



Council of the Borough of Duncannon Meeting Agenda
Tuesday, March 17 • 7:00 PM

- I. Call to Order – Jeffrey Kirkhoff, President of Council
- II. Moment of Silence & The Pledge of Allegiance - **Please Rise**
- III. Roll Call of Officials Present – Mrs. Kathy Bauer, Borough Secretary
- IV. Reminder for Electronic Device Courtesy – **Please Silence Electronic Devices**
- V. Approval of February 18, 2020 Meeting Minutes/**Action**
- VI. Public Comment – **Three (3) Minutes Per Speaker/Please State Name & Address**
- VII. Appointments, Resignations, Correspondence
 - A. Thank You from Alexander Oberholtzer.
- VIII. General Reports
 - A. Junior Council Report Ms. Sophia Cappawana
 - B. Borough Engineer Mr. Greg Rogalski, Pennoni Associates
 - 1. Approve up to \$900 to upgrade the OmniSite Automatic Telephone Dialer at the new Booster Station to facilitate the 15-minute chlorine residual reporting required by DEP as discussed at the Infrastructure Committee meeting/**Action**
 - 2. Aqua-Aerobics Control Panel upgrade proposal/**Action**
 - C. Public Works Operator Mr. Kevin Hoch, PESI
 - D. Borough Solicitor Mr. William Dissinger, Dissinger & Dissinger
 - E. Duncannon Fire Company Chief Byron Worner
 - F. Borough Mayor Mr. John Cappawana
 - 1. Codes Enforcement Mr. Anthony Klase, Codes Enforcement Officer
 - G. Secretary Mrs. Kathy Bauer
 - 1. Reminder - PSAB Conference Registration Information must be received by the office by April 14, 2020.
 - 2. Consider execution of Letters prepared regarding Regional Traffic Planning in Cooperation with Penn Township/**Action**
- IX. Approval of Treasurer’s Report/**Action** Mr. Robert Kroboth, Finance Director/Treasurer
- X. Ratification & Approval of Bills/**Action** Mr. Robert Kroboth, Finance Director/Treasurer
- XI. Standing Council Committee Reports
 - A. Finance, Administration, & IT Mr. Jeffrey Kirkhoff, Chair

1. 2016-2018 Audit Preparation Update
2. 2020 Liquid Fuels Tax/Road Turnback Allocations Received March 2, 2020
3. Numerous Required Annual Reports Filed Timely To-Date
- B. Parks & Recreation Mr. Roger Williams, Chair
 1. Special Events Permit for the Duncannon ATC Festival/**Action**
 2. Approval to close Walnut Street from Market St. to Apple Tree Alley for an Auction/**Action**
- C. Revitalization, Public Safety Ms. Kim Conrad, Chair
- D. Infrastructure Mr. Jeffrey Kirkhoff, Chair
 1. Approval to close the Municipal Parking Lot on Water Street from 12:00 PM on April 17, 2020 until 5:00PM on April 18, 2020 for Spring Clean-up day/**Action**
 2. Second PP&L Line Connection Revised Cost Estimate/**Action**
- E. Fleet & Facilities Mr. Mike Wolfersberger, Chair
- F. Executive Committee Mr. Jeffrey Kirkhoff, Chair
 1. COVID=19 Considerations
 - a. Suspension of Utility Terminations Through the term of the PUC Order/**Action**
 - b. Suspension of Utility Late Fees and Penalties for the March billing Cycle/**Action**
 - c. Essential Personnel Consideration
 - d. Staffing Needs/Compensation
 - e. CodeRED Messaging
 - f. Suspension of Street Sweeping Enforcement
 - g. Continuity of Meter Reading

XII. Unfinished Business

XIII. New Business

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

XV. Adjournment/**Action**

A. Next Meeting: The next regular business meeting of Council will be Tuesday, April 21, 2019 at 7P.M.

THIS MEETING MAY BE RECORDED

Please turn off all cellular phones & pagers during the meeting

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.