District. Mr. Wion noted that the amendments to the minutes that was made earlier in the meeting were designed to clarify this issue. Permission to re-advertise the Ordinance was approved at the Special Meeting and the Ordinance was re-advertised. Mr. Wion presented the corrected Ordinance for approval of the Council. Mr. Proctor moved that Ordinance 2017-3 be approved as presented. Ms. Hodge seconded the motion, which was approved by a unanimous vote by the Council.

Mr. Brown brought a detailed 2017-R-12 Approval of Sales and Use Agreements between Steelton Borough and the Steelton Economic Development Corporation for purposes of the Renaissance Row of the Front Street Improvement Project back to Council. The Resolution has already been approved, however the specifics of the Sales and Use Agreement have been added. Mr. Wion also added information concerning the assumption of leases. With this action comes the transference of the three different properties (Temescal, Gonzales and Temescal Wellness). Mr. Proctor moved and Ms. Hodge seconded approval of the revisions. The motion passed by a unanimous vote of Council.

Mr. Brown presented information regarding an insurance claim made by Kathleen Nenninger, whose property is located at 25 South Third Street. The Authority met and reviewed the request for relief from Ms. Nenninger's sewer bill. Ms. Nenninger had a leak underneath her home which increased her water usage. The insurance company, photographs and a review of the area by Mr. Handley support the assertion that the water did not enter the sanitary sewer system. The Authority would like to provide relief on the sewage bill in the form of the cost of an average sewage bill, provided the cost of treatment is covered. Mr. Proctor moved and Mr. Albert seconded the motion, which was passed by a unanimous vote of Council.

#### **New Business:**

Mr. Proctor deferred to Mr. Segina presented recommendations from the Neighborhood Economic Development Committee. The NEDC recommends the name, Steelton Skate Park be adopted as the name of the skate park. Ms. Hodge asked if other names had been considered. Mr. Segina stated that other names had been considered but Steelton Skate Park is the name selected by the Committee. Mr. Proctor moved that the Skate Park be named Steelton Skate Park. Ms. Marcinko seconded the motion, which was passed by a unanimous vote of Council.

Mr. Brown request Council's approval of a Resolution that would set the Rules and Regulations for the Steelton Skate Park. The Skate Park Committee and Mr. Brown consulted with other municipalities that operate Skate Parks and recommended the common sense rules. Mr. Brown shared the rules:

1. Skate at your own risk.
2. You are responsible for ensuring the area is safe before you skate.
3. Use protective equipment such as helmets, knee pads, elbow pads, etc. and proper shoes.
4. Motorized vehicles are prohibited.
5. The skate park is open from 8am to 8pm. No loitering in or around the skate park.
6. All food, drink, glass containers, and gum are prohibited in the skate park. Food and drink may be consumed outside the skate park area and trash discarded in appropriate receptacles.

7. Alcohol, tobacco products, weapons of any kind and illegal substances are prohibited.
8. Placement of portable obstacles are prohibited in the skate park.
9. Competitive or demonstration events are not allowed without prior approval of the Borough of Steelton.
10. Profanity, or loud boisterous behavior is prohibited.
11. Graffiti, tagging, littering, stickers, or other items are not allowed in the skate park.
12. Reckless behavior will not be tolerated.
13. Please use restroom facilities as provided.
14. Animals are not permitted in the skate park.
15. The Borough of Steelton reserves the right to close the skate park for any circumstances deemed necessary. Any infractions of these rules and regulations may result in prosecution and expulsion from the skate park.
16. The Borough of Steelton is not responsible for lost, stolen, or damaged items while using the skate park.
17. For emergencies call 911.

#### **Safety Rules**

1. Due to safety concerns, spectators who are not skating may not enter the park while activity is in progress. Spectators must remain outside the skate park area.
2. Abide by the flow in open areas. Only one person on the bowl at a time.
3. Only one person per skateboard.

#### **Youth Regulations**

1. Persons under age 12 must be accompanied by a parent or guardian.

#### **Equipment**

1. Skate and bike equipment must be in good repair.
2. Bikes and Scooters
  - a. Handlebars – must have end caps or grips that cover the end of the bars.
  - b. Pedals – must be aluminum or plastic.
  - c. Pegs – pegs may be used as long as they are either plastic or aluminum with capped ends. Pegs with holes, grip tape, grooves, or any other type of surface other than smooth aluminum with capped ends or plastic may not be used.
  - d. Attachments – bikes with toe clips, training wheels, baskets, or other types of carrying compartments will not be allowed.

Ms. Marcinko asked who would ensure all the rules are followed. Mr. Brown stated that the Borough would not have an employee assigned to the park, however, he and Chief Minium have discussed strategies for handling issues that might arise. Ms. Kratzer inquired about rules regarding hover boards. She was informed that the rules included the prohibition of motorized vehicles in the skate park.

Mr. Proctor moved the Resolution 2017-R-19 Setting the Rules and Guidelines for the Steelton Skate Park be approved. Mr. Albert seconded the motion, which passed by a unanimous vote of Council.

Mr. Proctor requested Mr. Segina address the symbol for the Steelton Skate Park. Ms. Jennifer Morison, a teacher in Steelton Elementary School, had her children draw their ideas for a logo. After review of the submissions, it was determined that a combination of three ideas, including the Steelton Borough logo, should be designed.

Chief Minium requested that the Council approve the appointment of Mr. Steven Mull to fill the vacancy on the Civil Service Commission. President Wright deferred the request pending recommendation of the appropriate Committee

Mr. Brown requested authorization to develop an Adopt-a-Park Project. President Wright deferred this request pending a recommendation from the NEDC Committee.

President Wright reiterated that no recommendation or request for approval will be considered unless it is presented by the Council Committee responsible for that particular request.

Mr. Brown presented the Hughes Lawn Care request to increase to change the monthly cost of caring for specified Borough properties from \$500.00 to \$650.00. Mr. Brown explained that some properties, including Municipal Park, were not included on the original list of properties to be services. In addition, the Department of Public Works requested additional properties be added to the list of properties already approved for service by Hughes Lawn Care. He stated that the increase in the number of properties requires an increase in the monetary compensation. President Wright noted that even with the increase in cost, Hughes Lawn Care fees were lower than the other bids for care of the original list of properties. Ms. Kratzer questioned the number of properties originally included on the properties list. Mr. Brown stated that the original list included about 20 properties. Ms. Hodge asked a question regarding cost to which Ms. Marcinko responded that the service cost for 2016 was \$900 and that was the amount budgeted for this year. Mr. Albert moved and Ms. Kratzer seconded the motion that Hughes Lawn Care's contract be increased from \$500.00 for the season to \$650. The motion carried by a unanimous vote of Council.

Mr. Brown presented the possibility of the Borough's participation in the Summer ResCare Employment Program. President Wright deferred the request pending the review and a recommendation of approval by the NEDC Committee.

Mr. Brown presented a request to approve the quote from Q. Jones, Inc. to repair the concrete wall at the Midget Baseball Field. Q. Jones, Inc. submitted a bid for \$800.00. Mr. Brown explained that there were at least two items on the field that required concrete work, and paint including putting a cap of the third base wall. Mr. Proctor moved and Ms. Kratzer seconded the motion, which was unanimously passed by the Council.

Mr. Segina requested approval of the Application Form submitted by the NEDC for Board/Committee Member appointments. Ms. Hodge had questions regarding the use of the form. Mr. Segina explained that the form would be used by anyone who is interested in obtaining a Board or Committee appointment. Ms. Marcinko moved and Albert seconded the motion that the Application Form be approved. The motion was passed by a unanimous vote of the Council.

#### **Public Concerns:**

Ms. Cheryl Powell, 321 Lebanon Street asked if yellow curbing lines throughout the Borough will be refreshed. Ms. Marcinko responded affirmatively. She asked if the Steelton Skate Park is at the same area where the proposed Community Center will be located. Mr. Proctor stated that the proposal is that the entire area become a multigenerational area. He stated that they would like to purchase some additional lots to create a 50 foot field that could be used for walking, soccer, and other community functions. Mr. Proctor explained that Swatara plans to develop a "Teener Field" within the next three years. He further explained that the park will continue to be named Municipal Park and only the skate park area would be named Steelton Skate Park. Ms. Powell stated that several persons have asked her to run for Council. She stated that in order for her to make a decision she needed to know more about the expectation of the position, therefore she asked where she could find information about being a Council member. Ms. Marcinko informed her that she could obtain the information from the Department of Community and Economic Affairs. The Department has a Handbook for Borough Council Members. Mr. Segina suggested she find the information by googling Borough Council Handbook to locate the information.

Mr. Emmuel Powell, 321 Lebanon Street requested information about how the Codes Department determines how to issue citations. Mr. Singh stated that a Citation is issued for failure to follow the order of the Codes Department. For example, if a person receives notification that the grass is in violation of the code and the grass needs to be cut and they ignore the order, they will receive a citation. Mr. Powell asked the cost of a

ticket. Mr. Singh informed him that the cost depends of the violation. A ticket for failure to cut grass is \$75.00, the ticket for solid waste/animal waste is \$50.00. He further explained that some absentee landlords do not monitor what is happening on their property, so could receive 1 or 2 violation per month while others could have tickets issued every day. If there is a property that has remained empty for 2-3 years without monitoring by the landlord, there can be codes problems. Some property owners contract for lawn care service every 6-8 weeks and may find it less expensive to pay the ticket than increase the timing of the contract. Sometimes, when a bank forecloses on a property, they do not change the name on the deed. In those cases, the notices are going to the person on record as the property owner and that person is not responding to the notices. Mr. Powell asked if a specific property, described only by location, was rental property. Mr. Singh's response was that he needs the specific address in order to determine the status of a property. Mr. Powell asked when construction on the Fire House will be completed. Mr. Medinsky explained that funds were available after Phase I of the work was completed. Phase II is using of those funds to respond to request made by staff. He added that with the new construction already started he anticipates that the project will be completed soon.

### **Council Concerns:**

Mr. Albert thanked persons for attending the Council meeting.

Ms. Hodge thanked the people for attending the meeting and expressed her desire for persons in the community to become more involved. She encouraged persons to come to the Council meeting so that they have input when decisions are being made rather than after action has been taken.

Ms. Kratzer wished candidates for office good luck in the elections.

Mr. Segina stated that the LERTA Ordinance that was passed is an important step toward the revitalization of Steelton Borough.

Mayor Acri announced that he was retiring from being Mayor effective June 1, 2017. He thanked the community for allowing him to serve for 17 years. He thanked everyone, the staff and members of Council for their hard work and recommended that they "keep their heads to grind stone". Mayor Acri noted that the Borough is in the position to complete lots of things that have been set up years ago and he was pleased to see the progress that has been made. He further noted that he had learned a lot during his tenure with the Borough and recognized the importance of the things he learned from Mr. Wion.

Mr. Wion stated that he enjoyed working with Mayor Acri and remarked that the Mayor always kept the Borough as the center of focus. He thanked the Mayor Acri for his service.

Mr. Brown stated that he has enjoyed with Mayor Acri and knew, no matter what was happening, his heart was always in the Borough. He noted that the Mayor was steadfast during difficult times, thanked him for his service and stated that he would be missed.

Mr. Singh stated that he has enjoyed working with Mayor Acri and that he had taken to heart the things he told him during his interview for Codes Officer. He informed the body that on May 18, 2017 the Zoning Board would hear a presentation on the Adams Street Townhouse Project. Also, May 2017 has been declared Building Safety Month and May 25, 2017 has been designated Building Safety Day which will be celebrated by Codes staff being available to discuss any concerns or questions persons have about building safety. Mr. Singh also informed the body that Steelton is one of two municipalities that celebrate Building Safety Month.

Chief Minium thanked the Mayor for his service. He stated that he knew that a change was coming but had not realized that it would be this soon. He scheduled a meeting with Mayor Acri and the Police Department.

Mr. Proctor stated that it was a pleasure working with Mayor Acri as they sometimes struggle in their efforts to work together for the good of the Borough. He thanked persons for attending the meeting.

Ms. Marcinko explained that she and the mayor have known each other for a long time because they are cousins. Then she stated that she has worked with him in his capacity as a public servant in Steelton since he was Fire Chief at 501 where she served as a volunteer, therefore she knows his devotion to community service runs deep. She wished the Acri's the best of luck in their new location. Ms. Marcinko congratulated Ms. Kratzer on her appointment to the Resolution Committee of the State Borough Association, noting that it was a good thing to have representation on the State level. She also noted that Mr. Powell was not present at the Special Council Meeting when it was determined that the Municipal Building would be named the Frederick Douglas Building. At that same meeting there was discussion about re-naming Adams Street to Frank Brown Boulevard, however, current property owners would be canvassed to determine if renaming the street would have a negative impact on them. Ms. Marcinko asked Mr. Wion about the legality of the Cotton Candy Stand on the corner of Pine and Front Streets. She stated that she had received several contacts from business owners who noted that they had to have their kitchens inspected and wanted to know what regulations were required for street vendors. She was informed that at this time there are no requirements for street vendors. She stated that she had fielded calls from persons who responded positively about the Steelton Newsletter, how good the information was and how professional it looked. Ms. Marcinko further stated persons were requesting a drive-thru Dunkin Donuts be located in the Renaissance District, she encouraged persons to lobby their State Legislators requesting no cuts in the gaming grant funds because they are important to the continued growth of Steelton, and finally she wished all candidates good luck in the primary and commended them for putting their name on the ballot because running a campaign was hard work.

President Wright noted that he and Mayor Acri had worked together for 17 years and that he had been on the Council for 20 years. President Wright expressed sadness to see the Mayor leave at this time because he had been looking forward to them attending the first Council meeting together January 2018. He noted that Mr. Hardwick had been instrumental in securing funds for the development of the parks. He also noted that although not considered a Steeltonian, his love for Steelton has been shown through his 20 years of public service in the community. He advised that persons support the new mayor and members of council and stated that the Borough is in good hands with the current staff.

**Executive Session:**

Council moved into an executive session to discuss legal matters at 7:50p.m. The Council meeting resumed at 8:04p.m.

**Adjournment:**

Ms. Marcinko moved that the Steelton Borough Council Meeting be adjourned at 8:05 p.m. Mr. Proctor seconded the motion which was passed by a unanimous vote of the Council.

Respectfully Submitted,



Douglas Brown, Secretary