

**BOROUGH OF DUNCANNON
COUNCIL MEETING MINUTES
September 15, 2015**

Members Present: President Duane Hammaker, Frank Eppley, Michael Bomberger, Kraig Nace, Fred Lauster, Roger Williams, and Gerald Bell.

Members Absent: Mayor Jack Conrad

Others Present: Solicitor – Susan Smith, Borough Manager – Lynn Roche, Engineer – Ron Brown, Chief Pickles – Penn Township Police

Citizens Present: Stewart Peters, John Mock, Kathy Smith, Darryl Croutharmel, Sharon Morrell, Betsy Kirkhoff, Ed Brenize, Linda Brenize, Judith Hart, Lisa Landis, Paul Rudy, Justin Shreve, and Mario Celi.

President Hammaker opened the meeting at 7:30PM on September 15, 2015 with a moment of silence followed by the Pledge of Allegiance to the American Flag.

Minutes: Bell/Lauster - Motion to approve the July 21, 2015 minutes with corrections. - **PASSED**, Mr. Bomberger abstained.

Corrections: Page 1 – Citizens present, Should read Sean O'Shell. Date should be July 21, 2015. Victor Hart, Line 2 – add during after active. Page 5 – Perry County Crime Stoppers, line 1, remove e from asks. Page 6 – Borough Manager's Report, Line 7 – add Street after High, and up should be upset. Line 19 – add an s to make. Line 26 should read Senator Teplitz. Page 7 – line 12, issues should be issued. Line 13 – form should be from. Engineers report – Line 3, should be They are. Page 19 – line 23, should read the town is open.

Minutes: Bell/Bomberger – Motion to approve the August 18, 2015 minutes with corrections. –

PASSED. **Corrections:** Page 1- Sean O'Shell, line 1 should read 'that he has spoken'. Page 3 – line 4 should be 'dog barking'. Page 4 PESI – leave Written Report. Water loss is reported at 13%, remove the rest.

RECOGNITION OF CITIZENS

Stewart Peters – Mr. Peters is concerned by the speed of traffic on Market Street. Although the speed limit is 25 miles per hour, cars are travelling at a much higher rate of speed. He is concerned that someone is going to get hurt. Cars are passing on the double yellow line as well. Mr. Peters also reported that when Market Street is closed, the stop sign at intersection of High Street and Rachel Street is ignored by drivers. Mr. Peters is also concerned with parking on North Market Street. Mr. Rosen has placed letters on cars telling them that they cannot park on his property. Mr. Peters feels that Mr. Rosen may be overstepping his boundaries. He would like to know where the property line is so that he can park on borough property. He said a survey was done 7 or 8 years ago and he would like to know where the line is and to have that line marked.

John Mock – Mr. Mock is a parent of a Duncannon Teener baseball player. He thanked the Borough for the field improvements. He also commented that the Teener team had shown up to use the field on a night that it was already occupied by the Boy Scouts and that he felt they should have been more accommodating. The Teener team did not know the procedures for scheduling the field. Mr.

Williams informed him of the need for a practice and game schedule and proof of insurance to be delivered to the Borough Office. Once the proper paperwork is received they will be placed on the field use schedule. Mr. Nace suggested a schedule be placed at field site and that groups using the field should renew their paperwork each year. Mr. Williams stated that all of that information is available if you go through the proper channels to reserve the field and other borough parks.

Betsy Kirkhoff – Mrs. Kirkhoff said that the more ‘good’ people that use the field the less likely it is that people with bad intent will be using the property.

Paul Rudy – Mr. Rudy was very impressed with the Sesquicentennial celebration. He wanted to commend the committee and anyone involved in the planning and execution of the parade and events.

Justin Shreve – Mr. Shreve lives at 826 N. Market Street a has been given paperwork form Mr. Rosen stating that he may no longer park on the Old Sled Works property. He was told when he bought the property that he would be allowed to park there. He would like to know where he should park as he has been told that some of the property is borough owned.

Mario Celi – Mr. Celi bought the property at 109 Cumberland Street. He stated that he is originally from Argentina and English is not his first language. He said it is hard for him to express himself in English. Mr. Hammaker suggested a meeting with Mr. Celi and an interpreter at a later date might be helpful. Mr. Celi said he was given the Dangerous and Dilapidated determination and he had a Structural Engineer at the property today. He expects to have a report next week. He has researched the property and would like to restore it while retaining the historical integrity.

CORRESPONDENCE –

New Bloomfield Public Library – The New Bloomfield Public Library sent a letter asking for donations.

PROPOSALS

ACT ONE & Associates – Act one and Associates prepared a proposal for the re-pinning the boundaries of the Old Railroad and R.O.W. (right of way) for Market Street from Old Sled Works to Fritz Street. The total cost is estimated at \$1,200.00. Council discussion determined that the pins should still be at the site and could be located. The actual area indicated for re-pinning in the proposal would need to be clarified as it does not seem to be the area in question.

Williams/Nace - Motion to have Borough employees attempt to find the pins from the last survey, Borough employees will then clearly mark to boundaries of the Borough property adjacent to the Old Sled Works Property. – **PASSED**

Mr. Bomberger asked what the borough response to Mr. Rosen may be if it is found that he posted no parking signs on vehicles that were on borough property. Solicitor Smith suggested a Letter of encroachment and recommended photo be taken as proof.

REPORTS

Mayor's Report – Mayor Conrad prepared a written report.

Police Report – Written summary reports were provided for July, August, and September. Chief Pickles reported that the aggressive driver grants has been completed. Mr. Nace asked why officers have been seen doing work in other municipalities. He was concerned this may be a liability issue for the borough. Mr. Bomberger explained that the Penn Police services are a contracted service and therefore Duncannon does not have any liability. Just as they contract with Duncannon, they are free to make arrangements with other communities.

Secretary/Treasurer's Report – Written Report.

Bomberger/Williams: Motion to approve Secretary/Treasurer's report, subject to audit – **PASSED**

Borough Manager's Report – A written report was provided. Ms. Roche reported that the final phase of the Market Street Sewer project has been completed. The walk through and the punch-list were completed last week. The water loss reported by PESI is still at 16%. A meeting was held with Chief Pickles, Officer Carlson, Mr. Hammaker, Solicitor Smith, Ms. Roche, and Robert Hollabaugh of Pennoni Associates to determine a process for codes enforcement and what entities are responsible for certain infractions. Ms. Roche provided a list of common codes complaints and the proposed action.

Bills to Be Paid/Ratified –

Bomberger/Williams: Motion to pay and ratify the bills including credit card expenses as presented. – **PASSED**

Solicitors Report – Solicitor Smith reported that she attended a meeting about the Dilapidated buildings and those citations are in the hands of the magistrate. She attended a meeting with the Police, Manager, Mr. Hammaker, and Mr. Hollabaugh to discuss codes enforcement and procedures. Solicitor Smith reviewed the contract for Sylvester's Services. There have been new developments in the Right to Know law and those have been passed on to Lynn, the RTK Officer. RTK Law is constantly evolving. Written arguments have been submitted by all parties in the E.B. Duke litigation. Status reports must be submitted every six months by all parties in the Breslin 2 case according to a ruling prepared two years ago. The plaintiffs in the case have not been providing these. The paperwork requested from METRO bank has not been received and therefore Solicitor Smith has submitted past correspondence with METRO as documentation of the status of the check and monies in question.

Engineer's Report – Engineer Ron Brown reported that the Market Street sewer project is complete. The Mandrill test and the Punch-list have been done. He provided the Certificate of payment for Rogle Inc. in the amount of \$61,617.00. It is the recommendation of Pennoni Associates that this

amount be paid. The JOAC (Joint Operations Advisory Committee) has not had the opportunity to vote on the payment, but can be polled by telephone.

Williams/Bell – Motion to make the payment of \$61,617.00 for the final Phase of the Market Street Sewer Replacement to Rogele Inc. Payment is contingent on approval from the JOAC. – **PASSED**.

PESI – Written Report. Water loss is reported at 16%.

Codes Enforcement – A list of Codes enforcement issues and who they should be referred to was provided during the Manager's report.

Duncannon Fire Company – Chief Worner reported that the roof of the Fire House in the Borough has been leaking and will need repairs in the near future. The pumper truck will be sent out for routine inspection within the week. He reported that the Community Fire Committee meeting will be held on Tuesday, September 29, 2015 at 7:00PM. The meeting will be held at the Fire Station in Duncannon. He shared plans for 'Boot Drives' the fire company is planning and asked about the time necessary for obtaining a special events permit.

Break – 9:25PM – 9:40PM

UNFINISHED BUSINESS

Utility Policy Manual – Still completing. The office staff should be documenting all requests and reports of problems from residents

18 – 28 North Market Street – The outside of the property was inspected by Pennoni as it was reported that the building was open and accessible to the public. Their findings were shared with the UCC (Uniform Construction Code) to determine if there are UCC violations. In the event of any new complaints, a notice should be sent and then a violation sent to the Magistrate.

Citations have been filed on the past complaints at the property and the magistrate is attempting delivery. If citations are found to be undeliverable, the next step will be to have them delivered by constable or a warrant issued.

Commerce Bank/Metro Bank check – Covered in Solicitors report.

109 Cumberland Street – The new owner, Mr. Celi stated that he is working toward compliance of the Dangerous and Dilapidated determination. Council must determine a timeframe for Mr. Celi to adhere.

Williams/Nace – Motion to allow Mr. Celi of 109 Cumberland Street 63 days for completion of a structural report and planned proposals for the property. - **PASSED**

215 High Street –

630 High Street – A citation has been issued by the Police Department for codes infractions. A tree is growing from the spouting. The property is owned by CHASE and they have been billed for the contracted services hired by the borough to control the weeds, grass, and vegetation.

Susquehanna Greenway Signage Grant – A final package is in preparation for Submission to the Susquehanna Greenway for the purpose of reimbursement.

216 Church Street – The owner of this property has never been located, therefore citations have not and cannot be issued. Solicitor Smith does not see any value in pursuing the violations as it would not be cost effective.

Mr. Bomberger would like the boroughs barriers removed from the property.

COMMITTEE REPORTS

ADMINISTRATION, FINANCE & IT – Mr. Bomberger met with the auditors this month. He also said that final budget items are needed to prepare the 2016 budget.

FLEET, FACILITIES & UTILITIES – Mr. Lauster asked Solicitor Smith if there was any update on the State's form for Medical Exemption. She reported that it has not been provided to the public at this time. He also inquired on the status of the OMNI water system. The OMNI has not yet been replaced.

Mr. Lauster would like to have a hydrant flushing scheduled. Ms. Roche said it will be scheduled after the Reservoir is cleaned and filled. The committee would like to consider upgrading the street lights to LEDS as it is more cost effective than repairing the lighting we have now.

PARKS & RECREATION – Mr. Williams reported that the planning for the Halloween parade is progressing.

PERSONNEL – Nothing to report

PUBLIC SAFETY & STREETS – The last quarterly payment is due to Penn Township for police protection.

Eppley/Bomberger – Motion to pay Penn Township the last quarterly payment for 2015. The payment of \$42,290.00 covers police protection for the months of October, November, and December, 2015. - **PASSED**

INFRASTRUCTURE ASSESSMENT – Mr. Nace asked that the boards be updated by the committees. He suggested each Council member prepare a synopsis of their duties for the incoming council members.

CLARKS FERRY TAVERN – The committee is forming recommendations for future uses of the Tavern. They are also gathering window panes to bring the building into compliance with the new windows and doors ordinance.

NEW BUSINESS

ACT ONE & Associates – Done

Codes Enforcement Procedures – Draft provided

Recycling Contract – Sylvester’s Services proposed a new contract that would include a \$25.00 per month increase. Council would like to see if they would be willing to extend the current contract with the \$25.00 increase included and then enter into a new contact for the start of 2016.

Bomberger/Williams – Motion to continue the current contract with Sylvester’s Services, including the \$25.00 increase until the end of 2015 and then enter into a new contract. - **PASSED**

Adjournment – **Bell/Williams** – Motion to adjourn at 10:10PM on September 15, 2015. - **PASSED**

Respectfully Submitted,
Kathy Bauer
Duncannon Borough Secretary

APPROVED