

**BOROUGH OF DUNCANNON
COUNCIL MEETING MINUTES
August 15, 2023**

Call to order: Michael May, President of Council, called the meeting to order at 7:00PM on August 15, 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, Cynthia Daub, Roger Williams, Karl Conrad, Joseph Misner, Mayor Rick Knepp, Junior Council Sophia Cappawana

Officials Absent: Jeffrey Kirkhoff

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

Citizens Present: Cody Weaver, Dakota Wise, Christie Caswell, Rev. Rebecca Myers, Jeanine Matulevich

MINUTES – A motion was made by Mr. May to approve the minutes for the July 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. Williams to add, 'Appointment to the Infrastructure Committee' to the Infrastructure report. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

PUBLIC COMMENT - None

APPOINTMENTS, CORRESPONDENCE, RESIGNATIONS, CITIZEN ACTION

Duncannon Main Street Committee-

Artist Carolyn Pio was unable to attend. Mr. Wolfersberger shared that the committee had preliminary drawings prepared by Ms. Pio for an AT Pocket Park which they hope to place at the 18-28 N. Market Street parking lot.

Warming Center – Jeannine Matulevich

Ms. Matulevich stated that the Perry Housing Partnership in cooperation with various community groups has obtained a \$50,000.00 grant to open a warming center in Perry County from November to February. One of the possible locations is in the Duncannon Borough.

Ms. Matulevich summarized the plans for the center and how it would be staffed and operate. They plan to have 2 staff members to accommodate a maximum of 5 referred clients from around Perry County. She answered questions presented.

Mr. May recommended that they begin by presenting a plan to the Zoning Hearing Board as a secondary use would need to be approved. This should be done before they begin solidifying plans.

GENERAL REPORTS

JUNIOR COUNCIL – Ms. Sophia Cappawana

No report.

BOROUGH ENGINEER – Mr. Greg Rogalski, Pennoni Associates

Mr. Rogalski reported that the PENNVEST application for the Ann Street Water Main Project has been submitted.

The water levels have stabilized after a period of low level reports.

PUBLIC WORKS OPERATOR – Miller Environmental, John Farrier

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

Mr. Farrier reported that a water main leak was identified in front of the Blue Ridge Cable building on Water Street and repaired.

BOROUGH SOLICITOR – Mr. William Dissinger, Dissinger and Dissinger

Solicitor Dissinger stated that there are a large number of tax upset sales set for properties in the Borough and liens are being prepared and filed.

Ordinance #434 regarding trailers was discussed. No action was taken.

DUNCANNON FIRE COMPANY – Cody Weaver

The July Fire report and the 2nd quarter financial report were provided.

Mr. Weaver summarized the July report and recent Fire Company activities.

Mr. Dakota Wise asked if the Borough had interest in contributing to a new security camera system as the current system is used to overlook Noye Park and must be replaced.

BOROUGH MAYOR – Mr. Rick Knepp

Mayor Knepp reported that he and Mr. Williams are considering expanding the dates for the opening of the gate at the Watershed for hunting season.

A motion was made by Mr. Williams to open the watershed gate for one week of each of the Archery, Rifle, and Muzzle Loader seasons. The motion was second by Mr. Wolfersberger and passed with a unanimous voice vote.

CODES ENFORCEMENT- Mr. Anthony Klase

No report.

BOROUGH SECRETARY – Mrs. Kathryn Bauer

Mrs. Bauer presented a request for sewer forgiveness in the amount of \$1,110.25 for the Duncannon Little League Field, account #1081019000.00 due to a water line leak.

A motion was made by Mr. Wolfersberger to approve \$1,110.25 in sewer forgiveness for account #1081019000.00. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

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

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

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

COUNCIL COMMITTEE REPORTS

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

A motion was made by Mr. Wolfersberger to adopt Ordinance #435, Incurring "Lease Rental Debt." The motion was seconded by Mr. May and passed with a unanimous Roll Call vote.

A motion was made by Mr. Wolfersberger to approve Mr. Robert Kroboth to attend the 2023 PMEA Conference in Bedford, PA from Sept. 6-8, 2023. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

PARKS & RECREATION – Mr. Williams, Chairman

Mr. Williams reported that a fall car show and vendor event will be held on September 10, 2023 at Cooper Field.

The Market on the Tavern Green is ongoing, at least through October.

The next meeting of the Committee will be held on August 22, 2023 and plans for the Halloween Parade will be discussed.

The Legion has agreed to donate the original fountain from the Duncannon Square back to the Borough for the AT Pocket Park.

REVITALIZATION & PUBLIC SAFETY– Mr. Misner, Chairman

No report.

INFRASTRUCTURE, FLEET & FACILITIES – Mr. Williams, Vice Chairman

Mr. May appointed Mr. Joe Misner to the Infrastructure Committee.

A motion was made by Mr. Wolfersberger to accept the I.B. Abel rates effective 5/21/23-12/31/23 as presented. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

A motion was made by Mr. Wolfersberger to accept the Vermeer quote for Vermeer Brush Chipper Model #BC1000XL in the amount of \$51,918.80 contingent on approval of financing by Treasurer/Finance Director Robert Kroboth. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

EXECUTIVE COMMITTEE – Mr. May, Chairman

A motion was made by Mr. Wolfersberger to ratify the hiring of Steven Grace as of 8/4/23. The motion was seconded by Mr. May and passed with a unanimous voice vote.

UNFINISHED BUSINESS - None

NEW BUSINESS

Mr. Wolfersberger suggested that council consider an ordinance that would allow downtown businesses the opportunity to set some tables outside and still be permitted to serve them alcohol.

A motion was made by Mr. Williams to authorize Solicitor Dissinger to prepare an ordinance to allow local businesses to serve alcohol to patrons at certain places outside of their buildings. The motion was second by Mr. Conrad and passed with a unanimous voice vote.

PUBLIC COMMENT - None

ADJOURNMENT

A motion was made by Mr. Wolfersberger to adjourn at 8:25 PM on August 15, 2023. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

The next regularly scheduled meeting is set for September 19, 2023 at 7:00PM.

Respectfully Submitted,

Kathryn Bauer
Duncannon Borough Secretary