The regular monthly meeting of the Board of Supervisors of Cass Township was held **Thursday, July 26th 2012** at 6:30 PM at the Township Municipal Building, Duncott, Pa.

**Present at this meeting were the following:** Tina Skibiel, James Wentz, John Schumann, Chris Kemmerling, John Pritz, Jennifer Mackey, and Sandy Mackey.

Chairman James D. Thomas called the meeting to order.

All recited the Pledge of Allegiance to the Flag.


Corporal Danielle Perry (formerly Mowery) -- Cass Township Police -- present.

Evelyn J. Bergan – Administrative Assistant, absent.

The June 2012 Supervisor Meeting Minutes have been placed at each seat for review. Jim asked the audience to please read them and if there are any corrections, please bring them to the attention of the Board before adjournment. Jim asked for questions and/or comments. Hearing none, he then asked for a motion to approve the June 2012 Supervisor’s Meeting Minutes. John made the motion. Mike seconded. Motion passed.

**Audience Discussion: Please raise your hand; state your name & address for the record.** Jim addresses Jamie Wentz and states that the Board has received his email message regarding his disagreement to the Board’s decision to place audience discussions at the beginning of the meetings. The matter was discussed with Solicitor Brennan who states that there is no issue with placing the comment portion at the beginning of the meeting as long as the Board is giving the audience the opportunity to share their thoughts and comments (of the items listed on that meeting’s agenda). Jim states that in addition to listing the meeting items on the agenda, he has also provided the necessary motions to give the audience a better understanding of the Board’s actions. Jim states that the Board will now be taking questions and comments from the audience.

Jennifer Mackey, Green Avenue – Had questions and comments regarding Green Avenue and asked why there is a ‘no outlet’ sign on Shady Lane because it is not a dead end as the Board states. She also states that recently her parents/family had a family emergency. She admits her car was parked in the roadway and Officer Perry responded and was very rude and disrespectful to her – Jennifer’s opinion is that the Officer should be more respectful when speaking to the public. She also stated that one day our road crew was seen sitting down on Shady Lane not working for four hours and did nothing. Lastly, Jennifer requested documentation showing the expenses incurred for the opening of Green Avenue.

**Supervisor’s note:** Ms. Mackey was told by Chairman Thomas that she has the right to file a formal written complaint against any employee and submit it to the Board at any time. She was also instructed that in order to obtain information regarding costs incurred by Green Avenue, she would need to obtain a Right to Know form (enacted by the State of Pennsylvania) from the Township Office to complete and return to the Township Office.

Hearing no further questions or comments, Jim concludes this portion of the meeting and moves onto the items on the agenda.
Articles on the Agenda this month:

Police Chief Resignation Letter -- Jim explains that Chief Anthony Kuklinski has accepted a full-time position at Spring City Borough / Spring City Police Department located in Chester County. Tony feels it is necessary for him to resign from his position here in order to devote much needed time to his new Department. The Board recently received his resignation letter which states his resignation will be effective September 30th, 2012. In the letter, Tony thanked the Board, the Police Department, and the residents -- stating that it has been a pleasure to have worked within this Community. Jim states that the Board does not see any problems affecting the day to day functions of the Police Department or an adverse effect on public safety with the Chief’s departure. Sergeant Levan and Corporal Perry will see to it that the Department functions smoothly. Jim asks for a motion to accept Chief Kuklinski’s resignation effective September 30th, 2012. John makes the motion. Mike seconds. Motion passed.

2012 Lowes Real Estate Tax -- Jim explains that this is a housekeeping issue mostly done and recorded for the purpose of auditing. When tax money comes into the Township from the Tax Collector, it is to be allocated to the correct fund as per the set percentage to agree with our tax rate ordinance. Lowes Real Estate Tax, should have been fully allocated to the General Fund. This year, as well as last, funds from Lowes came in split between the Light Tax Fund (36%) and the General Fund (64%). The portion deposited into the Light Tax Fund can only be spent on lighting purposes (street lights, etc.). Jim states the Board needs to make a motion to move the portion allocated to the Light Tax Fund to the General Fund. Mike then explains what occurred and states that $22,232.52 will need to be transferred from Light Tax to General Fund so the 2012 Lowes allocation is correct on the books. Jim made the motion to transfer $22,232.52 from Light Tax Fund to the General Fund. John seconded. Motion passed.

Amusement Tax Ordinance – Jim explained that the (AMT) Amusement Tax Ordinance has been properly advertised. Jim gave a brief overview of some of the changes in the new Ordinance and stated this draft is modeled after Washington Township’s Ordinance which hosts Grandview Race Track. Jim asked for a motion to adopt Ordinance # 2012-04 as discussed. Mike made the motion. John seconded. Roll Call of Officers: James Thomas – yea; Mike Kulpavage – yea; John Walaitis – yea; Unanimous Vote.

Tax Claim Bureau / Woodside Parcel for CDBG Storm Water Project – Jim explained that there is a ½ acre parcel of property on Woodside that the Board would like to purchase via private sale from Schuylkill County Commissioners. The parcel will be necessary for the completion of our storm water project funded by CDBG (Community Development Block Grant). The Board will need to complete some paperwork for the bid and submit to the County Tax Claim Bureau with a check for $300.00 for review. Presently a title search is being completed to identify any judgments or liens. Jim asked for a motion to submit all bid requirements to Schuylkill County Tax Claim Bureau to obtain parcel # 05-15-004.000 – located on Woodside Road for the purpose of CDBG Storm Water Project. John made the motion. Mike seconded. Motion passed.

PEMA / FEMA Projects – Since it has been determined by PEMA / FEMA that we will be obtaining funding to address several flood issues throughout the Township caused by Hurricane Lee. Proposals were obtained by our engineering firm and projects awarded to the lowest bidder. Proposals were obtained from (4) contractors: Ronnie Folk Paving, Inc.; R.J. Wentz Excavating, LLC; Schuylkill Paving, Inc.; and Dudash Pipeline Company, Inc. The lowest bid was $17,600.00 submitted by R.J. Wentz Excavating, LLC. Jim asked for a motion to award R.J. Wentz, LLC to perform flood repair projects in the amount of $17,600.00. Mike made the motion. John seconded. Motion passed.

Planning Commission:

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

No July Meeting was held.

The next PC Meeting will be held August 9th, 2012 at 6:30 pm to review (2) submissions.
Treasurer’s Report: Mike presented the June 2012 Treasurer’s Report. Jim asked for questions and comments. Hearing none, Jim made the motion to accept the June 2012 Treasurer’s Report and pay all outstanding bills as can be paid at this time. John seconded. Motion passed.

The Treasurer’s Reports are on file at the Township office for review upon request.


All Police Reports are on file in the Police Department for review upon request.

Please remove all abandon vehicles from your properties. The Police Department will continue to move forward with having them tagged and removed during the upcoming summer season.

Correspondence: None.

Old / New Business:

Code Enforcement – Code Enforcement Officer Kyle Kehoe of Benesch continues to work with Cass Police Department on several code-related issues throughout the Township.

Jim runs through a summary of issues noted on the monthly Benesch Property Maintenance Report and urges residents & property owners to please cut their grass and maintain your properties; Code Enforcement Officers are out driving around the Township a few days a week checking on property maintenance issues and issuing violations if necessary.

Township Recycling Center – Please read the sign hanging at the site – it lists recyclable items as well as non-recyclable items.

Do NOT put non-recyclable items or garbage into the bins!!


ATTEST: James D. Thomas, Chairman
TIME MEETING ADJOURNED: 6:55 PM

ATTEST: John M. Walaitis, Assistant Secretary
TIME MEETING ADJOURNED: 6:55 PM

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