Typed: September 24th, 2018

The regular monthly meeting of the Board of Supervisors of Cass Township was held on Wednesday, August 29th, 2018 at the Township’s Municipal Building, Duncott, PA.

Present at the meeting were:

Jacqueline Weikel, Chris Ternowchek, Mary Lou Bergan, and Michael Machita.

6:30 pm - Brenda Helt 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 – present.

CTPD – absent.

Chairperson Helt states that the minutes from the July 2018 Board of Supervisor’s Meeting have been placed at each seat and she calls for a motion to dispense the reading of the minutes and to accept as printed if there are no corrections or omissions. Wentz makes the motion. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Helt calls for discussion from the audience.

Chris Ternowchek, Flag Lane – had concerns/complaints regarding the Township roads not being repaired; and water from High Road running down to her property and causing damage to the macadam along her driveway. She asked the Township to fix the roads; and to look for options to control the water coming from High Road and to replace the macadam that has been damaged/washed out at her property.

Mike Machita on behalf of the South Cass Fire Company – states that fire company is requesting more police presence/increased patrols because they have discovered that unfamiliar people are trespassing and illegally dumping on their property. Mike also asked if the police could make
their presence during the annual hayride as they have in past years. Dates for the 2018 haunted hayride are: October 12th & 13th and October 19th & 20th.

Jacqueline Weikel, Forestville – had concerns/complaints regarding recent flooding in Forestville and is asking for all the ditches/catch basins to be cleaned to avoid further issues. Jackie also asked for old trees located on Township property behind her residence to be cleared and removed; she gave the Township permission to enter the rear of her property to get the work done.

Chris Ternowchek, Flag Lane – states that she would just like to mention that Supervisor Brennan had the Township guys up behind her house last year patching a road that is not a Township road.

Hearing no further questions or comments; Supervisor Helt closes the discussion.

Helt moves onto the items on the agenda.

**Police Vehicle Purchase – Payment:** Chairperson Helt states that the Board members are in agreement that they will purchase the police vehicle without a loan. She calls for a motion. Wentz makes the motion. Helt seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

**Pagnotti-York Tunnel Sportsmen Plans:** The Solicitor recommends that the Board members make a motion send it back to the Planning Commission since they were unable to meet for their last meeting; and for it to remain as an agenda item for next month’s BOS meeting. Chairperson Helt calls for a motion. Brennan makes the motion. Wentz seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

**Cherry Valley Waterline – Letter of Credit – Reduction:** Chairperson Helt explains that the Township received approval from Dan Cook (of Alfred Benesch) agreeing that the letter of credit for this project could be reduced to 20%. Helt makes a motion to reduce the letter of credit for the Cherry Valley Waterline Project to 20%. Wentz seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

**Part-time DPW Employee:** Chairperson Helt states that the Board is re-hiring John Pritz - part-time at a rate of $15.00 per hour; no benefits; with a maximum number of 32 work hours allowed per week. Helt makes the motion to re-hire John Pritz (part-time). Wentz seconds. Motion passed. Roll Call: Unanimous Favorable Vote. (Start date – tomorrow – 09/30/2018).

**Treasurer’s Report:** Chairperson Helt states that both the Public Summary and the List of Transactions have been placed at each seat for review. Helt makes a motion to accept both of the Treasurer’s reports as printed and to pay all outstanding bills as can be paid at this time.
Brennan 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/Engineer’s Report:

Chairperson Helt states there is nothing to report this month; she calls for a motion. Wentz makes the motion. Helt seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Police Department:  Chairperson Helt states that since no police are present this evening, the Board will table their report. Helt makes the motion to table the police report. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote. Copies of all police reports are on file in the department for review upon request.

Road Foreman’s Report: Chairperson Helt states that the Road Foreman’s report has been placed at each seat. Helt makes a motion to accept the Road Foreman’s report. Wentz seconds. Motion passed. Roll Call: Unanimous Favorable Vote. Copies of all Road Foreman reports are on file in the Township office for review upon request.

Correspondence:

Schuylkill County Fall Clean-up – Chairperson Helt explains that the Township received the Fall Clean-up notification – it will be advertised in the newspaper and copies can be provided for residents upon request.

Old / New Business:

The Solicitor states that he was talking with the Chairperson about grants and coming up with a schedule to possibly obtain some grants, as well as, a list of special projects; he asks the Board if they would like to make a motion so we can start working on it. Brenda makes a motion to approve. Brennan seconds. Motion passed. Roll Call: Helt – aye. Brennan – aye. Wentz – states that he will vote nay at this time; he would like to look into it a little more. The Solicitor states that is all we are doing – we didn’t hire anyone or do anything – we are only starting this by getting a schedule together. This led to a discussion between the Solicitor and the Board members. Supervisor Wentz asks the Solicitor to clarify what the Board is voting on. The Solicitor responds the Board is voting on putting a package together. James asks who will be doing this. The Solicitor states that it would be himself, Brenda, Evelyn, James. James replies ok, that’s fine; he states that the Solicitor made it seem like it was to hire outside services. The Solicitor states he believes it will end up as outside services, but at this time, all we are doing is seeing what’s out there. The Solicitor states that his thought process is to first see what grants are available; then we will see what the criteria and eligibility is for those programs; then see what

Chairperson/Asst. Treasurer  Vice-Chairperson/Asst. Road Foreman  Supervisor/Road Foreman  Secretary-Treasurer/Manager
BRENDA M. HELT  JAMES A. WENTZ  ELVIN E. BRENNAN JR.  EVELYN J. BERGAN
project(s) we have to do in the Township and if the grants match up; and then we will want to hire engineers that we think will give us the advantage for those grant projects. Chairperson Helt states that she would just like to see what’s out there to get something going in the Township. James apologizes to the Solicitor and states that he should have asked for clarification before he voted. Solicitor Karpowich states that all we are trying to do is get free money for the Township. He adds that in his 21 years of experience with municipalities, you don’t get your Township engineer to write all of your grant applications. There are certain people that are familiar with certain programs and have experience in grant writing; some engineers are good with water projects; some with roads - but he’s never seen an engineer that’s good with all of them; and states that one municipality in Luzerne County has (4) engineers and they all come to the meetings and give their reports – but together they obtained over a million and a half in grants last year. This was a lengthy discussion that continued on between the Solicitor, Board members, and the audience. Chairperson Helt states that she mentioned grants to the Solicitor because she has been here (8) months and there hasn’t been any talks about grants so she asked him how does the Township go about it; Brenda adds that she is not saying that the Board would do anything, but they should see what is available.

Chris Ternowchek, Flag Lane – suggested improvements that the Township should make to the swale at the bottom of Low Road to keep the water from running out onto the roadway.

Chairperson Helt asks the Solicitor if he would like to address any issues relating to Reading Anthracite Company (RAC). He replies that the Supervisors would like to further review the draft agreement; it can be finalized and addressed at next month’s meeting.

Motion to Adjourn: With no further business, Chairperson Helt announces that the meeting is adjourned.

Meeting adjourned.

ATTEST: Brenda M. Helt, Chairperson  SEAL:  
TIME MEETING ENDED: 7:14 PM

ATTEST: James A. Wentz, Vice-Chairman  
TIME MEETING ENDED: 7:14 PM

The next regular monthly meeting of the Cass Township Board of Supervisors will be held on Wednesday, September 26th, 2018 at 6:30 p.m. at the Municipal Building, Duncott, PA.