



***Town Council:** Ricky Taylor, Sam Welch, Jan Welch, R. Wayne Marshall, Jr., Brad York, Mark Layne*

***Mayor:** Frank Russell II*

## Regular Meeting

**November 10, 2025**

Parksley Volunteer Fire Company – Banquet Hall

Available via Audio

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## Roll Call

Council members present: Richard Taylor, Jan Welch, Sam Welch, Brad York

Absent: Mark Layne

Late arrival: R.W. Marshall, Jr.

Staff present:

- Lauren Lewis – Clerk
- Michael McCready – Public Works Supervisor

Mayor Frank A. Russell II presiding

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## Call to Order and Invocation

Mayor Russell called the meeting to order.

A scripture reading was delivered from Colossians 3:17:

*“And whatsoever you do in word or deed, do all in the name of the Lord Jesus, giving thanks to God and the Father by Him.”*

A prayer was offered.

Vice Mayor Welch led the Pledge of Allegiance.



## Approval of Minutes

Councilmember **B. York** made a motion to approve the minutes from the October 13, 2025 regular meeting, with an edit to correct the start date for “Steven Decker” on page two.

Seconded by **Councilmember S. Welch**.

**Ayes:** R. Taylor, J. Welch, S. Welch, B. York

**Absent:** M. Layne

**Late:** R.W. Marshall, Jr.

The motion passed unanimously.

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## Approval of October 2025 Bills

A motion was made to approve payment of the October 2025 bills, including corrections previously emailed by Clerk Lewis.

Concerns were raised regarding missing explanations for some line items. Clerk Lewis explained that supplemental explanations are provided when necessary.

Councilman Welch made a motion to accept the bills, seconded by Councilman York. The motion passed unanimously.

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## New Business

### Radio Ads – Councilman Marshall

Tabled until next month due to Councilman Marshall’s absence.

### Personnel Committee – Councilman Marshall

Also tabled until next month.

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## Variance Application – Public Hearing Request

Clerk Lewis presented a variance application for nine houses on Jones Avenue.

- **Front setback:** 35 ft required → 15 ft proposed
- **Rear setback:** 35 ft required → 25 ft proposed
- **Side setbacks:** 3 ft and 5 ft (acceptable)

A letter of permission from the Virginia Historic Conservation Society was included, along with confirmations from the County and VDOT.

Councilman Taylor requested a public hearing before taking action.

Councilman York made a motion, seconded by Councilman Welch, and passed unanimously to hold a public hearing on January 12, 2026, **at 6:30 PM**.

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## Tax Due Date Adjustment

A motion was made to change the tax due date for **both Real Estate and Personal Property taxes to December 15, 2025**.

Councilman Welch made a motion, seconded by Councilman York. The motion passed unanimously.

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## Water Tower – Grant Funding Options

Three options were presented:

1. Move forward with the grant, design a new system, build it, and demolish the current tower.
2. Move forward with the grant, design a new system, but instead choose to repair the tower.
3. Repair the existing tower (**recommended option**).

Additional financial details will be forwarded to the council.

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## Visitors' Comments

### Ellen Johnson – Railway Museum / Holiday Events

- Thanked the council for craft show support
- Old-Fashioned Christmas preparations underway
- Donations needed: cookies, white elephant items
- 25 preschoolers will visit for cookies and hot chocolate

### Jeff Stauffer – Thanksgiving Dinner Update

- Donations from several farms
  - Goal: 26 turkeys
  - Needs: roasting pans, cakes, pies, plastic utensils
  - Volunteers needed Tuesday at 9 AM
  - Last year served 600 meals
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## Community Items

- - K. Eichelberger- Suggestion to move Trunk or Treat back to the parking lot
  - Becky Bell- Scout House sign replacement planned-
  - Split rail fences behind hockey bleachers need repair
  - Difficulty securing rides for Parksley Fest
  - Fundraising ideas discussed (jail fundraiser, dunk tank)
  - Trackless train options reviewed; concerns regarding storage/insurance
  - Playground wooden structure unsafe; grant application planned through Friends of Play
  - New residents Michael & Jessica McLaughlin welcomed by the Mayor
  - Playground volunteer updates provided by Natalie McClean
  - Electric sign update to be given at work session by G.W. Hart
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## Reports

### Police Department – Chief Greer

- 2 domestics
- 15 business checks



- 3 parking tickets
- 2 alarms
- 4 summonses
- Assisted ROTC with Veterans Day flags
- Participated in Trunk or Treat security

#### Public Works

- Two new hires are working well

#### Wastewater Treatment Plant

- Valve replacement quote of **\$4,736** for non-operational SBR at WWTP- Councilman York made a motion, seconded by Councilman Welch. The motion passed unanimously to purchase the valve.

#### Caboose Toy Drive

- Collection ends December 19
- Distribution December 22–23

#### Additional Items

- Only one mini-split quote received so far for the town office.
- Benches for the fountain need pressure washing
- Library declined fountain installation
- December meeting will be short and followed by a catered dinner

#### Veterans Day

- Office and Public Works closed

#### Memorial Benches

- Pricing and vendor information will be researched

#### Personnel Committee

- Councilman York made a motion to add Councilman Marshall to the personnel committee, as there is a vacant seat. Seconded by Councilman Welch. The motion passed unanimously.



## Fire Company Report

- 178 ambulance calls
  - 37 fire responses
- Prayers are requested for families affected by recent structure fires.
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## Adjournment

Councilman Marshall made a motion to adjourn, seconded by Councilman Welch. The motion passed unanimously.

The meeting was adjourned at 7:58 pm.

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X *Frank A Russell, ii* 12/8/25  
Frank A. Russell II, Mayor

X *Lauren Lewis*  
Lauren Lewis, Clerk 12/8/25