The regular monthly meeting of the Board of Supervisors of Cass Township was held Thursday, January 27th, 2011 at 6:30 PM at the Township Municipal Building, Duncott, Pa.

Present at this meeting were the following: Mike Kulpcavage, Vince Purcell, Margaret Doyle, Mike Ceganick, Charlie Kostura, and Frank Zukas.

Chairman Brian Canfield called the meeting to order.

All recited the Pledge of Allegiance to the Flag.


Solicitor Edward M. Brennan was present, as well as, Court Stenographer Nanette M. Ketrick, and Evelyn J. Bergan – Administrative Assistant.

PUBLIC HEARING:

NOTE: The public hearing was recorded by a court stenographer and is on record as a legal document.

Brian explained that at this time, the Township will open the public hearing. The purpose is to consider Local Economic Revitalization Tax Assistance Act (LERTA) opportunities for properties in Highridge Business Park East. Frank Zukas will give a presentation and overview. The hearing will then be open for public comment. Brian introduced Frank to the audience.

After Frank’s presentation, Brian asked the audience if they had any questions or comments. Mike Ceganick, Forestville, asked what the exact amount of tax return is received by the Township from the businesses in Highridge Business Park. Hearing no additional questions, Brian thanked Frank and closed the public hearing.

The December 2010 Supervisors Meeting Minutes and the January 3rd, 2011 Re-Organization Meeting Minutes have been placed at each seat for review. Brian asked the audience to please read over both sets of minutes and if there are any corrections, they should be brought to the attention of the Board before adjournment. Brian asked for questions or comments. Hearing none, he then asked for a motion to approve the December 2010 Supervisor’s Meeting minutes. John made the motion. Jim seconded. Motion passed.

Brian then asked for a motion to approve the January 2011 Re-organization Meeting Minutes. John made the motion. Jim seconded. Motion passed.
ARTICLES ON THE AGENDA THIS MONTH:

**LERTA Resolution** – Brian explains that in order to move forward with the LERTA just discussed during the public hearing, the Board must consider passing a resolution setting the boundaries for the existing parcels for which it pertains. They are as follows: 5-2-2 (SEDCO); 5-2-2 (7) (Sara Lee); 5-2-2 (8) (Miller Brothers); 5-2-2 (3) (Country Inn & Suites). The exemption will be set at 50% for 10 years. Brian asked for questions and comments. Hearing none, Brian made the motion to adopt Resolution # 2011-1 setting the boundaries and exemption for the LERTA opportunity for existing parcels in the Highridge Business Park. John seconded. Motion passed.

**Resolutions Authorizing New Signature Cards:** Brian explains that new signature cards need to be updated due to the changes of titles of Board Members. He asked for questions and comments. Hearing none, he asked for a motion to adopt Resolution 2011-2 authorizing new signature cards for the Miners Bank Accounts. Jim made the motion. John seconded. Motion passed. Brian then asked for a motion to adopt Resolution 2011-3 authorizing new signature cards for the accounts located at the First National Bank of Minersville. John made the motion. Jim seconded. Motion passed.

**Advertise next work session with the Fire Companies:** Brian explained that he and Jim have a scheduling conflict with the date the Board had planned to meet next with the fire companies, so he contacted the Chief of each respective company and it was agreed to re-schedule the work session to February 9th, 2011 at 6:30 p.m. Brian asked for questions and comments. Hearing none, he asked for a motion to advertise the new work session date -- February 9th @ 6:30 p.m at the Cass Township Municipal Building, Duncott. John made the motion. Jim seconded. Motion passed.

**NEPA Transportation Enhancement Funding Application (Schaeffer’s Hill Road)** – Brian explains that John would like to pursue a road project on the top of Schaeffer’s Hill Road at the hard turn. John would like to widen the turn giving more visibility. Brian and Jim also feel it is a good project worth pursuing. In order to do so, the Board would like to apply for funding from NEPA. Our engineers at Benesch have been consulted. They are prepared to calculate a cost estimate, prepare and submit the application on our behalf. In addition, a representative from Benesch would also attend a pre-application workshop on our behalf as it is a grant requirement. The maximum funding for this grant is $350,000.00. Brian asked for questions and comments. Charlie Kostura, Water Dam Road – Asked if that’s private property. Hearing no further questions, Brian asked for a motion to authorize Alfred Benesch & Company engineers to attend the workshop, in addition to prepare and submit the NEPA Transportation Enhancement Funding Application to complete the Schaeffer’s Hill Road improvement project. John made the motion. Jim seconded. Motion passed.

**Planning Commission:**

*Note: All decisions are based on recommendations from the Planning Commission to the Board of Supervisors.*

Brian consults with Mike Kulpcavage to confirm there were no submissions for February, therefore; there will be no February PC Meeting.

**Treasurer’s Report:** Brian presented the December 2010 Treasurer’s Report on Jim’s behalf. Brian explained that you will see a transfer of funds from the UCC Reserve account balance to the General Fund Reserve balance. After consulting with Benesch, as well as, a recommendation from Norman Lettich of Patton & Lettich, we transferred a collection of administrative fees from completed commercial projects to the General Fund. Brian also noted that from here on, at the end of each commercial project, Benesch will prepare and calculate a report indicating administrative fees. We will then move them to the General Fund on a regular basis. Brian asked for questions and comments. Hearing none, Brian asked for motion to approve the December 2010 Treasurer’s Report. Jim made the motion. John seconded. Motion passed.
Police Report: As requested by Chief Anthony Kuklinski, Officer Gerry Daley was in attendance at tonight’s meeting to present the January 2011 report. Brian asked if there were any questions or comments. Hearing none, Brian asked for a motion to accept the January 2011 report as read. John made the motion. Jim seconded. Motion passed. As always, all Police Reports are on file in the CFPD Station for review.

Correspondence: None.

Old / New Business:

Code Enforcement – Brian explains that Benesch has been working steadily to tackle several of the blighted property issues. He adds that Code Enforcement Officer, Kyle Kehoe, is also working diligently on other property maintenance issues throughout the Township.

Onufrey Property, 0 Valley Road – Brian states that the Township has conservatorship of this property and it’s in process of being demolished through the County program. Brian states that Judge Dolbin has approved the demolition order. Ed Brennan has taken care of all the legal documents and filings. Bids are presently being accepted and the bid opening meeting will take place on February 16th at the Schuylkill County Courthouse.

Joe Heffron Residence / Property (Forestville) – Benesch will continue with the necessary procedures. The property owner has failed to obtain a demolition permit as initially instructed.

Jenkins Property, Sunbury Road – Brian stated that the Township has conservatorship of this property as well. DEP (Department of Environmental Protection) has removed tanks from the ground and have since came back stating that there is contaminated soil that needs attention. The Board will address that issue after the structure is down – that’s the most important issue right now. Jim mentioned that an asbestos quote was obtained on this property. However, even though there is asbestos present, the structure is not safe enough to contain. We are currently awaiting the Judge’s ruling for this property. After it’s all cleaned up, the Board’s intention is to sell it to recoup Township funds spent.

Zoning Ordinance Update – Brian mentioned that Benesch has scheduled a meeting with our Solicitor on March 22nd to discuss the creation of the maps regarding energy.

NOTE: Reorganization Meeting Action – Brian explained that Mike Burda of Blythe Water Authority had made a request for the Township to add a hydrant (located at the Heliport) to our quarterly invoice. The Township pays $2,000.00 a quarter for 50 hydrants. A motion was made at the Reorganization Meeting to deny the request. Brian and Jim denied it and John abstained from the vote since he’s a member of Goodwill.

Schuylkill County Bicentennial Tree Meeting – Brian and John both attended the meeting that was held January 25th, 2011. To commemorate Schuylkill County’s Bicentennial, a tree will be given to 67 municipalities. Cass Township will receive a tree of our choice valued at $100. Brian and John explained the details. We’ll be receiving our tree in April and it’ll be planted around Arbor Day. The Board will keep you posted.

Discussions from the Audience: None.

Brian took a moment to thank Jim Thomas for serving as Chairman for the past three years. He stated that Jim shined serving in that capacity. He did a great job as Chairman, Supervisor and during his tenure as a Branch-Cass Regional Sewer Authority (BCRSA) Board Member.
Brian explains to the audience that it is in the best interest of the Township for Jim to cross train as Treasurer this year especially with changes in the upcoming year. Jim is now the Treasurer and John the Assistant Treasurer for 2011.

**Adjournment** – Hearing no further discussions from the audience, Brian asked for a motion to adjourn. Jim made the motion. John seconded. Motion passed. Meeting adjourned.

ATTEST: Brian P. Canfield, Chairman
TIME MEETING ENDED: 7:28 PM

ATTEST: James D. Thomas, Vice-Chairman
TIME MEETING ADJOURNED: 7:28 PM

THE NEXT MONTHLY MEETING OF THE BOARD OF SUPERVISORS OF CASS TOWNSHIP WILL BE HELD ON Thursday, February 24th at 6:30 PM AT THE CASS TOWNSHIP MUNICIPAL BUILDING, DUNCOTT, PA.