

**STEELTON BOROUGH
COUNCIL MEETING MINUTES**
December 19th, 2022

Present:

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

Ryan Gonder, Solicitor
Randy Watts, Engineer, HRG
Aaron Curry, Codes Enforcement Officer
William Shaub, Interim Police Chief
Gene Vance, Fire Chief
Yves Pollart, HRG

Absent: Ms. Hodge, Mr. Jones.

President Mr. Proctor opened the meeting at 6:30 p.m. with the Pledge of Allegiance. Mayor Dent led the group in a Moment of Silent Reflection.

Roll was not called; however, those in attendance are listed above.

Additions to Agenda (if needed):

- Open and advertise for the assistant secretary & treasurer position;
- Open and advertise for the Borough manager position; and
- Donate \$1,000 to the Steelton-Highspire High School football team for state championship jackets & ring.

Motion made by Ms. Woods, seconded by Mr. Segina to add the items to the agenda. Motion passed unanimously.

Public Comments on Agenda items only:

No comments were made.

Approval of minutes from the previous meeting:

August 15, 2022; September 19, 2022; September 29, 2022; October 3, 2022; October 11, 2022; October 17, 2022; November 21, 2022; and December 5, 2022.

Motion made by Mrs. House, seconded by Mr. Segina to table the approval of the minutes to the next meeting. Motion passed unanimously.

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

November 2022

Motion made by Ms. Woods, seconded by Mr. Slade to approve the schedule of billing, requisitions, and change orders as presented for November 2022. Motion passed unanimously.

Department & Committee Reports – November 2022:

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Fire Department and Ambulance (Written Report)

Nothing to add.

Police Department (Written Report)

Nothing to add.

Codes Department (Written Report)

Nothing to add.

Public Works (Oral and Written Statistical Reports)

Nothing to add.

Parks and Recreation Committee (Oral Report)

Nothing to add.

NEDC Committee (Oral Report)

Nothing to add.

Storm Water Committee (Oral Report)

Ms. Woods stated they had met twice as the stormwater authority. Going to be meeting every 2nd Monday of the month. Have some items on the agenda for Council to approve. Up and running other than that.

Mayor's Report (Oral Report)

Nothing to add.

Borough Manager's Report (Oral Report)

Nothing to add.

Motion made by Mr. Segina, seconded by Mrs. House to approve the Department Reports as presented. Motion passed unanimously.

Engineer's Action Item:

Yves Pollart of HRG presented the following action items to council:

Consider acceptance of the proposal from ENVIREP (influent pump and dialer) in the amount of \$207,290 (COSTARS Contract #016-080) for the Hoffer Street Pumping Station Project.

Motion made by Mr. Segina, seconded by Ms. Woods to accept the proposal from ENVIREP in the amount of \$207,290. Motion passed unanimously.

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Consider acceptance of the proposal from Riordan Materials Corporation in the amount of \$35,300 for parts and labor (COSTARS Contract #016-104) to repair the grinder pump at the Hoffer Street Pumping Station.

Motion made by Mr. Segina, seconded by Mrs. House to accept the proposal from Riordan Materials Corporation in the amount of \$35,300. Motion passed unanimously.

Ratify and confirm the acceptance of the proposal from HB McClure in the amount of \$7,975 for parts and labor to replace the boiler at the Hoffer Street Pumping Station.

Motion made by Mr. Segina, seconded by Mrs. House to ratify and accept the proposal from HB McClure in the amount of \$7,975. Motion passed unanimously.

Unfinished Business:

None

New Business:

Mayor Dent presented for consideration the appointment of William Shaub to the position of Chief of Police and authorize the Terms of Employment. The salary will be \$108,000 per year.

Motion made by Mr. Segina, seconded by Mrs. House to appoint to William Shaub to the position of Chief of Police and authorize the Terms of Employment at a salary of \$108,000 per year. Motion passed unanimously.

Ms. Woods presented for consideration entering into an Independent Contract Agreement with Rosemarie Paul to perform the duties of Assistant Secretary-Treasurer. Did accept her resignation either one or two meetings ago. She is retiring this week, but we will go into a contract agreement with her for at least three months, at the same hourly rate and no extra benefits.

Motion made by Ms. Woods, seconded by Mrs. House to enter into an Independent Contract Agreement with Rosemarie Paul to perform the duties of Assistant Secretary-Treasurer. Motion passed unanimously.

Ms. Woods presented opening and to advertise for the assistant secretary & treasurer position.

Motion made by Mrs. House, seconded by Mr. Slade to open and advertise for the assistant secretary & treasurer position. Motion passed unanimously.

Chief Shaub presented the following traffic studies to council for approval:

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242 Ridge Street – Ms. Cynthia Gross. Suggests the Borough pass an ordinance. Guidelines are in the traffic study.

Motion made by Mr. Segina, seconded by Ms. Woods to place a handicap parking space at 242 Ridge Street. Motion passed unanimously.

331 Locust Street, after discussion this action was tabled.

341 Locust Street. Study performed on July 6. Was removed and asked for it back. Due to an ordinance that states no more than 2 spaces per block. The man is consistently contacting Proctor stating a resident on the block died and another moved. Told him to turn his packet in. Will check on that. After discussion this action was tabled.

317 Swatara Street. Previous study performed on September 24, 2020, which approved it. Not sure why it was not brought up then.

Motion made by Mr. Segina, seconded by Mr. Slade to place a handicap parking space at 317 Swatara Street. Motion passed unanimously.

336 Bessemer Street. Study on Nov 23, 2022, suggests the Borough pass an ordinance. Guidelines are in the traffic study.

Motion made by Mr. Segina, seconded by Mrs. House to place a handicap parking space at 336 Bessemer Street. Motion passed unanimously.

Woods questioned if the resolutions are up to date and what is the communication. One was approved at 2nd and Juneberry near her home. The issue why the stop sign was not up was that a resolution must be done. Shaub stated he only does traffic studies. Get them done with Gonder, Proctor stated.

Mr. Gondor presented for consideration authorizing the advertisement of the 2023 Meeting Schedule. Proctor stated that the Committee dates need to be changed based on new member changes. Only advertise Council meetings now, confirm the other dates, and re-advertise.

Motion made by Mr. Segina, seconded by Mr. Slade to authorize the advertisement of the 2023 Council Meeting Schedule Only. Motion passed unanimously.

Mr. Gondor presented the resignation of Keontay R. Hodge from Steelton Borough Council, Steelton Borough Community Foundation, and all other related boards, commissions, and committees.

Motion made by Mr. Segina, seconded by Ms. Woods to accept Mrs. Hodges resignation. Motion passed unanimously.

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Mr. Gonder discussed and asked for acceptance of the lease & management agreement for the Stormwater Authority. There are blanks on the agreements, but it was passed by the stormwater authority on Thursday. Talked to Solicitor. Either review tonight and approve at the next meeting on Jan. 3rd or conditionally approve it pending his review. Mr. Segina asked if the blanks are just dates for the length of the agreements, which they are Mr. Gonder confirmed.

Motion made by Mr. Segina, seconded by Ms. Woods to accept the lease & management agreement for the Stormwater Authority, conditional on the approval from the solicitor. Motion passed unanimously.

Ms. Woods presented the extension of Keystone Municipal Services' agreement to the full 120 days stated in the proposal. Based on a conversation at a previous meeting, we had until the end of December, but the signed contract states a full 120 days. They are providing borough manager services.

Motion made by Ms. Woods, seconded by Mr. Segina extension of Keystone Municipal Services' agreement to the full 120 days stated in the proposal. Motion passed unanimously.

Ms. Woods presented a donation for \$1,000 to the Steelton-Highspire High School football team for state championship jackets & rings. Segina stated that money was put into the budget at the beginning of the year for donations and believes they are still available.

Motion made by Ms. Woods, seconded by Mr. Segina extension of donate \$1000.00 to Steelton-Highspire High School football team for state championship jackets & rings. Motion

Public Comments:

Markis Millberry, 253 S Front St – Asking if the vacant Council seat will be advertised. It will be posted on the website and social media.

Cheryl Powell – 321 Lebanon St – Resignation of Rose Paul. Why are we not hiring and contracting? Proctor stated that per state guidelines, there must be a treasurer. She was on the website and it stated that the Borough hours were listed as closed at 3:30 PM every day. She states a third-party app lists these hours.

Council Concerns:

Mr. Slade

Thanked attendees. Merry Christmas & Happy New Year

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Ms. Woods

Thanked attendees. Merry Christmas & Happy New Year. Thanked staff & council for hard work during a difficult year. Wants better communication and to push forward during an election year.

Mr. Gondor

None

Ciera Dent, Mayor

Thanked attendees and residents. Congratulations to Shaub for his hard work during a difficult and crazy year. Thanked staff. Excited about 2023. Thanked K. Hodge for her work. Shout out to Terry for her hard work, especially during events. Happy Holidays.

Mrs. House, Pro Temp

Thanked attendees, staff, K. Hodge, Terry, and everyone. Hopes that 2023 can bring a united Council, not a divided one.

Mr. Segina, Vice President

Thanked attendees and staff, especially for Santa Run.

Mr. Proctor, President

Addressed rumors on social media regarding him and the Steelton midget football team parade incident. Claims he will start calling people out. Claims that people “throw stones and hold hands”, but the Council will be a united front “with or without you”.

Executive Session:

None

Other Business:

None

Motion made by Mr. Segina, seconded by Mr. Slade to adjourn at 7:02 PM. Motion passed unanimously.

Respectfully submitted,
