BOROUGH OF DUNCANNON
COUNCIL MEETING MINUTES
August 18, 2026

Call to order: Michael Wolfersberger, Vice President of Council, called the meeting to order at 7:00PM on August 18, 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, Mayor Rick Knepp, Sophia Cappawana, Earnie Crist III, Maryann Croutharmel, Joseph Misner, Roger Williams

Officials Absent:

Others Present: Solicitor – William Dissinger, Finance Director/Treasurer – Robert Kroboth, Engineer- Greg Rogalski, Codes Enforcement – Ralph Ohnmacht

Citizen's Present: Tasha Misner, Paul Wyatt-Duncannon Record

MINUTES – Mr. May made a motion to approve the minutes for the July 21, 2026, Borough Council meeting minutes with corrections. Ms. Cappawana seconded the motion, and it passed unanimously.

AMENDMENTS TO THE AGENDA - None

PUBLIC COMMENT - None

APPOINTMENTS, CORRESPONDENCE, RESIGNATIONS, CITIZEN ACTION

A request for a handicap parking space was provided to Council. The request was sent to the Public Safety Committee for consideration.

Mr. May reported that Mr. Misner has been appointed to the Revitalization & Public Safety Committee and that Mr. May had removed himself from the same committee.

GENERAL REPORTS

BOROUGH ENGINEER –Greg Rogalski

The Grit Screw at the WWTP has had on operation failure. Parts for repair are estimated to be approximately $30,000.00. Quotes for parts and labor will be acquired.

The bid package for the Lincoln Street water project should be complete, and the project should go out for bid in early September.

Mr. Kroboth asked if overlay of the street is a part of the bid package that PennDOT approval be obtained so that Liquid Fuels funds can be used.

APPROVED

PUBLIC WORKS OPERATOR – Envirotec Resources LLC. Steve Sauers
Mr. Sauers provided and summarized a written monthly systems report.

Mr. Williams made a motion to approve the purchase of a meter for the water line near the booster station. Mr. Wolfersberger seconded the motion, and it passed with a unanimous voice vote.

BOROUGH SOLICITOR – Mr. William Dissinger
Solicitor Dissinger reported that the lawsuit against the Borough has been discontinued as settled.

DUNCANNON FIRE COMPANY - Chief Byron Worner
Written reports were provided for the months of June & July 2026.

BOROUGH MAYOR – Mr. Rick Knepp
Mayor Knepp reported that the 'Rock the Block' community festival was well attended. He thanked all who helped and joined in the festivities.

Traffic calming is still a work in progress. An updated speed study is needed and will be conducted in the upcoming weeks.

Mr. Ohnmacht provided a written codes report.

A zoning hearing is advertised for September 16, 2026, to consider a request for Variance.

Mr. Williams made a motion to have Dissinger and Dissinger represent Borough interests at the hearing. Mr. Wolfersberger seconded the motion, and it passed with a unanimous voice vote.

BOROUGH SECRETARY – Mrs. Kathryn Bauer
No report.

APPROVAL OF TREASURER'S REPORT & RATIFICATION AND APPROVAL OF BILLS/EFT'S
Mr. Williams made a motion to approve the Treasurer's Reports dated July 31, 2026, subject to audit. Ms. Croutharmel seconded the motion, and it passed unanimously.

Mr. Crist made a motion to approve and ratify the bills/EFT's prepared for July 2026. Mr. Williams seconded the motion, and it passed unanimously.

COUNCIL COMMITTEE REPORTS
FINANCE, ADMINISTRATION, and IT – Mr. May, Chairman
No report.

PARKS & RECREATION – Mr. Williams, Chairman
Mr. Williams reported that the Halloween Parade is set for Sunday, October 25, 2026, at 3:00PM

A food truck festival will be held on October 25th prior to the Parade.

The Summertime Shine Car Show will be held at Cooper Field on Sunday, September 13, 2026.

APPROVED

REVITALIZATION & PUBLIC SAFETY–
Mr. Crist III stated that the committee continues working on traffic calming.

INFRASTRUCTURE, FLEET & FACILITIES – Mr. Wolfersberger, Chairman
Mr. Wolfersberger presented three quotes for Demolition of the Former Zendt Property on North Market Street.

Mr. Williams made a motion to accept the quote from Swigart Tree Service in the amount of $3,000.00 for the Demolition of the property at 922 North Market Street, parcel #060. 104-027.000. Mr. May seconded the motion and it passed unanimously.

Mr. Wolfersberger made a motion to approve renewal of the Envirotec Resources LLC. water and wastewater operations professional services agreement. Mr. May seconded the motion, and it passed unanimously.

An audit engagement letter was prepared for the DBMA by Wagner, Dreese, & Elsasser and presented for approval by the DBMA members.

DMBA ACTION- Mr. Wolfersberger made a motion to approve the audit engagement letter prepared by Wagner, Dreese, & Elsasser for the DBMA. Mr. Crist seconded the motion, and it passed unanimously.

EXECUTIVE COMMITTEE – Mr. May, Chairman
Mr. Wolfersberger made a motion to approve the annual employee wage increase of 3%. Mr. Crist seconded the motion, and it passed unanimously with Mr. Williams abstaining.

Consideration of work crew changes will be moved to the Finance Committee agenda for September.

UNFINISHED BUSINESS

Mr. May reported that he will be having surgery on September 2, 2026. He asked that everyone pitch in to keep things running smoothly.

NEW BUSINESS

The Duncannon Fire Company will be celebrating their 100-year anniversary in 2027. They plan to host a celebratory parade.

Mr. Williams made a motion to inform the fire Company that the Parade route cannot close both Market & High Streets at the North and South entrances to the Borough. Mr. Crist seconded the motion, and it passed unanimously with Ms. Cappawana abstaining.

PUBLIC COMMENT-NONE

ADJOURNMENT

Mr. Williams made a motion to adjourn at 7:37PM on August 18, 2026. Ms. Croutharmel seconded the motion, and it passed unanimously.

APPROVED

The next regularly scheduled Borough Council meeting is advertised for September 15, 2026, at 7:00PM.

Respectfully Submitted,

Kathryn Bauer
Duncannon Borough Secretary

APPROVED