

BOROUGH OF PARRYVILLE
MEETING MINUTES
November 21, 2022

Meeting was called to order by Jason Smith, Council President at 7:01pm

Pledge of Allegiance

Roll Call:

Present: Jason Smith, President; Dustin Wentz, Vice President; Donald Smith, Councilman; Monica Kunkle, Councilperson; Patricia Wentz, Councilperson; Cathy Hawk, Secretary

Absent: Tom Kobal, Mayor; Dana Brubaker, Treasurer; Robert Frycklund, Solicitor

Prior Meeting Minutes

- February 21, 2022 – not available (Dana)
- October 17, 2022 – Motion to approve by D. Smith; 2nd by P. Wentz. Motion carried
- November 18, 2022 Special Meeting – Motion to approve by P. Wentz; 2nd by M. Kunkle. Motion carried

Treasurer's Reports

- Period Ending October 31, 2022 – Motion to approve by D. Smith; 2nd by P. Wentz. Motion carried

List of Bills – November 17, 2022

- Motion by P. Wentz to approve the List of Bills; 2nd by M. Kunkle; Motion carried

Department Reports

- A. Zoning and Building Code
 - a. Pres. Smith stated many violations. Some requested hearings which Marty Sowers is still working on. Also follow up with Yoga Studio; Riverwalck subdivision
 - b. Tomorrow eve at 6p will be a meet & greet with Zoning Hearing Board and Marty
- B. Sewage Enforcement
 - a. Pres. Smith spoke with Andrea Martin (SEO Barry Isett & Associates) regarding the Act 537 Plan and the grant available. Due to deadline in December, there is not enough time to get all of the paperwork together to apply. Marty Sowers (Light-Heigel) and Andrea will speak after Thanksgiving so they can move forward with completing the Income Survey.
- C. Code Enforcement
 - a. Pres. Smith stated there are numerous violations that will be sent by Light-Heigel.
- D. Solicitor
 - a. No report.
- E. Mayor
 - a. No report
- F. Engineer
 - a. Councilman D. Smith stated that Eric Snyder met with Chris Storm (Carbon County Conservation – who gives us grants) and we have money left over from the S. Fireline project that needs to be spent.
 - b. Will have a meeting with Eric on Wednesday, November 30 at 11am

Board Reports

- A. Planning Commission
 - a. No report
- B. Zoning Hearing Board
 - a. Pres. Smith said Dan Graver resigned.

Committee Reports

- A. Building and Lights – D. Smith
 - a. Flag pole needs to be installed.
- B. Health & Sanitation – J. Smith
 - a. Reminded of the Electronics Recycling event on Dec. 10, 2022.
 - b. Pres. Smith is still trying to work with Waste Management to get the rental property dumpster and another dumpster off of our invoice.
 - c. Secretary C. Hawk state that a resident on N. Fireline had their recycling containers taken by Waste Management.
 - i. Pres. Smith will check with Dustin Wentz to see if we have received pricing for recycling containers.
- C. Roads – D. Smith
 - a. Roadmaster Hawk the Chevy Silverado is ready for it to be sold. Pres. J. Smith will post on Facebook Marketplace.
 - b. Pres. J. Smith stated the plow for the Ram truck is on backorder. Roadmaster Hawk said the dump truck is ready for the winter.
- D. Playground – P. Wentz
 - a. No report
- E. Canal Commission – M. Johnson & D. Wentz
 - a. No report
- F. Fire & Safety – M. Kunkle
 - a. Stated upcoming events
- G. Finance & Budget – J. Smith
 - a. Motion by P. Wentz to advertise the 2023 Budget for adoption at the Dec. 19, 2022 meeting. 2nd by M. Kunkle. Motion carried.
- H. Act 537 – J. Smith
 - a. Discussed earlier in the meeting
- I. President's Report – J. Smith
 - a. Shared earlier
- J. Grants – J. Smith
 - a. No response yet.
 - b. Posed an option to have professional grant writers submit our grants; Barry Isett & Associates has one on staff.

Unfinished Business

- A. Secretary Hawk reminded that the security camera still needs to be removed from S. Fireline.
- B. Pres. Smith reminded that Gayle Schaffer gave her resignation date of January 15, 2023, as Tax Collector and per Atty. Frycklund, she is required to name a Deputy
- C. D. Smith said that drain needs to be cleaned out on Water Street. He will ask Marty Sowers to address the situation with the resident

New Business

- A. Motion by D. Wentz to advertise the 2023 Tax Ordinance for adoption at the December 19, 2022 meeting. 2nd by P. Wentz. Motion carried.
- B. Motion by P. Wentz to advertise the 2023 Council Meeting dates. 2nd by M. Kunkle. Motion carried
- C. Motion by M. Kunkle to advertise the 2023 Planning Commission Meeting dates with the change of November 21 Tuesday instead of Wednesday due to Thanksgiving. 2nd by P. Wentz. Motion carried.
- D. Motion by P. Wentz to advertise the *Act 57 of 2022 – Effect of Failure to Receive Tax Notice*. 2nd by D. Smith. Motion carried.

Additional Public Comments

- A. None

Adjournment

- Motion by P. Wentz to adjourn the meeting; 2nd by M. Kunkle; motion carried.

Submitted By:

Cathy Hawk

**Cathy Hawk
Secretary**

Next Scheduled Meeting: Monday, December 19, 2022, at 7:00pm at the Parryville Borough Hall