

**Borough of Steelton
Council Agenda
September 4, 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:
Minutes are for August 20, 2012.**

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

PUBLIC COMMENT: Agenda items only

PRESENTATIONS:

Mayor Acri

Swearing in of Officer Marchand
Pendleton

COMMUNICATION: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

Mr. Dave Wion

Resolution 2012-R-32, special
purpose parking for William
Starsinic, 642 S 2nd St.

Mr. Dave Wion

Resolution 2012-R-33, special
purpose parking for Fire Chief.

OTHER BUSINESS:

Ms. 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
Maria Marcinko
Raymond Spencer
Denae House

Absent:

Michael Albert
MaryJo Szada

Mayor Thomas Acri
David A. Wion, Solicitor
Sara Gellatly, Borough Manager
Kathy I. Sosnowski, Executive Assistant

APPROVAL OF MINUTES:

On a motion made by Ms. Marcinko, seconded by Mr. Spencer, Council Members present voted unanimously to approve the minutes from August 20, 2012, as presented.

EXECUTIVE SESSION HELD BETWEEN MEETINGS:

An executive session was held on Wednesday, August 29, 2012 at 6:00p.m. to discuss a personnel issue.

PUBLIC COMMENT: Agenda Items Only – None.

PRESENTATION:

Mayor Acri conducted the swearing in of Officer Marchand Pendleton.

Matt Cichy, Herbert, Rowland and Grubic (HRG) – distributed packets on the Mohn Street Recreation Facility – Phase 2 and the Blueberry Alley Storm Sewer Replacement Project. First, he reminded Council that CDBG money needs to be spent in a timely manner. He then pointed out some of the highlights of the proposal to provide civil engineering and related services.

The Phase 2 Improvements include, but may not be limited to: new fencing, walking paths with lighting, installation of ADA accessible ramps and arrangements for storm water drain off. The total proposal cost is \$45,600.00 and will be billed on Lump Sum basis. Mayor Acri asked about the lighting; Mr. Cichy said that low-level lighting would be installed with conduit to address future needs.

Mr. Wion pointed out that Task 4 – Construction Plans, Specifications and Contract Documents had as #5 the phrase, provide advertising and bidding services. However, the

Assumption-Conditions below Task 4 in number 3 indicates the proposal does not include bidding. Mr. Cichy confirmed that there are no bidding services and that the proposal will be revised to reflect this change.

Task 3 – Storm water Management Plan did not have an advertising and bidding notice. Mr. Cichy indicated that there is no funding for the storm water management plan at this time; this project is tied to grant funding. Mr. Cichy has talked to DCNR about the \$300,000 funding, but has not gotten a firm answer. If no funding is received, the design could be completed and shelved for the future.

Mr. Shaver also questioned the terms and conditions of this proposal since it is considered a contractual agreement between HRG and the Borough, as well as the proprietary notice associated with the proposal and the right-to-know law. Mr. Wion indicated that the plans belong to the Borough, subject to some reuse and the obligation the Borough has if reuse is planned for another project. Additional terms and conditions would deal with the proprietary nature of the proposal.

Mr. Shaver asked Mr. Cichy if HRG would accept the standard terms and conditions that we've been using in the past. Mr. Cichy indicated that they would add that phrase as "Exhibit A" under the Mohn Street Proposal and correct items discussed earlier regarding Task 4, item #5 and present it at the 9/17/12 meeting. Mr. Shaver also said that he would be inclined to make a motion if these items were corrected and the terms and conditions were approved by the solicitor, but we can wait until the next meeting.

Mr. Spencer asked for confirmation that the Borough would not go further with the project if the grant is not approved; Mr. Shaver stated that this is the case. Mr. Spencer also stated that there is no guarantee that we would receive the \$45,000; Mr. Cichy said that we should hear something by November. Mr. Spencer also questioned if this is the highest and best use of the money; other issues have a higher priority, such as water in basements, street paving, replacement of bollards, etc. Mr. Shaver added that these projects involve the bidding process, as do the demolition of the buildings on Front Street which are also a priority. This will not fit into the timeline we have to work within.

Ms. Gellatly stated that she has been working with Ryan (from HRG) on the Streetscape Project. They have discussed prices and new ideas for the wall that was considered, as well as the large flower pots. It would cost \$44-45,000 to build the wall and approximately \$8,000 to get enough flower pots for the project; there is just not enough money available.

Ms. Marcinko asked Mr. Connor if the CDBG money directed to the Adams Street Project could be used to replace funds the Borough spent on corrections to additional problems that have occurred, such as repaving Daron Alley and moving the pipe from the Project to solve problems at Mr. Atwell's property. Mr. Connor indicated that there is \$52,356 in 2010 funds that must be spent before October. There is also \$37,946 in 2011 Adams Street money, for a total of \$88,302.

Ms. Marcinko then said she was asked by a resident if the Wallace Funeral Home could be leased to make it a wedding chapel. The copper tubing was stolen from the property; the Borough has no use for the building at this time. Mr. Connor indicated that the person also called him and he stated that the end use must be for private companies. When Ms. Marcinko asked if we could tear the building down, Mr. Connor said that we would have to build a senior center or low income housing unit – something to benefit low/moderate income people. You cannot tear down the building and put a for-profit in its place. Mr. Shaver said that there is not time to develop a project and put out bids; Mr. Connor suggested that we spend the money on a shovel-ready project.

Mr. Shaver indicated that even if we use the \$26,680 for the Blueberry Alley Project and \$45,000 for the Mohn Street Project, we would still fall short by \$80,000 in total monies. Mr. Cichy stated that their intention was for a conceptual estimate of \$75-100,000 for the project once it is put out for bid. Mr. Connor also said that 2013 funds that could be used will become available in April. He also suggested that we start the process to request a new Memo of Understanding (MOU); the present MOU is in its last year.

Mr. Spencer suggested that a special meeting be arranged on how to spend the money by October; Mr. Wright stated that there may not be a time when everyone is available that soon. Ms. Gellatly asked that Council approve the Blueberry Alley Project, then move forward with the other plans.

After some discussion, Mr. Shaver made a motion to approve the Proposal for Professional Engineering Services for the Blueberry Alley Storm Sewer Replacement Project in the letter dated 9/4/2012 sent to Mr. Jeffery Wright in the amount of \$26,680. Mr. Spencer seconded the motion and the proposal was unanimously approved by those present.

Mr. Shaver closed the discussion with a note that we should work diligently to move forward with the Mohn Street Project as soon as HRG brings the changes to Council.

COMMUNICATION: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Mr. Wion presented Resolution 2012-R-32 to establish a special purpose parking space at 642 S. 2nd St. for William Starsinic. A motion was made by Mr. Spencer to approve Resolution 2012-R-32, seconded by Ms. Marcinko and approved unanimously by all present.

Mr. Wion presented Resolution 2012-R-33 for special purpose parking for the Fire Chief at 104/109 S. Front St. A motion was made by Mr. Shaver to table this resolution and

send it to the NEDC Committee for review, seconded by Ms. Marcinko and approved unanimously by all present.

OTHER BUSINESS:

Ms. Gellatly informed Council that an Executive Session is needed to discuss land acquisition matters.

AUDIENCE PARTICIPATION:

Ms. Natale Muza Barbush and husband, 200 Catherine St. wanted to address storm drain issues they have been having since June 15, 2009. There was extensive damage to the property from 2005 to 2009; in 2009 a swale was built by the Borough and a maintenance schedule was to be put into place. Since then both the Borough and the residents have spent considerable money, but a maintenance schedule was not arranged. With the recent downpours of rain, there have been massive waterfalls onto their yard (she then showed council some of the photos she has taken). There seems to be an open section of storm drain causing the problems that could be sealed; she contacted Mr. Conjar at 1:00p.m. this afternoon, so he knows about the problem. A landscaper was brought in to place rocks and sheet metal which helped, but it was expensive and the maintenance was still not done.

Mr. Wright referred the issue to Ms. Marcinko and the Public Works Committee.

COUNCIL'S CONCERNS:

Ms. House received a phone call from a resident stating that the "Stop" sign at Cameron and Reading Streets is so faded that it almost can't be seen. Ms. Marcinko and Ms. Gellatly will check into the matter.

Ms. Marcinko said that she just learned that there are steps referred to as the Hoffer Street Steps that go from behind Prince of Peace Church to 3rd Street. They are in serious disrepair and should probably be closed permanently. Mr. Wright referred the matter to the NEDC Committee so that Ms. House and Mr. Conjar can make a recommendation. Mr. Wion added that we should to check to make sure the steps are under the control of the Borough as a public right of way. Mr. Shaver suggested the steps may not even be Borough; all or part of them may be in Swatara Township.

Ms. Marcinko also mentioned that the Shot Clinic held be Steelton Borough Community Cats on Saturday was very successful. Transportation was provided to our senior residents and their pets; 240 animals were inoculated.

Mr. Shaver had no comment.

Mr. Spencer questioned two projects; Ms. Gellatly indicated that the basketball poles requested by Markis Milberry are being made. Ms. Marcinko said that she is still hoping that Jump Street will work to cover up the graffiti on the walls at Bailey St. Park.

Mayor Acri reminded everyone in attendance that there will be a 9/11 Memorial Service at the fire house; he believes it is scheduled for Saturday, September 8th at 8:00a.m. Residents can check with the fire house to make sure of the date and time.

Mr. Wright thanked the 2 residents that attended tonight's meeting. He also stated that most residents don't understand what it takes to make major changes in the Borough; as he passes through Steelton people are asking about the money spent on Front St. When he tries to explain the details, such as infrastructure they have no idea what he's talking about. This could all be alleviated if more people would attend meetings and participate in the many projects the Borough is trying to complete.

On motion by Mr. Shaver, seconded by Mr. Spencer, the Council meeting recessed into executive session at 7:21p.m. for legal advice.

The Council meeting reconvened at 7:56 p.m.

After discussion, Council directed Manager Gellatly to advertise a special meeting of Borough Council to be held to discuss CDBG funding on Tuesday, September 11, at 6:00p.m.

ADJOURNMENT:

There being no other business before Council, on a motion by Mr. Shaver, seconded by Ms. House, the meeting adjourned at 8:00 p.m.

Respectfully submitted,

Sara Gellatly
Borough Manager

Kathy I. Sosnowski
Executive Assistant