

Typed: January 24th, 2023

The Reorganization Meeting of the Board of Supervisors of Cass Township was held on Tuesday, January 3rd, 2023 at 7:30pm at the Township's Municipal Building, Duncott, PA.

Present at the meeting were: Michael Kulpcavage, Frank Angelo, and Antoinette Purcell.

Chairperson Helt calls the meeting to order.

All recite the Pledge of Alliance to the Flag.

Roll Call of Officers:

Elvin E. Brennan Jr. – present.

Brenda M. Helt – present.

Michael Sorokach III – present.

Other attendance/attendees:

Evelyn J. Bergan, Secretary – present.

Gerard E. Daley, Chief of Police – present.

Mark Semanchik, Solicitor – present.

Helt calls for a discussion from the audience.

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

Election of Officers – 2023:

Chairperson - Sorokach nominates Helt. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Vice Chairperson – Sorokach nominates Brennan. Helt seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Treasurer – Helt nominates Evelyn Bergan. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Assistant Treasurer – Sorokach nominates Helt. Helt seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Road Master – Sorokach nominates Brennan. Helt seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Secretary – Helt nominates Evelyn Bergan. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Assistant Secretary – Helt nominates Sorokach. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Appointments & Retentions:

Township Manager – Helt makes a motion to retain Evelyn Bergan. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Zoning Hearing Board Member – Helt makes a motion to re-appoint Charles Roberts. Term to expire 12/31/2025. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Appeals Board Member – Helt states that there is (1) vacancy – but no one interested at this time; she makes a motion to keep this open. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Conrad Seigel Actuarial Firm – Helt makes a motion to retain the firm to maintain the police pension plan (Gloria Harley). Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Northeast Financial Group – Helt makes a motion to retain NEFG as administrator of the police pension fund (Gloria Harley). Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Chief Administrative Officer of the Police Pension Plan – Helt makes a motion to re-appoint Evelyn Bergan. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Chief Administrative Officer of the Non-Uniformed Pension Plan – Helt makes a motion to re-appoint Evelyn Bergan. Brennan seconds. Roll Call: Unanimous Favorable Vote.

Commercial & Residential UCC/Building Code Official/Inspector & Plan Review – Helt makes a motion to appoint BIU of PA, Inc. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Zoning Officer – Helt makes a motion to appoint Benesch. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Alternate Zoning Officer – Helt makes a motion to leave this open. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Code Enforcement Officer – Helt makes a motion to appoint Nick Hazlett of Hazlett Municipal Services. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Sewage Enforcement Officer – Helt makes a motion to re-appoint David Popiak. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Alternate Sewage Enforcement Officer – Helt makes a motion to appoint Wayne Bowen. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Main Depository of Funds – Helt makes a motion to retain Mid Penn Bank. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Secondary Depository of Funds – Helt makes a motion to retain Link Bank (formerly Gratz Bank). Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Solicitor – Helt makes a motion to retain Attorney Mark Semanchick. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Solicitor Special Counsel – Helt makes a motion to leave open. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Zoning Hearing Board Solicitor – Helt makes a motion to retain Shane Hobbs. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Township Consulting Engineer – Helt makes a motion to retain Benesch. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Open Records Officer – Helt makes a motion to retain Evelyn Bergan. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Alternate Open Records Officer – Helt makes a motion to appoint Mike Sorokach. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Emergency Management Coordinator (EMC) – Helt makes a motion to retain John Kellman. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Schuylkill County Tax Collection Committee Voting Delegate – Helt makes a motion to appoint Mike Sorokach. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.



Cass Township Board of Supervisors

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Alternate STCC Voting Delegate – Helt makes a motion to appoint Brittany Doyle (Manager – Minersville Area School District). Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Treasurer's Bond – Helt makes a motion to maintain the bond at \$300,000. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Vacancy Board Member – Helt states that the Board agreed to leave this open; she makes a motion. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Deputy Tax Collector – Helt makes a motion to retain Ellen Franko. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Employee Compensation:

Treasurer's stipend – Helt makes a motion for Evelyn to receive \$50 per pay. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Police Chief – Helt makes a motion to increase Chief Daley's hourly rate by \$4.00. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Patrolman – Helt makes a motion to increase the officer's hourly rate by \$1.00. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

DPW – Brennan makes a motion to increase Matthew Harris' hourly rate by 10%. Helt seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

DPW – Helt makes a motion to increase Cory Kostura's hourly rate by 13%. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Manager/Secretary/Treasurer – Helt makes a motion to increase Evelyn's hourly rate by 10%. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Miscellaneous:

Petty Cash Fund – Helt makes a motion to retain the fund at \$200. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Sub-Contractor Plowing – Helt makes a motion to increase the rate of contractors using their own trucks to \$100 per hour. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Sub-Contractor Plowing – Helt makes a motion to increase the rate for drivers using Township vehicles to \$17.00 per hour. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Fire Company Grant Allocations – Helt makes a motion for each of the (3) Township fire companies to receive \$2,000. Brennan seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Authorize Signature Cards – Mid Penn Bank – Helt makes a motion to authorize Evelyn and all three Supervisors. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Authorize Signature Cards – Link Bank (formerly Gratz Bank) – Helt makes a motion to authorize Evelyn and all three Supervisors. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Old/New Business:

Additional Seminars & Meetings – Helt makes a motion to authorize Solicitor Semanchik to advertise all meeting dates for the year 2023 – which includes the regular meeting dates/time; the Auditor’s meeting date/time; and the Reorganization meeting date/time for 2024. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Change - Regular Monthly Meetings – Helt makes a motion to change the monthly meetings to the last Thursday of each month at 7pm. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Helt makes a motion to approve the attendance of the Board members and Evelyn Bergan to attend any meetings and seminars that they wish to attend throughout the year. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

IT Services – Helt makes a motion to retain Jim Bova of NerdyIT. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Website Management – Helt makes a motion to retain Chris Michaels. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Auditors – Antoinette Purcell, Lori McCarthy, and Frank Angelo will be the auditors in attendance at their meeting tomorrow evening 01/04/2023 at 7:30pm (as advertised) here at the municipal building. Helt makes a motion. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.



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Resolution 01 of 2023 – The Solicitor prepared a resolution of the Board of Supervisors of Cass Township imposing, without change, a tax of 4.5000 mills on real estate property in the Township for 2023. Helt makes a motion to adopt the resolution. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Adjournment – Helt makes a motion to adjourn. Sorokach seconds. Motion passed. Roll Call: Unanimous Favorable Vote.

Meeting Adjourned.

Time: 7:48pm.

*ATTEST: Brenda M. Helt, Chairperson
TIME ADJOURNED: 7:48PM*

*ATTEST: Elvin E. Brennan Jr., Vice-Chairperson
TIME ADJOURNED: 7:48PM*

SEAL: