Typed: August 21st, 2017

The regular monthly meeting of the Board of Supervisors of Cass Township was held on Wednesday, July 26th, 2017 at the Township’s Municipal Building, Duncott, PA.

Present at the meeting were:

Craig Schies, Marian Twigg, Richard Twigg, Mary Lou Bergan, Rodd White, Karen Smulley, and John Lord.

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 June 28th, 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. Lynn seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Public Hearing as advertised; Amendments to UCC / Ordinance # 2017-2: Solicitor Karpowich states that an ordinance was advertised to amend the current code of ordinances to delete the exemption schedule under Ordinance # 2004-002; and instead, adopt the exemption schedule for building codes (both residential and commercial construction) so that it’s consistent with the State Code which is a little more lenient as opposed to the current code. He states that accessory structures under 1000 square feet (ie: garages, sheds, greenhouses, etc) will now not require a building permit. Another exemption under the State code, but not under the current Township code, is an exemption for agricultural buildings for building permits and manufactured homes. The Solicitor states that these are some of the examples of the bigger differences of where the State code is a little more lenient than the current Township code -- so this amendment
will require less building permit inspections by the 3rd party inspector in certain instances than what currently exists. The Solicitor explains a bit more and states that this is the Ordinance that was advertised and is being considered for adoption by the Supervisor’s this evening. James makes a motion to adopt Ordinance #2017-2 as explained by the Solicitor Karpowich. Lynn seconds. Motion passed. Roll call: Unanimous Favorable Vote.

James calls for discussion from the audience on the agenda items.

Marian Twigg, 640 Forest Lane – States that she recently drove on Woodside Road and it’s beautiful. She states that the Board did a really great job on repairing that road, but they missed a spot at the top – a little section that wasn’t done – and she asks if there are any plans to complete that area as well. James responds that it may be done but it’s a cost issue; he goes on to explain that the area that was done was a maintenance issue; they are trying to save what the Township already has. What was done was an easy fix but the rest of it is a major fix, however, the Board is looking into further options. Everyone has a different opinion of how it should be addressed and it’s considerably more money - so it is on the Board’s radar but it needs a bigger effort. Marian goes on to say that it’s a great improvement so far and thanks the Board for a great job well done. James thanks Marian.

John Lord, Forest Lane – States that he would like to thank the Board for all of their help with at least getting the grass cut at 825 Forest Lane. He states that (1) car has been removed which is good and the 2nd vehicle was looked at today by the man he thought was the owner and he is considering moving it before it gets towed. Officer Daley states that he was told to move it to make it easier on everyone so he has until Monday; and if not, Officer Daley states that he will take care of it. John adds that when he removes the car, he hopes he takes his trash with him as well; if not, it will be McDonald’s responsibility - which isn’t fair. John goes on to state that at the hearing at the Magistrate’s office, it was agreed that McDonald would fix the front of the house, but John wants to know if a permit is needed for he and McDonald to fix the front of the house (porch roof) because McDonald is unemployed and has a family to feed. James responds that he cannot answer that since he doesn’t know what exactly needs to be done and he doesn’t want to give John false information so he should contact Shannon at ARRO Consulting, Inc. for permitting information.

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

2017 Road Program Payment Application -- James states that a payment application was submitted – and as per ARRO Consulting, Inc., - they received payment application No. 1 dated July 19th, 2017 from H & K Group, Inc.; ARRO recommends approval of the application in the amount of $88,910.62 for the 2017 Woodside Road Patch & Overlay Project. James makes a
motion to issue payment in the amount of $88,910.62 to H & K Group, Inc. Lynn seconds. Motion passed. Roll call: Unanimous Favorable Vote.

Resolution # 2017-7 – Green Light-Go Grant Signature Authorization: James states that the HID Board has applied for funding under the Green Light-Go Grant Program for improvements to traffic signals at the Highridge Business Park. The Township needs to pass a resolution authorizing a representative to sign paperwork and documents relating to this project, however, the HID Board will oversee the project, as well as, make the required funding match to meet grant funding requirements. This resolution will authorize James A. Wentz to serve the designated signature authority for the 2016 Pennsylvania Green Light-Go Program Grant. James calls for a motion to adopt Resolution # 2017-7 as explained. Lynn makes the motion. James 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. Lynn 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 there were a few submissions for last month’s meeting; however, only (1) needs action at this time. James reads, ARRO recommends a motion to approve waivers of Section 401.1.3 for the Reading Anthracite Company Subdivision and Lot Annexation Plan - and a motion to conditionally approve the Reading Anthracite Subdivision and Lot Annexation Final plan. Conditions of approval are favorably addressed in comments contained in the ARRO correspondence dated July 24th, 2017. James makes a motion to approve waivers of Section 401.1.3. Lynn seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

James makes a motion to conditionally approve the Reading Anthracite Subdivision and Lot Annexation Final Plan. Lynn seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Police Department: James states that there were some computer issues this week and he was asked by Chief Clink to table the report for this month. All police reports are kept on file in the Police Station for review upon request.

Road Foreman’s Report: James states that Elvin is absent this evening, but the Woodside Road Paving is completed and it looks pretty good in his opinion. The Road Crew is now addressing pavement issues around the manholes and other issues that are damaging to the plows throughout the winter. They will continue to address those issues as weather permits; and they will also try to do their best to keep up with grass and weed cutting given the rainy season we are having this year.
Correspondence:

Pennsylvania DCNR Letter - James states that in regards to the grant that was awarded to the Township for the Condor’s Complex Playground – Phase I - the current Board had asked DCNR to change the scope of that project to apply the funding to general maintenance and upgrades to the existing facility, however, that request was denied – so Cass Township provided a letter to DCNR advising them that the Board would be withdrawing from the grant project. James notes that ARRO Consulting, Inc. has provided the Board with an updated set of plans which changed the phasing of the project and are more suited to the current Board – so in the future, the Board will use that plan for other grant applications. No action necessary on this issue.

Zoning – James states that there will be a Zoning Board Hearing on August 1st, 2017

Old/New Business:

Reading Anthracite Company – Solicitor Karpowich states that the Township has been in touch with them and there will be a meeting with them between this meeting and next meeting to be scheduled during the day (he believes the date is August 14th) to discuss properties that exist on Reading Anthracite land that need to be cleaned up and demolished. The properties will be prioritized and the Township will try to negotiate so that all of them will not need to be addressed all at once, but it will get them on a schedule. He states that the Board would also like to speak to them about getting the title to this property (referring to the property on which the Municipal Building sits).

Executive Session -- Solicitor Karpowich states that he would like to state for the record that there was an executive session before tonight’s meeting to discuss personnel; the Board is working on amendments to the employee handbook; he states it’s almost complete and should be ready to adopt at next month’s meeting.

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