

**PARKESBURG BOROUGH COUNCIL**

**MINUTES OF THE REGULAR MEETING**

Monday, November 21, 2022

7:00 p.m.

The meeting was called to order at 7:05 p.m. by President Sharon Wolf.

The Pledge of Allegiance to the Flag was recited by all present.

Roll call was held and Council members present were: President Sharon Wolf, Vice-President Todd Brade, Council Member Rhett Lipscomb, Council Member Mark Agen, Council Member David Mellema and Council Member Josh Mellinger. Also present were, Mayor John Hagan, Police Sgt. Ryan Murtagh, Solicitor John Carnes, Borough Manager Joseph Reali and Borough Secretary Rebecca Durnall. Council Member Nicholas Ohar was absent.

**APPROVAL OF AGENDA:**

A Motion to adjust the agenda to allow for an earlier presentation of the Police Report was made by Rhett Lipscomb and seconded by Josh Mellinger. All in favor.

A Motion to approve the Agenda was made by Rhett Lipscomb and seconded by Josh Mellinger. All in favor.

**APPROVAL OF MINUTES:**

A Motion to approve the minutes of the October 17, 2022, Regular Council Meeting was made by Todd Brade and seconded by Rhett Lipscomb. All in favor.

**APPROVAL OF BILLS:**

A Motion to approve bills was made by Todd Brade and seconded by Rhett Lipscomb. All in favor.

**TREASURER’S REPORT:**

Motion to approve the Treasurer’s Report was made by Rhett Lipscomb and seconded by Josh Mellinger. All in favor. The following was read aloud:

General Account:

Beginning Balance \$500,843.08  
Deposits: \$86,201.70  
Withdrawals: \$339,864.01  
Ending Balance: \$247,180.77

Highway Aid:

Beginning Balance: \$216,833.16  
Deposits: \$39.50  
Withdrawals: \$50.00  
Ending Balance: \$216,822.66

PLGIT – General Fund Reserve:

Beginning Balance: \$10797.77  
Interest Income: \$25.97  
Ending Balance: \$10,823.74

PLGIT Highway Aid Reserve:

Beginning Balance: \$13,442.46  
Interest Income: \$32.33  
Ending Balance: \$13474.79

**PUBLIC SAFETY REPORTS:**

Police Report..... Sgt. Ryan Murtagh  
A total of 820 calls, 73 Traffic Arrest, 2 Non-Traffic, 3 Criminal, 3 incarcerations, 3 Juvenile arrests were made in the month. Receipts totaled \$10,684.68 and mileage was 4758.  
A complete copy of the Police Report is on file in the Borough Hall.

Fire Chiefs Report.....Chief Brian Gathercole  
A total of 31 calls for the month of October with 13 of those calls for Parkesburg Borough. Average personnel per call were 5 people, average response time was 6 minutes, total man-hours were 45.31.  
A complete copy of the Fire Chiefs Report is on file in the Borough Hall.

Public Comments:  
(Agenda and Non-Agenda Items limited to three minutes)  
Alan Fellman was present, spoke with Rhett Lipscomb, no public comment.

**DEPARTMENT REPORTS:**

Engineer’s Report – ARRO Consulting  
North St. work complete.  
A complete copy of the Engineer’s Report is available on file in the Borough Hall.

Manager’s Report – Joseph Reali  
A complete copy of the Manager’s Report is available on file in the Borough Hall.

Code Enforcement  
A complete copy of the Code Enforcement Report is available on file in the Borough Hall.

Fire District Administrator  
No written report.

Mayor’s Report  
No written report.

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

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

**COMMITTEE REPORTS:**

Revitalization – Rhett Lipscomb  
Identified poles for banners at last meeting. Banners up by July 2023. December 8, 2022, next meeting.

Budget & Finance – Mark Agen  
Motion of council authorizing Manager, Treasurer and Solicitor moving forward processing year 2023 Tax and Revenue Anticipation Note in the amount of \$550,000. Motion to approve made by Rhett Lipscomb and seconded by Mark Agen. All in favor.

Fire AND EMS – Joshua Mellinger  
Discussion of ALS coverage of whole district.

Community Life, Business Activity and Parks and Recreation – Todd Brade  
Parkesburg Action Committee (P.A.C.) applications for upcoming events approved.

Property – David Mellema  
Motion of Council approving the expenditure of \$5890.00 from Liquid Fuels Account for material to construct 30' x 30' x 6' tall concrete block road salt containment area with two bays 12' wide x 28' deep x 6' tall under the existing roofed structure in the 5 West Street Public Works facility. Motion to approve made by Rhett Lipscomb and seconded by Josh Mellinger. All in favor.

Projects – Nicholas Ohar  
Absent but in touch with Council.

Police – Sharon Wolf  
Review of report.

**UNFINISHED BUSINESS:**

An Ordinance Of The Borough Of Parkesburg, Imposing a Tax Levy for the Purpose of Supporting Emergency Management Services In An Amount of Up To One-half (1/2) Mill As Set By Council. Motion to approve made by Rhett Lipscomb and seconded by Josh Mellinger. All in favor.

**NEW BUSINESS:**

A Resolution Eliminating Police Officers Contributions To The Police Pension Plan For The Year 2023. Motion to approve was made by Rhett Lipscomb and seconded by Todd Brade. All in favor.

**COUNCIL COMMENTS:**

Welcome to Animated Brewery which opens on Wednesday.

**ADJORNMENT**

A Motion to adjourn was made by Todd Brade and seconded by Rhett Lipscomb. Meeting adjourned at 8:10 p.m.

An Executive Session was held following the meeting for a legal matter.