

PARKESBURG BOROUGH COUNCIL

MINUTES OF THE WORK SESSION

Thursday, March 5, 2026

7:00 p.m.

The meeting was called to order by Council President Nick Ohar at 7:00 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 Todd Brade, 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, and Police Chief Ryan Murtagh.

An executive session was held this evening from 6:30-6:51p.m. to discuss personnel. No decisions were made.

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES:

A MOTION to approve the minutes of the February 5, 2026, Work Session was made by Lipscomb and seconded by Ohar. All in favor.

COMMITTEE REPORTS:

Property – Borough Manager Sheller informed council members new LED lightbulbs have been installed in the administrative, district court, and police department buildings. Also, the grant for the Public Works building has been delayed until June.

Parks & Recreation- Todd Brade (chair) reported the Children's Leprechaun Trap Workshop is scheduled for Saturday, March 7th from 10am-12pm at Minch Park. If it rains, the event will be held in the back of the library. Currently, they have sixteen children signed up and hoping for some walk-ins.

Finance- Borough Manager Sheller suggested delaying the meeting with Borough Treasurer John Sardella by April so that the information will be more precise for the quarterly report.

Police, Fire, and EMS – Borough Solicitor Carnes stated a Resolution needs to be passed for the annual update for the Emergency Services. The current Emergency Management Coordinator is Scot Kreger. Emergency Management provides an annual update on emergency services, including plans for emergencies, public education on preparedness, coordination of emergency response and recovery, and dissemination of emergency information. Mayor Hagan suggested that Borough Manager Sheller head this coordination since he and staff are already monitoring activities in the borough.

Councilwoman Keen stated there should be flexibility and proposed having a team work together. Borough Manager Sheller commented that Public Works staff as well as the Chief of Police already have implemented plans with snow emergencies and designated emergency routes. President Ohar informed council members that there is a meeting tomorrow (Friday, March 6th) at the county building to discuss the restructuring with ALS. Vice President Mellinger reported on the new delivery of the ambulance and mentioned hybrid positions in the fire department. He stated during the day it is extremely difficult for the department due to a lack of volunteers. However, Vice President Mellinger commented that we are fortunate to still have volunteers.

Community Outreach- Mel Keen (chair) stated that she has contacted various organizations within the community. On March 11th, the Town Hall meeting is scheduled for 6pm at the Point. Mayor Hagan reminded council members that the Town Hall was a meet and greet only. If residents had questions, Mayor Hagan encouraged people to attend the council meetings held every month.

Community Development- Rhett Lipscomb (chair) discussed moving forward with the Hometown Hero banners on Main Street. She informed council members that she has been in contact with the VFW. The Borough would be responsible for organizing this project and the VFW would be collecting money. Councilwoman Lipscomb mentioned the bridge on Route 10 and getting it either painted or power washed. Chief Murtagh stated this was a discussion years ago and he investigated the cost of materials being around \$14,000. In addition, the project would probably take two days and would require a permit from Penn Dot and a flagger force, which is an additional cost. Mayor Hagan suggested instead of painting perhaps purchasing a wrap around logo for the bridge.

BUSINESS ITEMS:

Motion to approve Ordinance 2026-575: Amend Ordinance #289 and creation of Captain position –

A MOTION to approve Ordinance 2026-575 and amend Ordinance #289 and create a captain position was made by Baylor and seconded by Wolf.

Vice President Mellinger requested a roll call vote.

Vice President Josh Mellinger – yes
Monique Baylor – yes
Todd Brade – yes
Mel Keen - yes

Rhett Lipscomb - yes
Sharon Wolf - yes
President Nick Ohar – yes

Ayes – 7 Nays – 0

Motion approved

Motion to approve Resolution 2026-57: Approve Civil Service regulations –

A MOTION to approve Resolution 2026-57 approving Civil Service regulations was made by Lipscomb and seconded by Mellinger. All in favor.

Motion to hire a Captain based upon a conditional offer with an identified salary-

A MOTION to hire a Captain based upon a conditional offer with an identified salary as a provisional appointee was made by Mellinger and seconded by Baylor. All in favor.

Motion to approve Resolution 2026-568: Purchase 2025 Dodge Durango for police use -

A MOTION to approve Resolution 2026-568 for the purchase of a 2025 Dodge Durango for police usage was made by Mellinger and seconded by Baylor. All in favor.

Parke Mansion update – Borough Solicitor Carnes informed council members that the property went to settlement, however the Borough has not heard anything and no bond provided. Borough Solicitor Carnes reported apparently a bond was drafted for D.R. Horton but was never received. He has been working with Mike Malloy from Obermayer to resolve the issue.

Committees and Work Sessions – Borough Manager Sheller wanted to discuss the council work sessions and committees. President Ohar stated that he would like to restructure the Council Committees and eliminate a few. The Finance Committee will meet quarterly. Borough Manager Sheller recommended having former Council Presidents Wolf and Brade along with President Ohar on the Finance Committee. A discussion was held regarding the Council Work Sessions.

A MOTION to approve one council meeting per month and work sessions as needed was made Mellinger and seconded by Wolf. Ayes – 4 Nays – 3 Motion approved.

COUNCIL COMMENTS- None

ADJOURNMENT:

MOTION to adjourn was made by Brade and seconded by Keen. All in favor. Motion passed. Meeting adjourned at 8:22p.m.

Respectfully Submitted,
Wanda Harner
Borough Secretary

Next Council Meeting: March 19, 2026