

CASCADE TOWNSHIP

Organizational & January Monthly Meeting Minutes

January 3, 2023

The Organizational Meeting and January monthly meeting of Cascade Township was called to order Tuesday, January 3, 2023 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 Chad as the temporary chairperson, Joe second the motion.
2. Gloria was appointed as temporary secretary.
3. Chad nominated Jeff as the Chairman, Joe seconded the motion.
4. Joe nominated Chad as the Vice-Chairman, and Jeff seconded the motion.
5. Joe appointed Gloria as Secretary/Treasurer, Jeff 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 Gloria gave the newly appointed secretary the notes to incorporate in her minutes.

Position	Nomination	First	Second	Wage/Salary	All in Favor
Supervisors	See above listing			\$1,400/yr.	Y
Secretary/Treasurer	Gloria Lewis	Joe	Jeff	\$680.00 Monthly Salary/during Crisis \$25 hr.	Y
Roadmaster/Road Foreman	Lisa Johnson	Jeff	Chad	\$27.50/hr.	Y
Road Crew/ Laborers	Road Crew Machine Operator, Laborer	Jeff	Chad	\$19.50 hr. Operator \$17.25 hr. Laborer	Y
Legal Counsel	Scott T. Williams	Chad	Jeff	\$100/hr.	Y
Emergency Management Coordinator	Joe Colucci	Chad	Jeff	\$27.50/per mtg. +mileage//During Crisis \$28.85/hr.	Y
Vacancy Board				Volunteer	Y
Auditors	Vacant			\$10/hr.	Y
Planning Commission Board	Chris Logue, Jeff Harris, Chad Hall, Joe Colucci, William Brooks III	Chad	Jeff	Volunteer	Y
Township Engineer	Will solicit as needed	Joe	Jeff		Y
PSATS Convention Delegate	Joe Colucci	Jeff	Chad	All expenses paid for attending	Y
Banking	Muncy Bank & Trust	Chad	Joe		Y
Tax Collector	Lycoming County Treasurer Office temporary to 12/31/2023	Jeff	Chad	\$1.50 per bill plus expenses	Y
Construction Inspector	Joe Colucci	Jeff	Chad	\$28.85/hr.	Y
Insurance Carrier	DGK	Chad	Joe		Y
Webmaster	Gloria Lewis	Jeff	Joe	\$20.60/hr.	Y
SEO Services	Jamie Nolan	Jeff	Chad	Fee Schedule available	Y

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- ✓ Cascade Township Real Estate and Fire Tax Rates – no change.
- ✓ Supervisors: \$20 hr. for work sessions or other meetings in a supervisor capacity.
- ✓ DGK continuation certificate of Treasurer Bond - \$350,000 from April 15, 2022 to April 15, 2023.
- ✓ The Internal Revenue Service set the standard mileage rate for 2023 at \$0.655 per mile.

Secretary will place a legal notice in the Williamsport Sun-Gazette announcing the following meeting dates for 2023:

Cascade Township 2023 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. 3, 2023

Feb. 14, 2023

March 14, 2023

April 11, 2023

May 9, 2023

June 13, 2023

July 11, 2023

Aug. 8, 2023

Sept. 12, 2023

Oct. 10, 2023

Nov. 14, 2023

Dec. 12, 2023

Year End meeting @ 6 pm. On Dec. 21, 2023

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

Supervisor Work Nights: 2/7, 3/7, 4/4, 5/2, 6/6, 7/5, 8/1, 9/5, 10/3, Budget 10/24, 11/8, and 12/5.

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January regular monthly meeting

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Approval or Correction of December 13, and Dec. 27, 2022 meetings minutes as printed:
Motion to approve the minutes made by Chad, second by Joe, all in favor.

TREASURER’S REPORT –	Balance	Cleared Debits	Cleared Credits	
Bank Statements info December 31, 2022				
General Fund 8201	\$583,645.85	\$11,969.08	\$9,192.94	2.25%
State Fund 0401	\$140,133.25	0	\$267.28	2.25%
Sewer Checking 0101	\$967.03	\$1,000.00	\$1,000.00	
Act 13 Checking 5201	\$418,268.90	\$8,495.00	\$807.70	2.25%
American Rescue Plan 6070	\$2,867.23	0	\$5.47	2.25%
General Fund CD 8260	\$117,616.20	Matures 01/7/2023	3.18%	

EMA – no report

PLANNING COMMISSION – no report

COG REPORT – no report

ROADMASTER REPORT –

12/1 to 12/16: Put spinners on truck for plow hook-up on diesel F550, Plow & treat roads, Keystone installed radio on truck, tree removal

12/20 to 12/30: Cog meeting, Take F550 (Gas) to Sunbury Motors, Plow & treat roads, check roads, pressure wash all vehicles, clean out building, paperwork

Road Issues - none

Vehicle issues - none

Equipment issues - none

WEBMASTER – Upload Dec. unapproved minutes, January Organizational/monthly meeting agenda, 2023 Adopted Budget, set up pages for 2023 agendas and meeting minutes, and post 2023 meeting dates.

REGISTRATION – none

PERMITS - none

CERTIFICATES OF OCCUPANCY/APPROVAL – none

DRILLING NOTICES – None

CORRESPONDENCE –

- **PSATS** December News Bulletin, 2023 Conference – April 23 – 26, 2023. (Registration open Jan. 10, 2023), Farm Show – Jan. 11, 2023. (Public Officials Day Brunch at 11 am. Call 717-763-0930)
- **Seneca Resources** - Gamble Twp. – Proposed drilling Gamble Pad J
- **EQT** – renew well permits for Plunketts Creek Twp. Mallory C31H
- **Census** – Construction Progress Reporting Survey State and Local Governments

OLD BUSINESS –

- **Land Development** – no report
- **Banzhaf – Old Slacks Run Project** – no report

NEW BUSINESS –

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- **Annual Donations to fire departments – Jeff made a motion to approve \$6,000 donation each to Plunketts Creek Township Fire Department and Trout Run Fire Department, and Chad seconded the motion, all in favor.**
- **Audit – Baker Tilly engagement letter for approval. Rate \$5,995 to \$6,245 for the audit, \$165 for any technical assistance. Chad made a motion to approve Baker Tilly to do the audit for 2022, and Joe seconded the motion, all in favor.**
- **Bidding guidelines for 2023 – Purchases and contracts below \$12,200 require no formal bidding or written/telephone quotations, \$12,200 to \$22,500 require at least three written or telephone quotes documented, over \$22,500 require formal bidding.**
- **Investing – contact Muncy Bank & Trust to cash in CD. Jeff made a motion to cash in cd and deposit into General Fund account, and Chad second the motion, all in favor.** Contact Pick Fought Wealth Advisors on investing monies to be determined as follows: **Chad made motion to invest \$867,000 with Pick Fought staggering terms (3 months, 6 months, 9 months, 12 months, 18 months, and 24 months increments), and Joe second the motion, all in favor.**
- **Roof Quote – Three quotes: Home Crest Roofing \$16,991, Coleman Construction \$22,100, and JW Home Improvement \$23,000 as required for bidding thresholds. Chad made a motion to accept the quote from Home Crest Roofing of \$16.991 to replace roof on the township building, and Jeff seconded the motion, all in favor.**
- **Voter Services – 2023 Ballot information regarding tax collector – 2023 is a temporary term to 12/31/2023. Review January 1, 2024, which at that time will be a two-year term.**

Dates to Remember:

Supervisors work night: February 7, 2023

Monthly meeting: February 14, 2023

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

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

Respectfully submitted,

Gloria Lewis, Secretary

Jeff Harris_____

Chad Hall_____

Joe Colucci_____