

BOROUGH OF PARRYVILLE
MEETING MINUTES
October 16, 2023

Meeting was called to order by Jason Smith, Council President at 7:04pm

Pledge of Allegiance

Roll Call:

Present: Jason Smith, President; Monica Kunkle, Councilperson; Patty Wentz, Councilperson; Cathy Hawk, Secretary; Robert Frycklund, Solicitor

Absent: Dustin Wentz, Vice President; Tom Kobal, Mayor; Dana Brubaker, Treasurer

Prior Meeting Minutes

- September 18, 2023 – Motion to approve by M. Kunkle; 2nd by P. Wentz. Motion carried

Treasurer’s Reports

- Period ending September 30, 2023, dated October 16, 2023 – Motion to approve by P. Wentz; 2nd by M. Kunkle; Motion carried

List of Bills

- October 16, 2023 – Motion to approve by M. Kunkle; 2nd by P. Wentz; Motion carried

Public Comments

- The owner of the yogo studio asked about various permits for building, fencing, sidewalks, farm animals, bees, as well as future plans with the property, i.e. long-term and short-term rentals
 - Pres. Smith stated that would be for the Zoning Officer. Stated they could email him and he would forward to the Zoning Officer, or they can go to the ZO directly.
 - Councilwoman Kunkle suggested they look at the Zoning Ordinance on the Parryville.org website
 - The owner asked about the Borough-owned property next to the yoga studio and if it is for sale and the archaic sewage on the property
 - Pres. Smith shared the plans for sewage in the Borough that has been being worked on

Department Reports

- A. Zoning and Building Code
 - a. Draft for the Short Term Rental Ordinance to get Zoning Officer’s input
- B. Sewage Enforcement
 - a. No report
- C. Code Enforcement
 - a. No report
- D. Solicitor
 - a. No report
- E. Mayor
 - a. No report
- F. Engineer
 - a. No report.

Board Reports

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

- a. Pres. Smith said he received the transcript of the September hearing for 770 N. Harrity property; approval of the Short Term Rental at this property.
- b. Pres. Smith suggested sending the Short Term Rental Ordinance, once approved, to the Zoning Hearing Board members.

Committee Reports

- A. Building and Lights – D. Wentz
 - a. Pres. Smith stated that D. Wentz said that the heater will be installed on Friday, October 20, 2023.
- B. Health & Sanitation – J. Smith
 - a. No update
- C. Roads
 - a. Pres. Smith stated the Cherry Alley project will begin in the Spring 2024
 - b. Councilwoman Kunkle asked for the alley behind their property to be looked at for future grant monies
- D. Playground – Kathi Wolter
 - a. K Wolter stated that they got the bike racks, seesaws and benches through a PA firm rather than a TX firm, so they saved money on shipping. So for a bike rack, a toddler seesaw, a regular seesaw, 2 benches and replacement of the gate (including labor), it's under \$10K.
 - b. K Wolter stated that the fencing around the playground need to be repaired; bolts are all facing into the playground; estimate is \$1500 to repair, and replacing estimate is \$5100.
 - c. K Wolter asked what the balance in the Playground Fund is; Pres Smith stated \$22,147.23 which does include the bill for the mulch (Aug List of Bills).
 - d. K Wolter wondering about the Scouts desiring to install a bocci ball court for their project; Pres. Smith provided K Wolter with the contact information for the Scout leader
 - e. Asked for a motion on the fence repair. Motion on Fence Repair and replace sections not to exceed \$6,600 by P Wentz; 2nd by M Kunkle; motion carried. Pres Smith will forward to K Wolter
 - f. Pres. Smith would like to keep the Upper playground repairs in mind as well
- 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. 2024 Budget Review meeting scheduled for Saturday, November 11 at 11am. Sec'ty Hawk will advertise
- H. Act 537 – J. Smith
 - a. Pres. Smith will follow up with both agencies (Light-Heigl and Barry Isset)
- I. President's Report – J. Smith
 - a. Pres. Smith will be attending meeting next week with the Commissioners re: rep from PennDot, rep from PennVest, grants managers, zoning rep. Please let Pres. Smith know if you would like attend with him
- J. Grants – J. Smith
 - a. Submitted grant #4 for LSA Grant
 - b. Motion by M Kunkle for \$100 application fee to apply for the Monroe LSA Grant for the new Fire Company/Borough Hall/Emergency Shelter; 2nd by P Wentz; motion carried
 - c. Motion by P. Wentz to apply for the Statewide LSA Grant for the new Fire Company/Borough Hall/Emergency Shelter. 2nd by M Kunkle; Motion carried.

Unfinished Business

- A. Dump Truck repairs/purchase
 - a. Pres Smith discussed conversations with other municipalities (their vehicles need CDL driver), Leighton Ford (repairs of current), purchasing vehicle options to prepare for winter and snow plowing
 - b. Repairs already completed were cable, gasket, lever, fluids \$823.07 in July

- i. Motion by P Wentz to move forward with remaining Repairs for the 2010 dump truck not to exceed \$9,000; 2nd by M Kunkle; motion carried

New Business

- A. PA DOT regarding Liquid Fuels allocation for 2024 is \$20,660.75
- B. Light-Heigel rate increase letter for 2024
- C. Council vacancy
 - a. Pres. Smith stated there is no one yet for the vacant council seat
 - b. Solicitor Frycklund stated that we should have a Vacancy Hearing Board
- D. Roadworker J. Wentz stated that there are tires being thrown on the borough property behind the salt shed. Pres Smith will look at camera footage and ask VP Wentz to look into moving cameras if needed

Adjournment

Motion to adjourn at 8:18p by M. Kunkle; 2nd by P Wentz; motion carried.

Submitted By:

Cathy Hawk

Cathy Hawk, Secretary

Next Regularly Scheduled Meeting: Monday, November 20, 2023, at 7:00pm at the Parryville Borough Hall