

**BOROUGH OF DUNCANNON  
COUNCIL MEETING MINUTES  
January 20, 2026**

**Call to order:** Michael May, President of Council, called the meeting to order at 7:00PM on January 20, 2026. 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, Roger Williams, Mayor Rick Knepp

**Officials Absent:** Donald Failor & John Guarnera

**Others Present:** Engineer – Greg Rogalski, Solicitor – William Dissinger, Finance Director/Treasurer – Robert Kroboth

**Citizen's Present:** Paul Wyatt, Maryann Croutharmel, Earnie Christ

**MINUTES –** A motion was made by Mr. May to approve the minutes for the December 16, 2025 & January 5, 2026, Borough Council meetings minutes as presented. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

**Amendments to the Agenda-** A Ms. Cappawana made motion to move the Appointment of Vacancy Chair and the Vacant Council Position the section VIII of the agenda. The motion was seconded by Mr. May and passed with a unanimous voice vote.

**PUBLIC COMMENT-NONE**

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

**Susquenita Adopt-a-Family –** The Borough received a Thank You for the Contribution to the Adopt-a-Family Program

**Bab's Curran Senior Center-** The Borough Received a Thank You for the contribution to the sponsored meal program.

**Keep Perry County Beautiful –** Mr. Wolfersberger made A motion to pledge \$250.00 to the Electronics Recycling Collection Day Event. Mr. Williams seconded the motion, and it passed with Ms. Cappawana abstaining.

A motion was made by Mr. May to vote to fill the vacant council seat with either Earnie Christ or Maryann Croutharmel. Mr. Williams seconded the motion, and a roll call vote was held. Ms. Cappawana and Mr. Williams voting for Mr. Christ, Mr. May and Mr. Wolfersberger voting for Ms. Croutharmel. Mayor Knepp cast the tie-breaking vote for Mr. Christ.

**GENERAL REPORTS**

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**BOROUGH ENGINEER –Greg Rogalski**

Mr. Williams made a motion to approve the Matching Funds Commitment Letter and the Landowner Consent Letter for the Susquehanna River Basin Consumptive Use Mitigation Grant. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

**PUBLIC WORKS OPERATOR – Envirotec Resources LLC. Steve Sauers**

A written monthly systems report was provided.

**BOROUGH SOLICITOR – Mr. William Dissinger**

Mr. Wolfersberger made a motion to release the Fire Insurance funds for 1103 N. High Street as recommended by Solicitor Dissinger. The motion was seconded by Mr. May and passed with a unanimous voice vote.

**DUNCANNON FIRE COMPANY - Chief Byron Worner**

The Fire Company will need a letter from the Borough for the USDA. Details to be discussed.

Mr. Williams made a motion to prepare a letter of Support for the USDA for the Fire Company to be approved by Mr. Kroboth. If Mr. Kroboth does not give approval the letter will come back to the Council table. The motion was second by Mr. Wolfersberger and passed with a unanimous voice vote.

Mr. Worner's codes concerns will be forwarded to the Public Safety Committee.

**BOROUGH MAYOR – Mr. Rick Knepp**

Mayor Knepp reported that he is working on the ARC Grants and a traffic calming policy.

**BOROUGH SECRETARY – Mrs. Kathryn Bauer**

No Report

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

A motion was made by Mr. May to approve the Treasurer's Reports dated December 31, 2025, subject to audit. The Motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

Mr. Williams made a motion to approve and ratify the bills/EFT's prepared for December 2025. The motion was seconded by Ms. Cappawana and passed with a unanimous voice vote.

**COUNCIL COMMITTEE REPORTS**

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

Mr. Kroboth updated Council on the Borough transition to the Cloud and the devices for Council Members.

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

Mr. Williams made a motion to approve the Duncannon Appalachian Trail Community Event Permit for the June 20, 2026, ATC Festival including street closures. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

Mr. Williams reported that the Sled Drop went well. The next event is an Easter Egg Hunt.

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The committee is working on plans for the America 250 Celebration. Some plans include hanging flags in the square, having a coloring contest at the school, and an event with the Bucktails.

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

No report.

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

Mr. Wolfersberger made a motion to approve a Spring Clean-up for Borough refuse customers. The motion was seconded by Mr. May and passed with a unanimous voice vote.

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

Mr. Williams made a motion to adopt Resolution 2026-1, Filling the Vacancy in the Position of Tax Collector and Establishing Administrative Fees. The motion was seconded by Mr. Wolfersberger and passed with a unanimous voice vote.

A motion was made by Mr. May to adopt Resolution 2026-2, Appointing a Deputy Tax Collector. The motion was seconded by Mr. May and passed with a unanimous voice vote.

**UNFINISHED BUSINESS-NONE**

**NEW BUSINESS-NONE**

**PUBLIC COMMENT**

**ADJOURNMENT**

A motion was made by Mr. May to adjourn at 8:07PM on January 20, 2026. 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 February 17, 2026, at 7:00PM.

Respectfully Submitted,

Dakota Wise  
Duncannon Borough

