

**BOROUGH OF DUNCANNON
COUNCIL MEETING MINUTES
February 19, 2019**

Call to order: Darryl Croutharmel, President of Council called the meeting to order at 7:00 p.m. on February 19, 2019. The call to order was followed by a moment of silence and the Pledge of Allegiance to the American Flag.

Officials Present: Darryl Croutharmel, Jeffrey Kirkhoff, Karl Conrad, Lisa Landis, Michael May, Roger Williams, and Mayor Cappawana.

Junior Council: Sophia Cappawana (absent)

Members Absent: Christopher Adams

Others Present: Solicitor – William Dissinger, PESI – Kevin Hoch, Finance Director – Robert Kroboth, and Borough Foreman – Mike Criley.

Citizens Present: Jesse Boyer, Robert Nulton, Molly Cappawana, Hunter Maguire, Kyle Maguire, max Maguire, Kim Conrad, Frank Campbell, Mike Wolfersberger, Tyler Shultz, Jackie Green Jim Ryan, and Mario Celi

MINUTES – Minutes were presented for the January 15, 2019 Council Meeting.

A motion was made by Ms. Landis to approve the minutes for the January 15, 2019 Council Meeting as presented. The motion was seconded by Mr. May and passed with a unanimous voice vote.

PUBLIC COMMENT

Mr. Robert Nulton – Mr. Nulton introduced himself as a candidate for Perry County Commissioner and stated that he is available for questions and concerns at any time.

Mr. Hunter Maguire – Mr. Maguire would like to make improvements to the property at 312 N. High Street. He inquired into the zoning of the property.

Mr. Frank Campbell – Mr. Campbell of Newport introduced himself as a candidate for Perry County Commissioner and is available for questions and concerns.

Mr. Jesse Boyer – Mr. Boyer stated that he attended the January Cumberland/Perry Joint Task Force on Transportation and Planning meeting and voiced his concerns regarding the intersections at each end of Duncannon. Mr. Boyer will be making strides toward updating these areas of concern. He would like the Borough support as he moves forward.

A motion was made by Mr. Williams to lend the support of the Duncannon Borough to Mr. Boyer in his efforts to bring attention to the traffic concerns through HATS, the Cumberland/Perry Joint Task force, and any other party of interest. The motion was seconded by Ms. Landis and passed with a unanimous voice vote.

Mr. Mario Celi – Mr. Celi has a landlord/tenant dispute. He was referred to State & County agencies.

APPOINTMENTS, CORRESPONDENCE, RESIGNATIONS, CITIZEN ACTION

Mr. Christopher Adams - A letter of Resignation from Borough Council was submitted by Mr. Christopher Adams for consideration.

GENERAL REPORTS

JUNIOR COUNCIL – Ms. Sophia Cappawana

Ms. Cappawana is available to help with any Borough projects.

BOROUGH ENGINEER – Mr. Greg Rogalski, Pennoni Associates

A written report was provided and summarized by Mr. Rogalski.

A Motion was made by Mr. Williams to approve payment of Certificate for Payment #3 for Water Supply Improvements at Well #4 to RLS Construction in the amount of \$6,083.90 and Certificate of Payment #3 for Water Supply Improvements at Well #7 to Eichelbergers, Inc. in the amount of \$11,520.00. The Motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Ms. Landis to authorize Solicitor Dissinger to review and advertise the draft Floodplain Ordinance changing the contact point to the Zoning Officer and the alternate to the Finance Director. The Motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Mr. Williams to Approve Certificate for Payment #2 for WWTP Solids Handling Upgrade - Screw Press Install to PSI in the amount of \$2,281.50. Check to be held until the last two items on the punch list are completed. In addition, approve Certificate of Payment #2 for WWTP Solids Handling Upgrade- Screw Press Install to PSI in the amount of \$11,765.62 as presented. The motion was seconded by Mr. May and passed with a unanimous voice vote.

The Bid tabulations were presented for the Market Street paving project.

A motion was made by Mr. Williams to award the Market St. Paving project to New Enterprise Stone & Lime Co. Inc. at the cost of \$142,052.00. The motion was seconded by Ms. Landis and passed with a unanimous voice vote.

PUBLIC WORKS – Mr. Kevin Hoch, PA Environmental Solutions, Inc. (PESI)

PESI provided a written report. Mr. Hoch summarized the completed and open project items.

The water loss is reported at 50%.

BOROUGH SOLICITOR – Mr. William Dissinger, Dissinger and Dissinger

Solicitor Dissinger reported that he is working with the office staff to update municipal liens.

DUNCANNON FIRE COMPANY – Chief Byron Worner

The Duncannon Fire Company provided an Officials contact list and the January Fire Report.

BOROUGH MAYOR – Mr. John Cappawana

Mayor Cappawana reported that he was open to suggestions and comments regarding snow emergency declarations.

CODES ENFORCEMENT- Mr. Anthony Klase

Written report provided.

BOROUGH SECRETARY – Mrs. Kathy Bauer

Mrs. Bauer stated that she had attended the Cumberland/Perry Joint Task Force on Transportation and Planning.

APPROVAL OF TREASURER'S REPORT

A motion was made by Mr. May to accept the Treasurers Report/Weekly Banking Review dated January 31, 2019, subject to audit. The motion was seconded by Ms. Landis and passed with a unanimous voice vote.

RATIFICATION AND APPROVAL OF BILLS

A motion was made by Mr. Kirkhoff to approve and ratify the bills as presented. The motion was seconded by Mr. May and passed with a unanimous voice vote.

COUNCIL COMMITTEE REPORTS

FINANCE & ADMINISTRATION– Mr. Jeffrey Kirkhoff, Chairman

Mr. Kirkhoff Made a motion to enter executive session to discuss a personnel issue at 7:56PM.

Re-enter regular session at 8:07PM.

A motion was made by Mr. Kirkhoff to increase the pay rate of Lisa Forbes to reach \$12.00 per hour retroactive to the first full pay of 2019. The motion was seconded by Ms. Landis and passed with a unanimous voice vote.

PARKS & RECREATION – Mr. Roger Williams, Chairman

Mr. Williams stated that the Market on the Tavern Green will beginning in May of 2019.

A motion was made by Mr. Williams to approve the closure if Apple Tree Alley from Clark Street to Market Street on the second Saturday of each month from May to October as needed for the Market on the Tavern Green. The motion was seconded by Ms. Landis and passed with a unanimous voice vote.

PERSONNEL, LEGAL, & IT – Mr. Darryl Croutharmel, Chairman

No report.

REVITALIZATION, PUBLIC SAFETY, & COMMUNICATION – Mr. Christopher Adams, Chairman

The committee will meet in March and will focus on the Skate park, Ann Street Handicap parking, and Veterans Banners for downtown.

INFRASTRUCTURE – Mr. Jeffrey Kirkhoff, Chairman

A motion was made by Mr. Kirkhoff to Advertise Spring Clean-up for April 13, 2019 at the Municipal Parking lot from 7:00AM to 1:00PM. This will not include electronics recycling. In addition, the Municipal lot on Water Street will be closed from Friday, April 12 at noon until Sunday, April 14 at 7:00AM. The motion was seconded by Ms. Landis and passed with a unanimous voice vote.

UNFINISHED BUSINESS - None

NEW BUSINESS - None

PUBLIC COMMENT

Kim Conrad – Ms. Conrad asked for the contact information for the Market on the Tavern Green.

ADJOURNMENT

A motion was made by Mr. Williams to adjourn at 8:18PM on Feb 19, 2019. The motion was seconded by Mr. May and passed with a unanimous voice vote.

The next regularly scheduled meeting is set for March 19, 2019 at 7:00PM

Respectfully Submitted,

Kathy Bauer
Duncannon Borough Secretary

APPROVED