

The Duncansville Borough Council meeting was held on Wednesday, January 31, 2024 at 7:00 P.M. at the Duncansville Borough Building

Attendance Eric Fritz, Mayor
Annette Lewis, President
Jeffrey Lynn, Vice President
Dave Shaw, Council Member
Nicole Estep, Council Member

Absent Cynthia Blontz, Pro Tem

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

Visitors: Jim Gregory, Ashlyn Dugan, Bill Lloyd

Jim Gregory was visiting to update Borough Council on some funding that is coming available. There is funds coming up that is LSA money which stands for Local Share Account Money. It is money that comes from gambling revenue in the state of Pennsylvania. Duncansville Borough has a grant application currently. Duncansville is one of twenty-two applications at this time.

Ashlyn Dugan was visiting to submit a Final Land Development Plan for her backyard project. A discussion was held on the project.

Jeff Lynn made a motion to waive the easement on her property. Dave Shaw seconded the motion, all in favor, Nicole Estep abstained, motion carried.

Mike will make amendments to the developer's agreement, and he will email it to Ashlyn's engineer for review. Jeff Lynn made a motion to approve the backyard project subject to the developer's agreement. Dave Shaw seconded the motion, all in favor, Nicole Estep abstained, motion carried.

Secretary: Nothing at this time

Mayor: Nothing at this time.

Solicitor: Mike presented a final draft of and ordinance establishing a Borough Manager. Nicole Estep made a motion to sign the ordinance establishing a Borough Manager. Jeff Lynn seconded the motion.

Roll call vote: Jeff Lynn-yes, Nicole Estep-yes, Dave Shaw-yes, Annette Lewis-yes

Engineer: Nothing at this time.

Committees:

Buildings & Grounds: Chief Estep reported that the Community Center project is out for bid. Bids will be opened on February 12, 2024.

Finance: Nothing at this time.

Fire Company: Nothing at this time.

Parks & Recreation: A discussion was held on grants that have been applied for and using some funds that is in capital improvement accounts to do some improvements to the park and buildings.

Personnel: Annette Lewis spoke about getting an RFP in place for an Engineer. Jeff Lynn made a motion to write up an RFP for an Engineer. Nicole Estep seconded the motion, all in favor, motion carried.

A discussion was held on the position of the Borough Manager. Mayor Fritz is proposing to pay the Borough Manager \$15,000.00 for the year which would come out of the surplus from the police budget. Mike is working on an employment agreement for this position. Annette Lewis and Mayor Fritz stated that they would like to see Chief Estep step into this position. Chief Estep reported that his primary job will be Chief of Police but he will cut down on additional patrolling. Jeff Lynn made a motion to hire Rod Estep as Borough Manager with the salary of \$15,000.00 a year. Dave Shaw seconded the motion, all in favor, Nicole Estep abstained, motion carried.

Streets & Equipment: Nothing at this time.

Water & Sewer: Nothing at this time.

Unfinished Business: Annette Lewis asked Tom about the fence violation for Greg Werstil and the Land Development for Antique Depot. Tom stated that he drafted a violation letter for Greg Werstil and sent it to Mike for review. Mike is reviewing and will have it sent to Amy sometime next week. Mike also reported that Antique Depot is in violation of his Developers Agreement. A violation letter will be sent out to him.

New Business: Nothing at this time.

Next Meeting: February 12, 2024

Nicole Estep made a motion to pay the extra bills for the month of January 2024. Dave Shaw seconded the motion, all in favor, motion carried.

Annette Lewis adjourned the meeting at 8:03 PM

Paula Fox
Secretary/Treasurer