Typed: September 22nd, 2014

The regular monthly meeting of the Board of Supervisors of Cass Township was held Thursday, August 28th, 2014 at 6:30 PM at the Township Municipal Building, Duncott, PA.

Present at the meeting were the following: Bob Ryan, Frank Zukas, Ed Drasdis, Ann Marie Studlack, Jen Mackey, Britney Troup, Sharon Wentz, Joseph Smulley, Lynn Schies, Donna Kalovcak, John Kalovcak, Ida Mackey, Tina Skibiel, Brian Canfield, John Olenick, Brian Hansbury, Steve Smulley, Justin Ross - LDG, John Pritz, and Joe Geles.

Chairman John M. Walaitis called the meeting to order.

All recited the Pledge of Allegiance to the Flag.


Edward M. Brennan, Solicitor - present.

Evelyn J. Bergan, Administrative Assistant - absent.

Richard C. Clink, Chief - Cass Township Police Department - present.

John states that the July 2014 meeting minutes have been placed at your seats. Please review them and inform the Board by the end of this meeting if you feel there are changes necessary. James makes the motion to accept the minutes as typed. John seconds. Motion passed. All reply aye -- in favor.

Frank Zukas gives a presentation that explains the Neighborhood Improvement District (NID) for the Highridge Business Park. Frank states that the NID will be an inter-municipal Authority consisting of a representative from each taxing body of the Business Park, as well as, one representative of the land owners in the Park. The Authority will be responsible for the road and property maintenance. Frank states there will be a public hearing for all (4) taxing bodies on November 6th, 2014 at the Minersville High School Auditorium – time to be announced. Frank requests Solicitor Brennan review the NID proposal and adopt a position prior to the meeting. Mike makes a motion to approve the Supervisor’s participation in the November 6th hearing. James seconds. Motion passed. All reply aye – in favor. Mike makes a motion to approve preparation and negotiation of the NID to be voted on at a later date. James seconds. Motion passed. All reply aye – in favor.

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

Ida Mackey, Green Avenue – Asks what is being done about Green Avenue. Ed Brennan states that he will discuss settlement with the Supervisors and will be in touch with her. She then states there is a lot of big truck traffic on Green Avenue. Solicitor Brennan states
that the Board is agreeable to place signage on the road. Ida states that there is a lot of 4-wheeler traffic on the road as well and that a Cass Township police officer told a 4-wheeler owner/operator that it’s ok if they go slow. Chief Clink responds by stating that information is not true and asks for the name of the Officer. Ida claims she cannot recall. John (Walaitis) states if there are issues and an officer is not on duty, a resident is to call the Communications Center at the non-emergency contact number at 570-628-3792.

Joe Smulley, Forestville – Asks if the Township obtained a Highway Occupancy Permit (HOP) for the newly purchased Township Property. John states we did not apply for one. Joe asks what the story is with the property and if the Township is moving forward. John replies you’ll see.

Lynn Schies, Forestville – Asked about the drainage on Line Avenue. James states that he had paperwork from the Township engineers indicating that additional paving was done to prevent flooding of a neighboring property. James states that he questioned them as to what property, and they replied Schies property. John states there is a retained fee that is being held from the contractor for any remaining issues.

Joe Smulley, Forestville – Questions what happened to the Big Diamond 2013 Amusement Tax appeal hearing. Solicitor Brennan states the Township gave them a date and they asked that it be put on hold; Ed states it was canceled and needs to be rescheduled. Ed also adds that the Township received a settlement offer from BDS, but it needs to be reviewed.

Chairman Walaitis closes audience discussion.


John breaks for Larson Design Group which relates to Trillium / CNG Fueling Station in Highridge Business Park. Larson engineers request (3) waivers on the final plan. Mike makes the motion to grant (3) waivers. James seconds. All in favor; motion passed. James makes a motion to grant final approval on the Trillium / CNG Fueling Station. Mike seconds. Motion passed.


**Resolution # 2014-11 – PSATS Trustees Insurance:** John states that PSATS sent us a resolution relating to Employee Life Insurance and asked that the BOS take action at this month’s meeting. PSATS will decide and inform us at a later date whether or not an Ordinance will follow. James makes the motion. Mike seconds. All in favor; motion passed.
New Part-Time Police Hire: The Board will hire William Kattner; patrolman; part-time; no benefits with a starting rate of $16.45 per hour. (6) month probation period with an $.50 raise to $16.95 at the end of that period. Mike makes the motion. James seconds. All in favor; motion passed.

Police Radio Purchase: John explains that the FCC has changed to narrow band radios for Emergency Management Services (EMS) so new radios must be purchased for the Department. The cost of (2) hand-held radios and (1) vehicle mounted unit is $12,967.00 (purchased from Green’s Communications). John calls for a motion. Mike makes the motion. James seconds. All in favor; motion passed.

Parking Ordinance # 2014-11: John explains this Ordinance and asks for a motion to advertise -- pending review and input from the Solicitor and BOS. Mike makes the motion. James seconds. All in favor; motion passed.

Contractor Payment – Woodside Swale Project - $4,419.59: John explains that the Board would like to take action this evening to pay Dallago (contractor for this project) a partial payment (as per recommendation by our engineers) in the amount of $4,419.59. Mike makes the motion. James seconds. All in favor; motion passed. John states that $2,000 is being held until vegetation is established.

Planning Commission: No meeting was held in August -- the next meeting date is September 11th at 6:30 p.m.

Treasurer’s Report: Mike read the Treasurer’s report. John makes the motion to accept the report as read. James seconds. All in favor; motion passed. Any resident wishing to review the reports do so during normal business hours as they are on file in the Municipal Office. John makes a motion to pay all outstanding bills as can be paid at this time. Mike seconds. Motion passed. All in favor; motion passed.

Municipal Authority Report: M.A. meeting was held on August 21st, 2014. John states that the next properties to be sold by the Authority will be in the Blue Lane and Willow Lane areas. The next meeting will be held on September 18th at 6:30 p.m.

Police Department Report: Chief Clink reads the report. Mike makes the motion to accept the report as read. James seconds. Motion passed. All in favor; motion passed. Report is on file in the Police Department for review.

Correspondence: John states that any mining/blastng issues can be reported to DEP / Bureau of Mines at 570-621-3118. Also, the Annual Castle Green Grotto Labor Day Mass will be held September 1st – rain date is September 6th, 2014. The Annual Schuykill County Clean-Up is taking place the month of September – the closest location for Cass Township residents is Minersville Borough (Week of 9/22 – 9/27).
**Road Foreman's Report:** James read his report. He then explains that he solicited bids via fax for road work he feels is important for safe travel and prevention of plow damage. The areas are High Road, Condors Lane, Woodside Road, and Thomaston Road. James states that he solicited (5) bids, but only (1) was submitted by Ronnie C. Folk Paving in the amount of $18,930.00. James makes a motion to accept the bid and award the contract to Folk Paving. Hearing no second, motion dies. John states not for one bid. John makes a motion to accept the RF's report as read. Mike seconds. All in favor; motion passed.

**Old/New Business:**

**Code Enforcement/Engineer's Report:** Most of what is listed was already covered during this meeting.

**Brick Donation Drive for New Township Building & Condors Complex:** John proposes a brick donation drive for the new building. He states we don't have much information at this time, but we will gather more on it in the near future.

**Architect / New Municipal Building:** James requests that the Board meet with an architect from Miller Brothers. John states that to his knowledge, Miller Brothers does not have an architect, but asks James to find out if they in fact do have a registered architect on staff, and if they do, the Board will meet with that individual. Lynn Schies asked if the Board contacted Pioneer Pole Buildings. Solicitor Brennan responds that there are code requirements that must be followed. James states that we need to be open minded and look at all the options. Mike states that we are going to meet with General Steel and that an architect is presently working on a second floor plan.

After no further business at hand, John asks for a motion to adjourn. Mike makes the motion. James seconds. All in favor; motion passed; meeting adjourned.

Time meeting adjourned: 7:29 PM.

ATTEST: James A. Wentz, Vice-Chairman
Time of Adjournment: 7:29 PM

ATTEST: James A. Wentz, Assistant Secretary
Time of Adjournment: 7:29 PM

The next monthly Supervisor's Meeting of the Township of Cass will be held on **Thursday, September 25th, 2014 at 6:30 PM** at the Cass Township Municipal Building.