

**BOROUGH OF DUNCANNON
COUNCIL MEETING MINUTES
May 19, 2020**

- Call to order:** Jeffrey Kirkhoff, President of Council called the meeting to order at 7:00 PM on May 19, 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 for Council Members who could attend, the Mayor, Solicitor, and Secretary.
- Officials Present:** Jeffrey Kirkhoff, Michael May, Mayor John Cappawana, Karl Conrad, Kim Conrad, Michael Wolfersberger
- Members Absent:** Darryl Croutharmel, Roger Williams
- Others Present:** Solicitor – Bill Dissinger, Engineer – Greg Rogalski via Zoom, PESI – Kevin Hoch via Zoom, Finance Director – Robert Kroboth
- Citizens Present:** **Via Zoom** – Helen Klinepeter, Kraig Nace, Susan Cliber, Tina Kelly, Luke Roman, David Wilson.

MINUTES – A motion was made by Mr. May to approve the minutes for the March 17, 2020 Borough Council Meeting, the April 17, 2020 emergency Borough Council meeting, and the April 21, 2020 Borough Council Meeting. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

PUBLIC COMMENT - None

APPOINTMENTS, CORRESPONDENCE, RESIGNATIONS, CITIZEN ACTION

Dakota Wise – Dakota Wise has left his position at the Borough for a full time position elsewhere, but will remain as an active employee and called in as needed when available.

GENERAL REPORTS

JUNIOR COUNCIL – Ms. Sophia Cappawana

No Report

BOROUGH ENGINEER – Mr. Greg Rogalski, Pennoni Associates

A written report was provided and summarized.

There was a failure of a control panel at the wastewater treatment plant, it will be cleaned and repaired.

A motion was made by Mr. Kirkhoff to issue the Notice of Award for the 2020 Sanitary Sewer cleaning and televising project to the lowest bidder, Trinity Subsurface Engineering. Total base bid \$45,450.00. The motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Mr. Kirkhoff to issue the Notice of Award for water valve replacement to the low bidder, Mid-State Paving and Excavating. Total base bid of \$80,200.00 to be paid with bridge financing from the Electric fund until a bank loan can be obtained. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

A motion was made by Mr. Wolfersberger to issue the Notice of Award for the Cumberland Street Water Main Replacement to the low bidder, Farhat Excavating, LLC. Total bid with extension of \$217,400.00 to be paid with bridge financing from the Electric fund until a bank loan can be obtained. The motion was seconded by Mr. May and passed with a unanimous voice vote.

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

PESI provided and summarized a written report.

BOROUGH SOLICITOR – Ms. William Dissinger, Dissinger and Dissinger

Solicitor Dissinger will need an Executive Session later in the meeting.

DUNCANNON FIRE COMPANY – Chief Byron Worner

The 2020 First Quarter Report as well as the March & April reports were provided to Council.

BOROUGH MAYOR – Mr. John Cappawana

No report.

CODES ENFORCEMENT- Mr. Anthony Klase

No Report.

BOROUGH SECRETARY – Mrs. Kathy Bauer

Mrs. Bauer reported that organization of the basement and aging files is underway.

APPROVAL OF TREASURER'S REPORT

A motion was made by Mr. May to accept the Monthly Banking Review/Treasurers Reports dated March 31, 2020 and April 30, 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 prepared for March 31, 2020 and April 30, 2020 as presented. The motion was seconded by Mr. Wolfersberger 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 reverse the commitment of lending funds from the timber fund to the sewer fund. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

PARKS & RECREATION – Mr. Roger Williams, Chairman

There was no meeting in April of 2020.

The yard sale scheduled for June 6, 2020 may be postponed until the fall.

REVITALIZATION & PUBLIC SAFETY– Ms. Kim Conrad, Chairman

Ms. Conrad would like a copy of the Emergency Management Plan.

INFRASTRUCTURE – Mr. Jeffrey Kirkhoff, Chairman

A motion was made by Mr. Wolfersberger to offer refuse service to the area surrounding the VFW and 'Little Boston' for Monday pick-up. The motion was seconded by Ms. Conrad and passed with a unanimous voice vote.

A motion was made to remove accrued penalties on two accounts, paid-off by landlords. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

FLEET & FACILITIES – Mr. Michael Wolfersberger, Chairman

The work crew has been instructed to identify inefficiencies in the work area and propose budget items and possible solutions for improved workspace and facilities upgrades.

Street sweeping will begin June first. Cards will be placed on cars to inform residents that ticketing and enforcement will begin in July.

PUBLIC COMMENT -

David Wilson – Philpott & Wilson Law

Mr. Wilson has been concerned with the white paint graffiti on the property at 312 N. High Street.

The issue has been referred to Codes, however the painting is not lewd or offensive. Attempts to reach the owner of the property have been unsuccessful.

Luke Roman – Duncannon Record

Mr. Roman stated that he was tipped off to a ransomware incident and asked if the information was accurate.

Mr. Kirkhoff stated that the Borough had no information to share at this time.

Mr. Roman also sought clarity on the inter fund loans and commitment of timber funds.

EXECUTIVE COMMITTEE – Mr. Jeffrey Kirkhoff, Chairman

A motion was made by Mr. Wolfersberger to enter Executive Session at 8:34PM to discuss legal issues.

Regular session was re-entered at 9:01PM with no actions taken.

UNFINISHED BUSINESS

NEW BUSINESS

A motion was made by Mr. Wolfersberger to advertise the Ordinances amending and updating the Police Pension Plan administered by the Pennsylvania Municipal Retirement System and the Non-

Uniform Pension Plan administered by the Pennsylvania Municipal Retirement System. The Motion was seconded by Mr. May and passed with a unanimous voice vote.

ADJOURNMENT

A motion was made by Mr. May to adjourn at 9:14PM on May 19, 2020. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

The next regularly scheduled meeting is set for June 16, 2020 at 7:00PM

Respectfully Submitted,

Kathryn Bauer
Duncannon Borough Secretary

APPROVED