

**BOROUGH OF DUNCANNON
COUNCIL MEETING MINUTES
March 18, 2025**

Call to order: Michael May, President of Council, called the meeting to order at 7:00PM on March 18, 2025. 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, Cynthia Daub, Joseph Misner, and Roger Williams

Officials Absent: Jeffrey Kirkhoff

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

Citizen’s Present: Kraig Nace-Duncannon EMS, Byron Worner & Charlie Wise-Duncannon Fire Company, Paul Wyatt-Duncannon Record.

MINUTES – A motion was made by Mr. May to approve the minutes for the February 18, 2025 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

Kraig Nace- Duncannon EMS

Mr. Nace presented Council Members with a comprehensive packet detailing the Duncannon EMS organization. He provided an overview of the key points and made himself available to address any questions. The packet included a 2024 cost analysis, financial statements, call statistics, the EMS strategic plan, and details about upcoming events.

APPOINTMENTS, CORRESPONDENCE, RESIGNATIONS, CITIZEN ACTION

Perry County Conservation District – The ‘Dishing the Dirt’ Spring Newsletter was received and copies were distributed to Council Members.

The flyer for the ‘Recycling Collection Day’ was distributed to Council Members.

GENERAL REPORTS

BOROUGH ENGINEER –Pennonni Associates

A written report was provided and summarized.

Mr. Jongezoon reported that the preparation of the Small Water & Sewer Grant application was in process and would need Council Approval by the end of April.

PUBLIC WORKS OPERATOR – Miller Environmental, John Farrier

A written monthly systems report was provided and summarized.

BOROUGH SOLICITOR – Mr. Dissinger

A motion was made to execute the Memorandum of Understanding between the Borough and Veolia Water as completed and approved by Solicitor Dissinger. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

DUNCANNON FIRE COMPANY - Chief Byron Worner

A written report was provided.

Chief Worner would like the Borough to pursue river access as it is difficult for the fire Company to get water in the event of a large fire event. The use of river water is an alternative to Borough water as a large event would tax the Borough system.

Mayor Knepp reported that he has a meeting time set up with a representative from Norfolk Southern to discuss access.

The Fire Company is considering the rental of a downtown property to create a skills game parlor for adults.

Representatives from the Fire Company attended the Borough Finance Committee Meeting to discuss budgetary issues, but would like to have a meeting with all of the local municipalities in attendance.

BOROUGH MAYOR – Mr. Rick Knepp

A written Codes Enforcement Report was provided by Mr. Ohnmacht.

The Mayor reported that he will be meeting with a representative from Norfolk Southern regarding river access at the arches and what can be done to keep them safe and useable.

BOROUGH SECRETARY – Mrs. Kathryn Bauer

Mrs. Bauer reiterated that Statements of Financial Interest are due back to the office by May 1, 2025.

APPROVAL OF TREASURER’S REPORT & RATIFICATION AND APPROVAL OF BILLS/EFT’S

A motion was made by Mr. Williams to approve the Treasurer’s Report dated February 28, 2025 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 February, 2025. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

COUNCIL COMMITTEE REPORTS

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

Mr. Kroboth reported that the 2025 Liquid Fuels allocation of \$55,970.00 has been received. \$50,000 of that will be transferred to the PLGIT account.

Representatives of the Fire Company attended the March Finance Committee Meeting to discuss the building budget for the new Fire Station.

PARKS & RECREATION – Mr. Williams, Chairman

A motion was made by Mr. Williams to approve the Duncannon ATC Special Events Permit for the June 21, 2025 Appalachian Trail Festival. Permit includes closure of High Street from Ann St. to Cumberland St. from 10:00AM to 4:00PM with NO PARKING on both sides of the street. The motion was seconded by Mr. May and passed with a unanimous voice vote.

The Disabled Veterans Association will be using Cooper Field on June 21st for a fundraising event.

Mr. Williams reported that the Night of Music went well and was well attended. The funds raised will be used for building materials for an outdoor movie screen at Cooper Field.

The Annual Egg Hunt is scheduled for April 19, 2025 at Noye Park.

REVITALIZATION & PUBLIC SAFETY– Mr. Misner, Chairman

No Report.

INFRASTRUCTURE, FLEET & FACILITIES – Mr. Wolfersberger, Chairman

A motion was made by Mr. Wolfersberger to direct Solicitor Dissinger to send notice to Miller Environmental that the Borough will not renew the service contract at the current end date. A request for bids on the service will be advertised. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

A motion was made by Mr. Williams to lift the Mandatory Water Restrictions as of Tuesday, March 25, 2025. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

A motion was made by Mr. Williams to approve a \$235.82 sewer forgiveness for 40 S. Market Street as recommended. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

The fountain for the A.T. Pocket Park is in the process of rehabilitation.

Mr. Wolfersberger hopes to plan a dedication of the park and a Block Party in Cooperation with Perry County DCED and the Duncannon Main Street Committee.

EXECUTIVE COMMITTEE – Mr. May, Chairman

Discussion was held regarding the appointment of a Zoning Officer.

UNFINISHED BUSINESS-NONE

NEW BUSINESS

Ms. Cappawana reported that she will be serving an internship at Senator Greg Rothman’s office this summer.

PUBLIC COMMENT

Kraig Nace- Mr. Nace thanked Mr. Williams and Foreman Mike Criley for fixing an after-hours electric meter issue at his home. It was a safety issue and much appreciated.

Mr. Nace also reiterated the need for lining of the parking spaces on Ann and Cumberland Streets.

He also stated the need for access under the arches to the river as there was a medical emergency last year and getting to the patient was very difficult for the EMS.

ADJOURNMENT

A motion was made by Mr. Williams to adjourn at 8:21PM on March 18, 2025. The motion was seconded by Mr. Misner and passed with a unanimous voice vote.

The next regularly scheduled Borough Council meeting has been advertised for April 15, 2025 at 7:00PM.

Respectfully Submitted,

Kathryn Bauer
Duncannon Borough Secretary

APPROVED