

**BOROUGH OF DUNCANNON  
COUNCIL MEETING MINUTES  
March 17, 2026**

**Call to order:** Michael May, President of Council, called the meeting to order at 7:00PM on March 17, 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, Earnie Crist III, Maryann Croutharmel, Roger Williams, Mayor Rick Knepp

**Officials Absent:** Sophia Cappawana. Donald Failor, Michael Wolfersberger

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

**Citizen's Present:** Frank Campbell, Deeanna & Daryl Chubb, Kraig Nace, Kristie Smith Paul Wyatt, & Byron Wornor

**MINUTES –** A motion was made by Mr. May to approve the minutes for the February 17, 2026, Borough Council meeting minutes as presented. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

**Amendments to the Agenda-**

A motion was made by Mr. May to amend the agenda to include discussion of the PCEDA Community Walkways program under the Executive Committee Report. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

**PUBLIC COMMENT**

**Frank Campbell – Perry County Commissioner**

Commissioner Campbell provided and summarized Resolution 2026-3, Concurrence in the County Tourism Promotion and the importance of having it approved by Perry County Municipalities.

**Kraig Nace – Duncannon EMS**

Mr. Nace provided a packet of information regarding the Duncannon EMS. The packet included emergency & non-emergency call volume, financial information, and events planned for spring.

**Kristie Smith – Friends of Clarks Ferry Tavern**

Ms. Smith informed Council that the Friends of Clarks Ferry Tavern will be hosting an Earth Day Celebration on April 25<sup>th</sup> at the Tavern Green. They plan to incorporate the *America 250 Celebration* and may have a native tree and wildflower sale.

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

**PA Game Commission –** A motion was made by Mr. Williams to approve the Pennsylvania Game Commission Hunter Access Program Cooperative Agreement as presented. The motion was seconded by Mr. May and passed with a unanimous vote.

A motion was made by Mr. Williams to adopt Resolution 2026-3, Authorizing Concurrence of the County's Currently Designated Tourism Promotion Agency. The motion was seconded by Mr. May and passed with a unanimous vote.

A motion was made by Mr. Williams to appoint Mayor Knepp as the voting delegate for the PSAB Conference and Mr. May as the Alternate. The motion was seconded by Mr. Crist and passed with a unanimous vote.

A motion was made by Mr. Williams to appoint Scott Burchfield to the Duncannon Borough Planning Commission. The motion was seconded by Ms. Croutharmel and passed with a unanimous vote.

### GENERAL REPORTS

**BOROUGH ENGINEER –Greg Rogalski**

No report.

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

A written monthly systems report was provided.

**BOROUGH SOLICITOR – Mr. William Dissinger**

No report.

**DUNCANNON FIRE COMPANY - Chief Byron Worner**

A written report was provided.

Chief Worner also reported that the Tower Truck is out for repair.

**BOROUGH MAYOR – Mr. Rick Knepp**

Mayor Knepp reported that the Friends of Clarks Ferry Tavern will be hosting the Grand Opening Ceremony for the Juniata Canal Driving Tour on Saturday, March 21, at 3:00PM on the Tavern Green.

On Sunday, March 15<sup>th</sup>, Mayor Knepp represented the Borough at the Eagle Scout ceremony for C.J. Wiles. C.J. is Duncannon's 128<sup>th</sup> Eagle Scout.

Mayor Knepp met with representatives from LTAP. They toured the Borough and will review the prepared traffic calming policy and share their recommendations.

**BOROUGH SECRETARY – Mrs. Kathryn Bauer**

Mrs. Bauer attended the Appalachian Trail Community Conservation Collaborative (ATCCC) conference on February 19<sup>th</sup> & 20<sup>th</sup>. The Duncannon team presented a plan to rehab and improve Noye Park. Representatives from the AT Conservancy, DCNR, Planning Communities, Kittatinny Ridge Conservation and other community organizations gave guidance and offered assistance with grants and planning.

A motion was made by Mr. May to approve the Duncannon ATCCC plan to treat and remove invasives from the Noye Park area. The motion was seconded by Ms. Croutharmel and passed with a unanimous voice vote.

A motion was made by Mr. Williams to approve the Duncannon ATCCC team to move forward with a stream bank restoration survey through the Perry County Conservation District and Fish & Boat Commissions. The motion was seconded by Mr. May and passed with a unanimous vote.

**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 February 28, 2026, subject to audit. The Motion was seconded by Mr. Williams and passed with a unanimous voice vote.

Mr. May made a motion to approve and ratify the bills/EFT’s prepared for February 2026. The motion was seconded by Mr. Williams and passed with a unanimous voice vote.

**COUNCIL COMMITTEE REPORTS**

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

No report.

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

Mr. Williams reported that the Egg Hunt, the town-wide yard-sale and the night of music will all be held on March 28, 2026.

**REVITALIZATION & PUBLIC SAFETY–**

No report.

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

A motion was made by Mr. May to approve the September 11 Memorial Trail signage and installation plan. The motion was seconded by Ms. Croutharmel and passed with a unanimous vote.

A motion was made by Mr. Williams to approve the purchase of oil/liquid tar in cooperation with Penn Township. The motion was seconded by Mr. Crist and passed unanimously.

A motion was made by Mr. Crist to approve the rate schedule for Harlan Electric services as back-up to I.B. Abel. The motion was seconded by Mr. May and passed with a unanimous vote.

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

A motion was made by Mr. Williams to raise the Duncannon Borough Tax Collector compensation to 5%. The motion was seconded by Mr. May and passed with a unanimous vote.

Mr. May summarized the PCEDA grant opportunities for Downtown areas. The Façade Grant is open to local businesses, and the Community Walkways is open to the Borough and Borough organizations. The grant applications are available at the Borough office.

**UNFINISHED BUSINESS-NONE**

**NEW BUSINESS-NONE**

**PUBLIC COMMENT**

**Kraig Nace** – Mr. Nace stated that white parking lines would help with congestion on both Ann and Cumberland Streets. This is something that he has suggested in the past, but still feels it is a valid concern.

**ADJOURNMENT**

A motion was made by Mr. May to adjourn at 7:45PM on March 17, 2026. The motion was seconded by Mr. Crist and passed with a unanimous voice vote.

The next regularly scheduled Borough Council meeting has been advertised for April 21, 2026, at 7:00PM.

Respectfully Submitted,

Kathryn Bauer  
Duncannon Borough Secretary

APPROVED