

Minutes

The Royalton Borough Council met on the above date; meeting being called to order by Council Vice President Chris Long at 7 P.M.

Pledge of Allegiance and Silent Prayer were observed.

Roll call followed: Council Members recorded present for this session were Randy Cain, Kenneth DesJardins, Chris Long, Cindy Marsh and Michael Richards. Also present was Mayor James Fry. Absent members were Chris Flynn, Jody Flynn and Justin Gilday.

Also present were Solicitor Steve Miner and Borough Manager Amy Burrell.

Visitors and residents present were Robert Givler.

Minutes of the October 14, 2025, meeting were presented and approved through motion by Cain. Seconded by Richards and carried.

Residents and Visitors heard: None Heard

Communications:

From- Solicitor Miner- Right-to-Know case review.

From- Middletown Woody Waste- 2026 Fee schedule

From- Manager Burrell- REMA decided not to offer pony rides at Royalton's Community Christmas. It was felt that the activity was more suitable for the block party.

The Financial Reports were presented and approved as submitted through motion by Richards. Seconded by DesJardins and carried.

Schedules of Bills payable from the General and the State Appropriations Funds were presented and approved through motion by Richards. Seconded by Cain and carried.

Engineer Report- No Report

Mayor and Police- Mayor Fry presented the police report for October and the November schedule. Council recessed into Executive Session at 7:09 pm for a personnel matter. Regular session resumed at 7:27 pm. Cain made a motion to hire Juan Castro as a part-time police officer. Seconded by DesJardins and carried. Richards made a motion to adopt a police department policy that officers are required to work a minimum of 16 hours per month starting January 1, 2026. Seconded by Cain and carried. Desjardins made a motion for Manager Burrell and Sergeant Givler to begin soliciting quotes for a replacement SUV police vehicle. Seconded by Marsh and carried.

Highway- No Report

Electric- No report

Ordinance and Sanitation- The Code Enforcement report for October was submitted and approved through motion by Cain. Seconded by Marsh and carried.

Budget and Finance- Marsh made a motion for Manager Burrell to advertise the 2026 Budget and Tax Ordinance. Seconded by Richards and carried.

Park and Building- DesJardins reported that we are under 650 pounds for the next bench.

Fire- Manger Burrell reported the insurance claims have been opened on the police SUV and the police garage.

Planning Commission/Zoning Hearing Board- No Report

Authority Matters- Resolution 2025-R-11 appointing Donnie Nagle to the Royaltan Borough Authority starting January 1, 2026, was approved through motion by DesJardins. Seconded by Cain and carried.

REMA- Manager Burrell noted that Royaltan Community Christmas is scheduled for Friday, December 5th from 5-8 pm.

Old business- Manager Burrell reported that a landowner agreement is needed for the Canal Street Project planning and permitting. This agreement needs to accompany the LSA Grant application. The Crowl's have agreed to allow the Borough, WREP and the project engineers to enter the property for planning purposes. Cain made a motion for the Borough to sign off on the agreement. Seconded by DesJardins and carried.

New business- Cain made a motion to approve Gaming Grant Agreement No. 2025-52. Seconded by DesJardins and carried. Resolution 2025-R-12 Statewide LSA Grant WREP was presented and approved through motion by Marsh. Seconded by Richards and carried. Resolution 2025-R-13 Verizon Franchise Agreement was presented and approved through motion by Richards. Seconded by DesJardins and carried.

No further business.

Richards made a motion to adjourn at 7:36 pm. Seconded by Cain and carried.

Respectfully submitted,


Amy Burrell
Sec./Treas.