

The Duncansville Borough Council meeting was held on Monday, June 10, 2024, at 7:00 P.M. at the Duncansville Borough Building

Attendance Eric Fritz, Mayor
Annette Lewis, President
Jeffrey Lynn, Vice President
Cindy Blontz, Pro Tem
Dave Shaw, Council Member
Nicole Estep, Council Member
Rodney Estep, Police Chief, Borough Manager

Annette Lewis opened the meeting with the Pledge of Allegiance to the flag and roll call by the Borough Secretary.

Cindy Blontz made a motion to approve the Council minutes held on May 13, 2024, with the correction under new business where it states about council packets being emailed. The corrected statement should be "Borough Council decided they would like to have their council reports emailed to them with the exception on Cindy Blontz and Dave Shaw, who would like to have the packet hand delivered to their house" Nicole Estep seconded the motion, all in favor, motion carried.

Dave Shaw made a motion to accept the Duncansville Municipal Authority minutes held on May 2, 2024. Cindy Blontz seconded the motion, all in favor, motion carried.

Visitors: Sue Koronowski, Rodney Noel, Gary Detwiler, Lee McGill

Secretary:
Nothing at this time.

Mayor:
Cindy Blontz made a motion to accept the Police report for the month of May 2024. Nicole Estep seconded the motion, all in favor, motion carried.

Chief Estep:

1. The 2024 Employee Manual was presented at last month's meeting. If there were no corrections or additions, the resolution amending and updating the Employee Manual will need to be signed by the mayor. Cindy Blontz made a motion to accept the changes and have Mayor Fritz sign the resolution. Nicole Estep seconded the motion, all in favor, motion carried.
2. Chief Estep reported that we were contacted by a representative from DCNR regarding the 2024 Mini-Grant that was passed on earlier this year. They stated that there were some funds left over and asked us to put our project back into the poll. The grant would help with the construction of a music pavilion and fencing for the pickleball court for \$26,765.00. This would be a 50% match for the Borough. Nicole Estep made a motion to sign the resolution authorizing submission of the 2024 DCNR Mini-Grant for pavilion and fencing. Jeff Lynn seconded the motion, all in favor, motion carried.

Cindy Blontz made a motion to sign the resolution that authorizes, upon award of the 2024 DCNR Mini Grant for the construction of the music pavilion and fencing for the pickleball court, the payment of \$13,382.50 to be used as the 50% match from the 2024 Parks and recreation budgeted money. Dave Shaw seconded the motion, all in favor, motion carried.

3. We received an address approval from Blair Co GIS at the 911 center. The property owner at 1315 3rd Ave, constructed an apartment above their garage. They are asking for approval of the address of

1315 3rd Ave Rear for that property address. Cindy Blontz made a motion to approve the address. Nicole Estep seconded the motion, all in favor, motion carried.

4. We are currently a member of the Blair Regional Code Administration Committee and Frankstown Township has recently asked to become a member of the Committee and that requires all existing members to sign a Resolution to permit Frankstown Township to become a member of the Committee. Jeff Lynn made a motion to have the president and secretary to sign this resolution. Nicole Estep seconded the motion, all in favor, motion carried.
5. With the construction of Phase 1 of the Community Center, the alley west of the Community Center, Rod would like to see this alley closed off permanently to all public traffic with the exception of emergency vehicles and postal vehicles. Cindy Blontz made a motion to have Mike do a resolution closing the alley west of the Community Center to public traffic. Nicole Estep seconded the motion, all in favor, motion carried.
6. There have been several complaints regarding 15th Street becoming a short cut from 14th Street to get to the west end of town. The residents also state that people are driving too fast on 15th Street since it's been paved. Rod would like to discuss at next month's meeting regarding making 15th Street a one way entering in on the 4th Ave side.
7. Rod stated that it has been discussed previously about having Young, Oakes and Brown to come in and do an assessment on our Quickbooks procedures. The cost for this will be \$2,200.00-\$2,450.00. Dave Shaw made a motion to have YOBCO come and do the Agreed Upon Procedures. Nicole Estep seconded the motion, all in favor, motion carried.

Solicitor:

1. Mike presented the Ordinance to establish the Office of Duncansville Borough Ordinance Enforcement Officer. Cindy Blontz made a motion to have the president and mayor sign the ordinance. Nicole Estep seconded the motion. Roll call vote, Jeff Lynn-yes, Annette Lewis-yes, Cindy Blontz-yes, Nicole Estep-yes, Dave Shaw-yes. Motion carried.
Jeff Lynn made a motion to approve the resolution appointing Bryan Rhodes as the Duncansville Borough Ordinance Enforcement Officer. Cindy Blontz seconded the motion, all in favor, motion carried.
2. Mike presented a resolution authorizing the sale of the real estate located at 1146 3rd Ave, Duncansville Borough. Jeff Lynn made a motion to have the mayor and secretary sign the resolution authorizing the sale of real estate at 1146 3rd Ave. Nicole Estep seconded the motion, all in favor, motion carried.
3. A notice of violation was sent to Greg Werstil regarding a fence that he didn't get a permit for. He took down the fence wire but kept the posts that we put up on his property. Chief Estep recommended to council that they accept that as a solution to this matter mark this matter closed.
4. A discussion was held regarding the Antique Depot project. Chief Estep's recommendation is to have the engineer come to July's meeting to discuss this project. Nicole Estep made a motion to have Keller Engineering attend the July meeting to discuss the Antique Depot Project. Cindy Blontz seconded the motion, all in favor, motion carried.

Committees:

Buildings & Grounds: Rod reported that Phase 1 of the Community Center Project is moving forward. He received a bid from our current IT provider to update the install of computer and camera system at the Community Center. The estimate will be a total of \$5,500.00. Dave Shaw made a motion to approve the estimate for Aerial Communications to have the computer router rack and port panel and wiring at the center for the total of \$5,500.00. Jeff Lynn seconded the motion, all in favor, motion carried.

Chief Estep reported that he and Mayor Fritz went to Lion Surplus and purchased new desks, chairs and tables and some filing cabinets to put in the new offices. He was also able to get a projector for the community center. He purchased all of this for \$250.00.

Finance: Nothing at this time.

Fire Company: Nothing at this time.

Parks & Recreation: A discussion was held on the pickle ball court. Mayor Fritz reported that the courts are being painted on Thursday and Friday of this week.

Paula asked about putting signage up on 3rd Avenue for the Memorial Park. There have been a lot of people stopping in the office asking where the park is located in the borough. Council would be interested in some signage.

Personnel: Nothing at this time.

Streets & Equipment: Dave Shaw thanked everyone involved with helping to get the streets paved this year. It took a lot of effort from a lot of people.

Water & Sewer: Cindy Blontz made a motion to approve the water/sewer report for May 2024. Nicole Estep seconded the motion, all in favor, motion carried.

Duncansville Community Days: Mayor Fritz reported that there are 32 nonprofits will be setting up this year. We are still looking into insurance for the bounce house.

Unfinished Business: Nicole Estep reported that they are tentatively planning on doing an event in September with vendors and food trucks. More information will be available in the future.

New Business: Nothing at this time.

Next Meeting: Monday, July 8, 2024

Cindy Blontz made a motion to pay the monthly bills for June 2024. Dave Shaw seconded the motion, all in favor, motion carried.

Annette Lewis adjourned the meeting at 8:08 PM

Paula J Fox
Secretary/Treasurer