Typed: October 18th, 2012

The regular monthly meeting of the Board of Supervisors of Cass Township was held Thursday, September 27th 2012 at 6:30 PM at the Township Municipal Building, Duncott, Pa.

Present at this meeting were the following: Dee Kulpavage, Bob Ryan, Tina Skibiel, Chris Ternowchek, John Pritz, and James Wentz.

Chairman James D. Thomas called the meeting to order.

All recited the Pledge of Allegiance to the Flag.


Corporal Danielle J. Perry -- Cass Township Police -- present.

Evelyn J. Bergan – Administrative Assistant, present.

The August 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 August 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 opens the floor for questions and comments...

Tina Skibiel, Pine Knot -- Asked why the Lowe’s real estate tax allocation was deposited into the Light Tax Fund for two years in a row.

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:

Trick or Treat Night – Wednesday, October 31st – 6 to 8 pm: Jim asked for a motion to set the date for Trick or Treat Night and to advertise in the newspaper’s Community Calendar. John made the motion. Mike seconded. Motion passed.

Open Bid Proposals for Heckscherville Playground Improvements: Two bid packets were received by the Board for this project. They are as follows:
Bid from Landis C. Deck & Sons – Base Bid = $93,018.75 / Alternate = $43,240.00
Bid from Spotts Brothers, Inc. – Base Bid = $57,393.27 / Alternate = $82,710.80
Jim asked for a motion to forward all bid packets to Alfred Benesch for review & to accept the engineer’s recommendation. John made the motion. Mike seconded. Motion passed.
Approve the Audit Proposal by Certified Public Accountants, Patton & Lettich - $3,700.00: Jim explains that our financials are audited annually - not only by our elected Township auditors and State Auditors - but also by an independent auditing firm in order to meet the DCED audit reporting requirements. Jim asked for a motion to authorize Patton & Lettich to once again perform the annual independent audit with a fee not to exceed $3,700. Mike made the motion. John seconded. Motion passed.

Volunteer Fire Relief Association Allocation to Active Fire Companies - $12,299.72: Jim explains that the Board has received the annual State Fire Relief allocation and we are required to disburse to the active fire companies within 60 days of receipt. Jim made a motion to authorize Evelyn J. Bergan and C. Michael Kulpcavacig to sign and disburse the allocation checks to the three (3) active fire companies in the amount of $4,099.90 each. John seconded. Motion passed.

Approve Holding Tank for Sewage for Minersville Area Softball Field: Jim states that the Minersville School District has been in the process of preparing to construct a multi-purpose sports field. The issue being addressed at the time is a sewage holding tank. The District needs to gain approval of Bill Briar (our Sewerage Enforcement Officer / SEO); the Department of Environmental Protection / DEP; as well as, Cass Township Board of Supervisors. All necessary applications have been properly completed and submitted and all appears to be in order. The Board would like to take formal action to approve the component 2 planning module pending DEP’s approval of the module. Jim asked for a motion. John made the motion. Mike seconded. Motion passed. The Board would also like to make a motion to approve the waiver (as requested by the District) to allow the permit to exceed one-year and allow use of a holding tank due to the excess of distance and cost for a public facility or on-lot facility. Jim asked for a motion. Mike made the motion. John seconded. Motion passed.

Ringtown Rental Subdivision – Grant Conditional Approval - pending all issues are addressed & reviewed by Township Engineer & Solicitor within 90 days: Solicitor Ed Brennan explains the conditional written approval (a document drafted by Solicitor) and recommends that the Board take action to approve as written. Jim asked for a motion. Mike made the motion. John seconded. Motion passed.

R.J. Wentz Excavating, LLC Payment Request for Services - $17,950.00: As per FEMA grant requirements, we held bid openings for work (flood repairs) that needed to be subcontracted. R.J. Wentz Excavating, LLC was the lowest bid ($17,600). There were some issues that required (2) approved change orders after the bid was accepted totaling an additional $350.00 which brings the total for such repairs to $17,950.00. R.J. Wentz has submitted application for payment. Our engineers have reviewed the application and recommend payment in the amount of $17,950.00 to R.J. Wentz Excavating, LLC. Jim asked for a motion to authorize payment of grant funding. John made the motion. Mike seconded. Motion passed.

Planning Commission:

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

PC Meeting was on the 13th of September 2012 at 6:30 pm to review one (1) submission.

The PC recommends the Board grant final approval of the Melinchock Subdivision – Lot Annexation. Jim asks for a motion. Mike made the motion. John seconded. Motion passed.

Then next PC meeting is scheduled will be held on October 11th –

Treasurer’s Report: Mike presented the August 2012 Treasurer’s Report. Jim asked for questions and comments. Hearing none, Jim made the motion to accept the August 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.

Correspondence:

PADEP / Bureau of Waste Management – The Board received notification that we have been approved to receive $5,484.00 from the Act 101 Recycling Program Performance Grant for the year 2010.

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 took a moment to publically thank Anthony (Tony) Kuklinski for his years of service as Police Chief of the Cass Police Department – as he resigns on September 30th. Jim states that Tony brought a lot of good things / changes to the Department and the Board would like him to know it is appreciated. He is wished the best of luck at his new Department.

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: 6:57 PM

ATTEST: John M. Walaitis, Assistant Secretary
TIME MEETING ADJOURNED: 6:57 PM

THE NEXT MONTHLY MEETING OF THE BOARD OF SUPERVISORS OF CASS TOWNSHIP WILL BE HELD ON Tuesday, October 23rd at 6:30 PM AT THE CASS TOWNSHIP MUNICIPAL BUILDING, DUNCOTT, PA.