

MINUTES
BRIGHTON TOWNSHIP BOARD OF SUPERVISORS
REORGANIZATION MEETING

JANUARY 5, 2026

The 2026 Reorganization Meeting of the Brighton Township Board of Supervisors, located in the Municipal Building, 1300 Brighton Road, was called to order at 5:00 P.M.

PRESENT: John Curtaccio – Chairman
 Gary J. Gordon – Vice-Chairman – *By Telephone*
 Matthew Quigley – Supervisor
 Jeffrey L. Ziegler - Manager/Secretary
 Wyatt Dishler, P.E. - Township Engineer
 Garen R. Fedeles, Solicitor
 Howard Blinn, Chief of Police
 Adam Horning, Police Department
 Brian Henne, BTVFD
 Drew Snyder, BTVFD

There was one (1) visitor in attendance.

Public Comment – Agenda Items: None.

Election of Chairman of the Board of Supervisors for 2026: Mr. Quigley nominated Mr. Curtaccio for Chairman of the Board of Supervisors for 2026, nomination seconded by Mr. Gordon. The vote to approve the motion was unanimous.

Election of Vice-Chairman of the Board of Supervisors for 2026: Mr. Curtaccio nominated Mr. Gordon for Vice-Chairman of the Board of Supervisors for 2026, nomination seconded by Mr. Quigley. The vote to approve the motion was unanimous.

Appointment of Operating Officials for 2026:

Mr. Gordon made a motion, second by Mr. Quigley, vote unanimous, to appoint Jeffrey L. Ziegler as Township Manager and approving and authorizing execution of the Township Manager's Employment Agreement.

Mr. Gordon made a motion, second by Mr. Quigley, vote unanimous, to appoint Jeffrey L. Ziegler as Secretary.

Mr. Gordon made a motion, second by Mr. Quigley, vote unanimous, to appoint Jeffrey L. Ziegler as Treasurer.

Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to appoint John Curtaccio as Assistant Treasurer.

Mr. Gordon made a motion, second by Mr. Quigley, vote unanimous, to appoint Jeffrey L. Ziegler as Zoning Officer.

Mr. Gordon made a motion, second by Mr. Quigley, vote unanimous, to appoint Howard Blinn as Assistant Zoning Officer.

Mr. Gordon made a motion, second by Mr. Quigley, vote unanimous, to appoint Jeffrey L. Ziegler as the Right to Know Officer for Administrative Records, Howard Blinn as the Right to Know Officer for Police Records and Joshua Krizan as the Alternate Right to Know Officer for Police Records.

Mr. Gordon made a motion, second by Mr. Quigley, vote unanimous, to appoint Joshua Curtaccio as Emergency Management Director.

The position of Deputy Emergency Management Director is vacant.

Appointment of Road Foreman: Mr. Quigley made a motion, seconded by Mr. Gordon, vote unanimous, to appoint Scott Shepler as Road Foreman.

Appointment of Township Solicitor: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to make the following appointment of Solicitor for Brighton Township and approve the fee proposal included in the letter of December 8, 2025:

Garen R. Fedeles, Esquire
Santicola, Steele & Fedeles
722 Turnpike Street, Beaver, PA 15009

Appointment of Township Engineer: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to approve the following appointment of Township Engineer:

Ned Mitrovich, P.E., Marie S. Hartman, P.E. and
Lennon, Smith, Souleret Engineering, Inc.
846 Fourth Avenue, Coraopolis, PA 15108

Appointment of Amusement Tax Collector: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to appoint Brighton Township, as the Amusement Tax Collector.

Zoning Board Vacancy: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to accept the resignation of Sandra Fitzgerald from the Zoning Hearing Board effective December 31, 2025.

Parks and Recreation Board Vacancy: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous to accept the resignation of Danielle Reda from the Parks and Recreation Board effective December 31, 2025.

Appointment of Members to Boards and Commissions:

Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to appoint Edwin Gray- 975 Dutch Ridge Road, as Vacancy Board Chairman for a term of one (1) year.

Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to appoint Jack E. Erath, 101 Crest Drive, to the Brighton Township Municipal Authority Board for a term of five (5) years, term to expire December 31, 2030.

Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to appoint Bryan W. Flaugh, 109 Jodi Drive, to the Brighton Township Sewage Authority Board for a term of five (5) years, term to expire December 31, 2030.

Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to appoint Jeffrey S. Maze, 855 Sebring Road, to the Brighton Township Planning Commission for a term of four (4) years, term to expire December 31, 2029.

Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to appoint Karen Green, 330 Pine Street, to the Brighton Township Planning Commission for a term of four (4) year, term to expire December 31, 2029.

Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to appoint J. Braden Rowse, 905 Western Avenue, to the Brighton Township Zoning Hearing Board for a term of five (5) years, term to expire December 31, 2030.

Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to appoint John Raught, 655 Sebring Road, to the Zoning Hearing Board for a term of five (5) years, term to expire December 31, 2030.

Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to appoint Elizabeth Altenhof, 117 Foxwater Trail, to the Brighton Township Parks & Recreation Board for a term of five (5) years to expire December 31, 2030.

Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to appoint Don Houghton, 103 Ornida Drive, Trail, to the Brighton Township Parks & Recreation Board for a term of three (3) years to expire December 31, 2028.

Set Meeting Dates and Times for 2026 and 2027 Reorganization: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to set the Regular Monthly Meetings for the Board of Supervisors for 2026 on the second Monday of the month at 7:00 P.M. and the 2027 Reorganization Meeting on Monday, January 4, 2027 at 5:00 P.M. All meetings will be held in the Municipal Building, 1300 Brighton Road, Brighton Township, PA 15009 as follows:

Monday, January 12, 2026
Monday, February 9, 2026
Monday, March 9, 2026
Monday, April 13, 2026
Monday, May 11, 2026
Monday, June 8, 2026
Monday, July 13, 2026
Monday, August 10, 2026
Monday, September 14, 2026
Monday, October 12, 2026
Monday, November 9, 2026
Monday, December 14, 2026
Monday, January 4, 2027 – 5:00 P.M.

Set Holidays for 2026 and January 2027: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to approve the following holidays for 2026 and January 2027:

April 3, 2026	Good Friday
May 25, 2026	Memorial Day
July 3, 2026	Independence Day (Saturday)
September 7, 2026	Labor Day
November 11, 2026	Veterans Day (Wednesday)
November 26, 2026	Thanksgiving Day
November 27, 2026	Day after Thanksgiving
December 24, 2026	Christmas Eve (Thursday)
December 25, 2026	Christmas Day (Friday)
January 1, 2027	New Year's Day (Friday)

Resolution No. 2026-01: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to approve Resolution No. 2026-01 establishing contributions by members into the Police Pension Plan for 2025 at 3.5% of compensation as defined in the plan.

Resolution No. 2026-02: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to approve Resolution No. 2026-02 recognizing the Brighton Township Volunteer Fire Department as the official volunteer fire department for Brighton Township.

Resolution No. 2026-03: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to approve Resolution No. 2026-03 setting the Schedule of Fees for Township Engineer Services effective January 1, 2026.

Resolution No. 2026-04: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to approve Resolution No. 2026-04 designating First National Bank as the Township depository and designating the Board of Supervisors and Township Manager as authorized signatures, with three signatures required on checks. The Township will also continue to use

PLGIT for investment of Township funds. Mr. Ziegler is authorized to transfer funds between accounts in the name of Brighton Township.

Resolution No. 2026-05: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to approve Resolution No. 2026-05 establishing a mileage rate for compensation for use of private vehicles as the prevailing Internal Revenue Service rate in effect at the time of vehicle use.

Resolution No. 2026-06: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to approve Resolution No. 2026-06 appointing Mark C. Turnley, CPA to audit the accounts of the Township for the year ending December 31, 2025 and in accordance with his proposal letter of November 18, 2025 in the amount of \$11,300.

Resolution No. 2026-07: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to approve Resolution No. 2026-07 designating Jeffrey L. Ziegler, Township Manager and Brandi Burgess, Bookkeeper/Secretary as the liaisons with Berkheimer to receive the confidential tax reports and to act as the municipal contact representatives.

Approve Proposal of Mark C. Turnley, CPA: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to accept the proposal of Mark C. Turnley, CPA to audit the accounts of the Brighton Township VFD for the year ending December 31, 2025 and in accordance with his proposal letter of December 26, 2022 in the amount of \$3,700.

Set Amount of Treasurer's Bond & Assistant Treasurer's Bond: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to set the amount of the Treasurer's Bond at \$2 million and the Assistant Treasurer's Bond at \$500,000. The Assistant Treasurer's duties are restricted to the countersigning of checks.

Appoint Representative and Alternate to Beaver County Regional COG: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to appoint all three (3) Board Members as the representatives to the Beaver County Regional COG for 2026.

Appoint Delegate and Alternates to Beaver County Tax Collection Committee: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to appoint the Township Manager as the delegate and the Board of Supervisors as alternate delegates to the Beaver County Tax Collection Committee.

Certify Board of Supervisors and Manager as Delegates to the PSATS State Convention and Designate Voting Delegate: Mr. Gordon made a motion, seconded by Mr. Quigley, vote unanimous, to authorize the attendance of the Board of Supervisors, Township Manager, Township Solicitor, Township Engineer, and Road Foreman to the 2026 PSATS Annual State Convention April 19-22, 2026, and payment of expenses for same.

Mr. Gordon made a motion, seconded by Mr. Quigley, to appoint Mr. Curtaccio as the voting delegate to the 2026 PSATS State Convention. The vote to approve the motion was unanimous.

Additional Business: Mr. Ziegler reminded everyone that there is a Public Hearing on a Zoning Amendment scheduled for 6:45 P.M. on January 12, 2026.

Public Comment: There was no public comment.

Mr. Gordon made a motion, second by Mr. Quigley, vote unanimous, to adjourn the meeting at 5:15 P.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jeffrey L. Ziegler', written in a cursive style.

Jeffrey L. Ziegler
Township Secretary