

**BOROUGH OF DUNCANNON  
COUNCIL MEETING MINUTES  
April 16, 2024**

- Call to order:** Michael May, President of Council, called the meeting to order at 7:00PM on April 16, 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, Joseph Misner, Roger Williams, Cynthia Daub, Mayor Rickey Knepp
- Officials Absent:** Jeffrey Kirkhoff, Sophia Cappawana
- Others Present:** Engineer – Gregory Rogalski, Operator – John Farrier, Solicitor – William Dissinger, Finance Director/Treasurer- Robert Kroboth
- Citizen's Present:** No Citizen's Present
- MINUTES –** A motion was made by Mr. May to approve the minutes for the March 19, 2024 Borough Council meeting as presented. The motion was seconded by Mr. Misner and passed with a unanimous voice vote.
- Amendments to the Agenda:** None

**PUBLIC COMMENT-None**

**APPOINTMENTS, CORRESPONDENCE, RESIGNATIONS, CITIZEN ACTION-None**

**GENERAL REPORTS**

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

Discussed PENNVEST Funding. Reviewed Bid documents for 2024 Water System Rehab and Leak Detection Equipment Installation. Reviewed DOLI Construction Corp. Change Order No. 1 for Leak Detection Assemblies/Parts Module Installation. Greg asked that Council approve the change order.

A motion was made by Mr. Williams to approve Change Order #1. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

Grant funding for Noye Park Restoration Bridge Rehab was discussed and Resolution No. 2024-6 and Resolution No. 2024-7 were presented for permission to apply for Grants.

A motion was made by Ms. Daub to approve Resolution 2024-6 and 2024-7. 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.

John discussed Suburban Labs. He has worked with lab to refine tests that are being conducted. He is working with DEP to confirm what tests actually need to be done.

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

Provided an explanation regarding his approval of change order No. 1 noted above.

**DUNCANNON FIRE COMPANY – Chief Byron Worner**

Written reports were provided.

**BOROUGH MAYOR – Mr. Rickey Knepp**

Mayor Knepp discussed cleanup day and how well it went. He thanked Parks and Rec for their coordination of the Egg Hunt and also the Night of Music. He attending the open house for the Fire Co. He is currently working on Signage for the Hiking Trails. He will talk with the Conservancy and The Game Commission for assistance and guidance.

The Borough of Duncannon is featured in the PA State Association of Boroughs Magazine.

**BOROUGH SECRETARY – Mrs. Adrienne Marsh**

A motion was made by Mr. Williams approve Resolution 2024-5, Disposition of Certain Records. The motion was seconded by Mr. May 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 March 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 bill payments (electronic fund transfers) prepared for March 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**

Mr. Kroboth indicated that: 2023 PENNVEST Sewer Screw Press Project loan checking accounts established and validated, 2024 PENNVEST Water Projects loan closing date moved to May 14, Scantek project is underway, and Sam.Gov re-registration finally completed and validated.

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

The Egg Hunt and 'Night of Music' events both a huge success.

Plans for The Memorial Day Parade on Saturday, May 25<sup>th</sup> are underway and almost complete.

"Market on the Tavern Green" will begin on the 2<sup>nd</sup> Saturday in May. (May 11<sup>th</sup>)

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

One Handicap Parking spot was approved to be placed at 110 N High Street. Two were originally requested.

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

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

A request for another "little library" to be placed in the Borough was discussed. This was approved last year for placement in front of the Borough Office Building. The request will be notified accordingly.

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

**UNFINISHED BUSINESS - None**

**NEW BUSINESS-None**

**PUBLIC COMMENT – None**

**ADJOURNMENT**

A motion was made by Mr. May to adjourn at 7:36PM on April 16, 2024. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

The next regularly scheduled Borough Council meeting has been advertised for May 21, 2024 at 7:00PM.

Respectfully Submitted,

Adrienne Marsh  
Duncannon Borough Assistant Secretary