

**BOROUGH OF DUNCANNON  
COUNCIL MEETING MINUTES  
December 19, 2023**

**Call to order:** Michael May, President of Council, called the meeting to order at 7:00PM on December 19, 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, Mayor Rick Knepp, Karl Conrad, Cynthia Daub, Joseph Misner, Roger Williams.

**Officials Absent:** Jeffrey Kirkhoff

**Others Present:** Engineer – Greg Rogalski, Operator – John Farrier, Solicitor – William Dissinger, Sophia Cappawana-Junior Council

**Citizens Present:** Peng Chen, Art Saunders, & Michael Kline- Veolia Water John Cappawana and Kraig Nace

**MINUTES –** A motion was made by Mr. May to approve the minutes for the November 21, 2023 Borough Council meeting as presented. The motion was seconded by Ms. Daub and passed with a unanimous voice vote.

**Amendments to the Agenda:** None

**PUBLIC COMMENT- None**

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

**Perry County Road Runners – Last Mile Event Permit**

A motion was made by Mr. Williams to approve the Perry County Road Runners 'Last Mile' event permit for December 30, 2023 from 10:00AM -12:00PM. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

A motion was made by Mr. Williams to approve sponsorship of a meal at the Babs Curran Senior Center at the cost of \$250.00. The motion was seconded by Mr. Misner and passed with a unanimous voice vote.

**GENERAL REPORTS**

**JUNIOR COUNCIL –** No report.

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

Mr. Rogalski presented the bids received for the Prospect Avenue Tank Rehabilitation. He and the Infrastructure Committee recommend issuing the award to M & A Coatings.

A motion was made by Mr. Wolfersberger to accept the bid of \$234,000.00 for standpipe re-coating by M & A Coatings. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

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

A written systems report was provided and summarized.

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

A motion was made by Mr. Wolfersberger to adopt Resolution 2023-7, A Resolution of the Duncannon Borough Authorizing the Performance of Due Diligence on a Portion of Parcel ID: 210, 132.00-001.000. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

Ordinance #437, an Ordinance amending the Borough's Ordinance Pertaining to Alcoholic Beverages and Sidewalk Constructions was presented for review and consideration.

Discussion followed, and questions were presented and discussed. Better lighting in the downtown business area was suggested.

A motion was made by Mr. Misner to advertise Ordinance #437 as presented. The motion was seconded and passed with a unanimous voice vote.

Solicitor Dissinger stated that he needs more information on what is wanted/needed in the proposed trailer Ordinance. A group will be formed in 2024 to discuss the ordinance.

**DUNCANNON FIRE COMPANY –**

Written report provided.

**BOROUGH MAYOR – Mr. Rick Knepp**

Mayor Knepp thanked the Borough crew for their work on the watershed road and for the decorations about town.

He shared a story of Christmas lights and reminded everyone to consider each suggestion without pre-judgement of who the suggestion came from. Christmas lights were the idea of a teenager in 1917 and are a huge part of our lives still today.

**CODES ENFORCEMENT- Mr. Anthony Klase**

Written report provided.

**BOROUGH SECRETARY – Mrs. Kathryn Bauer**

Mrs. Bauer reminded Borough Officials that the Re-organization meeting has been advertised for January 2, 2024 at 7:00PM. The January Finance Committee meeting will be held immediately following.

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

A motion was made by Mr. Williams to approve the Treasurer's Report dated November 30, 2023 subject to audit. The Motion was seconded by Mr. May and passed with a unanimous voice vote.

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

## COUNCIL COMMITTEE REPORTS

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

A motion was made by Mr. May to accept the Borough's 2022 Audit report as presented. The motion was seconded by Ms. Daub and passed with a unanimous voice vote.

A motion was made by Mr. May to accept the advertised 2024 proposed budget as amended. The motion was seconded by Ms. Daub and passed with a unanimous roll call vote with Mr. Williams abstaining.

A motion was made by Mr. Misner to adopt Ordinance #434, Fixing the Tax Rate for 2024. The motion was seconded by Ms. Daub and passed with a unanimous voice vote.

A motion was made by Mr. May to adopt ordinance #436 of 2023, Setting the Rate Charged for Water Service in the Borough. The motion was seconded by Ms. Daub and passed with a unanimous voice vote.

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

Mr. Williams reported that the Sled Drop is scheduled for December 31, 2023 at 10:00PM.

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

The December meeting was cancelled.

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

A motion was made by Mr. Wolfersberger to accept the updated General Fee Schedule as presented. The motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Mr. Wolfersberger to adopt resolution 2023-6, Amending the General Fee Schedule. The motion was seconded by Mr. May and passed with a unanimous voice vote.

Mr. Wolfersberger will seek quotes for property surveying in the Watershed and a few other places in the Borough.

A motion was made by Mr. Wolfersberger to accept the I.B. Abel rates for 2024. The motion was seconded by Mr. Misner and passed with a unanimous voice vote.

A motion was made by Mr. Williams to approve Sewer Forgiveness for account #1011076000.00 in the amount of \$585.24. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

A motion was made by Mr. May to approve acceptance of an updated quote on flooring for the Borough Office Back room, not to exceed \$9,000.00. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

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

The committee discussed the 2024 Budget and the Warming Center at the December Meeting.

## UNFINISHED BUSINESS - None

**NEW BUSINESS - None**

**PUBLIC COMMENT**

Kraig Nace – Thanked Council officials for their time and Best wishes to Mr. Conrad as he leaves service as a Borough Council member. He stated that the support that the Borough gives to the EMS is very much appreciated.

**ADJOURNMENT**

A motion was made by Mr. May to adjourn at 8:40 PM on December 19, 2023. The motion was seconded by Mr. Conrad and passed with a unanimous voice vote.

The biennial reorganization meeting has been advertised for January 2, 2024 at 7:00PM.

The next regularly scheduled Borough Council meeting has been advertised for January 16, 2023 at 7:00PM.

Respectfully Submitted,

Kathryn Bauer  
Duncannon Borough Secretary

APPROVED