

The Duncansville Borough Council meeting was held on Wednesday, August 31, 2022, at 7:00 P.M. at the Duncansville Community Center

Attendance Eric Fritz, Mayor
Cindy Blontz, President
Dave Shaw, Pro Tem
Annette Lewis, Council Member
Jeffrey Lynn, Council Member

Absent Donald Detrick, Council Member

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

Dave Shaw made a motion to approve the Council minutes held on July 11, 2022. Annette Lewis seconded the motion, all in favor, motion carried.

Jeffrey Lynn made a motion to accept the Duncansville Municipal Authority minutes held on July 7, 2022. Dave Shaw seconded the motion, all in favor, motion carried.

Visitors: Ed Blontz, Sue Koronowski, Dave Brenneman Jr, Jessica Brenneman, Jerome Eckardt, Bill Newton, Lee & Bernadette McGill, Dave Smith, Steve Gardner, Elizabeth Heggi, Michael Lytle

Dave Brenneman Jr asked for any updates on fire protection for the residents on Vineyard Lane. Mayor Fritz reported that he spoke with Mr. & Mrs. Bougher regarding the use of their driveway for emergency services and they are not in favor of anyone using their driveway to gain access to Vineyard Lane. They do not want any damage done to their driveway from anyone using it. A discussion was held with Jessica Brenneman regarding the health and safety concerns of Vineyard Lane. Jessica asked if council was disbanding the committee that was formed to come up with ideas for fire protection. Jeff Lynn stated that they have not exhausted all their possibilities yet. He will speak with Donnie Detrick regarding this and will get in contact with the Brenneman's. Jerome Eckhardt wanted it documented that it has been over eighteen months that have been bringing their concerns to council regarding fire protection to the Vineyard Lane residents.

Sue Koronowski asked if council was going to do an ordinance regarding putting a sign at the park designating when the park was open and closed. A discussion was held with Chief Estep and he stated that he didn't think it was an issue at this time to have signage installed. He stated that he will keep an eye on things and if it starts becoming an issue, he will bring it back to council.

Mike Lytle was visiting to speak to council about using the field at the park for soccer practice when the field is not being used. He would also like to use field paint on the grass when using it. Mike Emerick stated that they would have to submit an insurance certificate and contact information.

Secretary:

1. Paula stated that the welcome signs on each end of 3rd Avenue are in need of repair. She reported that the sign in front of Napa broke off the post and Jim Fox picked it up and repaired it. He also planted flowers in both flower boxes at each sign. He has been taking care of watering and weeding the plants. Cindy asked Jim Batzel if he could get new posts for both signs and repair them.
2. Paula stated that Jerrica Grance would like to participate in a zoning webinar that is being held on September 28, 2022 from 6:30-8:00 pm with the cost of \$25.00. Cindy stated that she would like her to adjust her working hours to accommodate this webinar. Annette Lewis made a motion for Jerrica to participate in the Zoning Officer & Zoning Hearing Board webinar. Dave Shaw seconded the motion, all in favor, motion carried.

Mayor:

Annette Lewis made a motion to accept the Police report for the month of July 2022. Jeff Lynn seconded the motion, all in favor, motion passed.

1. Chief Estep would like to attend a 2-1/2 days training session. He has applied and was awarded a grant to attend the Team DUI Pennsylvania training course. It is being held on November 16, 17 & 18, 2022. The grant will cover everything except meals. Dave Shaw made a motion to have Chief Estep attend the training course. Jeff Lynn seconded the motion, all in favor, motion carried.
2. Chief Estep received an email from Sherriff Ott regarding Trick or Treat for Blair County. The date is set for October 27, 2022 from 6-8 pm.

Solicitor:

1. Mike reported that the property at 1305 7th Avenue property that was scheduled in front of the District Magistrate August 19th for the zoning violation was canceled since refused service of the notice. She will need to be served by the constable, which will be a \$75.00 fee that will be added to the cost of the receipts. Jeff Lynn made a motion to approve the \$75.00 fee to serve the property owner the hearing notice. Annette Lewis seconded the motion, all in favor, motion carried.
2. Annette Lewis asked what is going on with the 3rd Avenue property. She feels that it is getting to be a problem again. She is concerned about the animals that are inside the property and nobody seems to be living there. Chief Estep stated that our ordinances are very vague and limits on what you can site the property owner for. His recommendation would be to go through the ordinances and revamp them and get the on the website. Mike stated that there are companies out there that will codify the ordinances. Annette Lewis suggested that council should make a sub-committee and redo the ordinances. Annette Lewis, Chief Estep and Mayor Fritz volunteered to form that committee. Annette Lewis made a motion to form a sub-committee to go over ordinances. Jeff Lynn seconded the motion, all in favor, motion carried.
3. Mike stated that he drew up a resolution for the Police Department Manual Establishing Media/Criminal Justice Information, Resources and Mobile Video/Audio, Recording Equipment Policies. Annette Lewis made a motion to sign the resolution. Jeff Lynn seconded the motion, all in favor, motion carried.

Engineer:

1. Pizza Hut Land Development Plan. The project is being presented with some modifications:
 - a. They are requesting that the curbing not be installed because the storm water management of this site would be infringed by the use of curbing. They want the water to be able to flow to the rear of the building. Jeff Lynn made a motion to approve the curbing modification for this project. Annette Lewis seconded the motion, all in favor, motion carried.
 - b. The second modification would be the modification of the storm water provision in the ordinance that make the applicant go back to start when it was cropped field. Annette Lewis made a motion to approve the storm water provision that states the applicant has to go back to grass. Jeff Lynn seconded the motion, all in favor, motion carried.
 - c. There is an existing non-conforming yard setback. The building sits closer to the rear of the property line than what the current zoning ordinance states. Jeff Lynn made a motion to accept that fact that there is a rear yard setback that is a pre-existing non-conforming use. Annette Lewis seconded the motion, all in favor, motion carried.
 - d. Tom would like to get conditional approval of the final Land Development Plans for Pizza Hut subject to the conditions as articulated by the solicitor. Annette Lewis made a motion to approve the Land Development Plans for Pizza Hut. Jeff Lynn seconded the motion, all in favor, motion carried.
2. 2022 Storm Sewer Improvement bid results:

- a. The lowest bid came in from McClellan Excavating in the amount of \$78,661.15. Dave Shaw made a motion to accept the McClellan Excavating bid in the amount of \$78,661.15. Annette Lewis seconded the motion, all in favor, motion carried.
 - b. A discussion was held on advertising the paving of this project now or wait until spring. Dave Shaw made a motion to advertise the paving portion of this project now. Jeff Lynn seconded the motion, all in favor, motion carried.
3. Traffic Study at 13th St and 6th Ave.
 - a. Chief Estep checked accident and incidents reports for that intersection and there has not been many accident/incidents in that area. Tom feels that is a strong indicator that nothing is warranted. The traffic pattern is safe. Dave Shaw made a motion to disregard the previous motion to have Tom conduct a Traffic Impact Study on the 13th St intersection. Jeff Lynn seconded the motion, all in favor, motion carried.
 4. 13th Street Bridge Project:
 - a. There is paperwork that needs executed for the PennDot partnership. The Municipal Resolution which give the president and secretary to sign the Policy and Procedure for Consultant Selection. Dave Shaw made a motion for Cindy and Paula to sign the resolution and Policy and Procedure paperwork. Annette Lewis seconded the motion, all in favor, motion carried.

Committees:

Buildings & Grounds-Donnie Detrick:

1. Paula received bids on the concrete work for the fire department apron and sidewalk project. Since all the bids are over the \$11,800.00 threshold, the project will need to be advertised for bid. Donnie will need to reach out to the fire company and let them know when we get the bids come in.
2. Paula received bids for the heating/cooling unit for the Borough Building. The lowest bid came in from Precision Metal & Fabrication in the amount of \$8,200.00. Dave Shaw made a motion to approve the bid from Precision Metal & Fabrication for mini splits for the Borough Building. Annette Lewis seconded the motion, all in favor, motion carried.

Finance-Dave Shaw: Budget meetings will start in September after our regular meeting.

Fire Company-Donnie Detrick: Nothing at this time.

Parks & Recreation-Annette Lewis:

1. Annette gave an update on the DCED grant match. They came back and stated we couldn't use the park as collateral for the grant match. The only way you can use it as collateral is if the park was undeveloped. We would do a dollar match and we won't know if that goes through until January.

Personnel-Cindy Blontz: Will be discussed in an executive session.

Streets & Equipment-Dave Shaw: Jim Batzel reported that lines and curbs are painted.

Water & Sewer-Jeff Lynn: Jeff Lynn made a motion to accept the water report for July 2022. Annette Lewis seconded the motion, all in favor, motion carried.

Duncansville Community Days: Mayor Fritz reported that the last park jams will possibly be canceled due to scheduling issues.

Borough Council went into and executive session at 8:23 pm for personnel reasons.

Borough Council came out of executive session at 9:22 pm.

Unfinished Business:

New Business:

1. Annette Lewis made a motion to hire Jacob Fello as a part time police officer. Jeff Lynn seconded the motion, all in favor, motion carried.
2. Cindy stated that Mayor Fritz and herself met with the employees regarding some personnel issues. Cindy stated after discussing it with council they decided to give each employee three additional vacation days as a one-time occurrence for this year. If they days aren't used, it will be paid out at the end of the year. Dave Shaw made a motion to give the employees 3 addition day to be used this year or paid out by the end of the year. Annette Lewis seconded the motion, all in favor, motion carried.
3. Cindy stated that they will be looking at doing a lot of revisions to the employee handbook. Council will check other municipalities and try to get our employees benefit packages comparable to surrounding municipalities.
4. Jeff Lynn made a motion to change the Street Department and Water and Sewer hours to 7:00-3:30 am. Annette Lewis seconded the motion, all in favor, motion carried. Mayor Fritz also stated that Paula will change her our from 7-3:30 and Jerrica would work from 9-5:30 but the office ours would stay open the hours of 8-4:30. This way it will give Paula and Jerrica a little extra time with uninterrupted time to get things done while the office isn't open.
5. Annette Lewis made a motion to use the Police Fund money to purchase supplies for the evidence room to get it organized. Jeff Lynn seconded the motion, all in favor, motion carried.
6. Mayor Fritz stated that Chief Estep is in need a cell phone to use for the police department. Chief Estep stated he can get a second line put on his personal cell phone line that could be used for police business. The cost of the line would be \$35.00. Annette Lewis made a motion to allow Chief Estep to add the second line to his personal cell phone and the borough will reimburse him for that fee. Jeff Lynn seconded the motion, all in favor, motion carried.

Next Meeting: Monday, September 12, 2022

Dave Shaw made a motion to pay the monthly bills for August and accept the financial report subject to future audit. Annette Lewis seconded the motion, all in favor, motion carried.

Cindy Blontz adjourned the meeting at 9:31 PM

Paula J Fox
Secretary/Treasurer