

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

**In Attendance**

Jeffery Wright  
Stephen Shaver  
Michael Albert  
Dennis Heefner  
MaryJo Szada

**Absent:**

Michael Kovach  
Lisa Wiedeman-Krosnar

Thomas Acri, Mayor  
Michael G. Musser, II, Secretary  
Kathleen D. Handley, Assistant Secretary  
David A. Wion, Solicitor

**APPROVAL OF MINUTES:**

**The minutes for the October 17<sup>th</sup>, 24<sup>th</sup> and 31<sup>st</sup>, and November 7, 2005 Budget and Council Meetings were presented for Council's consideration.**

On a motion by Mr. Albert, seconded by Dr. Szada, Council Members present voted unanimously to approve the minutes as presented.

**EXECUTIVE SESSIONS HELD BETWEEN MEETINGS:**

Mr. Musser said he had nothing to report at this time other than what is in the minutes..

**APPROVAL OF SCHEDULES OF BILLS, REQUISITIONS AND CHANGE ORDERS AS PRESENTED;**

On a motion by Mr. Albert, seconded by Dr. Szada, Council Members present voted unanimously to approve the schedules of bills, requisitions and change orders as presented.

**APPROVAL OF DEPARTMENT REPORTS;**

**Reports for Community Development, Main Street, Finance, Fire and Ambulance, Personnel, Police, Public Works, Code Enforcement and Main Street for October were presented for Council's approval.**

On a motion by Dr. Szada, seconded by Mr. Shaver, Council Members present voted unanimously to approve the Department Reports for October, as presented.

**MAYOR'S REPORT:**

Mayor Acri asked Chief Lenker to update Council on a few things. Chief Lenker said he was invited to attend a press conference on the morning of the November 23, 2005 at the County to receive Steelton Borough

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two (2) portable Breath Analyzers from the DUI Association. Chief Lenker also informed Council that there have been some incidents of spray painting on parking meters and mail boxes

**PUBLIC COMMENT: Agenda Items Only**

There were no comments.

**COMMUNICATIONS:**

**Dauphin County Commissioners & the Dauphin County Commissioners, Joseph Crown, II, Frank Lynch, Christine Smith and Chris Stump – Letter and notes of Congratulations to Mr. Musser for achieving the Honor of “Fort Under 40” award in the Central Penn Business Journal.**

On a motion by, Shaver, seconded by Mr. Albert, Council Members present voted unanimously to have the letters and notes placed in Mr. Musser’s personnel file.

**The Lenker Family – Thank You Note to the Mayor, Council and Borough Staff for their kindness, sympathy & friendship at the loss of Chief Lenker’s father.**

There were no comments

**Mrs. Doris Kovach & John Salov – Letters of Thanks to the elected officials of the Borough, Staff and Volunteers for the wonderful job with the 125<sup>th</sup> Anniversary Gala..**

There were no comments.

**Mike Runkle, 321 Swatara Street, Steelton, PA – Letter of Complaint regarding the issue he is having with his neighbors and the landlord.**

Mr. Wright noted that Mr. Runkle has discussed this matter with Mr. Heefner and a copy of the letter was forwarded to Chief Lenker and the Mayor. Mr. Heefner this is in his neighborhood and he called for the police one evening when there were around 20-25 kids hanging out in the area. Chief Lenker said he has spoken with Mr. Runkle about the situation and his department is looking into the situation.

**Daniel S. Robinson, Director, Dauphin county Office of Community & Economic Development – Informing the Borough that the Borough has been allocated \$150,000 for Phase II of the boat Launch Project and \$120,000 for Adams Street Redevelopment Project from the FY 2006 CDBG Allocation.**

There were no comments.

**Officer Robert Gaither, Jr. – Letter informing the borough that he plans to retire on January 1, 2006.**

On a motion by Mr. Shaver, seconded by Dr. Szada, Council Members present voted unanimously to  
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accept his resignation. Mr. Shaver commended Officer Gaither for his service to the Borough.

**Ms. Sviben – Informing Steelton Borough Council and the Mayor that the Steelton Tree Lighting is Wednesday, November 30, 2005, at 6:30 p.m., at the Municipal Building.**

Mr. Wright said this is for Council's information and asked the Council Members to let Ms. Sviben know if you will be attending.

**Ms. Sviben – Submission of the Community Development Calendar for 2006 as requested.**

There was a discussion on the calendar, and the items to be included on the calendar.

**Mr. Musser – Informing Council of changes to the Benefit Bonus Program and changes with retiree health care.**

Mr. Musser informed Council that there have been several changes to the Health Insurance Opt Out program and the employees have been notified.

**Kathleen A. McGinty, Secretary, DEP – Letter informing the Borough that it has received an Environmental Stewardship and Watershed Protection (Growing Greener) Grant in the amount of \$246,200.**

Mr. Musser said this is the grant the Borough applied for to beautify the canal. He said that a meeting is scheduled with Mital Steel on Wednesday at 3:30 p.m., to discuss the project. Mr. Musser added that the scope of work may have to be modified. Mr. Musser said he asked Skelly & Loy to come aboard, since they have experience with similar projects.

**Tri-County Regional Planning Commission – Requesting the Borough to nominate two (2) members to the Southwest Plan Development Section.**

Mr. Musser recommended that the Council nominate Mr. Heefner and Ms. Stoner as his backup.

After discussion, on a motion by Mr. Shaver, seconded by Mr. Albert, Council Members present voted unanimously to authorize Mr. Musser to write a letter supporting Mr. Heefner.

**Denise McGregor Armbrister, Executive Director, Wachovia Regional Foundation – Letter informing the Steelton Community Development Foundation that its grant through the Wachovia Regional Foundation's Neighborhood Planning Grants Program was not approved.**

Mr. Musser informed Council Members that he has a conference call scheduled to find out the reason why it was denied.

**UNFINISHED BUSINESS:**

**RESOLUTION 2005-R-35, ESTABLISHING A Special Purpose Parking Space for David R. West of 40 South Fourth Street, was presented for Council's consideration.**

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On a motion by Mr. Shaver, seconded by Mr. Albert, Council Members present voted unanimously to adopt RESOLUTION 2005-R-35, as presented.

**New Hope Living Baptist Church, 395 South Second Street, Steelton, PA – Submission of a Special Purpose Parking Application.**

Mr. Musser said this was approved at the last meeting, but Mr. Conjar gave Mr. Wion the incorrect measurements. The space was approved for the Mohn Street side, but the measurements were for South Second Street. Mr. Musser said that Council could approve it tonight with the appropriate changes in the location.

RESOLUTION 2005-R-36, ESTABLISHING A SPECIAL PURPOSE PARKING SPACE FOR THE NEW HOPE LIVING BAPTIST CHURCH, was presented for Council's consideration.

On a motion by Mr. Shaver, seconded by Mr. Albert, Council Members present voted unanimously to adopt RESOLUTION 2005-R-36, with the correct location, as presented.

**Todd A. Reid, 503 North Front Street, Steelton, PA – Submission of a Special Purpose Parking Application.**

For Council's information, there were no comments

**Gene F. Yetter, 506 North Second Street, Steelton, PA – Submission of a Special Purpose Parking Application.**

For Council's information, there were no comments.

**Mr. Musser – Submission of a Comprehensive Review of 107 North Front Street**

Mr. Musser said that he engaged IEQ Engineers to look at the property and submit an analysis. Mr. Musser asked Council Members and the Mayor to review the study and make notes. Mr. Musser said he would like to schedule a meeting with the Community Development Committee and the Engineer to discuss the analysis. Mr. Musser said he asked them for ball park figures – nothing specific.

**Mr. Musser – Providing Council with an update on the Borough of Steelton's Pennvest Application and discussion in regards to the Bond Issue.**

Mr. Musser said that he and Mr. Wion have a meeting with Mr. Leber to review the Bond spending. Mr. Musser noted that the Borough was approved for the Pennvest Loan for the Storm Sewer, but Mr. Leber said that if the Borough accepts the Pennvest Loan, it will go against the Borough's borrowing capacity. He added that if the Borough did a wrap around, it may cost more in interest, but wouldn't count against the Borough's borrowing capacity. Mr. Musser said he will report back to Council after the meeting.

**NEW BUSINESS:**

**Mr. Musser – Discussion in regards to the Main Street Manager Position and Executive Assistant Position.**

Mr. Musser said that it is the consensus of the Committee to recommend to Council the appointment of Patrick James Gehrlein to the position of Main Street Manager, effective date of hire to be December 12<sup>th</sup> at a salary of \$42,000 a year to start with a potential to go to \$44,000 after a successful probationary period of six (6) months. Mr. Musser said the Committee also recommends a \$2,000 relocation allocation to be paid to Mr. Gehrlein on his first day of employment..

On a motion by Mr. Shaver, seconded by Mr. Albert, Council Members present voted unanimously to appoint Mr. Patrick James Gehrlein to the position of Main Street Manager, as recommended.

Mr. Musser said the Committee recommends that Council appoint Jennifer Brown Sweeney to the position of Administrative Executive Assistant, at the rate of \$13.00, an hour, with the effective hire date of January 3, 2006. Mr. Musser said Ms. Sweeney will report only to him and is a part-time position with a maximum of thirty (30) hours a week with no health benefits, but she will get vacation, sick and personal leave as well as membership in the pension plan.

On a motion by Mr. Shaver, seconded by Mr. Albert, Council Members present voted unanimously to appoint Jennifer Brown Sweeney to the to the part-time position of Administrative Executive Assistant as recommended.

Mr. Wright noted that there was a large pool of well-qualified applicants and it was a very difficult decision. He said the Committee interviewed twenty-five (25) applicants and narrowed it down to five (5) applicants to interview a second time.

**OTHER BUSINESS:**

**Mr. Musser – Requesting an Executive Session to discuss personnel matters.**

**AUDIENCE PARTICIPATION:**

There were no comments.

**COUNCIL'S CONCERNS**

**Mr. Heefner** – said he met with the directors of Rebuilding Together and they were very receptive. Mr. Heefner said the code Office will hand out the applications to those who own the property and have the taxes paid up to date. Mr. Heefner explained that the applications are submitted to the County and they interview the applicants.

**Mr. Albert** – wished everyone a Happy Thanksgiving.

**Mr. Shaver** – noted that in the Council packets there was a letter from the American Red Cross to the Fire Department thanking them for their donation of \$4,000.00, from their boot drive, for the victims

of Hurricane Katrina

Mr. Shaver said that Bruce Elliot received a letter from the Charity Riders of Central Pennsylvania , thanking him for his assistance with their ride to Fort Indiantown Gap National Monument in conjunction with their Veterans Rally. Mr. Shaver noted that they donated over \$17,000 of the money raised, to the Disabled Veterans at the Lebanon VA Hospital.

**Mr. Wright** – said that he and Mr. Shaver attended the Eminent Domain workshop, which was excellent, and very informative. He also commended Mr. Musser, Mr. Heefner and the Mayor for getting the houses demolished on Second Street and on Ridge Street.

**Mayor Acri** – wished everyone a very Blessed Thanksgiving..

**Mr. Musser** – wished everyone a Happy Thanksgiving and asked everyone to remember the Lenker and Anderson families during this time.

On a motion by Mr. Albert, seconded by Mr. Heefner, the meeting recessed into executive session at 7:05 p.m.

The meeting reconvened at 7:24 p.m.

**ADJOURNMENT:**

There being no other business before Council, on motion by Dr. Szada, seconded by Mr. Albert, the Council meeting adjourned at 7:25 p.m.

Respectfully submitted,

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Michael G. Musser, II  
Borough Secretary

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Kathleen D. Handley  
Assistant Borough Secretary