

**STEELTON BOROUGH
COUNCIL MEETING MINUTES**

June 20th, 2023

Present:

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

Jack Gombach, Assistant Borough Manager
Ryan Gonder, Solicitor *
Randy Watts, Engineer, HRG
Aaron Curry, Codes Enforcement Officer
William Shaub, Police Chief
Gene Vance, Fire Chief

Absent: Denae House, Mr. Jones,

* By Phone

Call Meeting to Order:

President Mr. Proctor opened the meeting at 6:30 p.m. with the Pledge of Allegiance.

Moment of Silence:

Mayor Dent led the group in a Moment of Silent Reflection.

Additions to Agenda (if needed):

Motion made by Mr. Segina seconded by Ms. Woods to add to the agenda a request for donation from Midget Football. Motion passed unanimously.

Motion made by Mr. Segina seconded by Mrs. Bowers to add to the agenda a quote from EK Services for emergency repairs to Walnut Road. Motion passed unanimously.

Motion made by Ms. Woods, seconded by Mr. Slade to add to the agenda a request for C.H.A.F.A to reserve the Steelton Boat Dock. Motion passed unanimously.

Approval of minutes from the previous meeting:

12/19/2022, 02/06/2023, 02/21/2023, 03/06/2023, 03/20/2023

Motion made by Mr. Segina, seconded by Ms. Woods to approve the minutes of 12/19/2022, 02/06/2023, 02/21/2023, 03/06/2023, 03/20/2023. Motion passed unanimously.

Notice of Executive Session:

Mr. Proctor announced that there was an executive session held just prior to tonight's meeting to discuss personnel and real estate.

Public Comments on Agenda items only:

No comments were made.

**STEELTON BOROUGH
COUNCIL MEETING MINUTES**

June 20th, 2023

Department Reports:

Fire Department and Ambulance

A written report was presented, Chief Vance had nothing to add.

Police Department

A written report was presented, Chief Shaub introduced to Council with our new intern Rachel De Wolfe who started May 19th. Chief Shaub asked for guidance on the July 1st block party. Mr. Gombach stated that they are asking for third street behind the tennis courts to be closed.

Mr. Gombach stated that the requester has been in contact with the neighbors who would be affected by the street closure as well as himself and Chief Shaub.

Mr. Proctor stated he was glad he did his due diligence and contacted the surrounding neighbors. Chief Shaub stated that he and the mayor have met with the requester, and another meeting will happen on Monday. Mr. Slade asked if they would have their own security onsite, and Chief Shaub confirmed they would. Mrs. Woods asked if there would be an end time. Chief Shaub responded at 11pm.

Mr. Proctor asked if the body had any objections to the street closure. No objections were noted. Mr. Proctor said that he was more worried about a street closure of Second or Mohn but does not have any objections to the alley requested if the surrounding neighbors have no issues.

Chief Shaub presented for consideration to list 2009 Chevy Tahoe Hybrid for bid, pending Solicitors review. Council had no objections.

Chief Shaub presented consideration to list the three Cannondale police bikes for sale, pending Solicitors review. Council had no objections.

Chief Shaub presented consideration and approval to extend the Co-Responder position till 12/31/2023 in the amount of \$38,759.16. Chief Shaub explained that he had met with Finance, and the grant was to run though August but ran out this quarter. Chief Shaub said they would be applying for a grant in September for the salary in 2023/2024.

Mr. Segina stated a written recommendation from the finance committee was sent last evening to the body.

Motion made by Mr. Segina seconded by Mrs. Bowers to approve extending the Co-Responder position till 12/31/2023 in the amount of \$38,759.16. Motion passed unanimously.

**STEELTON BOROUGH
COUNCIL MEETING MINUTES**

June 20th, 2023

Codes Department

A written report was presented, Mr. Curry had nothing to add.

Public Works

A written report was presented. Mr. Baltimore had nothing to add.

Parks and Recreation

Ms. Woods added that this Saturday they will start working on the garden and asked for volunteers. Ms. Woods also stated they had an increase in their grant from Penn State to total \$20,000 for the garden. Ms. Woods informed the body that there will be a meeting next week so she will have more updates to come.

Mayor's Report

Mayor Dent stated that Chief Shaub, Chief Vance and herself attended the Elks State Convention last week and both of our chiefs were given appreciate certificates.

Borough Managers Report

Nothing at this time.

Motion made by Mr. Segina seconded by Ms. Woods to approval the committee reports as presented. Motion passed unanimously.

Unfinished Business:

Mr. Gombach presented for consideration and approval to reject the received the quotes for the 2023 Cleaning Services RFP due to budgetary restraints.

Motion made by Mr. Segina seconded by Ms. Woods to reject the received the quotes for the 2023 Cleaning Services RFP due to budgetary restraints. Motion passed unanimously.

Mr. Segina presented for consideration and approval a recommendation from the Finance Committee to transfer \$111,771.54 from Sewer Reserves to the Capital Improvement Fund. Mr. Segina stated this was to properly allocate Sewer Funds that were used to pay previous expenses.



Motion made by Mr. Slade seconded by Ms. Woods to reject the received the quotes due to budgetary restraints. Motion passed unanimously.

Engineers Report:

**STEELTON BOROUGH
COUNCIL MEETING MINUTES**

June 20th, 2023

Mr. Watts had nothing to add.

Motion made by Mr. Slade seconded by Mr. Segina to accept the Engineers Report as presented. Motion passed unanimously.

New Business:

Mr. Proctor presented for consideration and approval invoices for Steelton Fest to be expensed from the 2023 Tourism Grant.

Motion made by Ms. Woods seconded by Mrs. Bowers to approve the invoices for the stage, lights, and sound in the amount of \$25,550. Motion passed unanimously.

Motion made by Mr. Segina seconded by Mrs. Bowers to approve a quote from Sara Bozic in the amount of \$2,000 to coordinate vendors. Motion passed unanimously.

Mr. Gombach presented for consideration and approval of Resolution 2023-R-10 ratifying SOFR Amendment to the 2020A Note. Mr. Gonder provided additional details to the council on Resolution 2023-R-10.

Motion made by Mr. Segina seconded by Ms. Woods to approve Resolution 2023-R-10. Motion passed unanimously.

Mr. Gombach presented for consideration and approval of Resolution 2023-R-11 authorizing the filing of the Redevelopment Assistance Capital Program (“RACP”) Application and Business Plan for Funding on behalf of Hamilton Health Center. Mr. Gonder clarified the fee agreement that 1% and legal cost are to be paid to the borough.

Motion made by Mr. Segina seconded by Mr. Slade to approve Resolution 2023-R-11. Motion passed unanimously.

Mr. Gombach presented for consideration and approval of Hamilton Health Center RACP documents, including the approval of a one-month drawdown request letter and a Statement of Compliance letter.

Motion made by Mr. Segina seconded by Mr. Slade to approve the Hamilton Health Center RACP documents, including the approval of a one-month drawdown request letter and a Statement of Compliance letter. Motion passed unanimously.

Mr. Gombach presented for consideration and approval of the Separation Agreement with Christopher George as discussed in executive session.

**STEELTON BOROUGH
COUNCIL MEETING MINUTES**

June 20th, 2023

Motion made by Ms. Woods seconded by Mr. Slade to approve the Separation Agreement with Christopher George. Motion passed unanimously.

Mr. Slade informed council that previously a position was opened for Sewer Operator internally and two staff members applied for the position.

Motion made by Mr. Segina seconded by Mr. Slade to Transfer Thomas Marshall from the position of Public Works Operator to Sewer Operator at his current salary. Motion passed unanimously.

Motion made by Mr. Segina seconded by Mr. Slade to Transfer Rich Bekelja from the position of Public Works Operator to Sewer Operator at his current salary. Motion passed unanimously.

Mr. Slade informed council with two open public works positions the Personnel committee performed interviews and Mr. Segina has committee recommendations to present.

Motion made by Mr. Segina seconded by Ms. Woods to hire Terrance Brown to the position of Highway Operator at a starting rate of \$22.00. Motion passed unanimously.

Motion made by Mr. Segina seconded by Mr. Slade to hire Kurt Cheatham to the position of Highway Labor at a starting rate of \$17.00. Motion passed unanimously.

Mr. Segina presented for consideration and approval the emergency sewer repair on Walnut Road from E.K Services in the amount of \$23,376.00 and that the repair will be starting tomorrow.

Motion made by Mr. Segina seconded by Mr. Woods to approve the quote from E.K Services in the amount of \$23,376.00 for emergency sewer repairs. Motion passed unanimously.

Mr. Segina presented for consideration a donation request sent to the Finance Committee from Steelton Midget Football. The request amount was \$3000.00. The Finance Committee recommendation is for a donation of \$500.00.

Motion made by Mr. Segina seconded by Mr. Woods to approve a donation for Steelton Midget Football in the amount of \$500.00. Motion passed unanimously.

Ms. Woods presented for consideration and approval for C.H.A.F.A to hold their annual fishing tournament from 7/7/23 to 7/9/23 at the Steelton Boat Launch.

**STEELTON BOROUGH
COUNCIL MEETING MINUTES**

June 20th, 2023

Motion made by Ms. Woods seconded by Mr. Segina to approve C.H.A.F.A use of the Steelton Boat Launch from 7/7/23 to 7/9/23. Motion passed unanimously.

Public Comments:

John Dellinger | Front Street

Requested the consideration of additional financial assistance and revise the \$500.00 donation.

Mr. Proctor stated that they were given \$2,000 last year that was unbudgeted. Mr. Proctor Recommended approaching the Foundation next year instead of the Borough and the general fund.

Mr. Segina stated that in Finance it was discussed Miget Football working with the NEDC committee next year to apply for a county gaming grant. Mr. Proctor agreed.

Ms. Woods explained the process of the NEDC Committee and gaming grant applications.

Mr. Slade asked Mr. Dellinger to contact him as he has some ideas for additional funding for them as well.

Mr. Powell | 321 Lebanon Street

Asked the mayor about the painting of the corners yellow.

Mr. Proctor stated now that Public Works is fully staffed it will be worked on.

Mr. Powell asked about the road work in his area.

Bill Spink | 555 North Third Street

Expressed concerns about the alley to the skate park and the traffic. Stated his garage siding has been torn up by vehicles. Asked if a guard rail be put in place.

Mr. Proctor asked Mr. Baltimore to look at the area and report back.

Council Concerns:

Mr. Slade

Thanked everyone for coming out and have a great summer.

Mrs. Bowers

Thanked everyone for coming out and have a good evening.

Ms. Woods, Pro Tem

Thanked everyone for coming out, and Happy 4th of July.

**STEELTON BOROUGH
COUNCIL MEETING MINUTES**

June 20th, 2023

Cierra Dent, Mayor

Thanked everyone for coming out. Discussed paving and milling and asked residents to follow PennDOT on updates, as well as the Boroughs website and Facebook page. Come out to the community garden this weekend.

Solicitor Gonder

Nothing to Add.

Mr. Segina, Vice President

Thanked everyone for coming out. Informed everyone that the Personnel committee had worked hard for the last few months to get Public Works fully staffed. Thanked all the committee members.

Mr. Gombach

Thanked Ms. Woods and Mayor Dent for all the work done on the garden. Thanked everyone for coming out.

Mr. Proctor, President

Thanked everyone for coming out. Thanked everyone for all they do and the sacrifices everyone makes taking time away from their family to do what they do. Wished everyone a happy 4th of July.

Executive Session:

None.

Other Business:

None

With no other business to discuss, a Motion made by Ms. Woods, seconded by Mr. Slade to adjourn at 7:09 PM. Motion passed unanimously.