



**Council of the Borough of Duncannon Meeting Agenda**  
**Tuesday, December 21, 2021 • 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. Kathryn Bauer, Secretary
- IV. Reminder for Electronic Device Courtesy – **Please Silence Electronic Devices**
- V. Approval of November 16, 2021 Meeting Minutes
- VI. Amendments to the Agenda
- VII. Public Comment – **Three (3) Minutes Per Speaker/Please State Name & Address**
- VIII. Appointments, Resignations, Correspondence
  - A. Dec. 13, 2021 E-mail from NextEra Notifying the Borough that their Energy Capacity Leveraging Plan fell through.
  - B. Dec. 14, 2021 Notice of Well 7 Withdrawal Violation Letter from S.R.B.C.
- IX. General Reports
  - A. Borough Engineer Greg Rogalski, Pennoni Associates
  - B. Public Works Operator Miller Environmental
  - C. Borough Solicitor Mr. William Dissinger, Dissinger & Dissinger
  - D. Duncannon Fire Company Mr. Byron Worner
  - E. Borough Mayor Mr. John Cappawana
    - 1. Extending Mayoral Proclamation through January, 2022.
    - 2. Junior Council Appointment
    - 3. Codes Enforcement
  - F. Secretary Mr. Anthony Klase, Codes Enforcement Officer  
Mrs. Kathryn Bauer, Secretary
- X. Approval of Treasurer’s Report Dated November 30, 2021 Mr. Robert Kroboth, Finance Director/Treasurer
- XI. Ratification & Approval of Bills/EFT’s Dated November, 2021 Mr. Robert Kroboth, Finance Director/Treasurer
- XII. Standing Council Committee Reports
  - A. Finance, Administration, & IT Mr. Jeffrey Kirkhoff, Chair
    - 1. Consider for Adoption the Advertised 2022 Proposed Budget as Amended
    - 2. Consider for Adoption Proposed Ordinance #428, an Ordinance Setting the Real Estate Tax Rate for 2022

3. Consider for Adoption Proposed Ordinance #429, an Ordinance Setting the Base Rate Charged for Water in the Borough

4. Disposition of Old Computer Equipment and Copier
5. Consider for Approval Payoff of Due To/Due From's for General and Other Funds
6. 2019 Audit Process Report
7. Update on Dump Truck/Plow Acquisition and Financing
8. Update on MuniPay On-Line Utility Bill Payment System Implementation

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|----------------------------------|-------------------------------|
| B. Parks & Recreation            | Mr. Roger Williams, Chair     |
| 1. Employee Holiday Schedule     |                               |
| C. Revitalization, Public Safety | Ms. Kim Conrad, Chair         |
| D. Infrastructure                | Mr. Jeffrey Kirkhoff, Chair   |
| E. Fleet & Facilities            | Mr. Mike Wolfersberger, Chair |
| F. Executive Committee           | Mr. Jeffrey Kirkhoff, Chair   |

XIII. Unfinished Business

XIV. New Business

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

XVI. Adjournment/*Action*

- A. Reorganizational Meeting is Scheduled for January 3, 2022 at 7:00PM.
- B. The next regular business meeting of Council will be Tuesday, January 18, 2021 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.*