

BOROUGH OF PARRYVILLE
MEETING MINUTES
February 20, 2024

Meeting was called to order at 7:24 pm by Jason Smith, President

Pledge of Allegiance

Roll Call:

Present: Jason Smith, President; Patricia Wentz, Vice President; Monica Kunkle, Councilperson; Tom Kobal, Mayor; Cathy Hawk, Secretary; Robert Frycklund, Solicitor

Absent: Owen Miller, Councilman; Lea Schardien, Councilperson

Prior Meeting Minutes

- January 2, 2024 – Motion by M. Kunkle to approve; 2nd by P. Wentz; motion carried
- January 29, 2024 – Motion by M. Kunkle to approve; 2nd by P. Wentz; motion carried

Treasurer’s Report

- December 31, 2023
 - Pres. Smith noted on page one concerning the LeBar rentals dumpster overage billing on the Borough invoices from Waste Management, which PAMS billed the owners. Pres. Smith talked with the owners concerning the history, and they will be working on getting their own dumpster & hauler by April 1, thus being removed from responsibility to pay PAMS for the property on Center Street, which is 6 units; they have a property on Main Street as well with 4 units. This will cause the number of units splitting the Waste Management monthly bill to decrease, thus increasing the cost for the Borough to make up for these lost units.
 - Motion by P. Wentz to approve the Treasurer’s Report; 2nd by M. Kunkle; motion carried.
- January 2024 – no report
- M. Kunkle asked for clarification on the Fire line items for insurance and equipment; Hawk encouraged her to attend the meeting between

List of Bills

- Not available due to transition of Treasurer and Administrator positions
- Hawk stated that Dustin Wentz needs to be removed from list of check signers and Patricia Wentz needs to be added

Public Comments

N/A

Department Reports

- A. Zoning and Building Code
 - a. Pres. Smith spoke with Marty Sowers concerning properties with deficiencies. Regarding the farm animals which are in the residential district, Pres. Smith stated that the DEP will not do anything due to Council not enforcing our Zoning Ordinance. Marty will follow up with DEP to see if this is true.
- B. Sewage Enforcement
 - a. No report
- C. Code Enforcement
 - a. Pres. Smith will be scheduling a walk-through of the borough in the Spring
- D. Solicitor
 - a. No report
- E. Mayor
 - a. Mayor Kobal has a suggestion for a website design woman and will provide to Hawk.

- 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. Pres. Smith requested O. Miller to see what can be done with the Borough property on Main Street
- B. Health & Sanitation – J. Smith
 - a. No report
- C. Roads – O. Miller
 - a. Pres. Smith thanked J. Wentz for a great job with the snow removal
 - b. Hawk ordered cell phone for J. Wentz, however was cancelled by the company later due to providing billing address that was different than what is on record for the credit card.
 - i. J. Wentz will order his phone and the borough will reimburse
- D. Playground – Kathi Wolter
 - a. No Report
- E. Canal Commission – M. Johnson
 - a. No report
- F. Fire & Safety – M. Kunkle
 - a. Stated upcoming events are on website
 - b. Need new smoke alarm in Borough Hall
- G. Finance & Budget – P. Wentz
 - a. Discussion concerning new commercial Spark credit cards for the Borough President, Administrator, Road Lead with the Borough address. Once the current cards' balances are paid, then have Dana cancel each of the current cards.
- H. Act 537 – J. Smith
 - a. No report
- I. President's Report – J. Smith
 - a. Next newly elected officials training is on March 4 at 6:30pm at Carbon County EMA. Owen and Lea will need to attend
 - b. March 7 Pres. Smith will be attending class on Short-Term Rentals (STR)
- J. Grants – J. Smith
 - a. No grant updates.

Unfinished Business

- A. Short-Term Rental Ordinance
 - a. Review by Council on hold until Pres. Smith attends the STR class on March 7 to learn updates and recommendations that should be considered in our Ordinance
- B. Resolution 2024-06 Appointing Auditor for 2024 Records
 - a. Motion by M. Kunkle to adopt the Resolution; 2nd by P. Wentz; motion carried
- C. Resolution 2024-07 Setting Solid Waste Fees for 2024
 - a. Hawk asked Atty. Frycklund to review the 2022 resolution and draft the 2024 resolution. He will have for the March meeting.
- D. Website Design Update
 - a. Hawk will continue to get clarification on quotes to revise the current website from CourseVector. (Revize was very expensive)
 - b. Pres. Smith would like to ensure that the revisions would allow for solid searching of documents
 - c. Mayor Kobal will give a website designer Hawk's contact information

New Business

- A.** With staffing changes, will need to change the locks on the Borough Hall
- B.** Will need to have the current financial books audited again due to handing financial records from current Treasurer to new Borough Administrator
- C.** Kevin Dellicker, running for U.S. Congress, to attend March Council meeting. Hawk to put on the Parryville Facebook page. Will need to have at the Fire Company
- D.** New Tax Collector Nick Kurek met with Carbon County and will get the tax computer program that the Borough purchased for Gayle Schaffer. Planning to meet with Franklin Township Tax Collector as well.

Public Comment

- 1. Resident asked if a permit was granted for the decking/walkway for the apartment building on Main Street
 - a. Pres. Smith will ask Marty
- 2. Pres. Smith stated that he will schedule a meeting with Eric Snyder concerning the potential broken sewage pipe at the corner of Main Street and Centre Street. There was a complaint of the sewage odor.

Adjournment

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

Submitted By:

Cathy Hawk

Cathy Hawk, Secretary

Next Scheduled Meeting: Monday, March 18, 2024, at 7:00pm at the Parryville Borough Hall