

**BOROUGH OF DUNCANNON
COUNCIL MEETING MINUTES
December 15, 2020**

Call to order: Jeffrey Kirkhoff, President of Council, called the meeting to order at 7:00PM on December 15, 2020.
The meeting was held via Zoom.

Officials Present: Jeffrey Kirkhoff, Michael May, Karl Conrad, Kim Conrad, Joanne Sanderson, Roger Williams, Mike Wolfersberger, and Mayor John Cappawana.

Members Absent: Sophia Cappawana – Junior Council

Others Present: Solicitor – Bill Dissinger, Engineer – Greg Rogalski, PESI – Kevin Hoch
Finance Director – Robert Kroboth

Citizens Present: Via Zoom – Jim Ryan, Brian Auxt, Anthony Klase, Byron Worner

MINUTES – A motion was made by Mr. May to approve the minutes for the November 17, 2020 Borough Council as presented. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

PUBLIC COMMENT

APPOINTMENTS, CORRESPONDENCE, RESIGNATIONS, CITIZEN ACTION

FEMA Correspondence - The approval letter from FEMA recognizing the Municipal Hazzard Mitigation plan was distributed to Council members for informational purposes.

GENERAL REPORTS

JUNIOR COUNCIL – Ms. Sophia Cappawana

No report.

BOROUGH ENGINEER – Mr. Greg Rogalski, Pennoni Associates

A written report was provided and summarized.

Mr. Rogalski reported that the SRBC permit has been submitted and usually has a 6 to 9-month turnaround time.

A second hearing for the CDBG grant funding is being scheduled by SEDA-COG. There was a mathematical error in their original submission.

A motion was made by Mr. Williams to approve final pay application #3 for the Cumberland Street water main replacement project in the amount of \$39,298.00 payable to Farhat Excavating, LLC. The motion was seconded by Mr. Kirkhoff and passed with a unanimous voice vote.

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

PESI provided and summarized a written report.

Water loss is reported at 48%.

Mr. Williams asked why well #2 was still not operational.

Mr. Hoch explained that it was due to a Caustic build-up in the pipes under the street and therefore they are waiting until the change-over to soda ash to make the repairs.

A motion was made by Mr. Kirkhoff to approve the advertisement for water/sewer operators. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

BOROUGH SOLICITOR – Mr. William Dissinger, Dissinger and Dissinger

Solicitor Dissinger will discuss efforts to purchase 18-28 N. Market during committee reports.

DUNCANNON FIRE COMPANY – Chief Byron Worner

A written report was provided.

Chief Worner added that a generator was obtained for the in-town fire house.

An oil leak in the Tower Truck has been repaired.

The fire company has been holding and will continue to hold online raffles. These raffles have been very successful and are possibly the best fundraiser the Fire Company has ever had.

BOROUGH MAYOR – Mr. John Cappawana

Mayor Cappawana reported he has declared a snow emergency for the Borough. The Snow Emergency is in effect from 8:00AM on Wednesday, December 16, 2020 until 8:00AM on Friday, December 18, 2020.

CODES ENFORCEMENT- Mr. Anthony Klase

Written report provided.

BOROUGH SECRETARY – Mrs. Kathryn Bauer

Mrs. Bauer reported that she has been attending free virtual stormwater management training through the MOST Center and the University of Maryland.

APPROVAL OF TREASURER'S REPORT

A motion was made by Mr. Williams to approve an additional \$40,000.00 bridge loan to the water fund from the timber fund. The motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Mr. Williams to accept the Treasurers Reports dated November 30, 2020 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. Williams to approve and ratify the bills/EFT's prepared for November, 2020, as presented. The motion was seconded by Mr. May and passed with a unanimous voice vote.

COUNCIL COMMITTEE REPORTS

FINANCE, ADMINISTRATION, and IT – Mr. Jeffrey Kirkhoff – Chairman, Mr. Robert Kroboth - Finance Director

A motion was made by Mr. Williams to adopt the 2021 proposed budget as amended. The motion was seconded by Mr. Wolfersberger and passed with a unanimous roll call vote.

A motion was made by Mr. Williams to adopt Ordinance #424, an Ordinance Setting the Tax Real Estate Tax Rates for 2021. The motion was seconded by Ms. Conrad and passed with a unanimous roll call vote.

A motion was made by Mr. Wolfersberger to adopt ordinance #425, an Ordinance setting the base rate Charged for Water in the Borough. The Motion was seconded by Ms. Conrad and passed with a unanimous roll call vote.

PARKS & RECREATION – Mr. Roger Williams, Chairman

Mr. Williams reported that while there are no public events scheduled, the Borough Christmas tree is lit and the sled will be displayed and lighted at midnight for New Year's Eve.

REVITALIZATION & PUBLIC SAFETY– Ms. Kim Conrad, Chairman

The status of the Emergency Management Coordinator is still in question.

The Emergency Management plan will be distributed to each committee for review.

INFRASTRUCTURE – Mr. Jeffrey Kirkhoff, Chairman

There was no sale of Nutrient Credits this year. due to the dry weather, there was no demand for the credits.

A motion was made by Mr. Wolfersberger to approve the 2021 Pennoni Associates Rate Schedule as presented. The motion was seconded by Mr. May and passed with a unanimous voice vote.

The PESI Rate Schedule was presented and no action was taken.

Discussion was held regarding the elimination of the parking spaces at each end of the 118 to 136 block of North Market Street.

Mr. Brian Auxt, a resident, stated that some of the homeowners do have parking in the back but rely on the street parking.

A motion was made by Mr. Williams to pursue a traffic study through LTAP to determine the best course of action at the intersection of Market Street and Broadway Avenue. The motion was seconded by Mr. May and passed with a unanimous voice vote.

EXECUTIVE COMMITTEE – Mr. Jeffry Kirkhoff, Chairman

A motion was made by Mr. Kirkhoff to approve the advertisement of the proposed Borough Committee meeting dates for 2021 with corrections. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

A motion was made by Mr. Kirkhoff to approve the advertisement of the proposed Borough Council meeting dates for 2021 with Corrections. The motion was seconded by Mr. May and passed with a unanimous voice vote.

UNFINISHED BUSINESS - None

NEW BUSINESS – None

PUBLIC COMMENT - None

ADJOURNMENT

A motion was made by Mr. Conrad to adjourn at 9:10PM on December 15, 2020. The motion was seconded by Ms. Conrad and passed with a unanimous voice vote.

The next regularly scheduled meeting is set for January 19, 2021 at 7:00PM

Respectfully Submitted,

Kathryn Bauer
Duncannon Borough Secretary