

**BOROUGH OF DUNCANNON
COUNCIL MEETING MINUTES
February 21, 2023**

Call to order: Michael May, President of Council, called the meeting to order at 7:00PM on February 21, 2023. 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, Roger Williams, Mayor Rick Knepp

Officials Absent: Joseph Misner, Junior Council Sophia Cappawana

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

Citizens Present: Aeris Powley

MINUTES – A motion was made by Mr. May to approve the minutes for the January 17, 2022 Borough Council meeting as presented. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

AMENDMENTS TO THE AGENDA – A motion was made by Mr. May to amend the agenda to include discussion of Spring Clean-up Day to the Infrastructure report. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

A motion was made by Mr. Wolfersberger to amend the agenda to include discussion of 125 Cumberland Street to the Infrastructure report. The motion was seconded by Mr. May and passed with a unanimous voice vote.

PUBLIC COMMENT

Aeris Powley – 301 Market St.

Mr. Powley had an extremely high water bill due to a leak and wanted to know what his options were in removing some of the charges.

APPOINTMENTS, CORRESPONDENCE, RESIGNATIONS, CITIZEN ACTION

A thank you note was received from Duncannon Boy Scout Troop 64 for the monetary donation they received from the Borough.

GENERAL REPORTS

JUNIOR COUNCIL – Ms. Sophia Cappawana

No Report.

BOROUGH ENGINEER – Mr. Greg Rogalski, Pennoni Associates

Mr. Rogalski reported that the High Street water main project is ongoing. The contractor is installing laterals to each property this week. A boil water has been issued for those residents.

Well 2 has been inspected and is back on-line.

A blockage has been found in the sewer main near Susan Street and Apple Tree Alley. The pipe is almost completely collapsed and repair will be considered an emergency.

Nazztek will be scheduled to clear the pipe every four days until repair can be completed.

A motion was made by Mr. May to approve payment of Certificate #1 to CPA Pavement Services Inc. for the High Street Water Main Replacement in the amount of \$438,104.85. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

PUBLIC WORKS OPERATOR – Miller Environmental, John Farrier

Written report was provided and summarized.

Mr. Farrier reported that Well #2 is back on-line and that they are, “working out the bugs” since it has been out of service for quite some time.

The testing for arsenic for the fourth quarter came in under the maximum allowance. The arsenic removal equipment should be ready to use in the near future.

Boil water advisory notices have been delivered to all properties that will be attached to the new line.

BOROUGH SOLICITOR – Mr. William Dissinger, Dissinger and Dissinger

A notice was sent to Skyview Gardens giving them 30 days to remove a dead tree from the property at 317 N. High Street. This item will be tabled until March as the Borough has had an ongoing water main replacement at the location of the tree.

The proposed Zoning Ordinance change was provided to Council and has been sent to all parties of interest.

Solicitor Dissinger provided guidelines to Mrs. Bauer for the Planning Commission and the process for appointing new or re-appointing members.

Solicitor Dissinger received correspondence from Mayor Knepp reporting a structural collapse at 125 Cumberland Street. This written report has triggered a Dangerous and Dilapidated determination hearing. There are defects in the decking after the collapse of the retaining wall.

A public hearing will be scheduled for March 21, 2023. The property owner will be notified and can refute the determination at that time.

A motion was made by Mr. Williams to schedule a public hearing to consider 125 Cumberland St. Dangerous and Dilapidated. Constable services may be used to inform property owner. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

After Solicitor Dissingers inspection of the property at 42 N. Market Street, he has determined that it should be considered for Dangerous and Dilapidated status.

A motion was made by Mr. Conrad to schedule a public hearing to consider 42 N. Market Street Dangerous and Dilapidated. Constable services may be used to inform the property owner. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

DUNCANNON FIRE COMPANY – Byron Worner, Chief

A written report was provided.

BOROUGH MAYOR – Mr. Rick Knepp

Mayor Knepp reported that the date of the 'High Tea at the Doyle' has been changed to April 23, 2023.

CODES ENFORCEMENT- Mr. Anthony Klase

No Report

BOROUGH SECRETARY – Mrs. Kathryn Bauer

Mrs. Bauer stated that the Spring Newsletter will be going out at the beginning of March. Anyone with information they would like included should provide it to her ASAP.

A motion was made by Mr. Williams to approve the Duncannon Appalachian Trail Community Advisory Committee's application for the 2023 Duncannon Appalachian trail Festival to be held on June 17, 2023 to include road closure of High Street from Cumberland Street to Ann Street. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

A motion was made by Mr. Williams to approve \$247.99 in sewer forgiveness for Wallace Taylor of 300 Prospect Avenue as recommended by office staff. The motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Mr. Williams to approve \$1,012.84 in sewer forgiveness for Aeric Powley of 301 N. Market St. as recommended by office staff. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

APPROVAL OF TREASURER'S REPORT

A motion was made by Mr. May to accept the Treasurers Report dated January 31, 2023, 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 2023, as presented. The motion was seconded by Ms. Daub 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 DMBA Audits reports for 2017-2021 have been completed, accepted by the DBMA, and sent to PA DCED.

A motion was made by Mr. Williams to appoint Wagner, Dreese, Elsasser and Associates, CPA's to prepare the Borough's 2022 Financial Audit for \$17,700 plus \$2000-\$2,500 to prepare modified cash basis financial statements and note disclosures. The motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Mr. Wolfersberger to approve a \$300,000 Bridge Loan from PLGIT/Prime-Timber Fund to the Water Fund Checking Account to help fund CPA Pavement Services Payment Application #1.

PARKS & RECREATION – Mr. Williams, Chairman

A *Night of Music* event will be held at the EMS building on February 25, 2023. Doors will open at 6:00PM. Performances will begin at 7:00PM.

Events in the planning stages for 2023 include;

- The Market on the Tavern Green to begin in May.
- Easter egg hunt at Noye Park.
- A Memorial Day Parade.
- Summertime Shine Car Show at Cooper Field.
- Movie nights at Cooper Field.

REVITALIZATION & PUBLIC SAFETY– Mr. Misner, Chairman

No report.

INFRASTRUCTURE, FLEET & FACILITIES – Mr. Wolfersberger, Chairman

A motion was made by Mr. May to approve Resolution 2023-1, A Resolution to Authorize Execution of a Commitment Letter Relating to American Municipal Power, Inc.'s Grant Application for the Smart Grid: Using Edge Computing to Build Grid Resiliency Project. The motion was seconded Mr. Wolfersberger and passed with a unanimous voice vote.

Spring clean-up has been schedule for April 8, 2023. Electronics will not be accepted, but information on where they can be taken will be included in the spring newsletter.

The Arsenic removal equipment will be completed for use when the flow meter is received and installed.

EXECUTIVE COMMITTEE – Mr. May, Chairman

No Report.

UNFINISHED BUSINESS- None

NEW BUSINESS

Mayor Knepp was gifted a book by a resident entitled "*The Mayor*". It is available to borrow if anyone is interested in reading it.

PUBLIC COMMENT

Aeric Powley – Mr. Powley reiterated the issue with the water usage/leak at his property.

ADJOURNMENT

A motion was made by Mr. Conrad to adjourn at 8:12PM on February 21, 2023. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

The next regularly scheduled meeting is set for March 21, 2023 at 7:00PM.

Respectfully Submitted,

Kathryn Bauer
Duncannon Borough Secretary

APPROVED

