

BRIAR CREEK TOWNSHIP SUPERVISORS

Supervisors Meeting

May 1, 2023

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 May 1, 2023 at 7:00 PM. Present were the following: Supervisors C. Fisher, G. Naus, J. Gallagher, M. Sitler, T. Prutzman, Secretary/Treasurer M. DeStefano, Road Master S. Rauch, Police Chief T. Frace, and Zoning/Codes Official L. Frace. Resident V. Tyner was also present.

AGENDA & MEETING MINUTES

- Chairman C. Fisher called the meeting to order at 7:00 PM.
- Pledge of Allegiance was completed by all present.
- Public Participation – V. Tyner reported water run-off issues on his property from a neighboring property at 286 Dairy Rd. and inquired about any past actions and/or records. The BoS acknowledged there were issues with this property in the past and that DEP & the Conservation District were involved and it was last addressed by the Conservation District. Zoning/Codes Official L. Frace indicated he would follow-up with the Conservation District to obtain status. There was also mention of a report made to C. Fisher about a large pile of wood chips being stored on this property. L. Frace stated that if this material is being stored then it is a violation; he indicated he would look into this.
- Pass the minutes from the following meetings:
 - 03APR2023 Supervisors Meeting - A motion to accept these meeting minutes was made by T. Prutzman and seconded by G. Naus. Motion passed 5-0.
 - 10APR2023 Work Session - A motion to accept these work session minutes was made by G. Naus and seconded by T. Prutzman. Motion passed 5-0.
- Maintenance Report - S. Rauch reviewed his report for APR2023. A motion to accept the Maintenance Report was made by M. Sitler and seconded by T. Prutzman. Motion passed 5-0.
 - Update – PennDOT County Maintenance Municipal Outreach Program held 18APR2023 – S. Rauch indicated that PennDOT representatives reviewed planned work for 2023 and held a Q&A session. PennDOT will be issuing meeting minutes.
 - Contract & Project Status
 - T-511 Paving Project – CH Paving & Sealing: As of today the contract was pending 2 signatures. It will be distributed once fully executed.
 - Yost Hollow Road Culvert Replacement Project – Don E. Bower, Inc.: Contract was fully executed and distributed. The easement agreement document is with C. Hess and is expected to be returned in June once all affected residential parties have signed. The purchase order for the culvert structure was submitted by the contractor.
 - Status of Municibid Auction for Oil Tanks – The reserve price was met and the auction ends tomorrow.
 - Pesticide Application Certification Training – S. Rauch will complete the required training (cost \$128) online and obtain the continuing education credits to be re-certified.
 - Loader Proposal – S. Rauch presented a proposal for a loader to replace the ageing 1986 John Deere Tractor and 1973/74 Case 580 Tractor with loader/road broom. Equipment concerns, pricing, and funding were discussed. The BoS acknowledged the information, the need for replacement, and indicated it will take more time with regard to financing options. T. Prutzman indicated he would follow-up with T. Ritsick at DCED to see if he is aware of any funding grant options, and M. Sitler indicated in the next 2 weeks he would follow-up with S. Moll (Legislative Asst. – PA State Senate with former Rep. J. Gordner's office) and also Chris at Rep. R. Leadbeter's office to see if there are any options available to the township.

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- Police Report – T. Frace reviewed his report for APR2023. A motion to accept the Police Report was made by M. Sitler and seconded by T. Prutzman. Motion passed 5-0.
 - A motion to approve all the following items was made by M. Sitler and seconded by T. Prutzman; motion passed 5-0:
 - ENRADD Training in May for PT Officer D. Sabol; cost is \$100.00
 - Ammunition purchase
 - Place the 2013 Police vehicle on Municibid and its required advertising
- Sewer Authority Report – The APR2023 report submitted by M. Fisher was reviewed. A motion to accept this Sewer Authority Report was made by T. Prutzman and seconded by M. Sitler. Motion passed 5-0.
- Sewer Enforcement Report – The APR2023 report submitted by B. Brior was reviewed. A motion to accept this Sewer Enforcement Report was made by M. Sitler and seconded by G. Naus. Motion passed 5-0.
- Zoning & Codes Report – L. Frace reviewed his report for APR2023. The safety concerns at 1154 6th Avenue were once again discussed. This property was filed with the Magistrate and is working its way thru legal proceedings. L. Frace indicated he could request the hearing to be expedited. A motion to accept the Zoning & Codes Report was made by M. Sitler and seconded by G. Naus. Motion passed 5-0.
 - BoS availability to schedule Conditional Use Hearing for Solar Project at Ruckle Hill Rd. [Milheim/Solar 1, LLC] – The BoS offered dates for availability which will be relayed to the Solicitor.
- Planning Commission Report – The APR2023 report submitted by R. Samsel was reviewed. A motion to accept this Planning Commission Report was made by M. Sitler and seconded by G. Naus. Motion passed 5-0.
- Fire Company Report – The APR2023 report submitted by C. Fisher was reviewed. A motion to accept this Fire Company Report was made by M. Sitler and seconded by T. Prutzman. Motion passed 5-0.
- Present Bills for Payment: Check #s 24455 to 24488 /Electronic Payments 01APR2023 through 01MAY2023. – A motion to pay these bills was made by M. Sitler and seconded by T. Prutzman. Motion passed 5-0.
- Budgets: General Fund, State/Liquid Fuels Fund, ARP Fund – The budgets were reviewed and no issues were noted.
 - 1Q2023 Quarterly Reports/Annual ARP Report – All reports were completed and filed the last week of April.
 - Cowbell Cyber Security Insurance – The renewal premium received increased in price by \$375 for a total annual premium of \$1894. T. Frace noted that the scored endpoints seemed low and that perhaps these should be increased following installation of the new server and security. This will be followed up with the insurance provider. Additional quotes for cyber insurance from other vendors are also being researched.
- Correspondence - The BoS reviewed the correspondence received to date since the last meeting.
- Ongoing Business
 - Franchise Agreements
 - Breezeline: Revisit discussion whether it is necessary to obtain a new franchise agreement for this extension or continue as is under the existing franchise agreement. Motion decision as necessary.
 - The BoS agreed with the Solicitor's recommendation that an updated agreement be obtained from Breezeline given the many changes such as the entity name, etc. over the last 10 years.

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- Comcast: Review draft ordinance AN ORDINANCE AUTHORIZING A CABLE TELEVISION FRANCHISE AGREEMENT BY AND BETWEEN BRIAR CREEK TOWNSHIP AND COMCAST OF SOUTHEAST PENNSYLVANIA, LLC and if acceptable, motion to advertise intent to adopt at the 05JUN2023 meeting.
 - The BoS reviewed the draft ordinance and a motion to advertise their intent to adopt this at the 05JUN2023 meeting was made by M. Sitler and seconded by T. Prutzman. Motion passed 5-0.
- Blight Property 381 Summerhill Rd. - Update on status & if applicable, motion to progress next steps
 - All entities have forgiven the delinquent taxes. The next step will be to contact next of kin to evaluate the willingness for property transfer to the Township/Housing Authority, and if agreed then follow the legal process regarding the estate. A motion to turn progression of this over to the Solicitor was made by M. Sitler and seconded by G. Naus. Motion passed 5-0.
- New Business
 - Update from T. Prutzman on Briar Creek Lake County Commissioners Meeting – T. Prutzman provided an update and indicated that the Columbia County Commissioners made known their intent to withdraw from the DCNR grant due to legal concerns/administrative reasons. The Commissioners did make it known that they are still willing to fund Briar Creek Lake Projects. Another meeting has been scheduled by the Commissioners for 08MAY2023 at 2PM.
- For the good of the order
 - Planning Commission - Clarification: J. Gallagher was a member of the Planning Commission who was recently appointed as a Supervisor. It was confirmed that he can still serve as a member of the Planning Commission but not receive payment in this capacity.
- Adjourn – A motion to adjourn the meeting at 8:31 PM was made by G. Naus and seconded by M. Sitler. Motion passed 5-0.

Respectfully,
Michelle DeStefano