

Borough of Duncansville

1146 3rd Ave Duncansville, PA 16635

October 14th, 2024

Call Meeting to Order: 7:06 p.m.

Pledge of Allegiance -

Attendance -

Annette Lewis	Cindy Blontz
Nicole Estep	Dave Shaw
Eric Fritz	

Prior Meeting Minutes –

Motion: Approve the minutes of the September 9th & August 12th meetings.

Moved By: Cindy Blontz

Second: Dave Shaw

Motion: Approve the minutes of the August 28th meeting.

Moved by: Cindy Blontz

Second: Nicole Estep

Motion: Approve meeting minutes for the Water & Sewer Authority meeting held September 5th, 2024.

Moved by: Nicole Estep

Second: Cindy Blontz

Visitors -

Hedi Rexford	Sue Koronawski
Bill Lloyd	Rodney Noel
Patrick Schore	Jeffery Cipriani
Dave Claybaugh	

Dave Claybaugh – Dave presented information on the maintenance of the streetlights along 3rd avenue. Dave suggested that the traffic lights be inspected once per year. This inspection can include a visual check to ensure timing is accurate, cleaning the lens, and replacing parts as needed. Dave also suggested a thickness test on the poles due to the amount of salt that is used for winter maintenance. Dave has sent over a proposal with pricing for this yearly maintenance.

Patrick Schore & Jeffery Cipriani – Paterick introduced himself as a member of Explore Altoona. He continued by expressing concerns that the commissioner is working to revoke the hotel tax that Explore Altoona uses as funding to market the events, landmarks and trails in the area. The hotel tax is gathered from each hotel in Blair County then given to Explore Altoona. Jeffery Cipriani spoke regarding this matter as he is the GM of the Hampton in location in Altoona. He feels that Explore Altoona brings leisure-seeking individuals to the area which then in turn, gives him business. He agreed that the hotel tax should be used to market the area. Paterick asked for the Boroughs support against the commissioners resolution.

Secretary Report – Nothing to report currently.

Mayors Report – Police report.

Motion: Approve the current Police report.

Moved by: Cindy Blontz

Second: Dave Shaw

Managers' Report – Young Oaks and Brown Company is continuing to work on transitioning all QuickBooks accounts to one system. The QuickBooks for the Borough Secretary will need to be updated. Three accounts were added to the Borough QuickBooks; Community Days, Children's Christmas Fund and Police Fund. The Borough held 2 community meetings, on September 23rd & 26th to hear Borough related concerns and questions. During the meetings, Sunbrook Manor residents expressed interest in attending community events but lack the ability to drive to the event. The Borough Council discussed options to provide transportation via volunteers. Discussion will continue once some options are researched further.

Solicitor – Sealed Bid Opening for the purchase of the Borough Office at 1146 3rd Ave Duncansville, PA 16635, was completed. No bids were received. The building can now be publicly listed with a realtor.

Motion: List the Borough Building with L&H Realty, contingent upon a review of the broker agreement and 4.5% for 90 days.

Moved by: Nicole Estep

Second: Dave Shaw

Committees –

Building & Grounds: The Community Center renovations are continuing with great progress. The paint and drop ceiling is being completed this week. The flooring will be completed by 10/22. Moving from the current building to the new building will begin 10/23. The contractor will be buffing the floor on the rentable side of the building. The building will be complete and ready for the Election day on November 5th, 2024.

Finance: Borough Manager, Mr. Estep, discussed the current Health Care plan and the findings of other Health Care options. The other options were not competitive with the current plan that the Borough holds. Council has decided to move forward with renewing the current UPMC plan. Furthermore, the council discussed the option of reimbursing each employee that does not opt-in to the Health care plan. The reimbursement will only be awarded if the employee joins the Health Care plan of a spouse.

Motion: Renew current Health Care plan for 2025.

Moved by: Nicole Estep

Second: Dave Shaw

Motion: Reimburse employees 30% of Group classification if they do not opt for Health Care.

Moved By: Dave Shaw

Second: Nicole Estep

Motion: HRA to stay the same as current.

Moved by: Dave Shaw

Second: Cindy Blontz

Fire Company: Bill Lloyd reported that the fire company is working to prepare for the increase in electric vehicles. They now have a plug that can be used on electric vehicles to test if it is “running” or not.

Parks & Recreation: Mr. Eric Fritz reported that Community Days is funding the addition of LED lights at the park. 3 lights will be added.

Personnel:

Street & Equipment: Monday October 14th, the start of leaf collection began. The collection will run through November and into the first 2 weeks of December. The street department will also be picking up Christmas trees this year into January 2025.

Water & Sewer: Water & Sewer report.

Motion: Approve the Water & Sewer report.

Moved by: Dave Shaw

Second: Nicole Estep

Duncansville Community Days: July 18th & 19th, 2025. The committee is planning Bingo Nights, an Easter parade, and letters to Santa.

Unfinished Business – New Hire: Jerrica Grance has been hired as the Borough Secretary/ Treasurer.

Motion: Add Jerrica Grance onto the bank accounts and as a signer.

Moved by: Nicole Estep

Second: Dave Shaw

Rodney Estep provided an update regarding the line of credit for the Borough in the amount of \$125,000.00. The bank will provide a line of credit based on tax anticipation for 2025.

Motion: Allow Rodney Estep to proceed with the Line of Credit.

Moved by: Dave Shaw

Second: Nicole Estep

Mrs. Nicole Estep expressed that Dana Milton has started an outreach program for kids to promote mental health. Dana is seeking a venue for the winter months to hold the outreach nights. November 20th & December 18th, 2024. Dana would like the Borough to donate the community center for the outreach events. Borough Council has agreed to let Dana use the Community Center.

New Business – Trick or Treat night will be held October 31st, 6-8 p.m. The Community Days Committee will be funding and creating the candy bags.

Next Meeting – November 12th, 2024 at the Community Center. Mr. Emerick will advertise the remaining 2024 as well as 2025 meeting dates.

Monthly Bills – Bill report & checks have been provided.

Motion: Pay the monthly bills

Moved by: Cindy Blontz

Second: Nicole Estep

Meeting Adjourned – 8:52 p.m.