Typed: September 24, 2013

The regular monthly meeting of the Board of Supervisors of Cass Township was held Thursday, August 29th, 2013 at 6:30 PM at the Township Municipal Building, Duncott, PA.

Present at the meeting were the following: Tina Skibiel, Sharon Wentz, Ann Marie Kellman-Defrank, Chris Ternowchek, and Joe Geles.

Chairman James D. Thomas called the meeting to order.

All recited the Pledge of Allegiance to the Flag.

Jim states that both the June and July 2013 meeting minutes, as well as, the August 1st Special Meeting minutes are at your seats. Please review them and inform the Board by the end of this meeting if you feel there are changes necessary. Jim asked for a motion to accept all (3) sets of minutes as typed. John makes the motion. Mike seconds. Motion passed.


Evelyn J. Bergan – Administrative Assistant; absent.

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

Jim opens the floor to the audience for questions and comments...

Chris Ternowchek, Flag Lane – Asked what is going on with the (Low Rd) drainage pipe.

Hearing nothing further, Jim concludes the audience discussion and moves on to the items on the agenda for this evening.

PUBLIC HEARING: Cass Township Municipal Authority: This portion of the meeting is recorded verbatim by a court stenographer and will not appear in the minutes of this meeting as it is a separate record. Hearing concluded at 6:35 p.m.

Resolution 2013-09 – Authorizing Schuylkill County to Act as Administrator for the Cherry Valley Waterline Improvements Project: Jim explains that he has been working with Gary Bender and County Commissioners to obtain a grant that will fund this project. He explains that the grant we are applying for is specifically designed to fund storm water or waterline improvements. He will make certain that the income surveys required for the submission of the grant application are completed. The State (specifically DCNR) has requested that the Township pass a resolution that states we allow the County to administer the funds on behalf of the Township. Jim states that the County has been the Administrator for similar grants in the past and the resolution is
just a formality to meet requirements. Jim asks for motion to pass Resolution 2013-09. Mike makes the motion. John seconds. Motion passed.

**Resolution 2013-10 – Cass Township Zoning Permit Fee Schedule:** Jim explains that in moving forward with the Zoning Board, the Supervisors must take action to adopt a Zoning Fee Schedule separate from the Ordinance. Jim asks for a motion to adopt Resolution 2013-10. Mike makes the motion. John seconds. Motion passed.

**Resolution 2013-11 – Cass Township Fee Schedule for Subdivision & Land Development:** Jim explains that the Board must take action this evening to adopt a fee schedule for the amended SALDO. Jim asks for a motion to adopt Resolution 2013-11. Mike makes the motion. John seconds. Motion passed.

**Resignation -- Planning Commission Board Member:** Jim states that Tina Skibiel has submitted a resignation letter. She wishes to resign from the PC in order to obtain a seat on the Zoning Board. Jim asks for a motion to accept Tina’s resignation – effective this date. John makes the motion. Mike seconds. Motion passed.

**Cass Township Zoning Board Appointments:** Jim makes a motion to appoint the following persons as members to serve on Zoning Board:

- **Charlie Roberts** – (1) One year term ending 2013. Mike seconds. Motion passed.
- **Joe Bickelman Sr.** – (2) Two year term ending 2014. Mike seconds. Motion passed.
- **Tina Skibiel** – (3) Three year term ending 2015. Mike seconds. Motion passed.

**Advertise Initial Zoning Board Meeting to Organize:** Jim consults with Solicitor Brennan and then asks for motion to advertise as discussed. Mike makes the motion. John seconds. Motion passed.

**Planning Commission** – There was no August meeting. There are no submissions.

**Treasurer’s Report** – Mike read the Treasurer’s Report. Jim made a motion to approve the report as read and to pay all outstanding bills. John seconds. Motion passed.

* Reports are on file in the Municipal Office for review.

**Police Report --** OIC Clink reads the July 2013 report (tabled last month) and the August 2013 report. Jim asks for a motion to accept the July report as read. John makes the motion. Mike seconds. Motion passed. Jim asks for a motion to accept the August report as read. John makes the motion. Mike seconds. Motion passed.

*Reports are on file in the Police Department for review.

**Correspondence –**

**Schuylkill County Clean-up:** Jim explains it’s time again for the annual County clean-up to take place in several areas; however, the closest to us is Minersville Borough (544-2149) – during the week of 09/23-09/27 10am-5pm and on 09/28 – 8am-noon. Hand-outs have been given out as well... showing all dates, times and locations.
Road Foreman Report – Jim explains that this report is being added to the agenda/meeting to give a summary of work that is being done during the month by the Road Crew. John read the report. Jim makes a motion to accept the report. Mike seconds. Motion passed.

*Reports are on file in the Municipal Office for review.

OLD / NEW Business – Jim gives an overview of the engineer’s report – stating all projects are moving forward. He also states that Kyle Kehoe continues to work on permitting and code enforcement issues. Chris Madera is handling registration and inspections for rental properties.

At this time, Solicitor Brennan addresses the Board and recommends they also adopt Ordinance # 2013-05 – known as the Cass Township Municipal Authority Ordinance. After a brief discussion and no objections, the Board is agreeable and Jim asks for a motion to adopt the Ordinance as discussed. Mike makes the motion. John seconds. Motion passed. Roll call of Officers: John M. Walaitis – aye. C. Michael Kulp Cavage – aye. James D. Thomas – aye.

Jim then names the (5) Municipal Authority Board Members:

Charles Kostura – (1) year term ending 2013.
John Walaitis – (2) year term ending 2014.
John Lenick – (3) year term ending 2015.
Deb Klotunowich – (4) year term ending 2016.
James Garraway – (4) year term ending 2016.

With no further business at hand, Jim asks for a motion to adjourn. Mike makes the motion. John seconds. Motion passed; meeting adjourned.

Time Meeting Adjourned: 6:54 p.m.  
SEAL:

ATTEST: James D. Thomas, Chairman 
Time of Adjournment: 6:54 PM

ATTEST: C. Michael Kulp Cavage, Vice-Chairman 
Time of Adjournment: 6:54 PM

The next regular Supervisor’s Meeting of the Township of Cass will be held on October 24th, 2013 at 6:30 PM at the Cass Township Municipal Building.

*NOTE THE CHANGE IN MEETING DATE DUE TO TRICK OR TREAT NIGHT BEING HELD ON THURSDAY, OCTOBER 31st...*