

**PARKESBURG BOROUGH COUNCIL**  
MINUTES OF THE REGULAR MEETING  
Thursday, February 19, 2026  
7:00 p.m.

The meeting was called to order by Council President Nick Ohar at 7:01 p.m.

Roll call was held. Council Members present were Council President Nick Ohar, Council Vice-President Josh Mellinger, Council Member Monique Baylor, Council Member Mel Keen, Council Member Margaretta "Rhett" Lipscomb, and Council Member Sharon Wolf. Also present were Mayor John P. Hagan, II, Borough Solicitor John Carnes, Borough Manager Ray Sheller, Police Chief Ryan C. Murtagh, and Borough Treasurer John Sardella. Council Member Todd Brade was absent.

**APPROVAL OF THE AGENDA:**

**A MOTION** to approve the agenda was made by Lipscomb and seconded by Wolf. All in favor.

**APPROVAL OF MINUTES:**

**A MOTION** to approve the minutes of the January 15, 2026, Regular Council Meeting was made by Wolf and seconded by Lipscomb. All in favor.

**PRESENTATIONS:** Niki Rife (Director) and Roxanne Sockoloskie (Treasurer) of the Parkesburg Free Library reported to council members facts for 2025 including number of physical items in the library, digital items, number of customer visits, and program attendance. Director Rife stated state funding for the library is based on people coming to the library and taking out books. She reminded those attending the council meeting that the library services six separate municipalities and the mission is to provide our communities with the books, materials, and information necessary for personal growth and lifelong learning. Mayor Hagan requested having more time to review financial information before determining donation amount. Vice President Mellinger suggested having better exposure for the library and suggested the newsletter, borough website, and Facebook. President Ohar reminded everyone of the Town Hall meeting on March 11<sup>th</sup> at 6pm at the Parkesburg Point.

**PUBLIC COMMENT (AGENDA ITEMS ONLY):** None

**DEPARTMENT REPORTS:**

**Treasurer's Report** – John Sardella submitted a written report to council. In this report, the following documents included the Bank and Loan Balances and Statements of Activity as of January 31, 2026. Sardella stated that he has been working with the Borough Manager toward the shared goal of ensuring accurate financial reporting and improving the efficiency of accounting and bookkeeping procedures. Currently,

Treasurer Sardella is assisting with the 2024 audit and claimed the Borough is in good shape with income increasing and expenses decreasing.

**Engineer** - A written report was submitted to council.

**Police Chief Report-** Police Chief Murtagh informed council members of need for hiring a Captain to address administrative needs of the Borough's Police Department. This position would be directly under the Chief of Police and serving as the Chief of Police in Chief Murtagh's absence. Borough Solicitor Carnes stated Ordinance #289 would need to be amended due to the Captain position not being addressed in the Ordinance. Borough Solicitor Carnes stated if the Borough wishes to reconfirm the authority of Ordinance #289 and add by amendment the creation of the position of Captain, this could be authorized at the next council meeting on March 5, 2026.

An executive meeting was held from 7:24 – 7:39pm to discuss legal issues. No decisions were made.

**A MOTION** to authorize advertisement of the Ordinance was made by Wolf and seconded by Baylor. All in favor.

**Public Works Department-** A written report was submitted to council. Borough Manager Sheller informed council members with hiring new Public Works staff, there have been several in-house repairs, which have saved the Borough a considerable amount of money. Moreover, the department has been reorganized and overtime has decreased.

**Fire Chief Report** – A written report was submitted to council.

**Fire District Administrator-** A written report was submitted to council.

**Code Enforcement -Code Inspections Inc.-** A written report was submitted to council.

**Mayor** – Mayor Hagan had nothing to report and allowed Councilwoman Rhett Lipscomb the opportunity to present to council Black History facts to celebrate Black History month. In addition, Councilwoman Monique Baylor also participated by highlighting contributions Civil Rights leaders have made in history. Both Lipscomb and Baylor encouraged council members to sing with them “Lift Every Voice and Sing”, which is known as the Black National Anthem.

**Borough Solicitor** – A written report was submitted to council. Borough Solicitor Carnes mentioned that he has been in touch with Jason Ralston regarding use of the lower field and is awaiting insurance and information regarding proposed improvements.

**Borough Manager** – A written report was submitted to council. Borough Manager Sheller informed council members that the Public Works Department has been working on building maintenance (replacing ceiling tiles, light bulb replacement, general cleaning of mechanical systems, etc.) during the cold weather. In addition, Borough Manager Sheller has been working with Econ to set up site visits for current grant projects. Lastly,

Borough Manager wanted to address altering the holiday schedule for staff due to the bank and post office being closed.

**A MOTION** to authorize the Borough Manager to update the policy manual to include Martin Luther King (MLK) Day and Presidents' Day as paid holidays was made by Baylor and seconded by Mellinger. All in favor.

### **BUSINESS ITEMS:**

**A MOTION** to approve the monthly bills and payment of all recurring bills and payroll was made by Baylor and seconded by Mellinger. All in favor.

Ordinance 2026-574: Contractor's Licensing Ordinance – A very lengthy discussion was held regarding the requirement of a license to those engaging in construction, repairs, remodeling, rehabilitation or demolition in the Borough. President Ohar stated initially he thought this was a good idea with protecting the residents with capable contractors. However, listening to various council members voice concerns and comments, President Ohar asked council if this item should be tabled. All council members agreed to table this Ordinance.

Special Events permits: Spring Clean Up, Fall Fest, NYE Duck Drop – Due to the Community Yard Sale being scheduled for April 25<sup>th</sup>, Tina O'Connor (PAC) requested changing the date to April 18<sup>th</sup>.

**A MOTION** to approve Special Events permits (Spring Clean Up, Fall Fest, and NYE Duck Drop) was made by Baylor and seconded by Wolf. All in favor.

**Public Comments (Limited to three minutes)** – None

**COUNCIL COMMENTS**- None

### **ADJOURNMENT:**

**MOTION** to adjourn was made by Baylor and seconded by Lipscomb. All in favor. Motion passed. Meeting adjourned at 8:33p.m.

Respectfully Submitted,

Wanda Harner  
Borough Secretary  
2026 Council Meeting Schedule  
"3<sup>rd</sup> Thursday of each month"  
Next Meeting: March 19, 2026