Typed: December 27th, 2018

The regular monthly meeting of the Board of Supervisors of Cass Township was held on Wednesday, November 28th, 2018 at the Township’s Municipal Building, Duncott, PA.

Present at the meeting were:

Chris Ternowchek and David Califf.

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.

Richard C. Clink, Chief CTPD – present.

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

Helt calls for discussion from the audience.

Chris Ternowchek, Flag Lane – Addressed several issues with the Supervisors relating to the Township plowing snow, the road conditions, as well as, the rate of speed the Township vehicles are driven. This led to a lengthy discussion between Chris and the Board members.

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

Helt moves onto the items on the agenda.

Appoint Entity Administrator Reminder – SAM System - Chairperson Helt states that the Board needs to appoint an Entity Administrator; she makes a motion to appoint Evelyn (Bergan) since
she already does the necessary annual renewals on this system. Evelyn explains that the renewals are necessary to apply for and receive grant funds, as well as, to keep the Township’s DUNS number active. Wentz seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

**Tax Rates – 2019** – The Solicitor explains that the Tax Levy & Annual Budget Resolution will be adopted by the Board at their December meeting – but since the Township is not increasing taxes, the Schuylkill County Assessment Bureau form can be completed and sent in prior to the adoption of the Resolution since the form is needed for the tax bills to be printed for the Township’s Tax Collector.

**Advertise – 2019 Budget** - Chairperson Helt makes a motion to advertise the 2019 tentative budget after it’s completed by the Supervisors. To meet advertising requirements, it will also be necessary to advertise to change the date of the December meeting - to be held on the 27th instead of the 19th (of December) as previously advertised. Wentz makes the motion. Helt seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

**Advertise – 2017 Audit Summary** – Chairperson Helt makes a motion to advertise the 2017 Audit Summary in the newspaper. Wentz seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

**Proposed Subdivision Plan – Municipal Building** – Solicitor Karpowich explains that the Supervisors have reviewed the plan and will now need to take action to accept the size of the property which is 6.34 acres. Helt calls for a motion. Wentz makes the motion. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

**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. Wentz 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/ARRO Consulting, Inc.:**

Chairperson Helt states there is nothing to report this month.

**Police Report:** Chief Clink reads the October 2018 and the November 2018 reports; he also states that Officer Leo Securda has submitted a letter of resignation from the Department; he reads the letter aloud. Helt makes a motion to accept both the October and November reports – and to accept the resignation of Officer Leo Securda from CTPD. Wentz seconds. Motion passed. Roll Call: Unanimous Favorable Vote.
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 as printed. 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: Nothing.

Old/New Business:

The Solicitor states that he has nothing more to discuss.

Motion to Adjourn: With no further business, Chairperson Helt makes a motion to adjourn. Brennan seconds. Motion passed. Meeting adjourned.

Meeting adjourned.

ATTEST: Brenda M. Helt, Chairperson
TIME MEETING ENDED: 6:58 PM

SEAL:

ATTEST: James A. Wentz, Vice-Chairman
TIME MEETING ENDED: 6:58 PM

The next regular monthly meeting of the Cass Township Board of Supervisors will be held on Thursday, December 27th, 2018 at 6:30 p.m. at the Municipal Building, Duncott, PA.