

**PARKESBURG BOROUGH COUNCIL**  
**Minutes of the Regular Meeting**  
**March 15, 2010 – 7:00 p.m.**

The meeting was called to order at 7:00 p.m. by President Melinda Keen.

The Pledge of Allegiance to the Flag by all present.

Council members present were: Melinda Keen, Kathleen Rick, Charles Persch, Willard Marsh, Mark Agen and Andrew Hertzog. Also present were Borough Manager, L. James Thomas, Secretary, Wendy A. Keegan, Police Chief Brian Sheller and Solicitor John Carnes. Council Member Thomas Curtin and Mayor John Hagan were absent.

**APPROVAL OF AGENDA:** After moving the Police Chief's report , a motion to approve the agenda was made by Charles Persch and seconded by Kathleen Rick. All in favor.

**APPROVAL OF MINUTES:** A motion to approve the minutes of the February 15, 2010 Regular Meeting was made by Charles Persch and seconded by Willard Marsh. All in favor.

**TREASURER'S REPORT—Wendy A. Keegan**

A complete copy of the February 2010 Treasurer's Report is on file in the Borough Hall.

**APPROVAL OF BILLS:** A motion to approve the bills submitted was made by Andrew Hertzog and seconded by Mark Agen. All in favor.

**PRESENTATION:**

- Kevin Masterson – Proposal for Eagle Scout Project – Mr. Masterson will be building "Memory Benches" to be placed in Minch Park. He will begin the project in late spring and should be finished in the summer.
- Josh Wallace – Proposal for Eagle Scout Project – Mr. Wallace will be planing 200 plants and flowers in Minch Park near the stream.

**DEPARTMENT REPORTS:**

**Police Chief's Report—Chief Brian Sheller**

A complete copy of the Police Chief's report is on file in the Borough Hall.

**Fire Chief's Report—Raymond Stackhouse**

A complete copy of the Fire Chief's Report is on file in the Borough Hall.

**Engineer's Report—Mendi Lowe**

A complete copy of the Engineer's Report is on file in the Borough Hall.

**Manager's Report—L. James Thomas**

- The State Street Bridge project has begun; the salt shed has been removed and the salt moved;
- The Street Department made over \$2600 recycling the scrap metal.

**Public Works Report—Melinda Keen**

A complete copy of the Public Works Report is on file in the Borough Hall.

**Zoning Officer's Report—ARRO Consulting**

A complete copy of the Zoning Officer's Report is on file in the Borough Hall.

**Mayor's Report—John P. Hagan, II**

No report.

**PABA—Eric Jameson**

No report.

**Solicitor's Report—John S. Carnes, Jr.**

- Working on the trash and recycling ordinance – should be ready for the next meeting; a motion to authorize the Solicitor to prepare the ordinance for the committee meeting and to be ready for the next council meeting was made by Charles Persch and seconded by Andrew Hertzog. All in favor.

**COMMITTEE REPORTS:**

**Parks & Recreation—Kathleen Rick**

Babe Ruth League will hold its annual Opening Day Parade on April 17<sup>th</sup> at 10:00 a.m.; The Great American Clean-Up of PA will be held on May 1st.

**Progress & Development—Thomas Curtin**

No report.

**Streets & Property—Andrew Hertzog**

A 4-Way Stop Sign is in the works for North Limestone Road and Strasburg Avenue; The Zoning Appeal for Parkesedge Apartments has been approved.

**Finance—Charles Persch**

A complete copy of the Finance Committee's Report is on file in the Borough Hall.

**Police & Fire—Charles Persch**

A complete copy of the Police & Fire Committee's Report is on file in the Borough Hall.

**Library—Melinda Keen**

No report.

**Emergency Management Coordinator—Richard Irwin**

The County has issued a disaster mitigation plan - the Borough will need to adopt a Resolution; Mr. Irwin is working on identifying any structures in the Borough built in the 100 year flood plain.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

- Correspondence from Rev. Hank White of the Church of the Ascension requesting the closing of alley behind the church and erecting a sign for their annual craft fair was reviewed. A motion to approve the request was made by Charles Persch and seconded by Kathleen Rick. All in favor.
- Municipal services provided on privately owned streets - There was discussion regarding services to the privately owned streets of Featherwood Drive, Woods Lane and Oak Lawn Drive. The Borough trucks cannot maneuver these streets and it was recommended that residents bring their trash to Sadsbury Road for collection. A motion to authorize John Carnes, Jim Thomas and Melinda Keen to draft a letter to the residents on these streets was made by Charles Persch and Seconded by Kathleen Rick. All in favor
- A motion to adopt Resolution No. 2010-03 – A Resolution of the Council of the Borough of Parkesburg, Chester County, Pennsylvania, Approving a Fee Schedule for Building Permits under the Uniform Construction Code (And Related Codes) of the Borough of Parkesburg with the change of the Zoning Permit fee from \$75.00 back to \$25.00 was made by Charles Persch and seconded by Mark Agen. All in favor.
- A motion to adopt Resolution No. 2010-04 – A Resolution of the Council of the Borough of Parkesburg, Chester County, Pennsylvania, Approving and Designating John P. Coldiron of Municipal Solutions, Inc. as the Building Code Official for the Borough of Parkesburg was made by Charles Persch and seconded by Andrew Hertzog. All in favor.

- A motion to table the adoption of Resolution No. 2010-05 – A Resolution of the Council of the Borough of Parkesburg, Chester County, Pennsylvania, Authorizing and Approving the Supplemental General Reimbursement Agreement for Federal Aid Projects (West Bridge Street Bridge over Amtrak – Agreement 062492) until the original agreement is located was made by Andrew Hertzog and seconded by Kathleen Rick. All in favor.
- Employee Medical Benefits – There was a discussion regarding the Spousal Waiver and Opt Out language for the Borough Health Plan. A true and correct copy of the language discussed is attached to these minutes. A motion to adopt such language was made by Charles Persch and seconded by Willard Marsh. All in favor.

**PUBLIC COMMENTS:**

None

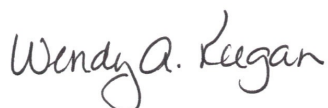
**COUNCIL COMMENTS:**

None

**ADJOURNMENT:**

With there being no further business, a motion to adjourn at 8:25 pm was made by Charles Persch and seconded by Andrew Hertzog. All in favor.

Respectfully submitted,



Wendy A. Keegan  
Borough Secretary

### ***Spouse Eligibility For Medical and Prescription Coverage:***

Effective March 1, 2010, the Borough of Parkesburg is adopting a Spousal Coordination of Benefits policy for medical and prescription coverage. Your spouse is eligible for coverage through Parkesburg Borough's health insurance plan ONLY if your spouse is not eligible for medical and prescription coverage through their employer.

Employees with a spouse will be required to complete the attached Spousal Waiver and submit to Borough of Parkesburg Office within 30 days of their date of employment.

If your spouse is employed and is not eligible for medical coverage through their employer's plan, you will also be required to complete the Spousal Employer Certification.

Providing false or misleading information to Borough of Parkesburg or failure to complete and submit the waiver and/or the employer certification will be treated very seriously and could result in termination of employment or the termination of medical and prescription benefits.

### ***Opting Out of Borough Health Insurance:***

If eligible for coverage under a spouse's medical coverage plan, the Borough of Parkesburg offers employees the ability to "opt out" during the annual enrollment period of group coverage provided by the Borough. In return for "opting out" of the Borough provided medical coverage, the employee will receive 25% of the savings of the cost to the Borough of insuring the employee only, payable as one check at the end of the policy year of which the employee is "opting out".

The employee may choose to "opt back in" to the Borough provided medical plan during a future open enrollment period or if you or your spouse has a "qualifying life event." If you have a qualifying life event you must notify Human Resources within 30 days of the event/ loss of other coverage to enroll.

Some common qualifying life events include:

- Divorce
- Loss of insurance coverage
- Unemployment
- Death

The employee will be entitled to the same coverage as all other employees in the group. If the employee "opts back in" the "opt out" payment will be for only the months the employee had "opted out."

"Opt out" means the employee withdraws from the Borough medical coverage and "opt back in" means the employee will return to the Borough medical coverage.