

**BOROUGH OF DUNCANNON  
SPECIAL COUNCIL MEETING MINUTES  
May 4, 2016**

**Members Present:** Kraig Nace, Darryl Croutharmel, Frank Eppley, Ronald Leonhard, Roger Williams, Jeffrey Kirkhoff, Christie Young, Mayor Jack Conrad.

**Members Absent:** None

**Others Present:** Borough Manager – Chris Courogen, Solicitor –William Dissinger.

**Citizens Present:** Jim Ryan, Kathy Smith, Edward Ream.

Mr. Nace opened the meeting at 6:00PM on May 4, 2016 with a moment of silence followed by the Pledge of Allegiance to the American Flag.

**Public Comment – None**

**Early Intervention Grant Contract** – Mr. Nace explained that the deadline for response to DCED (Department of Community and Economic Development) accepting the Early Intervention Grant is Friday, May 6, 2016 and therefore the special meeting was called for discussion and possible approval. Mr. Kirkhoff asked the overall cost and duration of the Early Intervention program. Manager Courogen stated that the cost is \$100,000.00, with 75% paid by the grant and 25% by the Borough. The study and the strategic plan must be completed by 2018. There is no deadline for the subsequent grants that will open up for implementation of the recommendations. Each grant would have its own deadline for submission. Mayor Conrad stated that any grant and/or study is only a good as its follow through. He does not want council to enter into any project or contract unless they are fully prepared to follow it through to the end. Mr. Nace read a letter from Senator Teplitz stating that \$75,000.00 in grant monies had been awarded to the Borough through DCED and offering any assistance needed. Ms. Young stated that this program will look at all borough systems and how they work together. They will tell the borough what they are doing well and where there may be weaknesses. Implementation of their recommendations is at will and on our own timeline. Professionals in all areas of municipal systems will create an overall picture of the Borough assets and how they can best be used. Mr. Croutharmel stated that having an outside source that has no financial interest in the Borough will be beneficial. Mr. Courogen reported that this program will help in ‘opening the door’ for grants to implement the recommendations made. He hopes this program will give us a plan for the future, at this point the Borough is reactive to problems that arise. Mr. Eppley stated that many problems have already been identified and the problem is monetary. He feels identification of needs in the Borough is not the problem, funding is the problem.

**Croutharmel/Leonhard:** Motion to accept the contract for entrance into the Early Intervention Program through the DCED. – **PASSED** with a roll call vote. **Yes votes:** Croutharmel, Leonhard, Kirkhoff, Young, Nace. **No votes:** Williams, Eppley.

Mr. Nace stated that he has received a letter from Mr. Tim Smith stating his resignation from the zoning hearing board. The letter will be provided to council for the next regularly scheduled meeting.

Mayor Conrad stated that he will be undergoing surgery in the near future and may miss meetings and be difficult to contact. He reiterated his belief that council members and the mayor should continue to receive a salary. He feels it is deserved. He stated that council members can refuse the money by sending a letter as this is done in other local municipalities. Solicitor Dissinger will research this option.

**ADJOURNMENT** - The Next Borough Council Meeting is set for May 17, 2016 at 7:00PM.

**Eppley/Croutharmel**– Motion to adjourn at 6:50PM on May 5, 2016. - **PASSED** with a unanimous voicevote.

Respectfully Submitted,  
Kathy Bauer  
Duncannon Borough Secretary

APPROVED