

**BOROUGH OF DUNCANNON
COUNCIL MEETING MINUTES
May 16, 2023**

Call to order: Michael May, President of Council, called the meeting to order at 7:00PM on May 16, 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, Cynthia Daub, Jeffrey Kirkhoff, Roger Williams, Michael Wolfersberger, Mayor Rick Knepp, Junior Council Sophia Cappawana

Officials Absent: Karl Conrad, Joseph Misner

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

Citizens Present: Leonard & Beth Runk, Eric & Kim Carmo, Lieutenant Kenneth Tallman, Byron Worner, Kim Conrad

MINUTES – A motion was made by Mr. Williams to approve the minutes for the April 18, 2023 Borough Council meeting as presented. The motion was seconded by Ms. Daub and passed with a unanimous voice vote.

AMENDMENTS TO THE AGENDA – A motion was made by Mr. May to amend the agenda to include; *Approval of Control Systems 21 quote for installation of groundwater monitoring equipment at Wells #5 & #7 under the Infrastructure Report, *Item #1 under the Finance Committee should be Authorization for an additional signer-no resolution, *Item #1 under the Infrastructure Committee should be Resolution 2023-2, *Add item under the Infrastructure Report to Amend the Letter of Responsibility to PENNVEST. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

PUBLIC COMMENT

Leonard Runk – Mr. Runk lives next door to 125 Cumberland and asked about the progress with the Dangerous and Dilapidated determination as he feels the deterioration may cause damage to his property as well.

Solicitor Dissinger stated that he had spoken to the owner of 125 Cumberland St. on two occasions but that there had been no cooperation or progress. Penalties and enforcement are set to begin.

APPOINTMENTS, CORRESPONDENCE, RESIGNATIONS, CITIZEN ACTION

Lieutenant Kenneth Tallman - Lieutenant Tallman introduced himself as the commander of the Newport State Police barracks. The Newport Barracks provides police coverage to the Borough and 31 other municipalities in Perry County as well as Reed Township.

He summarized the coverage and the number of incident reports in the Borough. Literature was provided for the Office to have on hand.

Council Members and residents brought forth areas of concern.

PSAB Voting Delegate-

A motion was made by Mr. Williams to appoint Rick Knepp as the voting delegate for the 2023 PSAB Annual Conference. The motion was seconded by Mr. May and passed with a unanimous voice vote.

Eric Carmo- Duncannon Troop 64 Life Scout

Mr. Carmo would like to place two Little Libraries within the Borough as his Eagle Scout Project. Eric summarized his plan and asked for permission from council to move forward and for possible locations.

A motion was made by Mr. Williams to approve the placement of two Little Libraries by Eric Carmo. Locations to be the new Municipal Lot on Market Street and the Borough Office. Mr. Carmo will maintain the libraries for two years from time of completion. The motion was seconded by Ms. Daub and passed with a unanimous voice vote.

GENERAL REPORTS

JUNIOR COUNCIL – Ms. Sophia Cappawana

The town-wide yard-sale will be held on June 3, 2023. The Yard Sale form is available on-line and the Location Map will be available a few days before the event.

BOROUGH ENGINEER – Mr. Greg Rogalski, Pennoni Associates

Mr. Rogalski reported that the High Street Water Main is almost complete as paving will begin on Thursday.

A motion was made by Mr. Williams to approve payment of certificate of payment #2 to Earth Movers Unlimited in the amount of \$4,083.72 for the 18-28 N. Market Street Demolition. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

A motion was made by Mr. Wolfersberger to authorize payment of Change Order #1 from CPA Pavement Services in the amount of \$201,701.00 for the High Street Water Main Project. Total to be divided by fund as follows; \$56,813.50 from the Water Fund, \$52,450.00 from the General Fund, \$92,437.50 from the Sewer Fund. The motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Mr. Williams to approve payment of pay application #3 to CPA Pavement Services in the amount of \$213,921.95 for the High Street Water Main Project and Change Order. The motion was seconded by Mr. May and passed with a unanimous voice vote.

PUBLIC WORKS OPERATOR – Miller Environmental, John Farrier

A Written report and a water production report were provided and summarized.

Mr. Farrier reported that the Arsenic removal equipment was installed but would not be connected and functioning until Standard Operation Procedures had been developed and permitted by the PA DEP.

BOROUGH SOLICITOR – Mr. William Dissinger, Dissinger and Dissinger

Solicitor Dissinger stated work is underway at 42 N. Market Street and progress has been positive.

Solicitor Dissinger is working on an ordinance regarding the parking of trailers on Borough streets.

He is searching for clarification on who to identify as the owner of the Presbyterian Church that abuts Maple Street for the future abandonment paperwork. There are many changes in the name of the church ownership, all similar but varied.

DUNCANNON FIRE COMPANY – Byron Worner, Chief

Written reports provided and summarized.

Chief Worner requested that flow testing be done on the hydrants affected by the High St. Water Main Project.

He stated that speed humps on Market St. are not something the Fire Company would endorse.

BOROUGH MAYOR – Mr. Rick Knepp

Mayor Knepp reported that the High Tea went very well with 64 participants. The cake auction brought in \$280.00 for Neighbors Helping Neighbors.

Mayor Knepp has found a volunteer willing to take over the role of Emergency Management Coordinator.

CODES ENFORCEMENT- Mr. Anthony Klase

Reports were provided for January-April, 2023.

BOROUGH SECRETARY – Mrs. Kathryn Bauer

No report.

APPROVAL OF TREASURER’S REPORT & RATIFICATION AND APPROVAL OF BILLS

A motion was made by Mr. May to approve the Treasurer’s Report dated March 31, 2023 subject to audit. The Motion was seconded by Mr. Williams and passed with a unanimous voice vote.

A motion was made by Mr. Williams to approve the Treasurer’s report dated April 30, 2023 subject to audit. The motion was seconded by Ms. Daub and passed with a unanimous voice vote.

A motion was made by Mr. Williams to approve and ratify the bills/EFT’s prepared for March, 2023. The motion was seconded by Mr. May and passed with a unanimous voice vote.

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COUNCIL COMMITTEE REPORTS

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

A motion was made by Mr. Williams to add Michael Wolfersberger as a signatory on Borough Accounts. The motion was seconded by Mr. May and passed with a unanimous voice vote.

PARKS & RECREATION – Mr. Williams, Chairman

Mr. Williams reported that he would need road closures and parking changes for the Memorial Day Parade.

A motion was made by Mr. Wolfersberger to close High Street from Clark Street to Cumberland Street on May 27, 2023 from 9:30AM until the Parade end. This includes No Parking on the parade route. The motion was seconded by Ms. Daub and passed with a unanimous voice vote.

The first Market on the Tavern Green of 2023 was held on Saturday, May 13. Ten vendors attended and 7 did not come due to the rain.

The Summertime Shine Car show will be held at Cooper Field on June 4, 2023.

Parks and Rec. will not be holding meetings in June, July, and August.

REVITALIZATION & PUBLIC SAFETY– Mr. Misner, Chairman

No report.

INFRASTRUCTURE, FLEET & FACILITIES – Mr. Wolfersberger, Chairman

A motion was made by Mr. Wolfersberger to approve Resolution 2023-2, A Resolution extending the Life of the Duncannon Borough Municipal Authority. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

Mr. Kroboth reported that the application for PENNVEST Financing had been submitted, but that the Letter of Responsibility would need to be amended to update the Dollar amount.

A motion was made by Mr. Wolfersberger to approve the Letter of Responsibility to PENNVEST to amend the dollar amount to up to \$580,745.00. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

A motion was made by Mr. Williams to approve the Control Systems 21 Quote for \$6,292.50 for Installation of Groundwater Monitoring Equipment at Wells 5 & 7. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

Foreman Mike Criley is getting pricing information for a new refuse truck.

The railing at the corner of Clark & High Streets must be replaced. Mr. Williams is looking for companies who may offer quotes.

EXECUTIVE COMMITTEE – Mr. May, Chairman

Mr. May stated that there was no May meeting and there will be no meeting in June.

UNFINISHED BUSINESS - NONE

NEW BUSINESS - NONE

PUBLIC COMMENT - NONE

ADJOURNMENT

A motion was made by Mr. Wolfersberger to adjourn at 8:12 PM on May 16, 2023. The motion was seconded by Mr. May and passed with a unanimous voice vote.

The next regularly scheduled meeting is set for June 20, 2023 at 7:00PM.

Respectfully Submitted,

Kathryn Bauer
Duncannon Borough Secretary

APPROVED

