

**BOROUGH OF DUNCANNON
COUNCIL MEETING MINUTES
March 19, 2024**

Call to order: Michael May, President of Council, called the meeting to order at 7:00PM on March 19, 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, Sophia Cappawana via Telephone, Joseph Misner, Roger Williams.

Officials Absent: Cynthia Daub, Jeffrey Kirkhoff, Mayor Ricky Knepp

Others Present: Engineer – Greg Rogalski, Operator – John Farrier, Solicitor – William Dissinger

Citizen's Present: Kraig Nace-Duncannon EMS

MINUTES – A motion was made by Mr. May to approve the minutes for the February 20, 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

Kraig Nace- Duncannon EMS

A written report regarding 2023 & 2024 year to date EMS activity was provided and summarized.

APPOINTMENTS, CORRESPONDENCE, RESIGNATIONS, CITIZEN ACTION-None

GENERAL REPORTS

BOROUGH ENGINEER – Mr. Greg Rogalski, Pennoni Associates

A contract has been executed with the second lowest bidder, Worldwide Industries Corporation for the standpipe project as the lowest bidder has defaulted.

The project will commence in the fall of 2024.

The Ann Street project should begin around May 1st, 2024. Someone is needed for meter installation as it was not in the bid.

PUBLIC WORKS OPERATOR – Miller Environmental, John Farrier

A written monthly systems report was provided and summarized.

High river levels have created higher flows at the WWTP.

The Chapter 110 report has been submitted to the DEP.

The 2023 SRBC report has also been completed and submitted.

BOROUGH SOLICITOR – Mr. William Dissinger, Dissinger and Dissinger

Solicitor Dissinger reported that he has been working on the appeal to the Transfer Tax on The Clarks Ferry Tavern.

The property transfer from the Maguire Estate has been completed.

DUNCANNON FIRE COMPANY – Chief Byron Worner

Written reports were provided and summarized.

Chief Worner reported that the Penn Township Station has been paid off.

Flow testing is needed at the hydrant closest to the property where the new station construction is planned.

BOROUGH MAYOR – Mr. Rick Knepp

A written report was provided.

BOROUGH SECRETARY – Mrs. Kathryn Bauer

A motion was made by Mr. Williams to adopt resolution 2024-3, **A RESOLUTION OF THE BOROUGH COUNCIL OF DUNCANNON, PERRY COUNTY, PENNSYLVANIA, DECLARING IT'S INTENT TO FOLLOW THE SCHEDULES AND PROCEDURES FOR DISPOSITION OF RECORDS AS SET FORTH IN THE MUNICIPAL RECORDS MANUAL APPROVED ON DECEMBER 16, 2008.** The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

A motion was made by Mr. Wolfersberger to adopt Resolution 2024-4, **A RESOLUTION OF THE BOROUGH COUNCIL OF DUNCANNON, PERRY COUNTY, PENNSYLVANIA PROVIDING FOR THE DISPOSITION OF CERTAIN RECORDS:** The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

Memorial contributions have been received in memory of Fred C. Noye. Thank you notes will be sent to all those who contributed and the Noye Family.

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

A motion was made by Mr. May to approve the Treasurer's Report dated February 29, 2024 subject to audit. The Motion was seconded by Mr. Misner and passed with a unanimous voice vote.

A motion was made by Mr. Williams to approve and ratify the bills/EFT's prepared for February, 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

The PENNVEST loan for the Water system is set to close on May 1, 2024.

The PA WalkWorks questionnaire has been completed and submitted.

The AMP GRIP (Grid Resilience and Innovation Partnerships Program) grant application has been completed and submitted.

PARKS & RECREATION – Mr. Williams, Chairman

A motion was made to approve road closure of Margretta Street and Apple Tree Alley to Clark Street, and no parking on High Street from Clark St. to Cumberland Street on May 25, 2024 from 8:00AM to 12:00PM for the Memorial Day Parade. The motion was seconded by Mr. Misner and passed with a unanimous voice vote.

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.

REVITALIZATION & PUBLIC SAFETY– Mr. Misner, Chairman

A Grant opportunity through the PA Department of Health, the PA Walk Works application has been completed and will be submitted by Mr. Ta of Pennoni Associates.

Speed Monitoring equipment is being considered and researched.

A motion was made by Mr. Misner to remove the Handicap parking space at 1128 N. High Street. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

A motion was made by Mr. Misner to advertise the Codes Enforcement position. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

INFRASTRUCTURE, FLEET & FACILITIES – Mr. Wolfersberger, Chairman

A motion was made by Mr. Wolfersberger to advertise ordinance #439, Providing Parking Regulations for the Municipal Parking Lot Located at 18-28 North Market Street. The motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Mr. Williams to participate in the My Work Initiative Program through the PA Department of Labor and Industry. The motion was seconded by Mr. May and passed with a unanimous voice vote.

A motion was made by Mr. Wolfersberger to approve Spring Clean-up day to be held on April 6, 2024. The municipal parking lot on Water St. to be closed on Friday, April 5, 2024 at 8:00AM until April 7, 2024 at 12:00PM. The motion was seconded by Mr. May and passed with a unanimous voice vote.

Mr. Wolfersberger reported that the mock-up of the Appalachian Trail artwork to be installed at the AT pocket park at 18-28 N. Market street has been completed and is very well done. It is expected to be completed and installed sometime this spring.

Lindgren's Brewery is expected to open on May 10, 2024.

EXECUTIVE COMMITTEE – Mr. May, Chairman

A motion was made by Mr. Williams to ratify the hiring of Dakota Wise as a full-time crew member employee. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

UNFINISHED BUSINESS - None

NEW BUSINESS

Ms. Cappawana stated that the Town-wide Yard Sale will be held on June 15, 2024.

PUBLIC COMMENT – None

ADJOURNMENT

A motion was made by Mr. Williams to adjourn at 7:41PM on March 19, 2024. The motion was seconded by Mr. May and passed with a unanimous voice vote.

The next regularly scheduled Borough Council meeting has been advertised for April 16, 2024 at 7:00PM.

Respectfully Submitted,

Kathryn Bauer
Duncannon Borough Secretary

APPROVED