

**STEELTON BOROUGH  
COUNCIL MEETING MINUTES**

Monday, April 15, 2024

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**Present:**

Vanessa Bowers, President  
Natashia Woods, Vice President  
Denae House, Pro Tem  
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  
Steve Brubacher, Fire Chief

**Absent:** Mr. Brian Proctor, Mr. Willie Slade

President Bowers opened the meeting with the Pledge of Allegiance.

Mayor Dent led the group in a Moment of Silent Reflection for the community, recent fires, Council, government, residents, staff, and neighbors.

**Special Presentation:**

President Bowers welcomed Steelton-Highspire School District's student council students, their parents, and teachers.

**Roll Call:**

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

**Notice of Executive Session:**

President Bowers announced that an executive session was held at 6:00 PM just prior to the council meeting on April 15, 2024 to discuss personnel, legal, and real estate matters.

**Public Comments on Agenda items only:**

No comments were made.

**Special Presentation:**

President Bowers welcomed Nakeesha Futrell with Elevated Mental Health Services for a Step Up! Drink Up! Event presentation. They are hosting a mental health walk every Wednesday in May, beginning on May 1, at 6:00 PM starting at Christ Cornerstone Academy on North Front Street. Several businesses are participating as water stations and the event will feature educational information on the benefits of walking and staying hydrated. Ms. Futrell also asked for permission to use the Borough's logo on the event flyer. Mr. Segina asked about insurance and waiver forms for liability during the event, which Ms. Futrell stated will be added to the registration.

**Approval of the Minutes:**

Approval for 3/4/2024 and 3/18/24 minutes. Ciera Dent questioned a roll call vote motion that was passed, listed on page 4 of the March 18, 2024 minutes.

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*Motion made by Mr. Segina, seconded by Vice President Woods to approve the minutes for 3/4/2024 based on the Solicitor's review & table the 3/18/2024 minutes until next meeting. The motion passed unanimously.*

**Approval of schedule of billing, requisitions, and change orders as presented for:  
March 2024**

*Motion made by Mr. Segina, seconded by Ms. Paioletti to approve the schedule of billing, requisitions, and change orders as presented for March 2024. The motion passed unanimously.*

**Department & Committee Reports:**

Fire Department and Ambulance (Written Report) – Mr. Segina stated that the computers ordered for the Chief's office will be delivered tomorrow, and set up will be scheduled. The water heater is still leaking but Mrs. McCool will get that checked. The transmission on the utility is still slipping. The grant for the Chief vehicle is submitted and awaiting County review. The traffic stopper in front of the firehouse is not working and will be scheduled for repair. Still awaiting the status of the temporary work out back.

Police Department (Written Report) – Chief Shaub stated that a physical agility test was held for police candidates and only one person passed, who is in the police academy. The police department will retest in mid-to-late August.

Codes Department (Written Report) – Mr. Curry's reviewed the report.

Public Works (Written Report) – No verbal report.

Public Safety Committee – No verbal report.

Codes Committee – Mr. Segina stated that the next meeting is tomorrow. Updates to the tree ordinance, the addition of a sidewalk section, etc. President Bowers asked how the flyers are being distributed and Mr. Segina stated that it is posted on the website. Mr. Curry stated the flyers are also included with warnings.

Public Works Committee – Vice President Woods stated that they reviewed updates for the upcoming pump station projects, road projects, and funding availability. Updates to East End Park's playground equipment were also discussed.

NEDC Committee – Vice President Woods stated that the next meeting is scheduled for 6:00 PM on Wednesday of this week. They will be following up on projects such as East End Park and the improvement of the town center/business district. Also discussed were the Brickyard Park project and Habitat for Humanity retaining wall.

Events Committee (Upcoming Events) – Ms. Paioletti stated that the Clean Streets, Happy Feet Community Cleanup is being held on Saturday, April 20 at 10 AM, and Hero's Day is on May 18.

Mayor's Report – Mayor Ciera Dent stated that she attended the People's Ball in Harrisburg, met with Keystone Rotary Club, and will be cleaning up the Greenbelt on Saturday. She also addressed the Rite Aid store closing and the condition of Front Street. She stated that there will be an increase in police presence to keep residents feeling safe.

Borough Manager's Report (Written Report) – Mrs. McCool stated that April 20 will be her 5-month anniversary at the Borough. She has completed numerous government reports, is currently

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managing over 10 active grants, and we have drawn over \$1,000,000 for much-needed projects. There are 5 funding opportunities being pursued currently, one of which being Rep. Madsen's office for \$7,000,000. She recognized Michael Musser, CNR, and HRG for guidance on grant management, processes, and searching. Mrs. McCool stated there have been 3 audits, and the annual Steelton Borough audit is almost completed. She has attended 8 different trainings and numerous events, completed over 30 right-to-know requests, and in the process of completing another 5, most of which are not small.

***Motion made by Vice President Woods, seconded by Ms. House to approve the Department & Committee Reports. The motion passed unanimously.***

**Old Business:** None

**New Business:**

Mrs. McCool presented the consideration and approval for amendments to the Humane Society Agreement originally approved on January 16, 2024. The changes involve the removal of the term "pit bull" and the fee will be a flat rate of \$250 regardless of breed, instead of \$158 per dog with a per pit bull fee. Cats will now be \$176.40 per cat. Mr. Segina asked Chief Shaub what the breakdown was of pit bull versus non-pit bull. Chief Shaub stated that the Humane Society does not provide that information and that a contract was not signed in 2023 due to the non-disclosure of fee waivers for dogs picked up within 30 days. Chief Shaub stated that the amended contract addresses this issue. Mr. Segina asked when it would be put into effect and Mrs. McCool stated that it will be when it is signed by Council/the Borough, hoping to have it in place by the end of April. Chief Shaub stated that cats are not taken to the Humane Society. Mr. Segina asked about figures on the amount of dogs taken and the amount paid last year. Shaub stated that we had not paid, as they would not address the contract. Vice President Woods asked about how cats will be handled now and Chief Shaub stated that Steelton Community Cats provides their services for free and will continue to do so.

***Motion made by Mr. Segina, seconded by Ms. Paoletti to approve the amendments to the Humane Society Agreement and that payment will be made upon receiving the prior month's report. The motion passed unanimously.***

Mrs. McCool presented for consideration and approval for PENNVEST Pay Request # 1, effective 3/18/2024, for \$639,354.52 and PENNVEST Pay Request #2, effective 4/15/2024, for \$158,186.72. These are funds that will be brought in to the Borough.

***Motion to approve both PENNVEST Pay Requests #1 & #2 was made by Mr. Segina, seconded by Ms. House. Motion passed unanimously.***

Mrs. McCool presented for consideration and approval to pay RAM Industrial Services \$7,118.00 to repair the pump at the Hoffer Street Pump Station. Mr. Segina stated that this is one of the many items that continue to break at the Hoffer Street Pump Station before the project starts. Mr. Segina asked if this can be included with the PennVest, and Mrs. McCool replied that they will try if there are funds remaining in the end.

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***Motion to approve the payment to RAM Industrial Services was made by Mr. Segina, seconded by Vice President Woods. The motion passed unanimously.***

Mrs. McCool presented for consideration and approval to sign a maintenance agreement with Haller Enterprises for \$5,855.00 covering the municipal building, fire station, public works building, Hoffer Street Pump Station & Trewick Pump Station. Paoletti asked what kind of company they are and where they are located. Mrs. McCool responded stating that they are an HVAC company from Lititz, PA. Ms. Paoletti asked if any Steelton-based HVAC company was considered and McCool stated that several quotes were gathered and considered. Ms. Paoletti suggested Johnson HVAC to keep the services local within Steelton. Mr. Segina stated that Haller was the lowest quote provided. Ms. Paoletti suggested tabling this issue.

***President Bowers tabled the consideration and approval to sign a maintenance agreement with Haller Enterprises.***

Mrs. McCool presented for consideration and approval to permit Estamos Unidos de Pennsylvania to hang a banner across Front Street from July 14-28 for their picnic on July 28, 2024. Segina stated that he would like to have organizations submit a copy of any banners for approval of the graphics and wording before Council approval.

***Motion made by Vice President Woods, seconded by Ms. House to permit Estamos Unidos de Pennsylvania to hang a banner across Front Street from July 14-28 for their picnic on July 28, 2024. The motion passed unanimously.***

Mrs. McCool presented for consideration and approval to permit Prince of Peace Parish to hang a banner across Front Street from July 1-14 for their picnic on July 14, 2024. Segina stated that the application should have a checkbox for “same banner as previous year” to avoid repetitive voting. Shaub stated that the banners above Front Street are technically illegal since PennDOT has to approve all state road activities. It is not enforced, but still illegal.

***Motion made by Mrs. House, seconded by Vice President Woods to approve Prince of Peace Parish to hang a banner across Front Street from July 1-14 for their picnic on July 14, 2024. The motion passed unanimously.***

Chief Shaub presented for consideration and approval for the Steelton Police Department in cooperation with Penn State Health to hold a flu shot clinic on October 19, 2024 in Council Chambers. This would be the 13<sup>th</sup> year partnering with PSH and over 170 residents got a flu shot.

***Motion made by Mr. Segina, seconded by Ms. House to approve the Steelton Police Department’s cooperation with Penn State Health to hold a flu shot clinic on October 19, 2024 in Council Chambers. The motion passed unanimously.***

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Mrs. McCool presented for consideration and approval to appoint a Battalion Commander for the Fire Company as discussed in Executive session.

***President Bowers tabled the motion to appoint a Battalion Commander for the Fire Company as discussed in the Executive session.***

**Correspondence:**

- Notices of Changes of Assessment for 58-009-012-000-0000, 58-009-011-000-0000, 58-004-037-000-0000, 58-004-23-000-0000
  
- Assessment Appeal 59-015-034-000-0000

**Public Comments:**

- John Logan, Hamilton Health Center, 120 N Front St, Steelton, PA 17113 – Provided an update on the assessment appeal that was Hamilton Health Center. They are a 501c3 nonprofit. The building is approximately 90% complete and the inside is structured. The interior casework for the clinical offices will be delivered this Thursday. Storms have caused PPL to delay electrical service. Permit and power will be running and lights will be on soon. Flooring will be put in afterward, being done in late May. A certificate of occupancy is anticipated by the first week of June. Planning on opening a drive-through pharmacy, as they are now sending out notices and planning delivery services until publicly open. Construction is delayed due to a RACP and federal grant that is in place and they cannot overlap the two projects. Planning will be submitted in the summer once the HRSA approves the drawings and budget. Will then bring that to Aaron for permits. If all construction goes well, they are anticipating an opening in October/ November. In the third week of June, they are expecting a ribbon cutting and public grand opening to follow. July 15 is a tentative start date with the prior week being used as an in-service. They already have one provider and are hiring for another. Met with a behavioral health specialist too. Found an 8,000-gallon gas storage tank when digging, so they are about 3 months behind. The RACP grant meeting is in May. PA has accepted their application, so they can move to the final phase and be reimbursed by the state.
  
- Pat Gordon, 117 N Front St, Steelton, PA 17113 – Asked about the process for bidding out the maintenance contract. Mrs. McCool stated that an amount under approximately \$12,300 requires quotes only and any amount above that has to be a sealed bid.
  
- Ken Wise, 2767 S 2<sup>nd</sup> St, Steelton, PA 17113 – Asked to be a spokesperson for the residents of East End to go on record regarding the Steelton Terminal Project that was presented to their planning commission last month. 10 interested residents attended and spoke regarding environmental concerns and the proximity of the proposed warehouse site to residential neighborhoods (less than 100 feet based on the plans). A larger group

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has organized and they have researched EPA proof of environmental concerns on and adjacent to the proposed site. These concerns date back to 1969. Another meeting was held on April 2 where approximately 75-80 residents unanimously agreed to continue raising citizen concerns of safety, property values, underground infrastructure capacity and limitations, etc. considering they plan to tap into already deteriorating sewer and water lines. To limit the potential liability to the Borough and residents, they recommend that the proposal not be approved without a complete environmental assessment to be conducted with the results made public for review and comment, including soil and groundwater testing. They hope to have the full support of the Council, and they are aware this requires the cooperation of other municipalities too.

- Dangelo Garcia, age 12, 6<sup>th</sup> grade SHSD student – Thanked attendees and wished safe travels to everyone. Enjoyed the meeting and learning about Council.

**Council Concerns:**

- Ms. Paoletti thanked the attendees.
- Vice President Woods thanked the attendees, students from SHSD, and John for the update. Woods also mentioned that a plan for the trees needs to be made.
- Ms. House thanked attendees, the Chief Police, Borough staff, John from Hamilton, and the public for comments. She also stated that the Council is here for the people.
- Segina thanked the attendees. He stated that the planning commission meeting on May 1<sup>st</sup> is for a separate project and is not on the agenda. Comments were sent over to the developer from the Borough engineer, with no response yet. Plans submitted to them lacked a light and landscaping plan and plan. EPA Phase 1 studies testing is yet to be approved, waiting to hear back from EPA regarding Phase 2, which is radiation. He is expecting more information once we hear back from them. Segina also stated that the Chiefs' request from the fire department needs to be addressed at the next meeting. He also asked to introduce the latest members of the fire department.
- Mayor Ciera Dent thanked attendees, SHSD students, and Council for their hard work. One student asked the Mayor what inspired her to run for election. She stated that she wanted to make a difference in her community, help other people, and stand up for others. She also asked what the hardest part of her job is. Dent responded by saying it is keeping your heart pure. She also explained the process for being elected as Mayor and the relegation of duties.
- President Bowers thanked attendees, the students from SHSD, and their parents. She then invited questions from the students.

**Executive Session:**

None

**Other Business:**

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None

*With no other business to discuss a Motion made by Mr. Paoletti, seconded by Ms. House to adjourn at 7:55 PM. The motion passed unanimously.*