

The regular monthly meeting was called to order at 6:30 p.m. by President, Jeffery Wright, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Jeffery Wright
Stephen Shaver
Dennis Heefner
MaryJo Szada
Maria Marcinko
Raymond Spencer
Mayor Thomas Acri

Absent:

Michael Albert

David A. Wion, Solicitor
Douglas E. Brown, Borough Manager
Kathy I. Sosnowski, Executive Assistant
Paul A. Lundeen, Bond Counsel

APPROVAL OF MINUTES OF PREVIOUS MEETINGS AS PRESENTED:

A motion was made by Mr. Heefner, seconded by Ms. Marcinko to approve the August 15, 2011 minutes and approved unanimously by all present.

EXECUTIVE SESSION HELD BETWEEN MEETINGS

PUBLIC COMMENT: Agenda Items Only
None.

COMMUNICATION:

Dauphin County Board of Assessment Appeals – memorandum received regarding assessment changes in Steelton Borough.

Dan O'Donnell, WGAL-TV – notice received regarding school watch information.

Off. Dennis Basonic – letter received regarding a safety issue in East End on Second Street from T Street to S Street. Mr. Shaver referred the letter to the Police Committee and asked that a traffic study be prepared.

Faye Clark, Paxtang Borough – sent an e-mail reminding everyone of the Dauphin-Lebanon County Boroughs Association dinner meeting on Tuesday, September 13, 2011. The final attendance count is needed by Friday afternoon. The mayor suggested that we schedule an alternate location in case there is flooding at the boat dock; he said that possibly Pop's Restaurant would be available.

The Harrisburg Authority - sent a letter regarding a change in waste delivery hours.

DEVIATED FROM THE AGENDA FOR AUDIENCE PARTICIPATION:

Chevella Collins, 415 Catherine St. – concerned with the sewage portion of her bill going from \$213 last quarter to \$402 this quarter. Mr. Heefner explained that the sewer rate is based on water usage; she may want to attend a water authority meeting. Mr. Brown also explained the change from a \$58.50 minimum to a \$15 service charge and per 1,000 gallon rate; higher usage could be caused by a water leak, toilet malfunction, etc. Mr. Shaver added that our system is meter-based and more water was used this quarter. Mr. Heefner suggested having the meter checked; she indicated that it was already checked. She also said that she doesn't understand why her usage rose from 10,000 to 32,000; Mr. Heefner explained that the 10,000 probably represents one month; our billing is quarterly. Mr. Wright then informed her that Mr. Brown and Mr. Heefner will work together to check into the issue with the staffs of the Borough office and the Public Works Department.

Habib Miran, 4-12 S. Front St. – concerned that in the past two years his bill has risen from \$450 a quarter to \$1,300 a quarter. It was confirmed that the property has two residential units on the second floor and one commercial unit on the first floor. Mr. Miran said that one unit is empty and the other unit is occupied by a single parent who works all day, every day. Mr. Miran also said that he did check for leaks, and a Borough employee also checked and found no suspicious leaks or problems. Mr. Shaver added that we are addressing mixed usage properties later in the meeting; it is on the agenda. Mr. Heefner reminded everyone that is complaining about the sewer rates that we just finished a \$5 million sewer system upgrade mandated by the Department of Environmental Protection.

Andrew Lumpkin, Club 320 – Mr. Lumpkin requested that since their club is non-profit, should they be exempt from their water/sewer bill? Mr. Shaver stated that they are still considered a commercial property; the Borough has from 50 to 60 non-profit properties they would also have to be given an exemption. Mr. Lumpkin also said that he heard that they might be exempt from property taxes; Mr. Shaver stated that this is not true; only churches are exempt. Mr. Wion explained the five criteria that a 501-C-3 charity needs to meet to be eligible for an exemption and suggested that they contact their own counsel to see if they meet the five criteria.

Joe Pilsitz, 2483 S. 4th St. – concerned with the length of time taken to move forward on the final subdivision plan for parcel #57-017-013. It has been almost 11 months; he could have built the house by now. He also complained that since his plan was not considered in December, 2010, he has to follow the new stormwater ordinance. Mr. Heefner stated that there were many problems/issues in that time – other members of the Planning Commission are volunteers and could not fit meetings into their schedules, DEP had rainwater issues, plans had to be re-worked due to errors and time limits had to be

changed. Mr. Pilsitz was reminded that this property is on the agenda for discussion later.

Wanda Roman – 32 S. 2nd St. – concerned that her water/sewer bill is as high as her mortgage payment. Mr. Wright explained that sewage rates are based on consumption. Mr. Shaver said if her water usage was higher, her sewage usage will also go up. She also stated that her meter was already tested. Mr. Wright asked her to give Mr. Brown more information to check into the issue.

Barbara Barksdale, Friends of Midland Cemetery (Swatara Twp.) – they have a large oak tree that has died and do not have a large enough chain saw or anything with the height to take the tree down. She requested use of the Borough’s “cherry picker” truck for a Clean-Up Day on Friday, September 9th. Mr. Wright said we would not approve the use due to liability issues (in fact, we have refused previous requests from other entities) and questioned if Swatara Township had its own “cherry picker” truck. Mr. Shaver also commented that these trucks are really not designed for cutting trees down. Mr. Heefner suggested that a relative of Joe Conjar is in the business and might be able to do the job.

Tom Zimmerman, Conrad Siegel Actuaries – presented the Borough of Steelton Police Pension Plan MMO (minimum municipal obligation) for 2012 in the amount of \$104,846.73. State aid should be approximately \$70,000.00.

UNFINISHED BUSINESS:

Paul Lundeen – presented Ordinance No. 2011-7 for a general obligation note for non-electoral debt in the amount of \$400,000 for Phase II Streetscape improvements and purchase of telecommunications and radio equipment. Mr. Lundeen stated that this issue was reviewed at the Finance Meeting last week. Mr. Jay Wenger added that \$300,000 should be reimbursed by grant funding and \$100,000 is for telephone/emergency equipment. He also said these are secured loan amounts and recommended acceptance of the Mid Penn agreement. A motion was made by Mr. Shaver, seconded by Mr. Heefner to approve Ordinance No. 2011-7. In a roll call vote taken.

Mr. Wright –	Aye
Mr. Shaver –	Aye
Ms. Szada –	Aye
Mr. Heefner -	Aye
Mr. Spencer -	Aye
Ms. Marcinko -	Aye
Mr. Albert -	Absent

Dave Wion – presented the Paytime agreement for payroll services. He has reviewed the agreement and the Finance Committee recommends its approval. Mr. Wright asked Mr.

Brown if he had any comments; Mr. Brown indicated that the Borough has looked at four different payroll companies and Paytime was the most responsive and fit our needs best. Also, Swatara Township also uses their services and Paul Cornell and their clerk have had no issues since they started using them. Matt Gray of Paytime was present to answer any questions about procedural issues and agreement terms. A motion was made by Mr. Shaver, seconded by Mr. Heefner to authorize President Wright to sign the contract, and was unanimously approved by all present.

NEW BUSINESS:

Dave Wion – presented Resolution 2011-R-15 adopting the Dauphin County Emergency Operations Plan. The County prepared this resolution for Steelton Borough and other entities. A motion was made by Ms. Marcinko, seconded by Mr. Spencer and approved unanimously by all present to approve Resolution 2011-R-15.

Dave Wion – presented Ordinance No. 2011-8 amending chapter 16 (Pensions) of the Borough Code to add an early retirement provision to the Police Pension Plan. Mr. Shaver said that taking care of our employees has been discussed over the years so that when they have reached a point of burnout, they can retire. A motion was made by Mr. Shaver, seconded by Ms. Marcinko and approved unanimously by all present to approve Ordinance No. 2011-8.

Mr. Brown – discussed charging mixed-use properties (commercial and residential combined). Adrienne Vicari of HRG sent a list of options for billing these properties. 1) base the billing on the building's primary use, 2) allow buildings with mixed use to install a separate meter for residential use and bill at the different rates for each use, 3) change the term used for "in home occupation" to "mixed use commercial/residential properties" and bill them based upon the residential volumetric rate plus the \$145/quarter that is currently billed for in home occupations, 4) since standard residential buildings use a 5/8" or 3/4" meter, a mixed use building could be charged based on the size of the meter, and 5) a blended rate could be derived – if the property has two apartments and one commercial office it would be billed at 2/3 residential (\$11.75/thousand) and 1/3 commercial (\$21.20/thousand).

Mr. Brown indicated that there are many mixed-use owners awaiting answers. Ms. Marcinko was concerned that usage was not consistent with past quarters and that some residents saw unusually higher usages. She asked if our reading meter radios are certified. The mayor said they are, and they are some of the best in the state. Mr. Spencer added that we might want to send out fliers reminding residents to think about updating their homes to conserve water, such as changing shower heads, checking toilets, etc. The mayor reminded all that if Harrisburg raises their sewage rates again, we may have to do so also. We have had to make improvements that were state mandated without monies being available. At a recent meeting he attended, two speakers (from

Penbrook and Paxtang) said their communities are reaching their limits to handle increases.

A discussion followed regarding the possibility of allowing mixed-use owners to split meters between the commercial and residential units, and who would ultimately be responsible for payment of bills. The cost of splitting meters at the curb could run anywhere from \$2,000 to \$5,000. Mr. Heefner and Mr. Shaver agreed that another option would be putting a “T” inside the building. A joint meeting with the Water Authority on October 10, 2011 was suggested. The mayor said their agenda could already be full; they also have a lot of residents on hold with water issues. All agreed that a joint meeting should be scheduled as soon as possible, maybe in the next two weeks.

Finally, a motion was made by Mr. Shaver, seconded by Mr. Heefner to approve installation of a second meter. Mr. Wion recommended not mandating another meter so as to not be charged for commercial usage alone; let the owner have the option if they want to differentiate. Ms. Marcinko, Mr. Wright and Mr. Spencer approved the motion, Dr. Szada opposed and Mr. Albert was absent.

Anthony Trost, Third Mountain Surveying – presented the final subdivision plan for Joseph M. & Trisha A. Pilsitz for Parcel #57-017-013 (5th St. & V Avenue). He explained that the plans are to divide the 1/3 acre lot into 2 single family dwellings. He then presented three waiver requests:

1. Seals & signature blocks – motion by Mr. Shaver, second by Mr. Heefner and approved unanimously by all present.
2. Preliminary/final plans combined – motion by Ms. Marcinko, second by Mr. Heefner and approved unanimously by all present.
3. Stormwater management – motion by Mr. Spencer, second by Mr. Shaver and approved unanimously by all present.

Mr. Wion stated that there is no need for a sewer planning module exemption because one is already attached to the existing system (and submitted to DEP). A motion was made by Mr. Shaver, seconded by Mr. Heefner to approve the attachment to the existing system and was approved unanimously by all present.

Both the Steelton and Dauphin County Planning Commissions approved the plan. Mr. Wion said the Council should consider conditional approval upon an acceptable stormwater improvement and secure sedimentation approval from Dauphin County with a total cost of \$8,153.75. Ensure an approved guarantee and execution of all signature blocks on the plan. The lot was divided, another house was built; this was brought before the Zoning Board. The entrance is on 5th Street and there is a 2-car garage behind the dwelling.

Mr. Wion then introduced Resolution 2011-R-16 approving the subdivision on the contingency of satisfactory financial security of the public improvements cost estimate. A motion was made by Mr. Shaver, seconded by Ms. Marcinko and approved unanimously by all present to approve the resolution.

Mayor Acri invited everyone to attend the 9/11 Memorial Service on Sunday, September 11, 2011 at 8:30am at the Steelton Fire Department building.

OTHER BUSINESS:

Douglas E. Brown – requested an executive session to discuss personnel matters, land acquisition and potential litigation issues.

On motion by Mr. Shaver, seconded by Mr. Spencer, the Council meeting recessed into executive session at 8:17p.m. to discuss personnel matters. The Council meeting reconvened at 8:55p.m. with a motion by Mr. Heefner, seconded by Mr. Spencer.

A motion was made by Mr. Shaver, seconded by Ms. Marcinko to approve the separation agreement with Officer John Fry and approved unanimously by all present.

ADJOURNMENT:

There being no other business before Council, on a motion by Mr. Shaver, seconded by Ms. Marcinko, the meeting adjourned at 9:01p.m.

Respectfully submitted,

Douglas E. Brown
Borough Manager

Kathy I. Sosnowski
Executive Assistant