

**BOROUGH OF DUNCANNON  
COUNCIL MEETING MINUTES  
June 16, 2020**

**Call to order:** Jeffrey Kirkhoff, President of Council called the meeting to order at 7:00 PM on June 16, 2020. The call to order was followed by a moment of silence and the Pledge of Allegiance to the American Flag.  
**The meeting was held in person with a Zoom option.**

**Officials Present:** Jeffrey Kirkhoff, Michael May, Mayor John Cappawana, Karl Conrad, Kim Conrad, Roger Williams, Michael Wolfersberger (Via Zoom)

**Members Absent:** Darryl Croutharmel, Sophia Cappawana – Jr. Council.

**Others Present:** Solicitor – Bill Dissinger, Engineer – Greg Rogalski, PESI – Kevin Hoch, Finance Director – Robert Kroboth, Assistant Secretary – Adrienne Marsh

**Citizens Present:** Via Zoom – Dave Murphy, Jim Ryan, Bobbi Armolt, Ashley Hill, Betsy Kirkhoff, Susan Cliber, Dom Williams, Deb Tasker, Kyle Maguire.

**MINUTES –** A motion was made by Mr. May to approve the minutes for the May 19, 2020 Borough Council Meeting with corrections. The motion was seconded by Ms. Conrad and passed with a unanimous voice vote.

**PUBLIC COMMENT - None**

**APPOINTMENTS, CORRESPONDENCE, RESIGNATIONS, CITIZEN ACTION**

**House Bill 1036 –** Mr. Kroboth shared correspondence regarding the defeat of HB1036. HB1036 was legislation introduced to add gross receipts tax on the sale of electricity for resale.

**GENERAL REPORTS**

**JUNIOR COUNCIL – Ms. Sophia Cappawana**

No report.

**BOROUGH ENGINEER – Mr. Greg Rogalski, Pennoni Associates**

A written report was provided and summarized.

A flyer was distributed door to door to all borough water customers outlining upcoming water projects and asking residents to voluntarily conserve water.

The reservoir is filling and will then be tested before it can be put online.

The SRBC permit is in the renewal process. A new permit will be good for 20 years.

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

PESI provided and summarized a written report.

Portable flow meters have been installed at two locations on Water Street.

The annual drinking water report for 2019 has been distributed door to door to all Borough water customers.

**BOROUGH SOLICITOR – Ms. William Dissinger, Dissinger and Dissinger**  
Solicitor Dissinger had nothing new to report.

**DUNCANNON FIRE COMPANY – Chief Byron Worner**  
The May Fire report was provided via e-mail.

**BOROUGH MAYOR – Mr. John Cappawana**  
Mayor Cappawana is looking into a scholarship program for the Borough. Both Finance and Revitalization committees may be consulted on the project.

**CODES ENFORCEMENT- Mr. Anthony Klase**  
Written report provided.

**BOROUGH SECRETARY – Mrs. Kathy Bauer**  
No report.

#### **APPROVAL OF TREASURER'S REPORT**

A motion was made by Mr. May to accept the Monthly Banking Review/Treasurers Reports dated May 31, 2020 subject to audit. The motion was seconded by Ms. Conrad and passed with a unanimous voice vote.

#### **RATIFICATION AND APPROVAL OF BILLS**

A motion was made by Mr. May to approve and ratify the bills/EFT's prepared for May, as presented. The motion was seconded by Ms. Conrad and passed with a unanimous voice vote.

#### **COUNCIL COMMITTEE REPORTS**

**FINANCE, ADMINISTRATION, and IT – Mr. Jeffrey Kirkhoff, Chairman**

A motion was made by Mr. Kirkhoff to approve up to \$14,000.00 to approve the Splashwire increased security and added back-up solutions proposal as negotiated by Mr. Kroboth. The motion was seconded by Mr. May and passed with a unanimous voice vote.

**PARKS & RECREATION – Mr. Roger Williams, Chairman**  
National Night Out will be held on October 6, 2020.

**REVITALIZATION & PUBLIC SAFETY– Ms. Kim Conrad, Chairman**  
No Report.

**INFRASTRUCTURE – Mr. Jeffrey Kirkhoff, Chairman**

The CDBG survey that was to be done door to door has now been sent out via US Postal Service by SEDA-COG. Follow up will be begin July 1, 2020.

Mr. Rogalski is looking into grant opportunities and will consider if combining projects with Penn Township is in the Borough's best interest.

**FLEET & FACILITIES – Mr. Michael Wolfersberger, Chairman**

The budgeted purchase of a large dump truck will be pursued.

**EXECUTIVE COMMITTEE – Mr. Jeffrey Kirkhoff, Chairman**

A motion was made by Mr. May to adopt Ordinance #422 Amending the Non-Uniform Pension Plan and Ordinance #423 Amending the Police Pension Plan. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

**UNFINISHED BUSINESS - None**

**NEW BUSINESS**

A motion was made by Mr. Kirkhoff to advertise for bids for Oil & Chipping of Borough Streets. List to be the same in area to be covered to the 2019 bid advertisement. Cumberland Street to be removed from the 2019 list and to be replace as seen fit by Foreman Criley. The motion was seconded by Ms. Conrad and public comment was offered on the motion. There were no comments from the public. The motion passed with a unanimous voice vote.

A motion was made by Mr. Conrad to approve up to \$8,000.00 for replacement of the influent pump control panel at the Wastewater treatment plant and clean-up of obsolete panels and wiring. The motion was seconded by Mr. Kirkhoff and public comment was offered on the motion. There were no comments from the public. The motion passed with a unanimous voice vote.

**PUBLIC COMMENT**

**Ashley Hill – Regional Property Manager for Skyview Gardens**

Ms. Hill inquired if a property on Clark St. was in the Duncannon Borough or Penn Township.

Ms. Hill stated that the Skyview property owners would be interested in discussing a water partnership with the Borough.

Ms. Hill asked for information regarding 'Earth's Angels'. The Borough has no information or partnership with the organization.

**ADJOURNMENT**

A motion was made by Mr. Conrad to adjourn at 8:16 PM on June 16, 2020. The motion was seconded by Ms. Conrad and passed with a unanimous voice vote.

The next regularly scheduled meeting is set for July 21, 2020 at 7:00PM

Respectfully Submitted,

Kathryn Bauer  
Duncannon Borough Secretary

