

**BOROUGH OF DUNCANNON  
COUNCIL MEETING MINUTES  
July 16, 2024**

**Call to order:** Michael May, President of Council, called the meeting to order at 7:00PM on July 16, 2024. The call to order was followed by a moment of silence and the Pledge of Allegiance to the American Flag.

**Officials Present:** Sophia Cappawana, Cynthia Daub, Michael May, Joseph Misner, Roger Williams, Michael Wolfersberger, Mayor Rick Knepp

**Officials Absent:** Jeffrey Kirkhoff

**Others Present:** Operator – John Farrier, Solicitor – William Dissinger, Engineer-Greg Rogalski, Finance Director/Treasurer –Robert Kroboth

**Citizen's Present:** Bob Finnen, Jennifer Toburen, Gloria Hughes, and Paul Wyatt

**MINUTES –** A motion was made by Mr. May to approve the minutes for the June 18, 2024 Borough Council meeting as presented. The motion was seconded by Ms. Daub and passed with a unanimous voice vote.

**Amendments to the Agenda:** A motion was made by Mr. May to discuss a correspondence to Ms. Cappawana under Revitalization & Public Safety. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

**PUBLIC COMMENT**

**Bob Finnen**– Gave update on Clarks Ferry Tavern and the progress of the Renovations. Mr. Finnen distributed a document which includes a timeline for progress.

**APPOINTMENTS, CORRESPONDENCE, RESIGNATIONS, CITIZEN ACTION**

**Gloria Hughes**- Discussed the Military Banners. She was advised to attend the August 13<sup>th</sup> Revitalization and Public Safety Committee Meeting to further discuss ideas centered around the Military Banners.

A motion was made by Mr. Williams to adopt the Picture Perry Resolution 2024-9. The motion was seconded by Mr. May and passed with a unanimous voice vote.

Mr. May asked that a thank you letter be given to Mr. Criley for his work on the Flag Pole outside of the Borough Building.

**GENERAL REPORTS**

**BOROUGH ENGINEER –Pennoni Associates**

Greg Rogalski gave an update on the Ann Street Water Project.

**PUBLIC WORKS OPERATOR – Miller Environmental, John Farrier**

A written monthly systems report was provided and summarized.

Reported that some flow alterations have been made to Well 4 and 7.

**BOROUGH SOLICITOR – Mr. William Dissinger, Dissinger and Dissinger**  
Solicitor Dissinger had nothing to report.

**DUNCANNON FIRE COMPANY – Chief Byron Worner**  
A written report was provided.

**BOROUGH MAYOR – Mr. Rick Knepp**  
Mayor Knepp provided and discussed street sweeping schedule notices that have been placed on the windshields of those parking violators.

**BOROUGH ASST. SECRETARY – Mrs. Adrienne Marsh**  
Nothing to report.

#### **APPROVAL OF TREASURER’S REPORT & RATIFICATION AND APPROVAL OF BILLS**

A motion was made by Mr. Williams to approve the Treasurer's Report dated June 30, 2024 subject to audit. The Motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Ms. Daub to approve and ratify the bills/EFT's prepared for June 2024. The motion was seconded by Mr. May and passed with a unanimous voice vote.

#### **COUNCIL COMMITTEE REPORTS**

**FINANCE, ADMINISTRATION, and IT – Mr. May, Chairman**  
Mr. Kroboth provided written financial reports.

A motion was made by Mr. Williams to approve the Proposed 2024 Budget Line-Item Reallocation at June 30, 2024. The motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Mr. Wolfersberger to adopt Resolution 2024-10 as written, Appointing a Borough Representative and a Director/Alternate Director to the Pennsylvania Municipal Power Agency. The motion was seconded by Ms. Daub and passed with a unanimous voice vote.

**PARKS & RECREATION – Mr. Williams, Chairman**

Mr. Williams reported that the recent Movie Night at Cooper Field was a huge success and was well attended, as well as for the Market on the Tavern Green.

Mr. Williams is beginning preparations for National Night Out.

**REVITALIZATION & PUBLIC SAFETY– Mr. Misner, Chairman**

Mr. Misner reported that due to vacations, they did not have a full committee meeting. The committee plans to discuss the 2025 Perry County Hazard Mitigation Plan at the next committee meeting.

A correspondence that was given to Ms. Cappawanna regarding parking in the Municipal Parking Lot was discussed.

**INFRASTRUCTURE, FLEET & FACILITIES – Mr. Wolfersberger, Chairman**

A motion was made by Mr. Wolfersberger to approve the quote presented from LB Water for a new meter for Petersburg Commons. The motion was seconded by Ms. Daub and passed with a unanimous voice vote.

A motion was made by Mr. Wolfersberger to approve the quote presented by Kenworth for a new Refuse Truck. The motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Mr. Wolfersberger to approve up to \$10,000 to be spent at the COG Auction, if able to be attended. The motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Mr. Williams to instruct the Solicitor to modify the Water Conservation Ordinance to make an exception for watering of Vegetable Gardens. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

**EXECUTIVE COMMITTEE – Mr. May, Chairman**

A motion was made by Mr. May to hire Mr. Ralph Ohnmacht to fill the position of Codes Enforcement Officer. The motion was seconded by Mr. Wolfersberger and passed with a 4-2 roll call vote with Mr. Williams and Mr. Misner dissenting.

The Committee prepared a draft Social Media Policy. This will be printed and placed in each members' mailbox for review.

**NFINISHED BUSINESS-None**

**NEW BUSINESS-None**

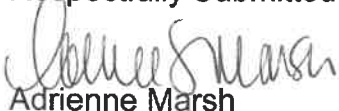
**PUBLIC COMMENT – None**

**ADJOURNMENT**

A motion was made by Mr. May to adjourn at 7:48 PM on July 16, 2024. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

The next regularly scheduled Borough Council meeting has been advertised for August 20, 2024 at 7:00PM.

Respectfully Submitted,



Adrienne Marsh  
Duncannon Borough Asst. Secretary

