

**BOROUGH OF DUNCANNON
COUNCIL MEETING MINUTES
February 15, 2022**

Call to order: Michael May, President of Council, called the meeting to order at 7:00PM on February 15, 2022. The call to order was followed by a moment of silence and the Pledge of Allegiance to the American Flag.

Officials Present: Michael May, Michael Wolfersberger, Karl Conrad, Cynthia Daub, Jeffrey Kirkhoff, Joseph Misner, Roger Williams, & Mayor John Cappawana

Others Present: Solicitor – William Dissinger, Engineer – Greg Rogalski, Public Works Operator – John Farrier, Treasurer/Finance Director – Robert Kroboth,

Citizens Present: Jim Ryan & Kim Conrad

MINUTES – A motion was made by Ms. Daub to approve the minutes for the January 18, 2022 Borough Council meeting as presented. The motion was seconded by Mr. Misner and passed with a unanimous voice vote.

AMENDMENTS TO THE AGENDA – A motion was made by Mr. May to add 25 North Market Street and Mullen & Curran under Correspondence on the Agenda and JOAC member under Infrastructure on the agenda. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

PUBLIC COMMENT- NONE

APPOINTMENTS, CORRESPONDENCE, RESIGNATIONS, CITIZEN ACTION - None

Perry County Generations – A motion was made by Mr. Williams to approve the Duncannon Appalachian Trail Community Special Events Permit for the 6/18/22 A.T. Community Festival. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

Perry County Voter Registration - A motion was made by Mr. Wolfersberger to execute the Election House Rental Agreements prepared by Perry County Voter Registration. The motion was seconded by Mr. Misner and passed with a unanimous voice vote.

Don Failor - Correspondence from Mr. Don Failor regarding 25 North Market Street. was received. Mr. May asked that the Finance committee review the document and prepare recommendations.

Annette Mullen- Annette Mullen has asked for Sewer forgiveness on account 1072056002.00 due to a leaking toilet.

A motion was made by Mr. May to approve a credit to the sewer portion of account #1072056002.00 in the amount over her average usage. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

GENERAL REPORTS

JUNIOR COUNCIL – Ms. Sophia Cappawana

No report.

BOROUGH ENGINEER – Mr. Greg Rogalski, Pennoni Associates

Mr. Rogalski stated that the High Street Water main project has gone out for bid.

The arsenic response letter has been submitted to DEP.

The bid advertisement for the demolition of 18-28 N. Market street has been submitted for publication.

Mr. Williams stated that more valves have been identified and will need to be added to the list.

PUBLIC WORKS OPERATOR - Miller Environmental, John Farrier

Written Report Provided and summarized.

Mr. Farrier added that leak detection is ongoing.

A meeting will be held with representatives of SRBC to discuss water loss prevention, leak detection, and steps to move to less than 20% water loss.

New lighting is being installed around the WWTP.

The polymer injector is being evaluated to determine the best course of action.

Mr. Wolfersberger stated that since Miller Environmental has begun operations in the Borough, the WWTP has been cleaned, organized and is much safer than previously.

BOROUGH SOLICITOR – Mr. William Dissinger, Dissinger and Dissinger

Solicitor Dissinger reported that the 2019 audit letter is out.

Solicitor Dissinger continues to work with the Lindgren's on the potential property lease.

He is also working on the nuisance property at 42 N. Market Street and the Clarks Ferry Tavern transfer.

DUNCANNON FIRE COMPANY – Chief Byron Worner

January Fire Report, an invitation to the annual semi-formal fireman's banquet, and phone number and meeting information was provided.

BOROUGH MAYOR – Mr. John Cappawana

Mayor Cappawana reported that the first Duncannon Main Street Project meeting is scheduled for January 16, 2022 at the Duncannon Senior Center.

The PSAB conference runs from May 22 to May 25 at the Hershey Lodge and the Borough has a budget line item to pay for anyone interested in attending.

CODES ENFORCEMENT- Mr. Anthony Klase

Written report provided.

BOROUGH SECRETARY – Mrs. Kathryn Bauer

Mrs. Bauer stated that the Spring Newsletter will be going out at the beginning of March.

APPROVAL OF TREASURER'S REPORT

A motion was made by Mr. May to accept the Treasurers Report dated January 31, 2022, subject to audit. The motion was seconded by Ms. Daub 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/EFT's prepared for January 2022, as presented. The motion was seconded by Mr. Misner and passed with a unanimous voice vote.

COUNCIL COMMITTEE RESTRUCTURE

FINANCE, ADMINISTRATION, and IT – Mr. May, Chairman

A motion was made by Mr. May to accept the 2019 Draft Audit Report. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

A motion was made by Mr. Williams to approve the proposed 2021 budget line item allocation as presented. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

A motion was made to approve payment of Notary Service Education and associated costs for Kathryn Bauer and Adrienne Marsh. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

A motion was made by Mr. Williams to add Cynthia Daub as a check signer on Borough accounts. The motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Mr. Williams to open a safe deposit box at the Marysville Branch of Mid Penn Bank. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

A motion was made by Mr. May to appoint Mr. Misner to the Duncannon Municipal Authority for a five-year term. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

PARKS & RECREATION – Mr. Williams, Chairman

A motion was made by Mr. Williams to close Apple Tree Alley from Clark to Margretta Street, and Margretta from Market to Apple Tree Alley on April 23 for an Earth Day celebration sponsored by Friend of Clarks Ferry Tavern. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

The Market on the Tavern Green will begin in May, 2022. The Market will be held on the Second Saturday of each month.

A motion was made by Mr. May to approve port-a-potty rentals for Parks & Recreation events. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

REVITALIZATION & PUBLIC SAFETY– Mr. Misner, Chairman

No report.

INFRASTRUCTURE, FLEET & FACILITIES – Mr. Wolfersberger, Chairman

New lights are being installed at the WWTP.

EXECUTIVE COMMITTEE – Mr. May, Chairman

A meeting will be held on March 15, 2022.

UNFINISHED BUSINESS-None

NEW BUSINESS-None

Mr. Williams inquired about a possible Spring Clean-up. The Infrastructure Committee will discuss at their next meeting.

PUBLIC COMMENT-None

Ms. Kin Conrad asked about the possibility of having solar power in the Borough.

ADJOURNMENT

A motion was made by Mr. May to adjourn at 7:57PM on February 15, 2022. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

The next regularly scheduled meeting is set for March 15, 2022 at 7:00PM

Respectfully Submitted,

Kathryn Bauer
Duncannon Borough Secretary