

BRIAR CREEK BOROUGH
February 3, 2021
MINUTES

Council President, W. Bruce Michael, called the meeting to order at 7PM. The Pledge Allegiance to the Flag was held, followed by a Moment of Silence.

Roll call of Council Members was taken. Present: Mayor Harold Kershner Jr, W. Bruce Michael, Ed Fenton, Emery Seeley, James Seeley, David Kershner, and Jennifer Kulesza. Other officials present were Zoning Officer Larry Frace, and Secretary Carol Kieser. Absent: James Long, Junior Councilman Lucas Knorr, Solicitor, and Engineer.

The Minutes of the December 30, 2020 Work Session and the January 6, 2021 Council Meeting were approved as recorded.

No Citizen Comments were received.

Solicitor's Report – None presented.

Engineer's Report – None presented.

Zoning Officer's Report – Larry Frace reviewed his December/January 2020-2021 Report. Report to be included in the official record.

- Four Occupancy Inspection Fees were received, totaling \$200.
- Four Construction Permits were Issued, totaling \$1380.
- Summary of Violations-11; Unsafe Structures-4, and Condemned Properties-4.
- Zoning Violations-Magistrate and Hearing updates given.

Larry Frace reported on the L&I UCC Audit and findings. Audit to be included in the official record.

Jim Long requested review of the permit procedure for a new structure to be built on a purchased property. Larry Frace explained a zoning application must be filed. Application and a set of prints will be reviewed for UCC residential code compliance. A building permit cannot be issued without the zoning permit.

Bruce Michael questioned why the climbing wall at the swimming pool does not need a permit. Larry Frace noted that the climbing wall is not part of a boundary and does not fall under the UCC code.

Jim Long asked for clarification of who governs water detention. Larry Frace reported anything under an acre disturbed property is regulated by Borough or Township; anything over an acre, is governed by Columbia County.

Jim Long reported property was sold on Sunset and plans are to develop the property into housing. A discussion was held regarding the owner combining two lots into one, which would then include the detention basin. Larry Frace noted to combine two lots into one is considered a minor subdivision and would need to be approved by Columbia County. The Council has a concern over the proper routing of the water runoff into a designated detention basin. Larry Frace comments that the Council has the right to ask for an engineer's review. Jim Long suggests a meeting be held with the developer to discuss water runoff before any permits are issued.

Mayor Kershner reported on police activity on Rittenhouse Mill Road.

Secretary/Treasurer's Report - The list of bills to be paid, a budget vs actual report, and listing of bank account balances were submitted to Council. A Certificate of Deposit had matured 01/30/2021. Carol Kieser will contact local banking offices for the best rate. Motion by Emery Seeley/seconded Ed Fenton to approve the Secretary/Treasurer's Report. Motion carried.

Committee Reports

- Law & Finance – No report.
- Highways & Streets – Mailbox was taken down by snowplow during the snowstorm. Jim Seeley has repaired the mailbox.
- Building & Grounds – Emery Seeley reported three wet spots in the ceiling of building. Need to have contractors look at the roof.
- Jim Seeley to get sizes and prices for a pavilion, concrete pad, and picnic tables. Carol Kieser to research a DCNR grant for this project.
- Berwick Area Swimming Pool – Advertise on Facebook and Webpage for someone to sit on the pool board. Carol Kieser to write a letter to pool board and ask them for minutes of meetings and financial reports.
- Berwick Area Joint Sewer Authority – Larry Frace asked question regarding the billing start time after an occupancy permit has been issued. Larry stated a copy of the occupancy permit is sent directly to the sewer authority. Jim Long

- suggested the flags be replaced at the sewer authority. Jim Seeley to relay message to the BAJSA manager.
- Columbia County Tax Collection Committee – Suggest Carol Kieser be put on the committee to replace Amy Evans. Need to contract Amy Evans for meeting information.

Old Business – No old business.

New Business

Jim Seeley reported the old bowling alley/flea market property has been sold and asked Larry Frace to keep the Council updated on the permits required to remodel into a wedding venue.

Community Giving Foundation Grant – Generator proposal received. Need gas line proposal. Grant application is due by February 17, 2021.

USDA Grant Update – Email from Michelle Musser was discussed. Carol Kieser emailed Peters Consultants and Michele Musser for an update on the outstanding consultation and letters from the tribal governments. Carol Kieser to follow-up with USDA and Peters Consulting that the area has previously been disturbed and this Village Drive project will parallel the existing pipe.

Motion by Emery Seeley/seconded Jim Long to accept the resignation of Jennifer Kulesza from the Berwick Area Swimming Pool Board. Motion carried.

The appointment of a new representative to the Swimming Pool Board was tabled.

The new signature cards for the First Keystone Community Bank were signed.

The two-year contract for Carol Kieser was approved and signed.

State Ethics Commission Statement of Financial Interests was distributed.

No further business. Motion by Ed Fenton/Emery Seeley seconded to adjourn. Motion carried. Meeting was adjourned at 8:06PM.

Respectfully submitted:
Carol A Kieser, Secretary