

The regular monthly meeting was called to order at 6:36pm by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Dennis Heefner
Jeffery Wright
Maria Marcinko
Stephen Shaver
Raymond Spencer
Michael Albert (7:48pm)

Absent:

MaryJo Szada

Mayor Thomas Acri
David A. Wion, Solicitor
John M. DeSanto, Jr., Secretary/Treasurer
Kathy I. Sosnowski, Administrative Assistant
Sylvie Zell, Code Enforcement Officer
Dennise Hill, Neighborhood & Economic Development Coordinator

APPROVAL OF MINUTES:

On a motion made by Mr. Heefner, seconded by Mr. Spencer, Council Members present voted unanimously to approve the minutes from August 2, 2010, with one correction noted by Mr. Heefner, the initial firm selected for our energy usage cost reduction program was Patriot Energy, not Constellation Energy.

EXECUTIVE SESSION HELD BETWEEN MEETINGS (Secretary/Treasurer DeSanto)
None.

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

Motion to Approve: Mr. Heefner Second: Mr. Shaver Approved by All

APPROVAL OF DEPARTMENT REPORTS:

Motion to Approve: Mr. Albert Second: Ms. Marcinko Approved by All

Mr. Wright reminded all present that starting with the second meeting in September, Department Heads will be expected to attend the council meeting to give their report.

1. **Neighborhood & Economic Development** – both the automatic ticket system for grass cutting and the road closure /park request item will go to Mr. Wion for his review and input.
2. **Fire and Ambulance**

3. Personnel

4. Police

5. **Public Works** – Mr. Heefner will discuss their report with this department and bring any questions/problems up at the next meeting. Also, after the Second Street water main break in June, workers tried to save money and attempted to do the repair with the borough's paving equipment which is usually used for alleys and smaller areas of repair. Mr. Shaver recommended repaving; all present agreed.

Mr. Heefner also would like to implement a program not using borough employees and equipment to maintain yards for the codes office. We don't have the manpower to keep doing this. Ms. Hill was asked to place this item on the 9/13/10 agenda for the Neighborhood & Economic Development meeting. Any resulting information would be relayed to council on 9/20/10.

Mr. Heefner suggested allocating 2011-12 CDBG funds for one road repair per year (this was done in the past). He reported that the per KWH rate for Patriot was .08 cents, while Constellation was .07 cents. Lastly, he stated that if the work on the Swatara Street wall was faulty, there could be a "statute of limitations" in the contract. Mr. Wion stated that normally this is only 4 years.

6. Code Enforcement

7. **Mayor's Report** – There will be a Police Committee meeting on 8/25/10.

PUBLIC COMMENT: Agenda Items Only

Mr. Emuel Powell, 321 Lebanon St., Steelton – stated that the water bills are too high; rising \$100 to \$300 more than last quarter. Mr. Wright recommended that Mr. Powell go before the Water Authority at its meeting on October 11, 2010 at 5:00pm.

Ms. Jean Barr, 349 S. 4th St., Steelton – explained that her water bill has also risen. She was also invited to attend the Water Authority meeting in October.

COMMUNICATION:

Pa. State Assoc. of Boroughs – Due to budgetary constraints, Mr. DeSanto rescinded his request to attend this event; Mr. Shaver tabled the discussion; nobody should attend.

Dennis Heefner - Presented his letter of recommendation from the Planning Commission for council to approve the Amended Land Development Plan for Felton Lofts.

UNFINISHED BUSINESS:

Mr. Heefner/ SHIP Update - Wanted to call attention to the fact that this program is not being advertised/utilized as it was meant to since 2006. Elderly and disabled residents can have work done in their homes at reduced costs (for code violation updates). The criteria are listed on the website (taxes paid, etc.) Also, if they contact the borough about SHIP, they are “insulated” from code violations until the work is completed. Also, Mr. Heefner would like to see the program expand to include single parent homeowners.

Finally, Mr. Heefner suggested that Ms. Zell place a bright colored note in her next newsletter to homeowners reminding them of the program. Mr. Heefner also suggested that the borough set up a table/booth at any public events to get the information on the programs available to the public.

NEW BUSINESS:

Mr. Wion presented Resolution 2010-R-24 (Sale of Certain RE Tax Claims & Liens)

Motion to Approve: Ms. Marcinko Second: Mr. Shaver Approved by All

Ms. Sylvie Zell presented Resolution 2010-R-25 (Land Dev. Plans from Steelton Walnut LP for Felton Lofts)

Ms. Cheryl Stulpin, Vice President of Winn Development, joined Ms. Zell to explain some changes made to the plans as a result of conversations with the Pa. Historical Society; the attic areas and auditorium are not acceptable to make apartment units. Therefore, there will now be 83 apartments and 94 parking spaces. The property must have closing by the end of September.

She also explained that the mix of apartment sizes was updated. There will be 5 section 8 units; 40 units for those with 60% median income level; 38 units for those with 50% median income level. These units will be both 1 and 2-bedroom apartments with only one 3-bedroom unit available.

The Commonwealth of Pa. Park Service sent their approval within one week; the National Park Service needs to approve within 30 days. They are hoping to start on 10/1/10, with the project completion by September, 2011.

In lieu of striping on-street parking, WINN will pay for a traffic study to assure the flow of traffic in the area. Mr. Albert questioned why they weren't painting

lines; Mr. Heefner stated that it would be less expensive for the borough to paint the lines than for us to implement a traffic study.

Ms. Stulpin has requested a meeting with Mr. Heefner, Chief Spangler, an HRG Engineer, Mayor Acri and Ms. Marcinko. Date/time will be forthcoming.

Motion to Approve: Mr. Shaver Second: Mr. Albert Approved by All

Ms. Zell presented Waiver #1 – 9913, 9914 (HRG is in agreement)

Motion to Approve: Mr. Shaver Second: Mr. Albert Approved by All

Ms. Zell presented Waiver #2 – 9919F1 (Driveway Separation/4th & Elm – HRG is in agreement)

Motion to Approve: Mr. Albert Second: Ms. Marcinko Approved by All

Ms. Zell presented Waiver #3 – 99-40A (Buffer yards not on all sides – HRG is in agreement)

Motion to Approve: Mr. Shaver Second: Mr. Albert Approved by All

Ms. Zell presented Waiver #4 – 99-40B (Buffer/prevent screening)

Motion to Approve: Ms. Marcinko Second: Mr. Albert Approved by All

Mr. Wion confirmed with Ms. Zell that the Borough has a letter approving this plan by the Steelton Planning Commission. She also indicated that there are no outstanding comments from HRG, Steelton Borough Planning Office or the Tri-County Planning Office. Also, Mr. Wion reminded all present that the passage of the resolution is subject to the conditions that require the developer to obtain satisfactory financial security and that all the signature blocks be properly executed.

Mr. Spencer questioned whose satisfactory financial security the document was referring to; Mr. Wion indicated that HRG reviews, and then informs us of their position of financial security and their support at 110% of the amount required.

Motion to Approve **Resolution 2010-R-25**: Mr. Shaver Second: Mr. Albert
Approved by All

Mr. Wion presented Dauphin County Sub recipient Agreement-2009 CDBG Funds for Felton Lofts Project

Motion to Approve: Mr. Albert Second: Mr. Heefner Approved by All

Mr. Wion presented Dauphin County Sub recipient Agreement-2010 CDBG Funds for Felton Lofts Project

Motion to Approve: Mr. Albert Second: Mr. Heefner Approved by All

Mr. Wion presented Steelton Walnut, LP Agreement-2009, 2010 & 2011 CDBG Funds for Felton Lofts Project. . He also indicated figures for 2009 and 2010 are both \$83,333.13; 2011 figure is \$83,334.

Motion to Approve: Mr. Shaver Second: Mr. Albert Approved by All

Mr. Ellinger presented Penn Vest Reimbursement for EESSP – Indicated that the contractor has started to dig test pits, move trailers and holding conferences to get ready for the project. A cheaper alignment was identified at Dura Bond using less pipe/less structure and less movement over railroad lines for a savings of \$47,993. Total reimbursement request is for \$64,875.95, which includes application fees, etc.

Mr. Ellinger also requested authorization for small change orders to be handled rather quickly so as to not hold up progress. Mr. Shaver reminded everyone that at the last council meeting, Mr. DeSanto was approved to spend up to \$3,999.99 without council's approval.

Motion to Approve: Mr. Shaver Second: Mr. Albert Approved by All

OTHER BUSINESS:

Mr. DeSanto – Requested authorization to upgrade main copier/scanner. Mr. Shaver made a motion to have Mr. Wion review the Capital Business Systems proposal and draw up a possible agreement.

Motion to Approve: Mr. Shaver Second: Mr. Albert Approved by All

Mr. Albert - made a motion to give \$2,000 to the Midget Football Association. Mr. Wright expressed concerns that other sports associations may also come to council requesting funds. Ms. Hill stated that she talked to the heads of the other groups; they understand that no money is available. Also, she is searching for additional funding for them.

Motion to Approve: Mr. Albert Second: Mr. Shaver Approved by All

Mr. DeSanto – Informing Council that an Executive Session is needed to discuss Personnel Matters, Pending Litigation and Land Acquisition Matters.

Motion to Approve: Mr. Shaver Second: Mr. Albert Approved by All

Mr. Wion - indicated that a new Memorandum of Understanding (MOU) has been drafted with the Dauphin County Commissioners for 2011-2013. They will continue to provide to the borough 15% of the yearly County CDBG funds available. Mr. Heefner that we should thank Mr. Musser for being on top of this situation; the agreement almost expired.

Motion to Approve and Execute the MOU: Mr. Shaver
Second: Mr. Albert Approved by All

Mr. Wion - requested approval of a sub-recipient agreement with Dauphin County for \$170,915 of CDBG funds for Adams/Ridge Street acquisitions/demolitions. In early spring (May/June) we will need to proceed with subdivision; Mr. Ellinger/HRG will request zoning variances through the Planning Commission. Mr. Wright requested that Mr. Ellinger and Mr. Heefner coordinate this process.

Motion to Approve the Sub-Recipient Agreements: Ms. Marcinko
Second: Mr. Albert Approved by All

AUDIENCE PARTICIPATION:

Jean Barr, 349 S. 4th St., Steelton – Thanked the Borough workers for clearing out the bank at the football field (behind her house). She also said she thought that National Night Out was a great success, as was the Ryan Mohn Walk. She requested an audience with some council members after adjournment.

COUNCIL'S CONCERNS:

Mr. Heefner – Update on Adams Street: Bids for retaining wall are going out on 10/15/10; bids to be viewed/approved on 11/1/10; completion of job by 3/15/11. He asked if there were any stipulations/quirks for title searches/appraisals on the Adams St. properties. Mr. George Connor said regular appraisals would be sufficient. There will be a public meeting on 9/14/10, 10:00am at 112 Market St., 2nd Floor, Harrisburg. Mr. Heefner indicated that he would attend; Ms. Marcinko is going to try to fit it into her schedule.

Mr. Wright – Thanked everyone present for coming to council meetings; it's good to see more people that want to be informed about the borough. He also requested that Council members try to attend the Back-To-School Bash on 8/21/10 to show their support.

Mr. Shaver – Thanked the borough staff for the August newsletter; it shared lots of good information. Thanked the ministers involved in the Back-To-School Bash for their support of the program. Thanked the personnel from WINN Development and the county for getting the Felton Lofts project moving.

Mr. Albert – Invited all present to stop by Cottage Hill Field to watch the Midget Football teams play on Sunday, 8/22/10. The first game starts at 1:00pm.

Mr. Spencer – No comments at this time.

Ms. Marcinko – Expressed thanks and congratulations to the Fire Department and Ms. Hill for a successful National Night Out. Also indicated that she is looking forward to the Back-To-School Bash; reminded all that there will also be another vaccine clinic that day. Ms. Marcinko also informed all present that our borough's small "grass roots" SBCC initiative has achieved recognition statewide – SBCC has been asked to assist in starting a TNR Program in Washington County.

On a motion by Mr. Albert, seconded by Mr. Heefner, the Council meeting recessed into executive session at 8:12pm to discuss personnel matters, land acquisition and potential litigation.

The Council meeting reconvened at 8:30pm.

Mr. DeSanto indicated that he may have to impose spending limits on all borough departments. Mr. Shaver reminded all that Mr. Musser used to HALT SPENDING FOR EVERYONE/NO SPENDING AT ALL. Items such as necessary chemicals should be under state contract for best pricing.

Mr. Shaver also questioned where Frank Kocevar Park was located, since we are apparently paying \$94 per month for a portable toilet; he thought it was in Swatara Township. The mayor said he thinks this is the park on Mohn Street, which has a Steelton address.

Mr. DeSanto informed council of several amounts being received (Finance Committee had just discussed why we hadn't gotten them). From CTCB: \$22,618.14; From Verizon: \$3,407.43; From Liquor Control Board: \$1,500.00. He also noted that the Liquor Control Board's list seemed to be missing several clubs/bars; they are checking into it and will get back to us soon.

Mr. DeSanto also received a letter from Mockenhaupt indicating that an audit finding found that we received ineligible amounts (12/31/06). \$2,927 in 2005; \$45 in 2006; for a total of \$3,645. Borough staff will try to locate the problem, though all thought Mockenhaupt staff would probably have handled the transfers.

Mr. Shaver thought it might be a good idea for Mr. DeSanto to give council a weekly report on issues council should know about; to give a “heads-up” on problems with vendors, employees, etc. Mr. Wion reminded everyone this should not be done by e-mail for legal purposes. The idea was dropped.

Mr. Heefner requested that grant money be separate from the General Ledger funds. It was suggested that Mr. DeSanto and/or Ms. Hill will work on this project.

ADJOURNMENT:

There being no other business before Council, on a motion by Mr. Heefner, seconded by Mr. Spencer, the meeting adjourned at 8:48p.m.

Respectfully submitted,

John M. DeSanto, Jr.
Borough Secretary/Treasurer

Kathy I. Sosnowski
Executive Administrative Assistant