

**BOROUGH OF DUNCANNON
COUNCIL MEETING MINUTES
October 15, 2024**

Call to order: Michael May, President of Council, called the meeting to order at 7:00PM on October 15, 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 (via Telephone), Cynthia Daub, Michael May, Joseph Misner, Michael Wolfersberger, Mayor Rick Knepp, and Roger Williams

Officials Absent: Jeffrey Kirkhoff

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

Citizen's Present:
MINUTES –

A motion was made by Mr. Williams to approve the minutes for the September 17, 2024 Borough Council meeting as presented. The motion was seconded by Mr. May and passed with a unanimous voice vote.

Amendments to the Agenda: A motion was made by Mr. May to add an update report on PJM's capacity charge increases to be given by Mr. Kroboth. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

PUBLIC COMMENT-None

APPOINTMENTS, CORRESPONDENCE, RESIGNATIONS, CITIZEN ACTION

A PA Municipal Electric Association Update Presentation was given by Diane Bosak, Executive Director of PMEA.

Recognition of Accomplishment for Mayor Knepp was given.

Noye Park Bridge Rehabilitation Project Funding letter was received from SEDA- COG and discussed.

GENERAL REPORTS

BOROUGH ENGINEER –Pennonni Associates

The Ann Street Water Main Replacement Project Pay Application/Change Order was previously provided. A motion was made by Mr. May to approve the project pay application and change order. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

PUBLIC WORKS OPERATOR – Miller Environmental, John Farrier

A written monthly systems report was provided and summarized.

BOROUGH SOLICITOR – Mr. Dissinger

Nothing to report.

DUNCANNON FIRE COMPANY – Chief Byron Worner

A Written monthly report was given. Review of plans for the new Firehouse was discussed. Questions for use of hydrants while the Standpipe work is being done were also discussed. A request for usage of streams and river water for firefighting emergencies was made and to let the Borough know if a great emergency arises.

BOROUGH MAYOR – Mr. Rick Knepp

A written Codes report was provided by Mr. Ohnmacht. A Thank you was also given to those who assisted in the Hazard Mitigation Information Gathering Project. There is a bit more to turn in.

BOROUGH SECRETARY – Mrs. Kathryn Bauer

No report.

APPROVAL OF TREASURER’S REPORT & RATIFICATION AND APPROVAL OF BILLS/EFT’S

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

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

COUNCIL COMMITTEE REPORTS

FINANCE, ADMINISTRATION, and IT – Mr. May, Chairman

A motion was made by Mr. Williams to ratify 2025 Minimum Municipal Obligation (MMO) calculations for the Borough Pension Plans. The motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Mr. May to approve the Proposed 2024 Budget Line-Item Transfers as of September 30, 2024. The motion was seconded by Ms. Daub and passed with a unanimous voice vote.

A motion was made by Mr. May to approve the December 2024 Medical/ Rx, Dental and Vision Insurance Renewal Recommendations for the Borough. The motion was seconded by Ms. Daub and passed with a unanimous voice vote.

An update for the 2023 Audit was given, and is anticipated to be delivered to the Finance Committee for their December 3rd meeting.

The PJM Energy Capacity Recommendation issue was discussed.

PARKS & RECREATION – Mr. Williams, Chairman

Halloween Parade is Sunday, October 27, 2024.

REVITALIZATION & PUBLIC SAFETY– Mr. Misner, Chairman

A motion was made by Mr. May to approve two of the three Handicapped Parking requests. One to be placed at 130 N High St and one to be placed at 110 High St Front. 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. Williams to enter into an Executive Session at 8:08pm. The motion was seconded by Mr. Misner and passed with a unanimous voice vote.

Michael May, called the Council meeting back to order at 8:17pm.

INFRASTRUCTURE, FLEET & FACILITIES – Mr. Wolfersberger, Chairman

A motion was made by Mr. May for approval of the new I.B. Abel Rate Schedule. The motion was seconded by Ms. Daub and passed with a unanimous voice vote.

A motion was made by Mr. Williams for the Lease/Purchase of a new Skid Loader to be put in the 2025 Budget. The motion was seconded by Mr. May and passed with a unanimous voice vote.

Work on the Standpipe is expected to begin on Thursday, October 17, 2024. Work has been delayed due to weather.

UNFINISHED BUSINESS-None

NEW BUSINESS-None

PUBLIC COMMENT – None

ADJOURNMENT

A motion was made by Mr. Williams to adjourn at 8:22PM on October 15, 2024. The motion was seconded by Mr. May and passed with a unanimous voice vote.

The next regularly scheduled Borough Council meeting has been advertised for November 19, 2024 at 7:00PM.

Respectfully Submitted,

Adrienne Marsh
Duncannon Borough Assistant Secretary

