

MINUTES

BRIGHTON TOWNSHIP BOARD OF SUPERVISORS

October 13, 2025

John Curtaccio, Chairman, called the regular meeting of the Board of Supervisors, located in the Municipal Building, 1300 Brighton Road, to order at 7:00 P.M. Six (6) visitors were present.

PRESENT: John Curtaccio – Chairman
 Mark Piccirilli – Vice Chairman
 Jeffrey L. Ziegler, Manager
 Bryan K. Dehart – Secretary/Treasurer
 Garen Fedeles, Esq. – Solicitor
 Marie S. Hartman, P.E. - Township Engineer

ABSENT: Gary J. Gordon – Supervisor

Public Comment – Agenda Items: There was no public comment on agenda items.

Minutes of September 8, 2025 Regular Meeting: Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous, to approve the minutes of the September 8, 2025 Regular Meeting.

Mr. Curtaccio dispensed with the reading of the monthly **September Reports**. Mr. Piccirilli made a motion, seconded by Mr. Piccirilli, vote unanimous, to accept the following September Reports as written and submitted.

- A. Treasurer's Report
- B. Building Permit Report
- C. Road Department Report
- D. Police Department Report
- E. Fire Department Report
- F. Report of Tax Collectors
- G. Report of Fines
- H. Recycling Report

Beaver Area Memorial Library: Jennifer Cribbs, Board Representative for Brighton Township, and Sarah Boyce, Library Director of the Beaver Area Memorial Library (BAML) were present to discuss their services and to seek the Township's continued financial support within the 2026 Budget. Ms. Cribbs thanked the Board for the past annual contribution to the Library and stated how important it was to their operations. She noted that the BAML is the busiest of all libraries in Beaver County and at this time 2,193 Brighton Township Residents hold a BAML card.

Ms. Cribbs noted that the library offers many programs for all age groups and highlighted some of those offered as well as attendance numbers. Ms. Boyce provided copies of their newsletter and invited the Supervisors to the Fall fundraiser.

- Mr. Curtaccio thanked them for attending and stated that the Township considers the contribution made to be a great investment into the community.

Zoning Hearing Board Resignation: Sandy Fitzgerald has submitted her resignation from the Zoning Hearing Board at the close of this year; December 31, 2025. This will create a vacancy for a term ending December 31, 2029.

Zoning Hearing Board Vacancy: Sandy Fitzgerald will be resigning from the Zoning Hearing Board at the close of this year creating a vacancy for a term ending December 31, 2029. The Board will need to make an appointment to the Zoning Hearing Board for a term beginning January 1, 2026 and ending December 31, 2029.

Personnel Actions: Jeff Ziegler is being appointed to the following positions: Secretary, Treasurer, Zoning Officer, Flood Plain Administrator, and Pension Plan Administrator.

- Mr. Curtaccio made a motion, seconded by Mr. Piccirilli, vote unanimous to appoint Jeff Ziegler to the positions of Secretary, Treasurer, Zoning Officer, Flood Plain Administrator, and Pension Plan Administrator.

Resolution No. 2025-21 Designation of Authorized Signers on Accounts: This Resolution designates the Board and the Treasurer as authorized signers on the accounts. Three signatures are required on all checks, and the Treasurer is authorized to transfer funds between accounts on behalf of Brighton Township.

- Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous, to approve Resolution No. 2025-21 designating authorized signers on Township accounts.

Approve Purchase of a 2026 Police Vehicle: Each year the Township purchases a new police vehicle. A proposal has been received from Woltz & Wind Ford in the amount of \$46,415.00. The vehicle will be purchased through Costars contract number 013-E22-220. Delivery will be in 2026. A trade offer of between \$2,000 and \$3,000 is anticipated at the time of vehicle delivery. Discussion took place regarding tabling the purchase to get more information on additional options/upgrades.

- Mr. Curtaccio made a motion, seconded by Mr. Piccirilli, vote unanimous to table the purchase of the 2026 Police vehicle from Woltz & Wind Ford in the amount of \$46,415.00. through Costars contract number 013-E22-220

Sale of Vehicles and Equipment Through Municibid: At the September meeting the Board authorized the use of Municibid to sell vehicles that are no longer needed. It is anticipated that the results will be received in November and will be presented at the November meeting.

- No action at this time, bid results will be presented at the November meeting.

Approved Memorandum of Agreement for Police Services with Beaver Valley Intermediate Unit: Brighton Township has an existing Agreement with the Beaver Valley Intermediate Unit (BVIU) for Police Services (School Resource Officer) at the New Horizon School. That Agreement ends June 2026. A five (5) year extension has been proposed, increasing the contract amount by 4.0% per year. The BVIU has approved the proposed five (5) year extension of the Agreement. All other terms remain the same.

- Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous to authorize execution of the Memorandum of Agreement for Police Services for a period ending June 30, 2031.

2025 Roadway Improvement Program Contract 25-R01: The Board awarded the 2025 Roadway Improvement Program Contract to Youngblood Paving, Inc. in the amount of \$528,740.25. Of this total, \$49,631 will be reimbursed by Columbia Gas of Pennsylvania and \$52,314.25 is a park improvement project. The paving is completed. The Township Engineer has prepared and recommended for approval Partial Payment No. 1 in the amount of \$472,395.72 has been submitted for payment. The Engineer reported that paving has been completed, and the recommendation is for approval of Partial Payment No. 1. She also reported that \$59,911.68 would be billed to Columbia Gas for the paving restoration work done on behalf of Columbia Gas in the Windy Ghoul Plan.

- Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous to approve Partial Payment No. 1 for 2025 Roadway Improvement Program Contract 25-R01.

Contract No. 22-ST01 2022 Stormwater Improvements (Beaver Woods Detention Pond): The Beaver Woods Detention Pond Retrofit Project constructed by Pride Masonry, Inc. is in the maintenance period. The Township Engineer has met with the contractor, Pride Masonry, to review outstanding items under the maintenance bond. The NPDES permit amendment is still pending. This permit amendment is required prior to the Public Works' replacement of the road entry culvert. The Engineer reported that the NPDES permit is still pending, once that has been issued Public Works can get onsite and replace the road entry culvert. The Engineer reported that Pride Masonry was onsite within the past two weeks and put down topsoil and seeded the area. She noted that their permit won't be able to closed out until next spring when sufficient amount of grass has grown.

BTVFD Community Building: Moshier Studio has begun the design for the new building to be constructed at the site of the Social Hall. The Township Engineer has prepared the Land Development plan for the project. The geotechnical report from the test borings has been issued. This report was needed to complete the foundation plans for the new building. The Engineer reported that she has coordinated with Public Works and all of the utilities to the old building have been terminated and that a temporary service has been established. She reported that Moser Studio is working on the final design and that once it is completed, the design will be brought back before the board for a final review. The Engineer stated that it is anticipated that the project will go out to bid before year end.

Social Hall Demolition: At the September meeting the Board awarded the Proposal (RFP) for the demolition of the Social Hall to Unis Demolition Company in the amount of \$23,800. Unis Demolition Company has initiated the demolition. No pay requests have been submitted at this time. The Engineer reported demolition of the building has started and should be completed within two weeks. She reported that a pay request was submitted late this afternoon by the contractor and will be on the November meeting agenda for Board consideration.

Two Mile Run PRP Stormwater Project Update: The Township Engineer is designing and obtaining permits for a stormwater facility to meet the full obligations of the Township's Pollution Reduction Plan (PRP) for the Two Mile Run watershed as part of the MS4 permit. The Engineer reported that her office is working on a new configuration of the stormwater facility to avoid the need to apply for a dam permit and hopes to have something to present at the November meeting.

MS4 Program: The Township Engineer reported that the annual report was submitted.

2026 Budget – First Reading: This is the first reading of the 2026 Budget. The 2026 Budget proposes the following amounts: General Fund \$7,128,386; Stormwater Fund \$1,296,000; Capital Reserve Fund \$4,010,000; State Aid Fund \$318,206 and Police Pension Fund \$4,651,544. As proposed, the 2026 General Fund Budget has a deficit of \$642,518. This proposal includes all departmental expenditure requests, including a new administrative/zoning position and funding for two (2) additional firefighters. After review the Board can determine budget amendments. The 2026 certified tax roll will not be issued until November 1st. The Stormwater Fee is budgeted to remain at \$5.50 per month per ERU. The budget will be reviewed at the November 10th meeting and proposed for adoption at the December 8th meeting.

- Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous to authorize the advertisement of the 2026 budget at least 20 days prior to adoption.

Resolution No. 2025-22 Distribution of State Pension Aid: The Township has received State Pension Aid in the amount of \$233,298.41. Resolution No. 2025-22 authorizes the distribution of the State Pension Aid as follows: Non-Uniform Pension: \$46,659.68 with the balance of the 2025 MMO (\$12,094.32) to be paid from the General Fund; and Police Pension Fund: \$186,638.73 with the balance of the 2025 MMO (\$14,802.27) to be paid from the General Fund.

- Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous to approve Resolution No. 2025-22 approving the distribution of the General Municipal Pension System State Aid.

Resolution No. 2025-23 Approving a Penn D.O.T. Winter Maintenance Agreement: The current five-year Agreement with Penn DOT for winter maintenance has expired. A new five-year Agreement has been submitted for Township approval. The Agreement is for Beaner Hollow, Brighton and Dutch Ridge Roads. Resolution No. 2025-23 authorizes approval and execution of the Agreement.

- Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous to approve Resolution No. 2025-23 approving a five-year Penn D.O.T. Winter Maintenance Agreement.

2024 Annual Audit & Financial Report: The 2024 Annual Audit & Financial Report has been completed and issued by Turnley Robertson and Associates. The Board received a copy of the report. It would be appropriate to accept the 2024 Annual Audit & Financial Report as completed and issued by Turnley Robertson and Associates and to ratify the authorization for the Chairman and Manager to sign the management representation letter.

- Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous to accept the 2024 Annual Audit & Financial Report as completed and issued by Turnley Robertson and Associates and ratify the Chairman and Manager's signatures on the management representation letter.

LSA Statewide Grant Program: The Local Share Account Statewide grant program is open for applications. Applications are due November 30th. In 2024 two (2) projects were submitted on behalf of the Township. It is recommended that those same two projects be resubmitted for 2025. Those applications were for the Two Mile Stream Crossing to connect trail segments in Two Mile Run Park and the Two Mile Trailhead Project on the Baycura property. If accepted, Resolutions will be prepared for the November meeting to file the applications.

- Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous to authorize the preparation of applications for those two projects.

Approve Deerfield Preserve Phase I Winter Maintenance Agreement: A Winter Maintenance Agreement has been prepared for Deerfield Preserve Plan Phase No. 1. The cost of service is based upon the rate established by Penn D.O.T. for their winter maintenance agreements, plus a one-time street sweeping fee in the spring. The Agreement has been executed by the developer, and the HOA has advised that they will pay the fee.

- Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous to approve and authorize execution of the Winter Maintenance Agreements with 1224 Dutch Ridge Development for Deerfield Preserve Plan Phase I subject to the required payment being received.

Pine Grove Road Plan of Consolidation: This Plan consolidates three existing lots on Pine Grove Road into one building lot. Enclosed for review is a site plan prepared by Sperdute Land Surveying, the Township Engineers review comments dated September 2, 2025, and County Planning Commission review comments dated September 16, 2025. The Planning Commission reviewed the application at their meeting on October 6, 2025, and recommended plan approval.

- Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous to approve the Pine Grove Road Plan of Consolidation.

Additional Business. Mr. Piccirilli noted that the number of fire calls for the past month and commented that they have increased over the prior year and thanked the Fire Department for their service.

Mr. Curtaccio discussed the importance of keeping up with the MS4 program and relayed an instance where a central Pennsylvania township received a fine and faced other legal issues for non-compliance.

The Solicitor reported that a site meeting regarding a stormwater issue on Murray Drive is being scheduled with the Township Engineer later this month.

Mr. Curtaccio read a proclamation on behalf of the Township Board of Supervisors recognizing the many achievements of Bryan Dehart and thanking him for his years of service as Brighton Township Manager.


Public Comment: Jerry Fisher, 1390 Tuscarawas Road thanked Bryan Dehart for his years of service as Township Manager and especially appreciated the work they did together on issues involving veterans. Ed Gray, 975 Dutch Ridge Road thanked Bryan Dehart for his service to the community as Township Manager. He commented that he enjoyed their work together on the signs and with Parks and Recreation.

Ratify September Bills List: Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous, to ratify the September Bills List.

Adjournment: Mr. Piccirilli made a motion, seconded by Mr. Curtaccio, vote unanimous, to adjourn the meeting at 7:45 P.M.



Respectfully submitted,


Jeffrey L. Ziegler
Township Secretary