

## BRIAR CREEK TOWNSHIP SUPERVISORS

Work Session

March 14, 2022

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

The Work Session of the Supervisors of Briar Creek Township, Columbia County, PA was held at the Township Municipal Building on March 14, 2022 Present were the following: Supervisors C. Fisher C. Hess, G. Naus, M. Sitler, T. Prutzman, Secretary/Treasurer M. DeStefano, Police Chief T. Frace, Road Master T. Albertson, Codes Officer/UCC Representative S. Kelchner, and Solicitor R. Davidson. Per M. Sitler's request, outgoing Planning Commission Administrator/Chair M. Fisher was also present for a portion of the meeting.

### **AGENDA & MEETING MINUTES**

- Chairman M. Sitler called the meeting to order at 7:00 PM.
- Pledge of Allegiance was completed by all present.
- Public Participation - None
- On behalf of the Board of Supervisors(s), M. Sitler thanked outgoing PC Administrator/Chair, M. Fisher for her many years of service and presented her with a "Thank You" gift from the BoS.
  - Planning Commission (PC) – Member Appointment to fill vacancy
    - Upon recommendation from the PC, the BoS appointed Justin Pierce to serve as a PC Member filling this vacancy.
- Pass the minutes from the following meetings:
  - February 7, 2022 Supervisors Meeting - A motion to approve these minutes was made by G. Naus and seconded by C. Hess. Motion passed 5-0.
  - March 7, 2022 Supervisors Meeting - A motion to approve these minutes was made by C. Hess and seconded by C. Fisher. Motion passed 5-0.
- Ordinances & Amendments: Zoning, Mobile Home Parks, Solar – These 3 items were discussed by all present. Follow-up actions are listed below.
  - Zoning: The "Low Impact" suggestions for the Zoning Ordinance Amendment were reviewed. A motion was made by C. Hess and seconded by C. Fisher to have Solicitor R. Davidson continue progressing the amendment; motion passed 5-0. R. Davidson will draft the Zoning Ordinance Amendment to include Accessory Use, No Impact and Low Impact Home Occupation Businesses, including definitions and the Fire Co. correction to SVFC. Once the draft is available, it will be shared with the PC for review and recommendation to the BoS. Once the amendment has been reviewed by both the PC and BoS, a Public Hearing will be held before the BoS consider the amendment for adoption.
  - Solar: The BoS will request the PC develop a draft Solar Ordinance for review.
  - Mobile Home Parks: S. Kelchner and R. Davidson will work together on the Mobile Home Park Ordinance Amendment draft proposal.
- Ongoing Business
  - HVAC Bid Specs – This has been deferred to the next meeting.
  - Local Races - A motion to approve both of the local races listed below was made by C. Fisher and seconded by G. Naus. Motion passed 5-0.
    - Spring Shuffle 30APR2022
    - S'more Wine Race 15MAY2022; revised to 22MAY2022
- New Business
  - Cell Phone Upgrades for T. Albertson and T. Frace – T. Frace stated that he and T. Albertson are eligible for cell phone upgrades and requested approval to purchase the phones and accessories; maximum cost cap is \$400 for both. A motion was made to approve these purchases by G. Naus and seconded by C. Fisher. Motion passed 5-0.

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- For the good of the order
  - M. Sitler noted that meetings continue for the Briar Creek and North Centre Township Multimunicipal Comprehensive Plan implementation; the most recent meeting was held with the County Commissioners. M. Sitler and T. Prutzman stated that the County Commissioners are in favor of a Briar Creek Lake Master Plan and are willing to provide funding (~\$25,000) towards this effort. Matching grant funds would also be sought. Any overage would need to be funded by the Township. The master plan application would need to be generated by the Township and submitted by the County as the Lease Holder. M. Sitler and T. Prutzman also continue work on resident outreach for the Briar Creek and North Centre Township Multimunicipal Comprehensive Plan Implementation Executive/Steering Committee.
  - T. Albertson stated that Township Engineer A. Keister provided follow-up for the three (3) required Bridge Inspections. A. Keister is recommending that the inspections be completed by Larson Design Group who does most of the county bridge inspections. This item will be placed on the next meeting agenda for discussion and decision.
- Adjournment - A motion to adjourn the Supervisors Meeting at 8:50 PM was made by C. Hess and seconded by C. Fisher. Motion passed 5-0.

Respectfully,  
Michelle DeStefano  
Secretary/Treasurer