

**STEELTON BOROUGH  
COUNCIL MEETING MINUTES**

January 16, 2024

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**Present:**

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

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

**Absent:** Ms. Bowers, Mr. Proctor

Vice President Woods opened the meeting at 6:38 p.m. with the Pledge of Allegiance.

Mayor Dent led the group in a Moment of Silent Reflection. Everyone knows that we lost our fire chief and that was a hard blow for us. So, I just ask that we all just keep his family in our prayers, keep the Borough staff, our police and fire staff continue to pray for them and reach out to them and see what we can do to, you know, help them through this process. Thank you so much.

**Roll Call:**

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

Vice President Woods announced that a special executive session was held at 6:00 p.m. on 1/4/2024 to discuss personnel matters and just prior to tonight's meeting at 5:45pm to discuss personnel and legal matters.

**Additions to Agenda:**

None.

**Public Comments on Agenda items only:**

No comments were made.

*Motion made by Mr. Slade, seconded by Mr. Segina to approve the minutes for 6/20/23, 7/17/23, 8/7/23, 9/14/23 and 12/4/23 with Mr. Gonder's final review. Ms. House and Ms. Paoletti abstained. Motion passed 3-0.*

Ms. Woods presented for approval schedule of billing, requisitions, and change orders as presented for November 2023 and December 2023.

*Motion made by Mr. Segina, seconded by Mr. Slade to approve schedule of billing, requisitions, and change orders as presented for November 2023 and December 2023. Motion passed unanimously.*

**Department & Committee Reports:**

**STEELTON BOROUGH  
COUNCIL MEETING MINUTES**

January 16, 2024

---

**Fire Department and Ambulance**

Mayor Dent stated that as of right now, of course, there weren't really any updates in regard to the fire department. The Mayor reported that she and Mr. Segina have been keeping in close contact with the fire company, the firefighters, just trying to lend as much support as we possibly can from the borough.

Mayor Dent stated that she knows there's a conversation that we will definitely have to have in regard to the fire department. Mayor Dent stated that she and Mr. Segina would give the Fire Department time to get through the process, get through the funeral and then start conversations regarding next steps.

Mr. Segina stated that he's been speaking with the chief's office, which includes Andy and Stephen, going over things on how to make purchases, how to fill out POs, things like that, working through that kind of process with them.

Mr. Segina stated that there are some things going on with the ladder truck that they're working through. And now that the chief's vehicle is out of service, we might be looking at purchasing two new tires for the utility vehicle, the front two tires leak, since that was supposed to go out of service. They were trying to hold off on it, but for the time being, they might have to get that replaced. But we're just kind of going through how they go ahead and do that, working them through that process at the current time and trying to keep them up to date and for them.

It's going to be a learning process across the board because our Gene did it all, and he told nobody(laughs). But I've been going through and working with Rose to pull line-item budgets for the past couple of years for them. So, we can get an idea exactly like when the trucks go in for inspections, oil changes, the times of the years, things like that, where they go, all of that. We've been working through to make sure we have everything up and maintained and running properly.

**Police Department**

Chief Shaub stated that everything was good except for last week. Now by the end of next week the end of year report should be completed. Chief Shaub stated that he would make sure everyone gets a copy of that as soon as possible.

**Codes Department (Written Report)**

No comments

**Public Works (Written Report)**

No comments

**Parks and Recreation Committee**

Have not met since December but held the Santa Truck Run.

**STEELTON BOROUGH  
COUNCIL MEETING MINUTES**

January 16, 2024

---

**NEDC Committee**

Habitat for Humanity had a dedication for the 2<sup>nd</sup> St homes. The first family should be moving in this week. And it'll be the first unit as you're going down the street. The second unit hopefully will be filled in the next couple of weeks. And then the second phase of that project will start in the spring.

**Mayor's Report**

Mayor Dent stated that it has been a crazy start to 2024. She wants to work with leadership and staff. She hopes for Borough to stay focused on a lot of the goals that we still have in place. At this point, she thinks the biggest thing is for the Borough to stick together and that the Police Department, the Fire Department are doing everything that they can possibly do.

**Borough Manager's Report**

Attended the CapCOG dinner.

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

**Unfinished Business:**

None

**New Business:**

*Motion made by Ms. House, seconded by Mr. Slade to terminate Patrol Officer Hain's employment, effective immediately. Motion passed unanimously.*

Mrs. McCool presented for consideration and approval to advertise Ordinance of the Borough of Steelton to add a deferred retirement option plan (DROP) to the Police Pension Plan, effective January 1, 2024.

*Motion made by Mr. Slade, seconded by Ms. House authorizing Ms. McCool to advertise the Ordinance of the Borough of Steelton to add a deferred retirement option plan (DROP) to the Police Pension Plan.*

Mayor Dent asked what this is, and thought we already had a DROP program. Mrs. McCool explained that it was already part of the Police Contract and needed to be updated through Ordinance as well. Mayor Dent asked about the DROP program end date of Dec 31, 2024. Chief Shaub confirmed that the program sunsets at the end of the Police Contract.

*Motion passed unanimously.*

Mrs. McCool presented for consideration and approval of 2024 Municipal Domestic Animal Protective Services Agreement with the Humane Society of Harrisburg, Inc. for prices as listed in the agreement.

**STEELTON BOROUGH  
COUNCIL MEETING MINUTES**

January 16, 2024

---

***Motion made by Ms. Paoletti, seconded by Mr. Slade to approve the 2024 Municipal Domestic Animal Protective Services Agreement with the Humane Society of Harrisburg, Inc.***

Ms. Woods asked if it was a yearly contract and said they have a new executive director. Mrs. McCool confirmed that it was an annual contract.

***Motion passed unanimously.***

Mrs. McCool presented for consideration and approval a contract with ARRO Water Services for amounts listed in contract.

***Motion made by Mr. Segina, seconded by Ms. House to approve the ARRO Water Services Contract. Motion passed unanimously.***

Mrs. McCool presented for consideration and approval of Service 1<sup>st</sup> Contract for Mold Mitigation for \$1,894.20

***Motion made by Ms. House, seconded by Mr. Segina to approve the Service 1<sup>st</sup> Contract for mold mitigation.***

Ms. Woods asked Mrs. McCool to explain. Mrs. McCool explained that this was for the code documents that had become wet and moldy.

***Motion passed unanimously.***

Mrs. McCool presented for consideration and approval of Amendment to Extend Term of the Memorandum of Understanding for the Community Garden Initiative.

***Motion made by Ms. House, seconded by Ms. Paoletti to approve the Amendment to Extend Term of Memorandum of Understanding for the Community Garden Project.***

Mr. Segina asked if the MOU is extending the timeframe from which to draw down money. Ms. McCool confirmed.

***Motion passed unanimously.***

Mrs. McCool presented for consideration a Request for Donation from Steelton-Highspire School District Football Team for championship rings and jackets.

Mr. Segina asked what the donation would be with the limited amount of \$2,500 available for the whole year. Ms. Woods asked Mr. Slade for an estimated amount. He recommended

**STEELTON BOROUGH  
COUNCIL MEETING MINUTES**

January 16, 2024

---

\$300.

*Motion made by Ms. House, seconded by Mr. Segina to donate \$300.00 to the Steelton-Highspire foundation to be used towards the purchase of championship rings and jackets. Motion passed, with Mr. Slade abstaining.*

**Correspondence:**

Mrs. McCool presented Council with the following correspondence:

- Notices of Change in Assessment – Parcel Numbers: 57-016-008, 60-008-010, 60-008-011
- Notification that the Borough of Steelton will file an application with PA DEP for a Water Quality Management Part II Permit for the proposed Trewick Street Force Main Replacement Project
- Notification of Comcast Rate Changes effective December 20, 2023
- Notification of PPL of submission of Chapter 102 Permit for Discharges of Stormwater Associated with Construction Activities

Mrs. McCool presented the selection for council committees as follows:

**Council Committees**

<b>Personnel</b> Vanessa Bowers-Chair Natashia Woods-Co-Chair Denae House-Member	<b>NEDC</b> Natashia Woods-Chair Willie Slade-Co-Chair Brian Proctor-Member	<b>Finance</b> Mike Segina-Chair Natashia Woods-Co Chair Willie Slade-Member
<b>Public Works</b> Denae House-Chair Natashia Woods-Co-Chair Julianna Paoletti-Member	<b>Codes</b> Willie Slade-Chair Mike Segina-Co Chair Brian Proctor-Member	<b>Events</b> Julianna Paoletti-Chair Natashia Woods-Co Chair Vanessa Bowers-Member
<b>Public Safety</b> Ciera Dent-Co Chair Vanessa Bowers-Co Chair Mike Segina-Member Denae House-Member	<b>Intergovernmental</b> Brian Proctor-Chair Julianna Paoletti-Co chair Willie Slade-Member	

Mr. Segina stated that he would like to see the Fire Committee reinstated as they have a lot of volunteers and that was one of the main reasons the meetings were set for Sundays.

**STEELTON BOROUGH  
COUNCIL MEETING MINUTES**

January 16, 2024

---

Ms. Woods stated that there would be edits to the committees. She stated that Mr. Segina will be moved to the Public Works Committee as Co-Chair from the Codes Committee. Ms. Paoletti will be moved to the Codes committee as a member from the Public Works Committee.

**Public Comments:**

- Pat Gordon, 117 N Front St, Steelton, PA 17113 – Attended an earlier meeting regarding the nuisance business ordinance. Was told it was going to the Solicitor and was going to be advertised, but it has not, and problems have persisted. Wants to know what the holdup is. She is scared and it has been going on for a year and a half. Wants a timetable. Update from Gonder: reviewing the language and needs a sign-off from the Magisterial District Justice. Wants to make sure it can be prosecutable with Codes. Gordon asked how soon he would hear back from the District Justice. Asking if there is anything that she can do as a citizen to move this forward. Chief Shaub said he spoke to PLCB.

**Council Concerns:**

**Mr. Slade**

Mr. Slade stated that he had no concerns, but is in 1000% agreement and hopefully we can get this process going because the Elks Lodge is the classic definition of a nuisance in our community. Mr. Slade stated that he and met to discuss the investigations at the Elks Lodge. Mr Slade stated that he thought that it will definitely help with to have PLCB involved. Mr. Slade hopes that the PLCB will be able to do something with their investigations as well because there's no doubt in his mind that they have alcohol in there.

**Mr. Segina**

Mr. Segina stated that he was impressed with the fire department over the last two weeks and everything that those guys are doing down there to pull it together.

Mr. Segina stated that a number of neighboring municipalities came in and supported the Fire Dept. during that time. We had we had departments from Lancaster, Dover, Maryland, staffing in the fire department during that time.

Mr. Segina thanked all of those that dropped off food at the Fire Department to include mac and cheese. He specifically thanked Mayor Dent for bringing lasagna.

Mr. Segina stated that it was amazing to pull off an event like that, it took a lot of effort. He stated that he knows Ibberson was there from Swatara Township and Enterline from Harrisburg city working with Stephen and Andy to get that all set up. County dispatch worked with the color guard and setting all that up. It was just amazing, and it's just been wonderful to see the support.

We're all going to miss Gene. Mr. Segina emphasized what Gene did for this Borough. He stated that he spent time at the firehouse for five to ten nights a month to talk to him. Mr. Segina stated

**STEELTON BOROUGH  
COUNCIL MEETING MINUTES**

January 16, 2024

---

that Gene drove around this borough in his chief's car every night and wrote down everything that was going on in the Borough.

Mr. Segina relayed a story in which, on many occasions, Gene called him up and said that he was down at the boat dock and saw areas that need addressed. To which Mr. Segina asked , “Why are you down at the boat dock on a Sunday at nine o'clock at night?”

Mr. Segina stated that the Borough is never going to be able to replace him. Mr. Segina stated that the Borough lost a real good one and thanked everybody who supported the fire department in the last two weeks.

Mr. Segina reported that the Fire Department went back into service on Friday at 12:30pm.

**Ms. Paoletti**

Thanked attendees.

**Mr. Curry**

Provided clarification on the code documents that got wet.

**Chief Shaub**

None

**Ms. McCool**

None

**Mayor Dent**

Thanked attendees. Roads have been a concern. Thankful for the support of the fire department. Going to miss Chief Vance. Addressed the police department and how to move forward. Brought up the bid for cleaning and wants to make sure it gets taken care of, along with other 2023 items. Feels the ordinance should have been addressed, as she lives on Front St too and it endangers the community. Wants to be proactive in addressing issues. Still waiting on an answer for the forensic audit and there has been no action.

**Mr. Gonder**

RIP Chief Vance

**Ms. House**

Thanked attendees. RIP Chief Vance. Thanked the Mayor. Looking forward to the audit.

**Ms. Woods**

Thanked attendees. Apologized to Gordon for the stalling of the ordinance. At the beginning of 2023, she asked to look at all contracts for transparency. Asking again in 2024 to address the contracts of all contractors, staff, etc. Hoping the financial committee will oversee this project. Asking for the Chairs of the committees to establish a meeting schedule in the next few days.

**STEELTON BOROUGH  
COUNCIL MEETING MINUTES**

January 16, 2024

---

Mr. Segina added that they need to be advertised and get them approved before they can be held. Asked for no overlapping this year.

**Executive Session:**

None

**Other Business:**

None

*With no other business to discuss, a Motion made by Mr. Segina, seconded by Ms. House to adjourn at 7:27 PM. Motion passed unanimously.*