

<b>BRIAR CREEK TOWNSHIP</b>	
Auditors Re-Organization Meeting	January 7, 2025 / 6:00 PM
Briar Creek Township Municipal Building, 150 Municipal Rd., Berwick, PA 18603, Columbia County, PA	

**AGENDA & MINUTES**

Attendance : Brenda Gensemer & Diane West

Present were the appointed auditors as noted above.

[Select one:]

- Members of the public present included those listed above.
- There were no members of the public present.

**Nominate/Elect Chairperson**

Make a motion to elect a Chairperson:

Brenda Gensemer made a motion to elect Diane West as Chairperson. Motion was seconded by Diane West. Motion carried 2-0.

**Nominate/Elect Vice Chairperson**

Make a motion to elect a Vice Chairperson.

Diane West made a motion to elect Wendy Kupsky as Vice Chairperson. Brenda Gensemer seconded the motion. Motion carried 2-0

**Nominate/Elect Secretary**

Make a motion to elect a Secretary:

Diane West made a motion to elect Brenda Gensemer as Secretary. Brenda Gensemer seconded the motion. Motion carried 5-0.

Review/Approve Treasurer’s Bond for \$725,000.00, Renewal Date: 20DEC2025, Cost: \$613.00

Diane West made a motion to approve the Treasurer’s Bond for S. Johnson. Brenda Gensemer seconded the motion. Motion carried 2-0.

Review/Approve Township Manager’s Bond for \$725,000.00, Renewal Date: 02DEC2025, Cost: \$613.00

Diane West made a motion to approve the Township Manager’s Bond for T. Frace. Brenda Gensemer seconded the motion. Motion carried 2-0.

Review/Approve Working Supervisor Salaries

Salary rate per hour: \$20.00

Diane West made a motion to approve the Working Supervisor hourly rate of \$20.00. Brenda Gensemer seconded the motion. Motion carried 2-0.

Review/Approve Part Time As-Needed employees for Maintenance Dept. (e.g., for plowing) & Salary:

Included all Supervisors with CDLs

Included appointed staff (i.e., T. Albertson, C. Hess & C. Koch)

Salary rate per hour: \$25.00

Diane West made a motion to approve the hourly rate listed above for the Part Time as needed Maintenance Department employees. Brenda seconded the motion. Motion carried 2-0.

Public Comment – N/A

Adjourn

Diane West made a motion to adjourn the meeting at 6:20 PM.