

**STEELTON BOROUGH
COUNCIL AGENDA**
October 17th, 2022
6:30pm

Call Meeting to Order: President Proctor

Pledge of Allegiance: President Proctor

Moment of Silence: Mayor Dent

Council Meeting Roll Call: Brian Proctor

Approval of minutes from previous meeting: None

Additions to Agenda (if needed)

Public Comments for Agenda Items Only

**Approval of schedule of billing, requisitions,
and change orders as presented for:** September 2022

Department & Committee Reports – September 2022:

Fire Department and Ambulance (Written Report)
Police Department (Written Report)
Codes Department (Written Report)
Public Works (Oral and Written Statistical Reports)
Parks and Recreation Committee (Oral Report)
NEDC Committee (Oral Report)
Storm water Committee (Oral Update)
Mayor's Report (Oral Report)
Borough Manager's Report (Oral Report)

Unfinished Business:

Natashia Woods Resolution 2022-R- Appointing David
Kratzer Interim Borough Manager.

Natashia Woods Resolution 2022-R- Appointing David
Kratzer Interim Borough Secretary.

Ryan Gonder	Approval of amended Memorandum of Understanding with Habitat for Humanity.
Ryan Gonder	Approval of transfer of deed 101 Locust Street to Habitat for Humanity.
Ryan Gonder	Conflict of Waiver letter related to vacating parts of Christian St request by PA American Water.
Michael Segina	Approval to pay invoice to Kline for \$1,715.58 related to the sewer force main repair.
Michael Segina	Approval to pay invoice to EK Services for \$54,664.84 related to the sewer force main repair.

New Business:

Natashia Woods	Accept Resignation of Public Works Operator Keith Miller effective 10/14/2022.
Ciera Dent	Approval of Civil Service List.
Michael Segina	Approval of Sewer Penalty and Interest Holiday November 14 th – November 30 th .

Correspondence:

Public Comments:

Council Concerns:

Executive Session:

Personnel related issues.

Other Business:

Natashia Woods	Resolution 2022-R- Appointing Borough Right to Know Officer.
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Natashia Woods

Request to add agenda items related to
personnel discussions (If needed).

Adjournment:

**STEELTON BOROUGH
COUNCIL MEETING MINUTES**
October 17th, 2022

Present:

Brian Proctor, President
Michael Segina, Vice President
Denaë House, Pro Temp
Natashia Woods
Willie Slade
Ciera Dent, Mayor

David Kratzer, Interim Borough Manager
Ryan Gonder, Solicitor
Aaron Curry, Codes Enforcement Officer
William Shaub, Interim Police Chief

Absent: Keontay Hodge, William Jones

President Proctor opened the meeting at 6:30 p.m. with the Pledge of Allegiance. Mayor Dent led the group in a Moment of Silent Reflection silence in honor of October being Breast Cancer Awareness month, praying for survivors and fighters of breast cancer.

Roll was not called; however, those in attendance are listed above.

Approval of minutes from the previous meeting:

None

Approval of schedule of billing, requisitions, and change orders as presented for: September 2022:

Motion made by Ms. Woods, seconded by Mr. Segina, to approve the schedule of billing, requisitions, and change orders for September 2022. Motion passed unanimously.

Additions to Agenda (if needed):

None

Public Comments on Agenda items only:

None

Department and Committee Reports from September 2022:

Fire Department and Ambulance (Written Report)

Nothing to add.

Mr. Proctor asked about the status of the Fire Department wall. Nothing had been done or moved. Mr. Proctor stated he was going to call Randy Watts. Ms. Woods mentioned that at the last stormwater meeting, there was a discussion between Jeff Baltimore and Randy Watts about working to find a solution, as there was an exchange of emails between the two. Mr. Proctor stated that all three of them will talk. Jeff Baltimore added that the last correspondence was

between him, the Mayor, and Randy discussing who will contact the homeowners where they dig the trenches that Randy recommends they put tubes under. Proctor stated he will set up a call.

Police Department (Written Report)

Nothing to add.

Codes Department (Written Report)

Nothing to add.

Public Works (Oral and Written Statistical Reports)

Nothing to add.

Parks and Recreation Committee (Oral Report)

Mrs. House stated the Borough is going to partner with the Chief of Police & Fire to hand out candy from 6p to 8p on Thursday, Oct 26 for Trick or Treat at the Fire House.

NEDC Committee (Oral Report)

Nothing to add.

Storm water Committee (Oral Update)

Ms. Woods stated a meeting was held last month to finalize changes to the stormwater authority agreement that had to be completed. All the paperwork is down at the state and should be hearing from them any day now. Planning to have the first authority meeting on Oct 31, 2022.

Mayor's Report (Oral Report)

Police K9 Fundraiser was held a week ago and raised approximately \$3,268, going towards the K9 program. Addressed rat dumping situation: Volunteers & organizations were rescuing them. Rats were domesticated. They were dumped. It is an open investigation. No threat to the public, they will remain in place waiting to be fed. They are being taken in. All public comments will be released. Procedures are in place in case the rats go into anyone's property. Not likely, but precautions are in place.

Proctor had a question regarding the police bicycles, wondering if they could be auctioned off, as they are not used by the officers. They were most likely purchased through a grant and that time has run out. Shaub stated that he will have them checked out and have that done. Shaub added that another K9 event for the dogs will be held on May 13, 2023.

Unfinished Business:

Ms. Woods presented Resolution 2022-R-17 Appointing David Kratzer Interim Borough Manager for consideration.

Motion made by Ms. Woods, seconded by Mr. Segina, Appointing David Kratzer Interim Borough Manager for. Motion passed unanimously.

Ms. Woods presented Resolution 2022-R-18 Appointing David Kratzer Interim Borough Secretary for consideration.

Motion made by Ms. Woods, seconded by Mr. Segina, Appointing David Kratzer Interim Borough Secretary. Motion passed unanimously.

Mr. Kratzer addressed the meeting by thanking the Council for the opportunity and stated that he looks forward to working with the residents and Council.

Mr. Gondor presented Resolution 22-R19 authorizing the sale of the property owned by the Borough of Steelton on Ridge Street to Habitat for Humanity to construct affordable housing. The resolution must be passed in order to transfer the sale of the property. Will be amended at the next Council meeting. Mrs. House added that she is happy this is going forward. The agenda item was tabled.

Mr. Gonder presented a Conflict of Waiver letter related to vacating parts of Christian Street request by PA American Water.

Motion made by Mr. Segina, seconded by Mr. Slade, accepting and approving the Conflict of Waiver letter related to vacating parts of Christian Street request by PA American Water. Motion passed unanimously.

Mr. Segina presented for approval to pay invoice to Kline for \$1,715.58 related to the sewer force main repair.

Motion made by Mr. Segina, seconded by Mr. Slade, approving payment of invoice to Kline for \$1,715.58. Motion passed unanimously.

Mr. Segina presented for approval to pay invoice to EK Services for \$54,664.84 related to the sewer force main repair.

Motion made by Mr. Segina, seconded by Mrs. House, approving payment of invoice to EK Services for \$54,664.84. Motion passed unanimously.

New Business:

Ms. Woods presented a letter of resignation of Public Works Operator Keith Miller effective 10/14/2022.

Motion made by Ms. Woods, seconded by Ms. House to accept the letter of resignation of Public Works Operator Keith Miller effective 10/14/2022. Motion passed unanimously.

Mayor Dent turned the floor over to Interim Chief Shaub to discuss the approval of the civil service list. He stated the police is down 4 officers. They went to the consortium test, all

backgrounds were done, a civil service meeting was held this past week, and the list was certified with Sue Yocum. Would like to post that and go over the list in an executive session.

Motion made by Mr. Segina, seconded by Mr. Slade to accept approve the civil service list as presented. Motion passed unanimously.

Mr. Segina presented to council for discussion and approval to enact a penalty and interest holiday on Nov 14-Nov 30. This had been discussed in Finance. If paid between these dates, the interest would be forgiven, and the principal amount could be paid in full. Shut-offs will start soon and this will provide a chance to avoid that for the residents. A letter would be send out a in their November bill.

Motion made by Mr. Segina, seconded by Mrs. House to approve to enacting a penalty and interest holiday on Nov 14-Nov 30. Motion passed unanimously.

Correspondence:

None

Public Comments:

Iris Brown, 236 Lincoln Street - Port-a-pot in front of house and pallets for fencing in front of her yard. Mentioned street cleaning issues, weeds, and other issues that have not been addressed regarding community beautification. A lifelong resident who states she cannot enjoy her home. Aaron addressed her but it was inaudible. She mentioned the ordinances need to be addressed and fines need to be levied. Mr. Proctor responded by saying fines are levied and it goes to District Justice Lenker's.

Council Concerns:

Mr. Slade

Appreciates Ms. Brown's comment. Need to take a look at that issue.

Ms. Woods

Trick or Treat next Thursday.

Mr. Kratzer, Interim Borough Manager

No Concerns.

Mr. Gonder, Solicitor

No Concerns.

Ms. House, Pro Temp

Trick or Treat next Thursday at Fire House.

Ciera Dent, Mayor

Appreciates residents' concerns. Mentioned the condition of Nectarine Alley.

Mr. Segina, Vice President

Thanked Mr. Kratzer for attending, No Concerns.

Mr. Proctor, President

No Concerns.

Executive Session:

Motion made by Mr. Segina, seconded by Ms. Woods to enter Executive session at 6:59pm for personnel reasons. Motion passed unanimously.

Motion made by Mr. Slade, seconded by Mr. Segina to return from Executive session at 7:19pm for personnel reasons. Motion passed unanimously.

Other Business:

Motion made by Ms. Woods, seconded by Mr. Slade to approve Resolution 2022-R-20 Appointing Borough Right to Know Officer William Shaub. Motion passed unanimously.

Adjournment:

Motion made by Mr. Segina, seconded by Ms. House to adjourn at 7:20 PM. Motion passed unanimously.

Respectfully submitted,
