

The regular monthly meeting was called to order at 6:32 p.m. by the President, Michael J. Kovach, with the pledge of allegiance, followed by a moment of silence.

In Attendance:

Michael Albert
Jeffrey Wright
Lisa Wiedeman-Krosnar
MaryJo Szada
Dennis Heefner

Absent:

Stephen Shaver

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

APPROVAL OF MINUTES:

On a motion by Mr. Heefner, seconded by Mrs. Wiedeman-Krosnar, Council Members present voted unanimously to approve the October 18, 2004 Council Meeting, the October 21 and October 25, 2004, Budget Meeting minutes as presented.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS:

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

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

On a motion by Mr. Albert, seconded by Mr. Wright, 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, and Code Enforcement for October, were presented for Council's approval.

On a motion by Dr. Szada, seconded by Mrs. Wiedeman-Krosnar, Council Members present voted unanimously to approve the Department Reports for October as presented.

MAYOR'S REPORT:

Mayor Acri said he had nothing to report at this time.

PUBLIC COMMENT: Agenda Items Only

There were no comments.
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COMMUNICATIONS:

Pennsylvania State Association of Boroughs (PSAB) – Invitation to a seminar on ‘Defining the Role of the Police in Your Community’.

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

Senator Jeffrey E. Piccola, Majority Whip, 15th District – Providing the Borough with a copy of the letter sent to Barry Hoffman in regards to the condition of Route 230.

There were no comments.

Robin G. Kisler – Letter of Resignation from the Steelton Community Development Foundation and the Main Street Organization Committee due to increased family and employment obligations.

Mr. Kovach said that the Foundation will submit a name to Council to fill the vacancy.

Joseph Conjar – Providing Council with a copy of a Certificate of Completion in regards to Valves: Operation and Maintenance for Mark R. Handley.

On a motion by Mr. Wright, seconded by Mrs. Wiedeman-Krosnar, Council Members present voted unanimously to have the Certificate placed in Mark Handley’s personnel file.

Kenneth R. Kitch, Ph.D., Superintendent, Steelton-Highspire School District – Letter of Thanks to the Steelton Fire Department for their assistance with holding Fire Drills at both school buildings.

On a motion by Dr. Szada seconded by Mrs. Wiedeman-Krosnar, Council Members present voted unanimously to post the letter in the Steelton Fire Department.

Alex L. Tatanish, Recreation & Park Advisor, Grant Projects Management DCNR – Letter informing the Borough that they have received the Borough’s submission in regards to Boat Launch Project and informing the Borough that we may proceed with the project.

There were no comments.

UNFINISHED BUSINESS:

Mr. Musser – Informing Council that the County has approved the transfer of the \$70,000.00, from the Municipal Park Project to the Bailey Street Park Project.

There were no comments.

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Mr. Musser – Requesting dates from Council to set up interview for Part-Time Police Officers and to inform Council that the Civil Service Commission has certified the full-time hiring list.

Mr. Musser said that set up interviews for the part-time police officer applicants. Mr. Musser informed Council that he will notify the police officers on the full-time list, of their scores, but not their ranking and that their potential start date will be in the first quarter of 2005. Mr. Musser reminded Council that, based on the Auditors' recommendation, the part-time officers must be on board and working independently before Council hires the full-time officers, in order to realize the projected savings. Mr. Musser said Council will receive the top three names when they are ready to hire the full-time officers. He added that none of the top five applicants have veteran's preference.

RESOLUTION 2004-R-37-A RESOLUTION ADOPTING THE 2005 BOROUGH OF STEELTON SEWER BUDGET was presented for Council's consideration.

On a motion by Mr. Wright, seconded by Mr. Albert, Council Members present voted unanimously to adopt RESOLUTION 2004-R-37, as presented.

RESOLUTION 2004-R-38, A RESOLUTION ADOPTING THE 2005 BOROUGH OF STEELTON GENERAL BUDGET was presented for Council's consideration.

On a motion by Dr. Szada, seconded by Mr. Albert, Council Members present voted unanimously to adopt RESOLUTION 2004-R-38 as presented.

ORDINANCE 2004-11, AN ORDINANCE FIXING THE TAX REATES FOR 2005, was presented for Council's consideration.

On a motion by Mr. Wright, seconded by Mrs. Wiedeman-Krosnar, Council Members present voted unanimously to adopt ORDINANCE 2004-11 as presented.

RESOLUTION 2004-R-39, A RESOLUTION ADOPTING THE DISCOUNTS & PENALTIES FOR 2005, was presented for Council's consideration.

On a motion by Mr. Albert, seconded by Mrs. Wiedeman-Krosnar, Council Members present voted unanimously to adopt RESOLUTION 2004-R-39, as presented.

RESOLUTION 2004-R-40, A RESOLUTION RE-AUTHORIZING THE BOROUGH'S PARTICIPATION IN THE MAIN STREET PROGRAM FOR THE THIRD YEAR OF THE GRANT, was presented for Council's consideration.

On a motion by Dr. Szada, seconded by Mrs. Wiedeman-Krosnar, Council Members present voted unanimously to adopt RESOLUTION 2004-R-40, as presented.

RESOLUTION 2004-R-41, A RESOLUTION REQUESTING A BUSINESS IN OUR SITES PLANNING GRANT IN THE AMOUNT OF \$100,000, was presented for Council's

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consideration

Mr. Musser recommended that Council table this Resolution until the December 6th meeting. He said that he is not sure of the amount, so it has to be fine tuned.

On a motion by Mr. Wright, seconded by Mr. Albert, Council Members present voted unanimously to table RESOLUTION 2004-R-41, as recommended by Mr. Musser.

Mr. Musser noted that Council has a copy of a Lease Agreement with the Airport Authority for their review. He explained that the area beside the ramp towards Highspire, belongs to the Airport and they are willing to lease that land to the Borough. Mr. Musser said that Mr. Wion is reviewing the lease and he asked Council to review it and to be prepared to act on it at the December 6th meeting.

Mr. Musser asked Council to review the Master Streetscape Plan and Map that are also in front of them this evening. He asked them to review it and notify him of any comments by the week before Thanksgiving so Kairos has it ready for approval at the December 16th meeting. Mr. Musser noted that it will be necessary to have two (2) meetings in December.

ORDINANCE 2004-12, AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE BOROUGH OF STEELTON, CHAPTER 102, "TAXATION" BY THE REVISION OF ARTICLE vii, "OCCUPATION TAX", SECTION 102-53, "COMPUTATION AND COLLECTION OF TAX" TO APPOINT THE STEELTON TAX ADMINISTRATOR AS THE TAX OFFICER, AND SECTION 102-54, "TAX DISCOUNT; COLLECTION; PENALTY" BY PROVIDING FOR AN ADDITIONAL PENALTY EQUAL TO THE COSTS OF COLLECTION, was presented for Council's consideration.

On a motion by Dr. Szada, seconded by Mr. Wright, Council Members present voted unanimously to adopt ORDINANCE 2004-12, as presented.

NEW BUSINESS:

Joseph Conjar – Requesting Steelton Borough Council approve posting the position held by Gary L. Wrightstone, due to his planned retirement on February 1, 2005.

After some discussion, it was the consensus of Council to meet with Mr. Conjar to discuss the matter.

Dauphin County Planning Commission – Requesting Council to approve the Municipal Planning Advisory Service Agreement for the year 2005.

On a motion by Mr. Heefner, seconded by Mr. Albert, Council Members present voted unanimously to approve the Municipal Planning Advisory Service Agreement for the year 2005, as presented.

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Mr. Musser – Informing Council that William A. Wright & Lishelle Williams have submitted a Special Purpose Parking Application.

Mr. Musser informed Council that the application is not complete and asked that the matter be tabled. Mr. Musser said he will notify Mr. Wright and Ms. Williams of the missing documents.

OTHER BUSINESS:

Mr. Musser – Requesting an Executive Session to discuss land acquisition and personnel matters.

AUDIENCE PARTICIPATION:

Jeanne Barr, 349 South Fourth Street – asked Chief Lenker if he was aware that she called the police office on Friday because someone vandalized her neighbor's truck, at 346 South Fourth. She said that on Saturday another neighbor at 347 South Fourth Street called the police because someone poured kerosene on his steps. She said that it is getting scary and asked Chief Lenker if the police could increase patrols in the area.

Chief Lenker and Council thanked Ms. Barr for bringing this to their attention and asked her to encourage her neighbors to call the Police when these things happen.

COUNCIL'S CONCERNS:

Mr. Albert – wished everyone a Happy Thanksgiving..

Mrs. Wiedeman-Krosnar – wished everyone a Happy Thanksgiving and commended Chief Lenker and Police Department for the great job they did at the C&R's incident.

Mayor Acri – wished everyone a Happy Thanksgiving.

ADDITIONS:

Retiree's Cost of Living Increase – Mr. Musser noted that council has a copy of the Cost of Living information from MMC & P for the non-uniform employees. He said the report lists increases from 1% to 5%, and asked Council if they wished to give an increase and if so, how much, so that Mr. Wion could prepare a resolution for the next Council meeting.

After some discussion, on a motion by Mr. Albert, seconded by Mrs. Wiedeman-Krosnar, Council Members present voted unanimously to give a 4% increase for cost of living, t the current retirees or their beneficiaries.

Budget/Tax Letter - Mr. Musser said that Council has a copy of the letter he prepared explaining the tax increase and asked them to review it. He said that if there are no changes, he will mail it to all of the residents at the beginning of January.

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Issues for December 6, 2004 Council Meeting – Mr. Musser said that the December 6th Council Meeting should be very brief and is necessary to discuss the Airport Lease, Resolution 2004-R-41 and the Master Plan, all of which council has copies which should be reviewed prior to the meeting.

Bids for Pipe Coating - Mr. Musser informed Council Members that the bids were received today for coating the storm sewer pipe between 6th and 4th Streets on Swatara Street. Mr. Musser said the lowest bidder was Spinello Companies, 12 East Daniel Road, Fairfield, NJ 07004, in the amount of \$113,000. Mr. Musser noted that the engineers estimated construction cost at \$249,000, so this is a significant savings. Mr. Musser added that Mr. Wion has reviewed all of the bid documents and found no problems. Mr. Musser recommended that Council issue the intent to award the bid to Spinello Companies, in the amount of \$113,000, contingent upon satisfactory review by HRG, Inc. Mr. Musser recommended getting a price for coating the Storm Sewer on Pine Street, since we received a significant savings on the Swatara Street Project.

On a motion by Mr. Heefner, seconded by Mr. Albert, Council Members present voted unanimously to issue the intent to award the bid to Spinello Companies in the amount of \$113,000, contingent upon the satisfactory review by HRG, Inc.

Mr. Kovach – wished everyone a Happy Thanksgiving and stated that the meeting for the downtown revitalization was excellent. He said he was very impressed with the individuals who attended and the interest they expressed. Mr. Kovach said he thought it was very positive. Mr. Kovach commended all those involved in preparing for and conducting the meeting, they did an excellent job.

On a motion by Mr. Albert, seconded by Mr. Wright, the Council meeting recessed into executive session to discuss land acquisitions and personnel matters, at 7:05 p.m.

The meeting reconvened at 7:50 p.m.

ADJOURNMENT:

There being no other business before Council, on motion by Dr. Szada, seconded by Mr. Albert, the Council meeting adjourned at 7:51 p.m.

Respectfully submitted,

Michael G. Musser, II
Borough Secretary

Kathleen D. Handley
Assistant Borough Secretary