

**BOROUGH OF DUNCANNON
COUNCIL MEETING MINUTES
January 21, 2020**

Call to order: Jeffrey Kirkhoff, President of Council called the meeting to order at 7:00 PM on January 21, 2020. The call to order was followed by a moment of silence and the Pledge of Allegiance to the American Flag.

Officials Present: Jeffrey Kirkhoff, Michael May, Karl Conrad, Kim Conrad, Darryl Croutharmel. Roger Williams, Mike Wolfersberger, and Mayor Cappawana.

Junior Council: Sophia Cappawana

Members Absent:

Others Present: Solicitor – Bill Dissinger, Engineer – Greg Rogalski, PESI – Kevin Hoch, Finance Director – Robert Kroboth, and Borough Foreman – Mike Criley

Citizens Present: Bob Sanderson, Joanne Sanderson, Jim Ryan, Molly Cappawana, and Jackie Green.

MINUTES – Minutes were presented for the December 17, 2019 Borough Council Meeting and the January 6, 2020 Reorganizational Council Meeting.

A motion was made by Mr. Croutharmel to approve the December 17, 2019 Borough Council Meeting and the January 6, 2020 Reorganizational Council Meeting as presented. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

PUBLIC COMMENT

Ms. Molly Cappawana – Ms. Cappawana reported that there will be a Downtown Revitalization meeting scheduled for the month of May, 2020. She asked is any Council Members would be interested in meeting prior to discuss local concerns. Mr. Croutharmel, Mr. Conrad, Ms. Conrad, Mr. Wolfersberger, and Mr. May expressed interest.

APPOINTMENTS, CORRESPONDENCE, RESIGNATIONS, CITIZEN ACTION - None

GENERAL REPORTS

JUNIOR COUNCIL – Ms. Sophia Cappawana
Nothing to report.

BOROUGH ENGINEER – Mr. Greg Rogalski, Pennoni Associates

A written report was provided.

A motion was made by Mr. May to approve Certificate of Payment #1 to PSI Pumping Solutions for Booster Station & Well Improvements in the amount of \$276,640.00. The motion was seconded by Mr. Croutharmel and passed with a unanimous voice vote.

A motion was made by Mr. Williams to approve Contract Change Order #2 for the Booster Station and Well #7 to PSI Pumping Solutions Inc. in the amount of \$46,948.20. The motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Mr. Williams to approve the Winter Engine Quotes for Back-up Generators; \$36,000.00 for Well #1 and 40,600.00 for Well #2. The motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Mr. Williams to approve up to \$20,000.00 for the installation of the Back-up Generators at wells #1 & #2. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

PUBLIC WORKS – Mr. Kevin Hoch, PA Environmental Solutions, Inc. (PESI)

PESI provided a written report.

BOROUGH SOLICITOR – Ms. William Dissinger, Dissinger and Dissinger

There was an inquiry as to whether a car lot was an acceptable use of the property at 15 Cumberland Street. Solicitor Dissinger informed the interested party that that was not an acceptable use of that property.

DUNCANNON FIRE COMPANY – Chief Byron Worner

The December 2019 Fire Report was provided.

The Tower Truck was Tested for safety and all test results were positive.

The Fire Company is holding a gun raffle and the drawing will be held at the April 25th Chicken Bar-b-q.

CODES ENFORCEMENT- Mr. Anthony Klase

Written report provided.

BOROUGH SECRETARY – Mrs. Kathy Bauer

A motion was made by Mr. May to ratify the advertisement of the committee and Borough Council meetings for 2020. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

APPROVAL OF TREASURER'S REPORT

A motion was made by Mr. Williams to accept the Monthly Banking Review Dated December 31, 2019, subject to audit. The motion was seconded by Mr. Croutharmel and passed with a unanimous voice vote.

A motion was made by Mr. May to accept the Treasures Report Subject to Audit. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

RATIFICATION AND APPROVAL OF BILLS

A motion was made by Mr. Croutharmel to approve and ratify the bills as presented. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

COUNCIL COMMITTEE REPORTS

FINANCE & ADMINISTRATION– Mr. Jeffrey Kirkhoff, Chairman

A motion was made by Mr. Croutharmel to approve the proposed 2019 Budget line item transfers as of 12/31/2019. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

PARKS & RECREATION – Mr. Roger Williams, Chairman

The first Parks & Recreation meeting of 2020 will be held on Tuesday, January 28 at 7:00PM.

The bicentennial of Perry county celebration will be held this summer and Parks & Rec. are planning events to coincide.

The holiday decorating contest was a success and prizes were donated by Appalachian Hardware.

PERSONNEL, LEGAL, & IT – Mr. Michael May, Chairman

PSAB is offering a BOOT CAMP for newly elected Council Members.

REVITALIZATION, PUBLIC SAFETY, & COMMUNICATION – Mr. Karl Conrad, Chairman

The committee held a short meeting, discussing the Duncannon Honors Banners.

It was reported that 42 N. Market St. is collapsing. Solicitor Dissinger will meet with Mr. Williams to look at the property

INFRASTRUCTURE – Mr. Jeffrey Kirkhoff, Chairman

A motion was made by Mr. Williams to approve the design for the Watershed Storage/ Recycling Center Building and recommend that the Nature Conservancy commission the building as designed and quoted by Armada Buildings Incorporated. The motion was seconded by Mr. Croutharmel and passed with a unanimous voice vote.

A motion was made to approve up to \$5,000.00 for a heating system at the small Borough workshop. The motion was seconded by Mr. Wolfersberger. Public comment was offered and the motion carried with a unanimous voice vote.

BOROUGH MAYOR – John Cappawana

Mayor Cappawana reported that Mr. Glenn Holliman of the Historical Society of Perry County is pursuing Grant opportunities to support the rehabilitation of the Clarks Ferry Tavern.

A motion was made by Mr. Croutharmel to prepare a letter of support for the Historical Societies efforts to acquire grant funds for the Clarks Ferry Tavern. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

UNFINISHED BUSINESS

NEW BUSINESS -

A Motion was made to advertise for bids for contracted services for the televising of sanitary sewer lines for 2020 on an as needed basis and emergency response for sewer back-ups as needed. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

Executive Session - A motion was made by Mr. Kirkhoff to enter executive session at 7:59 PM. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

A motion was made by Mr. Croutharmel to reenter regular session at 8:13PM. The motion was seconded and passed with a unanimous voice vote.

PUBLIC COMMENT – None

ADJOURNMENT

A motion was made by Mr. Wolfersberger to adjourn at 8:14 PM on January 21, 2020. The motion was seconded by Mr. Croutharmel and passed with a unanimous voice vote.

The next regularly scheduled meeting is set for February 18, 2020 at 7:00PM

Respectfully Submitted,

Kathryn Bauer
Duncannon Borough Secretary