

**BRIAR CREEK TOWNSHIP BOARD OF SUPERVISORS
SUPERVISOR MEETING
HELD ON SEPTEMBER 2, 2025 – 6:00 PM
AT 150 MUNICIPAL ROAD, BERWICK PA 18603**

MEETING CALLED TO ORDER by **CHAIRMAN FISHER** at 6:00 PM

PLEDGE OF ALLEGIANCE

PRESENT:	CRAIG FISHER	[x]	THOMAS FRACE	[x]
	MAX SITLER	[x]	SHANNON JOHNSON	[x]
	JOHN GALLAGHER	[x]	SLADE RAUCH	[x]
	DAN SARGE	[-]	KRISTEN CUNNINGTON	[x]
	TODD HELLER	[x]	LARRY FRACE	[x]
	ATTY. BARRY LEWIS	[-]	ABAGAIL SMITH	[x]

RESIDENTS: Elmer Fowler

ANNOUNCEMENTS: An Executive Session was held to discuss personnel-related issues with the Road Department.

PUBLIC COMMENT – We will now open the meeting to public comment. We ask that you stand and present your name. No inappropriate language will be tolerated. Limited to 5 minutes.

AGENDA SPEAKERS:

1) N/A

OFFICIAL ACTION ITEMS

A) APPROVALS

- i. Approval of the Payment of the bills for August 2025 in the amount of \$ 19,594.70 check numbers 5261 through 5281 and Electronic Payments for August.
- ii. Motion to Approve by: J. Gallagher Seconded by: T. Heller
☒ Y / N: C. Fisher Y / N: _____ Y / N: _____
- iii. Approval of August 4, 2025, Combined Supervisors Meeting & Work Session
Motion to Approve by: J. Gallagher Seconded by: T. Heller
☒ Y / N: C. Fisher Y / N: _____ Y / N: _____
- iv. Approval of the Department Monthly Reports for August 2025, including:
 - (a) Planning Commission Report.
 - (b) Zoning & Codes Report.
 - (c) Maintenance Department Report.
 - (d) Fire Company Report.
 - (e) Police Report.
 - (f) Treasurer's Reports.
 - (g) Sewage Enforcement Report.
 - (h) Correspondence Report.

Does any Member wish to have any item(s) to remove for further discussion prior to voting on the reports listed? NO

Motion to Approve by: T. Heller Seconded by: J. Gallagher
☒ Y / N: C. Fisher Y / N: _____ Y / N: _____

v. Approval of the BAJSA Report August 2025

Motion to Approve by: M. Sitler Seconded by: J. Gallagher
☒ Y / N: C. Fisher Y / N: _____ Y / N: _____

*Note – Supervisor Todd Heller abstained from this vote due to his employment w/BAJSA

B) ZOING & CODES DISCUSSION SESSION

Chair: Is there any further discussion or public comment for Zoning and Codes?

Motion to Approve by: J. Gallagher Seconded by: T. Heller
☒ Y / N: C. Fisher Y / N: _____ Y / N: _____

C) MAINTENANCE DISCUSSION SESSION

- (i) **Road Master Rauch** - Slade has requested an Executive Session on personnel-related issues. M. Sitler made a motion to enter an Executive Session which started at 6:29 PM to 6:36 PM. Regular Session resumed at 6:36 PM.

Motion to Approve by: M. Sitler Seconded by: J. Gallagher
☒ Y / N: T. Heller Y / N: C. Fisher Y / N: _____

PROCUREMENT ITEM#1: Proceed with paving repairs in Larchwood from July 2025 storm damage. Cost about \$5500.00 from SLF

Motion to Approve by: J. Gallagher Seconded by: T. Heller
☒ Y / N: C. Fisher Y / N: _____ Y / N: _____

PROCUREMENT ITEM#2: Purchase of cement bin blocks \$1600.00 from GF

Motion to Approve by: J. Gallagher Seconded by: T. Heller
☒ Y / N: C. Fisher Y / N: _____ Y / N: _____

Chair: Is there any further discussion or public comment for the Road Department? As of September 1, 2025, after successfully completing all the necessary requirements to earn a CDL Andrew Frace has become a Light Equipment Operator making \$22.00 an hour.

D) POLICE DISCUSSION SESSION

- (i) **Chief Cunningham** - N/A

Chair: Is there any further discussion or public comment for the Police Department? NO

E) ON GOING BUSINESS

- (i) Send approval letter to the Berwick YMCA for the Stride for Mobility 10K on 01NOV2025 at 9:00AM

F) NEW BUSINESS

(i) Approval to sign contract with WGL Energy (after our current contract with Direct Energy expires), for the 2026 electric contract. This will be a 1-year contract at .09 cents a kilowatt hour.

Motion to Approve by: J. Gallagher Seconded by: T. Heller

☒ Y N: C. Fisher Y / N: _____ Y / N: _____

(ii) Approval (and vote) to rescind the previous DCED resolution 8 of 2025 and then approve the new resolution 10 of 2025 for the DCED grant. The new resolution was changed to indicate correct total cost of the project vs. total requested amount from DCED, and deleted the dollar figure the Township was committed to.

Motion to Approve by: T. Heller Seconded by: J. Gallagher

☒ Y N: C. Fisher Y / N: _____ Y / N: _____

(iii) Approval to send out an RFQ for IT services.

Motion to Approve by: J. Gallagher Seconded by: T. Heller

☒ Y N: C. Fisher Y / N: _____ Y / N: _____

(iv) Discussion on the 2025 donations to the Library and Meals on Wheels. These donations were overlooked and not distributed last year.

(v) Township Manager submitted the two Yost Hollow Bridges to SEDA-COG for scoring and possible application to the Transportation Improvement Program (TIP). The TIP is a Penn Dot program which varies from 2-12 years based upon the score the bridges receive. This was done in the event we see no funding through the DCED or LSA grant programs, we might be able to at least get them enrolled on the program.

(vi) Draft 2026 budget proposal requests were sent out to all Department heads.

(vii) Briar Crest / Briar Creek Borough – Steve Kehoe PennDOT representative recommended replacing the two 15-inch pipes with a 36-inch pipe. There are slope concerns with flow velocity and dam concerns so Andrew Keister BCT Engineer will do some studies needed for proper flow.

Motion to Approve by: J. Gallagher Seconded by: T. Heller

☒ Y N: C. Fisher Y / N: _____ Y / N: _____

(viii) Blight Property at 75 Evansville Road. Proceed with the CBDG program.

Motion to Approve by: T. Heller Seconded by: J. Gallagher

☒ Y N: C. Fisher Y / N: _____ Y / N: _____

(viii) CWD Program is concerned about chronic waste disease. They would like permission to put a deer head collection box next to SHVFC. CWD will take care of emptying and cleaning disposal sites.

Motion to Approve by: J. Gallagher Seconded by: T. Heller

☒ Y N: C. Fisher Y / N: _____ Y / N: _____

G) GOOD OF THE ORDER

(i) The 111th Annual Convention for Elected Officials is at Columbia-Montour Vo-Tech School on Wednesday October 8, 2025. The cost is \$20.00 per person, and we must RSVP by September 15th.

(ii) Set up a meeting with Hailstone Economics for the upcoming Work Session on September 15th, 2025, to discuss the Zoning & SALDO project.

(iii) Briar Creek Township is interested in doing a community outreach sponsoring a Gun Safety Course.

H) ADJOURNMENT at 7:25 PM

Motion to Adjourn by: J. Gallagher Seconded by: T. Heller

☒ Y N: M. Sitler Y / N: C. Fisher Y / N: