

Steelton Borough  
Council Meeting  
May 6, 2002

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

In Attendance:

Michael Kovach  
Thomas Acri  
Jeffrey Wright  
Jeffrey Wrightstone  
Albert Gornik  
MaryJo Szada  
Michael Albert  
Mayor George Hartwick, III

Absent:

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

**PUBLIC COMMENT: On Agenda Items Only**

There were no comments.

Mr. Kovach deviated from the Agenda to allow Paula Sviben to present an overview of the Main Street Program.

Mrs. Sviben said she will be attending the June Conference since the Main Street Manager will not be hired by then. She said that some training is suggested, which will be done by someone in the Pa Downtown Center. She suggested that we should have some high visibility of something getting done. They also said that 'Motivated and on the Move' is too long to recognize according to DCED research. Ms. Sviben said that the finance subcommittee is very important, and we are looking at eight (8) to ten (10) hours a month over and above regular meetings for volunteers. She asked Council members to let her know if they have any volunteers. Ms. Sviben suggested that Council Members should attend some of the initial training sessions.

Mayor Hartwick asked who appoints people to the board of Advisors. Mrs. Sviben said the director, advisors and Main Street Manager would be appointed by Council.

Mr. Musser suggested that the Executive Committee could be the Chairpersons of the three (3) committees.

Mr. Kovach said we agree with the Mayor, that this needs to move forward, but the key word is volunteers – we don't want all of this to fall on the staff. Mayor Hartwick agreed and said it is very important to make some corporate and Business sponsorships because the first year we receive

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\$5,000 and all the big money comes in the successive years so the people we get on board are critical. He said that is why it is important to: set up training dates; have action planning and strategy; promotion; economic and organizational committees. Mr. Albert asked how many volunteers would be needed. Mrs. Sviben said a minimum of twenty (20) – five (5) on each committee. Mrs. Sviben was excused at 6:45 p.m.

Mayor Hartwick said he has another meeting this evening and asked if Council could address the items he is involved with first.

Mr. Kovach agreed.

**The Harrisburg Regional Chamber & CREDC – Invitation to “Meet Your Elected Officials” reception on Thursday, May 1, 2000, from 5:30 p.m., to 7:30 p.m., at the Felicita Resort.**

Mayor Hartwick said the date is changed to May 16, 2002.

**Mayor Hartwick – Providing Council with an update on the Clean up Day on Saturday, May 11, 2002, from 8:00 a.m. to 1:00 p.m.**

Mayor Hartwick said we won't be able to hose down the buildings because of the drought. We need people to sweep streets and pick up trash.

**Mayor Hartwick – Informing Council that a letter has been submitted to the Steelton-Highspire School District Requesting them to participate in a Summer Playground Program next summer.**

Mayor Hartwick said he is asking the School Board to include a share for the Summer Playground Program in their next year's budget. He said that if we want to move kids off the street, we want to implement a summer playground program for next year. He said that the details have not been worked out yet.

Mr. Kovach asked if we do not get any funds from the School District, will the program go forward. The Mayor said he will be at the meeting to give it a good push and he won't asked for more than \$12,500 from Council.

Mr. Kovach further deviated from the Agenda to allow Mr. Donley to address Council at this time.

**Donald Donley – Requesting permission to discuss the Agreement of Sale for 313-327 North Front Street.**

Mr. Donley told Council Members that the way the contract is worded, no bank will lend him the money, because it says that if there are no improvements done in a year the Borough can take the property back. He said he has been to three (3) different banks and all three (3) have approved the money, except for the wording.

Mr. Wion said that Mr. Donley is correct because the Borough has consistently used the basic contract of sale which says that you will start building within six (6) months and finish within twelve (12) months. If you don't complete it, the Borough will take it back. Mr. Wion said that Mr. Donley is the only person who has had this problem, and recommended that Council not remove any language to maintain their interest.

Mr. Donley said he has the money to buy the land, but not to build. Mr. Acri said we should sell him the land and then the Borough is done with it. He said If Mr. Donley doesn't build on it, then we have to address it, but the land sat vacant for this long, no one wants it. Mr. Kovach agreed and said the Borough makes \$35,000.00 on the deal.

Mr. Wion said Council will have to refund the bid deposit, remove the appropriate wording and rebid the lot because the bid documents say that something must be built within a year.

Mr. Kovach told Mr. Donley that Council will discuss this with Mr. Wion and get back to him within the week. He assured Mr. Donley that Council wants to work with him.

**Ms. Czeiner & Mr. Wion – Submission of the Preliminary/Final Subdivision & Land Development Plan for "The Townes at Hillside".**

Mr. Hart was present and told Council that he purchased a lot on North Harrisburg Street and is proposing to put six (6) townhouses there. He said he met with the Zoning Board and received a variance for the setbacks. He said they will be similar to the ones at 6<sup>th</sup> and Catherine Streets. He said the two (2) end ones will have garages and the houses are set back about five (5) feet to allow for parking. He said he is asking for an exemption for the sewer module submitted to the Borough Engineers and Harrisburg. Mr. Hart said he should have an answer by the end of the week.

Mr. Hart said there were a few comments from the Borough engineers. The first two (2) items – they wanted \$4.50 to \$5.00, a square foot security for the sidewalks and he has not problems with the connection fees. Mr. Hart said he presented it making one huge driveway apron instead of having a sidewalk, because there are no sidewalks there and the ones that are there are dilapidated. Mr. Hart referred to #4 saying that the storm water from the rear, based on the way the hill is, there is a flat spot from back of the building to the hill – Omar said water will go onto everyone's property, but it won't because we will have a channel to divert it.

Mr. Wion asked if the Borough's engineer has been asked to look at that and does he agree with that?

Mr. Hart said he hasn't spoken with them yet. Mr. Kovach said he believes the sidewalks will have to go in. He said that Mr. Wion will prepare the agreement containing the three (3) items that were discussed and ask Mr. Hart to execute the document this evening.

**COMMUNICATIONS:**

**Harrisburg Regional Chamber – Invitation to the Eighth Annual Governor's Breakfast on Tuesday, May 21, 2002, at 7:30 a.m. at the Radisson Penn Harris Hotel and Convention Center.**

Mr. Kovach said anyone who wishes to attend, should contact Mr. Musser

**Leadership Harrisburg Area – Invitation to "Leadership Under Fire" Friday, May 31, 2002, from 12:00 noon to 1:30 p.m., at the Radisson Penn Harris Hotel and Convention Center.**

Mr. Kovach asked anyone who wishes to attend, please contact Mr. Musser

Mayor Hartwick was excused at 7:35 p.m.

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**The South Central Assembly for Effective Government – Invitation to the Land Use Planning Forum on Friday, May 10, 2002, at 7:30 a.m., at the Dauphin County Agriculture & Natural Resource Center.**

Mr. Kovach asked anyone who wishes to attend, please contact Mr. Musser.

**The Harrisburg Regional Chamber & CREDC - Invitation to “Meet your Elected Officials” Reception, Thursday, May 16, 2002, from 5:30 p.m., to 7:30 p.m., at the Felicita Resort.**

Mr. Kovach noted that the Mayor had previously addressed this noting the date change. He asked that anyone who wishes to attend, contact Mr. Musser.

**Royalton Activity Committee – Invitation to a “Children’s Miracle Network Fair” on June 1, 2002, at Kiwanis Park, Royalton, Pa from 10:00 a.m. to 4:00 p.m.**

Mr. Kovach said this is for Council’s information.

**Mayor Hartwick – Providing Council with an update on the Clean Up Day on Saturday, May 11, 2002, from 8:00 a.m. to 1:00 p.m.**

Mr. Kovach said that this was addressed previously.

**New Baldwin Corridor Coalition – Invitation to the Community Development Workshop on Wednesday, May 29, 2002, from 4:00 p.m., to 8:00 p.m., at the Wildwood Conference Center, HACC.**

Mr. Kovach said that the Mayor will be making a presentation and needs Council Members, Planning Commission members, zoning Members and Department Heads to attend this meeting.

**Frank Lynch, Director of Government Relations, Comcast – Informing the Borough of a Change in Channel Selection.**

Mr. Kovach said this was for Council’s consideration.

**Donna Czeiner – Informing Council that she has completed the National Fire Academy for Fire Inspection Principles.**

On a motion by Mr. Acri, seconded by Mr. Wright, Council Members voted unanimously to place this in Ms. Czeiner’s Personnel File.

**United Way – Presenting Steelton Borough with the Gold Award for Outstanding Service to the people of our community and the United Way.**

Mr. Kovach said this was for Council’s information.

**John D. Payne, Chairman, Dauphin County Commissioner – Informing Mayor Hartwick that he has been appointed to the Tri-County Regional Planning Commission.**

Mr. Kovach said this was for Council's information.

**UNFINISHED BUSINESS:**

**Mr. Musser – Requesting Council to execute the Intergovernmental cooperation Agreement for the Lower Dauphin Intermunicipal Cable television Cooperative.**

On motion by Mr. Gornik, seconded by Mr. Albert, the Council Members voted unanimously to execute the Intergovernmental Cooperation Agreement as presented.

**Mr. Acri – Recommending the hiring of Jack Eugene Kutz as the Water Filtration Plant Operator at an hourly rate of \$12.50, effective May 8, 2002, and contingent upon a successful background check.**

Mr. Acri informed Council Members that Mr. Kutz was first interviewed by Mr. Wintergrass, then by the Personnel Committee, Mr. Albert, Mr. Gornik, Mr. Wright, and himself along with Mr. Wintergrass. He said that Mr. Kutz has a Class 'C' License and a Wastewater License from Texas and he will work on getting them transferred.

On a motion by Mr. Wright, seconded by Mr. Albert, Council Members voted unanimously to hire Jack Kutz as the Water filtration Plant Operator at \$12.50 per hour, effective May 8, 2002, contingent upon a successful background check.

**Mr. Musser – Providing an update to Steelton Borough Council in regards to the potential borrowing proposal.**

Mr. Musser said that he and the Mayor met with Mr. Leber regarding any potential borrowing in the future. Mr. Musser said he asked Department Heads to submit to the Finance Committee. He said that if there is any interest, we will have Mr. Leber address the Council, but this is in the preliminary stages.

**Ms. Czeiner & Mr. Wion – Submission of the Preliminary/Final subdivision & Land Development Plan for the "Townes at Hillside".**

Mr. Kovach noted that this was previously addressed.

**Resolution 2002-R-6 – Resolution establishing a Special Purpose Parking space for Benjamin F. Klugh, 36 S third St.**

Mr. Musser said that Mr. Klugh must get permission from the neighbor, for him to park in front of 34 S. Third Street.

**Resolution 2002-R-7 – Resolution establishing a Special Purpose Parking Space for Charlie Thaug of 615 S. Front St.**

On motion by Mr. Acri, seconded by Mr. Wright, Council Members voted unanimously to approve Resolution 2002-R-7 as presented.

**Donald Donley – Requesting Permission to discuss the agreement of sale for 313-327 North Front Street.**

Mr. Kovach said this was addressed earlier in the meeting.

**NEW BUSINESS:**

**Mr. Musser – Providing Council with a Workmen’s Compensation budgetary update memorandum.**

Mr. Musser said that we did experience a loss and the market is restructuring itself, so we will see an increase in the premium. He said that by next August, we should be able to shop around.

**Mr. Musser – Requesting Council appoint Wolf, Block, Schorr & Lolis-Cohen as Solicitor for the Steelton Borough Civil Service commission.**

Mr. Musser said that the Civil Service Commission will need their own attorney, since Dave Wion represents the Borough and the Commission needs their own attorney only on a per case basis. Mr.

Musser said that this firm is very experienced, and the cost would be about \$150.00 an hour. Mr. Kovach asked how we chose this firm. Mr. Musser said we didn’t have much time to shop around. Mr. Kovach said that Council Members didn’t recognize the firm. Mr. Wion said they are from Philadelphia, with offices here. Dr. Szada asked if there were any firms based in the Harrisburg area that do this work. Mr. Musser said he is sure there are, but we didn’t have much time. He said we can always change that at any time, but we need someone right now.

On a motion by Mr. Wright, seconded by Mr. Albert, Council Members voted unanimously to appoint Wolf, Block, Schorr & Solis-Cohen as Solicitor for the Steelton Borough Civil Service Commission.

**Kathy Potami – Requesting permission to discuss the possibility of establishing a library in the Borough of Steelton.**

Mr. Musser said that Mrs. Potami was not present to discuss and suggested that Council table the matter for another meeting.

**Resolution 2002-R-8 – Approving the Borough of Steelton’s participation in the Pennsylvania State Association of Borough’s “Borough Management Caucus”**

On a motion by Mr. Acri, seconded by Mr. Albert, Council Members voted unanimously to adopt Resolution 2002-R-8 as presented.

**Mayor Hartwick – Informing Council that a letter has been submitted to the Steelton-Highspire School District requesting them to participate in the Summer Playground Program next summer.**

Mr. Kovach said this was addressed earlier in the meeting.

**Mr. Kovach - Providing Council with copies of Steelton Borough Code in regards to Council Compensation and the Forfeiture Provision.**

Mr. Kovach tabled this item.

**Mr. Musser – Informing Council that applications for summer help have been sent to the School District and Churches. The job has also been advertised in the Patriot-News and the deadline is May 13, 2002.**

Mr. Musser reported that we received two (2) applications. He said the hourly rate is \$8.00. Mr. Musser said he will call the Personnel Committee and the Public Works Chairperson to arrange for interviews. Mr. Acri asked how many openings we had. Mr. Musser said there were three (3) openings.

**Ms. Czeiner – Discussion in regards to a request from businesses to have outdoor cafes in the Borough.**

Ms. Czeiner said the memo was in the packet. She said she was approached by a few businesses along Front Street about putting tables in front of their businesses on Front Street in the allowable space. She said we have an ordinance that does keep in the same spirit of what we are allowing other businesses to do. She asked if this is something that is allowed, she needs some direction.

Mr. Kovach said this will be given to Mr. Wright and the Community Development Committee for their recommendations.

**Mr. Musser & Ms. Sviben – Update on the Main Street Program.**

Mr. Kovach noted that this was also addressed earlier in the meeting.

**OTHER BUSINESS:**

**Mr. Acri – Requesting an executive session to discuss personnel matters concerning Mr. Musser, Officer Gaither, the Code Office, Department Job Descriptions and duties and appeals filed by Bethlehem Steel in regards to Real Estate Taxes.**

**AUDIENCE PARTICIPATION:**

There was none.

**COUNCIL'S CONCERNS:**

**Mr. Wright** – said that he spoke to Mr. Musser and the Personnel Committee about having each Department Head to provide Council Members with job descriptions.

**Mr. Acri** – Asked about the status on the house at Second & Locust Street, owned by Gene McCaleb.

Ms. Czeiner said it was condemned prior to her coming on board. She said it is boarded up according to code. Ms. Czeiner said we could have an engineer inspect it to determine if it is safe.

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Mr. Kovach asked Ms. Czeiner to determine if he has current permits. Mr. Wright asked Ms. Czeiner to speak with Mr. Wion on that and follow his recommendation. Mr. Acri said that it needs to be addressed.

On motion by Mr. Wright, seconded by Mr. Albert, the Council meeting recessed into executive session at 8:00 p.m., to discuss personnel matters regarding Mr. Musser, Officer Gaither, and the Code Office, Department job descriptions and duties and appeals filed by Bethlehem Steel on their Real Estate Taxes.

Mr. Albert was excused at 8:35 p.m.

The meeting reconvened at 8:47 p.m.

On motion by Mr. Acri, seconded by Mr. Gornik, Council Members present voted 5 to 1 to cancel the Agreement of Sale with Donald Donley and return the down payment. Mr. Kovach asked for a roll call vote:

Dr. Szada – Yes; Mr. Gornik – Yes; Mr. Kovach – Yes; Mr. Wright – No; Mr. Acri – Yes; Mr. Wrightstone – Yes.

On motion by Mr. Acri, seconded by Mr. Wright, Council members present voted unanimously to advertise the lots for sale with the minimum bid of the current assessed value, with no restrictions.

## **ADJOURNMENT**

There being no other business before Council, on motion by Mr. Acri, seconded by Dr. Szada, the Council meeting adjourned at 8:49 p.m.

Respectfully submitted,

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Michael G. Musser, II  
Borough Secretary

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Kathleen D. Handley  
Assistant Borough Secretary