

BRIAR CREEK TOWNSHIP SUPERVISORS

Combined Supervisors Meeting & Work Session

August 5, 2024 at 7:00 PM

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

The Meeting Combined Meeting & Work Session of the Supervisors of Briar Creek Township, Columbia County, PA was held at the Township Municipal Building on August 5th at 7:05 PM. Present were the following: Supervisors C. Fisher, M. Sitler, D. Sarge, Road Master S. Rauch, Police Chief T. Frace, and Zoning/Codes L. Frace, Secretary/Treasurer S. Johnson, Betsy Rubio & Beth Burke from CCHRA. Residents – Randy Brink Jr., William & Laura Morey, John Snyder.

AGENDA & MINUTES

- Call Meeting to Order by C. Fisher at 7:05 PM
- Pledge of Allegiance completed by all those present
- Executive Session was held prior to the start of the meeting to discuss personnel hiring.
- Public Participation (limited to 5 minutes per person; inappropriate language will not be tolerated)
 - William Morey came to discuss his complaints about difficulties receiving a permit for storage units and a store he wishes to operate. For a storage unit to be approved they need a zoning permit and construction permit for 3 walls. To operate a store the process is more detailed. UCC & Zoning permits and up to 6 stamped Engineer architect copies are required to be turned into L. Frace to begin the process.
 - William Morey also questioned if the Township has plans for the downed trees which got pushed on his property after the storm on 26JUN2024. Road Master S. Rauch said unfortunately the Township has a lot of tree issues and this is a work in progress.
 - Vickie Harding was concerned about clearing the Creek of Trees near 7th, Dickson & New Road. Since the complaint the tree has been cut up and made small enough so it will flow down the creek.
- Pass the minutes from the following meetings:
 - 01JUL2024 Combined Supervisors Meeting & Work Session
 - M. Sitler motioned we pass the meeting minutes from 01JUL2024. D. Sarge seconded the motion. Motion carried 3-0.
- Treasurer's Report
 - First Keystone increased the interest on all accounts to 4.65% in the interest of keeping our business. C. Fisher requested we get Resolutions completed to continue with the decision to move our business to Journey Bank who is offering a 4.50% interest rate.
 - M. Sitler motioned we accept the Treasurer's Report. D. Sarge seconded the motion. Motion carried 3-0.
- Police Report
 - Custom Advertising - for Police Sergeant Cap Badge \$163.61
 - Dent's Auto - Timing Sensor - 2018 Police Truck - \$511.50.
 - Amazon - Security TV's - \$469.97 (Donation Fund).
 - Amazon - HDMI cable for security TV's - \$16.05
 - Cole's Hardware – 2 sections of cord cover - \$15.98

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- M. Sitler motioned we accept the Police Report. D. Sarge seconded the motion. Motion carried 3-0.
- Maintenance Report
 - Road Crew Maintenance Position Hiring Update
 - M. Sitler made a motion that the Township make an offer to the best of the two candidates. D. Sarge seconded the motion. Motion carried 3-0.
 - Motion to approve Employee Handbook Changes - tabled
 - The new propane provider is Heller's Gas. Service with Button was canceled on 25JUL2024. Button scheduled to pick up the old tank and refund the Township for unused product.
 - 7th Avenue Bridge – was struck by a tractor trailer. We have insurance information, and the process has been started to get it repaired.
 - Motion to approve Engineer designs for pipe replacement and bridge inspections.
 - S. Rauch and J. Gallagher met with Engineer A. Keister. A. Keister recommended getting 3 of them inspected. Two of those bridges are located on Yost Hollow Road. The third bridge is on Slowicks Hill Road. The cost would be \$7400.00. The engineer will then provide recommendations on how to proceed.
 - D. Sarge made a motion to have the 3 bridges inspected payable from the general fund. M. Sitler seconded the motion. Motion carried 3-0.
 - M. Sitler motioned we accept the Maintenance Report. D. Sarge seconded the motion. Motion carried 3-0.
- Sewer Authority Report
 - M. Sitler motioned we accept the Sewer Authority Report. D. Sarge seconded the motion. Motion carried 3-0.
- Sewer Enforcement Report
 - M. Sitler motioned we accept the Sewer Enforcement Report. D. Sarge seconded the motion. Motion carried 3-0.
- Zoning & Codes Report
 - Updates on Zoning Hearings scheduled on 01AUG2024. A settlement was NOT reached and agreed upon. Another hearing has been scheduled for 05SEPT2024. This will be a continuation of the hearing commenced on 01AUG2024.
 - Blight Property Maintenance Appeal Hearing is scheduled for 6PM on 19AUG2024. Betsy Rubio spoke on behalf of the Columbia County Redevelopment Authority on the decisions the township has pending the outcome of the above scheduled hearing.
 - M. Sitler motioned we accept the Zoning & Codes Report. D. Sarge seconded the motion. Motion carried 3-0.
- Solicitor's Report
 - No report available

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- Planning Commission Report
 - No report available
- Fire Company Report
 - M. Sitler motioned we accept the Fire Company Report. D. Sarge seconded the motion. Motion carried 3-0.
- Present Bills for Payment: Check #s (24943) to (24970) / Electronic Payments 01JUL2024 through 05AUG2024.
- Correspondence
- Ongoing Business
 - 2 Hartman's Court updates from 22JUL2024 Meeting with American Towers Contractors. Successful meeting. Thank you to J. Gallagher, D. Sarge and S. Rauch for attending the meeting. Tentatively, the design is to resolve drainage from the tower to the macadam. There will be minimal intervention at the intersection of Edgewood. The drainage must be mitigated to a certain point, but they aren't going to pay to fix all of it. Waiting for correspondence from American Tower with the next steps.
- New Business
 - Berwick YMCA 10K run on 19OCT2024 at 9 AM. It is requested that the police get notified where the volunteers will be stationed at. The Township requested to be added as additional insured to the liability policy and be a certificate holder. If those conditions are met the Township will then approve the event.
 - Run for the Diamonds request received. Pending receipt of PennDOT permit and a copy of Insurance. Briar Creek Township will send a letter to Berwick borough listing requirements.
 - Shark Vacuum Cleaner has a hole in the hose. It isn't covered by warranty. The cost for a new hose and handle is \$69.95 or we purchase a new one for \$178.00. The vacuum cleaner is 5 years old. M. Sitler made a motion to purchase a new vacuum cleaner. D. Sarge seconded the motion. Motion carried 3-0.
- For the good of the order
 - The Joint Comprehensive Meeting with North Centre Township & Briar Creek Township is scheduled for 6 PM on Monday 26AUG2024 at Briar Creek Township Municipal Building 150 Municipal Road, Berwick, PA 18603. Representatives from DCED and the County Commissioners will be in attendance.
 - There has been increased truck traffic on Dickson Street since the closure of LaSalle Street. There is a sign posted at Third Street nothing over 40 feet. The Township has already had a couple incidents where trucks got caught up in the wires on Dickson Street causing the road to be shut down twice. The Township doesn't want to see residents sustain property damage at the intersection of Dickson and 7th Avenue.

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- Work Session was scheduled for 15AUG2024 at 6 PM. Notice will be advertised in the Press Enterprise on 08AUG2024.
- The Executive Session was requested by M. Sitler to have continued discussions on personnel hiring.
 - M. Sitler made a motion to leave Regular Session and enter Executive Session at 8:38 PM. Motion seconded by D. Sarge. Motion carried 3-0.
 - M. Sitler made a motion to leave Executive Session and enter Regular Session at 9:17 PM. D. Sarge seconded the motion. Motion carried 3-0.
- Adjourn at 9:18 PM

Respectfully submitted,

Shannon Johnson