Typed: June 19th, 2017

The regular monthly meeting of the Board of Supervisors of Cass Township was held on Wednesday, May 31st, 2017 at the Township’s Municipal Building, Duncott, PA.

Present at the meeting were:

John Lord, Robert Gill (Keystone Insurers Group), Mary Lou Bergan, Tom Graydus, Craig Schies, Chris Ternowchek, John Olenick, and Sharon Wentz.

James Wentz calls the meeting to order.

All recited the Pledge of Allegiance to the Flag.

Roll Call of Officers:


Other attendance/absentees:

Donald G. Karpowich, Solicitor – present.

Evelyn J. Bergan, Secretary / Manager – present.


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

James calls for public comment on the agenda items or any other discussion.

John Lord, 20 Church Road– Asks for progress report relating to the many issues at the residence located at 825 Forest Lane. He states that the property has structural damage due to neglect; all of the problems with the home are affecting his home and causing damage to his property which is adjacent. He states that he will be soon contacting (Magisterial District Judge) Dave Rossi regarding legal action. James explains that the complaints have been forwarded to code enforcement and they have started the process. Bill McMullen (ARRO Consulting, Inc.) gives an update as well.
John Olenick, Amanda Lane – States that there is an area on Blue Lane (approximately 100-150 feet) which needs attention. He addresses the Supervisors and states that he has a machine and will fix the area that needs to be done if the Township will provide the stone. Elvin explains that there is an issue in that area where one of the neighbors doesn’t want rocks on his property – so he would need to check on it before anything is done there. James states that they will look at it and fix it if needed – maybe with millings or something.

Chris Ternowchek, Flag Lane – Asks who fixed the road by Quandels. James states the water company. Chris asks who is going to fix the rest of it. James states that discussion will come later this evening.

Hearing no further questions or comments, James moves on to the items on the agenda.

**Insurance RFP’s – Bid Award** - Solicitor Karpowich asks Robert Gill of Keystone Insurers Group (Elizabethville PA) to give an overview of the proposed insurance coverage to the Board members. After hearing the overview, Elvin makes the motion to award the Township’s insurance coverage to Keystone Insurer’s Group. James seconds. Motion passed. Roll Call: Unanimous Favorable Vote. The total cost savings through this bid award is over $10,000.

**2017 Road Program – Woodside Road Improvements - Bid Award** – James states that the initial lowest bidder was disqualified due to incomplete documents. Therefore, the project was awarded to the second lowest responsive bidder which is H&K Group, Inc. (Skippack PA) with bid of $88,760.30. Bill McMullen states that a Notice to Proceed will be issued to the contractor on June 1st, 2017 (tomorrow).

**ZHB - Zoning Conflict Counsel** – James states that the zoning solicitor (Christopher W. Hobbs) has notified the Board that he has a conflict and will not be able to attend the May 13th Zoning Board Hearing. He has instructed the Supervisors that they will need to appoint conflict counsel. Solicitor Karpowich states that he spoke to Attorney John Dean and he is available for that date; his fee is $100 per hour. James makes a motion to appoint Attorney John Dean at $100 per hour for the May 13th ZHB meeting. Lynn seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

**Treasurer’s Report**: Lynn reads the report. James makes a motion to accept the Treasurer’s report as read and to pay all outstanding bills as can be paid at this time. Elvin 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 that it has been recommended by ARRO Consulting, Inc. that the Board pass a motion to conditionally approve the Wegman’s Food Market, Inc. Final Land Development Plan. Condition of final plan approval is satisfying all comments in the ARRO review letter dated May 3rd, 2017. James makes the motion. Lynn seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

James states that it has been recommended by ARRO Consulting, Inc. that the Board pass a motion approving the Sewerage Facilities Planning Module Application Mailer Request for Exemption for the Wegman’s Food Market, Inc. Land Development. James makes the motion. Lynn seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

James states that it has been recommended by ARRO Consulting, Inc. that the Board pass a motion to accept the extension to the 90-day review period for the Weachock Subdivision and Lot Annexation Plan as granted by the developers agent by correspondence dated May 15th, 2017. James makes the motion. Lynn seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

James states it has been recommended by ARRO Consulting, Inc. that the Board pass a motion approving the Sewage Facilities Planning Module Application Mailer Request for Exemption for the Weachock Subdivision and Lot Annexation Plan. James makes the motion. Lynn 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:

Letter – State Representative Neal P. Goodman – James states that the Township received a letter from Representative Goodman relating to the blighted property located at 825 Forest Lane on behalf of John Lord – it advises the Board of things they are aware of and are currently working on.
Old / New Business:

Solicitor Karpowich states that he is currently working with ARRO Consulting, Inc. to create a new fee schedule that will lower the fees (for zoning and building permits). He states that an Executive Session will be held at the end of this meeting to discuss real estate and negotiations. There will also be an Executive Session held next month to discuss blighted properties that needed to be razed; he states that the interest of the citizens is being taken into consideration.

Bill McMullen of ARRO Consulting, Inc – gives an update on the study of the intersection of High and Low Road relating to signage (as discussed at last month’s meeting) and states that he will have a recommendation prepared for the Board for next month’s meeting.

Bill also mentions that Hammer’s Towing Plans that were submitted; they will be reviewed and discussed at next week’s Planning Commission meeting (to be held on June 8th, 2017).

Motion to Adjourn: With no further business, James asks for a motion to adjourn. Elvin seconds. James seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Meeting adjourned.

ATTEST: James A. Wentz, Chairman
TIME MEETING ENDED: 6:51 PM

ATTEST: Elvin E. Brennan, Jr., Vice-Chairman
TIME MEETING ENDED: 6:51 PM

The next regular monthly meeting of the Cass Township Board of Supervisors will be held on Wednesday, June 28th, 2017 at 6:30 p.m. at the Municipal Building, Duncott, PA.