

## BRIAR CREEK TOWNSHIP SUPERVISORS

Supervisors Meeting

September 3, 2024, at 7:00PM

Briar Creek Township Municipal Building, 150 Municipal Rd., Berwick, PA 18603, Columbia County, PA

The Board of Supervisors Meeting of Briar Creek Township, Columbia County, PA was held at the Township Municipal Building on September 3rd at 7:00 PM. Present were the following: Supervisors M. Sitler, J. Gallagher, D. Sarge, Road Master S. Rauch, Police Chief T. Frace, and Zoning/Codes L. Frace, A. Kurecian, Secretary/Treasurer S. Johnson, Residents – John Snyder, Harry Whitmire.

### **Agenda & Minutes**

- Call Meeting to Order by M. Sitler at 7 PM.
- Pledge of Allegiance completed by those present
- Public Participation (limited to 5 minutes per person; inappropriate language will not be tolerated)
  - Harry Whitmire spoke about concerns he has with water drainage coming off the hill between him and his neighbor at 394 Martzville Road.
- Announcements
  - Board of Supervisor P. Leighow submitted a resignation letter on 16AUG2024.
    - Make a motion to accept the resignation letter. D. Sarge made a motion to accept the letter of resignation from P. Leighow as of 03SEPT2024. J. Gallagher seconded the motion. Motion carried 3-0.
  - Briar Creek Township Resident J. Snyder submitted a letter of interest to fill the BCT Board of Supervisors vacancy.
    - Make a motion to accept the letter of interest from J. Snyder to fill the BCT Board of Supervisors vacancy. D. Sarge made a motion to accept the letter of interest from resident J. Snyder pending approval from his ethics committee. J. Gallagher seconded the motion. Motion carried 3-0.
  - Motion to remove C. Koch from full-time status to part-time status. J. Gallagher made a motion to remove C. Koch from full-time status to part-time status. D. Sarge seconded the motion. Motion carried 3-0.
- Pass the minutes from the following meetings:
  - 05AUG2024 Combined Supervisors Meeting
    - D. Sarge made a motion to approve the minutes from 05AUG2024 with the changes discussed. J. Gallagher seconded the motion. Motion carried 3-0.
  - 15AUG2024 Work Session
    - J. Gallagher made a motion to approve the minutes from 15AUG2024 tabling the proposed revisions to the handbook. D. Sarge seconded the motion. Motion carried 3-0.
- Treasurer's Report
  - PSATS Virtual Budget Training 25SEPT2024 from 1:30 PM to 3:30 PM. The cost is \$55.00
    - D. Sarge made a motion to approve S. Johnson to attend the virtual budget training hosted by PSATS. J. Gallagher seconded the motion. Motion carried 3-0.
  - Make a motion to approve Resolution 9 of 2024 authorizing us to close and move two accounts (GF & SLF) from banking institution FKCB to Journey Bank for higher interest rates.
    - D. Sarge made a motion to approve Resolution 9 of 2024. J. Gallagher seconded the motion. Motion carried 3-0.
- Police Report
  - Dent's Auto – 2017 Vehicle Inspection - \$42.00
  - Steve Shannon – 2020 Vehicle tire repair - \$29.95
  - T. Frace has a meeting scheduled with NCT Supervisor K. Thakore on 09SEPT2024 at 3 PM.
    - J. Gallagher made a motion to accept the Police Report. D. Sarge seconded the motion. Motion carried 3-0.
- Maintenance Report

## BRIAR CREEK TOWNSHIP SUPERVISORS

Supervisors Meeting

September 3, 2024, at 7:00PM

Briar Creek Township Municipal Building, 150 Municipal Rd., Berwick, PA 18603, Columbia County, PA

- Awarded \$40,250.00 - 2019 EDCDI Grant for the Yost Hollow Road Streambank Stabilization Project. S. Rauch also applied for additional grant monies from CCCD. He received a phone call from Allan Belles representative of CCCD voicing concerns about the stability plan. CCCD is requesting we change the scope of work which will increase the cost of the repair. Currently waiting for notification from CCCD to if the Township will be receiving any additional money towards the project. Hoping to have an answer in October. Once we receive confirmation, S. Rauch will be contacting DEP for an exception to begin repairs.
- Bridge Update
  - 7<sup>th</sup> Avenue Bridge Claim is being handled by EMC.
  - Bridge #1 Yost Hollow (weight limit bridge) closest to 93 got inspected. It was recommended the bridge be shut down immediately until repairs can be carried out.
  - Bridge #2 Slowick Hill Road waiting for reports to be completed but based on inspection nothing appeared to need attention.
  - Bridge #3 Yost Hollow (by the dugout) Inspector found a couple beams on the upstream side to be unsatisfactory and recommended we narrow the bridge down from 20 feet to 14 feet while we wait for the reports to come back on recommended repairs.
- Motion to approve the purchase of road signage need for Yost Hollow Road. Cost to be determined.
  - Considering the bridge issues Slade received two quotes for proper road signage from Bradco \$3,854.56 & RoadSafe \$3,203.75. These quotes don't include the required proper detour signs.
    - D. Sarge made a motion to approve the purchase of the necessary road signs from RoadSafe including the purchase of detour signage up to \$5,000.00. J. Gallagher seconded the motion. Motion carried 3-0.
  - Notify Berwick YMCA Run participants that Bridge #1 Yost Hollow (weight limit bridge) by Hogs Hollow is closed to vehicle traffic until further notice for the upcoming race on 19OCT2024.
- BAJSA Report
  - D. Sarge made a motion to accept the Sewer Authority Report. J. Gallagher seconded the motion. Motion carried 3-0.
- Sewer Enforcement Report
  - J. Gallagher made a motion to accept the Sewer Enforcement Report. D. Sarge seconded the motion. Motion carried 3-0.
- Zoning & Codes Report
  - D. Sarge made a motion to accept the Zoning & Codes Report. J. Gallagher seconded the motion. Motion carried 3-0.
- Planning Commission Report – no report available – tabled
- Fire Company Report – no report available - tabled
- Present Bills for Payment: Check #s (24989) to (24999) / Electronic Payments 15AUG2024 through 03SEPT2024.
  - J. Gallagher made a motion to pay bills presented for payment. D. Sarge seconded the motion. Motion carried 3-0.
- Correspondence
  - Executive Board of Trustees Vote
  - Columbia County PSATS invitation for Supervisors at Columbia Montour Vo-Tech.
- Ongoing Business
  - Blight Property Maintenance hearing has been continued to 24SEPT2024 at 6 PM.

**BRIAR CREEK TOWNSHIP SUPERVISORS**

Supervisors Meeting

September 3, 2024, at 7:00PM

Briar Creek Township Municipal Building, 150 Municipal Rd., Berwick, PA 18603, Columbia County, PA

- J. Gallagher made a motion to invoice Attorney McDonald for any fees the Township incurs because of the Property Maintenance Hearing. D. Sarge seconded the motion. Motion carried 2-1.
  
- 2 Hartman's Court
  - American Towers finished the road from the tower down. Should any issues arise John Snyder will reach out so we can get the problem resolved quickly.
  
- New Business
  - General Code Contract signing to begin codification
    - T. Frace made the recommendation to sign the codification contract for \$23,995.00 bringing everything up to date except Zoning & SALDO and once that is complete then we will incorporate the new Zoning & SALDO into the codification and then proceed to add Map Link.
    - D. Sarge made a motion to accept the recommendations of T. Frace. J. Gallagher seconded the motion. Motion carried 3-0.
  
- For the good of the order
  - Possible consideration of streamlining workflow and excess paperwork by digitalizing through Berkone. Set up a time for Berkone to do a presentation during a future meeting for a question and answer.
  - Blight Property closing on Summerhill updates. Waiting for a date to schedule.
  
- Adjourned
  - J. Gallagher made a motion to adjourn the meeting at 8:38 PM. D. Sarge seconded the motion. Motion carried 3-0.

Respectfully submitted,  
Shannon Johnson  
Secretary / Treasurer