Typed: March 24th, 2017

The regular monthly meeting of the Board of Supervisors of Cass Township was held on Wednesday, February 22nd, 2017 at the Township’s Municipal Building, Duncott, PA.

Present at the meeting:
Sharon Wentz, Mary Lou Bergan, Tom Graydus, Brenda Helt, and Craig Schies.

James Wentz calls the meeting to order.

All recited the Pledge of Allegiance to the Flag.

Roll Call of Officers:

Also in attendance were:
Donald G. Karpowich, Solicitor

Evelyn J. Bergan, Secretary / Manager

Gerard E. Daley, Patrolman - Cass Township Police Department

James states that the minutes from the January 26th, 2017 Board of Supervisor’s Meeting have been placed at each seat and he makes a motion to dispense the reading of the minutes and to accept as printed if there are no corrections or omissions. Elvin seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

James calls for public comment on the agenda items. Hearing none, he moves on to the items on the agenda.

Presentation - Richard Williams – Richard introduces himself as a member of Clover Fire Company and the local Disabled American Veterans Chapter of Pottsville. He explains that in November, in conjunction with Veteran’s Day and Clover Fire Company’s breakfast, a fundraiser was held for the Disabled American Veterans. The breakfast was successful and there were Service Officers available to answer questions and assist the Veterans with enrolling in healthcare and/or filing out disability claims, etc. The Chapter would now like to hold a Town Hall type of meeting inviting the Community and Veterans of the Community to provide them with information relating to healthcare and legislation, and to answer their questions – assisting them in areas in which they need assistance. Richard states that there is a tentative date right
now (April 5th, 2017), however, getting the information out to the public is limited by the use of only posting on the Clover Fire Company’s Facebook page. He asks the Board if the Township could help in getting the word out. Chairman Wentz asks Richard for flyers that can be distributed to the other fire companies and states that a flyer can also be uploaded to the Township’s website. Richard thanks the Board members for their time.

Resolution # 2017-5 – Designate Holy Spirit EMS as Primary Advanced Support Service for the Township of Cass - James states that this pertains to a letter that the Township received from Good Will Fire Company No. 1 of Minersville stating that they will be enhancing their emergency medical services. Presently, the EMS service offers Cass Township a BLS (basic life support) level of care and relies on neighboring ALC (advanced life support) services to assist in such life threatening events. Good Will Fire Company No. 1 has signed a collaborative agreement with Holy Spirit EMS, as Geisinger affiliate, to provide ALS care to their primary designated areas, which includes all of Cass Township. James explains that the Board is being asked for follow protocol and formally designated Holy Spirit EMS, a Geisinger Affiliate, as the primary Advanced Life Support Service for the Township of Cass. James makes a motion to adopt Resolution # 2017-5 designating Holy Spirit EMS, a Geisinger Affiliate, as primary Advanced Life Support for the Township of Cass. Lynn seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Cass Township Complaint Reporting Form – Solicitor Karpowich explains that the form was created by Code Enforcement and he has since revised it. He goes on to explain that this form will require the person making the complaint(s) to identify themselves. Printed at the bottom of the form, it states that the complainant’s identity may be revealed to the violator - and the complainant agrees to cooperate with the investigation and possibly any prosecution that may be related to the complaint. This is done to assist the code and zoning officers should an investigation lead to a court proceeding which includes the possibility of the complainant testifying in court. This complaint form does not pertain to police matters – it only pertains to code enforcement and zoning issues. James calls for a motion to adopt the use of the Cass Township Complaint Reporting Form as it pertains to code enforcement and zoning issues. Lynn makes the motion. James seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Treasurer’s Report: Lynn reads the report. James calls for a motion to accept the Treasurer’s report as read and to pay all outstanding bills as can be paid at this time. Elvin makes the motion. James seconds. Motion passed. Roll Call: Unanimous Favorable Vote. All Treasurer Reports are kept on file in the Township Office for review upon request.

Planning Commission: James states there is nothing to report this month – however, next month, there will be action needed to be taken by the Board.
Police Department: Patrolman Gerard Daley reads the report submitted by Chief Richard Clink. James calls for a motion to accept the police report as read. Lynn makes the motion. Elvin seconds. Motion passed. Roll Call: Unanimous Favorable Vote. All police reports are kept on file in the Police Station for review upon request.

Road Foreman’s Report: Elvin reads the report. James makes a motion to accept the Road Foreman’s Report as read. Lynn seconds. Motion passed. Roll Call: Unanimous Favorable Vote. All Road Foreman Reports are kept on file in the Township Office for review upon request.

Correspondence: None.

Old / New Business:

Cherry Valley Waterline Project – James states that the project will soon be underway. Barasso Excavating, Inc. from Oley, Pennsylvania was awarded the contract at $325,515.00. There will be a pre-construction meeting to be held one day early next week and then soon after that, they will start clearing some of the right-of-way areas. Fortunately, the bids came in under the grant amount so the Township should not be liable for any overages other than maybe a small contingency if rock is encountered and/or if there are any issues involving the State highway. James states this is good news for the Township.

Insurances – Invitation for Bids – Solicitor Karpowich explains that the insurance bid packages were put together by his office and can be advertised as early as March 12th – this will give the insurance bidders an adequate amount of time to get their bids prepared and returned to the Township office by 2pm on April 26th – bids are to be opened at the meeting being held that evening.

Employee Handbook – Solicitor Karpowich states that a brief executive session was held prior to this evening’s meeting regarding personnel for the purpose of revising of the employee handbook - which will be adopted by resolution.

County Demolition Program – Solicitor Karpowich explains that last month the demolition program was discussed, however, there is bad news. The (5) homes that were chosen to be submitted to the program for demolition do not quality under the grant requirements because all of the structures are on leased properties – so there is no point in spending money to obtain court orders for this program if in the end, the Township will not be awarded the grant funding.
Update - Street / Road Signs - Ordinance – Solicitor Karpowich explains that he sent the Chairman a form regarding speed limits, weight limits, street names, street signs, etc. that he will utilize to create the Ordinance, but the Chairman would like it revised, so it will be revised and returned to the Chairman.

Update – Dissolution of the Municipal Authority – Solicitor Karpowich explains that enough time has now passed for the Ordinance to be challenged. Since it was not challenged, the Authority’s funds have been transferred into the Township’s account and a Certificate of Dissolution needs to be filed with the Secretary of the Commonwealth; he asks the Board for a motion allowing him to file the Certificate as explained. Chairman Wentz makes the motion authorizing Solicitor Karpowich to file the necessary paperwork relating to the dissolution of the Municipal Authority. Elvin seconds. Roll Call: Unanimous Favorable Vote.

Motion to Adjourn:  With no further business, James calls for a motion to adjourn. Lynn makes the motion. James seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Meeting adjourned.

ATTEST: James A. Wentz, Chairman
TIME MEETING ENDED: 6:47 PM

ATTEST: Elvin E. Brennan, Jr., Vice-Chairman
TIME MEETING ENDED: 6:47PM

The next regular monthly meeting of the Cass Township Board of Supervisors will be held on Wednesday, March 29th, 2017 at 6:30 p.m. at the Municipal Building, Duncott, PA.