

BOROUGH OF PARRYVILLE
MEETING MINUTES
April 17, 2023

Meeting was called to order by Jason Smith, Council President at 7:00pm

Pledge of Allegiance

Roll Call:

Present: Jason Smith, President; Dustin Wentz, Vice President; Donald Smith, Councilman; Monica Kunkle, Councilperson; Patty Wentz, Councilperson; Cathy Hawk, Secretary; Robert Frycklund, Solicitor
Absent: Tom Kopal, Mayor; Dana Brubaker, Treasurer

Prior Meeting Minutes

- January 17, 2023 – Motion to approve by D. Wentz; 2nd by P. Wentz. Motion carried
- March 20, 2023 – Motion to approve by D. Smith; 2nd by M. Kunkle. Motion carried

Treasurer's Reports

- February 28, 2023 – Motion to approve by D. Wentz; 2nd by D. Smith; Motion carried
- March 15, 2023 – Pres. Smith shared that Treas. Brubaker stated that the \$23,000 deficit is normal for this time of year until taxes begin to come in. Motion to approve with exception of the Fire Protection balance (discrepancy) by D. Wentz; 2nd by D. Smith; Motion carried
 - Pres. Smith will follow up with Treas. Brubaker regarding the discrepancy

List of Bills

- April 17, 2023 – Clarification by P. Wentz that it should state "Jim Thorpe Neighborhood Bank" (not Jim Thorpe National Bank). Motion to approve by D. Wentz; 2nd by M. Kunkle; Motion carried

Department Reports

- A. Zoning and Building Code
 - a. Pres. Smith stated that Light-Heigel sent citations to a few property owners regarding ongoing violations that have not been resolved.
 - b. Pres. Smith will send Council Members possible Special Meeting dates in order to review the Short Term Rental Draft Ordinance.
- B. Sewage Enforcement
 - a. Pres. Smith will have more information during the May 15, 2023, meeting regarding the Income Survey status with Barry Isett & Associates and Light-Heigel.
- C. Code Enforcement
 - a. Pres. Smith received photos from a resident concerning a structure being built seemingly without a building permit. He will be sending to Marty Sowers.
- D. Solicitor
 - a. Atty. Frycklund discussed the Parryville Tax Collector vacancy as of January 15, 2023, situation.
 - i. The Agreement for Services adopted at the March 18, 2023, meeting authorized Kevin Zelienska, Carbon County Tax Collector, to provide Parryville with tax collection service until December 31, 2023.
 - ii. Tax bill printing has been delayed but Atty Frycklund stated that the local tax collection law say the 2% discount applies for the 2 months from the date of the tax bill, and the Face Amount is 4 months from the date of the tax bill.
 - iii. Mr. Zelienska will mail the bills as soon as he receives them after they are printed. Sec'y Hawk will be picking them up from the printer this week.
- E. Mayor
 - a. No report

- F. Engineer
 - a. No report.

Board Reports

- A. Planning Commission
 - a. No report
- B. Zoning Hearing Board
 - a. No report.

Committee Reports

- A. Building and Lights – D. Smith
 - a. Sec’y Hawk requested that the Times News includes that the Borough needs a flag pole.
 - b. Pres. Smith stated a decision needs to be made prior to winter about heat for the Borough Hall. VP Wentz said he will continue to look at options and pricing.
- B. Health & Sanitation – J. Smith
 - a. Contacted Waste Management concerning recycling being missed at some properties. They will come the next business day to pick up any missed properties when they are notified.
- C. Roads – D. Smith
 - a. Plow and spreader to be removed this week.
 - b. Sec’y Hawk stated there are still road signs to be installed.
 - c. D. Smith suggested to advertise for another borough worker. VP Wentz motioned to advertise for part-time road worker; 2nd by D. Smith. Motion carried.
 - d. VP Wentz to remove the security camera on South Fireline.
 - e. VP Wentz stated there was damage to one security camera at the playground and he will remove and inspect why there is connectivity issues.
- D. Playground – P. Wentz
 - a. VP Wentz will forward an email to P. Wentz concerning trash issues and dogs defecating in the playground.
 - b. Pres. Smith thanked the Bowmanstown-Parryville Lions Club for donating \$200 toward the Playground. A letter will be sent to give official thanks.
- 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. Deficit will correct itself when receive tax monies
- H. Act 537 – J. Smith
 - a. Need to have the Income Survey completed in order to find where we will get funding
- I. President’s Report – J. Smith
 - a. Mayor Kobal and he were unable to attend the LV Chamber of Commerce for the Mayors’ & Municipal Officials’ Reception March 30
- J. Grants – J. Smith
 - a. Statewide LSA grant – denied. Pres. Smith is attempting to find out why Parryville continues to be denied; heard that since we received money for the Playground a few years ago, we are being denied. Also discovered that the state does a grading system for grant applications and need to get a certain percentage to move to the next round.
 - i. VP Wentz volunteered to research professional grant writers and costs.
 - 1. Atty Frycklund stated this does not need to go out to bid since it is a professional service
 - ii. Pres. Smith has reached out to state officials and will continue
 - iii. Pres. Smith stated that the Parryville Fire Company is doing fundraisers just to be able to make repairs to the roof, etc.
 - iv. VP Wentz suggested Council reach out to residents to encourage them to reach out to state and county officials regarding the need.
 - v. Sec’y Hawk stated our taxes will increase if we do not have a Fire Company

Unfinished Business

A. 770 State Road

- a. Motion by D. Wentz to have a special meeting after April 24 due to advertising requirements to review Ordinance No. 2023-03 to establish rules and regulations governing the use of a sewer system; 2nd D. Smith. Motion carried.

New Business

- a. Motion by D. Wentz to approve Linda Christman or another representative from Save Carbon County to give a presentation at the May 15, 2023, meeting regarding sewage sludge and a proposed resolution; 2nd by P. Wentz; motion carried.

Adjournment

Motion by D. Smith to adjourn the meeting; 2nd by M. Kunkle; motion carried. Meeting concluded at 7:46pm

Submitted By:

Cathy Hawk

**Cathy Hawk
Secretary**

Next Regularly Scheduled Meeting: Monday, May 15, 2023, at 7:00pm at the Parryville Borough Hall