

Steelton Borough Council Agenda

November 20, 2017

Call Meeting to Order: President Wright

Pledge of Allegiance: President Wright

Moment of Silence: Mayor Maria Marcinko

Mayor Maria R. Marcinko:

Swearing in of Corey Allwein as Patrolman

Recognition for Commitment of Service for Persons Who Worked During the UGI Tank Emergency

Recognition of Meals on Wheels Personnel for Outstanding Community Service

Recognition of Master Patrolman Kevin Martin and Patrolman Bret Palmer for Laudable Service

Executive Sessions between meetings:

None

Approval of minutes from previous meeting:

October 16, 2017; November 6, 2017

Public Comment on Agenda Items only:

Approval of schedule of billing, requisitions, and change orders as presented for: September 2017

Approval of Department Reports:

Fire Department and Ambulance (Written Report)

Police Department (Written Report)

NEDC Committee (Written Report)

Public Works (Written Report)

Codes Department (Written Report)

Mayor's Report (Oral Report)

Borough Manager's Report (Oral Report)

Communication:

US Department of Labor

Request to Withhold Portion of Unspent Funds for Midget Baseball Field Project for Purposes of Settlement with Steele City, LLC

Dauphin County Planning Commission

Concurrence with Decision to Vacate Portion of Chestnut Street

Dauphin County Tax Assessment

Property Transfer Report for Steelton Borough – October 2017

Presentation:

Justin Mendinsky, HRG Inc.

Monthly Engineer's Report

Unfinished Business:

Mr. Brown

Ordinance 2017-____ Adopting the 2018
General Fund and Sewer Fund
Appropriations

Mr. Brown

Ordinance 2017__-Fixing Tax Rates for 2018

Mr. Brown

Resolution 2017-R-__ Fixing Tax Discounts
for 2018

New Business:

Mr. Brown

Approval to Purchase New Refrigerator at
Firehouse

Mr. Wion

Approval of Resolution 2017-R-__ Eliminating
Special Purpose Parking Space for 220 Elm
Street

Mr. Brown

Approval of Resolution 2017-R-____
Establishing Wages and Benefits for Non-
Represented Employees for 2018

Mr. Brown

Presentation of Minimum Municipal
Obligation Amounts for Police and Non-
Uniform Pension Plans

Mr. Brown

Approval of Center for Economic
Opportunity Workplace Plan for Assistance
with Beautifying Borough

Mr. Brown

Ratification of Approval of H. Donley
Agreement to Replace Heating Unit on
Second Floor of Firehouse

Mr. Brown

Approval of Proposal from AAA School of
Trucking for CDL Course/Testing for Three
Public Works Employees

Mr. Segina

Approval to Purchase New Server for
Borough Hall

Mr. Brown Approval of Agreement to Extend Auditing Services by Zelenkofske Axelrod for One Year (Fiscal Year 2017)

Mr. Brown Approval of Appraisal Agreement with Industrial Appraisal Company

Mr. Singh Approval for Mr. Wion to Draft to Codes/Property Maintenance Ordinances

Mr. Brown Discussion of Traffic Light Cycle Issue at Front and Locust Street and Associated Quote to Replace Video Trak Cards at Intersection in the Amount of \$6,171.43

Public Comments:

Council Concerns:

Executive Session: To Discuss Personnel Issues and Legal Matters

Mr. Brown Approval of Separation Agreement and General Release between Steelton Borough, and James Souder/AFSCME District Council 90

Adjournment:

Steelton Borough Council Meeting Minutes

November 20, 2017

Present:

Jeffrey Wright, President
Michael Segina, President Pro-Tem
Keontay Hodge Keontay Hodge
Kelly Kratzer
Ryan Maxwell

Maria Marcinko, Mayor
Dave Wion, Solicitor
Justin Mendinsky, HRG Engineer
Douglas Brown, Borough Manager
Eugene Vance, Fire Chief
Anthony Minium, Police Chief
Amrinder Singh, Codes Officer
Thommie Leggett-Robinson, Exec. Asst.

Absent with Cause: Brian Proctor Mike Albert

Call Meeting to Order:

President Jeffrey Wright called the meeting to order at 6:30 p.m.

Pledge of Allegiance:

The Pledge of Allegiance was led by President Wright.

Moment of Silence:

Mayor Maria Marcinko led the body in a moment of silence.

Mayor Marcinko honored those who helped during the July 28 & 29, 2017 UGI Emergency Propane Gas Leak incident with Certificates of Appreciation. She asked Mr. Tim Lehman to assist her by handing out the certificates. She asked him to participate because the UGI Emergency was his last official act as the Borough's Emergency Management Coordinator. The Mayor stated that the incident was a learning experience for all involved. She was elated to report that there were no injuries or property lost during the incident. The following persons received certificates: Patrolman Scott Schaeffer, Mr. Doug Brown, Mr. John Brubacher, Mr. Steven Brubacher, Mr. Steve Brubacher, Ms. Sylvia Brubacher, Detective Troy Elhadj, Master Patrolman Art Etnoyer, Mr. Dennis Freed, Mr. Michael Hayes, Mr. John Heffelfinger, Ms. Keontay Hodge, Mr. Ron Kable, Ms. Kelly Kratzer, Mr. Tom "Pops" Leach, Mr. Tim Lehman, Mr. Keith Miller, Chief Anthony Minium, Mr. Steve Murphy, Patrolman Bret Palmer, Mr. Josh Sherrid, Ms. Gayle Sherrid, Mr. John Sviben, Chief Eugene Vance, Ms. Luz Pabon, Mr. Brian Proctor, Master Patrolman Scott Rupert, Mr. Mike Segina, Patrolman William Snyder, Patrolman Cody Webster, Ms. Lisa Wiedemon, Mr. Jeffrey wright, Mr. Eddie Bieot.

Mayor Marcinko had the pleasure of swearing in Patrolman Corey Allwein as a member of the Steelton Police Department. Patrolman Allwein was accompanied by his girlfriend, who held the Bible, and his parents. Mr. Allwein started working in Steelton as a Volunteer Fireman and it was during this period that he recognized his desire to become a policeman. He stated that his objective is to serve the community which is a rewarding career that he plans to do for the rest of his life. He thanked Chief Minium for his help and stated that members of the Police force supported each other and he is looking to move forward.

Mayor Marcinko honored Patrolman Kevin Martin and Master Patrolman Bret Palmer for Exemplary Service to the Borough of Steelton for their Heroic Actions during a fire in Highspire November 7, 2017. The Officers entered the home and carried persons to safety. Ms. Kratzer moved and Ms. Hodge seconded the motion that

a copy of the certificates will be placed in their personnel file. The motion was carried by a unanimous vote of Council.

Mayor Marcinko honored three volunteers with the Meals on Wheels program for detecting a fire while making a delivery at 646 South Second Street. They alerted the resident and called the Fire Department. Those persons were: Ms. Margaret Branch, Ms. Shirley Neal and Mr. Ed Pierce. The Mayor stated that she will write a formal letter to the supervisors at Meals on Wheels reporting their heroic actions.

Executive Sessions between meetings:

There was no Executive Meeting between meetings.

Approval of Minutes from previous meetings: October 16, 2017 and November 6, 2017 meetings.

The minutes of the October 16, 2017 minutes were acceptable, however, there were two errors in the November 6, 2017 minutes as noted by Mr. Wion and Ms. Maxwell. Ms. Maxwell moved and Ms. Kratzer seconded the motion to accept the minutes with the correction of the two items. The motion carried by a unanimous vote of Council. Mayor Marcinko stated that she had a correction on content that she would bring up later in the meeting.

Public Comment on Agenda Items only:

Approval of schedule of billing, requisitions, and change orders as presented for:

Ms. Kratzer moved that the Schedule of Billing, Requisitions and Change Orders for October, 2017 be approved as submitted. Mr. Segina seconded the motion which passed by a unanimous vote of Council.

Approval of Department Reports:

President Wright opened the floor to allow Department Heads or Council Members assigned to Borough Committees to make oral additions to the written reports submitted.

Fire Department and Ambulance- submitted a Written Report

Police Department – Submitted a written report. Mayor Marcinko corrected the information contained in the October 16, 2017 Council Meeting Minutes regarding the discussion about the Humane Society’s proposed contract. She stated that dog laws enforcement in Pennsylvania, which is under the Department of Agriculture, requires municipalities detain stray dogs for 72 hours after they are captured. Since the Borough does not have facilities to meet those requirements, it maintains a contract with the Humane Society of Harrisburg to carry out the mandate of the law. The Society charges the Borough for each animal that is brought to them. She and Chief Minium will review the charges for accuracy. They will also arrange a meeting with the Executive Director of the Humane Society to review the reporting requirements. The Mayor also clarified that cats are handled by the Steelton Community Cats Program, not the Humane Society. The Steelton Community Cats program does offer vaccination for dogs once a month.

NEDC Committee – Presented no report.

Department of Public Works - submitted a written report.

Codes Department – submitted a written report

Borough Manager Doug Brown reported:

- ✓ On November 16, 2017 Mr. Brown attended and presented the Borough's request for the 2018 Local Share Grant. The request was for funding to pay for the new Fire Truck. Chief Vance and Mr. Mahalchick participated in the presentation on that item. The Borough also requested funds to repay the small loan made to complete the Skate Park. He and Mr. Bob Welsh from SHSD presented information regarding the aquaponics program for the INTAG and Wheelhouse Foundations. Mr. Brown, Mr. Dave Black and Mr. Steve Taylor presented information to support the Acleor Mittel grant request. Mr. Brown believes that information regarding the grant requests will be available in January 2018.
- ✓ At the meeting, Mr. Brown was informed that the Borough will receive an additional \$100,000.00 CDBG Grant. Those funds plus \$250,000.00 of budgeted funds (a total of \$350,000.00) will be used to repave some streets.
- ✓ \$50,000.00 is earmarked for the ongoing Codes Project anticipated revenue from the CDBG funds.
- ✓ Funding for 2018-2019 includes the Codes Department, repair of the retaining wall at 101 Locust Street Rehabilitation Project. He has also applied for \$ 10,000.00 Tourism Grant which will be used for the Steelton Fest and a possible event at the Skate Park.
- ✓ Fiscally, the Borough is in good shape with \$ 2,300,000.00 in the Central Fund at the end of October. The projection is approximately \$ 1,900,000.00 will be in the Central Fund at the end of the year. These funds will allow the payoff of some debt service and personnel cost that come at the end of the year. At the end of October, the Sewer Fund was at \$ 3,100,000.00 with over \$400,000 in cash reserves in the Sewer Projects Fund. Mr. Brown will work with Mr. Mendinsky to prioritize projects, however, at this time some of the funds are being used for the sewer portion of the Washington and Front Street Storm and Sanitary Sewer Rehabilitation Project.
- ✓ Public Works Committee meeting at 6:00 p.m. November 27, 2017,
- ✓ NEDC will meet at 6:30 November 28, 2017.
- ✓ Police Committee meets next week
- ✓ Mr. Brown, Mr. Wion, Mr. Mendinsky and Mr. Conner met and discussed the sub-development and land division of the Frank Brown Boulevard Townhomes Project. Plans will be presented to the Planning Commission at their December meeting. It is projected that after the Commission meeting, Council will be able to take action on the land division plan during the December 18, 2017 meeting. If things move in a timely manner, the project can begin in Spring 2018.
- ✓ 101 Locust Street is still waiting for the design plans from Habitat for Humanities. Once that is obtained the property can be transferred to the Land Bank.
- ✓ Environmental Engineers from TRC began work to complete the required environmental study at the Renaissance Row Project Site.

Mr. Segina moved and Ms. Maxwell seconded the motion to accept the committee reports as presented. The motion carried by a unanimous vote of Council.

Communications:

US Department of Labor wrote to Council requesting the Borough withhold a portion of funds due for Midget Baseball Field Project for purposes of making a settlement with the contractor, Steele City, LLC.

Dauphin County Planning Commission wrote a letter stating that it concurred with the decision to vacate a portion of Chestnut Street.

Dauphin County Tax Assessment filed a Property Transfer Report for Steelton Borough which was effective October 2017.

Presentation:

Justin Mendinsky, HRG Inc. presented engineering activities from October 17, 2017 to November 16, 2017.

- **Fire House Improvement Project** – the control wiring for the generator annunciator installation is complete. The Borough now need to have someone from Cummins complete the programming which will sound the alarm when needed.
- **Midget Baseball Field** – The Borough received a letter from the U.S. Department of Labor instructing funds be withheld from the contractor.
- **2016 Sewer Rate Study** – The information gathered regarding the sewer rate study will be included in the Capital Improvements Plan.
- **The Frank Brown Boulevard Townhomes Project** – The plans for the project have been revised and will be presented to the Steelton Borough Planning Commission for approval at their December 4, 2017 meeting.
- **Skate Park Project** – The project has been deemed completed and the final payment made to the Armet Concrete Company.
- **Washington Avenue Sewer Rehabilitation Project** – New sanitary sewer piping and manholes have been installed along Washington Avenue with the exception of tie-ins to several inlets which must be completed. The installation of storm pipe on the canal side of Front Street and at the canal outlet are awaiting completion. There is other work that needs to be completed and the anticipated date for completion is December 2017. The entire project cannot be completed until spring when the weather will permit the completion of paving required to complete the project.
- **5-Year Capital Improvements Plan**- Preliminary work on the project has been completed. The engineers are scheduled to meet with Borough staff November 27, 2017 to review the plans and set priorities on the timing of the projects identified.

Mr. Segina had a question regarding water leak in the Firehouse. Chief Vance stated that they had called but received no response from the contractor. Mr. Medinsky explained that an electrical box pulled away from the wall so that area needs to be re-sealed. Additional sealing should also be made around the wall partitions. Mr. Segina moved that the Engineer's Report be accepted as presented. Ms. Maxwell seconded the motion which passed by a unanimous vote of Council.

Unfinished Business:

Mr. Brown presented **Ordinance 2017-7** Adopting the 2018 General Fund and Sewer Fund Appropriations to Council for approval. Ms. Hodge moved and Ms. Kratzer seconded the motion which was passed by a unanimous vote of Council.

Mr. Brown presented **Ordinance 2017-8** Fixing Tax Rates for 2018 to Council for approval. Mr. Wion explained that once the budget is passed a tax rate to support the budget must be in place. The tax rates are set by the Dauphin County's evaluation of the property. He noted that the 2018 rate is as the 2017 rate. Ms. Maxwell moved that the tax rates for 2018 be accepted as presented. Mr. Segina seconded the motion which passed by a unanimous vote of Council.

Mr. Brown requested Council approve **Resolution 2017-R-40** Fixing Tax Discounts for 2018. Mr. Wion explained that once the tax rate is determined, discounts and penalties for paying taxes must be determined. The discounts are the same as the 2017 discounts. Ms. Hodge moved and Mr. Segina seconded the motion that Resolution 2017-R-40 be approved. The motion carried by a unanimous vote of Council.

New Business:

Mr. Brown requested Council approve the purchase of a new refrigerator to be located at the Firehouse. The Firehouse is the place where public affairs such as the Christmas Party, Pumpkin Painting Contest and various other community events are held. Monies from the Capital Fund will be used to pay for the refrigerator. Ms. Kratzer moved that the Fire Department be approved to purchase a refrigerator and any additions, not to exceed \$3,500.00. Ms. Hodge seconded the motion which passed by a unanimous vote of Council.

Mr. Wion requested Council's approval of **Resolution 2017-R-41** eliminating the Special Purpose Parking Permit for 220 Elm Street. Ms. Delores Robinson notified the Borough that she no longer needed special Parking at that address. Ms. Kratzer moved and Mr. Segina seconded the motion to eliminate the Special Purpose Parking Permit. The motion was passed by a unanimous vote of Council.

Mr. Brown requested Council approve **Resolution 2017-R-42** which Establishes 2018 Wages and Benefits for Non-Represented Employees. Mr. Brown explained that the Borough is legally required to set wages for the five non-uniformed employees. The employees will receive a 3% raise, which is the same amount that uniformed employees will receive. There are 12 paid holidays. These holidays have been changed to match the holidays of uniformed employees. Columbus Day is no longer a paid holiday. Ms. Hodge moved and Ms. Kratzer seconded the motion that the Resolution be passed as presented. The motion carried by a unanimous vote of Council.

Mr. Brown presented the Minimum Municipal Obligation Amounts for Police and Non-Uniform Pension Plans. He explained that at the end of the year minimum amount owes uniformed actuaries amount certified in pension plan. He stated this was a budgeted item. Mr. Wion stated that no motion was needed for Council to accept the obligation.

Mr. Brown had planned to request approval of the Center for Economic Opportunity Workplace Plan for Assistance with Beautifying Borough, however, since there were some changes made to the contract, so the the proposal will be sent back to the NEDC Committee for their review and recommendation. The wages needed to pay the workers is not included in the 2018 budget, therefore, the question of where funding would be found must be answered. The Borough has been offered the opportunity to have a free trial of the program to assess the quality of work and necessity of having additional staff. The projects that have been identified include work that would assist the Public Works Department improve the quality of maintenance in the Borough. It is thought that the Borough could use the Clean Team of Harrisburg as a model.

Mr. Brown requested Council to ratify approval of H. Donley Agreement to replace the heating unit on second floor of the Firehouse. Mr. Brown moved to resolve the emergency situation of no heat in the Firehouse. The company removed a 4 ton air conditioning and heating unit from the roof of the building and replaced it for \$6,865.00. Ms. Maxell moved and Mr. Segina seconded the motion to approve the purchase and installation of the new heating/air conditioning unit. The motion was passed by a unanimous vote of Council.

Mr. Brown requested approval to accept the proposal from AAA School of Trucking for CDL Course/Testing for three Public Works Employees. The Department is short two CDL licensed drivers because two persons are on sick leave. AAA has agreed to conduct intensive training for three persons at the cost of \$4,900.00. The classes started today with the approval of President Wright. Ms. Kratzer moved and Mr. Segina seconded the motion that the training be approved. The motion was passed by a unanimous vote of Council. Ms. Maxwell asked if there would be additional cost if the persons did not pass the test. The answer from Mr. Brown was there could be an additional cost.

Mr. Segina requested Council's approval to purchase a new server for the Frederick Douglas Municipal Building. He explained that the current server does not meet the needs of the Borough. He requested Council approve the purchase of a new Dell Server for \$6,000.00. Funds would come from the three funding sources. Ms. Maxwell moved and Ms. Kratzer seconded the motion approving the purchase of a new server. The motion passed by a unanimous vote of Council.

Mr. Brown requested approval of **Resolution 2017-R-43** which will extend the agreement for auditing services by Zelenkofske Axelrod for one year so that the audit for Fiscal Year 2017 can be completed in a timely manner. The draft RFP for auditors has been completed and is ready for review and approval, however, in order to have the work completed in a timely manner it is recommended that the current auditor's contract be extended. This action can be changed by the new Council which will be seated in January 2018. Ms. Hodge moved and Mr. Segina seconded the motion that the contract with Zelenkofske Axelrod be extended for one year. The motion passed with a unanimous vote of Council.

Mr. Brown requested approval of an Appraisal Agreement with Industrial Appraisal Company. It has been a long time since the Borough has had an update and inventory of the capital assets. A fixed depreciation cost will ensure that the insurance will adequately cover any losses. This item is included in the 2018 budget and will come from the three funding streams. After discussion, it was determined that the Solicitor should review the proposed agreement and report his findings to Council at the next scheduled meeting.

Mr. Singh presented the proposed changes to Chapter 82 Property Maintenance and Housing Code. He has been working with the NEDC Committee reviewing and updating the codes, which have not been reviewed and updated since 2000. The changes will bring the Borough Codes up to the standard of the International Property Maintenance Codes. Among the changes are: an updated instant ticket format, ten new items, an updated fee schedule that is similar to other municipalities in the area, a focus on rental properties. The NEDC Committee has reviewed and approved the proposed changes and now request that they be sent to the Solicitor for review and the drafting of ordinances to approve the revised codes. The new codes would be effective July 1, 2018. The Department will conduct workshops with landlords and tenants to review the new codes.

Mr. Brown initiated a discussion of the traffic light cycle at Front and Locust Street. The issue has been evaluated and it was determined that the video trak card at that intersection need to be replaced. The cost of replacing two trak cards is \$6, 171.43. During the discussion it was noted that the wind velocity jostles the camera which sends an inaccurate signal to the light. The Borough may be too small to get a grant to cover the cost of a new camera system. Is a traffic light really necessary at that location? The light is there to ensure that trucks coming into and out of the mill have access to Front Street. Would a motion detector would be a better option than the camera system that now exist? The matter will be sent to the Public Works Committee.

Public Comments:

Ms. Veronica Supan, 2604 South Fourth Street –Work completed by Roto Rooter, early spring, in Third Alley caused a pothole which is now filled with gravel. Currently, there are two cones placed at the hole. If the snow plows clean that area additional problems with the gravel will occur. Mr. Brown stated that Public Works and the Codes Office should look into the situation. Regarding the traffic light at Locust and Front Street, Ms. Supan stated that there was a new Pennsylvania law for motorcycles that indicated if there is reason to believe the traffic light is not working correctly and driver sits at a red light for a long time, the driver should look both ways and if there is no traffic, can make its turn. Perhaps the Borough could follow that law at that intersection. The Police Department should be informed so that they do not issue tickets for turning on the red light.

Mr. Emmuel Powell, 321 Lebanon Street - Mr. Powell expressed concern about the light at the corner of Locust and Front Streets. He suggested Council work to restrict traffic between certain hours, for example, 8-10 a.m. and 3-? p.m. He noted that there used to be a lot of trucks coming from the mill but at this time, there are about four trucks per day coming from the mill. He asked if a traffic light was really necessary at that location and stated that eliminating the traffic signal would save the Borough money.

Mr. Howard Gray, 240 Cottage Hill Lane – Mr. Gray expressed concern about the parking lot of the, now inactive, Casa Chica Restaurant. There a vehicle sitting on blocks parked on the lot. The vehicle is covered by a blue tarp which children like to play under, perhaps pretending it is a tent. This situation is a safety hazard. In the ensuing discussion, it was agreed that the lot is being used to repair automobiles. The owner of the property was notified to eliminate any business conducted on the property and to keep the property clean. The Codes Enforcement Officer is aware of the problem and is working to remedy the situation.

Council Concerns:

Ms. Kratzer congratulated Mr. Powell for being recognized by a local television station as the Military Person of the Day. Mr. Powell served as a Sergeant in the Army during the Korean War. She thanked him for his service and saluted him on behalf of the Council.

Ms. Maxwell thanked persons for coming out in the cold weather to attend the meeting.

Ms. Hodge thanked the people for attending the meeting. She announced the Steelton Community Development Foundation’s Annual Christmas Dinner will be held 7:00 p.m. December 16, 2017 at the Prince of Peace. The dinner is for the community, therefore, there is no cost to attend. She thanked Mr. Gray for warning the children of the danger caused by their playing around the parked car.

Mr. Singh and Mr. Wion wished persons a Happy Thanksgiving.

Chief Vance and Ms. Leggett-Robinson had no remarks.

Chief Minium announced that he took his first sick day with the approval of the Mayor.

Mr. Segina wished everyone a Happy Thanksgiving. He noted that the Google content on the Borough needs to be updated and he would contact them regarding the need for an update.

Mayor Marcinko stated that:

1. She will not be present during the December meetings so she wished everyone Happy Holidays.
2. She expressed Congratulations to the new incoming Council and she looks forward to working with them.
3. She suggested that perhaps the Public Works Chair add posting signs for the street cleaning period be added to the Committee’s agenda.
4. She further suggested that Council consider making the street cleaning at the same time every year such as April 1st to November 1st to eliminate the confusion.
5. She asked if the NEDC Committee could develop a policy for the use of the Steelton Fire Department, the Steelton Fire Department and whatever might be involved like the use of a building, etc. The policy should include definitions for things like “sponsor”. There was some confusion which would have been avoided if there was a policy in place.
6. The Mayor mentioned that there needs to be better communication with in the Council and the Committees, for example there are times when she learned something was happening when it was posted on Face Book and persons in leadership should have that kind of information before it is advertised.

7. Perhaps there could be a parade for the Football Team since they were District Champions.
8. Chief Minium, Chief Reider and the SHSD Superintendent Waters met to discuss some ways to deter or deescalate the fighting. Mr. Waters is initiating a committee of community persons to work together as an ad hoc committee to help resolve the problems.
9. The Mayor is working with Mr. Singh on complaints she has received regarding "Cottage Industry" in the Community. Persons are concerned about people selling food from their homes without proper inspections and approvals. Any action taken is the result of complaints from the community. She continues to receive complaints regarding the Department of Public Works and the Codes Department.
10. There is a need to call the Game Commission regarding the coyote and two cubs that have been spotted evenings and early morning in the East End on Third Street. She requested the public be notified not to approach the animal because it is a wild animal and could be diseased.
11. She and Chief Minium attended and participated in Operation Recognition. The third graders were wonderful. Mr. Reuben Barnett was awarded a High School Diploma post humorously because he was drafted and was unable to complete the requirements to complete his high school education.

President Wright left the meeting to attend other scheduled meeting. He passed the gavel to Mr. Segina, who is the President Pro Tem.

Executive Session:

Ms. Hodge moved and Ms. Kratzer seconded the motion that Council recess and move into Executive Session to discuss personnel and legal matters at 8:15 p.m. The motion carried by a unanimous vote of Council and they moved into Executive Session.

Council Meeting resumed at 8:45 p.m.

Ms. Maxwell moved that Council approve the Separation Agreement and General Release between Steelton Borough and James Souder/AFSCME District Council 90. Ms. Kratzer seconded the motion which passed by a unanimous vote of Council.

Ms. Kratzer moved and Ms. Maxwell seconded the motion that the Borough Manger be instructed to begin advertising a vacant position in the Codes Office. The motion was passed by a unanimous vote of Council.

Ms. Hodge moved and Ms. Maxwell seconded the motion that the meeting be adjourned at 8:55 p.m. The motion passed by a unanimous vote of Council.

Respectfully Submitted,



Doug Brown, Secretary