

**BOROUGH OF DUNCANNON  
COUNCIL MEETING MINUTES  
February 20, 2024**

**Call to order:** Michael May, President of Council, called the meeting to order at 7:00PM on February 20, 2024. 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, Sophia Cappawana via Telephone, Joseph Misner, Roger Williams.

**Officials Absent:** Cynthia Daub, Jeffrey Kirkhoff

**Others Present:** Engineer – Ryan Jongazoon, Operator – John Farrier, Solicitor – William Dissinger

**Citizen's Present:** Dexter Potter, Paul Wyatt

**MINUTES –** A motion was made by Mr. May to approve the minutes for the January 16, 2024 Borough Council meeting as presented. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

**Amendments to the Agenda:** None

**PUBLIC COMMENT**

**Dexter Potter – Wheatfield Township Road Master**

Mr. Potter thanked the Borough for their assistance. Foreman Criley used the Borough street sweeper to clean up glass throughout Wheatfield Estates for the Township. Mr. Potter stated that they were very appreciative for the help and if the Borough needs anything to let him know.

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

**Estate of W. Lawrence Hess-** The Borough has been named as a conditional beneficiary of the Estate of W. Lawrence Hess.

**Anthony Klase -** Mr. Klase submitted a letter of Resignation from his position of Codes Enforcement Officer.

A motion was made by Mr. May to accept the resignation of Anthony Klase. The motion was seconded by Mr. Misner and passed with a unanimous voice vote.

The Public Safety committee will prepare a job description for the Codes Officer position.

**GENERAL REPORTS**

**BOROUGH ENGINEER – Mr. Ryan Jongazoon, Pennoni Associates**

The company awarded the bid for the recoating of the standpipe has gone out of business, defaulting on the contract. The Borough can cash the bid bond to help with the possible difference in pricing as a new contract is pursued.

The second lowest bidder is revisiting their bid to see if it will still be honored as 60 days have passed, they are not required to do so.

A motion was made by Mr. Wolfersberger to accept the bid from World Wide Industries Painters if they will honor the original bid, if not the project will be re-bid. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

A motion was made by Mr. Wolfersberger to accept the bid Of \$73,499.00 from United Systems and Software for 2024 Leak Detection Improvements. The motion was seconded by Mr. May and passed with a unanimous voice vote.

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

A written monthly systems report was provided and summarized.

Mr. Farrier summarized the issue with Waste Management and the trip charges with no pick-ups.

Suburban Water Lab Testing will be performing the testing need for water and waste water beginning March 1, 2024.

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

Solicitor Dissinger provided information regarding the PESI litigation.

**DUNCANNON FIRE COMPANY –**

Written reports were provided.

**BOROUGH MAYOR – Mr. Rick Knepp**

Mayor Knepp has been researching the use of mountain bikes in the Watershed. A GSI map obtained at the Perry County offices may need updates.

The Mayor has been taking coursed through PSAB regarding various subjects. The NEMO course for newly elected officials was very informative.

Mayor Knepp spoke at the 1<sup>st</sup> Responders Banquet. His speech reflected on the saying 'Why look back?'.  
A large, faint watermark reading "APPROVED" is visible diagonally across the page.

The Mayor has been in contact with PennDOT regarding traffic calming solutions.

Mayor Knepp thanked Pennoni for all they do for the Borough. Next week is National Engineering week and he wanted to express appreciation for their hard work.

**BOROUGH SECRETARY – Mrs. Kathryn Bauer**

A motion was made by Mr. May to appoint Mayor Knepp as the voting delegate and Mr. May as the alternate for the 2024 PSAB Conference. 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. May to approve the Treasurer's Report dated January 31, 2024 subject to audit. The Motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

A motion was made by Mr. Williams to approve and ratify the bills/EFT's prepared for January, 2024. The motion was seconded by Mr. May 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 approve the 2023 audit engagement letter as prepared by Wagner, Dreese, Elsasser, & Associates. The motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Mr. May to adopt Resolution 2024-2, Authorizing the Execution of the 2023 EPPG Power Pool Participant Schedule with American Municipal Power. The motion was seconded by Mr. Misner and passed with a unanimous voice vote.

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

Mr. Williams reported that an Egg hunt will be held on March 30, 2024 in Noye Park.

A 'Night of Music' will be held on April 13, 2024 at the EMS building.

The Fire Company will be using Cooper Field on August 16, 17, 18, 2024 for their event.

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

A Grant opportunity through the PA Department of Health, Walk Works will be pursued. Application deadline is March 22, 2024.

A motion was made by Mr. Misner to approve application and submission to the Walk Works Grant Program. The motion was seconded by Mr. May and passed with a unanimous voice vote.

The committee will be researching electronic speed monitoring devices and associated costs.

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

A motion was made by Mr. Wolfersberger to accept the Good's Tree and Lawn Care proposal for Spring 2024 Herbicide applications. The motion was seconded by Mr. May and passed with a unanimous voice vote.

Mr. Wolfersberger stated that there are still some issues with the new pick-up/plow truck that are being addressed.

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

No Report.

**UNFINISHED BUSINESS - None**

**NEW BUSINESS**

Mr. Wolfersberger reminded council that there is a Flood Mitigation meeting in New Bloomfield on March 29<sup>th</sup> at 9:30AM.

**PUBLIC COMMENT – None**

**ADJOURNMENT**

A motion was made by Mr. May to adjourn at 8:02 PM on February 20, 2024. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

The next regularly scheduled Borough Council meeting has been advertised for March 19, 2024 at 7:00PM.

Respectfully Submitted,

Kathryn Bauer  
Duncannon Borough Secretary