

PARKESBURG BOROUGH COUNCIL
MINUTES OF THE REGULAR MEETING
Thursday, July 18, 2024
7:00 p.m.

An Executive Session was held immediately prior to the Council Meeting for personnel matters.

The meeting was called to order at 7:22 p.m. by President Todd Brade.

The Pledge of Allegiance to the Flag was recited by all present.

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

APPROVAL OF AGENDA:

A Motion to approve the Agenda was made by Rhett Lipscomb and seconded by Sharon Wolf. All in favor.

PUBLIC COMMENTS: (Agenda items only)

APPROVAL OF MINUTES:

A Motion to approve the corrected minutes of the June 20, 2024, Regular Council Meeting was made by Rhett Lipscomb and seconded by Sharon Wolf. All in favor.

APPROVAL OF BILLS:

A Motion to approve the bill list was made by Rhett Lipscomb and seconded by Mark Agen. All in favor.

TREASURER'S REPORT:

The following was read aloud:

General Account:

Beginning Balance \$963,287.41
Deposits: \$270,808.13
Withdrawals: \$337,899.81
Ending Balance: \$896,195.73

Highway Aid:

Beginning Balance: \$13,559.83
Deposits: \$6.90
Withdrawals: \$1,009.81
Ending Balance: \$12,556.92

PLGIT – General Fund Reserve:

Beginning Balance: \$199,739.95
Interest Income: \$836.46
Deposits: \$0
Ending Balance: \$200,576.41

PLGIT Highway Aid Reserve:

Beginning Balance: \$14,535.47
Interest Income: \$60.87
Ending Balance: \$14,596.34

PUBLIC SAFETY REPORTS:

Police Report..... Chief Ryan Murtagh
A total of 987 calls, 127 Traffic Citations, 9 Non-Traffic, 9 Criminal arrests, and 1 Juvenile arrests were made in the month of June as well as 3 arrest warrants.
Receipts totaled \$27,537.74 and mileage was 6,070.
A complete copy of the Police Report is on file in the Borough Hall.

Fire Chiefs Report.....Chief Brian Gathercole
A total of 26 incidents for the month of June with 6 of those calls for Parkesburg Borough. Average personnel per call were 10 people, average response time was 6 minutes, total man-hours were 135.20 hours. A complete copy of the Fire Chiefs Report is on file in the Borough Hall.

Public Comments: None
(Agenda and Non-Agenda Items limited to three minutes)

COMMITTEE REPORTS:

Police – Sharon Wolf
Joan Agen was present to discuss placement of AED Devices at Minch Park with Fire Chief Brian Gathercole’s support and training. Interim Manager, Fire Chief and Public Works Supervisor will examine for best placement and security of device.
Ford F-150 will be delivered tomorrow. Park in Atglen Opening Dedication July 31, 2024

Community Life, Business Activity and Parks and Recreation – Todd Brade
National Night Out August 6, 2024.
Rhett Lipscomb states that North Side Park produced 340 pounds of plants and vegetables. 168 pounds of vegetables went to the Library.

Budget & Finance – Mark Agen
Discussion of 2023 audit, Liquid Fuels funds deposit upcoming.

Community and Business – Monique Baylor
Book Sale at Library, Community of Churches Book Bag Giveaway

Fire AND EMS – Rhett Lipscomb
Review of submitted Fire & EMS report.

Economic Development – David Mellema
Almost ready to submit grant, will ask for match waiver

Projects – Nicholas Ohar
Awaiting meeting with Interim Manager.

Historic Commission – Rhett Lipscomb
Continuing with certification process.

DEPARTMENT REPORTS:

Engineer’s Report – ARRO Consulting
A complete copy of the Engineer’s Report is available on file in the Borough Hall.

Manager's Report – Richard Sichler
No written report.

Code Enforcement
A complete copy of the Code Enforcement Report is available on file in the Borough Hall.

Fire District Administrator
A complete copy of the fire District Administrator Report is available on file in the Borough Hall

Mayor's Report
No written Report.

Solicitor's Report
A complete copy of the Solicitor's Report is available on file in the Borough Hall.

Public Works Report
A complete copy of the Public Works Report is available on file in the Borough Hall.

NEW BUSINESS:

A Motion to acknowledge Jennifer Mayo's resignation from Planning Commission effective June 25, 2024, was made by Rhett Lipscomb and seconded by Monique Baylor. All in favor.

A Motion to acknowledge Casey Wyatt resignation from Planning Commission as Alternate Member effective July 18, 2024, was made by Nick Ohar and seconded by Mark Agen. All in favor.

A Motion to approve the appointment of Casey Wyatt to the Planning Commission and complete the term of the vacated seat that expires 5-2-28 was made by Rhett Lipscomb and seconded by Mark Agen. All in favor.

A discussion of finding an alternate member of the Planning Commission and complete the term of the vacated seat that expires 5-2-28. Place on website.

Kevin Myers Chester County Planning Commission Zoning Amendment discussion tabled until next Council Meeting for clarification.

A Motion to add Chief Murtagh to Safe Deposit Box Authorization at Fulton Bank was made by David Mellema and seconded by Rhett Lipscomb. All in favor.

A Motion to give Interim Manager Richard Sichler and Monique Baylor signing authority at Fulton Bank was made by Todd Brade and seconded by Nick Ohar. All in favor

New Business Cont.:

A Motion to employ Wayne Mover's for District Court painting and carpet replacement per lease was made by Monique Baylor and seconded by David Mellema. All in favor.

A Motion to approve the Resolution provided by ECON Partners and ECON Partners Match Waiver was made by Monique Baylor and seconded by Rhett Lipscomb. All in favor.

A Motion to approve the hiring of new Borough Manager recommended by HR Task Force was made by David Mellema and seconded by Nick Ohar. 5 in favor, 2 opposed. Motion passed.

OLD BUSINESS:

A Motion to combine East Bridge and West Bridge projects was made by Monique Baylor and seconded by Rhett Lipscomb. 6 in favor, 1 opposed. Motion passed.

Public Comments: *(Limited to Three Minutes)*

Oaks Ministry asked to be placed on next meeting's Agenda

Council Comments:

Rhett Lipscomb Parks and Rec professional day July 19, 2024

Mayor Hagan thanks the Human Resource Task Force for their hard work.

ADJOURNMENT:

A Motion to adjourn was made by Rhett Lipscomb and seconded by Monique Baylor. All in favor.

Meeting adjourned at 9:15 p.m.