

**Regular Meeting**

September 14, 2026

Parksley Volunteer Fire Company – Banquet Hall

Available via Audio

Roll Call

Council members present: Sam Welch, Janice Welch, Ricky Taylor, Brad York, Kimberly Smith

Council member absent: Mark Layne

Staff present: Lauren Lewis – Clerk; Michael McCready – Public Works Supervisor

Staff absent: B.K. Greer – Police Chief

Mayor Frank A. Russell II presiding

Call to Order and Invocation

Mayor Russell called the meeting to order. A scriptural devotion and commemorative reading were offered, followed by the Lord's Prayer and the Pledge of Allegiance.

Halloween Parade and Trunk or Treat

Sandy H. Mears presented a proposal for a Halloween parade on Dunne Avenue. Council discussed traffic and safety concerns associated with holding the parade near the annual Trunk or Treat event, as well as the proposed route and the need for a VDOT road-closure permit.

Organizers were asked to attend the September 28 work session with a finalized plan for Council consideration. Following approval, promotional materials may be prepared and distributed.

Eastern Shore Railway Museum

Karon Eichelberger thanked the Town for its financial support and reported that the Museum's recent open house resulted in new members and paid memberships.

The Museum reviewed two proposals for replacement signage and selected the \$1,300 plus tax banner-style option from Eastern Shore Sign Company.

The Library and Railroad Museum will host the traveling "Give Me Liberty" exhibit from October 12 through November 23. The Old Fashioned Christmas event is scheduled for December 12 from 4:00 PM to 6:00 PM and is planned as an outdoor event.

Approval of Minutes

Council reviewed the August 10, 2026 regular meeting minutes. Councilman York moved to approve the minutes, seconded by Councilwoman Welch, with the previously identified corrections.

Approval of Bills

Council reviewed the pending bills and discussed several receipts and recurring invoices. Requested supporting documentation will be provided to Council.

Councilman York made a motion, seconded by Councilwoman Smith, to pay the bills. The motion carried, with Councilman Taylor abstaining.

Ordinance Review and Code Enforcement

Council reviewed duplicate ordinances governing the keeping of inoperative motor vehicles. Councilman York moved to repeal Ordinance 93-01, the older 1993 ordinance, leaving the later ordinance in effect; Councilwoman Welch seconded. The motion passed unanimously.

Council also discussed ongoing code enforcement matters involving prohibited farm animals and overgrown properties.

**Fire Hydrant Insurance Claim**

Council was advised that a VRSA insurance claim was submitted for damage to the fire hydrant near Dollar General. The Town received an insurance settlement, less the \$500 deductible, toward the concrete and hydrant repairs.

Personnel Committee

Councilman York moved to appoint Councilwoman Kimberly Smith as the second full-time member of the Personnel Committee, seconded by Councilwoman Welch. Councilman Welch will continue to serve as the alternate. The motion passed unanimously.

Police Department

Chief Greer was absent due to a county special project. Council received an update regarding recent larcenies involving unoccupied seasonal residences, and residents were encouraged to secure homes and vehicles.

The Police Department's USDA grant application for a new patrol vehicle remains on hold due to income data from the 2020 Census. The Town is working with the University of Maryland on an independent household income survey.

Old School Property

Councilman York moved to accept the donation of the "old school property," consisting of Lots 1 through 18, contingent on closing costs not exceeding \$5,000, and Councilman Welch seconded. Three adjacent lots owned by LBH LLC are not included in the donation.

Councilman York moved to purchase title insurance based on the tax-assessed value of \$294,200, at an estimated cost of \$1,400, using available funds within the approved \$5,000 closing-cost limit, seconded by Councilman Welch.

Wastewater Treatment System

Council discussed the feasibility of installing a town-wide grease trap. Based on recommendations from the Town's wastewater operator, engineers, and municipal advisors, Council determined that installation of a separate grease trap was unnecessary.

The main pump station will be added to a preventive maintenance schedule and periodically cleaned as needed.

Council received an update on the wastewater treatment plant improvements, including the new sand filtration and UV disinfection systems. The new filtration system is intended to remove small solids before wastewater reaches the drip field and reduce future clogging.

Waterworks and Infrastructure

The Town is required to complete its triennial lead sampling. Ten first-draw residential water samples are needed, and a request for volunteers will be included with the September water bills.

The Mayor reported on efforts to obtain permanent lighting for the LOVE sign. The Council did not pursue a \$2,000 proposal to run electrical wiring down the utility pole, and it is exploring an alternative pole-mounted lighting design.

Repairs to the LOVE sign are continuing, with deteriorated letters being rebuilt using more durable materials.

Public Works

Council discussed transitioning Public Works employee Steve Decker from part-time to full-time status. Steve requested paid holidays and opted out of the Town's health insurance benefit.



Councilman York moved to approve the transition to full-time employment, seconded by Councilwoman Smith.

Until the old school property transfer is complete, Public Works will limit maintenance to cutting the alleys. The Mayor will notify Public Works when the closing occurs.

Parksley Volunteer Fire Company

The Parksley Volunteer Fire Company reported 181 ambulance calls and 35 fire calls during August. The Labor Day barbecue fundraiser was reported as a success.

The Fire Company discussed ongoing operational and equipment costs and reported that it is exploring remounting an existing ambulance box onto a new chassis as a lower-cost alternative to purchasing a new ambulance.

Community Events

The Fall in Love event is scheduled for September 19 from 10:00 AM to 2:00 PM. The annual CBES Bike Tour is scheduled to pass through Parksley on October 25.

The Cruisers Car Show was reported as successful, with 54 participating vehicles.

Council also discussed the recently opened historical time capsule. Its contents are on display at the Railroad Museum, and the Town plans to prepare a new time capsule to be opened in 50 years. The final burial location has not yet been determined.

Adjournment – 8:28 PM

Councilman York made a motion, and Councilman Welch seconded, to adjourn. The motion passed unanimously.

x Frank A Russell, ii

Frank Russell, Mayor

9/14/26

x Lauren A. Lewis

Lauren Lewis, Clerk

9/14/26