

The regular monthly meeting was called to order at 6:33 p.m. by President, Jeffery L. Wright, with the pledge of allegiance and a moment of silence.

In Attendance:

Jeffery L. Wright  
Dennis Heefner  
Stephen Shaver  
Maria R. Marcinko

Absent:

Lisa Wiedeman-Krosnar  
MaryJo Szada  
Michael Albert

John M. DeSanto, Jr., Secretary Treasurer  
Mayor Thomas Acri  
David A. Wion, Solicitor  
Kathleen D. Handley, Assistant Secretary Treasurer  
Dennise Hill, Executive Assistant

**APPROVAL OF MINUTES:**

On a motion made by Mr. Heefner, seconded by Mrs. Marcinko, Council Members present unanimously voted to approve the October 5, 2009 Council Minutes, as presented.

**EXECUTIVE SESSIONS HELD BETWEEN MEETINGS: (Secretary DeSanto):**

Mr. DeSanto said he had nothing to report at this time.

**APPROVAL OF DEPARTMENT REPORTS:**

**Neighborhood & Economic Development**  
**Fire and Ambulance**  
**Personnel**  
**Police**  
**Public Works**  
**Code Enforcement**

**Mr. Heefner:** Mr. Heefner gave a report on the Public Works Department. Due to the rain last week, the Public Works Department got all the snow removal equipment prepared for the first snowfall. The snow blower was repaired. They winterized the Boat Dock and Veterans Park. Mr. Conjar talked to an engineer concerning Blueberry Alley. Mr. Conjar also made Mr. Heefner aware of a new piece of equipment called the "gas blaster." This can be used to ensure that the Public Works Department does not unknowingly enter any conditions with a high amount of methane gas. They cost \$7800 per unit and the Borough will need two of them. If the Borough can only afford one, Mr. Heefner suggests placing the first one at Trewick Street. Mr. Wright stated that this matter can be discussed further in the Budget Session.

Mr. Heefner also stated that he attended today's Department Heads meeting and notified each Department Head that they are responsible for ordering items through Co-STARS.

Lastly, in the Department Heads meeting, he discussed Public Works cutting grass of properties given to them from the Codes Department. Mr. Heefner stressed that permission must go through Mr. Heefner, as the Public Works chairperson. Mrs. Marcinko added that she attended the meeting as well and some Department Heads voiced concerns of communication coming from multiple Council Members.

**Mr. Wright:** gave a report of the progress of the Neighborhood and Economic Development Committee. He stated that the last meeting was very positive. The Committee discussed the downtown district and Adams Street re-development. The Committee will be looking closely at all plans that are submitted.

**Mayor's Report:** Mayor Acri stated that the Post Office received the surveys but, were still unable to provide an exact amount. Mayor Acri also received a response from Representative Holden showing support in the Borough's fight to keep the Steelton Post Office open.

Mayor Acri said that Chief Spangler will give additional information on Steelton Police Department testing and wireless cameras to be placed in the Borough.

On a motion made by Mr. Heefner, seconded by Mr. Shaver, Council Members present unanimously voted to approve the department reports as presented.

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

On a motion made by Mr. Shaver, seconded by Mr. Heefner, Council Members present voted unanimously to approve the schedules, as presented.

**PUBLIC COMMENT: Agenda Items Only**

There were no comments.

**COMMUNICATION:**

**Don Korzeniewski, Environmental Protection Specialist – Notification of local municipality involvement process meeting Edie's Waste Construction/Demolition Transfer Station requesting attendance.**

Anyone interested in attending, please contact Mr. DeSanto.

**Honorable Jeffrey Haste, Chairman Dauphin County Commissioners – Invitations of voting delegates and public officials to attend initial Dauphin County Tax Collection Committee meeting.**

Mr. DeSanto stated that this will take place at the Dauphin County Conservation office on Peter's Mountain. It will be on November 7, 2009 at 9am. Mr. Wright said that he will attend and represent the Borough. Mayor Acri asked if this will include discussion of the Earned Income Tax Bureau. Mr. Wright said that it will.

**Dauphin-Lebanon County Borough Association – Invitation to pizza party/meeting at Royalton Borough Hall on Tuesday, October 27<sup>th</sup> at 6:30 pm.**

Anyone interested in attending, please contact Mr. DeSanto. Mayor Acri said that he responded for four people.

**Paul Wintergrass, Retiree – Requesting Council to authorize an actuarial study be done to determine a COLA for the Non-Uniform Pension Plan.**

Mr. Shaver asked if this was a verbal request. Mrs. Handley stated that Mr. Wintergrass spoke with Mr. Kovach, who told him to call the office and make a verbal request. Mr. Wintergrass was told that a written request was not necessary.

On a motion made by Mr. Shaver, seconded by Mrs. Marcinko, Council Members present unanimously voted to have staff contact the Non-Uniform Pension Plan Administrator to conduct an actuarial study.

**UNFINISHED BUSINESS:**

There was no unfinished business to be discussed.

**NEW BUSINESS:**

**Hull & Associates – Master Services Agreement for Professional Services.**

Mark Mersmann, of Hull & Associates, stated that the contract is set up so that projects are identified by sequential numbers. Mr. Heefner asked if Council was previously made aware that this \$5,800 fee would be due. Mr. Heefner thought that all fees would be covered by grant money. Mr. Mersmann said that this came about in early 2009 when Hull & Associates did administrative work that was not taken care of. These fees cannot be paid for with grant money. The fee will be lower in 2010. Mr. Heefner asked for an estimate for 2010. Mr. Mersmann said it will be approximately \$3,000 or less. Mr. Heefner asked if Mr. Mersmann is aware of available money through the state for

Brownfield Projects. Mr. Mersmann said that Hull has already applied for \$400,000 of that money. Kara Allison will also apply for additional clean up money at a later date.

On a motion made by Mr. Shaver, seconded by Mrs. Marcinko, Council Members present unanimously voted to approve STE005-Task Order 1 in the amount of \$5,800.00.

**Kara Allison & Mark Mersmann, Hull & Associates – Provide update on Borough Brownfield activity and related matters.**

Ms. Allison stated that in June, the Petroleum grant was received. This money was provided through federal stimulus money. Hull & Associates also received approval to move forward with the Felton Building. Ms. Allison said that Phase 1 and Phase 2 work will begin soon. Lastly, she stated that a Brownfield Advisory Council meeting was held prior to the Council Meeting. Ms. Allison said that the following potential Brownfield sites were identified: The Funeral Home at Second and Adams Streets, various other Adams Street properties, Mark's garage, and the Felton Lofts Building.

Mr. Heefner said that the owner of Arnold's plans to install Ethanol storage tanks on the south end of his property. At the opposite end of the property, 100+ homes could be placed there. Mr. Heefner asked Ms. Allison if that could be a potential site. Ms. Allison said that it could be if the owner is willing to allow Hull & Associates to assess the property. She also said that she has worked with developers in the past that have done work on similar projects.

Mrs. Marcinko asked what will be done during Phases 1 and 2. Mr. Mersmann said that Phase one includes preliminary testing. Phase two includes analysis of any contamination found. During this phase, information and statistics will be gathered to give to potential businesses that move to a particular site.

Mr. DeSanto complimented Ms. Allison and Mr. Mersmann for their hard work on this project.

**Scott Spangler, Chief of Police – Present Dauphin County Chiefs of Police Testing Program.**

Chief Spangler stated that the committee is discussing a multi-jurisdictional testing for 2010. The next testing dates are January 23 and 24, 2010. Chief Spangler said that the Civil Service Commission will have to be contacted. Mayor Acri asked if applicants will be able to specify that they would like to work for the Steelton Police Department when taking the test. Chief Spangler said they will. The application will list all municipalities participating in the multi- jurisdictional testing and the applicant can indicate which municipality they would like their scores sent to.

On a motion made by Mr. Shaver, seconded by Mrs. Marcinko, Council Members present unanimously voted to ask the Civil Service Commission to amend the rules and join the Dauphin County Multi-jurisdictional Police Testing Program.

**Scott Spangler, Chief of Police – Present proposal for wireless cameras and related equipment from BIG Inc.**

Chief Spangler said he has been working with Vicky Youtz from BIG Inc. A preliminary proposal was submitted for consideration to install surveillance cameras. Mr. Wright asked Mr. Wion if he has reviewed the proposal. Mr. Wion said that he did and he raised several issues in the contract with Mr. DeSanto and Chief Spangler. Mr. Wion said there will be a meeting on Friday to go over some details. Mr. Wion suggested Council approve the Proposal subject to Mr. Wion's acceptance of the terms and conditions.

Mr. Heefner stated that he would like to review the contract out of fairness to the residents of the Borough due to budgetary constraints. Mr. Wright stated that this will be paid for with money from a grant and the budget will not be affected by this. He also added that there is a time constraint and this needs to be taken care of as soon as possible. Mr. Shaver invited Mr. Heefner to attend the meeting on Friday.

On a motion made by Mr. Shaver, seconded by Mr. Heefner, Council Members present unanimously voted to move forward with the proposal from BIG, Inc., to install wireless, surveillance cameras, pending Mr. Wion's approval.

**Craig Bachik, Kairos Group – Presentation of pavilions suitable for use at the Borough Boat Dock along with related equipment.**

Mr. Bachik stated that Council has been working on finding a 20' x 40' pavilion with structural integrity to withstand flooding and other natural elements for the Boat Dock. . Samples include a simple roofline and the color scheme can be altered, as desired by Council. Mr. Wright asked Mr. DeSanto, Mr. Wion, and Mr. Bachik to verify if erecting the pavilion is within the scope of the original contract with Rogele. Also, before the next Council Meeting, Mr. Wion was asked to review the contract. Mr. Bachik will get an estimated cost for lighting, grills, and to rearrange the lights currently on the flagpoles.

On a motion made by Mr. Heefner, seconded by Mrs. Marcinko, Council Members present unanimously voted to have Mr. Bachik move forward with the Boat Dock pavilion.

**Eileen Kovach, Vice-chair Steelton Water Authority – Letter of resignation from Steelton Water Authority effective September 30, 2009.**

On a motion made by Mr. Shaver, seconded by Mr. Heefner, Council Members present unanimously voted to regretfully accept Mrs. Kovach's letter of resignation from the Steelton Water Authority effective September 30, 2009.

Mr. Wright asked Mr. DeSanto to send a thank you letter to Mrs. Kovach.

**OTHER BUSINESS:**

**John M. DeSanto, Jr., Secretary Treasurer – Letter of resignation from position of Steelton Community Development Foundation Secretary Treasurer effective immediately.**

On a motion made by Mr. Shaver, seconded by Mrs. Marcinko, Council Members present unanimously voted to accept Mr. DeSanto's resignation as the Secretary-Treasurer of Steelton Community Development Foundation effective immediately.

**Secretary Treasurer DeSanto – Request from US Census Bureau for the Borough to participate in the Local Update of Census Addresses (LUCA) Program.**

On a motion made by Mr. Shaver, seconded by Mrs. Marcinko, Council Members present unanimously voted to appoint Mr. Wright as the elected official and Mr. DeSanto to be the liaison.

**Secretary Treasurer DeSanto – Requesting Council recess into Executive Session to discuss real estate and personnel matters.**

There were no comments.

**AUDIENCE PARTICIPATION:**

**Emuel Powell, Jr. – 321 Lebanon Street**

Mr. Powell said that he heard a lot of discussion about money but has yet to see any progress on the projects. The only thing he has seen in the last four years was lights and brick crosswalks on Front Street and paint on the Locust Street Steps. Mr. Wright stated that several properties have been purchased on Adams Street as well as all properties in the downtown district, except one. Mr. Shaver added that there were three main issues that the Borough has been dealing with. The economy has slowed down, Council has been working through the eminent domain process, and properties have to be made "site ready" so developers can begin work.

Mr. Powell asked about the status of the food store. Mr. Shaver stated that everything is up to the developer. Council approved and/or conditionally approved everything that was

brought before them. However, the developer has additional conditions to meet and information to provide and he has not been back before Council to finalize the process.

Lastly, Mr. Powell stated that 405 Ridge Street is an eyesore. Mr. Shaver said he will have someone look at it.

**COUNCIL'S CONCERNS:**

**Mr. Heefner:** stated that there is a vacancy on the Planning Commission board. He asked Council to appoint Teresa Sviben to the position. Mayor Acri verified that Ms. Sviben is interested in the position. Mr. Wion said that Ms. Sviben can be appointed via Resolution. Mr. Wion will draft the Resolution and present it at the next Council Meeting.

Mr. Heefner stated that Mr. Kovach served as an alternate on the Planning Commission and an official resignation is needed for this position. He also asked for a Council Member to serve as the alternate.

Mr. Heefner noted that money was budgeted to redo the electricity in front of the Municipal building. The items needed are: two new circuits, new lights for the tree, and circuits for the small trees outside the front door. Mr. Heefner and Mr. Conjar will contact Snyder's to get an estimate cost for electrical work.

There was also money budgeted to paint the plaza. It was the consensus of Council to wait until spring to do this.

**Mayor Acri:** thanked Council for voting in favor of the multi-jurisdictional police testing program.

**Mrs. Marcinko:** asked Mr. Heefner to look at buildings at the South side of Arnold's property. She said it has been covered in graffiti over the last few months.

**Mr. Wright:** thanked Hull & Associates for attending the meeting.

On a motion made by Mr. Shaver, seconded by Mrs. Marcinko, the Council meeting recessed into executive session at 8:17 p.m., to discuss personnel and real estate matters.

**ADJOURNMENT:**

The regular meeting reconvened at 9:45 p.m. There being no other business before Council, on a motion by Mr. Shaver, seconded by Mr. Heefner, the meeting immediately adjourned.

Respectfully submitted,

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John DeSanto, Jr.  
Borough Secretary

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Dennise Hill  
Executive Administrative Assistant