

PARKEsburg BOROUGH COUNCIL
MINUTES OF THE REGULAR MEETING
Thursday, February 20, 2025
7:00 p.m.

The meeting was called to order by Council President Todd Brade at 7:18 p.m.

Roll call was held. Council Members present were Council President Todd Brade, Council Vice-President Sharon Wolf, Council Member Mark Agen, Council Member Monique Baylor, Council Member Margaretta “Rhett” Lipscomb, Council Member David Mellema, and Borough Manager Rochelle Gresh. Also present were Police Chief Ryan Murtagh, Borough Solicitor John Carnes, and Mayor John P. Hagan, II. Council Member Nick Ohar was absent.

An executive session was held from 6:30-7:15 pm to discuss personnel. No decisions were made.

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES:

A **MOTION** to approve the minutes of the January 16, 2025, Regular Council Meeting was made by Lipscomb and seconded by Mellema. All in favor.

PUBLIC COMMENTS: (AGENDA ITEMS ONLY):

Tina O’Connor from PAC (Parkesburg Action Committee) addressed council regarding the fees associated with Special Events. Due to lack of funds and being a small committee, PAC will only host three Final Fridays for 2025 (May 30th, August 29th, October 25th). PAC will be sharing the cost with the Lions Club for the October 25th event.

Mayor Hagan commented that he felt it was unfair to taxpayers to pay for the services that the police, fire, and public works were providing for these Special Events.

DEPARTMENT REPORTS:

Engineer - A written report was submitted to the council.

Police Chief Report- A written report was submitted to the council. Mayor Hagan informed council that Chief Murtagh completed his Northwestern School of Police Leadership & Command course last month and should be commended for his exemplary performance.

Public Works Department- A written report was submitted to the council.

Fire Chief Report – A written report was submitted to the council. Chief Marks informed council the fire department is handing out free carbon monoxide detectors (46 available).

Fire District Administrator- Informed council still working on obtaining grants.

Emergency Management Coordinator – There were two snow emergencies declared in January. The Chester County CERT (Community Emergency Response Team) training will begin on March 24, 2025.

Historical Commission – Michael McClay (Chairperson) provided an annual report to council. Mr. McClay stated the Historic Commission completed their 501C3 filing, finished painting and preparing the room in borough hall, deciding on short and long-term goals, and are participating in the Lafayette program which is planned for July.

Code Enforcement -Code Inspections Inc.- No report

Mayor – Mayor Hagan informed council that a ceremony was held on February 4, 2025, at the borough hall to honor Gerry Treadway and a proclamation was created to pay tribute.

Borough Solicitor – Borough Solicitor John Carnes informed council that the two Zoning Hearing Board cases (Oaks Ministry and Crane Car Wash) were approved, and the Parke Mansion project is moving forward.

Treasurer’s Report – A written report was provided to council. Borough Manager Gresh informed council that she is working on completing the 2023 audit and the fee schedule for permits.

The following was read aloud:

<u>December 31, 2024 (ending balance)</u>	<u>January 31, 2025 (ending balance)</u>
Fulton - \$11,223.06	Fulton - \$191,685.90
PLGIT- \$24,158.87	PLGIT - \$24,245.76

Manager’s Report – A written report was provided to council. Borough Manager Gresh informed council members that a meeting was held with HometownPress to create a newsletter for residents. A discussion was held on the frequency of the newsletter, costs, and what would be included in the issue.

A MOTION to print a newsletter for the community was made by Mellema and seconded by Agen. Aye- 4 Nay- 2

BUSINESS ITEMS:

A MOTION to approve the bill list as presented and payment of all recurring bills and payroll was made by Lipscomb and seconded by Baylor. All in favor.

A MOTION to approve the Treasurer's Report for December 2024 in the amount of \$389,312.87 was made by Lipscomb and seconded by Agen. All in favor.

A MOTION to approve the Treasurer's Report for January 2025 in the amount of \$492,115.43 was made by Lipscomb and seconded by Agen. All in favor.

A MOTION to accept the resignation of Bryan Seltzer to Zoning Hearing Board was made by Lipscomb and seconded by Baylor. All in favor.

Resolution 2025-16 for Emergency Operating Plan was tabled for the next work session (March 6, 2025).

A very lengthy discussion was held regarding the purchase of a 5500 Dodge Ram Dump/plow truck through Liquid Fuel.

A MOTION to purchase a 5500 Dodge Ram Dump/plow truck through Liquid Fuel was made by Baylor and seconded by Mellema. Further discussion was held on purchasing a truck and Baylor withdrew her motion.

An AMENDED MOTION to get more information to move forward with purchasing a 5500 Dodge Ram Dump/plow truck was made by Baylor and seconded by Lipscomb. Additional discussion was held regarding financing the truck. Baylor withdrew both motions for purchasing the truck.

A MOTION to table the purchase of a 5500 Dodge Ram Dump/plow truck to the next work session once council has more information was made by Baylor and seconded by Mellema. All in favor.

A MOTION to have President Brade sign ECON contract for another year was made by Mellema and seconded by Agen. All in favor.

A MOTION to appoint Michael Crotty as the zoning hearing board solicitor for the Oaks Ministry 415 West First Avenue was made by Mellema and seconded by Lipscomb. All in favor.

A MOTION to approve Resolution 2025-20 to apply for Chester County municipal grant for Minch Park improvements was made by Lipscomb and seconded by Baylor. All in favor.

A MOTION to approve Resolution 2025-18 granting approval for Lot Consolidation 101 & 103 E. 1st Avenue (Impact Church) was made by Mellema and seconded by Lipscomb. All in favor.

A MOTION to approve Resolution 2025-19 approving fees for permitting/inspecting the removal or containment of bamboo in the borough pursuant to Ordinance #555 was made by Lipscomb and seconded by Baylor. All in favor.

A MOTION to renew the Pickeball agreement and change the yearly contract to a 3-year contract was made by Mellema and seconded by Agen. All in favor.

A discussion was held regarding Minch Park baseball agreements. Council members requested the league provide a schedule and more information about work performed to the fields. In the past, the league has paid \$1200 to the borough for use of facilities. The league can pay the amount or provide receipts showing work performed to facilities. Council stated the league needs to have signed waivers for insurance purposes. Council resident Brade suggested giving the league three weeks to sign the agreement for \$1200 or the league will not be able to use the facilities.

A MOTION to authorize Minch Park Baseball agreement to satisfy solicitor's needs was made by Mellema and seconded by Agen. Aye- 4 Nay- 2

A discussion was held about the Special Event permits. Tina O'Connor had addressed council earlier in the meeting about the new established fees associated with the Special Events. Due to this financial burden, there will only be three Final Fridays scheduled for 2025.

A MOTION to not lower rates for Special Events was made by Lipscomb and seconded by Wolf. All in favor.

A discussion was held regarding contractor permits. Council stated it would be difficult to maintain and monitor.

A MOTION to remove Contractor permits from the agenda and postpone in the future was made by Council President Brade and seconded by Lipscomb. All in favor.

Mayor Hagan informed council members that Council President Brade has the authority to take items off the agenda.

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

COUNCIL COMMENTS- Council commented on bringing back the July 4th event the fire department hosted in prior years.

ADJOURNMENT:

MOTION to adjourn was made by Baylor and seconded by Lipscomb. All in favor. Motion passed. Meeting adjourned at 9:24p.m.

Respectfully Submitted,
Wanda Harner
Borough Secretary
2025 Council Meeting Schedule:
"3rd Thursday of each month"
Next Meeting: March 20, 2025

