

CASCADE TOWNSHIP

Organizational Meeting & January Monthly Minutes

January 6, 2025

The Organizational Meeting and January monthly meeting of Cascade Township was called to order Monday, January 6, 2025 at 6:30 PM followed by the pledge of allegiance.

Supervisors: Jeffory Harris, Chad Hall, and Joe Colucci

Secretary/Treasurer: Gloria Lewis

1. Jeff nominated Joe as the temporary chairperson, Joe second the motion.
2. Gloria was appointed as temporary secretary.
3. Joe nominated Jeff as the Chairman and Jeff 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	Joe nominated Jeff as Chair, Chad as Vicechair	Joe	Jeff	\$1,750/yr.	Yes
Secretary/Treasurer	Joe appointed Gloria Lewis	Jeff	Joe	\$750.00 Monthly Salary/during Crisis \$25.75 hr.	Yes
Roadmaster/Road Foreman	Lisa Johnson	Joe	Jeff	\$28.58 hr.	Yes
Road Crew/ Laborers	Road Crew	Joe	Jeff	\$20.75 hr.	Yes
Legal Counsel	Scott T. Williams	Jeff	Joe	As billed	Yes
Emergency Management Coordinator	Joe Colucci	Jeff	Joe	\$50.00 per mtg. +mileage/During Crisis \$29.75 hr.	Yes
Vacancy Board	none	Jeff	Joe	Volunteer	Yes
Auditors	none	Joe	Jeff	\$18/hr.	Yes
Planning Commission Board	Chris Logue, Jeff Harris, Chad Hall, Joe Colucci, William Brooks IIII	Joe	Chad	Volunteer	Yes
Township Engineer	Pysher Associates, INC	Joe	Jeff	As billed	Yes
PSATS Convention Delegate	Joe Colucci	Jeff	Joe	Expenses Paid to attend	Yes
Banking	Journey Bank	Jeff	Joe		Yes
Tax Collector	Lycoming County Treasurer Office – 12/31/2024	Chad	Jeff	As billed	Yes
Construction Inspector	Joe Colucci	Jeff	Chad	29.75 hr.	Yes
Insurance Carrier	DGK	Joe	Jeff		Yes
Webmaster	Gloria Lewis	Jeff	Joe	\$22.25 hr.	Yes
SEO Services	Jamie Nolan	Jeff	Joe	Fee Schedule available	Yes

CASCADE TOWNSHIP

Organizational Meeting & January Monthly Minutes

January 6, 2025

- ✓ Cascade Township Real Estate and Fire Tax Rates – Resolution 2024-03 approved on November 12, 2024 to increase Fire Tax to \$0.55 per \$1,000 assessed value starting January 1, 2025.
- ✓ Supervisors: \$20 hr. for work sessions or other meetings in a supervisor capacity.
- ✓ DGK continuation certificate of Treasurer Bond - \$350,000 from April 15, 2024 to April 15, 2025.
- ✓ The Internal Revenue Service set the standard mileage rate for 2024 at \$0.70 per mile.

The secretary will place a legal notice in the Williamsport Sun-Gazette announcing the following meeting dates for 2025:

Cascade Township 2025 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 17771-8823
 Feb. 18, March 11, April 8, May 13, June 10,
 July 8, Aug. 12, Sept. 9, Oct. 14, Nov. 11,
 Dec. 9, Year End Dec. 30, 2025
 Planning Commission meetings: As required.

Supervisor Work Nights: 2/4, 3/4, 4/1, 5/6, 6/3, 7/1, 8/5, 9/2, 10/7, Budget 10/21, 11/5, and 12/2.

Joe made a motion to close the organizational meeting, Chad second, all in favor.

January regular monthly meeting

Approval or Correction of December 10, and Dec. 19, 2024 meetings minutes as printed: Motion to approve the minutes made by Joe, second by Chad, all in favor.

TREASURER’S REPORT –	Balance	Cleared Debits	Cleared Credits	
Bank Statements info December 31, 2024				
General Fund 8201	\$117,494.16	\$3,974.67	\$10,620.90	4.2%
State Fund 0401	\$90,773.51	0	\$322.26	4.2%
Sewer Checking 0101	\$967.03	0	0	
Act 13 Checking 5201	\$88,513.80	\$124,807.47	\$96,450.53	4.2%
CD#1893 GF	\$217,476.85	\$2,809.78	5.35%	Mature 3/9/2025
CD#1907 GF	\$217,476.85	\$2,809.78	5.35%	Mature 3/9/2025
CD#1915 GF	\$108,738.41	\$1,404.89	5.35%	Mature 3/9/2025
CD#1923 GF	\$108,738.41	\$1,404.89	5.35%	Mature 3/9/2025
CD#1931 ACT 13	\$271,846.07	\$3,512.24	5.35%	Mature 3/9/2025
CD#3148 ACT 13	\$90,000.00	4.75%	Mature 7/2025	

CASCADE TOWNSHIP

Organizational Meeting & January Monthly Minutes

January 6, 2025

Total CD Investments = \$1,014,276.59

EMA – New EMC procedures – will be difficult to do future assessments.

PLANNING COMMISSION – no report

COG REPORT – no report.

ROADMASTER REPORT –

Dec. 1st – 7th Plow & Cinder & Salt where needed, clean up building.

Dec 11th – 14th Check roads

Dec. 15th – 21st Plow & Salt, clean up, some maintenance on trucks.

Dec. 24th – 29th Plow & Salt, F550 Gas truck problems, check roads, clean up debris.

Road Issues - none

Vehicle issues – Hub fixed.

Equipment issues – plow repair F550 Gas

WEBMASTER – Enter Year End agenda, unapproved December Meeting Minutes, Organizational Agenda, January Monthly Agenda, create tabs for agenda and minutes for 2025

REGISTRATION –

- 06-211-135.B Frank R. Walther to Grant William Roupp

PERMITS – none

CERTIFICATES OF OCCUPANCY/APPROVAL – none

CODES – none

DRILLING NOTICES – None

CORRESPONDENCE –

- LIVIC Civil Engineering Services - pamphlet
- Groff Tractor & Equipment – Billing finance charges begin January 1, 2025, if not paid by due date
- PA General Energy Company, LLC – Proposed well bore to be located at COP Tract 726 PAD A in Plunketts Creek Township – WELL #2832

OLD BUSINESS – none

NEW BUSINESS –

- **2025 PSATS Educational Conference & Exhibit Show May 4-7, 2025.** Voting delegate for the 2025 Convention. **Joe accepted to be voting delegate, Jeff second the motion, all in favor.**
- **Election Dates as follows:** May 20, 2025, Municipal Primary, November 4, 2025, Municipal Primary. May 19, 2026, General Primary, November 3, 2026, General Primary
- **Ordinance for Supervisors Cascade Township – ORDINANCE XXVII** – revise and review in February monthly meeting.
- **Bidding Threshold for 2025 is as follows:** 1) Goods or Services that will cost **\$23,800** or greater for a calendar year requires public bidding. 2) Goods or services that will cost

CASCADE TOWNSHIP

Organizational Meeting & January Monthly Minutes

January 6, 2025

between **\$12,900 and \$23,800** for a calendar year requires at least three written or telephonic quotes (documented). 3) Goods or services that cost less than **\$12,900** for a calendar year can be purchased without any formal bidding or quotes.

- **Lycoming County Treasurer’s Office** – Appointed Tax Collector for Cascade Township term is 1/1/2024 to 12/31/2025 as no one on the 2023 Ballot for Tax Collector. **Chad appointed Lycoming County Tax Collector for 2025, Jeff second the motion, all in favor.**
- **Set up Marcellus Shale (Act13)** Set up as of January 3, 2025, as a new company in QuickBooks 2025
- **Willing Hand Hose EMS** – list of 2025 Officers and list of calls for last quarter of 2024
- **Plunketts Creek Township Fire Dept** – 2025 Budget and financial report for 2024
- **Journey Bank interest on checking accounts** – 4.2% for 1st quarter 2025. The bank will review interest rates each quarter.
- **Costars 2025-2026 New Salt Contract** – Due by March 1, 2025. Need to purchase 60% of contract dates. Approved to set contract at 35 tons for 2025-2026 by the Board of Supervisors.
- **Act 10 of 2024 – Resolution to increase Auditors Pay approved by Gov. Josh Shapiro** – if in 2025 Municipal Election for Auditors – The Board of Supervisors must pass a Resolution to Increase Auditors wages from \$10 to \$18. **On Hold.**

Dates to Remember:

Supervisors work night: February 4, 2025

Monthly meeting: February 18, 2025

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_____

Joe Colucci_____