



## Council of the Borough of Duncannon Meeting Agenda

Tuesday August 16, 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. Tabled Regular Meeting – June 21, 2016/**Action**
  - B. Special Meeting – June 30, 2016/**Action**
  - C. Regular Meeting – July 19, 2016/**Action**
- VI. Public Comment – **Three (3) Minutes Per Speaker/Please State Name & Address**
  - A. Sergeant Robert Ligon/Lieutenant Gregory Bernard, PA State Police
- VII. Appointments, Resignations, Correspondence, Proposals, & Citizen Action Forms
  - A. Zoning Hearing Board (1)/**Action**
  - B. Planning Commission (1)/**Action**
  - C. Norfolk Southern Tower Notice
  - D. PSAB Fall Leadership Conference
  - E. DEP Letter/Revised Total Coliform Rule
  - F. DEP Letter/Rescission of 8/2013 & 6/2016 Monitoring Letters
  - G. 7/23 Anonymous Drug Letter
- VIII. General Reports
  - A. Borough Engineer Mr. Ron Brown, Pennoni Associates
    - 1. Water System Mapping Status
    - 2. DEP 2015 Violation Notice/Reservoir Liner Status
    - 3. Forrer CDJR Plan Review
    - 4. DEP 2016 Violation Notice/Sewer Line Replacement Status
  - B. Public Works Operator Mr. Todd Mace, PESI

- 1. DEP 2016 Violation Notice/Sewer Plant Status
- 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
  - 3. PUC Petition For Out-of-Borough Electric Customers Status
- D. Fire Protection Chief Byron Worner, Duncannon Fire Company
  - 1. Burning Ordinance Review Comments
  - 2. Hydrant Flow Rate Testing Data
  - 3. Fire Protection Committee Meeting 08/30/2016 at 7:00PM
- E. Borough Mayor The Honorable Jack Conrad, Mayor
  - 1. Contracted Police Chief Richard Pickles, Penn Township Police
  - 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. Fee Schedule Review & Updates/**Action**

IX. Approval of Treasurer's Report

- A. Tabled Report From June Meeting/**Action**
- B. Current Report and Accuracy Thereof/**Action**

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

XI. Standing Council Committee Reports

- A. Facilities & Fleet Mr. S. Frank Eppley, Chair
- B. Finance, Administration, & Communication Ms. Christie Young, Chair
  - 1. Financial Status/Recreate Financial 2014-2015 Records
  - 2. \$5,000 EMS Funding Referred to Finance Committee
  - 3. 2014, 2015 Borough Audits On Hold, Pending Record Recreation
- C. Parks & Recreation Mr. Roger Williams, Chair
  - 1. National Night Out Recap
- D. Personnel, Legal & IT Mr. Kraig Nace, Chair
  - 1. Resignation of Gina Meyers
  - 2. Melinda Willis Status
- E. Public Safety Mr. Darryl Croutharmel, Chair
  - 1. Continuity Of Government Operations Plan
  - 2. Burning Ordinance Updates
  - 3. Emergency Management and Response Plan Review
  - 4. Deputy EMC Appointment/**Action**
- F. Streets & Infrastructure Mr. Jeffrey Kirkhoff, Chair
  - 1. Butchershop Road Culvert Replacement Traffic Study
- G. Utilities Mr. Ronald Leonhard, Chair

XII. Special Council Committee Reports

A. Revitalization & Development

Mr. Darryl Croutharmel, Chair

1. 215 North High Street Status
2. 630 High Street Status
3. PA Downtown Association
4. "Treevitalization"

XIII. Unfinished Business

- A. JOAC Water Project Discussions with Penn Township Update
- B. Junior Council Member (Mr. Kirkhoff)

XIV. New Business

- A. Tri-County Community Action Luncheon

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

XVI. Adjournment/**Action**

- A. Next Regular Meeting: Tuesday September 20, 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.*