

**BRIAR CREEK BOROUGH**  
**May 29, 2024**  
**WORK SESSION MINUTES**

Vice-President E James Seeley called the work session to order at 7PM.

Present: E. James Seeley, Jim Long, Rodney Koch, David Kershner, Ed Fenton, Bill Witner, Solicitor Barry Lewis, Zoning Officers Larry Frace and Abigail Smith, Tammy Trivelpiece, and Borough Manager Carol Kieser. Absent: W. Bruce Michael, Mayor Harold Kershner, and Engineer.

Citizens present: John Trivelpiece, Holli Trivelpiece, and Keith and Christy Kehl-Hess.

Tammy Trivelpiece reported on the May 2, 2024 Berwick Area Swimming Pool meeting. Treasurer report was given. Copy of the report is filed in the borough office.

Included in the packets for Council were the minutes of April 24 Work Session, May 1, Regular Council Meeting, May 15, 2024 Planning Commission Meeting, and a list of bills to be paid.

No citizen's comments or complaints were received.

Secretary reported the 2023 financial audit is scheduled for June 4, 2024. The Liquid Fuels Audit is scheduled for June 6, 2024.

Jim Seeley reviewed the minutes of April 10, 2024 Berwick Area Joint Sewer Authority and the Briar Creek Borough customer past due report. Discussion was held regarding South Centre Township connecting to the BAJSA sewer system, which would include upgrading the sewer lines and the pumps at the Briar Creek Pumpstation. Copy of the report is filed in the borough office.

Proposed Ordinance #196-2024, Flood Plain Ordinance, was advertised for public comment. No comments were received. Motion by Ed Fenton/seconded Jim Long to adopt the ordinance. Motion carried; no opposed.

Attorney Lewis reported on the two remaining contingency items for the Haza Bell Land Development; no financial security bond has been received and the drywell testing still needs to be performed.

**Old or Unfinished Business**

Zoning Ordinance Text Changes – No update given.

Zoning Fee Schedule - The draft zoning fee schedule was presented to Council. Council to review and report back with any suggestions.

Secretary called Columbia County Tax Office to find out who gets the taxes when a property spans more than one municipality. The Columbia County Tax office manager is on vacation and will call us back when she returns to her office.

E Rittenhouse Mill Road Project – The project has been completed by Rock Bottom Dirt Worx. No comments or complaints were received regarding the project.

Secretary is still searching the office files for a list of the borough inlets so contractors can be contacted for quotes to clean the inlets.

Cost information from Steve Kehoe, PennDOT Municipal Services Specialist, to mill Park Road prior to paving was submitted to council for review. Discussion was held to include in the 2025 budget and rebid in January 2025.

**New Business**

A discussion was held to form a Briar Creek Township/Briar Creek Borough Joint Property Maintenance Appeal Board. Ed Fenton volunteered to attend the Briar Creek Township monthly meeting to get additional information regarding the appeal board.

Prime Time would like to purchase a freezer and place it in the borough hall. This would free up the existing refrigerator/freezer for the hall rentals. Council members had no objection.

House Washers from Millville, PA, are scheduled to power wash the building on Wednesday, June 12, 2024.

Correspondence was received from Columbia County Traveling Library asking for a donation to fund the replacement of the bookmobile generator. Request to be added to the June 5, 2024 regular council meeting agenda.

Floor opened for new business. Ed Fenton reported that he would like to spearhead working with local utilities and coordinate meetings to go over road projects. This would ensure that any utility work would be done at the same time as the road project.

At 7:45PM, a motion was made by Jim Long/seconded Dave Kershner to adjourn and move into an executive session to discuss personnel issues. Motion carried.

At 8PM, the work session was brought back into session, followed by a motion by Jim Long/seconded Ed Fenton to adjourn. Motion carried.

No further business. Meeting was adjourned at 8PM.

Respectfully submitted:

Carol A Kieser, Borough Manager  
Briar Creek Borough