Typed: January 6th, 2015

The Reorganization Meeting of the Board of Supervisors of Cass Township was held Monday, January 5th, 2015 at 6:30 PM at the Township Municipal Building, Duncott, Pa

Present at the meeting were the following: Tom Graydus, Joseph Smulley, Lynn Schies, Chris Ternowchek, Andy Studlack Jr., Ann Marie Studlack, Sharon Wentz, Robert Wentz, Joe Kowalchick, John Pritz, Gary Socko, Sam Ceganick, Jake Smulley, and Steve Smulley.

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, present.

John called for audience discussion at this time – there will only be (1) question/comment per resident. Please raise your hand; state your name & address for the record.

Lynn Schies, Forestville – Asked the Board to explain the line item for secretarial position/salary on the 2015 budget. John states that the Administrative Assistant is getting promoted and the pay rate will match the promotion. Lynn asks if the position is part-time or full-time and what she pays towards benefits. John replies it’s a full-time position, same as she works now with the same benefits that she has now- she pays nothing towards benefits - none of the full-time Township employees pay anything towards their benefits. Lynn states that is going to have to change... why should she (Lynn) and the other taxpayers have to pay for the secretary’s benefits when Lynn has to pay towards her benefits at her employment.

Tom Graydus, Primrose – Asking about the Township Manager Ordinance that was advertised in the paper stating that the residents didn’t hear anything about it – was it done behind closed doors because there were no discussions about it at previous meetings. Mike states it was mentioned at the last meeting and the Board did have discussions about it during preparation of the Budget. Solicitor Brennan states that there were discussions between the Board members during their budget gatherings, and it was properly advertised as is required to inform the residents that the position was created, as well as, to let the public know the Ordinance was going to be adopted – stating that is the purpose of advertising.

Joe Smulley, Forestville – Asked what are her job duties; is she is now going to tell you guys what to do, and the police and road crew too; and will she get your paychecks. John replies no, and it’s called a stipend. Mike replies her job duties are (3) pages long and she will still continue to work under the direction of the Board. Joe asks if the Township is getting so big now that we now need a Manager. John responds yes.
Lynn Schies, Forestville – Asks why it’s necessary for a $4,000 increase. John states because she does a great job and if you knew the workload she has, you would understand. Lynn states that the Twp secretary’s salary is more than the secretaries get paid at the high school. John asks how many secretaries does the High School have employed. Lynn states she doesn’t know. John states the Township only has one. Lynn states she doesn’t care…she disagrees with paying all that money out for just for a secretary. She adds that the manager position should be an elected position. John replies that it isn’t. Lynn then states that the residents don’t even obtain building permits at the Municipal Office anymore; they go through Benesch.

Tom Graydus, Primrose – Questions what are the qualifications. John states that Tom asked his one question already and it’s time to move on with the meeting. Tom states he objects as per the Sunshine Law which states he has to be given ample time to ask questions; he then states he objects to the whole meeting. John strikes the gavel and states the Board would like to move on with the meeting. Tom asks if there will be more time given for questions at the next meeting. John replies yes.

John closes the audience discussion and moves on.

**Election of Officers for 2015:**

John asks for a nomination for Chairman.

Mike makes a motion to nominate John as Chairman of the Board for 2015.

Hearing no objections, James seconds. Motion passed.

Roll Call of Officers: All reply aye – in favor.

John made a motion to nominate Mike as Vice Chairman of the Board for 2015.

Hearing no objections, Mike seconds. Motion passed.

Roll Call of Officers: All reply aye – in favor.

John made a motion to nominate Mike as Treasurer for 2015.

Hearing no objections, Mike seconds. Motion passed.

Roll Call of Officers: All reply aye – in favor.

John made a motion to nominate Evelyn Bergan as Assistant Treasurer for 2015.

Hearing no objections, Mike seconds. Motion passed.

Roll Call of Officers: All reply aye – in favor.

John asked for a motion to nominate the Road Foreman for 2015.

Mike nominates James. James seconds. Motion passed.

Roll Call of Officers: All reply aye – in favor.

John made a motion to nominate Evelyn Bergan as Secretary for 2015.

Hearing no objections, James seconds. Motion passed.

Roll Call of Officers: All reply aye – in favor.

John asks for a nomination for Assistant Secretary for 2015. James nominates Mike. Mike declines and makes a motion to nominate James – stating that James held that title last year and did a good job.

Hearing no objections, John seconds. Motion passed.

Roll Call of Officers: All reply aye – in favor.

John asked for a motion to adopt Ordinance # 2015-0105 - Cass Township Manager Ordinance.

Mike made the motion. John seconds. Motion passed.

Roll Call of Officers: John replies aye – in favor. Mike replies aye – in favor. James replies nay – not in favor; stating that it needs to be researched further.
Appointments & Retentions:

Township Manager: John asks for a motion to appoint Evelyn as Township Manager. Mike makes the motion. John seconds. Motion passed.


Planning Commission: John asks for a motion to re-appoint Bob Ryan to serve a (5) year term to expire December 31st, 2019. James made the motion. Mike seconds. Motion passed.

Roll Call of Officers: All reply aye – in favor.

Zoning Board: John asks for a motion to re-appoint Joe Bickleman to serve a (3) year term to expire December 31st, 2017. James made the motion. Mike seconds. Motion passed.

Roll Call of Officers: All reply aye – in favor.

Municipal Authority: John asked for a motion to re-appoint John Walaitis to a (5) year term to expire December 31st, 2019. James made the motion. Mike seconds. Motion passed.

Roll Call of Officers: All reply aye – in favor.

Appeals Board: John asked for a motion to re-appoint John Kellman to a (3) year term to expire December 31st, 2017. Mike made the motion. James seconds. Motion passed.

Roll Call of Officers: All reply aye – in favor.

John asked for a motion to retain Conrad Seigel Actuarial Firm to maintain the Police Pension Fund for retired police officer (John ‘Jack’ Harley). Mike makes the motion. James seconds. Motion passed.

Roll Call of Officers: All reply aye – in favor.

John asked for a motion to retain Northeast Financial Group as Administrator of the Police Pension Plan. Mike made the motion. James seconds. Motion passed.

Roll Call of Officers: All reply aye – in favor.

Mike made a motion to re-appoint John Walaitis as Chief Administrative Officer for the Police Pension Plan. James seconds. Motion passed.

Roll Call of Officers: All reply aye – in favor.

Mike made a motion to appoint John Walaitis as Chief Administrative Officer for the Non-Uniform Employee Pension Plan (PMRS). James seconds. Motion passed.

Roll Call of Officers: All reply aye – in favor.


John made a motion to re- appoint Entech Engineering as Alternate Building Code Enforcement for Residential Code Plan Review and Inspection. James seconds. Motion passed.

Roll Call of Officers: All reply aye – in favor.
John asked for a motion to re-appoint Bill Prior / Prior Environmental Services, Inc. as primary Sewerage Enforcement Officer (SEO). Mike made the motion. John seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

John asked for a motion to re-appoint Bruce Dobash as alternate Sewerage Enforcement Officer (SEO). Mike made the motion. James seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

John asked for a motion to re-appoint Mike Peleschak as alternate Sewerage Enforcement Officer (SEO). Mike made the motion. James seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

Health / Code Officer - Tabled.

John made a motion to retain Miners Bank, Minersville, as the main depository for Township funds. Mike seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

John made a motion to retain First National Bank, Minersville, as secondary depository for the Township Reserve funds. Mike seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

John makes a motion to implement the Federal / IRS mileage reimbursement for 2015 (at a rate of 56 cents per mile) for all elected officials & employees of Cass Township as per IRS regulations. James seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

John asks for a motion to retain Edward M. Brennan as Solicitor. Mike makes the motion. John seconds. James seconds. Motion passed.

John makes a motion to retain Christopher Hobbs as Special Counsel. James seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

John asks for a motion to retain Alfred Benesch & Company as the Township’s engineering firm. Mike made the motion. John seconds. Motion passed.

John asks for a motion to re-appoint Evelyn Bergan as the Open Records Officer. Mike makes the motion. James seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

John asks for a motion to appoint an Alternate Open Records Officer. Mike makes a motion to appoint John. James seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

John made a motion to appoint John Kellman Jr. as Emergency Management Coordinator (EMC). Mike seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.
John made a motion to re-appoint Deputy Emergency Management Coordinator Chris Kemmerling. James seconds. Motion passed.  
Roll Call of Officers: All reply aye – in favor.

John reads the resolution and asked for a motion to approve Resolution # 2015-04 – Appointment of the (STCC) Schuylkill Tax Collection Committee Voting Delegates. Mike makes a motion to keep the delegates the same as last year. James seconds. Motion passed.  
Roll Call of Officers: All reply aye – in favor.

John made a motion to appoint Ellen Franko as Deputy Tax Collector at the recommendation of Ann Marie Studlack. James seconds. Motion passed.  
Roll Call of Officers: All reply aye – in favor.

**Tax Rates for 2015:**

John asked for a motion for property tax rates to remain at 4.5 mills (3.33 mills to General Purposes and 1.17 mills for Light Tax Fund). Mike made the motion. James seconds. Motion passed.  
Roll Call of Officers: All reply aye – in favor.

John asked for a motion to retain Berkheimer Associates as the Tax Collector for Earned Income Tax (EIT); Local Services Tax (LST); and Amusement Tax (AMT). James makes the motion. Mike seconds. Motion passed.  
Roll Call of Officers: All reply aye – in favor.

John asked for a motion to retain the Per Capita Tax rate of $5.00 per person (over the age of 21). James made the motion. Mike seconds. Motion passed.  
Roll Call of Officers: All reply aye – in favor.

John asked for a motion to retain the Realty Transfer Tax at a rate of 1%. James made the motion. Mike seconds. Motion passed.  
Roll Call of Officers: All reply aye – in favor.

John asked for a motion to retain the Local Earned Income Tax (EIT) rate at ½ of 1%. Mike made the motion. James seconds. Motion passed.  
Roll Call of Officers: All reply aye – in favor.

John asked for a motion to approve the Amusement Tax rate. Mike makes the motion to retain it at 10% stating that there will be no change -- it is in litigation. John seconds. Motion passed.  

**Employee Salaries:**

John reads Resolution # 2015-01 – a resolution setting the compensation rate at $18.00 per hour for the position of Township Manager under Ordinance # 2015-0105. John made a motion to adopt Resolution # 2015-01. Mike seconds. Motion passed.  
John asked for a motion to approve a $.25 per hour increase in hourly rate for Township Maintenance Workers. Mike made the motion. James seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

John asked for a motion to approve a $.25 per hour increase in the hourly rate for all officers of the Cass Township Police Department. Mike made the motion. James seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

**Old / New Business:**

John asked for a motion to retain the Petty Cash Fund at $200.00. Mike made the motion. James seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

Mike states that last year, the Board froze the contract plower (individuals hired to operate Township equipment when necessary during weather events) rate; however, this year he suggests a $1.50 per hour increase to the present hourly rate of $15.00; bringing the rate to $16.50 per hour for 2015. John asks for a motion to approve the increase. Mike made the motion. James seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

Mike explains that last year, the Board froze the snowplowing contractor rates as well, but this year he suggests a 3% raise – the 2014 rates were $46.71 base rate / per hour and $51.71 per hour if a salt spreader is used. The new rates for 2015 will be $48.21 base rate / per hour and $53.21 per hour if a salt spreader is used. John asked for a motion to approve the new rates. Mike makes the motion. John seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

Mike states that he would like to suggest the annual fire company grant allocations for South Cass Fire Company; Clover Fire Company; and Forestville Fire Company to remain $3,000 (the same as last year). John asks for a motion to approve the grant allocations for 2015 in the amount of $3,000 to each active Company. Mike makes the motion. James seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

John asked for a motion to adopt Resolution # 2015-02 authorizing signature cards for Miners Bank. Mike made the motion. James seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

John asked for a motion to adopt Resolution # 2015-03 authorizing signature cards for First National Bank of Minersville. Mike makes the motion. James seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

**Meetings for 2015:**

John asked for a motion to have any / all Board Members attend any / all seminars or meetings deemed necessary during the year. Also; to call extra meetings as long as they are advertised to comply with Sunshine Laws. Mike makes the motion. James seconds. Motion passed.
Roll Call of Officers: All reply aye – in favor.

The regular monthly meetings for the Cass Township Board of Supervisors will be held on the last Thursday of every month at 6:30 p.m. at the Municipal Building, Duncott, PA. However; as always, there will be exceptions to scheduling and date changes as per holidays. (No action is necessary at this time since formal
action was taken at the November 2011 Supervisor's Meeting. John asks for a motion to approve, advertise, and post all meeting dates as required. Mike makes the motion. James seconds. Motion passed. Roll Call of Officers: All reply aye – in favor.

With no further business or discussion, John made the motion to adjourn. James seconds. Meeting adjourned.

Meeting start time: 6:30 p.m.                     SEAL:
Meeting end time: 6:57 p.m.

ATTEST: John M. Walaitis, Chairman
TIME MEETING ENDED: 6:57 PM

ATTEST: C. Michael Kulpcavage, Vice Chairman
TIME MEETING ENDED: 6:57 PM

_The next monthly meeting of the Cass Township Board of Supervisors will be held on Thursday, January 29th, 2015 at 6:30 at the Municipal Building, Duncott, PA._