

**BOROUGH OF PARKESBURG
CHESTER COUNTY, PENNSYLVANIA**

ORDINANCE NO. 537

**AN ORDINANCE OF PARKESBURG BOROUGH, CHESTER COUNTY,
PENNSYLVANIA, ESTABLISHING A COMMISSION TO BE NAMED
"PARKESBURG HISTORIC COMMISSION"**

WHEREAS, The Borough of Parkesburg is a Borough and Municipality in the Commonwealth of Pennsylvania organized and governed by the Borough Code; and,

WHEREAS, the Borough of Parkesburg desires to establish a Commission in the Borough to assist in the development and maintenance of the historic resources in the Borough; and,

WHEREAS, the Borough Code specifically authorizes the creation of such a board or commission under the authority of 8 Pa. C.S.A. § 1202(32) which identifies the specific power to "acquire by purchase or by gift and to repair, supervise, operate and maintain ancient landmarks and other property of historical or antiquarian interest..." and the general powers granted to the Borough Council to create such a commission by Ordinance as found in Chapters 12 and 33 of the Borough Code.

NOW, THEREFORE, in accordance with the foregoing authority, the Borough of Parkesburg hereby establishes a commission to be named the "Parkesburg Historic Commission".

SECTION 1 — Purpose

The purpose of this commission shall be to assist in the development and maintenance of the historic properties in the Borough and to identify local historic resources, artifacts and antiquities and make recommendations for the preservation of same.

SECTION 2 — Duties

The Parkesburg Historic Commission shall:

- A. Record the history of the Borough;
- B. Maintain an archive of Borough and Borough related historic documents, photographs, pictures, memorabilia, artifacts, etc.;
- C. Take inventory of the historic sites and structures within the Borough and, on occasion, recommend that the Borough Council establish, by Ordinance, historic districts and/or sites pursuant to act No. 167 of June 13, 1961. See 53 P.S. §8001 et seq.;

- D. Recommend appropriate plans and actions concerning historic properties owned by the Borough in order to preserve the historic integrity of the community and review and approve any proposed changes or improvements to Borough-owned historic structures in order to maintain the historic integrity of the structure;
- E. Conduct an annual review of the historic properties owned by the Borough to determine their condition and recommend required maintenance:
 - 1) The annual review shall include all Borough-owned properties;
 - 2) The annual review will address, at a minimum, the following issues: general overview of repair and maintenance needs of the existing facilities and appurtenances, upgrades to existing facilities and appurtenances, sign issues and safety concerns; and,
 - 3) The annual historic review shall be performed by July 1 of each year. A report of the historic review findings shall be submitted to the Borough Manager and the Borough Council not later than August 1 of each year for inclusion with budget preparation;
- F. Develop an annual operating budget for the historic needs, including identified improvements to any historic structures owned by the Borough;
- G. Recommend historic projects for consideration in the development of the five-year capital improvements program and annually recommend projects to be added on to the subsequent funding year of the capital improvement program. Such recommendations should be submitted to the Borough Manager and Borough Council not later than August 15 of each year;
- H. Provide events from time to time as deemed appropriate to meet the needs of the citizens of the Borough. Any funds generated by the Commission as a result of special events shall be earmarked for a specific purpose, budget item or capital project. This earmarking will be done prior to the fund-raising event, if at all possible; however, if not earmarked, the money will accrue in a fund for future capital projects; and
- I. The Commission may at any time establish committees as may be needed to carry out the purposes of the Historic Commission. For any newly established committee, the President shall appoint the chair and the membership of the committee as soon as practicable after the committee is established. For ongoing established

committees, the President shall appoint the chair and the membership of each committee every two years as soon as practicable. The Historic Commission or Borough Council may terminate any committee at any time.

SECTION 3 — Composition; Terms; Vacancies; Removal

- A. The Parkesburg Historic Commission shall have five members, with up to two non-Borough residents and the remaining three or more members shall be Borough residents.
- B. All members shall be appointed by the Borough Council with one member annually appointed by the President of Borough Council to be the assigned council member on the Board. The remaining four (4) members to be appointed shall serve three-year terms. The Commission will be initially established as follows: 1) one (1) annually appointed member of Borough Council serving for a one-year term; 2) Two (2) appointed members to serve an initial two-year term; and, 3) (2) two appointed members to serve an initial three-year term. Thereafter, each member shall serve a three-year term - except for the annually appointed member of Borough Council.
- C. Vacancies will be appointed by the Borough Council or Council President, as applicable, for the unexpired term.
- D. The Borough Council may, after a duly advertised public hearing, remove any member of the Commission from office for inefficiency, neglect of duty, malfeasance in office or conflict of interest.

SECTION 4 — Officers; Rules of Order

The Parkesburg Historic Commission shall elect a Chairperson who will direct the activities of the Commission, a Vice Chairperson and a Secretary. All officers shall serve yearly. The Parkesburg Historic Commission shall establish its own rules of order.

SECTION 5. Role of Borough staff.

The Borough Manager and/or Council Liaison will attend regular Parkesburg Historic Commission meetings as necessary in an effort to facilitate communication between the Commission, the Borough council and the Administration. The Borough Manager will work with the Commission on researching and applying for available grant monies.

SECTION 6 — Meetings; Reports

Public meetings shall be held to conduct the business of the Parkesburg Historic Commission in accordance with the Sunshine Law. Meetings shall be held at least quarterly to more frequently as deemed reasonable by the Commission. A report of the preceding year's activities shall be presented to Borough Council prior to March 1st of each year.

SECTION 7 — Conflicts with Statutory Provisions

In all matters that are regulated by the law of the Commonwealth of Pennsylvania by regulations or regulated by departments or an agency of the Commonwealth promulgated by authority of law, such law or regulations, or other Ordinance of the Borough of Parkesburg, as the case may be, shall control where the requirements thereof are the same or in excess of the provisions of this Ordinance. This Ordinance controls in all circumstances where the State requirements or the requirements of other Ordinances of the Borough are not as strict as those contained in this Ordinance.

SECTION 8 — Severability

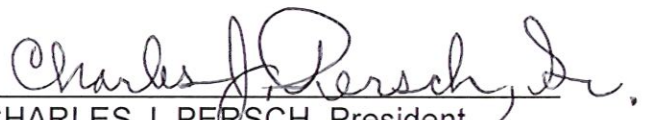
If any portion of the Ordinance shall be determined to be unconstitutional, illegal or unenforceable, then the portion and only that portion of this Ordinance, which is deemed to be unconstitutional, illegal or unenforceable, shall be severed from the remainder of this Ordinance and all other terms thereof shall remain in full force and effect.

SECTION 9 — Effective Date

This Ordinance shall be effective as required by the Borough Code thirty (30) days after adoption.

ORDAINED and ENACTED by the Parkesburg Borough Council this 20th day of May, 2019

PARKESBURG BOROUGH COUNCIL


CHARLES J. PERSCH, President

ATTEST:


WENDY A. KEEGAN, Secretary

Approved this 20th day of May, 2019


JOHN P. HAGAN, II, Mayor