

Borough of Duncannon

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Council of the Borough of Duncannon Meeting Agenda

Tuesday May 17, 2016

7:00PM

- I. Call To Order – Kraig Nace, President of Council
- II. Moment of Silence & The Pledge of Allegiance - **Please Rise**
- III. Roll Call of Officials Present – Ms. Kathy Bauer, Borough Secretary
- IV. Reminder for Electronic Device Courtesy – **Please Silence Electronic Devices**
- V. Presentation of Previous Meeting Minutes For Adoption – Ms. Kathy Bauer, Borough Secretary
 - A. Regular Meeting – April 19, 2016/**Action**
 - B. Special Meeting – May 4, 2016/**Action**
- VI. Public Comment – **Three (3) Minutes Per Speaker/Please State Name & Address**
- VIII. Appointments, Resignations, Correspondence, Proposals, & Citizen Action Forms
 - A. Vacancy Board Chair/**Action**
 - B. Resignation of Tim Smith from Zoning Hearing Board & Replacement/**Action**
 - C. Email Correspondence from John Rice
 - D. Letter Received From DCED/Early Intervention Program
 - E. Orrstown Bank Breakfast Invite - May 18, 2016
- IX. General Reports
 - A. Borough Engineer Mr. Ron Brown, Pennoni Associates
 - 1. Creation of Prioritized Timeline For Upcoming Projects
 - 2. Water System Mapping
 - 3. Reservoir Status
 - B. Public Works Operator Mr. Todd Mace, PESI
 - 1. Coordination With Engineering Firm For Prioritized Project Timeline
 - C. Borough Solicitor Mr. Bill Dissinger, Dissinger & Dissinger
 - 1. Commerce Bank/Metro Bank Escrow Check From Former Solicitor
 - 2. Utility Pole Damage Claim
 - 3. Alternative Ordinance/Policy For Council & Mayor Compensation

- D. Fire Protection Chief Byron Worner, Duncannon Fire Company
 - 1. Email Regarding County Radio System
 - 2. Fire Station Upgrades
 - 3. Post Office Fire Dispatch/Controlled Burns Concerns
- E. Borough Mayor The Honorable Jack Conrad, Mayor
 - 1. Contracted Police Chief Richard Pickles, Penn Township Police
 - a. March & April Reports Not Received
 - b. Codes Enforcement Action Request
 - c. Crime/Traffic Information Request
 - 2. Codes Enforcement Mr. Anthony Klase, Codes Enforcement Officer
 - a. Ordinance/Penalty Review Status
- F. Secretary Ms. Kathy Bauer
- H. Borough Manager Mr. Chris Courogen
 - 1. FEMA/PEMA Snow Emergency Reimbursement Status
 - 2. Spring Cleanup Recap
 - 3. Early Intervention Plan & RFP Update/**Action**
 - 4. Fee Schedule Review & Updates
 - 5. Electric Inspection/Reconnect Process & Communication
 - 6. Logo Design Update
 - 7. Borough RTK Policy, Request Form, Officer Formalization

X. Approval of Treasurer's Report/**Action**

XI. Ratification & Approval of Bills/**Action**

XII. Standing Council Committee Reports

- A. Facilities & Fleet Mr. S. Frank Eppley, Chair
 - 1. Yellow Dump Truck Replacement-Authorize Bidding/**Action**
 - 3. Maxwell Property/418 High Street
- B. Finance, Administration, & Communication Ms. Christie Young, Chair
 - 1. 2015 Audit Status
 - 2. Facebook Page
- C. Parks & Recreation Mr. Roger Williams, Chair
 - 1. Upcoming Events/Event Calendar
 - 2. SledFest Recap
 - 2. Summer Playground Program/**Action**
- D. Personnel, Legal & IT Mr. Kraig Nace, Chair
 - 1. Temporary Office Staff For Melinda's Absence/**Action**
 - 2. Part-Time Summer Staff/**Action**
- E. Public Safety Mr. Darryl Croutharmel, Chair
 - 1. Police Services Contract Review/Negotiation
 - 2. EMS Funding Request Letter
 - 3. Noye Park Leash Rules/Review of Borough Dog Ordinance
- F. Streets & Infrastructure Mr. Jeffrey Kirkhoff, Chair
 - 1. Market Street Paving (Clark Street to Newport Road)
 - 2. Butchershop Road Culvert Replacement

- G. Utilities Mr. Ronald Leonhard, Chair
1. Utility Policy Manual Review
 2. PUC Petition For Out-of-Borough Electric Customers
 3. Delinquent Utility Account Collections/**Action**

XIII. Special Council Committee Reports

- A. Revitalization & Development Mr. Darryl Croutharmel, Chair
1. 18-24 North Market Street Status
 2. 26-28 North Market Street Status
 3. 109 Cumberland Street Status
 4. 215 North High Street Status
 5. 630 High Street Status

XV. Unfinished Business

- A. Sesquicentennial Final Financial Report Not Yet Received
- B. Rescission of Ordinance #326 of 1999, Establishing Compensation For Council & Mayor

XVI. New Business

- A. Mr. Kirkhoff's Request For Committee Realignment

XVII. Public Comment – **Three (3) Minutes Per Speaker/Please State Name & Address**

XVIII. Adjournment/**Action**

- A. Next Regular Meeting: Tuesday June 21, 2016 at 7:00PM

Mission Statement of The Duncannon Borough Council

The mission of the Duncannon Borough Council is to provide the necessary services to protect the health, safety, welfare, environment, and quality of life of our citizens, consistent with the community's values and priorities.

The mission is accomplished by encouraging citizen involvement preserving the Borough's fiscal stability, traditional values, and unity of our peoples through implementation of effective and efficient government programs, consensus building, managing the Borough's natural culture and historic resources, planning for the future, and representing citizens' needs and desires to other levels of government.