

**Borough of Steelton
Council Agenda
February 4, 2013**

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
Police
Public Works
Code Enforcement
Water Filtration Plant
Mayor's Report (Mayor Acri)
Borough Manager's Report

PUBLIC COMMENT: Agenda items only

PRESENTATION:

None

COMMUNICATION:

Zelenkofske Axelrod LLC (ZA)

Planning letter stating that they have begun the 2012 audit.

Steelton-Highspire School Board

Minutes from November 5,
November 15, and December 3, 2012
meetings.

UNFINISHED BUSINESS:

**Borough of Steelton
Council Agenda
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NEW BUSINESS:

Mr. Wion

Ordinance No. 2013 – 1, establishing special purpose parking zones.

Borough Manager

Certificates of completion.

OTHER BUSINESS:

Sara Gellatly

Requesting an executive session to discuss a personnel issue and sale of land.

AUDIENCE PARTICIPATION:

COUNCIL’S CONCERNS:

ADJOURNMENT:

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

In Attendance:

Jeffery Wright
Steve Shaver
Michael Albert
Maria Marcinko
Raymond Spencer

David A. Wion, Solicitor
Sara Gellatly, Borough Manager

Absent:

MaryJo Szada
Denae House
Mayor Thomas Acri

APPROVAL OF MINUTES:

On a motion made by Mr. Albert, seconded by Ms. Marcinko, Council Members present voted unanimously to approve the minutes from January 7, 2013 as presented.

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

A motion was made by Mr. Albert to approve the schedules, seconded by Mr. Spencer and approved unanimously by all present.

APPROVAL OF DEPARTMENT REPORTS:

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

Neighborhood & Economic Development
Fire and Ambulance
Police
Public Works
Codes Enforcement
Water Filtration Plant
Mayor's Report
Borough Manager's Report

PUBLIC COMMENT: AGENDA ITEMS ONLY

None

PRESENTATION:

Brandon Meyers – MS4 Permit Presentation

Performed the yearly required MS4 update, year 10 of 10, which is the final year for the permit. There is another permitting session in the upcoming year for an additional five years until DEP and EPA figure out what is next. Currently the Borough is in compliance with the permit. New items for the next five year permit is that DEP wants to see a full mapping of the storm sewer system and a Chesapeake Bay plan that has to be submitted within the first year of the new permit stating how the Borough will keep pollutants down within the Borough from flowing into the Chesapeake Bay. Other than that there are not too many major changes to the new permit. HRG is working to keep the Borough in compliance.

Mr. Shaver asked when the new permit begins. Mr. Meyers stated that the new permit starts March 16, 2013 and will go until 2018. Mr. Shaver also asked about the cost of the permit, and Ms. Gellatly stated that the new permit was included within the current 2013 budget.

COMMUNICATION:

Zelenkofske Axelrod LLC (ZA) – Planning letter stating that the 2012 audit has begun.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Mr. Wion, Ordinance No. 2013-1 – Ms. Gellatly presented Ordinance No. 2013-1 establishing special purpose parking zones. A motion was made by Mr. Shaver to approve Ordinance No. 2013-1, seconded by Ms. Marcinko and approved unanimously by all present.

Ms. Gellatly, Police certifications of completion – Ms. Gellatly read the list of certifications of completion for Police Department.

DUI Crackdown and Prevention Training – Dennis Basonic, Arthur Etnoyer, Kevin Martin, Marchand Pendelton

Fingerprinting Compliance – Dennis Basonic, Arthur Etnoyer, Kevin Marin, Marchand Pendelton

Investigation Sexual Assaults – Dennis Basonic, Marchand Pendelton

Investigation Stalking – Dennis Basonic, Arthur Etnoyer, Kevin Martin, Marchand Pendelton

Responding to a Domestic Violence Call – Kevin Martin

SAR Initiative Line Officer - Kevin Martin

Investigating Strangulations – Marchand Pendelton

Collision Reconstruction – Nathan Seymore

A motion was made by Ms. Marcinko to approve placing the certifications in each employee's file, seconded by Mr. Albert and approved unanimously by all present.

OTHER BUSINESS:

Ms. Gellatly informed Council that an Executive Session is needed to discuss a personnel issue and sale of land.

AUDIENCE PARTICIPATION:

Eric Gutshall, Representative Patty Kim's Chief of Staff - Introduced himself to Council and encouraged Council to reach out to her office for any help.

COUNCIL'S CONCERNS:

Ms. House – had no comment.

Ms. Marcinko – Announced she will not be at the next Council meeting. Also that Officer Basonic broke his foot and it was not a work related injury.

Mr. Spencer – Ask Ms. Gellatly to prepare a summary of the CDBG-DR grants that were submitted to the County.

Mr. Albert – had no comment.

Mr. Shaver – had no comment.

On a motion by Mr. Albert, seconded by Mr. Shaver, the Council meeting recessed into executive session at 6:52pm to discuss a personnel issue and the sale of land.

The Council meeting reconvened at 7:22pm.

A motion made by Mr. Shaver to assign Scott Spangler as acting Assistant Borough Manager during Ms. Gellatly's absence. The motion was seconded by Mr. Albert and approved unanimously by all present.

A motion was made by Mr. Albert to allow Ms. Gellatly to advertise 101 Locust Street for sale. The motion was seconded by Mr. Shaver and approved unanimously by all present.

ADJOURNMENT:

There being no other business before Council, on a motion made by Mr. Shaver, seconded by Mr. Albert, the meeting adjourned at 7:27pm.

Respectively Submitted:

Sara Gellatly
Borough Secretary