

**BRIAR CREEK BOROUGH**  
**January 26, 2022**  
**WORK SESSION MINUTES**

President W. Bruce Michael called the meeting to order at 7PM.

Present: Emery Seeley, W. Bruce Michael, E. James Seeley, Ed Fenton, David Kershner, and James Long. Secretary Carol Kieser, Tammy Trivelpiece, Berwick Area Pool Association, Matt Hess, Columbia County Housing Authority, were also present. Absent: Mayor Harold Kershner, Larry Santora, Zoning Officer, Engineer, and Solicitor.

Citizens: No citizens were present.

Meeting turned over to Matt Hess to report on the CDBG funds of \$12,000 for the pavilion project. Council voiced concerns of price increases and prevailing wage mandates. Columbia County Housing Authority will handle any engineering, administrative responsibilities, environmental review, bidding and the contract process for the project. Borough will be required to sign a sub-recipient contract, sign payment requests, a separate contract with the engineer, and issue a payment of \$4000 from the funds received from the Community Giving Foundation to the contractor. Administrative and engineering costs will be absorbed thru the Housing Authority.

E James Seeley discussed the addition of a handicap walkway from the parking lot to the pavilion. Matt Hess will coordinate with the engineer to incorporate this into the project and will contact the county commissioners to request additional funding if needed.

The Borough will be responsible for maintaining and upkeep of the pavilion once constructed. Larry Frace will be contacted to inspect the project and issue a CO after completion. Borough is responsible for any permits and inspection fees.

Matt Hess updated council on the receipt and use of ARPA funds and recommended Harry Mathias, Columbia County Commissioner, be contacted with any questions regarding the funds.

Tammy Trivelpiece reported on the 01/20/2022 Berwick Area Swimming Pool meeting. Pool finances were reported and upcoming mortgage and insurance payments were discussed. Future plans for a Splash Pad, addition to the concession stand, and solar energy have been discussed with Senator Gordner for RACP funding.

Included in the packets for Council were the minutes of the December 29, 2021 Work Session and January 3, 2022 Reorganization and Regular Council Meeting, and a list of bills to be paid. No action taken.

E. James Seeley presented a BAJSA update. Notice of Substantial Completion has been issued for the Rt. 11 Sewer Line Project. Negotiation between the sewer authority and Don E Bower for the change order increase of \$17,231 was agreed upon.

No citizen issues of complaints were received.

Old Business or Unfinished Business

CDBG Grant for Village Lane Project – Email was presented from Don E Bower to honor his bid price for the project until the end of February. Motion by E. James Seeley/seconded Ed Fenton to proceed with the project and make payments from the general fund until the grant funds are available. Motion carried; no opposed. Carol Kieser will contact Michelle Musser and request the USDA issue a Notice to Award to Don E Bower Inc for the project. Carol Kieser will question Michelle Musser if the Borough can be reimbursed for any early expenditures before the grant money is available.

MS4 Projects (American Rescue Covid Funds) -Jim Long reported he has met with Steve Kehoe, Municipal Government. Steve Kehoe will provide a project estimate and a bid package for the Borough.

PennDOT Rt 11 Project – Adam Kinley, Penn DOT engineer, was contacted by Carol Kieser for an update. No report.

New Business

CD rates from First Keystone Community Bank and PLIGT were discussed. Motion by James Long/seconded David Kershner to roll CD #9137 and #3131 over for another term because the interest rates are very low. Motion carried; no opposed.

The hiring of a new cleaning person will be handled by the Buildings and Grounds Committee. Secretary was requested to send a registered letter to Mary Hittle, previous cleaning person, asking for the return of the building and office keys.

Carol Kieser reported a call was received from Eileen Chapman, AGAPE Executive Director, thanking council for the donation. Carol Kieser will return a call to her and update her on the proposed pavilion project.

A zoning hearing for Joel Vought is scheduled for 6PM on Thursday, February 3, 2022.

Correspondence

Information to attend free LTAP Virtual Meetings for Stormwater Maintenance and Penn DOT Roadway Projects was presented.

No further business. Motion by James Long/seconded David Kerchner to adjourn. Meeting was adjourned at 7:58PM.

Respectfully submitted:  
Carol A Kieser, Secretary