

**STEELTON BOROUGH
COUNCIL MEETING MINUTES**
December 18th, 2023

Present:

Brian Proctor, President
Michael Segina, Vice President
Natashia Woods, Pro Tem
Vanessa Bowers
Ciera Dent, Mayor

Kathy McCool, Borough Manager
Randy Watts, Engineer, HRG
Ryan Gonder, Solicitor
Aaron Curry, Codes Enforcement Officer
William Shaub, Police Chief
Jeff Baltimore, Public Works Director

Absent: Ms. House, Mr. Jones, Mr. Slade.

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

Mayor Dent led the group in a Moment of Silent Reflection for the community during the holidays.

Roll Call:

Roll call was conducted by Kathy McCool, and the attendees listed above were present.

President Proctor announced that an executive session was held just prior to tonight's meeting to discuss legal matters.

Additions to Agenda (if needed):

None

Public Comments on Agenda items only:

No comments were made.

Approval of minutes from the previous meeting:

Tabled.

Department & Committee Reports:

Fire Department & Ambulance (Written Report)

Nothing to add.

Police Department (Written Report)

Received a \$21,000 grant from PCCD which will pay for the academy for the new officer.

Codes Department (Written Report)

Nothing to add.

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Public Works (Oral Report)

Nothing to add.

Parks and Recreation Committee (Oral Report)

Tree Lighting & Santa Truck Run went well except for the fender bender. Thanked Terry, Renee, Fire Dept., Police Dept., and Kathy.

NEDC Committee (Oral Report)

Habitat for Humanity will be dedicating the houses on 2nd St on January 15, Time TBD.

Mayor's Report (Oral Report)

Nothing to add.

Borough Manager's Report (Oral Report)

Nothing to add.

Motion made by Mr. Segina, seconded by Ms. Wood's to approve reports as presented. Motion passed unanimously.

Unfinished Business:

Mr. Gonder presented for consideration and approval of Ordinance 2023-5 Ordinance - Approving Appointment of Solicitor, Interest Assessment and Attorney Fees and Collection Fees Added to the Amount Collected as Part of Unpaid Real Estate Taxes for Delinquent Accounts naming Portnoff Law Associates, Ltd.

Motion made by Mr. Segina, seconded by Ms. Bowers to approve Ordinance 2023-5. Motion passed unanimously.

Mr. Gonder presented for consideration and approval an Amendment to Agreement with Portnoff Law Associates, Ltd. for Collection of Delinquent Real Estate Taxes and Municipal Claims on Behalf of Borough of Steelton.

Motion made by Mr. Segina, seconded by Ms. Woods to approve the amendment to agreement with Portnoff Law Associates, Ltd. Motion passed unanimously.

Mr. Gonder presents for consideration and approval of Ordinance 2023-6 An Ordinance of the Borough of Steelton, Dauphin County, Pennsylvania, Amending the Code of the Borough of Steelton, Pennsylvania, Chapter 84, "Real Estate Registration Fee", subsection B, By Enabling the Administration Filing Fee to Be Set by Resolution of Borough Council.

This was discussed at the December 4, 2023 council meeting and has been properly advertised.

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Motion made by Mr. Segina, seconded by Ms. Woods to approve Ordinance 2023-6. Motion passed unanimously.

Mr. Gonder presented for consideration and approval of Resolution 2023-R-27 Resolution Adjusting Fee Associated with Code of the Borough of, Dauphin County, Pennsylvania, Chapter 84 "REAL ESTATE REGISTRATION," SECTION 84-4 "REPORT REQUIRED UPON ACQUISITION OF REAL ESTATE; FEE". The fee was adjusted from \$5 to \$15.

Motion made by Mr. Segina, seconded by Ms. Woods to approve Resolution 2023-R-27. Motion passed unanimously.

Mr. Gonder presented for consideration and approval of Resolution 2023-R-28 Fixing the Steelton Borough Boat Dock Permit Fee at \$55.00, Sticker Fee at \$3.00, and One Day Launch Fee at \$7.00. This resolution represents an increase from \$50 to \$55 for a permit and from \$5 to \$7 for a 1-day launch fee.

Motion made by Mr. Segina, seconded by Ms. Bowers to approve Resolution 2023-R-28. Motion passed unanimously.

New Business:

Mrs. McCool presented for consideration and approval of PA Department of Transportation 2023- 2024 Municipal Winter Agreement for \$21,685.65 for snow removal on multiple streets in the Borough.

Motion made by Mr. Segina, seconded by Ms. Woods to approve PA Department of Transportation 2023- 2024 Municipal Winter Agreement. Motion passed unanimously.

Mr. Segina recommended approval of sewer relief for Account 100095-0. Total relief amount is \$296.57 (includes reduction in penalties).

Mr. Segina explained that removing sewer fees for a property that had a child leave a hose running. It was approximately 38,000 gallons. The finance committee met and offered a standard reduction from \$12.10 to \$5 to cover costs for Capital Region Water treatment. Total coming off their bill once penalties are removed is \$296.57.

Motion made by Mr. Segina, seconded by Ms. Woods to approve sewer relief. Motion passed unanimously.

Mrs. McCool presented for consideration and approval of Entech Engineering, Inc. proposal for Miscellaneous Engineering Support to review and evaluate the existing Intermunicipal Agreement (IMA), proposed allocations from Capital Region Water (CRW), and to represent the

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Borough at CRW IMA Partners meetings. Fees are outlined in the proposal with an estimated cost of \$30,000.

Mr. Segina stated that this will be a sewer expense, not a general fund expense. Mr. Proctor asked if the cap should be \$40,000. Mr. Segina stated it is a time and materials-based service and they will notify Council when \$25,000 is reached to possibly adjust the cap.

Motion made by Mr. Segina, seconded by Ms. Bowers to approve the Entech Proposal subject to Solicitor's review and changes. Motion passed unanimously.

Correspondence:

Mrs. McCool presented Council with correspondence of Notification of General Plan Approval/ General Operating Permit from Compliance Plus Services.

Public Comments:

None

Council Concerns:

Natashia Woods, President Pro Tem

No concerns. It's been another year. Wished a Happy New Year and congratulations to those elected.

Ms. Bowers

Thanked attendees and wished them Happy Holidays & New Year

Mrs. McCool

Have a wonderful holiday.

Ciera Dent, Mayor

Ms. Dent had a question in regard to the Adams St project by Harrisburg St where there is the dirt pile and in the agenda, there was correspondence and a letter. The application is being put in with the DEP because they want to bring in a jaw crusher machine that will crush concrete, rocks, bricks, etc. Concerns about the residential area and there are already complaints about the dirt and dust. Feels like it will be loud and dirty. Wants to write a letter to the DEP about a formal comment. Mr. Proctor stated it is zoned commercial and industrial, so it may be best to have them cover their trucks. Suggested that Shaub reach out to the PSP about a truck detail. Happy Holidays and Happy New Year.

Council requested that Mrs. McCool reach out to residents to obtain input and that a response be sent to the Pa Department of Environmental Protection.

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Motion made by Ms. Woods, seconded by Ms. Bowers to authorize Mrs. McCool to carry out actions regarding correspondence as noted. Motion carried unanimously.

Mr. Gonder

Happy Holidays

Michael Segina, Vice President

Thanked attendees and Happy Holidays

Brian Proctor, President

Happy Holidays and thanked attendees. Called the Abel Hall about an event in October and was told they are booked all of next year. Said they had a deal to get that building and didn't pull the trigger. Could have the Hose Co. in the back with 70% proceeds going to the fire station and 30% to the foundation, extra offices, etc. Missed out and should be kicking ourselves because it has been busy ever since COVID. Losing out on revenue. Pushed for it and should have pushed harder. Merry Christmas and Happy New Year.

Executive Session:

None

Other Business:

None

With no other business to discuss, a Motion made by Mr. Segina, seconded by Ms. Woods to adjourn at 6:50 PM. Motion passed unanimously.