

The regular monthly meeting was called to order at 6:30 p.m. by Vice President, Michael Albert with the pledge of allegiance, followed by a moment of silence by Mayor Acri.

In Attendance:

Michael Albert
Dennis Heefner
Maria R. Marcinko
MaryJo Szada
Raymond Spencer

Absent:

Jeffery L. Wright
Stephen Shaver

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

APPROVAL OF MINUTES:

On a motion made by Mr. Heefner, seconded by Mr. Spencer, Council Members present unanimously voted to approve the April 19, 2010 minutes, as presented.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS: (Secretary DeSanto):

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

PUBLIC COMMENT: Agenda Items Only

There were no comments.

COMMUNICATION:

Cindy Reiner, Dean Workforce – Letter of thanks to Borough Secretary DeSanto for supporting HACC in obtaining a Brownfields Job Training Grant.

This was presented for Council's information.

Pennsylvania League of Cities & Municipalities (PLCM) – Notice of 2010 PLCM appointment of PLCM Nominating Committee

This was presented for Council's information.

John M. DeSanto, Jr.; Secretary – Relay gratitude and appreciation to Mrs. Sylvie Zell, Borough Codes Officer on behalf of Borough resident Ms. Wanda Jacoby for

stopping to aide and assist her on April 18, 2010 when she fell outside her home and was unable to get up. Mrs. Zell stopped her vehicle and went to her aide. Ms. Jacoby said several others simply passed by without stopping.

Mr. Albert thanked Mrs. Zell for her act of kindness.

On a motion made by Mrs. Marcinko, seconded by Mr. Heefner, Council Members present unanimously voted to have a copy of this letter placed in Mrs. Zell's personnel file.

UNFINISHED BUSINESS:

Cheryl Stulpin, Vice President; WINN Development – Ms. Stulpin will update Borough Council and Mayor Acri on status of Felton Lofts progress to date and next steps.

Ms. Stulpin stated that her firm is working diligently toward the closing on the property. She said the state agency requested that closing take place prior to the end of May. This is a requirement to receive the federal funding. Ms. Stulpin said that all the requested information will be submitted to the state agency within that time frame. WINN Development will also be closing with Steelton-Highspire School District in May, and construction is slated to begin in June.

Mayor Acri asked if the school district will receive their funds before or after the closing date. Ms. Stulpin said that the school district will receive their funds on the day of closing. Mayor Acri also asked if the building will be secured at that time. Ms. Stulpin said it will. She said that will be the first order of business. It will take 1-2 weeks for staging.

Mrs. Marcinko asked if there is a chance that closing will not take place by May 31, 2010. Ms. Stulpin said that there is a very slight chance that it will not be done. However, it will not be WINN Development's fault. Any delay in closing will be from waiting on the PA Housing Finance Agency and their attorneys to schedule the closing date. Ms. Stulpin said that all attorneys involved are working together to gather the necessary paperwork. Mrs. Marcinko asked what happens if the deadline is not met. Ms. Stulpin emphasized that she will have all the paperwork in on time. Mrs. Marcinko asked if there is a chance that this could fall through. Ms. Stulpin said that it will not fall through, as long as the paperwork is in on time.

Dennis C. Heefner, Councilman – Present lowest bid proposal for Borough summer grass cutting program of \$410 per cutting of seven locations to Council for ratification.

Mr. Heefner said that Center City submitted the lowest bid for outsourcing the Borough's grass cutting. A telephone vote was taken and a motion is needed to ratify that decision.

Mr. Wion stated that a motion will be needed to award the bid to Center City Building Services, Inc., pursuant to the proposal they presented, dated January 5, 2010 and to ratify the agreement that will be entered into between the Borough of Steelton and Center City Building Services, Inc.

On a motion made by Mr. Heefner, seconded by Mr. Spencer, Council Members present unanimously voted to award the grass cutting bid to Center City Building Services, Inc and to ratify the agreement that will be entered into between the Borough of Steelton and Center City Building Services, Inc.

Mr. Wion stated that the agreement is to be dated April 2010. The lowest bid was received and it was necessary to have Center City Building Services, Inc. begin cutting the grass, due to the condition of the grass at certain properties. The agreement will be dated the day before the first cut.

NEW BUSINESS:

John M. DeSanto, Jr., Secretary Treasurer – Presented for Ratification - Resolution 2010-R-18; Designation of Agent for filing of disaster relief application from February storm.

Mr. DeSanto said that he attended a meeting with FEMA to begin the process of receiving federal relief for the snow disaster. There are documents and Council needs to designate an applicant agent to receive all information from FEMA.

On a motion made by Mrs. Marcinko, seconded by Mr. Heefner, Council Members present unanimously voted to appoint Mr. DeSanto as the applicant agent to receive all information from FEMA regarding the snow disaster.

Mayor Acri asked Mr. DeSanto if he is aware of the meeting next week regarding this matter. Mr. DeSanto said that the meeting is May 12, 2010 and he is scheduled to attend.

David A. Wion, Solicitor

- Dauphin County Sub recipient agreement 2009 CDBG funds for Felton Lofts Project.
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- Steelton Walnut, LP Agreement 2009 CDBG funds for Felton Lofts Project.
- Steelton Walnut, LP Agreement 2010 CDBG funds for Felton Lofts Project.

Mr. Wion said that he will discuss all four of these items at once. He said that Council adopted a Resolution last month which was similar to the one adopted in

September/October 2009. In this Resolution, \$250,000.00 of the Borough's Community Development Block Grant Funds was committed to the Felton Lofts Project. The funds for 2009, 2010, and 2011 will be \$83,333.33 per year. The HUD money comes to

Dauphin County through their Economic Development agency. The Economic Development agency then deals with the Borough. Mr. Wion gave George Connor's assistance on the Adams Street redevelopment as an example. Dauphin County requires the Borough to sign a sub-recipient agreement. It is a standard agreement setting forth the amount of money, scope of the project, the work to be done, and the Borough's responsibility regarding performance under the receipt of the money. It also sets forth the actions to be taken by the County. The attachments that are part of the agreement are requirements. The last page of the agreement is a description of the project. The requirements set forth in the sub-recipient agreement are much like any municipality will have (i.e. – bidding process, prevailing wage, etc.). \$250,000.00 is being carved out by Felton Lofts and that is the portion of the project that will be subject to the bidding requirements and all the criteria to be followed. .

Mr. Wion said that the two agreements are the same except that on Page 1; under the third WHEREAS, there is discussion of the project entitled converting an elementary school into apartments using the 2009 versus 2010 Community Development Block Grant funds. Otherwise, the two are identical and will be executed by the same parties. Mr. Wion stated that the Borough itself will not be doing the project. It will be done by Steelton Walnut LP (interrelated with WINN Development). Therefore, an agreement has been prepared between the Borough and Steelton Walnut, LP. The funds received through the sub-recipient agreement will be given to Steelton Walnut, LP to complete the project, pursuant to their willingness to do aforementioned requirements. The Borough will, in turn, be held harmless. This agreement transfers the requirements of the sub-recipient agreement and duty to complete them from the Borough to Steelton Walnut, LP. The two agreements would be identical, and in each the first paragraph refers to Exhibit A. One of the agreements will include the sub-recipient agreement for 2009 as Exhibit A and the other agreement will include the sub-recipient agreement for 2010 as Exhibit A. Otherwise, the two agreements are identical.

Mr. Wion stated that the four agreements are before Council for their acceptance. He added that the 2011 agreement will be signed in 2011. A sub-recipient agreement and agreement between the Borough of Steelton Walnut, LP will be presented in January 2011.

On a motion made by Mr. Heefner, seconded by Mrs. Marcinko, Council Members present unanimously voted to accept the Dauphin County sub-recipient agreement 2009 CDBG funds for Felton Lofts Project.

On a motion made by Mrs. Marcinko, seconded by Mr. Spencer, Council Members present unanimously voted to accept the Dauphin County sub-recipient agreement 2010 CDBG funds for Felton Lofts Project.

On a motion made by Mr. Spencer, seconded by Mr. Heefner, Council Members present unanimously voted to accept the Steelton Walnut, LP agreement 2009 CDBG funds for Felton Lofts Project.

On a motion made by Mr. Heefner, seconded by Mrs. Marcinko, Council Members present unanimously voted to accept the Steelton Walnut, LP agreement 2010 CDBG funds for Felton Lofts Project.

Sylvie Zell, Code Officer – Present final subdivision plan for Saint John’s Lutheran Church located at 31 N. Second Street, Steelton, PA 17113.

Mrs. Zell said that on April 7, 2010, a Planning Commission was held to discuss the final subdivision for St. John’s Lutheran Church at Second and Pine Streets. The Planning Commission recommended that Council approve the plan conditionally with four waivers.

1. 99.13 - Preliminary Plan Subdivision

On a motion made by Mr. Heefner, seconded by Mrs. Marcinko, Council Members present unanimously voted to grant a waiver of section 99.13, regarding the Preliminary Plan Subdivision.

2. 99.14a12 – Existing Contours

Mrs. Zell said that this is being requested due to the church proposing to create one lot around the parish and there are no proposed improvements.

On a motion made by Mr. Heefner, seconded by Mrs. Marcinko, Council Members present unanimously voted to grant a waiver of section 99.14a12, regarding existing contours.

3. 99.40 – Buffer Yards

Mrs. Zell said that this waiver is being requested due to constraints on site between the church and the house. Mr. Heefner added that there should be a condition added to this. The porch and property need to be separated. There are currently stairs that lead into a common area. The Planning Commission would like a fence put in and a continuation of the railing to block off the egress. Mrs. Zell said that the condition is, in fact, noted in the plans. It is listed in the fine print.

On a motion made by Mrs. Marcinko, seconded by Mr. Heefner, Council Members present unanimously voted to grant a waiver of section 99.40, regarding buffer yards.

4. 99-19 – Monuments

Mrs. Zell said that this waiver is being requested due to the constraints on site. Church officials are asking to be relieved from placing monuments at the street right of way. Mr. Spencer asked what monuments this is referring to. He asked if there are currently statues

present on the property. Mrs. Zell said that there are existing statues and statues that are already in place.

On a motion made by Mr. Heefner, seconded by Mrs. Marcinko, Council Members present unanimously voted to grant a waiver of section 99-19.

Mrs. Marcinko asked if the church is intending to sell the parsonage. Mrs. Zell said that they are.

Mr. Wion said that the plan came before the Planning Commission and a recommendation letter has been presented to Council. The Planning Commission recommended that the plan be approved conditioned upon the meeting of the aforementioned waivers. Mrs. Zell verified that the plan has gone before the Dauphin County Planning Commission. She said that they are to send an email with their recommendation. As of close of business today, that had not been done. Mr. Wion asked if she already received a report with their notes and if she knows the position of the County. Mrs. Zell said that they recommend approval. Mr. Wion added that the engineers have reviewed the plan, as well. He asked Mrs. Zell if all waiver recommendations and conditions have been met. Mrs. Zell said they have. Mr. Wion also said that there is no land development so there will be no funding or improvement guarantee required. Mrs. Zell verified that is correct. The developer for the project was present but, had no comments.

On a motion made by Mrs. Marcinko, seconded by Mrs. Spencer, Council Members present unanimously voted to approve the plan, as presented.

OTHER BUSINESS:

Mr. DeSanto, Borough Secretary/Treasurer – Request an Executive Session to discuss personnel matters, land acquisition and potential litigation issues.

There were no comments.

AUDIENCE PARTICIPATION:

Philip Woodard; 500 Block of Pine Street

Mr. Woodard expressed his concerns over a recent robbery that took place at his residence. He was dissatisfied with the way the Steelton Police Department handled the investigation of the incident.

Mayor Acri asked to meet with him and Chief Spangler immediately following the meeting to discuss this matter further.

COUNCIL CONCERNS:

Mr. Heefner; said he is looking into purchasing cheaper electricity for the Borough. He has identified a broker. The manager of this company will attend the next Council meeting and give a presentation. The Borough will be saving over \$80,000.00 per year. Mr. Heefner will meet with Mr. Wion. Currently, the Borough pays approximately \$400,000.00 per year for electricity. By consolidating the purchase of electricity, the Borough will save approximately 20%.

Mrs. Marcinko: reported on the first Trap Neuter and Return clinic. She partnered with PAWS and it was very successful. Forty-one cats were trapped. She said the volunteerism was amazing. A public health issue was able to be solved without any money from taxpayers. The group will have a debriefing session on Thursday. The next clinic is scheduled to take place in six weeks. Mrs. Marcinko also thanked the Steelton Fire Department for cleaning up afterward.

Mayor Acri: said that St. John's Church has been in the Borough for many years. Unfortunately, they are running into hard times, as many other churches, businesses, and organizations are. They are selling the parsonage to help keep the church running. Mayor Acri wished them luck with all their endeavors.

Mr. DeSanto: said he received an email regarding the energy savings. He will present the information to Mr. Heefner and will be discussed at the next Council Meeting.

Mr. Albert: thanked everyone for attending the meeting.

A motion was made by Mr. Heefner, and seconded by Mrs. Marcinko to recess into executive session at 7:16 p.m. to discuss personnel matters and a litigation matter regarding condemnation. Motion carried.

The meeting reconvened at 8:22 p.m.

Mr. DeSanto said that the Code Enforcement Jeep can be put into service with some minor maintenance.

Mr. DeSanto informed Council that he was just contacted about HRA money in the amount of \$230,000 which has to be spent by the end of June. Mr. Heefner asked Mr. DeSanto to get clarification of what the money can be used for.

Dr. Szada asked about the status of streamlining the Administrative Offices. Mr. DeSanto said we are working on it. Dr. Szada said she hasn't seen any job descriptions or any savings. She asked about the status of the Special Purpose Parking issues. Mr. DeSanto said that former Councilwoman Wiedeman-Krosnar was working on that and it has since been given to Chief Spangler to work on.

ADJOURNMENT:

There being no other business before Council, on a motion by Dr. Szada, seconded by Mr. Heefner, the meeting adjourned at 8:32 p.m.

Respectfully submitted,

John M. DeSanto, Jr.
Borough Secretary

Dennise L. Hill
Neighborhood and Economic
Development Coordinator