

**BOROUGH OF DUNCANNON
COUNCIL MEETING MINUTES
June 15, 2021**

- Call to order:** Jeffrey Kirkhoff, President of Council, called the meeting to order at 7:00PM on June 15, 2021.
The meeting was held in-person with a Zoom option.
- Officials Present:** Jeffrey Kirkhoff, Michael May via Zoom, Karl Conrad, Kim Conrad, Joanne Sanderson, Mike Wolfersberger
- Members Absent:** Roger Williams, Mayor John Cappawana
- Others Present:** Solicitor – Bill Dissinger, Treasurer/Finance Director – Robert Kroboth
- Citizens Present:** In-Person – Jackie Green
Via Zoom – Betsy Kirkhoff, Adrienne Marsh
- MINUTES –** A motion was made by Ms. Sanderson to approve the minutes for the May 18, 2021 Borough Council meeting with corrections. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

PUBLIC COMMENT

Jackie Green – Ms. Green reported that a recliner had been abandoned in the Broadway River Arch.

APPOINTMENTS, CORRESPONDENCE, RESIGNATIONS, CITIZEN ACTION

ARPA – The American Rescue Plan Act funds were applied for on Monday, June 7, 2021. The Borough is eligible for \$155,852.42 to be distributed in two payments. One payment would be distributed now and one in 2022. The only thing the Borough still needs to provide is a SAM (System for Award Management) registration number.

GENERAL REPORTS

BOROUGH ENGINEER – Mr. Greg Rogalski, Pennoni Associates

A written report was provided.

A motion was made by Mr. Wolfersberger to approve payment of Certificate #7 to 4M Construction Services in the amount of \$5,000.00. The motion was seconded by Ms. Sanderson and passed with a unanimous voice vote.

A motion was made by Mr. Wolfersberger to approve payment of Invoice #INV-6819 to Trinity Subsurface Engineering in the amount of \$6,054.00. The motion was seconded by Ms. Conrad and passed with a unanimous voice vote.

PESI– Pennsylvania Environmental Solutions Incorporated

Written Report provided.

BOROUGH SOLICITOR – Mr. William Dissinger, Dissinger and Dissinger

Solicitor Dissinger would like an executive session later in the meeting to discuss a possible real estate purchase.

DUNCANNON FIRE COMPANY – Chief Byron Worner

Written report provided.

BOROUGH MAYOR – Mr. John Cappawana

Mayor Cappawana will be extending his 2nd amendment resolution until July 20, 2021.

CODES ENFORCEMENT- Mr. Anthony Klase

No report.

BOROUGH SECRETARY – Mrs. Kathryn Bauer

No report.

APPROVAL OF TREASURER'S REPORT

A motion was made by Mr. Wolfersberger to accept the Treasurers Report dated April 30, 2021 subject to audit. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

A motion was made by Mr. Wolfersberger to accept the Treasurers Report dated May 31, 2021 subject to audit. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

RATIFICATION AND APPROVAL OF BILLS

A motion was made by Mr. Conrad to approve and ratify the bills/EFT's prepared for April and May, 2021, 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, Mr. Robert Kroboth - Finance Director

The Borough has applied for ARPA funding. A SAM number is the only requirement we have not yet been able to fulfill.

A motion was made by Mr. Kirkhoff to approve up to \$100,000.00 for the purchase of a dump truck with plow. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

PARKS & RECREATION – Mr. Roger Williams, Chairman

National Night out is scheduled for August 3, 2021.

REVITALIZATION & PUBLIC SAFETY– Ms. Kim Conrad, Chairman

The Perry County Downtown Revitalization wrap-up meeting for Duncannon is scheduled for 5:30PM on Monday, June 21, 2021 at the Borough Office.

The contact information should be updated in the Perry County 911 system.

Mr. Conrad asked if a digital copy of the Emergency Management plan was available.

Mr. Kirkhoff suggested that the committee talk to the Perry County Grant writer before purchasing Trash receptacles for the Downtown as there are often small grants available for those types of purchases.

INFRASTRUCTURE – Mr. Jeffrey Kirkhoff, Chairman

Water loss and leak detection is ongoing.

The Developer of Petersburg Commons has called and e-mailed regarding flow testing a sprinkler system. They have been referred back to Penn Township. They will need to perform the testing in cooperation with the Penn Township Municipal Authority with Duncannon representatives as witness.

A motion was made by Mr. Kirkhoff to approve up to \$15,000.00 to have trees removed that are deemed a safety issue to power lines/streets in the Borough. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

Lower water levels in the reservoir and standpipe can be attributed to less pumping throughout May.

FLEET AND FACILITIES – Mr. Michael Wolfersberger

No report.

EXECUTIVE COMMITTEE – Mr. Jeffrey Kirkhoff, Chairman

No report.

UNFINISHED BUSINESS

Mr. Kirkhoff reported that he and Mrs. Bauer attended a meeting with representatives from the Friends of the Clark's Ferry Tavern and the 9/11 National Memorial Trail (NMT). The Tavern is set to become a trail head for the 9/11 NMT as it progresses. Signage will be provided to mark the trail.

Mrs. Bauer provided 9/11 NMT literature to all in attendance.

Mr. Kirkhoff also attended a Networking event for the Friends of the Clark's Ferry Tavern and the Perry County Historical Society at the home of Rep. Mark Keller.

Budget requests for 2022 should be considered and presented to the Finance Committee.

NEW BUSINESS

Mr. Wolfersberger stated that New Blooms had donated the planters for the Square area and the front of the Clark's Ferry Tavern.

A motion was made by Mr. Kirkhoff to enter executive session at 8:02PM to discuss a possible real estate purchase. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

Re-entry to regular session at 8:15PM with no actions taken.

PUBLIC COMMENT

Jackie Green – Ms. Green inquired into the traffic study that was/will be done at the Market & Broadway intersection.

ADJOURNMENT

A motion was made by Ms. Sanderson to adjourn at 8:17 PM on June 15, 2021. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

The next regularly scheduled meeting is set for July 20, 2021 at 7:00PM

Respectfully Submitted,

Kathryn Bauer
Duncannon Borough Secretary

APPROVED