

BRIAR CREEK TOWNSHIP SUPERVISORS

Supervisors Meeting

October 7, 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 October 7th at 7:00 PM. Present were the following: Supervisors C. Fisher, M. Sitler, J. Gallagher, D. Sarge, Road Master S. Rauch, Police Chief T. Frace, and Secretary/Treasurer S. Johnson, Engineer Andy Keister, Resident – Jeff Malak (Solar Farm Extension).

Agenda & Minutes

- Call Meeting to Order by C. Fisher at 7 PM.
- Pledge of Allegiance completed by those present
- Public Participation (limited to 5 minutes per person; inappropriate language will not be tolerated)
- Announcements
 - An Executive Session was held at 6PM prior to the start of this evening's meeting to discuss personnel matters.
 - Make a motion to accept a letter of resignation from John Snyder as a Board of Supervisor. Due to a conflict-of-interest J. Snyder is unable to hold a position on the Board of Supervisors. M. Sitler made a motion to accept John Snyder's letter of resignation. J. Gallagher seconded the motion. Motion carried 4-0.
- Pass the minutes from the following meetings:
 - 16SEPT2024 Work Session – J. Gallagher made a motion to accept the minutes from the 16SEPT2024 Work Session. D. Sarge seconded the motion. Motion carried 4-0.
- Treasurer's Report
 - The specific focus of the Work Session scheduled for 21OCT2024 will be the 2025 budget.
 - Review & approve the 2025 Meeting Dates. J. Gallagher made a motion to accept the Treasurer's report in its entirety. D. Sarge seconded the motion. Motion carried 4-0.
- Police Report
 - 09/01/2024 - Gall's Inc. – Rain Gear - \$672.59 – (Grant reimbursed)
 - 09/10/2024 - Gall's Inc. – Handcuff case(s)/Handcuffs - \$304.19 (Donation Fund)
 - 09/10/2024 - DiFebo Graphics – BTB T-Shirts - \$1,239.5 (Donation Fund)
 - 09/16/2024 - Steve Shannon – Tire Repair - \$29.95
 - 09/19/2024 - Auto Zone – Vehicle Brakes - \$250.99
 - 09/25/2024 - Dent's Auto – Vehicle Inspection - \$42.00
 - 09/26/2024 - NAPA Oil Filters – \$63.96

 - The 2014 Police Vehicle has 81,000 miles and needs some extensive list work to pass inspection. The discussion was had to see if it would be worth fixing and maintaining it. With knowledge that our 2017 SUV has 98,000 miles this vehicle should be the next to be replaced. The total cost to repair the 2014 will be about \$2,000.00. It needs a muffler, wheel baring, lower control arms, sway bars and a tune-up. M. Sitler made a motion to fix the 2014 Police vehicle. J. Gallagher seconded the motion. Motion carried 4-0.

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- This year's Trunk or Treat will be October 23rd, 2024 5:30 p.m. – 7:30 p.m. at the Summerhill Fire Company.
- This year's Back the Blue event raised \$6,573,00 for our department.
- Just an FYI, we will be having a Pa. State Police Audit on October 10th. Chief T. Frace, Sgt. Morris and Ptlm. Cunnington will be present for the audit. Audit results will be shared at the next meeting.
- IT Update - Effective 10/01/2024 FBI CJIS unit mandated MFA credentials on all workstations accessing CJIS information. We are in the process of completing this process. See the IT report for more information. The cost of this project (\$7,093.25) is non-reimbursable. Payment for this project will be covered by (\$5,000.00) Community Health & Wellness & (\$2,000.00) from the Donation Fund. M. Sitler made a motion to proceed with the MFA credential upgrade on all workstations. J. Gallagher seconded the motion. Motion carried 4-0.
- Ptlm. Cole Schaffer has successfully completed his 1-year probationary period, and I make the recommendation to promote him to Patrolman I status. M. Sitler made a motion to promote C. Schaffer to Patrolman 1 status. J. Gallagher seconded the motion. Motion carried 4-0.
- I recommend extending Ptlm. Dustin Sabol probation status 3 additional months as per Schedule A of the Briar Creek Township Police Collective Bargaining Agreement. A new PIP (Personal Improvement Plan) will be established and presented to Ptlm. Sabol during the evaluation interview with him.
 - Sign Police Contract approved on 16SEPT2024
 - M. Sitler made a motion to accept the Police Report in its entirety. J. Gallagher seconded the motion. Motion carried 4-0.
- Maintenance Report
 - Andy Keister – LIVIC Civil Engineering – A. Keister's recommendation from a Township liability standpoint is to get the load analysis on Bridge 3 (Dugout) on Yost Hollow done. This will determine if this bridge can remain open or will need restrictions. All the bridge inspections reports are completed. Andy will supplement all of them with cost estimates with some sort of phasing schedule so that the Township can sit done with the engineer and review all their options in November. Bridge 1 on Yost Hollow is closed indefinitely until it can be replaced. Bridge 2 on Slowick Hill needs minor repairs but nothing serious. J. Gallagher made a motion to do time & materials. D. Sarge seconded the motion. Motion carried 4-0.
 - Vista Road water run-off issue involving Harry Whitmire. Steve Kehoe from PENNDOT reviewed the issue and gave two options. The first option is to do nothing. The second option is inserting a swale. The recommendation is to get the landowner to sign off on a letter as a one-time fix from the Township and all further maintenance will be the landowner's responsibility. M. Sitler made a motion that we let J. Gallagher and S. Rauch pursue an agreement with the landowner. D. Sarge seconded the motion. Motion carried 4-0.

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- The International (2000 Diesel Motor) Dump Truck will not pass inspection. There are cracks in the frame behind the spindle where it pivots for the box, it has a front leaf spring that is broken. There is also rot in the cross members of the box that need to be repaired. Mechanically it's in decent shape. M. Sitler made a motion to list on Municibid and try to sell it with a \$8,000 reserve and to use profits to fix road patcher. J. Gallagher seconded the motion. Motion carried 4-0.
- M. Sitler made a motion to accept the Maintenance Report. J. Gallagher seconded the motion. Motion carried 4-0.
- Solicitor's Report
 - Ruckle Hill Rd Solar 1, LLC. is asking Briar Creek Township for an extension to the time limitation. The zoning ordinance currently provides for a 1-year limitation. Briar Creek Township is being asked to consider a 5-year limitation which matches Briar Creek Borough. M. Sitler motioned to grant a 1-year extension from the date of the original signed decree 05FEB2024. This will now expire on 05FEB2026. J. Gallagher seconded the motion. Motion carried 4-0.
 - Closed on the Blight property with B. Politz at 381 Summerhill Road.
 - Update received on the Stenko property. Ask for an Engineer Report.
 - J. Gallagher made a motion to change the verbiage on the Ordinance required for the Property Maintenance Appeals Board. D. Sarge seconded the motion. Motion carried 4-0.
- BAJSA Report – Review Question and Answer Response – No report available
- Sewer Enforcement Report – No Activity for September. Review Distance Isolation Exemption Letter for 414 Summerhill Road.
- Zoning & Codes Report –
 - M. Sitler made a motion to notify K. Tanribilir to continue representing the Zoning Hearing Board vs. Faihopity Farm. J. Gallager seconded the motion. Motion carried 4-0.
- Planning Commission Report – No report available
- Fire Company Report – M. Sitler made a motion to accept Fire Company Report. J. Gallagher seconded the motion. Motion carried 4-0.
- Present Bills for Payment: Check #s (25017) to (25037) to be updated at the meeting / Electronic Payments 17SEPT2024 through 07OCT2024.
 - M. Sitler made a motion to pay the bills. J. Gallagher seconded the motion. Motion carried 4-0.

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- Correspondence
 - We received a Thank You letter from the Traveling Library for the donation.
- Ongoing Business
 - Township Manager position. M. Sitler made a motion to approve Solicitor B. Lewis to make an Ordinance to create a Township Manager’s position. D. Sarge seconded the motion. Motion carried 4-0.
- New Business
 - The goal for the next Work Session on 21OCT2024 is to focus primarily on the 2025 budget.
- For the good of the order
- M. Sitler made a motion to adjourn the meeting at 8:45 PM. J. Gallagher seconded the motion. Motion carried 4-0.

Respectfully submitted,
Shannon Johnson
Secretary / Treasurer