

BOROUGH OF PARRYVILLE
MEETING MINUTES
January 29, 2024

Meeting was called to order at 7:08 pm by Jason Smith, President

Pledge of Allegiance

2024 Swearing in by Mayor Kobal of Councilperson Patricia Wentz due to Re-Election

Roll Call:

Present: Jason Smith, President; Patricia Wentz, Vice President; Monica Kunkle, Councilperson; Owen Miller, Councilman; Tom Kobal, Mayor; Cathy Hawk, Secretary

Absent: Robert Frycklund, Solicitor; Dana Brubaker, Treasurer

Approval of Prior Meeting Minutes

- Not available.

2024 RESOLUTIONS:

- A. 2024-01 Salaries and Wages – Pres. Smith reviewed the Secretary, Treasurer and Administrator positions for 2024. Motion by O. Miller, 2nd by M. Kunkle to approve; Motion carried
- B. 2024-02 Appointing Depositories for 2024 - Motion by M. Kunkle, 2nd by P. Wentz; Motion carried
- C. 2024-03 Appointing Tax Collection Depositories for 2024 - Motion by P. Wentz, 2nd by O. Miller; Motion carried
- D. 2024-04 Appointing Tax Delegates to Carbon County Tax Collection Committee –
 - a. Motion by O. Miller to appoint Monica Kunkle as 1st Delegate and Jason Smith as Alternate Delegate; 2nd by P. Wentz; Motion carried
- E. 2024-05 Appointing Zoning Hearing Board (ZHB) Members –
 - a. Motion by M. Kunkle, 2nd by P. Wentz to retain the appointment of Michael Johnson, April Roeder, Gayle Ross as ZHB Members; Motion carried
- F. 2024-06 Appointing Auditor for 2024 Records - TABLED until the February meeting
- G. 2024-07 Setting Solid Waste Fees for 2024 – TABLED until the February meeting

Treasurer's Report

- N/A

List of Bills

- January 29, 2024 – Motion by P. Wentz; 2nd by O. Miller. Motion carried
- M. Kunkle provided another insurance bill that the Borough needs to reimburse the Fire Company, which is the 3rd owed.

Public Comments

N/A

Department Reports

- A. Zoning and Building Code
 - a. No report from Marty Sowers.
 - b. Draft for the Short-Term Rental Ordinance
 - i. Pres. Smith scheduled for Council to review at Special Meeting February 17 at 1:00pm
- 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. No report.

Committee Reports

- A. Building and Lights – O. Miller
 - a. Borough Office heater has been installed. Pres. Smith thanked Owen for getting the heat installed so quickly
- B. Health & Sanitation – J. Smith
 - a. Pres. Smith stated that during the winter months with the snow, Waste Management does not feel safe driving on Lower Main Road and the Fireline roads.
 - b. Sec’y Hawk talked with the Waste Management representatives to inform that we will calculate the amounts of residents missed in the future and deduct from next payment
- C. Roads – O. Miller
 - a. Road crew did a great job with the snow removal
 - b. Cherry Hill Road was closed twice due to Fedor’s pipe backing up and flooding the road
 - c. No update for Dump Truck
- D. Playground – Kathi Wolter
 - a. No Report
- E. Canal Commission – M. Johnson
 - a. Pres. Smith stated that Mike Johnson attended the most recent Canal Commission meeting and is now on the Canal Commission board. They would like to clean up the canal from Weissport down
- F. Fire & Safety – M. Kunkle
 - a. Stated upcoming events.
 - b. Ordinance for fire pits will need to be reviewed in future by Council
 - c. Due to complaints, the Fire Company is looking at putting a timer on the siren
 - d. Mayor Kobal shared that there are more Boy Scouts due to another troop joining the Parryville chapter
- G. Finance & Budget – P. Wentz
 - a. No report
- H. Act 537 – J. Smith
 - a. No report
- I. President’s Report – J. Smith
 - a. No report
- J. Grants – J. Smith
 - a. No grant updates. However, Pres. Smith asked Councilman O. Miller to look at the Borough property on Main Street to see how this can be used in the future.

Unfinished Business

- A. Council Opening
 - a. Pres Smith introduced Lea Schardien, (who will also need to have the Affidavit of Residency notarized). Motion by P. Wentz to accept Lea Schardien to fulfill Dustin Wentz’s vacant position which will end 12/31/2025; 2nd by M. Kunkle. Motion carried.
 - b. Mayor Kobal swore in Lea Shardien to the Council position with the Oath of Office.

B. Website Design Update

- a. Sec'y Hawk provided financial costs of how much will cost, both to revise, as well as maintenance costs. CourseVector is who our site is currently with. Their price would be for Year One \$1,831.51. Annual Update plan for years following would be \$619. No decision made.

New Business

- A. Pres. Smith would like to purchase of Cell Phone for Roadworker John Wentz. Motion by M. Kunkle to have Sec'y Hawk investigate TMobile or Verizon, and to purchase; 2nd by O. Miller. Motion carried
- B. Motion by P. Wentz to move Roadworker John Wentz from Class III to Class I effective this pay period; 2nd by L. Schardien. Motion carried.

Adjournment

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

Submitted By:

Cathy Hawk

Cathy Hawk, Secretary

Next Scheduled Meeting: Tuesday, February 20, 2024, at 7:00pm at the Parryville Borough Hall