

AGENDA

Parryville Borough Council Meeting

August 11, 2025 | 6:00pm | Meeting to be called by Jason Smith

These Proceedings may be recorded for the sole purpose of constituting the accuracy of written minutes. Recordings are deleted after the approval of the minutes at the following meeting, eliminating audio records of these proceedings.

Board Members

Jason Smith, President	Patricia Wentz, Vice-President	Tom Kobal, Mayor
Monica Kunkle	Owen Miller	Robert Frycklund, Solicitor
Nicole Beckett, Administrator/Sec/Treas		

Item	Owner
Welcome	Smith
Pledge of Allegiance	Smith
Roll Call	Smith
Council Organizational Action Items	
• Motion to accept letter of resignation from Patricia Wentz	
• Motion to advertise vacant position on Borough Council	
• Consideration on the appointment of Lisa Schaeffer to serve in vacant term ending 12/31/2027	Smith
• Motion to approve Resolution 2025-03 appointing an interim Borough Council Member Pursuant to Section 901 of Pennsylvania Borough Code	
• Nominations for the position of Vice-President and official appointment	
Approval of Prior Meetings Minutes	
• July 21, 2025 and July 31, 2025	Beckett
Approval of List of Bills Submitted for Payment	
• August 11, 2025	
Approval of Administrators Report/Treasurer's Report	
• Approval of Special Project Rates for 2025	Beckett
• Update on the 2024 Audit	
Public Comments	
	Smith

Unfinished Business

1. Delinquent Solid Waste Accounts
 - o Motion to appoint Michael Johnson as the Borough's designated collector and Nicole Beckett, Administrator, as project coordinator for delinquent solid waste account collections, authorize implementation of the two-phase collection process as outlined in the Administrator's April 21, 2025 memo (professional courtesy notices followed by enforcement actions including liens), and authorize necessary expenses for certified mailing and collection-related costs. Compensation structure for both positions to be determined upon receipt of proposals, effective retroactive to July 18, 2025.
2. 150th Anniversary Update

New Business

1. Discussion on Resident Feedback Regarding Main Street Parking Availability and Consideration of Engineering/Traffic Study
2. Discussion and Consideration - Waste Management Agreement Expiration and Steps Moving Forward
3. Discussion and Consideration on creating paid part-time employee positions for council members, which can be considered during 2026 budget discussions.
4. Motion to adopt Resolution 2025-004 authorizing the request for the Local Share Account-Monroe County Funds in the amount of \$900,000 for the construction of a multi-use facility to house the municipal building, fire station, and emergency shelter and authorizing Council President and Vice President to execute all related documentation
5. Consideration on the appointment of Keystone Consulting Engineers to serve in the role of Primary Zoning/Code Enforcement/BCO and Light-Hiegel to serve in the role of Alternate Zoning/Code Enforcement/BCO
6. Discussion on the future purchase or lease of 2025 Ram 5500
7. Consideration on the engagement of the Meyner Center for the Study of State and Local Government for organizational assessment and administrative analysis

Committee Reports

Adjournment

Upcoming Meetings: Regular Council Meetings:

Monday, September 15, 2025. And Monday, October 20, 2025