

MINUTES OF THE BIG BEAVER BOROUGH COUNCIL MEETING March 3, 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 (via phone)

Secretary/Treasurer: Jennifer Gasser

Council Vice President: Erin Walter

Council Members: Deborah Eutsler

Jeff Magee

Eli McCormick

Jessica Chaney

Karla Myers (departed 7:20pm)

Erin Walter advised an Executive Session was held on February 24, 2026, from 5:00-7:10pm for Emergency Preparedness.

Approval of Agenda:

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

Public Comment:

Doug Kost reported illegal dumping on Aley Hill near the corner of Norwood Drive. He advised that the Police Department was notified after an Amazon box with identifying labels was found, and the police will be pursuing the individuals involved. He is arranging for the area to be cleaned up and will relocate the stone afterward to block access. Randy O'Hara stated he met the new member of the road crew, noting he is polite, performing well, and deserving of commendation. Paula Cook asked about organizing a Big Beaver Clean Up and whether the Borough wished to participate or if she should contact the road crew directly to see where help is needed.

Approval of Minutes:

Deborah Eutsler made a motion, seconded by Jessica Chaney to approve the Minutes of February 17, 2026. All in favor, motion carries. Doug Kost inquired about the minutes being on the website. Jennifer Gasser advised they are up to date online.

Administrative Reports:

Mayors: No Report

President Report: President Wagner reported that she is reviewing the employee policy handbook and expects to provide Council with a draft for initial review in the near future.

Secretary/Treasurer: Jennifer Gasser advised she has been working with the Committees and Professionals.

**Committee Report**

A. Administrative – Vice President Walter reported that the health insurance payment is now being processed through Citizens Bill Payment, the 2026 Liquid Fuels allocation has been received, and a refund was issued following the workers' compensation audit. She noted that the committee will meet after the Council meeting.

B. Parks and Recreation – No Report

C. Public Safety – No Report

D. Public Works Road and Equipment – Jeff Magee reported that the meeting was canceled and provided an update on the upcoming road work scheduled from March 16 through November 2 on SR 168 and SR 551.

E. Zoning – Jessica Chaney reported on the meeting in February and the items are on the agenda to be discussed.

F. COG – No Report

**Old Business:**

A. Advertise Ordinance 247 Amendments to the Public Comment Ordinance. – Tabled

**New Business:**

A. Council discussed Rick Arnold taking the truck home and discussed mileage reimbursement for callouts. Jessica Chaney made a motion, seconded by Karla Myers to approve to pay Rick Arnold mileage for callouts, per the IRS Mileage rate. Roll Call Vote Yes: Karla Myers, Eli McCormick, Deborah Eutsler, Jessica Chaney, Erin Walter, and Jeff Magee.

B. Jennifer Gasser discussed the addition of a new position, New Business C, and the separation of duties. Jeff Magee made a motion, seconded by Eli McCormick to appoint Dan Martone as the Zoning Officer (administrative & decision-making authority: zoning determinations, ordinance interpretations, variance/special exception/conditional use processing, SALDO administration, and liaison to ZHB/Planning Commission). Roll Call Vote Yes: Karla Myers, Eli McCormick, Deborah Eutsler, Jessica Chaney, Erin Walter, and Jeff Magee.

C. Eli McCormick made a motion, seconded by Jessca Chaney to appoint William Payne as the Zoning Compliance Officer (permits, inspections, property maintenance, code enforcement, violation notices, and recordkeeping). Roll Call Vote Yes: Karla Myers, Eli McCormick, Deborah Eutsler, Jessica Chaney, Erin Walter, and Jeff Magee.

**Workshop Discussion:**

Council and Staff discussed the draft Public Comment and Property Maintenance Ordinances. Council and staff discussed the existing Timber Harvesting Ordinance.

Eli McCormick made a motion, seconded by Karla Myers to amend the agenda to add New Business Item D for Shannon Steele to advertise the Ordinances. All in favor, motion carries.

D. Jeff Magee made a motion, seconded by Jessica Chaney for Shannon Steele to advertise Ordinance 247 (Public Comment), 248 (PMC) and repeal Ordinance 242 for the April 21st Business Meeting. Roll Call Vote Yes: Karla Myers, Eli McCormick, Deborah Eutsler, Jessica Chaney, Erin Walter, and Jeff Magee.

Executive Session: Legal 7:20pm-7:25pm

Meeting adjourned 7:25pm

Respectfully Submitted,

Jennifer Gasser

Treasurer/Secretary