

## BRIAR CREEK TOWNSHIP SUPERVISORS

Work Session

December 11, 2023 at 7:00PM

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

The Meeting of the Supervisors of Briar Creek Township, Columbia County, PA was held at the Township Municipal Building on December 11, 2023, at 7:00 PM. Present were the following: Supervisors C. Fisher, G. Naus, J. Gallagher, M. Sitler, Road Master S. Rauch, Police Chief T. Frace, Zoning/Codes Official L. Frace, Appointed Auditor B. Gensemer to take meeting notes, and Residents P. Leighow and D. Sarge.

### **AGENDA & MEETING MINUTES**

- **Call Meeting to Order** – Meeting was called to order by Chairman C. Fisher at 7:00 PM.
- **Pledge of Allegiance** – Completed by all present.
- **Announcement - Executive Sessions:** These were held as noted below.
  - 1) After last meeting to discuss Zoning Issues
  - 2) Prior to this meeting to discuss Personnel Issues
- **Public Participation**
  - Mr. Snyder commented on the runoff on Radio Tower Rd.
- **Ongoing Business**
  - **Discuss and motion decisions for each of the following 04DEC2024 Supervisors Meeting agenda items that were tabled:**
    - Solicitors Report - Ruckle Hill Road Solar 1, LLC Appeal - Review and motion decision on the Settlement Stipulation for appeal
      - Motion by M. Sitler    Seconded by J. Gallagher
      - Motion passed 4 - 0
    - Secretary/Treasurer Position
      - Candidate reviews, interviewing status, and new hire offer
        - Agreed on Candidate qualifications. One (1) Candidate interviewed. Discussed salary.
          - Motion to hire this person by C. Fisher    Seconded by G Naus
          - Motion passed 3 – 1 (abstention J. Gallagher)
      - Appointment of M. DeStefano to serve as the temporary Township Secretary/ Treasurer on an as needed basis at the rate of \$25/hour for the purpose of the following: (1) process township financial transactions (i.e., payroll, state and federal taxes, bills & payments) during hiring transition, (2) sign off on township ordinances & resolutions as may be applicable during hiring transition, and (3) support new hire with as needed training and Q&A during onboarding.
        - Motion to approve by G. Naus    Seconded by J. Gallagher
        - Motion passed 4 - 0
    - Discussed hiring Darlene Gabsewicz to assist with anything needed regarding taxes, etc. to assist new hire.
      - Motion by M. Sitler    Seconded by C. Fisher
      - Motion passed 4 - 0
    - Ordinance authorizing BAJSA to collect delinquent bills and motion any related decisions for this process
      - Pending

## BRIAR CREEK TOWNSHIP SUPERVISORS

Work Session

December 11, 2023 at 7:00PM

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

- Connect Humanity "Preparing Appalachian Communities for Broadband Equity, Access, and Deployment (BEAD) and Digital Equity Act (DEA)" Grant Application Status
  - Recent updates: Invoice was submitted for first grant payment, but this was put on hold by Grantor due to Supervisor and Secretary/Treasurer transitions. BCT is the legal designee of the grant; Grantor requested an assigned Briar Creek Township contact as well as a meeting to discuss potential paths forward and township obligations to this program. As of 01DEC2023, Connect Humanity believed the best path forward was to terminate the current subaward contract and support an alternative path forward. If this is agreeable, the BCT BoS would need to contact S. Schartman, Connect Humanity Director, Philanthropic Programs. She would then schedule a joint meeting with all parties involved to discuss next steps and expectations for connectivity planning in this area. A formal letter of grant contract termination was sent by Connect Humanity to the BCT BoS.
    - Termination of this grant per letter.
- FEMA BRIC/FMA Grant re: Road/Environmental Situation at Hartman's Court & surrounding roads - C. Fisher was to contact A. Eldred to set up face-to-face meeting for further discussion. The sub-grant application, should a decision be made to proceed, is due 15DEC2023.
  - Discussed and determined that M. Sitler, J. Gallagher, C. Fisher and S. Rauch will meet with Aaron Eldred, CCCD.
- Township Banking: Decision on depository services is pending direct comparison of information.
  - Tabled until a new Secretary/Treasurer is hired.
- **New Business**
  - Discuss and motion decisions for each of the following:
    - 7<sup>th</sup> Avenue Bridge
      - Damage Inspection Report received from Larson Design Group
        - Review report and discuss repair decision(s)
          - S. Rauch is taking care of this.
    - Hartman & Lally Insurers, Inc.
      - Review renewal proposal for AD&D Policy for 2024; cost \$1000.00
        - Motion to approve made by M. Sitler    Seconded by J. Gallagher
          - Motion approved 4 - 0
    - Blight Property 381 Summerhill Road - Community Development Block Grant Program Subrecipient Agreement - *Agreement to be formally reviewed and decision motioned at public meeting*
      - Agreement was sent to BCT BoS via email last week by B. Rubio Community Development Specialist, Columbia County Housing & Redevelopment Authorities on 04 DEC2023 and 06DEC2023.
        - This has been signed and returned.
      - She requested the Agreement be signed and returned ASAP so that demolition scheduled for Monday, 11DEC2023 could begin. Once signed a copy of the fully executed contract would be sent to the township.

## BRIAR CREEK TOWNSHIP SUPERVISORS

Work Session

December 11, 2023 at 7:00PM

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

- B. Rubio confirmed on 08DEC2023 that C. Fisher did sign the agreement and she sent him a full executed copy. The demolition is/was slated for today, Monday, 11DEC2023.
  - C. Fisher informed Supervisors that this has been demolished.
- Zoning Hearing Board Appointment
  - C. Fisher informed Supervisors that this will be taken care of by the Executive Committee
- **For the good of the order – N/A**
- **Adjourn**
  - Motion made to adjourn made by M. Sitler      Seconded by J. Gallagher
  - All in favor 4 – 0

Respectfully,  
Brenda Gensemer  
Appointed Auditor