

## BRIAR CREEK TOWNSHIP SUPERVISORS

Work Session

October 10, 2022 @ 7:00 P.M.

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 October 10, 2022 at 7:00 PM. Present were the following: Supervisors C. Fisher, C. Hess, G. Naus, and T. Prutzman, Secretary/Treasurer M. DeStefano, Police Chief T. Frace, and Road Master T. Albertson. Planning Commission Administrator R. Samsel and Members K. Drumheller, and D. Marston were present for discussion of the Solar Ordinance. Also present were the following residents: M. and M. Krepich, and K. Parker. Supervisor M. Sitler was present later in the meeting.

### **AGENDA & MEETING MINUTES**

- Vice Chairman C. Fisher called the meeting to order at 7:00 PM.
- Pledge of Allegiance was completed by all present.
- Public Participation
  - M. and M. Krepich inquired about the status of the old Stanko Building located at 1154 6th Avenue. An update was provided, noting that safety is of concern and both the Zoning & Codes Officer and Solicitor are involved. The BoS will follow-up with L. Frace and report back to the residents.
  - K. Parker was present to observe local government in action.
- Motions
  - Consider for enactment, motion to adopt IPMC Ordinance to repeal prior versions and adopt the 2021 edition of the IPMC, which was advertised in the Press Enterprise on 28SEP2022. This would be Ordinance # 2 of 2022: AN ORDINANCE REPEALING ORDINANCE NO. 1 OF 2018 OF BRIAR CREEK TOWNSHIP AND ALL OTHER ORDINANCES OR PARTS OF LAWS IN CONFLICT THEREWITH; AND THEREAFTER ADOPTING THE 2021 EDITION OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE, WITH APPENDIX A AND APPENDIX B, REGULATING AND GOVERNING THE CONDITIONS AND MAINTENANCE OF ALL PROPERTY, BUILDINGS, AND STRUCTURES BY PROVIDING THE STANDARDS FOR SUPPLIED UTILITIES AND FACILITIES AND OTHER PHYSICAL THINGS AND CONDITIONS ESSENTIAL TO ENSURE THAT STRUCTURES ARE SAFE, SANITARY, AND FIT FOR OCCUPATION AND USE, AND PROVIDING FOR THE CONDEMNATION OF BUILDINGS AND STRUCTURES UNFIT FOR HUMAN OCCUPANCY AND USE, AND THE DEMOLITION OF SUCH EXISTING STRUCTURES; AND PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES THEREFOR.
    - A motion to adopt and enact Ordinance # 2 of 2022 adopting the 2021 IPMC as noted above was made by T. Prutzman and seconded by G. Naus. Motion passed 3-0.
  - Motion to adopt Resolution #10 of 2022 – A RESOLUTION OF THE BOARD OF SUPERVISORS OF BRIAR CREEK TOWNSHIP, COLUMBIA COUNTY TO IMPLEMENT ACT 57 OF 2022
    - Act 57 of 2022 requires all municipalities that levy real estate taxes to adopt a resolution or ordinance directing their tax collector to implement its provisions. Act 57 allows taxpayers who fail to receive a tax notice during their first year of occupancy to apply for a waiver from penalties and additional costs from the tax collector.
    - A motion to adopt and implement Resolution #10 of 2022 for Act 57 as noted above was made by G. Naus and seconded by T. Prutzman. Motion passed 3-0.
  - Motion to approve ad placement for intention to appoint independent certified accounting firm Wagner, Dreese, Elsasser & Associates, P.C. to conduct the 2022 BCT fiscal year audit; appointment to be made at the 03JAN2023 Reorganization Meeting.
    - A motion to advertise intention to appoint independent certified accounting firm to complete the 2022 BCT FY audit as noted above was made by T. Prutzman and seconded by G. Naus. Motion passed 3-0.

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- Motion to advertise Ordinances:
  - Mobile Home Park Ordinance – review for final changes and motion to advertise
    - The BoS stated they would like to follow-up with the Solicitor before proceeding to address final questions.
  - Solar Ordinance – review for final changes and motion to advertise
    - Placement of solar equipment in both residential and commercial areas was discussed. Because there are some remaining questions and clarifications to be made, T. Frace suggested that possibly a 180-day moratorium be placed on any incoming applications and the BoS stated they would like to follow-up with the Solicitor before proceeding to address final questions.
- Motion to approve the following PD purchases & conditional offer of employment for “As-Needed Patrolman”
  - 4 Rechargeable flashlights (3 for PD, 1 for Public Works), approx. cost is \$512.00 (\$383.97 from PD Donations, \$127.99 from Public Works)
  - 5 “Lock Out” Kits for PD Patrol Vehicles, approx. cost is \$560.00 from PD Donations
  - New patrol rifle with accessories, approx. cost \$1,500.00 max, purchase from 410.26-Police Small Tools & Equipment
  - New portable printer for 2014 Police Vehicle approx. cost is \$350.00, purchase from 410.26-Police Small Tools & Equipment,
  - Case(s) of thermal paper for in-car computers, approx. cost is \$200, purchase from 410.26-Police Small Tools & Equipment
    - A motion to approve purchase of all PD items as noted above was made by T. Prutzman and seconded by G. Naus. Motion passed 3-0.
  - Conditional offer of employment to Dustin Sabol as an “As-Needed Patrolman” pending the successful completion of the Psychological Exam (+/- \$500), Medical Exam (+/- \$100) and Drug Screening (+/- \$300). BoS to set the starting hourly rate.
    - A motion to approve conditional offer of employment to Dustin Sabol as an “As-Needed Patrolman” as noted above and with a probationary period starting rate of \$17.25 was made by T. Prutzman and seconded by G. Naus. Motion passed 3-0.
- Ongoing Business
  - Zoning Ordinance – discuss adding back in Section 853 Treatment Centers/Clinics, Medical Offices, and Health Facilities; consider reviewing and revising permit and ZHB fees
    - It remains unclear why Section 853 was previously deleted and the BoS will follow-up with the Solicitor on this.
    - It was previously suggested that the BoS review and revise the fee schedule. BoS will follow-up with L. Frace on this.
  - Yost Hollow Road Culvert – CCCD 2021 Grant Extension Letter: reviewed and signed.
  - Halloween Trick or Treating Dates/Times: A motion to establish the township event dates/times as 30 & 31OCT2022 from 6-8PM was made by T. Prutzman and seconded by G. Naus. Motion passed 3-0.
  - Draft 2023 Budget Review – Review continued for the preliminary 2023 draft proposed budget, but additional review and input is required. M. Sitler suggested increasing the healthcare insurance deductible to reduce overall health insurance costs. This will be researched for next year’s enrollment since coverage is from JULY2023 to JUNE2024, but it was noted that the period to

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shop around and enroll is short.

- Deferred to future meeting(s):
  - Employee Handbook Amendment - Job Descriptions for Secretary/Treasurer
  - UCC & IPMC Appeals Board – Joint Municipalities
  - BCT & NCT Multimunicipal Comprehensive Plan - Intergovernmental Cooperation Agreement (ICA) Ordinance Draft
- New Business
  - ZHB – Appointment of a 3<sup>rd</sup> Member and Alternate Member – This was deferred as interested potential member outreach is ongoing.
- For the good of the order
  - M. Sitler was at a meeting prior to this one about follow-up to the Berwick Hospital closing regarding community services. The meeting focused on establishing community trainings (e.g., CPR, Stop the Bleed, etc.), getting AEDs updated, and getting more businesses involved. Geisinger is looking into possibly expanding clinic hours and offering blood draws at Berwick locations. It was noted that most DUIs are after midnight. T. Frace is looking into using a medic for blood draws. A Health Fair and CPR class are being scheduled. The SVFC and the BCT Municipal Meeting Room would be made available if needed for any training classes.
  - M. Sitler noted that the directional hospital signs are being taken down; most have been taken down by PennDOT. He requested T. Albertson remove any directional hospital signs located in the Township.
  - C. Fisher noted an inquiry was received from a potential buyer for the property in foreclosure at the end of the alley between 7<sup>th</sup> and 8<sup>th</sup> Avenue. The potential buyer inquired if the alley could be improved (e.g., place stones) to make a driveway. It was confirmed that the owner of the property would need to seek permission from the neighboring property owners.
  - C. Fisher received a concern from a resident about the lack of upkeep at 1127 7<sup>th</sup> Avenue. This would need to be brought to the attention of ZO L. Frace.
- Executive Session – M. Sitler requested the BoS enter into an Executive Session. A motion to adjourn the Work Session and enter the Executive Session at 8:28pm was made by G. Naus and seconded by T. Prutzman. Motion passed 4-0.
- Adjournment – will be documented at conclusion of the Executive Session.

Respectfully,  
Michelle DeStefano  
Secretary/Treasurer