

CASCADE TOWNSHIP

Organizational Meeting & January Monthly Meeting

January 4, 2021

The Organizational Meeting and January monthly meeting of Cascade Township was called to order Monday, January 4, 2021 at 7:00 PM followed by the pledge of allegiance.

Supervisors present: Jeff Harris, Chad Hall, and Joe Colucci

Secretary: Gloria Lewis

Jeff nominated Chad as the temporary chair and Joe seconded the motion. Chad appointed as Gloria as temporary secretary. Chad nominated Jeff as the Chairman and Joe seconded. Jeff nominated Chad as Vice-Chairman and Joe seconded the motion. Chad appointed Gloria as Secretary/Assistant Treasurer, Chad appointed Becci as Treasurer/Assistant Secretary. Chad made a motion to accept all decisions, Jeff second the motion, all in favor. At the end of the meeting, temporary secretary gave the newly appointed secretary the notes to incorporate in her minutes.

Position	Nomination	First	Second	Wage/Salary	All in Favor
Supervisors	See above			\$1,300/yr.	Yes
Secretary/Assistant Treasurer	Gloria Lewis	Chad	Jeff	\$410.00/Monthly Salary during Crisis \$25 hr.	Yes
Treasurer/Assistant Secretary	Becci Evans	Chad	Jeff	\$257.50/Monthly Salary during Crisis \$25 hr.	Yes
Roadmaster/Road Foreman	Lisa Johnson	Chad	Jeff	\$27.00/hr.	Yes
Road Crew/ Laborers	Machine Operator- Dan Belzer Laborer –	Chad	Jeff	\$19.00/hr. – operator \$17.60/hr. - laborer	Yes
Legal Counsel	Scott T. Williams	Jeff	Chad	\$100/hr	Yes
Emergency Management Coordinator	Joe Colucci	Chad	Jeff	\$26.50/per mtg. +mileage//During Crisis \$30/hr.	Yes
Vacancy Board	Brenda Hall	Chad	Jeff	Volunteer	Yes
Auditors				\$10/hr.	
Planning Commission Board	Chris Logue, Jeff Harris, Chad Hall, Joe Colucci	Jeff	Chad	Volunteer	Yes
Township Engineer	McTish-Kunkel & Associates	Jeff	Chad		Yes
PSATS Convention Delegate	No delegate due to Covid				Yes
Banking	Muncy Bank & Trust	Jeff	Chad		Yes
Tax Collector	Sandy McNeil	Jeff	Chad	8%	Yes
Construction Inspector	Joe Colucci	Chad	Jeff	\$30/hr.	Yes
Insurance Carrier	DGK	Jeff	Chad		Yes
Webmaster	Gloria Lewis	Jeff	Chad	\$20/hr	Yes
SEO Services	Jamie Nolan	Jeff	Chad	Fee scheduled Per SEO	Yes

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Cascade Township Real Estate and Fire Tax Rates – no change.

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Supervisors: \$25.00 hr. for work sessions or other meetings in a supervisor capacity.

DGK continuation certificate of Treasurer Bond - \$350,000 from January 4, 2021 to January 4, 2022.

The Internal Revenue Service set the standard mileage rate for 2021 at \$0.56 per mile.

Secretary will place a legal notice in the Williamsport Sun-Gazette announcing the following meeting dates for 2021:

Cascade Township 2021 Meeting Dates
Planning Commission at 6:30 pm
Board of Supervisors at 7:00 pm
Meetings are held in the Cascade Township Office,
1456 Kellyburg Road, Trout Run PA 17771
February 9, 2021
March 9, 2021
April 13, 2021
May 11, 2021
June 8, 2021
July 13, 2021
August 10, 2021
September 14, 2021
October 12, 2021
November 9, 2021
December 14, 2021

Planning Commission meetings: Feb, Apr, June, Aug, Oct, Dec

Supervisor Work Nights: 2/2, 3/2, 4/6, 5/4, 6/1, 7/6, 8/3, 9/7, 10/5, 10/19 (Budget), 11/3, 12/7 & 12/28

January regular monthly meeting

Approval or Correction of December 8, 2020 meeting minutes as printed: Motion to approve the minutes made by Joe, Seconded by Chad, all in favor.

TREASURER'S REPORT –

		Cleared Debits	Cleared Credits
General Fund 8201	\$570,568.40	\$10,351.67	\$6,390.47
State Fund 0401	\$111,945.73	0	\$23.70
Sewer Checking 0101	\$1,426.47	\$1,000.00	\$2,000.00
Act 13 Checking 5201	\$218,358.66	0	\$43.23
General Fund CD 8260	\$110,428.70	Matures 01/07/2023	

EMA – Emergency Declaration not needed Dec. 24th & 25th

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PLANNING COMMISSION – no report

COG REPORT – The 2021 reorganization meeting for the West Branch COG will be held on January 19th at 7pm. The meeting will be held at the Muncy Creek Township building located at 575 PA 442, Muncy, PA 17756.

ROADMASTER REPORT –

Nov. – clean up branches – put plow on

Dec. – check roads, salt & plow roads, open up ditch drains, truck to Sunbury Motors

WEBMASTER REPORT – Minutes updated

REGISTRATION OF PROPERTY –

- 06-232-122C Paul L. Hoff, Jeffrey P. Hoff, Clara M. Hoff, Paula F. Lewis, John K. Lewis, and Brenda C. Glosek to Jeffrey P. Hoff
- 06-232-103B Robert L. Marshall and Shelley U. Marshall to Hiroshi Watanaba and Janet Filemyr at 11495 Wallis Run Road, Trout Run, PA.
- 06-192-101 Paul K. Emick to Ryan A. Emick, Trustee of The Emick Family Irrevocable Trust
- 06-211-140.A Kristi A. Survey to Cindy L. Carey 11613 Rose Valley Road, Trout Run, PA.
- 06-232-107 Roderick Q. Day to Roderick Q. Day & Allison I. Day 11254 Wallis Run Rd.

PERMITS – none

CERTIFICATES OF OCCUPANCY/APPROVAL - none

DRILLING NOTICES – None

CORRESPONDENCE –

- Lewis Twp. – Range Resources - Cornwall Bear 1H and Cornwall Turkey 4H Proposed well site
- Bassett Engineering Inc letter
- Ford 2018 F550 Super Duty – Extended Warranty on the Steering linkage damper to 7 years or 100,000 miles (whichever comes first)
- McIntyre Twp. - ALTA (ARD) Application to drill COP Tract: 551 B-6H, B-7H, B-8H, B=9H, B-10H, B-11H, B-12H, B-13H, & B-14H
- Gamble Twp., - Seneca Proposed drilling – Gamble Pad A
- PSATS 2021 Membership no increase in fees. Update township information Engineer, EMC, Zoning positions
- Chesapeake Energy Corp – Chapter 11 Notice
- Beran Environmental Services – Mallory Group Pad A intent to apply for Erosion and Sediment Control General Permit for well pad
- PSATS Guidelines for meetings During Covid-19, Salary Survey, News Bulletin Dec. 2020, Advertising Requirements 2021, Filing Deadlines for State, Federal Forms & Reports

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OLD BUSINESS –

- **EMS Consolidation** – no update

NEW BUSINESS -

- **Annual Donations to fire departments – Chad made a motion to pay Trout Run Fire Dept. and Plunketts Creek Twp. Fire Dept. \$6,500 each, Jeff seconded, all in favor.**
- **DGK refund and Audit findings – Delete 2007 vehicle (sold), Audit 2019/2020, Amend 2020 Ford, Amend Loc & Cost New (\$1,385). Future – search for other Municipal insurance companies for comparison.**
- **PennDot - Aggregate Contract Information (Year 2021) not needed.**
- **Bids for Jan. 1, 2021 - \$11,500 without any formal bidding, \$11,500 to \$21,300 require at least three written or telephone quotes, over \$21,300 require advertised bidding.**
- **Baker Tilley Virchow Krause, LLP fees for 2020 financial services will range from \$5,250 to \$5,400 for the audit. Technical assistance will be billed at an hourly rate of \$155 for any technical assistance that may be necessary. Future – search for other CPA's compare pricing**
- **DCNR - proposed 911 address changes final determination 2/1/2021**
- **Lyc. Cty. Hazard Mitigation Planning Process – Virtual meeting January 14, 2021 – two sessions 1:30 pm to 3 pm and 6:30 pm to 8 pm. Joe will attend**
- **Chapman Road Project – Justin McCoy contacted, need insurance documentation. Work to start 2nd week of January. Justin should also look at washed out area above new bridge on Chapman – Rip Rap needed.**
- **Compensation for outstanding work – Jeff made a motion to compensate both workers for extraordinary work on Dec. 16th and Dec 17th snowstorm, Chad seconded, all in favor.**

Dates to Remember:

Supervisors work night: February 2, 2021

Monthly meeting: February 9, 2021

Checks reviewed and signed: Chad made a motion to pay the bills, Jeff seconded the motion, all in favor.

The meeting adjourned at 8:45 pm. Chad made the motion to adjourn, Joe seconded, all in favor.

Respectfully submitted,

Gloria Lewis, Secretary

Jeff Harris_____

Chad Hall_____

Joseph Colucci_____