

CASCADE TOWNSHIP

Organizational Meeting & January Monthly Agenda

January 2, 2024

The Organizational Meeting and January monthly meeting of Cascade Township was called to order Tuesday, January 2, 2024 at 7:00 PM followed by the pledge of allegiance.

Supervisors present: Jeff Harris, Chad Hall, and Joe Colucci
 Secretary/Treasurer: Gloria Lewis

1. Jeff nominated _____ as the temporary chairperson, _____ second the motion.
- 2.. _____ was appointed as temporary secretary.
3. _____ nominated _____ as the Chairman and _____ seconded the motion.
4. _____ nominated _____ as the Vice-Chairman and _____ seconded the motion.
- 5.. _____ appointed _____ as Secretary/Treasurer, _____ second the motion.

Approve all motions and appointments as written, all in favor. The decisions were all unanimous. 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				\$1,450/yr.	
Secretary/Treasurer				\$680.00 Monthly Salary/during Crisis \$25 hr.	
Roadmaster/Road Foreman				\$27.50/hr.	
Road Crew/ Laborers	Road Crew Machine Operator, Laborer			\$19.50 hr. Operator \$17.60 hr. Laborer	
Legal Counsel	Scott T. Williams			\$100/hr.	
Emergency Management Coordinator	Joe Colucci			\$27.50 per mtg. +mileage/During Crisis \$28.85 /hr.	
Vacancy Board				Volunteer	
Auditors				Qt\$10/hr.	
Planning Commission Board	Chris Logue, Jeff Harris, Chad Hall, Joe Colucci, William Brooks III			Volunteer	
Township Engineer	Dewberry Engineer				
PSATS Convention Delegate					
Banking	Muncy Bank & Trust				
Tax Collector	Lycoming County Treasurer Office – 12/31/2024			\$1.50 per bill plus expenses	
Construction Inspector	Joe Colucci			\$28.85 /hr.	
Insurance Carrier	DGK				
Webmaster	Gloria Lewis			\$20.60 /hr.	
SEO Services	Jamie Nolan			Fee Schedule available	

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

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- ✓ Supervisors: \$20 hr. for work sessions or other meetings in a supervisor capacity.
- ✓ DGK continuation certificate of Treasurer Bond - \$350,000 from April 15, 2023 to April 15, 2024.
- ✓ The Internal Revenue Service set the standard mileage rate for 2024 at \$0.67 per mile.

Secretary will place a legal notice in the Williamsport Sun-Gazette announcing the following meeting dates for 2024:

Cascade Township 2024 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

Jan. 2, 2024, Feb. 13, 2024, March 12, 2024

April 9, 2024, May 14, 2024, June 11, 2024

July 9, 2024, Aug. 13, 2024, Sept. 10, 2024

Oct. 8, 2024, Nov. 12, 2024, Dec. 10, 2024

Year End Dec. 19, 2024

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

Supervisor Work Nights: 2/6, 3/5, 4/2, 5/7, 6/4, 7/2, 8/6, 9/3, 10/1, Budget 10/22, 11/5, and 12/3.

January regular monthly meeting

Approval or Correction of December 12, and Dec. 21, 2023 meetings minutes as printed: Motion to approve the minutes made by _____, second by _____, all in favor.

TREASURER’S REPORT –	Balance	Cleared Debits	Cleared Credits
Bank Statements info December 29, 2023			
General Fund 8201	\$138,730.48	\$2,865.13	\$8,870.63 4.5%
State Fund 0401	\$185,856.62	0	\$707.62 4.5%
Sewer Checking 0101	\$967.03	0	0
Act 13 Checking 5201	\$328,687.10	\$26,370.00	\$1,202.77 4.5%
CD#1893 GF	\$204,512.32	4.5% Mature 3/9/2024	
CD#1907 GF	\$204,512.32	4.5% Mature 3/9/2024	
CD#1915 GF	\$102,526.16	4.5% Mature 3/9/2024	
CD#1923 GF	\$102,256.16	4.5% Mature 3/9/2024	
CD#1931 ACT 13	\$255,640.40	4.5% Mature 3/9/2024	

- EMA –
- PLANNING COMMISSION – no report
- COG REPORT –
- ROADMASTER REPORT –

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12/1 to 12/9: Salt & cinder, clean up building, water line lid, put plow & spreader on, mover
350 plow put side plow on, make slide retainers for spinner on diesel

Road Issues - none

Vehicle issues - none

Equipment issues - none

WEBMASTER – Post Dec. meeting minutes, 2024 Adopted Budget, update meeting dates, create pages for 2024 Agenda and Minutes, post January agenda.

REGISTRATION –

- 06-211-107.A David C. and Karen D. Demmien to David & Karen Demmien Irrev. Gmtr. Trust. – 81 Hidden Hollow Road

PERMITS –

- 06-2023-012 at 2296 Slacks Run – garage & outdoor recreation – Steel Structure

CERTIFICATES OF OCCUPANCY/APPROVAL – none

CODES –

- **LY/CA 23-0009** 410 Vargis Lane – Commercial Construct additional pre-fab style Natural Gas Compressor (electrical)
- **LY/CA 23-0010** – 3023 Slacks Run Road – Dividing downstairs combination bathroom utility room laundry into bathroom and utility room by putting up a partition wall. (Electrical, Plumbing)

DRILLING NOTICES – None

CORRESPONDENCE –

- Board of Elections – review of contact list for township – election dates for 2024:
 - April 23, 2024 and November 5, 2024
- DCED 2023 – listing of reports due for 2024
- PSATS – listing of contacts for township 2024 – membership dues package. 2024 Employer/Employee Tax Chart Rates
- LIVIC Civil Engineer Services

OLD BUSINESS –

- **Land Development – Salt Building Project**

NEW BUSINESS –

- **Bidding guidelines for 2024** – Contracts that exceed \$12,600 but do not exceed \$23,200 require at least three written or telephone quotes from qualified and responsible contractors. Contracts exceeding \$23,200 requires public bidding. Any goods or services under \$12,600 can be purchased without any formal bidding or quotes.
- **Audit** – Baker Tilly engagement letter for approval. Rate \$6,595 to \$6,874 for the audit, \$165 for any technical assistance

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- Trout Run Fire Dept. Ordinance for billing MVA
- PSATS 2024 Convention Educational Conference & Exhibit Show April 14 – 17, 2024: Registration opens January 9, 2024
- Slacks Run Project -

Dates to Remember:

Supervisors work night: February 6, 2024

Monthly meeting: February 13, 2024

Checks reviewed and Signed: _____ made a motion to pay the bills, _____ seconded the motion, all in favor.

The meeting adjourned at _____ PM _____ made the motion to adjourn, _____ seconded, all in favor.

Respectfully submitted,

Gloria Lewis, Secretary

Jeff Harris _____ Chad Hall _____

Joe Colucci _____

