

MINUTES OF THE BIG BEAVER BOROUGH COUNCIL MEETING December 3, 2024.
Held at the Big Beaver Volunteer Fire Company, 621 Friendship Rd, Darlington, PA 16115
President Kimberly Wagner called the meeting to order at 6:00pm
followed by the Pledge of Allegiance and the Lord's Prayer.

Roll Call:

Mayor: Michelle Joy

Council President: Kim Wagner

Secretary/Treasurer: Jennifer Gasser

Council Member: Garrett Schriver

Public Works Director Chad Crawford

Jessica Chaney

Bart Carr

Erin Walter

Karla Myers

Absent: Council Vice President Jeff Magee

Approval of Agenda:

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

Public Comment: NA

Approval of Minutes:

Erin Walter made a motion, seconded by Karla Myers to approve the Minutes of November 19, 2024. All in favor, motion carries.

Administrative Reports:

Mayors: Mayor Joy advised there are no new updates from the property owners for Project Horizon, Christmas Dinner will be at 5:00pm before the Business Meeting, and The Fire Department Breakfast with Santa is December 15th.

President Report: President Wagner discussed the vacancies on the Zoning Hearing Board and Planning Commission.

Public Works Director: Chad Crawford advised of the end road work sign for everyone to sign for Donnie Reeher's retirement and discussed pump and concrete issues with the Wallace Run lift Station. After discussion, a permit will be submitted for a Fence Permit around the Lift Station.

Secretary/Treasurer: Jennifer Gasser advised of a card to be signed for Donnie Reeher's retirement and the three DCED Grants were submitted. Jennifer Gasser discussed with Council the County will not be able to print the Fire Hydrant tax on the real estate tax bill and the recommendation to change the tax bill printer to MuniciTAX. Council had no objections to changing to MuniciTAX for printing the real estate bills. Council agreed to purchase Donnie Reeher a retirement gift, not to exceed \$100.00 and to purchase 4 - \$25 gift cards for the 3 Zoning Hearing Board members and 1 Planning Committee member.

Committee Reports:

Zoning – Garrett Schriver advised the discussion is under new business.

Parks and Recreation – Erin Walter advised the committee will be purchasing a \$100 visa gift card, thank you card, and certificate of appreciation for the Eagle Scout who completed the work on the bridge.

Finance, Personnel and Policy– Kim Wagner advised a resident incurred a fire hydrant taxed that was tax exempt for Veterans and finance approved this to be waived and once the budget is done, they will start working on the employee policy manual.

Public Health and Safety – No Report.

Public Works – No Report.

New Business:

A. Jennifer Gasser and Council discussed the codification quotes received and the services provided. Garrett Schriver made a motion, seconded by Erin Walter to move forward with Codification with General Code (COSTAR) for \$19,900.00. Roll Call Vote Yes: Erin Walter, Garrett Schriver, Bart Carr, Jessica Chaney, Karla Myers and Kim Wagner.

B. Council and staff discussed upgrades to the backroom including cleaning the floor, lights, painting and new ceiling tiles. Garrett Schriver made a motion, seconded by Erin Walter to approve up to \$10,000 for upgrades to Council Chambers, pending final approval by phone call on quotes received. Roll Call Vote Yes: Erin Walter, Garrett Schriver, Jessica Chaney, Karla Myers and Kim Wagner. Roll Call Vote No: Bart Carr.

C. Council discussed LERTA. Garrett Schriver made a motion, seconded by Jessica Chaney to create a LERTA in the C2 district with a minimum \$5 million improvement. Roll Call Vote Yes: Erin Walter, Garrett Schriver, Bart Carr, Jessica Chaney, Karla Myers and Kim Wagner. Jennifer Gasser will notify Shannon Steele.

D. Garrett Schriver made a motion, seconded by Bart Carr to advertise the proposed 2025 Budget. Roll Call Vote Yes: Erin Walter, Garrett Schriver, Bart Carr, Jessica Chaney, Karla Myers and Kim Wagner. Council agreed to post the advertisement to the Website. Council agreed future posts on the Facebook will have comments turned off.

Workshop Discussion: 2025 Budget

Jennifer Gasser and Council discussed the proposed 2025 Draft Budget.

Executive Session: Personnel 7:17pm-8:04pm

Meeting Adjourned 8:04pm

Respectfully Submitted,

Jennifer Gasser
Secretary/Treasurer