

**BOROUGH OF DUNCANNON  
COUNCIL MEETING MINUTES  
July 19, 2022**

- Call to order:** Michael May, President of Council, called the meeting to order at 7:00PM on July 19, 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, Karl Conrad, Cynthia Daub (Via Phone), Michael Wolfersberger, Joseph Misner, Roger Williams, & Mayor John Cappawana
- Officials Absent:** Jeffrey Kirkhoff
- Others Present:** Solicitor – William Dissinger, Treasurer/Finance Director – Robert Kroboth, Operator – John Farrier, & Junior Council – Sophia Cappawana
- Citizens Present:** Carl Fox, Lauren Maggs, and Kim Conrad. Also, Paul Wyatt with the Perry County Times

**MINUTES –** A motion was made by Mr. Williams to approve the minutes for the June 21, 2022 Borough Council meeting as presented. The motion was seconded by Mr. May and passed with a unanimous voice vote.

**AMENDMENTS TO THE AGENDA –** A motion was made by Mr. May to amend the agenda to include a Daycare Presentation proposal by Mayor Cappawana. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

**PUBLIC COMMENT - NONE**

**APPOINTMENTS, CORRESPONDENCE, RESIGNATIONS, CITIZEN ACTION**

- A.** Carl Fox-Letter Regarding Shade Tree. A motion was made by Mr. Williams to allow Mr. Fox to remove a Tree in his yard. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.
- B.** PICTURE PERRY Multi-Municipal Comprehensive Plan Partnership. A motion was made by Mr. Williams for the Borough to participate in the PICTURE PERRY Comprehensive Plan Partnership. The motion was seconded by Mr. Misner and passed with a unanimous voice vote.
- C.** Request for 105 N High St. A motion was made by Mr. Conrad to permit a temporary alley closure for one (1) day only at 105 N High and Church Streets for gardening soil delivery. The closure must be coordinated with Mike Criley. The motion was seconded by Mr. Misner and passed with a unanimous voice vote.

**GENERAL REPORTS**

**JUNIOR COUNCIL – Ms. Sophia Cappawana**  
No report.

**BOROUGH ENGINEER – Mr. Greg Rogalski, Pennoni Associates**

Monthly report provided. Discussed SR 0274 Water Main Replacement-Paving Change Order #3. A motion was made by Mr. Williams to approve both the Certificate for Payment No. 2 for \$26,872.41 to CPA Pavement Services Inc. and Change Order #3 for SR 0274 Water Main Replacement-Paving Restoration. The motion was seconded by Mr. May and passed with a unanimous voice vote. A motion was then made to approve Change Order #2 for Earthmovers Unlimited Inc. totaling \$20, 474.42 in the report by Mr. Williams. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote. The status of 18-28 N Market St Demolition was discussed.

**PUBLIC WORKS OPERATOR – Miller Environmental, John Farrier**

Written report provided and summarized.

**BOROUGH SOLICITOR – Mr. Bill Dissinger, Dissinger and Dissinger**

Solicitor Dissinger stated that they are working on a litigation with PESI. PESI filed a lawsuit against the Borough of Duncannon for liquidated damages totaling \$158,000. This is the amount they would have been paid if the Borough would have retained their services for the remainder of the contract year.

**DUNCANNON FIRE COMPANY – Chief Byron Worner**

The Fire Company 2<sup>nd</sup> Quarter 2022 Report was provided.

**BOROUGH MAYOR – Mr. John Cappawana**

Would like to have Public Works employees with equipment visit local Daycare to talk about Borough work and responsibilities.

**CODES ENFORCEMENT- Mr. Anthony Klase**

June and July Reports provided.

**BOROUGH ASST. SECRETARY – Mrs. Adrienne Marsh**

Nothing to report.

**APPROVAL OF TREASURER’S REPORT**

A motion was made by Mr. Williams to accept the Treasurers Report dated June 30, 2022, subject to audit. The motion was seconded by Mr. May and passed with a unanimous voice vote.

**RATIFICATION AND APPROVAL OF BILLS**

A motion was made by Mr. Misner to approve and ratify the bills/EFT’s prepared for June 2022, as presented. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

**COUNCIL COMMITTEE REPORTS**

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

Mr. Robert Kroboth, Finance Director/Treasurer, reported that the Auditors are working hard to meet the August 15, 2022 deadline for the 2021 Audit.

Work has begun on the annual audit arrearages for the Municipal Authority.

**PARKS & RECREATION – Mr. Williams, Chairman**

Mr. Williams reported the July movie night was a success and plans for the August movie night are underway.

Preparations for National Night Out complete.

A Chili Cook off is planned for September 10, 2022.

Market on the Tavern Green is getting larger as more vendors are signing up.

No date set yet for a Fall Clean-up.

**REVITALIZATION & PUBLIC SAFETY– Mr. Misner, Chairman**

Mr. Misner reported that the results from the traffic study for the new Fire Company construction area have not come back yet.

**INFRASTRUCTURE, FLEET & FACILITIES – Mr. Wolfersberger, Chairman**

Utility Services at the Borough Office are being placed underground, and work on the roof replacement has begun. Mid-August is the expected time frame for the new roof.

Lincoln St. Water project has been moved back due to delivery delays.

**EXECUTIVE COMMITTEE – Mr. May, Chairman**

Items were discussed with Borough Engineer and additional Grant Opportunities reviewed.

**UNFINISHED BUSINESS-None**

**NEW BUSINESS**

Sophia Cappawana proposed a date for a Fall town-wide yard sale as October 8, 2022.

**PUBLIC COMMENT**

**ADJOURNMENT**

A motion was made by Mr. Williams to adjourn at 8:00PM on July 19, 2022. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

The next regularly scheduled meeting is set for August 16, 2022 at 7:00PM

Respectfully Submitted,



Adrienne Marsh

Duncannon Borough Asst. Secretary

