

MINUTES OF THE BIG BEAVER BOROUGH COUNCIL MEETING APRIL 7, 2026.

Held at the Big Beaver Municipal Building, 114 Forest Dr, Darlington, PA 16115.

Vice President Erin Walter called the meeting to order at 6:00 pm followed by the Pledge of Allegiance and the Lord's Prayer.

Roll Call:

Mayor: Michelle Joy

Council President: Kim Wagner

Council Vice President: Erin Walter

Council Members: Deborah Eutsler

Jeff Magee

Eli McCormick (arrived 6:18pm)

Jessica Chaney

Karla Myers

Secretary/Treasurer: Jennifer Gasser

Engineer: Dan Martone

Approval of Agenda:

Erin Walter made a motion, seconded by Jeff Magee to approve the agenda. All in favor, motion carries.

Public Comment:

Sandy Friend addressed Council and provided an update on the violation issued on her property by the Beaver County Conservation District.

Approval of Minutes:

Erin Walter made a motion, seconded by Jeff Magee to approve the Minutes of March 17, 2026. All in favor, motion carries.

Administrative Reports:

Mayors: No Report

President Report: President Wagner reported that she received a message indicating that Caleb would be interested in summer employment if the Borough is hiring. She also noted that the newsletter will be distributed tomorrow and that the draft employee manual has been shared with Council for discussion during the Workshop.

Secretary/Treasurer: Jennifer Gasser reported that Foxwood Bridge is scheduled to be repaired on Thursday. She provided an update on the insurance claims including the garage roof, park shelter, and advised the backhoe glass has been replaced and reimbursement has been received from the insurance company. Ms. Gasser also advised that the Planning Committee has received its first lot line consolidation application and that the Committee's monthly meeting will be advertised for the fourth Thursday of each month. She further reported that Penn Line will be closing Ashwood Road for 1-2 days next week, which has been posted on Facebook. The Ordinances for the April 21st meeting have been advertised. President Wagner inquired about the expected duration of the bridge repair, and Dan Martone stated that the work is anticipated to be completed in one day.

Committee Report

A. Administrative – Kim Wagner advised of the PFM meeting to discuss the potential sale of the sewer system and noted that the Committee had a personnel matter that will be addressed in Executive Session.

B. Parks and Recreation – Deborah Eutsler reported that a donation was made to the New Galilee Easter Event and discussed delivering items to the high school seniors. Jennifer Gasser asked who the chair was, and Ms. Eutsler stated that she is the chair.

C. Public Safety – Kim Wagner reported that the Fire Department has been working with residents regarding the possible use of the building as a warming center, and noted that because the Borough provides the insurance, the Borough is reviewing the related insurance and liability considerations.

D. Public Works Road and Equipment – No Report.

E. Zoning – Jessica Chaney advised they will meet, after the meeting tonight.

F. COG – No Report

New Business:

A. Erin Walter made a motion, seconded by Jeff Magee to ratify the phone call vote for Resolution 03-2026 Emergency Repair of Foxwood Bridge. Jennifer Gasser read the phone call votes in the record: Yes: Karla Myers, Eli McCormick, Deborah Eutsler, Jessica Chaney, Erin Walter, Jeff Magee and Kim Wagner. Jennifer Gasser and Dan Martone discussed the repair costs and the reimbursement being requested from the trucking companies insurance company.

B. Deborah Eutsler made a motion, seconded by Jeff Magee to appoint Garrett Schriver as the alternate Member of the Zoning Hearing Board, term ending December 31, 2028. Roll Call Vote Yes: Karla Myers, Deborah Eutsler, Jessica Chaney, Erin Walter, Jeff Magee and Kim Wagner.

Workshop Discussion:

A. Joe Marcoz, Curt Lynn and Sam Mitchell provided a presentation with the progression of the Mitsubishi Eclectic Power Products Construction.

B. Draft Employee Handbook - Council reviewed the draft Employee Handbook and, following discussion, agreed to place it on the business meeting agenda for approval.

Executive Session: Legal and Personnel 6:37pm-8:04pm

Jeff Magee made a motion, seconded by Eli McCormick to amend the agenda to add 2 new items under new business: appoint Donald Graham of Dillon McCandless King Coulter & Graham L.L.P. as Special Counsel for Project Development and Hire Cheryl Magee in a temporary status, through September 30, 2026, for Data Entry Clerk. All in favor, motion carries.

Erin Walter made a motion, seconded by Deborah Eutsler to appoint Donald Graham of Dillon McCandless King Coulter & Graham L.L.P. as Special Counsel for Project Development. Roll Call Vote Yes: Karla Myers, Deborah Eutsler, Jessica Chaney, Erin Walter, Jeff Magee, Eli McCormick and Kim Wagner.

Erin Walter made a motion, seconded by Jessica Chaney to hire Cheryl Magee in a temporary status, through September 30, 2026, for Data Entry Clerk. Roll Call Vote Yes: Karla Myers, Deborah Eutsler, Jessica Chaney, Erin Walter, Eli McCormick and Kim Wagner. Jeff Magee abstained for conflict of interest.

Meeting adjourned 8:07pm

Respectfully Submitted,

Jennifer Gasser
Treasurer/Secretary