

PARKESBURG BOROUGH COUNCIL
MINUTES OF THE WORK SESSION
Thursday, March 6, 2025
7:00 p.m.

The meeting was called to Order by Council President Todd Brade at 7:00p.m.

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

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 February 6, 2025, work session was made by Lipscomb and seconded by Agen. All in favor.

PRESENTATIONS:

Joe Reali informed council members this year Western Chester and Lancaster Counties are commemorating Marquis de Lafayette's triumphant Farewell Tour of America as part of the American Friends of Lafayette Bicentennial. A nationwide committee was established and now consists of over 500 individuals representing the 24 states Lafayette visited. Hundreds of events are being planned by communities to trace Lafayette's footsteps on the exact dates and order he followed on his Tour of America. In our area, the Lafayette200 Planning Team has organized festivities for July 27-29, 2025, including a breakfast with Lafayette at the Historic Stottsville Inn on July 27,2025. Mr. Reali encouraged councilmembers to participate and invited people to become an official sponsor or donor for the WCC/Lancaster200 Bicentennial.

PUBLIC COMMENTS: None

COMMITTEE REPORTS:

Borough Services- Committee Chair Sharon Wolf stated the police department is conducting Civil Service testing to create an eligibility list for full-time police officer positions. Lipscomb informed council the Chamber of Commerce was holding a Legislative Roundtable on March 14th that begins at 8am. Another event occurring this month is Seed to Supper, which is a container gardening class being held at the Parkesburg Library from 5:30-6:30pm.

Property- Committee Chair Monique Baylor informed council of a request for proposals for the Public Works truck.

Parks & Recreation- No report

Human Resources- Committee Chair David Mellema stated the committee is working on updating the employee handbook and researching new health insurance. Borough Manager Gresh stated the borough will have the same health plan but with a new insurance broker. Employees will still have the same coverage. By switching to a consortium, the borough will be saving money and the anticipated date is July 1st.

Budget & Finance- Committee Chair Mark Agen stated that the committee is still working on audits.

Fire/EMS – No report

Community / North Park- Committee Chair Rhett Lipscomb informed council members that the North Garden will be opening March 31st and is requesting help to set up.

BUSINESS ITEMS:

Full-time testing in the future for the police department: Addressed in Committee Report

Minch Park Baseball Agreements- Borough Solicitor Carnes stated information was forwarded to our insurer. The first baseball game is scheduled for mid-March. The baseball league was interested in extending the league to the fall.

Special Events permits- tabled to next council meeting to confirm Final Friday dates

Purchasing a truck through Liquid Fuels – Baylor stated the Property Committee did not have an opportunity to have a discussion. She would prefer the Property Committee meet first and ask Public Works Officer Todd Witmer for his opinion. At the next council meeting, the Property Committee will have a recommendation.

A MOTION to create a Resolution (Resolution 2025-22) appointing Allison Miller to the zoning hearing board to finish the term ending December 31, 2028 was made by Lipscomb and seconded by Agen. All in favor.

EMC Coordinator's Resolution - Scot Kreger, Emergency Management Coordinator, addressed council and provided a fact sheet from FEMA about NIMS (National Incident Management System). Mr. Kreger informed council members that the borough hall was designated as the EOC (Emergency Operation Center).

An executive session will be held after the council meeting to discuss personnel.

Public Comments - None

Council Comments: Lipscomb informed council that March was National Women's History Month and March 8th is International Women's Day.

Adjournment:

A **MOTION** to adjourn was made by Baylor and seconded by Mellema. All in favor. Motion passed. Meeting adjourned at 7:40pm.

Respectfully Submitted,

Wanda Harner

Borough Secretary

2025 Work Session Schedule

(1st Thursday of each month)

Next work session meeting: April 3, 2025 (trash and recycling only)