

BRIAR CREEK TOWNSHIP SUPERVISORS

Work Session Meeting

March 17, 2025, at 6:00PM

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

The Work Session of Briar Creek Township, Columbia County, PA was held at the Township Municipal Building on March 17, 2025, beginning at 6:00 PM. Present were the following: Supervisors C. Fisher, J. Gallagher, D. Sarge, M. Sitler, Secretary/Treasurer S. Johnson, Township Manager T. Frace, Road Master S. Rauch and Police Chief K. Cunningham.

Agenda & Minutes

- Call Meeting to Order by C. Fisher at 6:00 PM
- Pledge of Allegiance completed by all those present
- Public Participation (Will be limited to 5 minutes per person; inappropriate language will not be tolerated, and you will be asked to leave. To avoid unnecessary interruption the Township asks that you please silence your phones.)
- Announcements
 - Received a Thank you letter from the Columbia County Traveling Library for our 2024 \$375.00 Donation
- Manager Report
 - Bridge Discussion
 - We received two quotes for the Yost Hollow Bridge replacement. One from Livic Civil for \$6500.00 and from Bassett Engineering for \$19,430.00 in reference to getting a design proposal for the Yost Hollow Bridge. The next step is to move forward to see what designs are available to us. Livic is suggesting an aluminum structure versus a box culvert to reduce the cost. After speaking with DEP, we are not required to make the bridge larger than it is currently. The benefit of going with an aluminum structure is that it is available for us to purchase through COSTARS with the specs from the Engineer, which would greatly reduce the profit margin by having to use a contractor to purchase it.
 - J. Gallagher made a motion to move forward with Livic Civil for \$6500.00. D. Sarge seconded the motion. Motion carried 4-0.
 - BoS Salary increase for 2026
 - Approve and Advertise Solicitor to prepare Ordinance for Supervisor Salary Increase effective 01JAN2026.
 - ICMA Grant
 - Briar Creek Township has an opportunity to apply for a \$20,000 grant in addition to \$4,000 towards travel expenses of 2 mandatory 3-day conferences for 2 people through the **International Community Managers Association**. Strategic Planning for Economic Stability and Sustainability. With a

BRIAR CREEK TOWNSHIP SUPERVISORS

Work Session Meeting

March 17, 2025, at 6:00PM

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

budget of \$17,000 have a professional municipal financial advisor come in and review everything and present us with a plan so far as future sustainability. To be eligible you must have membership with ICMA, which costs \$390.00 for the year. If we are selected, the grant will be awarded by May 2025 and must be completed by December of 2025.

- Received the Liquid Fuel Tax Refund \$4,731.73
- Received the EMC Dividend Refund \$4,911.59
- Future Meetings – Consent Agenda
 - A Consent Agenda will allow you to approve all department reports with one motion. This will require the Board of Supervisors to look over the reports prior to the meeting. The only additional motions/votes needed will be for official actions or any procurements that need to be made. This new agenda should free up a lot of time in our meetings.
- Disc Golf
 - Bob Stoudt offered to do a presentation on Disc Golf going into Briar Creek Lake for the Board of Supervisors. What originally started out at \$15-\$20,000 is now up to \$70,000. The County Commissioners approved all the expenditure. It's going to be an 18-hole golf course starting down by the covered bridge going around through the spill way to the front parking lot and back. Bob Stoudt must host public meetings in a venue close to the lake throughout the process, so Briar Creek Township offered our meeting room as long as it doesn't conflict with our previously scheduled meetings. The Briar Creek Lake opens to the public on 28MAR2025. A clean up day is scheduled on Saturday 29MAR2025 from 9 AM – Noon. As soon as they get the final approval from CCCD the clearing of invasive species will begin. This doesn't cost the Township anything. The County has taken on the responsibility of maintenance and mowing.
- Blight Act 90
 - This Neighborhood Blight Reclamation & Revitalization Act was passed in 2010. It is an Ordinance that would have to be adopted. Within the Act/Ordinance itself there is a provision that would allow the Township the authority to hold over on to the people who are not paying their bills by not issuing permits until they have made good on the outstanding debt

BRIAR CREEK TOWNSHIP SUPERVISORS

Work Session Meeting

March 17, 2025, at 6:00PM

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

owed to the Township. This includes Sewer Authority, Back Property Taxes etcetera.

- In the future while we are in the process of codification the Township would like to investigate enacting an Ordinance that would include trees outside of the right of way.
- Present Bills for Payment: Check #s (5125) to (5130) to be updated at the meeting / Electronic Payments 03MAR2025 through 17MAR2025.
 - M. Sitler made a motion to pay the bills. J. Gallagher seconded the motion. Motion carried 4-0.
- Correspondence
- Ongoing Business –
 - Planning Commission Zoom Call with Ted Ritsick was 10MAR2025. The next Joint Meeting is at 6 PM on 28APR2025 at Briar Creek Township.
 - S. Rauch provided road maintenance plans for the 2025 season requested by Supervisors. S. Rauch will be getting in touch with our PennDOT representative to get a bid proposal prepared to begin projects.
 - The Backhoe needs (3) tires at a total cost of \$1300.00. M. Sitler made a motion to approve the purchase of the tires. J. Gallagher seconded the motion. Motion carried 4-0.
 - The Ford Dump Truck AC Compressor has gone out last year. Its estimated cost is about \$1,000.00. This discussion has been tabled due to warranty factors.
- New Business – Discussion on MS4 and how it can be incorporated into the Zoning & SALDO updates.
- For the good of the order
 - K. Cunningham gave an LSA grant reimbursement update. The final step is to prepare a Co-Op agreement between Briar Creek Township & Briar Creek Police Department. This will be referred to the Township Solicitor for approval.
 - C. Fisher made a motion to end the Regular Session and enter Executive Session at 7:34PM. M. Sitler seconded the motion. Motion carried 4-0.
 - M. Sitler made a motion to end the Executive Session to enter the Regular Session at 7:49PM. J. Gallagher seconded the motion. Motion carried 4-0.
- Adjournment – M. Sitler made a motion to adjourn the meeting at 7:49PM. D. Sarge seconded the motion. Motion carried 4-0.