

**BRIAR CREEK TOWNSHIP SUPERVISORS**

Work Session

March 18, 2024 @ 7:00 P.M.

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

The Work Session Meeting of the Supervisors of Briar Creek Township, Columbia County, PA was held at the Township Municipal Building on March 18th, 2024, at 7:00 PM. Present were the following: Supervisors C. Fisher, M. Sitler, P. Leighow, D. Sarge, Road Master S. Rauch, Police Chief T. Frace, Secretary/Treasurer S. Johnson, Solicitor Barry Lewis, and Kilmer Insurance Representative Caleb Sheldon.

**AGENDA & MINUTES**

- Call Work Session to Order by C. Fisher at 7:00 PM
- Pledge of Allegiance was completed by those present.
- Public Participation (limited to 5 minutes per person; inappropriate language will not be tolerated)
  - 7<sup>th</sup> Avenue Bridge Update – Caleb Sheldon discussed with the Board of Supervisors options on handling the bridge repairs sustained from the car accident in August 2023 and the details of what happens if we open a claim.
  
- Announcements
  - Executive Session after last Township Meeting
  
- Police Report
  - 7th Level Phone System Upgrade
    - The total cost of the new equipment would be +/- \$10,260 not to exceed \$12,600, reducing our monthly phone bill to \$135.45. In addition, we will need to purchase a new rack to properly run wiring that will also hold an additional switch. We currently pay Breezeline a monthly phone bill of +/- \$411.00, saving us on average +/- \$275.55 monthly. This will be paid for with the ARP fund.
      - M. Sitler made a motion to proceed with the 7th Level Phone System Upgrade. J. Gallagher seconded the motion. Motion passed 5-0.
    - Website – Our website went down unexpectedly. Our host is currently FATCOW. When the website was built, a program we used was called Weebly. FATCOW is in the process of doing away with their support of Weebly. Although our website is currently up and running this will be for a limited time. We will need to consider rebuilding our website using WordPress or using a Web builder.
  
- Maintenance Report
  - Registrations, Certificate of Origin and Titles are already to registration renewal and inspection for all equipment.
  - C. Fisher thanked S. Rauch and C. Kocher for their help at Hogs Hollow repairing their bank that got ripped up by a fire truck while fighting the fire of the old Briar Creek Police Station.
  
- Solicitors Report
  - Blight Property Bid – after further review according to the Inheritance Tax Division of the Department of Revenue said we must use the assessed value of the property at the time the previous owner passed away. The assessed value of the property is \$61,655.75. The Dept. of Revenue allowed us to take off deductions from the assessed value but wanted tax at 4.5% on

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\$60,601.00 which was \$2,727.05 plus interest and penalties from the date the previous owner passed away which brings the total to \$4,939.70 and counting. The bid for the Blight property of \$5,000 could be accepted under the condition the buyer is willing to pay the inheritance tax in addition to the bid offered to remove the lien on the property.

- Breezeline Cable Franchise Agreement – it is time to renew the 10-year agreement. The solicitor gave us the ok to move forward with renewal.
- Discuss area Zoning issues – Updates were given on status of summary citations in progress.

- Office Report

- Treasurer’s Report
- Present bills for Payment: Checks #s 24809 to (24833) / Electronic Payments 05MAR2024 through 18MAR2024
  - M. Sitler made a motion to pay the bills. J. Gallagher seconded the motion. Motion passed 5-0.
- Make a motion to approve the “Conflict of Interest” as a policy.
  - J. Gallagher motioned to accept the Conflict-of-Interest Policy. P. Leighow seconded the motion. Motion passed 5-0.

- Planning Commission Report

- Walker/Croop Subdivision has been signed by BCTPC. BCTPC is waiting for the recording certificate.

Correspondence

- Briar Creek Township received a postcard advertising a “Dumpster Day”. The Board of Supervisors are interested in exploring the possibilities of hosting one. S. Johnson will be contacting Salem Township for some guidance and advice on how they plan theirs.

Ongoing Business

- J. Gallagher had a chance during the last major rainstorm to go and evaluate the Lower Woodcrest missing pipe under driveway and the issue with the excess running water and the effects of the neighboring properties.

New Business

For the good of the order

- C. Fisher will be getting more information on the upcoming EMA training.

Adjourned

- M. Sitler made a motion to adjourn the meeting at 8:17 PM. J. Gallagher seconded the motion.

Sincerely submitted,  
Shannon Johnson