

BRIAR CREEK BOROUGH
November 30, 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, Joseph Riggio, Bill Witner, Secretary Carol Kieser, and Tammy Trivelpiece, representative for Berwick Area Pool Association. Absent: Mayor Harold Kershner, David Kershner, Zoning Officer Larry Frace, Solicitor, and Engineer.

Guest Speakers: Yousof Alam, part owner of Red Oak and Briar Creek Mobile Home Park; Jenn Frees, Comcast; Matt Hess, Columbia County Redevelopment Authority.

Meeting turned over to Yousof Alam to discuss the mobile home park owner's responsibilities in accordance with Briar Creek Borough Ordinance #188-2020. Park Manager contact information for Red Oak was provided. List of names of residents who own and/or rent homes will be provided to Borough. Updates were given on efforts to cleanup and renovate trailers or removal and replacement of inhabitable trailers.

Jenn Frees reported on the proposed expansion of the Comcast network to the Susquehanna Route 11 corridor (from Wilkes Barre to Briar Creek Borough and many neighboring municipalities). Preliminary build out map and franchise agreement were submitted to Council. Franchise enables installation in utility right-of-ways. Comcast has begun working with the electric providers to attain permits. Franchise Agreement will be emailed to Borough Solicitor. Projected start date is for the Summer, 2023.

Matt Hess, Columbia County Redevelopment Authority, updated Council on the Pavilion Project. Project estimate came in at approximately \$70,000. Columbia County Commissioners requested the project be downsized and another estimate be provided from Barry Isett and Associates, Columbia County contracted engineer. Building and Grounds Committee volunteered to construct the handicap sidewalk. Goal is to have the project completed in the Spring 2023.

Berwick Area Swimming Pool – Written report submitted and reviewed by Tammy Trivelpiece. Pool lost approximately \$15,000 this year. The daily passes will increase by \$2 and the seasonal passes will increase by \$10 to offset the loss. Construction of the Splash Pad to begin as soon as contractor is finished in Bloomsburg. Matt Hess reported the County Commissioners did fund the pool pass grant again this year.

Included in the packets for Council were the minutes of October 26 work session and November 2, 2022 Regular Council Meeting, and a list of bills to be paid.

No citizen comments or complaints were received.

E. James Seeley presented the BAJSA 10/12/22 meeting minutes and BCB past due report. Insurance issues settled in the employee's union contract.

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Old or Unfinished Business

BIDA Downtown Project – No report.

PennDOT Rt 11 Project – Emails sent to Steve Kehoe and Adam Kinley, PennDOT. Waiting on scope of work for the project.

Recycling Services Provided by Berwick Borough – No report.

Review of Highway Service and Commercial Sections of Zoning Ordinance. No report given.

New Business

At 8:05PM, a motion was made by Jim Seeley/seconded Ed Fenton to recess for an executive session to discuss personnel matters. At 8:12PM, a motion was made by Jim Seeley/seconded Jim Long to call the work session back to order.

Motion by Jim Seeley/seconded Joe Riggio to draft a new Borough Manager's two year contract, removing the COLA clause and increase her wage by \$1 for 2023 and \$.75 for 2024. Motion carried; no opposed.

Motion by Ed Fenton/seconded Joe Ruggio to table the entrance door project until a proposal is received from Marr Construction. Motion carried; no opposed.

A training session will be held on Wednesday, December 7, 2022, at 6PM on the audio/video system. Carol Kieser will contact Tom Kowalchick (Koala Computers) and set up.

The proposal from Peter's Consulting to perform a traffic study on E. Rittenhouse Mill Road was presented. Decision was made to table and revisit the project at the April 2023 work session.

The New Business listed on the Agenda was not discussed and will be added to the December 7, 2022 council meeting agenda.

No further business. Meeting was adjourned at 8:55PM.

Respectfully submitted:
Carol A Kieser, Borough Manager