

**PARKESBURG BOROUGH COUNCIL**  
**Minutes of the Regular Meeting**  
**November 18, 2013 – 7:00 p.m.**

The meeting was called to order at 7:00 p.m. by President Kathleen Rick

The Pledge of Allegiance to the Flag by all present.

Council members present were: Kathleen Rick, Melinda Keen, Joseph Dynesko, Willard Marsh, Mark Agen and Charles Persch. Also present were Mayor John P. Hagan, II, Borough Manager James Thomas, Borough Secretary Wendy A. Keegan, Police Chief Brian Sheller and Solicitor John Carnes. Sharon Wolf, was absent.

**APPROVAL OF AGENDA:**

A motion to approve the agenda was made by Melinda Keen and seconded by Charles Persch. All in favor

**APPROVAL OF MINUTES:**

A motion to approve the minutes of the October 21, 2013 Regular Council Meeting was made by Mark Agen and seconded by Charles Persch. All in favor.

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

A complete copy of the October, 2013 Treasurer’s Report is on file in the Borough Hall.

**APPROVAL OF BILLS:** A motion to approve the bills submitted was made by Melinda Keen seconded by Willard Marsh. All in favor.

**PUBLIC COMMENTS (Agenda Items):**

None

**FINANCE:**

- Finance Chair Mark Agen presented the draft 2014 budget. A motion to advertise the 2014 Draft Budget was made by Charles Persch and seconded by Joseph Dynesko. All in favor.

**PUBLIC SAFETY 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.

**PLANNING COMMISSION/SUBDIVISIONS:**

- Ocea Thomas – Octorara Avenue Subdivision: David Gibbons of Howell and Associates was present to request a list of waivers of the Subdivision and Land Development Ordinance. The requested list is as follows:
  - Section 303.A of the Borough Code to allow the submission of Preliminary/Final Subdivision plans - GRANTED
  - Section 303.C.1 of the Borough Code to not require a Grading, Improvements, and Construction Plan - GRANTED
  - Section 303.C.1.jj of the Borough Code to not require a wetland survey of the property - GRANTED
  - Section 303.C.1.kk of the Borough Code to not require the plan to show existing significant features on and within 100-feet of the proposed development - GRANTED
  - Section 303.C.LIT of the Borough Code to not require a Proximity Plan as part of the plan set - GRANTED
  - Section 303.C.2.d of the Borough Code to not require a real estate disclosure statement on the plan - GRANTED

A motion to grant the waivers requested, on the advice of the Borough Planning Commission and Solicitor, was made by Melinda Keen and seconded by Mark Agen. All in favor.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

- Parkesburg Criterium Committee – Change of Name: a motion to change the name of the Parkesburg Criterium Committee to the Parkesburg Community Committee was made by Melinda Keen and seconded by Mark Agen. All in favor.

**DEPARTMENT REPORTS:**

**Engineer's Report—Phillip Brath**

A complete copy of the Engineer's 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.

**Building Code Official's Report—John Coldiron**

A complete copy of the Building Code Official's Report is on file in the Borough Hall.

**Manager's Report—L. James Thomas**

Crystal Springs - R5 Overlay District Ordinance is in the hands of the developer - the landscape plan will be reviewed; SALDO meeting scheduled for final review - should be ready for hearing and enactment at December meeting; the title company has cleared 419 W. 1<sup>st</sup> Avenue - waiting for deed; PAWC has completed Rosemont Avenue and Beale Drive should be completed this week.

**Public Works Report—L. James Thomas**

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

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

No report.

**Mayor's Report—John P. Hagan, II**

Mayor Hagan congratulated the re-electors; he attended the Parkesburg Point opening; the Mayor then gave a message about Thanksgiving. A complete copy of the Mayor's Report is on file in the Borough Hall.

**PABA—Steve Mellinger**

No report.

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

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

**COMMITTEE REPORTS:**

**Parks & Recreation— Melinda Keen**

No report.

**Progress & Development—Sharon Wolf**

No report.

**Streets & Property—Joseph Dynesko**

No report.

**Police—Charles Persch**

Arbitration with the Police Association has begun.

**Fire—Charles Persch**

Budget will be finalized at the next meeting.

**Library Board–Melinda Keen**

No report.

**PUBLIC COMMENTS:**

- Larry Constable of Featherwood Drive thanked Council for their support of the Parkesburg Point; Mr. Constable also thanked Council for paving Sadsbury Road.
- Ken Knickerbocker of Main Street asked about the sign at Crystal Springs Apartments; he also commented on the Jamaican restaurant in town and that he took a tour of Victory Brewing; Mr. Knickerbocker then requested Council to list his news blog, Parkesburg Today, on the Borough's website.

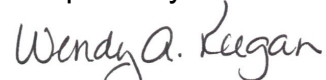
**COUNCIL COMMENTS:**

- The Christmas Parade is scheduled for Sunday, December 8<sup>th</sup> at 2:00 pm

**ADJOURNMENT:**

With there being no further business the meeting was adjourned at 8:40 pm.

Respectfully submitted,



Wendy A. Keegan  
Borough Secretary