

PARKESBURG BOROUGH COUNCIL
MINUTES OF THE REGULAR MEETING
Thursday, July 17, 2025
7:00 p.m.

The meeting was called to order by Council President Todd Brade at 7:05 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 Nick Ohar, and Mayor John P. Hagan, II. Also present were Police Chief Ryan Murtagh, Borough Solicitor John Carnes, and Borough Manager Rochelle Gresh. Council Member Margaretta “Rhett” Lipscomb and Council Member David Mellema were absent.

An executive session was held on July 16, 2025, 5-6:30pm for an informational session. No decisions were made. An executive session was held this evening from 6:30-7:04 p.m. for property and litigation. No decisions were made.

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES:

A **MOTION** to approve the minutes of June 18, 2025, Regular Council Meeting was made by Wolf and seconded by Baylor. All in favor.

A **MOTION** to approve the minutes of June 5, 2025, Work Session was made by Baylor and seconded by Agen. All in favor.

PRESENTATIONS:

Swearing in Officer Capuano – A ceremony was held to induct Officer Joseph Capuano as a full-time police officer for the Parkesburg Borough Police Department.

R.T. Opdenaker Trash – Josphe Figliola, President at Opdenaker, gave a short presentation to council members stating the company is looking forward to serving the Parkesburg community.

PUBLIC COMMENT (AGENDA ITEMS ONLY): None

DEPARTMENT REPORTS:

Engineer - A written report was submitted to council.

Police Chief Report- A written report was submitted to the council. Vice President Wolf informed council members the new 2025 Tahoe was here with the special details.

Public Works Department- Due to the Public Works Supervisor being on vacation, a written report will be submitted to the council for the next meeting.

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

Fire District Administrator- A written report was submitted to council. The Keystone Valley Fire Department will be holding its 6th Annual Gold Fundraiser on September 15, 2025.

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

Mayor – No report was submitted.

Borough Solicitor – A written report was submitted to council.

Treasurer's Report – A written report was submitted to council.

June 2025: General Fund - \$313,747.31 PLGIT - \$732,006.46

Borough Manager – A written report was submitted to council.

Business Items:

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

A **MOTION** to approve the Treasurer's Report for June 2025 in the amount of \$1,383,006.17 was made by Agen and seconded by Wolf. All in favor.

A **MOTION** to approve Resolution 2025-32 acknowledging receipt of bids was made by Wolf and seconded by Agen. All in favor.

A **MOTION** to approve Resolution 2025-33 to award trash bid option #2 was made by Wolf and seconded by Baylor. All in favor.

Solicitor Carnes suggested to council members to establish an addendum for President Brade and Borough Manager Gresh to move forward and sign the trash contract with Opdenaker.

A **MOTION** to approve Council President Brade and Borough Manager Gresh to move forward and sign the trash contract with Opdenaker was made by Baylor and seconded by Agen. All in favor.

A **MOTION** to approve trash Ordinance 2025-568 was made by Wolf and seconded by Agen. All in favor.

A **MOTION** to approve Ordinance 2025-567 appointing Portnoff as solicitor for collection of unpaid real estates and municipal claims was made by Ohar and seconded by Agen. All in favor.

A MOTION to approve Resolution 2025-35 to authorize Council President to sign an agreement with Portnoff contract for collection of delinquent taxes and municipal claims was made by Baylor and seconded by Ohar. All in favor.

A MOTION to approve Resolution 2025-34 Fee Schedule 2025 was made by Ohar and seconded by Baylor. All in favor.

A MOTION to approve Resolution 2025-31 confirming the signature of the Parkesburg Borough Manager on PENNDOT Highway Occupancy permit condition statement by D.R. Horton was made by Baylor and seconded by Ohar. All in favor.

A MOTION to approve Resolution 2025-37 naming Westwood Fire Company Ambulances and Divisions There of Parkesburg Borough's primary ALS Provider was made by Ohar and seconded by Agen. All in favor.

A MOTION to approve Resolution 2025-36 STMP Program (early intervention) was made by Baylor and seconded by Agen. All in favor.

A MOTION to approve Resolution 2025-38 to apply for DCED MTF grant for Fifth Avenue Repair and pay the application fee was made by Baylor and seconded by Agen. All in favor.

Acknowledge Receipt of Chester County Community Foundation Grant Funds for North Park of \$1600.00 - A discussion was held regarding North Park. President Brade reminded council members that council voted there will be no more funds spent on North Park until the blocks were sealed and deemed safe. Council members requested looking into and verify the deadline to use the grant funds.

A MOTION to approve using grant money to purchase necessary equipment for North Park was made by Baylor and seconded by Ohar. Ayes - 4 Nays- 1

A MOTION to approve Special Event Permit for the 2nd Annual Metaphysical Market was made by Baylor and seconded by Ohar. Ayes- 4 Nays- 1

A MOTION to approve Handicapped Parking Space applications for 206 S. Culvert Street and 720 W 2nd Avenue was made by Baylor and seconded by Agen. All in favor.

Update Comcast Franchise agreement – Borough Solicitor Carnes informed council members that an Ordinance needs to be created to move forward.

Conditional approval Impact Church – Borough Solicitor Carnes reported that he is awaiting documentation from the developer.

Appraisals on property – Borough Solicitor Carnes stated that he received a quote from a private company regarding the four properties being out for bid.

Cell tower – Borough Solicitor Carnes informed council members that a different form of the lease has been submitted by the developer to the Borough. The developer has moved the site to get the tower out of the old State Street right of way. The new location was confirmed to be acceptable. The applicant will be presenting the plans to the Borough Planning Commission. Council members expressed concern about notifying residents of cell tower.

A MOTION to send notices to residents living within 500 feet of the proposed cell tower was made by Wolf and seconded by Ohar. All in favor.

Washington Avenue Trees – Borough Manager Gresh informed council members of an incident involving a tree located on borough property that fell on a homeowner's house. The Public Works Department was sent to the location to remove debris.

A MOTION to open a saving account with PLGIT and a trash bank account with Fulton Bank was made by Ohar and seconded by Agen. All in favor.

PUBLIC COMMENT (*Limited to three minutes*)

A resident on Fifth Avenue addressed council members regarding the poor condition of the street. Borough Manager Gresh informed the resident that the Borough recently was awarded a grant for First Avenue and is actively pursuing additional grants for other streets in need of repair. A discussion was held by the council identifying Liquid Fuels funds to assist with road repair throughout the borough. A suggestion was made to have the Public Works Supervisor create a list ranking the roads needing immediate attention and generating a report to the council on which roads will be worked for the week.

A resident on Seventh Avenue informed council members he recently sent a letter along with pictures to the Borough Manager complaining about a tire garden a neighbor has in their front yard. The resident stated that he called the Chester County Health Department due to a concern with mosquitoes. A discussion was held and the final decision was the Borough will not pursue the matter further. If there is a change in circumstances or a violation, then the Codes Enforcement office will become involved.

A resident on Fourth Avenue questioned issues with North Park. A discussion was held regarding the delay with the garden. President Brade informed the resident of the blocks not being sealed properly. The resident questioned the grant that was recently approved and expressed concern regarding the funds not being used in a timely manner. President Brade reminded the resident earlier in the meeting, council members voted to use the grant money to purchase necessary equipment for North Park.

COUNCIL COMMENT-

Councilman Ohar stated he wanted to use Liquid Fuels money to repair roads in the borough.

ADJOURNMENT:

A **MOTION** to adjourn was made by Baylor and seconded by Brade. All in favor. Motion passed. Meeting adjourned at 9:03p.m.

Respectfully Submitted,

Wanda Harner
Borough Secretary

2025 Council Meeting Schedule:
“3rd Thursday of each month”
Next Meeting: August 21, 2025