

PARKESBURG BOROUGH COUNCIL
MINUTES OF THE REGULAR MEETING
Thursday, May 15, 2025
7:00 p.m.

The meeting was called to order by Council President Todd Brade at 7:02 p.m.

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

An executive session was held from 6:15-7:01 p.m. for an informational session. No decisions were made.

APPROVAL OF THE AGENDA:

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

APPROVAL OF MINUTES:

A **MOTION** to approve the minutes of April 17, 2025, Regular Council Meeting was made by Lipscomb and seconded by Agen. All in favor.

PRESENTATIONS:

Swearing in of Police Officers – Mayor Hagan II stated this week was National Police Week (May 11-17) thanked all the officers who serve and protect the residents in Parkesburg Borough, Highland Township, and Atglen Borough. In addition, he asked during this time to remember and honor those law enforcement officers who made the ultimate sacrifice while serving their community. The induction of new officers included Patrick Gaffney (full-time), Marc Meshurle (part-time police detective), Joseph Carboni (full-time), and Liam Smith (part-time).

Joe Reali – Lafayette- No presentation

Cell Tower – Michael Malloy, attorney and representative from Rise Up Towers, gave a lengthy presentation to council members regarding the proposal to construct a cell tower in the borough. The business model of the company is to work with municipalities to construct towers on public property. The municipality becomes the landlord and collects rent and helps solve the issue of gaps in mobile phone service. During the presentation, Mr. Malloy shared that one carrier has committed to utilizing the tower if and when it is constructed. With the addition of other service providers on the tower, the borough would make increased rent. Mr. Malloy provided council members with a map of proposed locations. Vice President Wolf asked about the negative health impacts from the proximity of the towers. Mr. Malloy stated that the height of the tower is 150 feet and that the radiation does not reach the ground in an impactful way. The distance from homes was also discussed.

A **MOTION** to move forward with the ground release while council develops a list of possible properties was made by Baylor and seconded by Ohar. Ayes- 5 Nays- 0 Oppose - 1

Paul Janssen (Rental Program & Fee Schedule) – At last month’s council meeting, Paul Janssen (Director at the Center for Excellence at Albright College) reviewed the budget and finances with council members. Janssen informed council that the borough was not charging enough to cover the costs of utilizing the services of the codes and zoning officers. As a result, Mr. Janssen suggested implementing an administrative fee for each permit application. Registration and inspection of rental property is an issue that needs to be enforced and completed in a timely manner. Council proposed that Solicitor Carnes review the fees and prepare a Resolution for the work session in June.

PUBLIC COMMENT (AGENDA ITEMS ONLY): None

DEPARTMENT REPORTS:

President’s Message – President Brade reminded council members to adhere to the hierarchical structure for the borough.

Engineer - No report

Police Chief Report- A written report was submitted to council.

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

Fire Chief Report – A written report was submitted to council

Fire District Administrator- A written report was submitted to council

Code Enforcement (Code Inspections Inc.) - No Report

Mayor – No report

Borough Solicitor- Solicitor Carnes informed members of council that the request for bid for the collection of trash, yard waste, bulk trash, and recycling services is currently active.

Treasurer’s Report - Written report was submitted to council.

General Fund for April 2025

- Fulton - \$872,609.44
- PLGIT - \$826,595.85

Borough Manager – Borough Manager Gresh informed council members that the Borough of Parkesburg is requesting bids for a three (3) year contract subject to two (2) one-year extensions for the collection of trash, yard waste, bulk trash, and recycling services, to commence on August 1, 2025, with delivery to SECCRA. Ms. Gresh stated that a special meeting will need to be scheduled after June 23, 2025, which is the deadline for all bids.

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 March 2025 in the amount of \$2,042,775.15 was made by Baylor and seconded by Ohar. All in favor.

A **MOTION** to approve Resolution 2025-26 appointing Tonya Domaszewicz as zoning officer effective May 15, 2025, was made by Wolf and seconded by Agen. All in favor.

The fee schedule and rental program agenda items have been tabled until next month.

Rental Review Board – Borough Manager Gresh informed council members that the Ordinance states a Rental Review Board is needed but did not specify requirements for the members. Gresh stated the purpose of this board was in the event someone disputes a denied inspection. The borough office will be advertising to see if any residents are interested.

Cell tower – Previous discussion was held after the presentation.

Resolution for Special Permits for parades – Agenda item tabled to next meeting

Special Events permits – Final Friday/Trunk or Treat (October 25, 2025) –

A **MOTION** to approve the Special Events Permit for the Final Friday/Trunk or Treat was made by Baylor and seconded by Ohar. All in favor.

Handicap application for 508 Strasburg Avenue –

A **MOTION** to approve the handicap parking space application for 508 Strasburg Avenue was made by Baylor and seconded by Agen. All in favor.

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

COUNCIL COMMENTS-

Council Member Agen asked about the yard waste schedule. President Brade informed council members that a Parks and Recreation Committee meeting was held last night to discuss Minch Park Pavilion rental. An agreement was constructed for residents and non-residents to sign as well as fees established.

ADJOURNMENT:

MOTION to adjourn was made by Ohar and seconded by Baylor. All in favor. Motion passed.
Meeting adjourned at 8:47p.m.

Respectfully Submitted,

Wanda Harner
Borough Secretary

2025 Council Meeting Schedule:

“3rd Thursday of each month”

Next Meeting: June 18, 2025 (**schedule change**)