The regular monthly meeting of the Board of Supervisors of Cass Township was held Tuesday, October 23rd 2012 at 6:30 PM at the Township Municipal Building, Duncott, Pa.

**Present at this meeting were the following:** Chris Ternowchek, Bob Ryan, and Karen Tropp.

Chairman James D. Thomas called the meeting to order.

All recited the Pledge of Allegiance to the Flag.


Evelyn J. Bergan – Administrative Assistant, present.

The September 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 made a motion to approve the September 2012 Supervisor’s Meeting Minutes. John seconded. Motion passed.

**Audience Discussion:** Please raise your hand; state your name & address for the record.

Jim opens the floor for questions and comments…

Hearing no questions or comments, he concludes this portion of the meeting and moves onto the items on the agenda.

**Articles on the Agenda this month:**

*Resolution 2012-13 – Authorize Benesch to submit the CDBG Application to the County Commissioners for Municipal Building / Child Development Parking Lot Improvements:* Jim explained that Child Development has been asking for many years for the Township to pave the parking lot due to the fact that it gets muddy when it rains and it cannot be plowed properly during inclement weather. With that said, the Board has decided to apply for grant funding in the amount of $30,000 with hopes to make this project a reality. Child Development has provided a letter of support. Jim made a motion to adopt Resolution # 2012-13 to authorize Alfred Benesch & Company to submit the grant application on the Board’s behalf to the Schuylkill County Commissioners as discussed. John seconded. Motion passed.

*Resolution 2012-14 -- Schuylkill County Tax Collection Committee to Appoint Delegate and Alternates:* Jim explained that the Board has asked Brian Canfield to continue on as the primary delegate for Cass Township as he has in the past; he has agreed. Jim makes a motion to adopt Resolution 2012-14 which names Brian P. Canfield as primary delegate; James D. Thomas as first alternate; John M. Walaitis as second alternate; and C. Michael Kulpcavage as third alternate – all for the SCTCC. Jim made the motion. John seconded. Motion passed.
Accept Alfred Benesch’s Proposal for Professional Services for the Line Avenue Structure Replacement in the amount of $45,300.00 – this project (including engineering fees) is fully funded by FEMA. Jim states that this project was examined and approved by the FEMA representatives during a flood damage assessment site visit. Jim made the motion to accept Benesch’s proposal as discussed. John seconded. Motion passed.

Resolution # 2012-15 -- Authorize the Board to sign the Subdivision and Land Development Agreement between Fanelli / Highridge Lot # 7 and Cass Township upon completion of revisions by Township Solicitor, Ed Brennan. Total amount as outlined in the Agreement is $99,392.70. Jim gives an overview of the agreement and states that our engineers are fine with it; however, we are now waiting on our Solicitor to complete his review and offer his recommendations and/or revisions. Jim makes the motion to pass Resolution # 2012-15 as discussed – pending Solicitor review. John seconded. Motion passed.

Appoint Members to the Cass Township Appeals Board: Jim explains that in 2005-2006 the Board at the time opted-in to adopt the UCC (Uniform Construction Code Ordinance) as per State regulations. However, no appointment of members was done for the Appeals Board. The present Board would like to appoint the following: Jim Garraway – to serve a one-year term ending December 31st, 2012; Chris Kemmerling – to serve a two year term ending December 31st, 2013; and John Kellman – to serve a three year term ending December 31st, 2014. Jim made the motion to appoint the named individuals as members of the Cass Township Appeals Board. John seconded. Motion passed.

Vacate Approval of James V. Ryan & Coal Castle Fuels, Inc. Subdivision as requested via email by their Attorney, William W. Keffer (Originally approved at the April Meeting): Jim explains that the PC and the Board approved the subdivision in April. Then, an extension was requested. We have recently received an email from their attorney requesting to vacate the plans. Our Solicitor, Ed Brennan recommends that we grant the request. Jim makes a motion to vacate and destroy the documents as requested. John seconded. Motion passed.

Cass Township Police Department Promotions: Jim explains that since Chief Kuklinski has resigned, the Board needs to promote officers to oversee the Department. Jim made a motion to promote Rick Clink to Officer in Charge / OIC with an hourly rate of $18.20 per hour – no benefits – and a probationary period of (1) one year. John made the motion. Motion passed. Our Solicitor will draft a scope of work document for the OIC position. Jim then made a motion to promote Danielle Perry to Sergeant’s rank with an hourly rate of $17.20 per hour – no benefits – (1) one year probationary period. John seconded. Motion passed.

Holding Tank Waiver Request by Minersville Youth Soccer Club: Jim gave a brief overview of the waiver request as discussed during last month’s meeting. He states that MYSC is following DEP guidelines and regulations. Our SEO (Sewerage Enforcement Officer) Bill Brior is involved in this process as well -- he has inspected and approved all necessary items. The Board sees no issues with approving the waiver as requested. Jim made the motion to approve & sign the waiver. John seconded. Motion passed.

Planning Commission:

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

There is no formal action required this evening – since there was no October meeting.

Then next PC meeting is scheduled will be held on November 8th – 6:30pm.

Treasurer’s Report: Mike prepared the reports before leaving for vacation. In Mike’s absence, Jim presented the September 2012 Treasurer’s Report. Jim made the motion to accept the September 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.

Police Report: This month’s report has been tabled.

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

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. Kyle is also working with our Solicitor to accomplish getting the dilapidated structures / homes in the Township demolished – as they are viewed as a health & safety concern for the Community.

Jim runs through a summary of issues noted on the monthly Benesch Property Maintenance Report and urges residents & property owners to please 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.

Jim also adds that some of the current code issues that are being enforced / addressed by code enforcement officials are the rental housing inspections, demolition permits, as well as, building permits.

A Thank You – John Walaitis would like to publically thank Al Roman for letting the Township utilize his bulldozer and roller to repair the Municipal / Child Development parking lot here at the building.


ATTEST: James D. Thomas, Chairman Seal:
TIME MEETING ADJOURNED: 6:49 PM

ATTEST: John M. Walaitis, Assistant Secretary
TIME MEETING ADJOURNED: 6:49 PM

THE NEXT MONTHLY MEETING OF THE BOARD OF SUPERVISORS OF CASS TOWNSHIP WILL BE HELD ON Thursday, November 29th at 6:30 PM AT THE CASS TOWNSHIP MUNICIPAL BUILDING, DUNCOTT, PA.