

**STEELTON BOROUGH  
COUNCIL MEETING MINUTES**

August 21<sup>st</sup>, 2023

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**Present:**

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

Jack Gombach, Interim Borough Manager  
Randy Watts, Engineer, HRG  
Aaron Curry, Codes Enforcement Officer  
William Shaub, Police Chief  
Gene Vance, Fire Chief

**Absent:** Mrs. Bowers, Mr. Jones

**Call Meeting to Order:**

President Mr. Proctor opened the meeting at 6:32 p.m. with the Pledge of Allegiance.

**Moment of Silence:**

Mayor Dent led the group in a Moment of Silent Reflection to keep victims of vehicle crashes in our prayers.

**Additions to Agenda (if needed):**

None

**Public Comments on Agenda items only:**

No comments were made.

**Approval of minutes from the previous meeting:**

None

**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 stated the police held their annual K9 golf tournament and raised over \$3,500 dollars and had 23 foursomes.

**Public Works**

A written report was presented. Mr. Baltimore was not in attendance to comment.

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**Codes Department**

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

**Parks and Recreation**

Ms. Woods added that they meet tomorrow and continue to plan for a trunk or treat and other events. Ms. Woods presented a request to reserve the East End Park on September 17<sup>th</sup>, 2023 from 2:00 p.m. to 6:00 pm.

*Motion made by Ms. Woods, seconded by Mr. Slade to approve the East end Park Reservation on September 17<sup>th</sup>, 2023 from 2:00pm to 6:00pm. Motion passed unanimously.*

**NEDC**

Ms. Woods stated they have met and are working on a wish list of what they believe needs worked on and will submit to Council when finalized.

**Mayor's Report**

Mayor Dent stated they held their Steel down youth event and Bailey Street Park. It was an amazing event due to our volunteers and sponsors. Mayor Dent stated that Lieutenant Governor Austin Davis, Secretary Siger, and State Representative David Madsen were in town to meet with one of our small businesses to help them get the resources they need.

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

**Unfinished Business:**

None

**New Business:**

Mr. Gonder presented for consideration and approval of a Cable Franchise Agreement with Comcast of Southeast Pennsylvania, LLC. Mr. Gonder turned the floor over to Phil Fraga from Cohen Law Group who is the Borough special council for these agreements who was available via phone.

Mr. Fraga explained that we were a member of the capital region COG to develop these agreements. Mr. Fraga explained the process to renew these agreements with Verizon and Comcast. Mr. Fraga explained these agreements are a 5% franchisee fee for the Cable TV portion

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only of services offer by Comcast and Verizon. Mr. Fraga explained the other members of the COG have already approved these agreements.

Mr. Gonder stated that the approval of Comcast Cable Franchise Agreement is presented as Resolution 2023-R-15. The Verizon Cable Franchise Agreement is presented as Resolution 2023-R-16.

***Motion made by Mr. Segina, seconded by Ms. Woods to approve Resolution 2023-R-15. Motion passed unanimously.***

***Motion made by Mr. Segina, seconded by Ms. Woods to approve Resolution 2023-R-16. Motion passed unanimously.***

Mr. Gonder presented for consideration and approval of Resolution 2023-R-13 – Authorizing the Borough to destroy documents according to certain retention requirements. Mr. Gonder explained the records to be destroyed are parking tickets receipts, district justice reports, move/tow abandoned vehicles reports.

***Motion made by Mr. Segina, seconded by Mrs. House to approve Resolution 2023-R-13. Motion passed unanimously.***

Mr. Gonder presented for consideration for approval of Resolution 2023-R-14 a PENNVEST Reimbursement Resolution. PENNVEST is requesting a change to the previous passed resolution prior to the closing of the PENNVEST grant.

***Motion made by Mr. Segina, seconded by Ms. Woods to approve Resolution 2023-R-14. Motion passed unanimously.***

Mr. Gonder presented for consideration and approval of a Secretary Certificate for PENNVEST. Mr. Gonder stated this is part of the PENNVEST closing states that Brian Proctor as President, Michael Segina as Vice President, and Rose Paul as Assistant Secretary are on record.

***Motion made by Mr. Segina, seconded by Mrs. House to approve the Secretary Certificate for PENNVEST. Motion passed unanimously.***

Mr. Gombach presented for consideration and approval the revised Codes Department job descriptions. Mr. Gombach stated this has been an ongoing project that has been going from department to department.

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***Motion made by Ms. Woods, seconded by Mr. Slade to approve the revised Codes Department job descriptions. Motion passed unanimously.***

Mr. Gombach presented for consideration and approval a Side Letter Agreement between the Steelton Borough and Teamsters which was discussed in executive session.

***Motion made by Mr. Slade, seconded by Mrs. House to approve the Side Letter Agreement between the Steelton Borough and Teamsters. Motion passed unanimously.***

Mr. Proctor presented for consideration and approval a TR Stoner proposal for the installation of playground equipment at Giant Unity Park not to exceed \$20,350.00.

***Motion made by Ms. Woods, seconded by Mrs. House to approve the proposal from TR Stoner in the amount of \$20,350.00. Motion passed unanimously.***

Mr. Segina stated that prior to tonight's meeting an Executive Session was held to discuss personnel matters.

Ms. Woods presented for consideration and approval a reservation request for East End Park on August 26th from 11:30am - 2:00pm.

***Motion made by Ms. Woods, seconded by Mr. Slade to approve the reservation request for East End Park on August 26th from 11:30am - 2:00pm. Motion passed unanimously.***

**Public Comments:**

Pat Gordon | 117 N Front Street

Asked for an update on the nuisance business ordinance. Mr. Gombach provided an update and said they could discuss after the meeting.

An update on the cocoon event was presented to council.

Michelle Chilton | 513 S 2<sup>nd</sup> Street

Discussed her employment services of Neighborhood Dispute Settlement. Stated the Borough had previously been a supporter of Neighborhood Dispute. She stated that they have Borough residents call them and they currently assist them. Asked if they could partner again with them.

Mr. Proctor asked Mrs. Chilton to get with the police committee and the codes committee to discuss further.

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**Council Concerns:**

**Mrs. House**

No Concerns.

**Mr. Slade**

Thanked attendees and was looking forward to the cocoon event.

**Mr. Gombach**

Added to Mayor Dent's earlier comments on the recent visit of officials to the borough and how they can help small businesses moving forward.

**Solicitor Gonder**

Nothing to Add.

**Ciera Dent, Mayor**

Nothing to add this evening, thanked everyone for coming out.

**Ms. Woods, Pro Tem**

Thanked attendees.

**Mr. Segina, Vice President**

Mr. Segina stated that he had received a request for sewer bill relief that will be sent to the next finance committee meeting for discussion.

**Mr. Proctor, President**

Thanked everyone for coming out and that he is looking forward to the cocoon event.

**Executive Session:**

None.

**Other Business:**

None

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