

**PARKESBURG BOROUGH COUNCIL**  
**MINUTES OF THE WORK SESSION**  
Thursday, August 1, 2024  
7:00 p.m.

The meeting was called to Order by Council President Todd Brade at 7:04 p.m.

Roll call was held. Council Members present were: Council President Todd Brade, Council Vice-President Sharon Wolf, Council Member David Mellema, Council Member Rhett Lipscomb, and Council Member Monique Baylor. Also present were Police Sgt. Ryan Murtagh, Borough Solicitor John Carnes, Borough Secretary Rebecca Durnall, Public Works Director Todd Witmer and Interim Borough Manager Richard Sichler. Council Member Nick Ohar and Council Member Mark Agen were absent.

**APPROVAL OF THE AGENDA:**

A Motion to Approve the Agenda was made by Rhett Lipscomb and seconded by David Mellema. All in favor.

**APPROVAL OF MINUTES:**

A Motion to approve the minutes of the June 6, 2024, Work Session was made by Rhett Lipscomb and seconded by Monique Baylor. All in favor.

**APPROVAL OF THE BILLS:**

A Motion for approval of the bills was made by Monique Baylor and seconded by Rhett Lipscomb. All in favor.

**COMMITTEE REPORTS:**

1. Public Works Report – Todd Whitmer

List of projects to be discussed and needing completed.

2. Police – Sharon Wolf

F-150 has been delivered and is in service.

Civil Service deadline for application for Police Full Time test Friday, August 2, 2024. Test scheduled for August 17, 2024.

Atglen and Highland service is going well. Meetings scheduled to discuss coverage needs for 2025. Meetings scheduled to discuss coverage needs for 2025.

Officer's attended Atglens opening of their park on July 31.

Working on 2025 Budget

Anticipating staffing needs.

3. Parks & Recreation – Todd Brade

Discussion of National Night Out . Rhett Lipscomb stated that water pump at North park needs fixed.

438 Pounds of Vegetables given to the community.

4. Community and Business – Monique Baylor  
Oaks Ministry at next meeting. Rhett Lipscomb and Mayor Hagan discuss giving presentation of Lafayette visit. Route 10's 100-year celebration.

5. Fire and EMS – Rhett Lipscomb  
No meeting this month. Meetings on the third Tuesday of each month. Subscription drive.

6. Budget & Finance – Mark Agen  
Absent but in touch with Council.

7. Economic Development and COG – David Mellema  
DCED grant officially submitted. Rhett Lipscomb is taking over for David Mellema, David Mellema will be alternate member.

8. Streets and Property - Nicholas Ohar  
Absent but in touch with Council.

9. Historic Commission – Rhett Lipscomb  
Permission for use of room in Borough Administration Building in writing. Meetings on 3<sup>rd</sup> Wednesday of each month.

#### Old Business:

Motion to approve the updated DCED Resolution made by David Mellema and seconded by Rhett Lipscomb. All in favor.

Discussion of Pickleball AED Enclosure. League will remove and take with them until plan in place.

#### New Business:

Discussion of annual library donation, give what is budgeted, further amount tabled for budget review.

Discussion of roof repair (Diversified Roofing quote) tabled.

Motion to approve spending on Split Air-Conditioner for the Public Works Building made by David Mellema and seconded by Sharon Wolf. Contingent upon approval of Mark Agen. All in favor.

Motion to bring on Brian Greenidge as full time public works hire after Aerotek contract ends made by David Mellema and seconded by Rhett Lipscomb. All I favor.

Motion to bring base pay rate to \$19.00 per hour made by David Mellema and seconded by Rhett Lipscomb. All in favor.

Council Comments:  
None.

**ADJOURNMENT:**

A Motion to adjourn was made by Rhett Lipscomb and seconded by David Mellema. All in favor. Motion passed. Meeting adjourned at 8:55 p.m.

An Executive Session was held immediately following the meeting for personnel matters.