

**BRIAR CREEK TOWNSHIP SUPERVISORS**

Work Session Meeting

December 16, 2024, at 7:00PM

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

The Board of Supervisors Work Session of Briar Creek Township, Columbia County, PA was held at the Township Municipal Building on December 16th at 7:00 PM. Present were the following: Supervisors C. Fisher, M. Sitler, J. Gallagher, D. Sarge, T. Heller, T. Frace, Secretary/Treasurer S. Johnson. Residents – No Public Present

**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, and you will be asked to leave) No public present
- Announcements – PSATS Conference 04MAY2025-07MAY2025
- T. Heller & C. Fisher are up for re-election for term beginning 01JAN2026.
- Pass the minutes from the following meeting(s):
- 02DEC2024 Supervisors’ Meeting
  - J. Gallagher made a motion to pass the minutes from the 02DEC2024 meeting. D. Sarge seconded the motion. Motion carried 5-0.
- Treasurer’s Report
  - Motion to approve Ordinance 4-2024 Tax Levy Ordinance – An Ordinance Fixing the Tax Rate for Briar Creek Township
    - D. Sarge motion to approve Ordinance 4-2024 Tax Levy Ordinance with a roll call. T. Heller seconded the motion. Motion carried 5-0.

M. Sitler	Yes
J. Gallagher	Yes
D. Sarge	Yes
T. Heller	Yes
C. Fisher	Yes

- Motion to adopt the 2025 Budget as presented and a second vote.
  - J. Gallagher made a motion to accept the 2025 Budget as presented. D. Sarge seconded the motion. Motion carried 5-0.
- Motion to advertise Supervisors salary increase which would take effect 01JAN2026 with Ordinance prepared by solicitor. – this discussion has been tabled until 2026 budget planning discussions.

- Manager Report
  - Letter of support to EPCAMR
    - T. Frace was contacted by Luzerne County Watershed asking for a letter of support from our Township. They are doing a project that is affecting Shickshinny Creek. T. Frace talked to Bobby Hughes, executive director from the Eastern PA Coalition for Abandoned Mine Reclamation program

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who is applying for a \$10,000.00 grant to expand the project to include "little" Shickshinny Creek which runs through Briar Creek Township.

➤ Training request for February 2025

- T. Frace requested permission to attend a PSATS training in Sugarloaf for Municipal Secretaries and Administrators. Cost is \$125.00
  - M. Sitler made a motion to allow T. Frace to attend the PSATS training. J. Gallagher seconded the motion. Motion carried 5-0.

➤ "Re-Obligation/Adjustment" of Funds for ARP

- PSATS advised us all ARP monies should be properly accounted so we don't have to send any money back. The US Treasury for ARP monies has refined the definition for obligatory funds.
- Make a motion to rescind the Township Manager's funding through ARP.
  - J. Gallagher made a motion to rescind the Township Manager's Funding. M. Sitler seconded the motion. Motion carried 5-0.
- Make a motion to apply the extra \$18,610.00 to the down payment of the loader. (\$50,000.00) was previously applied. Total down payment would be \$68,610.00
  - M. Sitler made a motion to apply the extra \$18,610.00 to the loader purchase. J. Gallagher seconded the motion. Motion carried 5-0.
- Make a motion to purchase a second TV with accessories for the meeting room. The cost is \$625.00 from the ARP fund for our IT upgrades.
  - M. Sitler made a motion to upgrade the meeting room with TV and accessories. J. Gallagher seconded the motion. Motion carried 5-0.
- Make a motion to upgrade computers with Airiam for both T. Frace and S. Johnson. The cost will be \$2795.63
  - J. Gallagher made a motion to upgrade both administrative computers using ARP funds. D. Sarge seconded the motion. Motion carried 5-0.

- Present Bills for Payment: Check #s (5001) to (5038) to be updated at the meeting / Electronic Payments 02DEC2024 through 16DEC2024.

- M. Sitler made a motion to pay the bills ending with check number 5038. J. Gallagher seconded the motion. Motion carried 5-0.

- Correspondence

- Received Christmas Cards from L. Frace & Salem Township.

- Ongoing Business

- Since Berwick Borough rerouted truck traffic off Back Road some problems have started to arise. Now truck traffic comes down LaSalle Street hangs a left onto Dickson to cross the 7<sup>th</sup> Avenue Bridge causing damage to the berms. In the future this will result in the construction needed to the intersection to repair the damage. Since truck traffic can no longer make a right at the end of LaSalle Street, school buses are also now running into an

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issue when they meet truck traffic at the stop sign of 7<sup>th</sup> Avenue and Dickson Street. T. Frace is going to contact PENDOT to see if additional signage can be added to prevent the current situation from continuing.

o Joint Multi-Municipal Meeting Dates (Zoning & SALDO preparation)

Monday February 25, 2025 6 PM	At NCT 1059 St. Rt. 93 Berwick, PA 18603
Monday April 28, 2025 6 PM	At BCT 150 Municipal Road Berwick, PA 18603
Tuesday May 27, 2025 6 PM	At NCT 1059 St. Rt. 93 Berwick, PA 18603
Monday August 25, 2025 6 PM	At BCT 150 Municipal Road Berwick, PA 18603
Tuesday December 2, 2025 6PM	At BCT 150 Municipal Road Berwick, PA 18603

- New Business
- o Schedule Conditional Use Hearing before the Board of Supervisors in January.
  - Tentative date set for W. Morey Conditional Use Hearing of Monday 20JAN2024 at 7 PM. This is pending availability of Attorney and Zoning & Codes Officer.
- For the good of the order
- Adjournment
  - M. Sitler made a motion to adjourn the meeting at 8:55 PM. J. Gallagher seconded the motion. Motion carried 5-0.

Respectfully submitted,  
Shannon Johnson  
Secretary/Treasurer