

BRIAR CREEK TOWNSHIP SUPERVISORS

Supervisors Meeting

February 5th, 2024 @ 7PM

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

The Meeting of the Supervisors of Briar Creek Township, Columbia County, PA was held at the Township Municipal Building on February 5th at 7:00 PM. Present were the following: Supervisors C. Fisher, M. Sitler, J. Gallagher, D. Sarge, P. Leighow, Secretary/Treasurer S. Johnson, Road Master S. Rauch, Police Chief T. Frace, and Zoning/Codes Official L. Frace, Solicitor Attorney Trathen, Solicitor Attorney Davidson. Residents – Shawn Brandt, Tim Mills, Jeff Mohr, Samantha Milheim, Chase Milheim, John Trivelpiece, Carol Felix, Barb Kreisler, Joan Guinther, Vickie Deb, Bret Politz, Anthony Politz.

AGENDA & MEETING MINUTES

- Call Meeting to Order by C. Fisher at 7pm
- Pledge of Allegiance was completed by all present
- Public Participation (limited to 5 minutes per person; inappropriate language will not be tolerated)
 - Resident J. Guinther mentioned concerns for unkept property on 7th Avenue. V. Deb mentioned her concerns with Kennedy's Tree Service.
- Pass the minutes from the following meetings:
 - January 2, 2024, Organizational / Re-Org Meeting
 - M. Sitler motioned to approve the minutes of the January 2nd, 2024, Organizational / Re-Org Meeting and it was seconded by J. Gallagher. Motion passed 5-0.
 - January 2, 2024, Supervisors Meeting
 - J. Gallagher made a motion to approve the minutes from the January 2nd, 2024, Supervisors Meeting and it was seconded by P. Leighow. Motion passed 5-0.
 - January 3, 2024, Auditors Re-Org Meeting
 - M. Sitler motioned to approve the minutes of the January 3rd, 2024, Auditors Re-Org Meeting and it was seconded by J. Gallagher. Motion passed 5-0.
 - January 15, 2024, Work Session
 - M. Sitler motioned to approve the minutes of the January 15th, 2024, Work Session Meeting and it was seconded by J. Gallagher. Motion passed 5-0.
- Maintenance Report
 - Motion to accept and approve the terms listed in this paragraph from Journey Bank for purchase of the Loader was made by J. Gallagher and seconded by D. Sarge. Motion passed 5-0. Based on a loan amount of \$80,937.00, at an interest rate of 5.21% fixed over a term of 5 years, with regular-Annual principal and interest payments of \$17,190.84.
 - The motion was made by M. Sitler to use \$50,000 from ARP in addition to proceeds earned from the sale of the Tractor and Dump Truck and to accept the Maintenance Report in its entirety. Motion was seconded by J. Gallagher. Motion passed 5-0.
- Police Report
 - Motion to approve payment/purchase of the following and to accept the Police Report was made by M. Sitler and seconded by P. Leighow.
 - Galls Inc. bill - \$156.98
 - NMS bill - \$263.00
 - 2024 Law Books bill - \$384.00
 - Lexipol bill - \$4,922.21

BRIAR CREEK TOWNSHIP SUPERVISORS

Supervisors Meeting

February 5th, 2024 @ 7PM

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

- Motion to approve payment/purchase of the following with ARP Funds was made by M. Sitler and seconded by J. Gallagher. Motion passed 5-0.
 - Equipment for vehicles; Water rescue throw bags(s), Animal handling gloves, Animal Noose - \$740.00
 - Equipment for meeting room: HDMI splitter, HDMI Extension cable, HDMI wall Plate - \$60.00
- Sewer Enforcement Report
 - Motion to approve the Fee Schedule for the Sewer Enforcement was made by J. Gallagher and seconded by D. Sarge. Motion passed 5-0.
 - Motion to accept Sewer Enforcement Report was made by D. Sarge and seconded by M. Sitler. Motion passed 5-0.
- Solicitor
 - Attorney Trathen – Ruckle Hill Road 1 Solar, LLC. Conditional Use Hearing Vote at 6:30pm
 - The Conditional Use Hearing Vote for Ruckle Hill Road 1 Solar, LLC. began at 6:30pm and was completed by 6:50pm. With 2 Supervisors abstaining from the vote a motion was made by M. Sitler to approve the project since the requested terms had been met prior to the hearing. J. Gallagher seconded the motion. Motion passed 3-0.
 - Attorney Davidson to review Zoning Protocol & Procedures
 - It was recommended by Attorney Davidson that BCT reach out to BB to discuss Zoning concerns and differences involving both Municipalities.
- Zoning & Codes Report
 - Briar Creek Township ZHB is conducting a zoning hearing at the municipal building in Berwick, PA, on March 7, 2024, at 6PM. Application of Chereese Kile, for a variance(s) from the Briar Creek Township Zoning Ordinance. The applicant proposes to construct a two-story, double-wide garage on the subject property. The subject property is located at 1117 Sixth Avenue Berwick, PA 18603.
 - A motion to pass the Zoning & Codes Report was made by M. Sitler & seconded by J. Gallagher. Motion passed 5-0.
- Planning Commission
 - The Walker/Croop add-on subdivision plan was submitted last week, in paper form. This will be an add-on subdivision off of Cemetery Road for the Croop Family Trust and Walker Family.
 - A motion to accept the Planning Commission Report was made by M. Sitler and seconded by J. Gallagher. Motion passed 5-0.
- Fire Company Report
 - A motion to approve the Fire Company Report for January was made by M. Sitler and seconded by P. Leighow. Motion passed 5-0.
- Present Bills for Payment: Checks (#24741) to (#24766) / Electronic Payments 14JAN2024 through 02FEB2024
 - A motion to accept and pay bills presented before BoS for the above listed check numbers was made M. Sitler and seconded by J. Gallagher. Motion passed 5-0.
- Budgets: General Fund, State/Liquid Fuels Fund, ARP Fund
- Correspondence

BRIAR CREEK TOWNSHIP SUPERVISORS

Supervisors Meeting

February 5th, 2024 @ 7PM

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

- Ongoing Business
 - Motion to accept and approve to submit Commonwealth Financing Authority (CFA) FMP Payment Request Form for DCED. Two Supervisor Signatures required.
 - Blight Project Update – it was decided to begin the process of selling this parcel. The first step is publishing the parcel in the paper and start accepting bids. Attorney Davidson will be in touch with the procedures going forward.
 - The motion to begin the process to sell property was made by J. Gallagher and seconded by D. Sarge. Motion passed 5-0.
- New Business
 - Office storage space – Attorney Davidson offered the extra filing cabinets they have available in their office which they no longer need if we are interested.
 - Postage Machine
 - A motion was made by D. Sarge and seconded by P. Leighow to lease the postage machine from Pitney Bowes at \$39/a month for 63 months. Motion passed 5-0.
 - Office Phone upgrades – we are currently accepting estimates for different businesses on upgrading our phones. The phones we currently have are outdated and cannot be updated without being replaced.
- For the good of the order
 - Button Energy Fuel Services – S. Rauch brought to the attention of the BoS the less than satisfactory service we are receiving from Button Energy for propane. BoS agreed to send a letter to Button Energy letting them know how disappointed we are in their service and suggested that we should start soliciting for other businesses to get quotes on propane delivery.
- Meeting Adjourned at 9:15pm At the request of P. Leighow, the BoS entered an Executive Session.
- Executive Session began at 9:15pm and ended at 9:45pm
- Adjourned Supervisors Meeting at 9:45pm

Respectfully,
Shannon Johnson
Secretary/Treasurer