

**STEELTON BOROUGH
COUNCIL WORKSHOP MEETING MINUTES**

Monday, May 19, 2025

Present:

Natashia Woods, Vice President

Denae House, Councilmember

Willie Slade, Councilmember

Michael Segina, Councilmember

Julianna Paoletti, Councilmember

Vanessa Jenkins, Councilmember

Ciera Dent, Mayor

Ryan Gonder, Solicitor

Randy Watts, Engineer

William Shaub, Police Chief

Aaron Curry, Codes Director

Jeff Baltimore, Public Works Director

Kathy McCool, Borough Manager

Councilmember(s) Absent: President Vanessa Bowers

Call Meeting to Order: Vice President Woods called the meeting to order at 6:38 PM.

Pledge of Allegiance: The Pledge of Allegiance was led by Vice President Woods.

Special Presentation(s): None

Council Meeting Roll Call: The roll was called by Mrs. McCool. The individuals listed above were present.

Notice of Executive Session: An executive session was held at 6:00 p.m. on 5/15/2025 to discuss legal, real estate, and personnel matters.

Public Comments on Agenda Items Only: None

Engineers Report: Randy Watts, HRG

- Not a lot of new information on the projects. Had a pre-construction meeting for 2nd Street, with construction expected to start in June. The contractor will start with ADA curb ramps then paving. There is a change order on the agenda to extend the paving by one month due to conflicting internal schedules. Mr. Segina asked if UGI will be done by the time they are paving, which Watts replied yes.

Mr. Segina motioned to accept the engineers report. 2nd by Mrs. House. Motion was approved unanimously.

Department & Committee Reports:

- Fire Department and Ambulance (Written Report) – No written report in the packet due to getting admin access to the new system. Will hopefully have reports at the legislative meeting. Spoke to Chief and Kathy sent over a grant request item from Senator Kim's office. Also received \$35K gaming grant for 5 sets of equipment and 3-4 AEDs.
- Police Department (Written Report) – Nothing to add
- Codes Department (Written Report) – Mr. Curry addressed questions about rental inspections. At 255 notices of violations right now, which are turning into citations. Does

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not want to send out notices and then schedule inspections. Been addressing grass and sidewalks to enforce it correctly. Was discussed in the codes committee meeting and unsure of the current standing. Also received a call from the Mill about property maintenance with the shut down and they want to meet to discuss requirements regarding the flood plain. They would also like to have the canal lowered and Mr. Segina asked how that will impact Durabond.

- Public Works (Written Report) – Nothing to add. Mr. Segina asked signage and handicap signs, as well as meeting with the police. Mr. Baltimore said he needs license plates and addresses with traffic study information. Mrs. McCool asked if the information is in the agenda. Chief Shaub stated that Officer Sanatana conducts the studies and provides the information to the upstairs office.
- Events Committee (Upcoming Events) – Ms. Paoletti announced Community Heroes Day is May 31 at Veterans Park (Franklin St & N Front St) from 11:30 AM – 12:30 PM, with light food and refreshments at the municipal building to follow the event. Planning Steelton Fall Fest and exploring Cibort Park on a Sunday. The upcoming meeting is on Wednesday, May 21, at 6 PM. Events ordinance update – draft is in progress and waiting for Mike to revise it and forward it to the solicitor for review. Vice President Woods wants to add a denial policy to address the situation of someone holding an unauthorized event.
- Intergovernmental Committee – Ms. Paoletti stated that it has been over a year since the Intergovernmental Committee last met. She Spoke to Highspire and they were interested. She stated that the next meeting will be held in Highspire, then contacted the School District, receiving a reply from Mike Wanner stating that they do not want to be involved. Then, she received another message saying they will participate in the future. Steelton and Highspire Boroughs will meet regardless. Wants Mike Wanner’s email on the record and to state she recently found out he had a separate intergovernmental committee through the school functioning as an events committee, collecting events that were originally planned by this entity. Wants this to be addressed and Mrs. House mentioned this should be in place with the grant they are seeking for the football field and other recent community issues. Will be meeting at the Highspire Borough building on Wednesday, May 28 at 6 PM.
- Borough Manager’s Report – Nothing to add
- Mayor's Report – Nothing to add

The motion to approve the department & committee reports as presented was made by Mr. Slade and seconded by Mr. Segina. The motion passed unanimously.

Old Business:

Mrs. McCool presented for consideration and approval for Resolution 2025-R-10, RESOLUTION RE: GREENWAYS, TRAILS AND RECREATION PROGRAM (GTRP) for \$250,000. This is for the School District as a subgrantee/passthrough. Mrs. McCool spoke with the consulting agency and if awarded, she requested a cooperation agreement to be drawn out with a 5% administrative charge and coverage of the Borough’s legal fees. Mr. Segina asked if the Borough would be responsible for an audit, and Mrs. McCool stated the third party consultant agency would be responsible, but would ultimately be the Borough’s responsibility.

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The motion to approve was made by Mr. Segina and seconded by Ms. Paoletti. The motion passed unanimously.

New Business:

Mrs. McCool presented for consideration and approval for Resolution 2025-R-11, RESOLUTION AUTHORIZING THE DISPOSITION OF SPECIFIED STEELTON BOROUGH MUNICIPAL RECORDS. This is specifically for the destruction of records that we do not need to keep. She will be digitally scanning all documents that need to be kept.

The motion to approve was made by Ms. Paoletti and seconded by Mr. Segina. The motion passed unanimously.

Mrs. McCool presented for consideration and approval for PENNVEST Payment Request #15 for Steelton Borough's Hoffer Street Pump Station Improvements Project of \$4,904.44 and includes interest costs and engineering fees.

The motion to approve was made by Mr. Segina and seconded by Ms. Paoletti. The motion passed unanimously.

Mrs. McCool presented for consideration and approval for Change Order #1 for 2nd St. Paving Project for the extension of the timeline by 28 days with substantial completion by July 13, 2025.

The motion to approve was made by Mr. Slade and seconded by Mr. Segina. The motion passed unanimously.

Administration: Kathy McCool

- Job Description – Part-time Custodian
- Job Description – Chief of Police
 - Both descriptions will come before Council at the next meeting. Segina asked if the Chief of Police duties will be split between operation of the Mayor and leadership of Borough Council. Will change it to “reports to Mayor/Council”
- Gaming Grant Awards
 - \$107,000 Street Paving
 - Segina said the East End project will be mostly covered through the and the DCID loan will cover the rest, with \$70K in that loan. Randy sent a list of projects and wants to use the paver to get trimming done. Talked to other municipalities about training and partnering to use the hotbox. Will meet with Highspire about this at next intergov meeting.
 - \$75,000 Stormwater Authority Inlet Cleaning and repairs
- Blue Angels Navy Air Show – Boat Dock will be closed over Memorial Day Weekend for security and training – May 21-May 25 – Will be posting signs and notifications, also in process of getting new bathroom (port-a-potty)

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- Energy Audit – May 13-May 14
 - Took a look at municipal building, fire station, and public works building. Found the municipal building is mostly efficient with electricity despite AC issues. Will be sharing the official report with Council.
- CapCOG Auction – July 16, 2025
 - Will be coming back with a resolution with a list of items to get rid of at auction
- SHSD - Unified Government and Legislative Advocacy Session – May 21 at noon
 - Will talk about new projects. Mrs. McCool will be attending

Economic Development: Natasha Woods/Kathy McCool

- Tourism Grant
 - \$5,400 Steelton Fall Fest

Codes: Willie Slade/Aaron Curry

- Special Events Ordinance
- Grass on the Sidewalk Ordinance needs to be addressed

Public Works: Denae House/Jeff Baltimore

- Veterans Park
 - Mr. Baltimore made the recommendations for reducing the annual cost of flowers, sprays, mulch, etc. Mr. Baltimore wants to place grass instead of mulch on the side of the fence. He stated that the Borough would be keeping the flowers. He stated that it is difficult and expensive to maintain currently. Mr. Segina said the park is not meant for kids to play on, but a memorial. Mr. Segina wants to deter the use of it as a kids' park. Mr. Slade said he was approached by a community veteran to replace the flags. Mr. Baltimore said they will try to have it done before Memorial Day. Mrs. House stated the new plans might require more work. Mr. Baltimore said it will be ready for next weekend's community heroes event.

Mr. Baltimore stated that salt spreaders should be purchased now. He stated that there were quotes for \$70K, and there is not a large budget. He stated that Public Works could drop the request back to 2 so they can get 1. Mr. Segina stated that it was not requested during the budget wish list period, so there are no funds. Mr. Segina stated that the money would need to be taken from salaries or another department. Mrs. McCool stated that the federal surplus program could be looked into to purchase a used one. And that we could also go the CapCOG auction.

Public Safety: Ciera Dent/Chief Shaub/Steve Brubacher

- Update on Police Vehicles
 - Authorized work on the vehicle engines that will take 4-6 weeks
- Public safety walks
 - Last week was held in East End
 - Conditions of the park – not up to par and the visuals were embarrassing. There were branches on the basketball court, trash can lids were off, tables were out of

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- place, and the garden fence for the garden is in the incorrect location to use the water source. Worried about the grant money being used at that location.
- Wants to schedule July and August. June 11 is scheduled to start at the municipal building and going North on Front, then come back 2nd. 2 new dates: Wednesday, July 9 will be Cottage Hill. Wednesday, August 27 will be in the Cole Crest area.
 - Fun Times In The Park
 - Past Saturday was held at Ryan Mohn Park. It was supposed to be Friday evening, but was postponed after hearing about drug needles being at the park. Asked them to check the equipment. Baltimore apologized and stated they cut the parks every week, removing trash and cleaning thoroughly as well. Segina stated that the grass at East End was at varying lengths. Baltimore said they do cut in portions and service the entire park. Ms. Paoletti asked if there is a cleaning schedule, and Baltimore stated all parks are services each week. Segina said there are electrical outlets exposed at Ryan Mohn Memorial Park. Mayor Dent mentioned that her and Chief Shaub discussed locking up the parks at night. Could have officers lock up at night and open in the morning. They have been hearing about activity. Dugouts are being used for illegal activity at the little league field. Mentioned putting up signs to deter trespassing and using trail cameras. Chief Shaub mentioned that Lower Paxton paid \$100K for installation only for 5 parks. Mr. Slade suggested talking to Dan Lehigh, as the SD bought one. There are issues with storing data, getting live notifications, and connectivity with internet. Discussed re-establishing the adopt-a-park program. Dent asked if there was any update on the removal of the trees at East End Park. Will have an arborist come look at the ones by the court and the homes.
 - East End Park will be this Thursday
 - The continuation of the program will have to be budgeted for, as the games are all from Chief Shaub's home/personal collection
 - Hosting one at East Side was discussed, but there is no pavilion. Anderson is working on another basketball tournament/public event
 - 10-33 Program
 - Joined back in Spangler's era. It is a DOD program where we got 8 AR-15s. Most officers have their own, and it costs \$600 per year to stay in the program. He got rid of all them. The program wanted them to stay and there could be a benefit to that by getting office supplies and other departmental needs (salt spreader, paper, paper clips, etc.). Chief Shaub wants to be done with it, but wants to send Kathy the information to look into it.
 - Chief Shaub asked if the Mill will have security when it goes down. Ms. Jenkins stated that they will not have any personnel on location in the plant or in the office, and they want everyone out by June 13. They have not received information on how Durabond will get electricity, eater, or transportation. The Mill controls the canal and that is how Durabond operates. There is also been no communication about the railroad, as Mr. Segina read they want to shut it down. They refuse to sell and refuse money to keep it open. Chief Shaub is concerned about trespassing, theft, and liability for injuries. They have corporate safety

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currently but they have stopped patrol. There are several entrances that need to be addressed. Vice President Woods asked Mrs. McCool to set up a meeting to address questions and concerns. State representatives sent a letter to Cleveland Cliffs to find more information and have a conversation surrounding the closure. Mrs. McCool will forward the letter to everyone. Madsen and Fleming are attempting to bring it federal, as they are not responding to state and local contact.

- Chief Shaub contacted Axon about a 2020 overpayment of \$7,337.16. They received the money back and it will go into a specific line item to secure new guns, holsters, ammo, and accessories. Will meet with them to test the firearms and make the determination, get the final quote, and present to Council at the 2nd June meeting. It will be well under the \$7K.

Correspondence:

- Notices of Change in Assessment
 - Due to the repository sale. Asked Gonder to follow up as it is for the Trewick Force main project.
- Notice of Approval of Minor Amendment to Permit Coverage – JVI
 - Site restoration and they have added an amendment to the erosion and sediment control plan, and the post-construction stormwater management plan.

Other Business: None

Public Comments: None

Council Comments:

- Julianna Paoletti – Thanked attendees
- Vanessa Jenkins – Thanked attendees
- Denae House – Thanked attendees and wanted a silent prayer for the passing of Mr. Willie Slade’s and his family
- Michael Segina – Asked about the status of the Casey grant. Wants an outline of the work that needs to be done, and to get it to Randy so it can be done all in one shot. Mayor Dent stated it was for the garden construction, but had to add park revamping to make the cut-off for the amount requested. Mr. Segina said there are needed renovations. Randy helped with the playground equipment. Mayor Dent said we have to finalize the grant package. Mayor Dent said there is a design for the park, but it has been done in pieces. Mr. Segina wants it all done in one sweep. Could not finalize the grant without actual costs and quotes. Vice President Woods asked if they will reach out to Randy to provide a quote for services and bid that out. Watts said he would do that.
- Willie Slade – Thanked attendees and appreciated the words about his family
- Ciera Dent – Thanked attendees and reminded everyone to vote, as she explained the importance of local elections and civic responsibilities. Also mentioned the possibility of bringing back committee meetings, with the cramming of time, action plans, and departmental needs.
- Ryan Gonder – Nothing to add

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- Kathy McCool – Nothing to add
- Jeff Baltimore - None
- Randy Watts – None
- William Shaub - None
- Natashia Woods – Thanked attendees and staff. Reminder to vote

Adjournment: With no other business to discuss, a motion was made by Ms. House and seconded by Mr. Slade to adjourn. The motion passed unanimously, and the meeting adjourned at 8:09 PM.