

**PARKESBURG BOROUGH COUNCIL**  
**Minutes of the Regular Meeting**  
**March 18, 2019 – 7:00 p.m.**

The meeting was called to order at 7:00 p.m. by President Charles Persch

The Pledge of Allegiance to the Flag by all present

Council members present were: Charles Persch, Todd Brade, Rhett Lipscomb, David Mellema, Lyle Gillespie and Mark Agen. Also present were Borough Secretary Wendy Keegan, Police Chief Brian Sheller, Mayor Hagan and Solicitor John Carnes. Council Member Sharon Wolf was absent.

**APPROVAL OF AGENDA:**

After adding the formation of a Historic Commission under New Business, a motion to approve the Agenda was made by Rhett Lipscomb and seconded by Todd Brade. All in favor.

**APPROVAL OF MINUTES:**

A motion to approve the minutes of the February 18, 2019 regular Council Meeting was made by Todd Brade and seconded by Lyle Gillespie. All in favor

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

A complete copy of the February, 2019 Treasurer’s Report is on file in the Borough Hall.

**APPROVAL OF BILLS:** A motion to approve all the bills submitted was made by Rhett Lipscomb and seconded by Todd Brade. 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 . . . . . Robert Cazillo  
A complete copy of the Fire Chief’s Report is on file in the Borough Hall.

**PRESENTATION:**

- Parkesburg Lion’s Club - Don Althouse - Mr. Althouse spoke about the Lion’s Club and the importance of serving the public.

**SUBDIVISION/PLANNING COMMISSION:**

- Parke Mansion Partners – Petition to Amend Zoning Ordinance and Zoning Map. A motion to reject the Petition to Amend Zoning Ordinance and Zoning Map was made by Rhett Lipscomb and seconded by David Mellema. All in favor.
- Parkesburg Shoppes, LLC – request for extension of review period - 90 day extension. A motion to approve the extension of the review period for ninety (90) days was made by Todd Brade and seconded by David Mellema. All in favor.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

- Electric Supplier Contract – A motion to enter into a contract with IGS Energy to supply electric and gas services was made by Todd Brade and seconded by David Mellema. All in favor.
- Historic Committee – An Ordinance will be prepared for the establishment of a Parkesburg Historic Committee.

**DEPARTMENT REPORTS:**

**Engineer's Report—ARRO Consulting**

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.

**Code Enforcement Officer's Report—Joseph Reali**

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

**Manager's Report—Neil D. Vaughn**

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

**Public Works Report—Theodore Toaltoan**

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**

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:**

**Revitalization — Rhett Lipscomb**

Revitalization Committee meeting scheduled for the 3<sup>rd</sup> Thursday of the month – next meeting April 18th;

**Budget & Finance — Mark Agen**

Working on funding for bridge

**Fire & EMS — Sharon Wolf**

No report

**Community Life, Business Activity and Parks & Recreation — Todd Brade**

Received complaint regarding parking during Final Friday events

**Property — David Mellema**

Working on plans for a public works building

**Projects — Lyle Gillespie**

Working on long range planning for infrastructure

**Police — Charles Persch**

No report

**PUBLIC COMMENTS:**

None

**COUNCIL/MAYOR COMMENTS:**

Mayor Hagen introduced his granddaughter Lauren who is working on a civics class project.

**ADJOURNMENT:**

At 8:05 p.m. a motion to adjourn was made by Rhett Lipscomb and seconded by Todd Brade. All in favor.

Respectfully submitted,

Wendy A. Keegan  
Borough Secretary