

PARKESBURG BOROUGH COUNCIL
MINUTES OF THE REGULAR MEETING
Thursday, November 20, 2025
7:00 p.m.

The meeting was called to order by Council President Todd Brade at 7:00 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 Margaretta “Rhett” Lipscomb, Council Member David Mellema, Council Member Nick Ohar, and Mayor John P. Hagan, II. Also present were Borough Solicitor John Carnes, Borough Manager Ray Sheller, and Police Chief Ryan Murtagh. Council Member Monique Baylor 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 the October 16, 2025, Regular Council Meeting was made by Wolf and seconded by Lipscomb. All in favor.

PRESENTATIONS: Retirement ceremony for Detective Rodney Discher
A ceremony was held to honor the official retirement of Detective Rodney Discher. Mayor John P. Hagan, II gave a speech mentioning Detective Dicher’s significant presence and contribution to the success of this town. In addition, Discher received the infamous Mayor’s Fedora Award. Police Chief Ryan Murtagh presented Detective Discher with an award and thanked him for his honorable years of service.

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 council.

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

Fire Chief Report – A written report was submitted to council. Chief Joseph Marks reported on the fire that occurred on Halloween night at First Avenue. Due to the increase in call volume, Chief Marks stated that the fire department will be hiring part-time individuals in January 2026.

Fire District Administrator- A written report was submitted to council.

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

Mayor – No report

Borough Solicitor – A written report was submitted to council.

Treasurer's Report – The Treasurer's report for October 2025 will be reconciled by C. Malcolm Smith & Company, P.C. (accounting firm hired by the Borough).

Borough Manager – Borough Manager Sheller informed council members that he went to the Fulton Bank multiple times and the no parking signs have been installed with McGuigan Way, Grant Street, and Grape Alley.

BUSINESS ITEMS:

A MOTION to approve the monthly bills and payment of all recurring bills and payroll was made by Agen and seconded by Lipscomb. All in favor.

Parke Mansion – hydrants, traffic light, and action to approve development documents Borough Solicitor Carnes reported that in his Solicitor report which was submitted to council members, he and the Borough Engineer are working with the developer to finalize documentation in accordance with the 2009 conditional approval. In addition, Borough Solicitor Carnes received updated HOA documents, the Developer Agreement, and the Financial Security Agreement and Bond. Carnes stated in his opinion, he did not feel the private agreement was a good option and was recommending council members choose the public agreement for the fire hydrants. The physical maintenance of the hydrants will be the responsibility of the water company, and the HOA pays for the hydrants.

A MOTION to approve the public agreement without modification was made by Mellema and seconded by Ohar. Ayes- 5 Nays – 1 Motion approved.

LSA grant for Public Works building- A discussion was held concerning the matching aspect of the Statewide Local Share Account (SLSA) grant The Opinion of Probable Cost provided by ARRO engineering estimates the project to cost \$2,111,086. The maximum request amount allowed for SLSA is \$1 million. Whether the Borough proceeds with the estimated \$2.1 million project or reduces the scope to lower costs, the remaining balance would still need to be covered by the borough.

A MOTION to approve the LSA grant for the Public Works building and the \$100 one-time application fee was made by Mellema and seconded by Mellema. Ayes -1 Nays – 5 Motion not approved.

Crime Avoidance Rental program – A discussion was held regarding concerns involving a victim of abuse being penalized and evicted from a property. Several council members voiced there should be protection for the victims.

A MOTION to table this item for the December 4th Council meeting was made by Mellema and seconded by Lipscomb. Ayes – 4 Nays – 2 Motion approved.

Preliminary budget for 2026 with 3 mills increase –

A MOTION to approve the preliminary budget for 2026 with 3 mills increase was made by Agen and seconded by Mellema. Ayes- 4 Nays- 2 Motion approved.

Review and discuss for approval the acquisition of police vehicles in January 2026 – Committee Chair Wolf reminded council members that the police department was looking to retire two vehicles and replace them with three vehicles. The payments would be deferred and January 2027 would be the first scheduled payment.

A MOTION to authorize the procurement of the three identified vehicles was made by Mellema and seconded by Ohar. All in favor.

Update for council followed by discussing the promotion of a Sergeant – Police Chief Murtagh reported the written examination was completed and the oral interviews would take place next week.

Review and discuss Police Chief's expiring M.O.U. – Police Chief Murtagh requested the M.O.U. be extended until May due to three police officers being out on disability.

A MOTION to approve extending the Police Chief's M.O.U. was made by Lipscomb and seconded by Wolf. All in favor.

STMP Consultants – President Brade reported within the next week or two, he will assemble the Task Force to review and bring back to Council a recommendation.

Delaware County Public Schools benefits renewal – This item was tabled.

Public Works new pickup truck - Police Chief Murtagh reported that the current plow truck (2006 F250) needs \$15,000 in repairs. He contacted Country Dodge in Oxford regarding whether they participate with COSTARS (a program that allows public entities to buy supplies and services from approved suppliers at reduced costs and time). If not, Chief Murtagh asked if the dealer would match COSTARS' prices.

A MOTION to table this item for the December 4th Council meeting was made by Brade and seconded by Lipscomb. All in favor.

TAN/TRAN – Borough Solicitor Carnes updated council members on the TRAN.

A MOTION to adopt the resolution presented accepting the proposal from M&T and authorizing the issuance of a taxable tax and revenue anticipation note in the maximum principal amount of \$150,000 was made by Agen and seconded by Mellema. Ayes – 5 Nays – 1 Motion approved.

Public Comments (Limited to three minutes) –

A very lengthy discussion was held with residents living on McGuigan Way, Grape Alley, and Grant Street regarding the implementation of no parking signs. Both Fire Chief Marks and Police Chief Murtagh emphasized the safety concern and interests to serve and ensure the well-being of the residents in the Borough. Many residents expressed their frustration with lack of parking and the inconvenience of travelling longer distances to their homes due to the no parking signs. Councilman Ohar validated their feelings and asked if the residents would be willing to work with council members to resolve the matter and create a better solution to the problem.

COUNCIL COMMENTS-

Vice President Wolf stated that the original deed mentioned McGuigan Way was to be “vehicle free”.

Councilman Agen reminded council members that the accounting firm fulfilling the treasurer position is C. Malcolm Smith & Company, P.C.

Councilman Mellema informed the council that the VFW is continuously repairing the area around the monument due to trucks hitting in front. The VFW is asking to put up barriers to protect the monument. Council requested that the Borough Engineer investigate what can be put up around the monument to protect it.

ADJOURNMENT:

MOTION to adjourn was made by Mellema and seconded by Ohar. All in favor. Motion passed. Meeting adjourned at 8:32p.m.

Respectfully Submitted,

Wanda Harner
Borough Secretary

2025 Council Meeting Schedule:
“3rd Thursday of each month”
Next Meeting: December 18, 2025