

**AGENDA  
BOROUGH OF STEELTON  
June 18, 2012**

**CALL MEETING TO ORDER: President Wright with the Pledge of Allegiance**

**MOMENT OF SILENCE: Thomas F. Acri, Mayor**

**APPROVAL OF MINUTES OF PREVIOUS MEETING AS PRESENTED:**

**EXECUTIVE SESSION HELD BETWEEN MEETINGS**

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

**APPROVAL OF DEPARTMENT REPORTS:**

**Neighborhood & Economic Development  
Fire and Ambulance  
Personnel  
Police  
Public Works  
Code Enforcement  
Mayor's Report (Mayor Acri)**

**PUBLIC COMMENT:      Agenda items only**

**SPECIAL PRESENTATION:**

Keith Zeiger from VFW Post 1718

Presentation of award to Officer Kevin Martin

**COMMUNICATION:**

HRG

Summary of Engineering Activities from May 14 – June 11, 2012.

Ryan Lee Mohn Memorial Foundation

Requesting support from the Borough and Police Department for their 9<sup>th</sup> Annual Walk being held Saturday, August 11, beginning at 9am.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

Sara Gellatly

Letter of Resignation of Property Maintenance Officer, Stephen Brubacher Sr.

Sara Gellatly

The Three Church Fellowship Requesting approval of the 3<sup>rd</sup> annual Back to School Block Party Saturday, August 18 from 2-6PM. They would like 2<sup>nd</sup> St. from Pine St. to Walnut St. be set aside for the party.

Sara Gellatly

Approval of HRG MS4s Permit Renewal in the amount of \$3,500.

Sara Gellatly

Presenting of Resolution 2012-R-24, requesting a Reserved/Handicap space for Ms. Lagyak at 524 Spruce Street.

Sara Gellatly

Presenting Resolution 2012-R-25 eliminating special purpose parking spaces:

100 Block Jefferson Street

242 N. Second Street

44 S. Second Street

119 Penn Street

Sara Gellatly

Discussion on leasing 216 North Front Street.

**OTHER BUSINESS:**

Sara Gellatly

Executive Session (if necessary)

**AUDIENCE PARTICIPATION:**

**COUNCIL'S CONCERNS:**

**ADJOURNMENT:**

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

In Attendance:

Stephen Shaver  
Jeffery Wright  
Michael Albert  
Maria Marcinko  
MaryJo Szada  
Raymond Spencer

Absent:

Denae House

Mayor Thomas Acri  
Sara Gellatly, Borough Manager  
Kathy I. Sosnowski, Executive Assistant

David A. Wion, Solicitor

**APPROVAL OF MINUTES:**

On a motion made by Mr. Shaver, seconded by Mr. Albert, Council Members present voted unanimously to approve the minutes from June 4, 2012, with the following corrections: On page 2, the sealant was for the overhang above the citizen entrance and 9/11 Memorial and the crack is in the side wall of the building. Both changes have already been made by Ms. Sosnowski.

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

A motion was made by Ms. Marcinko to approve the schedules of billings, requisitions and change orders as presented, seconded by Mr. Spencer and approved unanimously by all present.

**APPROVAL OF DEPARTMENT REPORTS**

A motion was made by Mr. Albert to approve department reports, seconded by Mr. Shaver and approved unanimously by all present.

Neighborhood & Economic Development  
Fire & Ambulance  
Personnel  
Police

Public Works – Ms. Gellatly, Mr. Conjar and Ms. Marcinko visited the home of Mr. Carl Atwell, 143 Adams St. to observe the wet area in his basement that did not exist until

after the Adams St. Project started; a sewer line was moved and caused the water problem. Mr. Wright forwarded this issue to the Public Works Committee so that they and Ms. Gellatly can get an estimate on the work that needs to be done to correct the problem. Mr. Shaver questioned the United Water use on the Water Plant's report. He was told that Brian Handley takes care of monitoring the usage and billing.

Code Enforcement – Ms. Zell was asked if citations can be separated by address; she indicated that she can start doing that for the next report.

Mayor's Report – the Mayor will discuss his concerns in executive session.

**PUBLIC COMMENT: Agenda Items Only**

None.

**SPECIAL PRESENTATION:** Keith Zeiger of VFW Post 1718 presented the John Radco Award and a Certificate of Recognition to Officer Kevin Martin. The award is named for Mr. Radco, who was State Commander, 1961-62 and is given for excellence in the law enforcement field. Officer Martin, a Marine Corps veteran himself, thanked Mr. Zeiger and all veterans who have served their country.

**COMMUNICATION:**

Herbert, Rowland and Grubic (HRG) sent a summary of engineering activities from 5/14/12 to 6/11/12.

The Ryan Lee Mohn Memorial Foundation sent a letter requesting support from the Borough and Police Department for the 9<sup>th</sup> Annual Ryan Lee Mohn Walk to be held on Saturday, August 11<sup>th</sup> starting at 9am. A motion was made by Mr. Shaver to approve our support, seconded by Mr. Albert and approved unanimously by all present.

**UNFINISHED BUSINESS:**

None.

**NEW BUSINESS:**

Ms. Gellatly - letter of resignation from Steve Brubacher will be discussed in executive session.

Ms. Gellatly received a letter from The Three Church Fellowship requesting approval for their 3<sup>rd</sup> annual “Back-To-School” block party on Saturday, August 18<sup>th</sup> from 2-6PM. They request that Second St. be closed from Pine St. to Walnut St.

A motion was made by Mr. Albert to approve the request, seconded by Ms. Marcinko and approved unanimously by all present. (Chief Spangler was present at the meeting and will coordinate the street closures for this event.)

Ms. Gellatly requested the approval of HRG MS4s permit renewal work in the amount of \$3,500. A motion was made by Mr. Shaver to approve the renewal at the cost of \$3,500, seconded by Mr. Albert and approved unanimously by all present.

Ms. Gellatly presented Resolution 2012-R-24 for a special purpose parking space for Ms. Nancy Lagyak at 524 Spruce St. A motion was made by Mr. Spencer to approve Resolution 2012-R-24, seconded by Mr. Albert and approved unanimously by all present.

Ms. Gellatly presented Resolution 2012-R-25 eliminating four special purpose parking spaces (119 Penn St., 44 S. 2<sup>nd</sup> St., the 100 block of Jefferson St., 244 N. 2<sup>nd</sup> St.) A motion was made by Mr. Shaver to approve Resolution 2012-R-25, seconded by Mr. Albert and approved unanimously by all present.

Ms. Gellatly requested approval to lease 216 N. Front St. (the former Tres Hermanos Restaurant). The lease request has been to NEDC twice; Mr. Wion agreed that the Borough may lease its property. A lease should be prepared as a month-to-month, 30-day lease agreement in the amount of \$1,000 a month. The Borough will have a 30-day opt out notice. A motion was made by Mr. Albert to approve the lease agreement, seconded by Mr. Spencer and approved unanimously by all present.

#### **OTHER BUSINESS:**

Ms. Gellatly informed Council that an Executive Session is needed for personnel and budget issues.

#### **AUDIENCE PARTICIPATION:**

**Mr. Jerome Chisholm, 510 St. Mary’s Drive** asked how he can be placed on the next Water Authority agenda. Nobody from the Borough office ever responded to him to explain his recent doubled meter reading.

Markis Millberry of the Steel-High Science Club informed Council of the “Block 2 Block” community cleaning event. They will be cleaning the area from Harrisburg and Lincoln Sts. to 4<sup>th</sup> and Walnut Sts. on Saturday, June 30, 2012 starting at 8:00am.

Donations of garbage bags, gloves and bottles of water can be dropped off at the high school anytime before June 25<sup>th</sup> (between 8am and 12pm).

Matt Cichy of HRG reported that they presented the East End Sewer Separation Project at the annual statewide PennTech Conference in early June; their presentation was very well received by the 30 to 40 borough and township representatives in attendance.

Mr. Carl Atwell questioned what the solution would be for his water problems. Ms. Marcinko stated that the Borough will look at a resolution and associated costs after July 3<sup>rd</sup>.

### **COUNCIL'S CONCERNS:**

**Mr. Albert** thanked Markis Millberry for his efforts to have the community take pride in their town.

**Mr. Shaver** also thanked Markis for his efforts. He reminded Council of a change in the Dauphin-Lebanon Meeting scheduled for 7/24. It will be held at the Hometown Restaurant in Palmyra; Sue Helm and Maureen Gingrich will be in attendance. He then thanked everyone for coming to the meeting.

**Mr. Spencer** – none.

**Dr. Szada** – none.

**Ms. Marcinko** informed Council of the death of a resident who had a handicapped sign/space in the 600 block of S. 2<sup>nd</sup> St. (She was told that it has already been taken care of.) She also thanked Mr. Emuel Powell for his efforts at the Community Garden. Finally, she was pleased to announce the receipt of a check in the amount of \$1,000 from residents of Mechanicsburg (\$578+ was for an invoice for taking care of their cat population in May; the remainder was a donation).

On motion by Mr. Albert, seconded by Ms. Marcinko, the Council meeting recessed into executive session at 6:59p.m. to discuss a personnel matter and a budget issue.

The Council meeting reconvened at 7:37p.m. on a motion by Mr. Shaver, seconded by Mr. Albert.

After discussion, a motion was made by Mr. Shaver to accept the resignation of Stephen Brubacher, seconded by Dr. Szada. A vote was then taken:

Ayes: Mr. Shaver, Dr. Szada, Mr. Spencer, Mr. Albert and Mr. Wright.

Nay: Ms. Marcinko

Council then requested that the Borough Manager check into the availability of the second choice interviewee for the Property Maintenance Officer position. If that person is not available, an advertisement should be placed in the newspaper.

**ADJOURNMENT:**

There being no other business before Council, on a motion by Dr. Szada, seconded by Mr. Albert, the meeting adjourned at 7:39p.m.

Respectfully submitted,

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Sara Gellatly  
Borough Manager

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Kathy I. Sosnowski  
Executive Assistant