

*Typed: February 22<sup>nd</sup>, 2022*

*The regular monthly meeting of the Board of Supervisors of Cass Township was held on Wednesday, January 26<sup>th</sup>, 2022 at 6:30pm at the Township's Municipal Building, Duncott, PA.*

*Present at the meeting were: Mary Lou Bergan, John Kellman, Mike Sorokach III, Ann Marie Studlack, Joyce Cutler, Mike Kulpcavage, John Kalovcak, Frank Angelo, Antoinette Purcell, Theresa and Alyssa Cook, and Andy Studlack Jr.*

*Brenda Helt calls the meeting to order.*

*All recited the Pledge of the Allegiance to the Flag.*

**Roll Call of Officers:**

*Brenda M. Helt – present.*

*Elvin E. Brennan Jr. – present.*

*David W. Califf – absent.*

**Other attendance/attendees:**

*Evelyn J. Bergan, Secretary – present.*

*Sean Logsdon, Solicitor – present.*

*Gerard E. Daley, Chief – CTPD – present.*

*Chairperson Helt states that the minutes from both the November 2021 Meeting, as well as, the 2022 Re-Organization Meeting have been placed at each seat. Helt makes to motion to accept both sets of minutes if there are no corrections or omissions. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.*

*Helt opens the meeting for public comment.*

*Mike Sorokach, Owl Road – Addresses Elvin stating that the road crew placed modified on his driveway – and Matt Harris stated that if it worked to resolve the water problem, they would return in the spring to place blacktop. Mike states that it's working perfectly, but he will keep the Township updated.*

*Joyce Cutler, Oak Lane – Addressed Elvin and asked for a reflector to be installed where PPL installed the large pole at the substation because she thinks they removed a light or something, but now it's too dark to see the road when turning into Oak Lane. Elvin states that it's probably just because it's a larger pole and he agrees to place a reflector. Joyce then asks*

*about the Vacancy Board position that was tabled at the re-organization meeting. Brenda replies that it's still open because they (Supervisors) haven't decided.*

*Hearing no further comments, Brenda closes the public discussion and moves on to the agenda items.*

*Comcast - Chairperson Helt introduces Jenn Frees and Keith Allridge of Comcast. Jenn explains that she has been working with Brenda on this project for about (2) years. She then gives an overview of the project and states that if everything works out and there are no unforeseen issues moving forward, there is a possibility that residents may have Comcast services by the end of the summer. This discussion continues relating to a franchise agreement, funding, services to other municipalities and the school district, as well as, several other items. Helt makes a motion to accept Comcast's project summary. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.*

*Alyssa Cook, 8 Mountain View Lane – presents her annual request for zoning exemption to the Board relating to raising goats at her residence. Helt makes a motion to approve the request. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.*

*Resolution - 2022 Budget & Tax Levy - Helt makes a motion to adopt the Resolution. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.*

*2020 Audit Summary – Helt makes a motion to advertise the summary in the newspaper. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.*

*AMT Collections – Helt makes a motion for Berkheimer to resume collection of AMT (Amusement Taxes). Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.*

*Fee Schedule – Helt makes a motion to table this item. Brennan seconds. Roll Call: Unanimous Favorable Vote.*

*Approve H&K Payment for Paving Project - \$167,476.92 – Helt makes a motion to approve payment to H&K. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.*

*Recycling Center – Hours of Operation – After a very lengthy discussion, Helt made a motion to set the hours of operation as follows: Wednesday and Thursday 7am to 3pm – and - Saturdays 9am to 3pm. Brennan seconds. Roll Call: Unanimous Favorable Vote.*

*Resignation – Supervisor - Helt makes a motion to accept the resignation of David W. Califf. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.*

*Resignation – Appeals Board Member – Helt makes a motion to accept the resignation of Christine Ternowchek. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.*

CPA – Helt explains that Lettich & Zipay will no longer perform annual municipal audits. The Township will need to appoint a new accounting firm to complete our Annual Audit & DCED Financial Report.

UCC Ordinance – The Solicitor explains that Ordinance # 2004-01 cannot be located – he asks for a motion to adopt the UCC Ordinance that was previously adopted. Helt makes the motion. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Honnage-Donmoyer Plan Submission / Lot Annexation – the Solicitor and Supervisors review the plan. They approve it contingent upon the Planning Commission’s review. Helt makes the motion. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Treasurer’s Reports – There is a public summary and a list of transactions for the month of November and December of 2021 at each seat. Helt makes a motion to accept both reports – and to pay all outstanding bills that can be paid at this time. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Planning Commission/Engineer’s Report - Nothing.

Police Report – Chief Gerard Daley read the report. Helt makes a motion to accept the report as read. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Road Foreman’s Report – Helt states that there is a copy of the report at each seat. She makes a motion to accept it as it is printed. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Correspondence –

The Solicitor states that there was an executive session held prior to this meeting with the Police Chief relating to personnel.

The Solicitor also explains that we may have possible litigation with PPL due to the fact that they replaced a pole on Oak Lane - and installed it on the Township’s road. They asked us to prove it - so we had a survey done which showed in fact that the Supervisors were correct in stating that the pole was actually installed on the road instead of in the right-of-way. He asks for a motion to send a letter to tell them to move the pole or we will sue them to move it. Brennan makes the motion. Helt seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Mike Sorokach submits a letter of interest to the Board to fill the Supervisor vacancy.

A lengthy discussion occurs regarding vacancy board position, as well as, the time allowed to fill the Supervisor vacancy. This leads to a discussion about the new law pertaining to meeting agendas.

*Brenda states that she and Elvin will be meeting with ARRO to explore options to make necessary repairs to Woodside Road.*

*Motion to Adjourn: With no further business, Helt makes a motion to adjourn. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.*

*Meeting Adjourned.*

*ATTEST: Brenda M. Helt, Chairperson*

*TIME MEETING ENDED: 7:46pm.*

*ATTEST: Elvin E. Brennan Jr., Vice-Chairperson*

*TIME MEETING ENDED: 7:46pm.*