

BRIAR CREEK TOWNSHIP SUPERVISORS

Work Session

March 13, 2022 @ 7:00 P.M.

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

The Briar Creek Township Work Session was held at the Township Municipal Building on March 13, 2023 beginning at 7:00 PM at the Township Municipal Building. Present were the following: Supervisors C. Fisher, G. Naus, M. Sitler, T. Prutzman, Secretary/Treasurer M. DeStefano, Police Chief T. Frace and Road Master S. Rauch.

AGENDA & MEETING MINUTES

- Call Work Session to Order - C. Fisher called the meeting to order at 7:00 PM.
- Pledge of Allegiance was completed by all present.
- Public Participation - None
- Maintenance Dept.
 - Outcome of 1994 GMC Dump Truck Auction on Municibid
 - S. Rauch stated that the winning bid for the 1994 GMC Dump Truck auction on Municibid was \$10,001.00. M. DeStefano confirmed the transaction for payment and to transfer the title to the buyer was scheduled for 15MAR2023. It was agreed that these funds will be held for future Maintenance Dept. Equipment purchase needs.
 - A motion to amend the agenda to include PoA for the transfer transaction of this vehicle and to authorize S. Rauch and M. DeStefano to serve as PoAs for this was made by M. Sitler and seconded by G. Naus. Motion passed 4-0.
 - Motion to approve S. Rauch and C. Koch to attend the West Branch COG Equipment Show & Training Day on Wednesday, May 17, 2023 at the Lycoming County Fairgrounds, Hughesville, PA 17737
 - A motion to approve S. Rauch and C. Koch to attend the West Branch COG Equipment Show & Training Day was made by M. Sitler and seconded by G. Naus. Motion passed 4-0.
 - Discuss and motion decision for Contractor W. Moorey to place subbase in area of new construction on 7th Ave.
 - This item was discussed and it was agreed that the Township will issue a letter to the Contractor outlining the expectations and requirements.
- Police Dept.
 - Review letter verifying BCT PD is an agency within BCT, Columbia County, PA and authorizing BCT PD to apply for grant funding from Walmart and the Walmart Foundation for the betterment of the community. Letter was reviewed and a motion to authorize the BCT PD to apply for grant funding from Walmart and the Walmart Foundation was made by G. Naus and seconded by M. Sitler. Motion passed 4-0.
 - T. Frace mentioned that the Cordico Wellness App for both the PD Staff and the Public is available for both Apple and Android systems. A public announcement will be made in a few weeks.
- CCCD MoU Execution
 - A motion to execute the CCCD Memorandum of Understanding (MoU) was made by M. Sitler and seconded by T. Prutzman. Motion passed 4-0.
- Complaint re: Farm Animals on Kachinka Hollow Road Property
 - C. Fisher stated he received a complaint about ducks and chickens in the road by 163 Kachinka Hollow Rd. This will be followed up by either the Zoning Official or Police Dept.
- Comcast Franchise Agreement Follow-up
 - T. Prutzman confirmed that there is a meeting at the Columbia County Commissioners Building on 23MAR2023 to discuss Broadband partnerships, grants, and plans. This meeting is being scheduled by the County Commissioners Office.

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- Regarding the Comcast Draft Franchise Agreement pertaining to Section 11 for the Cure Process, the BoS indicated that this should be consistent across franchises to avoid any potential legal issues, especially as the duration of the franchise agreement and a renewal (if agreed by all parties) is 10 years.
- Appoint B. Gensemer to take and draft meeting minutes for Supervisors Meeting on 03APR2023
 - A motion to appoint B. Gensemer to take and draft meeting minutes for Supervisors Meeting on 03APR2023 (Secretary/Treasurer M. DeStefano will be out of office on this day) was made by G. Naus and seconded by M. Sitler. Motion passed 4-0.
- ARP Funds and Projects
 - Discussion of and any motions for ARP funding project allocations
 - The BoS and BCT Staff discussed suggested projects utilizing ARP funding. Funding needs to be allocated (spent or contracted) by end of 2024 and any contracted funds must be spent by 2026.
 - Suggestions discussed included some prior ideas and some new ideas. Quotes would need to be obtained to help assess decisions on allocations for the remaining available ARP funding.
 - Yost Hollow Road Culvert Replacement Project (holding \$50K)
 - Township Building Duct Cleaning
 - Codification
 - Exterior Sign & Drop Box
 - Updating SALDO & Zoning
 - Tractor Replacement
 - Storage Building for vehicles, equipment, records
 - Updating Township QuickBooks Company(ies)
 - Meeting Agendas/Minutes Software
 - Shredding/Dumpster Day
- For the good of the order
 - M. Sitler mentioned that BCT could join the COG where member municipalities provide Public Works assistance and/or equipment to help each other with projects. He offered to get information for S. Rauch if he wanted to look into this further. S. Rauch will consider this and seek additional information.
- Adjourn – A motion to adjourn the meeting at 8:17 PM was made by M. Sitler and seconded by G. Naus. Motion passed 4-0.

Respectfully,
Michelle DeStefano
Secretary/Treasurer