

Borough of Duncannon

428 North High Street - Duncannon, PA 17020

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Council of the Borough of Duncannon Meeting Agenda

Tuesday June 21, 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 – May 17, 2016/**Action**
- VI. Public Comment – **Three (3) Minutes Per Speaker/Please State Name & Address**
- VII. Appointments, Resignations, Correspondence, Proposals, & Citizen Action Forms
 - A. Vacancy Board Chair Written Resignation & Appointment/**Action**
 - B. Planning Commission/**Action**
- VIII. General Reports
 - A. Borough Engineer Mr. Ron Brown, Pennoni Associates
 1. Prioritized Timeline For Upcoming Projects Status
 2. Water System Mapping Status
 3. Reservoir Liner 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 Status
 2. Utility Pole Damage Claim Status
 - D. Fire Protection Chief Byron Worner, Duncannon Fire Company
 1. 6/28 Fire Committee Meeting at Firehouse
 2. Radio System Project Update
 3. Burning Ordinance Review
 4. Hydrant Flow Rate Testing Data

- E. Borough Mayor The Honorable Jack Conrad, Mayor
 - 1. Contracted Police Chief Richard Pickles, Penn Township Police
 - a. Appointment of Corporal Myers
 - b. Apple Tree Alley & Rachel Street Intersection Parking
 - 2. Codes Enforcement Mr. Anthony Klase, Codes Enforcement Officer
- F. Secretary Ms. Kathy Bauer
- H. Borough Manager Mr. Chris Courogen
 - 1. FEMA/PEMA Snow Emergency Reimbursement Status
 - 2. Early Intervention Plan Status
 - 3. Timber Resources Survey/**Action**
 - 4. Fee Schedule Review & Updates/**Action**
 - 5. Website Info Page Updates
 - 6. Newsletter & Water Report Update
 - 7. 109 Cumberland Street Status

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

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

XI. Standing Council Committee Reports

- A. Facilities & Fleet Mr. S. Frank Eppley, Chair
 - 1. Yellow Dump Truck Replacement Status
 - 2. Committee Meeting Schedule
- B. Finance, Administration, & Communication Ms. Christie Young, Chair
 - 1. 2015 Audit Status
 - 2. Banking Services RFP/**Action**
- C. Parks & Recreation Mr. Roger Williams, Chair
 - 1. Upcoming Events/Event Calendar
 - 2. Summer Playground Program Status
 - 3. Memorial Day Parade & ATC Festival
 - 4. Summertime Shine Show Rescheduled To 7/17
 - 5. Special Event Permit Process (Road Closures/Contacts)
- D. Personnel, Legal & IT Mr. Kraig Nace, Chair
 - 1. Deputy EMC Appointment
- E. Public Safety Mr. Darryl Croutharmel, Chair
 - 1. Police Services Contract Review/Negotiation
 - 2. EMS Funding Request Letter
 - 3. Committee Meeting Schedule
- F. Streets & Infrastructure Mr. Jeffrey Kirkhoff, Chair
 - 1. Market Street Paving (Clark Street to Newport Road)
 - 2. Butchershop Road Culvert Replacement Grant Opportunity
 - 3. Street Sign Replacement Update
 - 4. Committee Meeting Schedule – Second Thursdays at 6:30PM
- G. Utilities Mr. Ronald Leonhard, Chair
 - 1. Utility Policy Manual Review Status
 - 2. PUC Petition For Out-of-Borough Electric Customers Status

XII. 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. 215 North High Street Status
4. 630 High Street Status
5. PA Downtown Association

XIII. Unfinished Business

- A. PSAB Conference Report (Jeffrey Kirkhoff)
- B. Finalize Committee Meeting Schedules
- C. JOAC Water Project Discussions with Penn Township Update

XIV. New Business

- A. Congratulations To Melinda Willis!
- B. Continuity of Government Operations Plan
- C. Review Updated Phone Listing & Committee Listings

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

XVI. Adjournment/**Action**

- A. Next Regular Meeting: Tuesday July 19, 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.