

**STEELTON BOROUGH
COUNCIL MEETING MINUTES**

Monday, September 15, 2025

Present:

Vanessa Bowers, President
Natashia Woods, Vice President
Willie Slade, Councilmember
Vanessa Jenkins, Councilmember

Ciera Dent, Mayor
Kathy McCool, Borough Manager
Ryan Gonder, Solicitor
William Shaub, Chief of Police
Steve Brubacher, Fire Chief
Aaron Curry, Codes Director

Councilmember(s) Absent: Ms. Denae House, Mr. Michael Segina, Ms. Julianna Paoletti

Call Meeting to Order: Vice President Woods called the meeting to order at 6:45 PM.

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

Special Presentation(s): Intern Caitlin Thorpe was introduced & Special Award for Police Officer Cayetano Reyes was presented. On 7/6/2025 at approximately 3:40 AM, Steelton Borough Police Officers were in the area of North Front Street and Pine Street for a loud music complaint, and also to observe a local business due to the large amount of individuals gathered there. While the officers were present, an incident occurred that led to a suspect shooting at another person in the immediate area. Officer CJ Reyes, who was across the street, confronted the person shooting. That individual turned towards Officer Reyes with a gun in hand, and Officer Reyes discharged his duty weapon, striking the suspect in the groin area. Using his training and experience, Officer Reyes' actions ensured that the suspect could no longer harm anyone in the area. The suspect is now facing numerous criminal charges. Officer Reyes was awarded the Medal of Valor, which is the highest award that may be bestowed upon any member of this agency. It shall be awarded only in exceptional instances involving extremely hazardous circumstances in which a member has actually risked his or her life in the performance of duty. The acts or acts performed shall be of an extraordinary nature, beyond the call of duty, which exposed the member's life to extreme danger, or resulted in the member's death.

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 on September 2, 2025, at 5:30 p.m. to discuss personnel matters. An executive session was held at 5:30 p.m. on September 15, 2025, to discuss legal and personnel matters.

Public Comments on Agenda Items Only: None

Approval of Council Minutes for: August 18, 2025

The motion to approve the minutes with administrative corrections was made by Mr. Slade and seconded by Vice President Woods. The motion was approved unanimously.

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Approval of schedule of billing, requisitions, and change orders as presented for: August 2025

The motion to approve the schedule was made by Vice President Woods and seconded by Mr. Slade. The motion was approved unanimously.

Approval of Treasury Reports as presented for: July 2025

The motion to approve the reports was made by Mr. Slade and seconded by Vice President Woods. The motion was approved unanimously.

Engineers Report: Randy Watts, HRG - Updates were provided on the Hoffer Street pump station and the paving management plan. Work on the Hoffer Station will resume in November. The paving management plan involved recent roadway scanning with further details to follow.

The motion to approve the engineer's report was made by Vice President Woods and seconded by Mr. Slade. The motion was approved unanimously.

Department & Committee Reports:

- Fire Department and Ambulance (Written Report) – The department is undergoing administrative changes in the chief's office and working through related adjustments for timely reporting. The fire committee met on September 8, 2025, with Councilwoman Denae House attending. A list of current company and department officers, including contact information, is being compiled for council. Halloween trick-or-treat activities traditionally held jointly by the borough and fire company at the firehouse were discussed, with hopes for borough participation and contribution to offset costs. Fundraising efforts for the upcoming September Fest are underway, with weekly meetings reinstated to coordinate preparation including overnight setup at Siebert Park on September 27 and all-day events on September 28. The chief personally commemorated 9-11 for the 13th consecutive year, including the maintenance of a memorial with steel, granite, and limestone from the original sites. Recognition was given to Ms. Pat Gordon for her continued support to the department through provision of lunch and treats. Plans for a Veterans Day ceremony next year include hosting refreshments at the firehouse following the park event. Training advancements include one member completing truck one and progressing to truck two certifications, necessary for operation of the tire truck, which has been sidelined due to staffing and certification issues. Lieutenant Kyer Gregg's advanced engine driver training is suspended until prerequisite certifications (pump one and two) are obtained. Ambulance service delays (often 15-25 minutes) under UPMC contract were noted, with UPMC offering free training and supplies to support a quick response service (QRS). The fire company seeks council approval to convert the chief's red truck to a QRS vehicle staffed by certified personnel to provide immediate response. Proposal to reinstate weekly department head meetings to improve communication and coordination between borough departments was suggested and supported by council members. Due to the high

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demand for smoke detectors and expense involved, the fire department is seeking partnerships and programs for donated smoke detectors, prioritizing owner-occupied residences in compliance with borough codes. Past programs through media and First Alert have ended, but outreach continues including to Harrisburg Fire Chief Enerline. Discussion clarified smoke detector installation constraints, emphasizing that residents are responsible for installation, with programs like Red Cross providing smoke detectors but lacking certified installers. Potential funding opportunities for both smoke and carbon monoxide detectors were discussed.

- Police Department (Written Report) – Staffing challenges were acknowledged, with typically two to three officers on duty managing increased calls, including complex mental health cases. Community safety initiatives include ongoing speed and DUI enforcement details with partner agencies. Chief proposed purchasing an electronic speed sign (approx.. \$3,162.56) through Co-Stars to be movable and battery-powered, allowing placement at various speeding hotspots like Front Street and Pine Street. A budget line has sufficient funds for this purchase, with approval to be sought at the next meeting.
- Codes Department (Written Report) – Discussions involved exploring proposals for third-party code enforcement companies to supplement current efforts. Zoning updates concerning data centers were presented to protect the borough, whether such facilities are permitted or prohibited. The Local Economic Revitalization Tax Assistance (LERTA) program was referenced.
- Public Works (Written Report) – Updates included maintenance and repair of equipment, confirmed leaf collection schedules, and plans for public outreach via social media and community networks to educate residents on proper leaf disposal. Resident complaints regarding an infested tree with lanternflies partially on neighboring property and illegal dumping were reported. The department will coordinate with the county and investigate accordingly.
- Events Committee (Upcoming Events) – The Steelton Fall Fest is scheduled for September 28, 2025, at Siebert Park from 11 a.m. to 8 p.m., featuring live entertainment including musical groups, comedy shows, and a DJ. A kid’s corner will feature activities such as horseback riding and hay rides along with a painted pumpkin contest. Various community vendors will also be present.
- Intergovernmental Committee – None
- Borough Manager’s Report – Two policies were presented for first reading: Fiscal Payment of Bills and Employment of Borough Staff. Council members were encouraged to review and prepare for approval at the next meeting.
- Mayor's Report – Safety walk plans are underway targeting the upper East Side neighborhoods including Lebanon, Lancaster, Columbia, Bessemer, Lincoln, and Ridge Streets. Trick or Treat date was set for October 31, 2025, coordinated with neighboring communities, with the exception of Middletown due to a football game scheduling conflict.

The motion to approve the reports was made by Vice President Woods and seconded by Mr. Slade. The motion was approved unanimously.

Old Business: None

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New Business:

Mrs. McCool presented for consideration and approval of Non-Uniform Pension MMO for 2026.

The motion to approve was made by Mr. Slade and seconded by Vice President Woods. The motion passed unanimously.

Mrs. McCool presented for consideration and approval of Police Pension MMO for 2026.

The motion to approve was made by Vice President Woods and seconded by Ms. Jenkins. The motion passed unanimously.

Mrs. McCool presented for consideration and approval of Agreement for Ambulance Coverage for the Steelton Fall Fest. This would be at zero cost.

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

Mrs. McCool presented for consideration and approval of HRG quote for Brickyard Park Project for approximately \$34,500.

The motion to approve was made by Vice President Woods and seconded by Mr. Slade. The motion passed unanimously.

Mrs. McCool presented for consideration and approval of HRG quote for Comprehensive Plan for approximately \$71,880. This is funded by STMP grant. A planner detailed the process involving a steering committee and public input over approximately 18 months.

The motion to approve was made by Vice President Woods and seconded by Mr. Slade. The motion passed unanimously.

Mrs. McCool presented for consideration and approval for a letter of support for the Tri-County Regional Planning Commission Grant Application.

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

Mrs. McCool presented for consideration and approval of Agreement with Rapid Response for emergency water damage services.

The motion to approve was made by Vice President Woods and seconded by Mr. Slade. The motion passed unanimously.

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Mrs. McCool presented for consideration and approval of Agreements with Keystone Collections for the collection of delinquent Per Capita and Occupation Taxes; and, Current and Delinquent LST Taxes, to begin January 1, 2026.

The motion to approve was made by Mr. Slade and seconded by Vice President Woods. The motion passed unanimously.

Mrs. McCool presented for consideration and approval to terminate service with the Capital Tax Claim Bureau for the collection of delinquent Per Capita and Occupation Taxes; and, Current and Delinquent LST Taxes, effective December 31, 2025.

The motion to approve was made by Vice President Woods and seconded by Ms. Jenkins. The motion passed unanimously.

Mrs. McCool presented for consideration and approval of personnel actions as discussed in Executive Session, including appointment transfers and hires.

The motion to approve was made by Vice President Woods and seconded by Mr. Slade. The motion passed unanimously.

Mrs. McCool presented for consideration and approval of the resignation of Todd Zwigart as Battalion Chief of the Steelton Volunteer Fire Department, effective August 24, 2025.

The motion to approve was made by Vice President Woods and seconded by Ms. Jenkins. The motion passed unanimously.

Mrs. McCool presented for consideration and approval, retroactively, of Park Request from Nick Oyola for Bailey St. Park, August 23, 2 p.m. to 7 p.m.

The motion to approve was made by Vice President Woods and seconded by Mr. Slade. The motion passed unanimously.

Mrs. McCool presented for consideration and approval of Park Request from Danielle Davenport for East End Park, September 21, 4 p.m. to 7 p.m.

The motion to approve was made by Vice President Woods and seconded by Mr. Slade. The motion passed unanimously.

Mrs. McCool presented for consideration and approval of Flu Clinic at the Borough Building on October 4, 2025, with a motion to approve annual recurring use.

The motion to approve was made by Vice President Woods and seconded by Mr. Slade. The motion passed unanimously.

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Mrs. McCool presented for consideration and approval of the use of the Borough Building on October 21 and 28, 2025, 11 a.m. to 2 p.m. for PA American Water to conduct trainings for residents on the Customer Assistance Programs at PA American Water, with follow-up to explore evening session availability.

The motion to approve was made by Mr. Slade and seconded by Vice President Woods. The motion passed unanimously.

Mrs. McCool presented for consideration and approval of sewer relief for Abdul Quadri Adesun in the amount of \$4,173.15.

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

Administration: Kathy McCool

- Policy: Fiscal- Payment of Bills
- Policy: HR – Employment of Borough Staff
 - Council was encouraged to review and prepare for approval at next meeting.

Economic Development: Natasha Woods/Kathy McCool

- Nothing at this time

Codes: Willie Slade/Aaron Curry

- Third-Party Codes Company
 - To strengthen compliance efforts
- Zoning update for Data Centers
 - Reviewed to allow for appropriate regulation and Borough protection
- LERTA
 - Potential economic development tool

Public Works: Denae House/Aaron Curry

- Updates on equipment repairs and maintenance. Leaf collection schedule confirmed; a public communication plan will be developed to inform residents about proper leaf disposal via social media and other channels. Addressed resident complaints related to overhanging lanternfly-infested tree branches and illegal dumping; coordination planned with county for clean-up and investigations.

Public Safety: Ciera Dent/Chief Shaub/Steve Brubacher

- Safety Walk – targeting the upper East Side neighborhoods including Lebanon, Lancaster, Columbia, Bessemer, Lincoln, and Ridge Streets.
- Trick or Treat date was set for October 31, 2025, coordinated with neighboring communities, with the exception of Middletown due to a football game scheduling conflict.
- Electronic speed sign proposed for purchase (approx. \$3,162.56) to address speeding issues; will be placed on next meeting agenda for approval.

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Correspondence:

- Letter requesting Nominations for The Tri-County Planning Commission Board UGI Letter Regarding planned work, recognized as for board terms and regional planning engagement.

Other Business: None

Public Comments:

- Iris Brown, 236 Lincoln Street: Expressed concerns about overgrown weeds, property maintenance, safety hazards such as a tilting trailer and fallen tree on Bailey Street, lack of police visibility, and community blight impacting quality of life and attracting residents. Offered to help with code enforcement and grant seeking.
- Nancy Evans, 326 Lincoln Street: Reported trespassing and damage to her property by neighboring children, lack of enforcement of property boundaries, and frustration with police response and code enforcement.
- Ina C. Alcindor, 109 Conestoga Street: Raised traffic safety concerns including frequent rolling stops, and property maintenance issues with overgrown weeds on Short Street. Inquired about participation in the comprehensive plan steering committee.
- Terry Lawson, 42 South Harrisburg Street: Reported worsening rat infestation linked to a nearby property at 40 South Harrisburg Street, discussed code enforcement challenges, and offered to assist in coordinating between residents and landlords for property improvements.
- Lucinda Pollard Parker, 213 Lincoln Street: Emphasized safety hazards due to a hazardous trailer and a fallen tree, concerns about noise from fireworks, street sweeping irregularities, and desire for neighborhood peace.
- Maria Marcinko (River Alley between Chestnut and Moon Street): Reported severe trash problems and limited trust in parking safety, highlighted social media and internet access limitations for seniors, sewer equipment usage inquiry, and traffic safety concerns in no man's land.
- Emeril Powell, Jr., 321 Lebanon Street: Denied existence of rat problems in Stilton, highlighted property neglect including abandoned cars, criticized lack of council presence in neighborhoods, and expressed concerns about timing of executive sessions.
- Pat Gordon, 117 North Front Street: Clarified street cleaning signage, requested consideration for extended leaf collection due to late leaf fall.

Council Comments:

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- Willie Slade: Thanked residents for attending and encouraged attendance at the upcoming codes committee meeting to address community concerns.
- Natasha Woods: Expressed appreciation for resident participation, reminded of upcoming Public Works and Neighborhood and Economic Development Committee (NEDC) meetings, highlighted the importance of the comprehensive plan and strategic planning initiatives.
- Vanessa Jenkins: Thanked attendees, promoted the use of the Savvy Citizen app for meeting schedules and information, acknowledged the challenges with social media engagement, and expressed commitment to learning and serving effectively.
- William Shaub: Acknowledged hard truths raised by residents, explained staffing limitations with typically two to three officers on duty managing increased and complex calls including mental health crises, described ongoing enforcement efforts such as speed and DUI details with partner agencies, and expressed hope to increase officer presence in future budgets for improved community safety.

Adjournment: With no other business to discuss, a motion was made by Vice President Woods and seconded by Mr. Slade to adjourn. The motion passed unanimously, and the meeting adjourned at 8:33 PM.