Typed: February 25th, 2014

The regular monthly meeting of the Board of Supervisors of Cass Township was held Thursday, January 30th, 2014 at 6:30 PM at the Township Municipal Building, Duncott, PA.

Present at the meeting were the following: Dee Kulpcavage, Chris Ternowchek, Luke Oakill, Lynn Schies, Lori McCarthy, Tina Skibiels, John Matz, Deborah Klotunowitch, Ken Klotunowitch, Ann Marie Studlack, Andy Studlack, and John Pritz.

Chairman John M. Walaitis called the meeting to order.

All recited the Pledge of Allegiance to the Flag.


Evelyn J. Bergan – Administrative Assistant -- present.

Cass Township Police Department – Chief Rick Clink – present.

John states that the December 2013 and the January 2014 Reorganization 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. John asked for a motion to accept both sets of minutes as typed. James made the motion. Mike seconds. Motion passed.

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

Chris Ternowchek, Flag Lane – Asked what’s going on with the old backhoe, and if we are keeping it and putting more money into it.

Hearing no further questions or comments, John closes the audience discussion and moves on to the items on tonight’s agenda:

Recognition of Appreciation – EMC – Luke Oakill - John Matz, Schuylkill County Emergency Management Coordinator, on behalf of the Board of Supervisors, presents Luke with a plaque to acknowledge his retirement, and thanks him for his many years of community service as Cass Township EMA Coordinator.

Municipal Authority Re-Organization Meeting Date Advertisement – John asks for a motion to advertise the Municipal Authority re-organization meeting date – which has been set for Thursday, February 20th, 2014 at 6:30 p.m. John makes the motion. Mike seconds. Motion passed.
Application for Payment # 3 – Donohue Excavating & Paving – Line Avenue Box Culvert Project - John states that the Board has received a request for payment # 3 from Donohue Excavating & Paving in the amount of $ 45,076.65. It is the recommendation of our engineers to pay the amount of the request. The Board is in agreement. John asks for a motion to pay the payment as discussed. Mike makes the motion. James seconds. Motion passed.

Advertise for (1) Full-Time Maintenance / Road Crew Employee – John stated that one of our road crew employees (Mark Mitchell) is retiring in the near future. The Board would like to advertise for candidates to fill the vacancy. John asks for a motion to advertise. James makes the motion. Mike seconds. Motion passed.

Advertise Surplus Equipment For Sale via Municibid – John states that there are (2) items the Board would like to sell through Municibid. John asks for a motion to advertise the sale of a HARDER spreader. James makes the motion. Mike seconds. Motion passed. John asks for a second motion to advertise the sale of the 2002 Chevy Impala police cruiser. James makes the motion. Mike seconds. Motion passed.

Cherry Valley Waterline Agreements – Resolution # 2014-03 & Resolution # 2014-04 -- John states that in order to move forward with the Waterline Grant Project, there are (2) agreements that must be addressed at this time. John makes a motion to accept Resolution # 2014-03 – which is a cooperation agreement between Cass Township and the County of Schuylkill – this document verifies that the County will administer the grant/funds and that the Board is in agreement. Mike seconds. Motion passed. John makes a motion to accept Resolution # 2014-04 – which is a professional contract between Cass Township and Mullin & Lonergan Associates, Inc. – Planning & Development Consultants. James seconds. Motion passed.

Planning Commission –

John states there are no submissions; therefore, no February meeting will be held.

Treasurer’s Report – Mike read the Treasurer’s Report. Mike asked for a motion to approve the report as read and to pay all outstanding bills. John made the motion. James seconds. Motion passed. *Reports are on file in the Municipal Office for review.

Police Report – Chief Rick Clink is attendance; however, the report for this month has been tabled until next month. *Reports are on file in the Police Department for review.

Correspondence –

Don Smith (PEMA) email regarding Haz-Mit Buy-out update – John read the email which stated that the application for acquisition and demolition of 42 & 65 Oak Lane, as well as, 1314 Valley Road has been submitted to FEMA for review and approval. It will take approximately 2-3 months for their process to be complete. PEMA will advise the Township after they hear from FEMA.

Road Foreman Report – James read the report. He adds that when the recycling bins are full, they are full...please do not overfill or leave items at the site if there is no room left in the bins. John makes a motion to accept the report. Mike seconds. Motion passed. *Reports are on file in the Municipal Office for review.
At this time, the Board Members break for an executive session – Time: 6:40 p.m.
Board Members resume meeting – Time: 6:42 p.m.

Land Parcel # 05-12-0016-0 – John states that this 5.1 acre parcel of land (a railroad bed) is owned by Schuylkill County and located behind Peg Delaney’s and the Bible Church property in Primrose. An outside party is interested in purchasing it; however, the Township would like to purchase it as well for recreational purposes. John makes a motion to submit an offer (bid) of fair market value to the Schuylkill County Commissioners for the parcel of land as discussed. Mike seconds. Motion passed.

OLD / NEW Business –

Code Enforcement: John states not much to report this month.

Engineer’s Report: John states nothing to report this month.

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

Time Meeting Adjourned: 6:44 PM. SEAL:

ATTEST: James A. Wentz, Vice-Chairman
Time of Adjournment: 6:44 PM

ATTEST: James A. Wentz, Assistant Secretary
Time of Adjournment: 6:44 PM

The next monthly Supervisor’s Meeting of the Township of Cass will be held on Thursday, February 27th, 2014 @ 6:30 PM at the Cass Township Municipal Building.