

**BRIAR CREEK BOROUGH**  
**September 27, 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, Ed Fenton, Rodney Koch, Solicitor Barry Lewis, Tammy Trivelpiece, and Borough Manager Carol Kieser. Absent: James Long, Bill Witner, David Kershner, Zoning Officer, and Engineer.

Citizen Present: Holli Trivelpiece, John Trivelpiece, and Amos Valenti.

Meeting turned over to Amos Valenti, Barry Isett & Associates, to discuss a acceptable solution to correct the misalignment of the concrete pad and pavilion. Three solutions were discussed: (1) add addition to the existing pad; (2) demolish the entire concrete pad and repour; (3) cut the center of concrete pad and square up with new concrete. Solution will be at no cost to the Borough and Columbia County Engineer to coordinate with Mike Winder to backfill the area.

Motion made by Jim Seeley/seconded Ed Fenton to add an additional 6' extension on the existing concrete pad, greased steel dowels drilled into the center of the existing pad, move pavilion and place square on the new pad, at no additional cost to the Borough. Motion carried; no opposed.

Tammy Trivelpiece reported on the 08/31/2023 Berwick Area Swimming Pool Board Meeting. Financial report was given. A Winterfest fund raising event is scheduled for December 9 and details are being finalized. Copy of the report is filed in the Borough office.

Included in the packets for council were minutes of the 08/30 Work Session and 09/06/2023 Regular Council Meeting, list of bills for review, and the Budget vs Actual Report.

No citizen's complaints or comments were received.

Jim Seeley presented and reported on the 08/09/2023 Berwick Area Joint Sewer Authority Meeting. Copy of the minutes and customer past due list is filed in the Borough office.

Attorney Barry Lewis, Solicitor, reported a letter will be sent to the residents of E. Rittenhouse Mill Road informing them to remove any shrubs, fences, etc., encroaching on the Borough's right-of-way, excluding mailboxes, in an attempt to improve the line-of-sight for safety on that road.

Attorney Barry Lewis reported a letter will be sent to Lance Eveland asking permission for the Borough to remove a tree from his property so the bank can be cutback to improve the line-of-sight on W. Rittenhouse Hill Road.

#### Old or Unfinished Business

No update was given on the Zoning Ordinance Text Changes.

#### New Business

Proposals to remove maiden trees, shrubs, and grind stumps on E Rittenhouse Mill Road was presented. Motion by Ed Fenton/seconded Jim Seeley to award the project to A Certified Arborist in the amount of \$2100. Motion carried; no opposed.

Discussion was held to remove the tree at the corner of E. Rittenhouse Mill Road and SR 93, owned by Don Bower, as an add on to the contract. Jim Long to reach out to Matt Bower for approval.

Proposals for the Crack Sealing Project were presented. Motion by Ed Fenton/seconded Jim Seeley to award the project to Rock Bottom Worx in the amount of \$15,500. Roll call: Ed Fenton, yes; Rodney Koch, yes; Jim Seeley, yes; Bruce Michael, yes. Motion carried on unanimous roll call vote.

Floodplain Management Ordinance timeline was submitted to Council. Larry Frace, Borough Zoning Officer, will be contacted for information.

Letter from Community Giving Foundation "Grant Development for NonProfits" Leadership Workshop was discussed. Motion by Ed Fenton/seconded Rodney Koch, to authorize the secretary to attend the workshop, scheduled for October 11, 2023. Motion carried; no opposed.

Public Works hours were presented for Jim Seeley. Motion by Ed Fenton/seconded Rodney Koch to pay Jim Seeley. Motion carried; no opposed.

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Bruce Michael requested secretary contact Berkheimer for list of employers who submit Local Service Taxes (LST) to the Borough. List to be forwarded to the Financial Committee for review.

Discussion by Council regarding the installation of a credit card machine instead of the Borough office accepting cash for hall rentals was held. Discussion to be continued at the 10/04/2023 regular meeting.

#### Correspondence

Letter from PennDOT regarding the Montoursville office is under renovations and asking that any correspondence be made thru email.

A letter was read from EMC Insurance regarding the electrical surge claim for the loss of the hall mini split. Jim Seeley explained Flick Brothers inspected the unit and determined the unit's mother board was damaged, possibly by a power surge. The unit was installed in 2008 and parts are no longer available to repair the unit. Flick Brothers will install a new unit on Tuesday, November 3, 2023. Bruce Michael wrote a letter to the insurance company notifying them of the auto accident which occurred near the Borough Building, and caused a power surge. EMS Insurance will issue a claim payment and attempt to pursue those responsible for the damage.

No further business and motion by Ed Fenton/seconded Jim Seeley was made to adjourn. Motion carried; no opposed. Meeting was adjourned at 8:12PM.

Respectfully Submitted:

Carol A Kieser, Secretary  
Briar Creek Borough