

BRIAR CREEK BOROUGH
June 29, 2022
WORK SESSION MINUTES

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

Present: W. Bruce Michael, E. James Seeley, James Long, Ed Fenton, Secretary Carol Kieser, Tammy Trivelpiece, representative for Berwick Area Pool Association. Absent: Mayor Harold Kershner, David Kershner, Emery Seeley, Larry Santora, Solicitor, Engineer, and Zoning Officer.

Citizens Present: Joseph Riggio, 7495 Columbia Blvd., Berwick.

Tammy Trivelpiece reported on the 06/02/2022 Berwick Area Swimming Pool meeting. Financial report and profits from the carnival were given. Board members will be trained to use the pool's concession stand register and the computer in the office.

Included in the packets for Council were the minutes of the May 25 work session and June 1, 2022 Regular Council Meeting and a list of bills to be paid.

E. James Seeley presented the BAJSA 05/11/2022 meeting minutes. A work session to discuss a rate increase has been scheduled. Briar Creek Borough pumps are scheduled to be upgraded to three-phase. Jim Seeley reported Martz Technologies have been contacted about the generators to see if they are two or three phase.

No Citizen's comments were received.

Old or Unfinished Business

1. BIDA Downtown Project – Modular plant in BIDA Development to startup soon.
2. PennDOT Rt 11 Project – No report given.
3. Pavilion Project – Still waiting on design documents from the engineering company per Matt Hess.
4. Audio/Video Project – Partial equipment arrived; Koala on vacation. Koala has two more projects to complete ahead of us. Estimated project to begin in August.
5. Street Lights on Ash Alley – Per PPL installation to begin in August.
6. ARPA (Covid) Funds – Waiting on proposal from Don E. Bower Inc. for ditch and berm restoration for Ruckle Hill and W. Rittenhouse Mill Road.
7. Flow Chart for Planning Commission – Larry Frace and Carol Kieser currently working on it.

New Business

IPMC Ordinance – Draft ordinance from Atty. Lewis was presented for council's review. Discussion was held regarding the IPMC Appeal Board. Council authorized the secretary to contact Briar Creek Township to see if they have an active board and if Briar Creek Board could piggyback off their board.

Letter of Resignation from Emery Seeley – Motion by Jim Seeley/seconded Ed Fenton to accept Emery Seeley's resignation. Motion carried: no opposed.

Letter will be mailed to Emery Seeley, acknowledging his resignation, and thank him for his years of service to the borough.

PSAB Information was presented to Council on the **procedure to fill a vacancy on Council**.

- A. Council has 30 days to fill the seat by Resolution with a qualified candidate.
- B. No advertisement is needed as Borough Code is silent on this.
- C. Nominations are made and no second is needed.
- D. Nominations are taken. President closes nominations. Voice vote is taken for the first nominee. If first person receives the majority vote, then voting is concluded.

Ed Fenton nominated Joseph Riggio. Jim Seeley nominated Bill Witner by submitting a letter from him, asking to be considered for the vacancy. No other nominations were received and nominations were closed. Voice vote was taken to appoint Joseph Riggio: Jim Long, yes; Ed Fenton, yes; Jim Seeley, no; Bruce Michael, yes. Joseph Riggio appointed by majority vote.

Four CD's at the First Keystone Community Bank will be maturing on July 12, 2022. New rates from FKCB were presented. Motion by Jim Long/seconded Ed Fenton to renew the CD's for an 11 Month CD Special of .41%. Motion carried; no opposed.

"Revised Preliminary" FEMA Flood Maps were discussed. It was discovered that Map Panel #267 only included a partial area of Briar Creek Borough. Carol Kieser will contact FEMA and request Map Panel #266 so Council has the complete area of Briar Creek Borough.

Discussion was held to advertise for (1) 2022-2023 General Highway Maintenance Contract and (2) Emergency Highway Maintenance Contract. Council directed the secretary to send the bid sheets to various contractors instead of advertising. The Highways and Streets Committee will provide a list to be emailed or mailed. Bids will be due at the July 27, 2022 work session.

Discussion was held to advertise for the 5-year summer maintenance contract. Jim Seeley suggests the current contract with Mike Winder be extended because of the high gas prices. Jim Seeley will contact Mike Winder.

Jim Seeley brought to council's attention, a request from Carol Kieser to have her work days changed to three consecutive days instead of the current Monday, Wednesday, Friday work schedule. Motion by Ed Fenton/seconded Jim Seeley to temporarily change her work days on a one month trial basis. Motion carried; no opposed.

No further business. Meeting was adjourned at 9:05PM.

Respectfully submitted:
Carol A Kieser, Secretary