

**BRIAR CREEK BOROUGH**  
**August 30, 2023**  
**WORK SESSION MINUTES**

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

Present: Mayor Harold Kershner Jr., W. Bruce Michael, James Seeley, James Long, Ed Fenton, Rodney Koch, Bill Witner, David Kershner, Solicitor Barry Lewis, Tammy Trivelpiece, and Borough Manager Carol Kieser. Absent: Zoning Officer and Engineer.

Citizen Present: Holli Trivelpiece, John Trivelpiece, Jordan Smith, Frank Regan, Samantha Milheim, and Keith and Christy Kehl-Hess.

Tammy Trivelpiece reported the Berwick Area Swimming Pool will be open on September 2, 3, and 4<sup>th</sup> before closing for the season, a Doggie Dip is scheduled for Tuesday, September 5<sup>th</sup>, and an Annual Craft Vending Event will be held on Saturday, September 9, 2023.

Bruce Michael noted Briar Creek Borough is one of the major contributors to the pool and it was not aware of the Splash Pad Grand Opening. Tammy Trivelpiece explained why the Council did not receive an invitation to the event and stated the Pool Board spontaneously announced the grand opening and she was on vacation.

No citizen's complaints or comments were received.

Included in the packets for Council were the minutes of 07/26 work session, 08/02 regular council meeting, 08/08 Planning Commission Meeting, and the 08/09/2023 Special Meeting, a list of bills to be paid, and Budget versus Actual report.

BAJSA – No report was given.

No Solicitor's Report was given.

Old or Unfinished Business

No update was given on the Zoning Ordinance Text Changes.

Secretary presented the draft Hall Rental Agreement. Discussion was held on the Hall Rental Rate Schedule and the return check fee.

1. Community and Non-Profit Groups – No fee; organization to be approved by the Finance Committee.
2. Weekend Party Rates - \$175; refundable cleaning deposit of \$50 required.
3. Day rate for Hall Use (Webinar and Training Sessions, etc) - \$100; refundable cleaning deposit of \$50 required.
4. Returned Check Fee - \$50.

Motion by Ed Fenton/seconded Bill Witner to approve the Hall Rental Rate Schedule. Motion carried; no opposed.

Attorney Barry Lewis will draft a resolution of the fee schedule and present at the 09/06/2023 Council Meeting.

BIDA – No report presented.

Jim Seeley reported the building permit has been issued to PA Aluminum for the pavilion. Proposal was received from Mike Winder to grade, seed around the pavilion, put stone around the shed, patch the lawn, remove mulch in front of fence and replace with large stone. Motion by Jim Seeley/seconded Jim Long to accept the proposal. Motion carried: no opposed.

Buildings and Grounds Committee will contact local tree service companies for a price to grind out the stump in the area of the pavilion.

E. Rittenhouse Mill Road – Letter was sent to PennDOT Traffic Unit on August 22 to request a safety study be performed for (1) the intersection of SR 93 and Park Road onto E. Rittenhouse Mill Road and (2) the intersection of SR 93 and E. Rittenhouse Mill Road. 08/28-/2023 email was received from the PennDOT Maintenance Unit Secretary stating the safety study will be performed and results to be reported to the Borough within two weeks.

Motion by Ed Fenton/seconded Bill Witner to postpone further discussion on widening and paving E. Rittenhouse Mill Road until the results of the intersection safety report is received from PennDOT. Motion carried; no opposed.

Ed Fenton presented the specs for the Briar Creek Borough crack sealing project. Project to be advertised for bids to be received for the 09/27/2023 work session.

A letter and telephone messages have been left with Lance Eveland to discuss removing a tree from his property to cutback the bank on W. Rittenhouse Mill Road. No reply received.

Jim Long reported he has completed his audit of all streetlights the Borough is paying for. All are on the list. Motion by Jim Long/seconded Jim Seeley to contact PPL and have an additional light installed at TriCounty Hardware. Motion carried/no opposed.

The General Maintenance and Emergency Highway Contract was advertised for bid. Motion by Ed Fenton/Jim Seeley to accept the proposals from Don E. Bower Inc for these contracts. Motion carried; no opposed.

Email from Berkheimer was discussed in answer to Council's questions regarding the LST and EIT. Carol Kieser reported employer and employee lists have been received from Berkheimer. These lists are confidential and only available to Council by agreement between Briar Creek Borough and Berkheimer. The LST employer and employee lists will be distributed to the Finance Committee.

A copy of the email from PSAB relating to sweep checking accounts was discussed. Only PLGIT is authorized by law to provide this service.

#### New Business

Attorney Lewis explained funds are available thru Columbia County Redevelopment for municipalities to tear down a blighted property. Larry Frace will be contacted regarding the Bonanza building.

No further business and motion by Jim Long/seconded Ed Fenton was made to adjourn. Motion carried; no opposed. Meeting was adjourned at 8:10PM.

Respectfully Submitted:

Carol A Kieser, Secretary  
Briar Creek Borough