The monthly meeting of the Cascade Township Board of Supervisors was called to order Tuesday, June 14, 2016 at 7:15 pm. followed by the pledge allegiance.

Supervisors present: Jeff Harris, Al Evans Jr., and Chad Hall

Secretary: Gloria Lewis, and Treasurer: Becci Stugart

Others in attendance: Scott Hunter, Justin Jackson, Larry Yaw, Cheryl Yaw, and Joe Colucci

Approval or Correction of May 10, 2016 meeting minutes as printed: Motion to approve the minutes made by Al, Second by Chad, all in favor.

Approval or Correction of Special Meeting minutes of June 7, 2016 as printed: Motion to approve the minutes made by Al, second by Chad, all in favor.

Guests: Justin Jackson and Scott Hunter met with supervisors before the meeting to open two bids received for the Kelly Road Bridge Project. Bids submitted by Mid-State Paving for $703,298.87 and Glenn O Hawbaker Inc. for $778,180.00. The gentlemen will take bids to review thoroughly for compliance with requirements necessary and bid will be awarded within 10 days.

**REPORTS:**

**Treasurer’s Report**

Township Fund 8201 $79,980.07

State Fund 0401 $101,079.86

(void check#1058 4/6 Logue Industries $280.18 per supervisors)

Sewer Checking 0101 $291.23

Act 13 Checking 5201 $5,266.00

212 in Lue of CD 0460 $12,870.52

General Fund CC 8260 $103,037.36

Act 13 CD 2012 $8,619.34

Act 13 CD 2013 $216,639.25

Act 13 CD 2014 6362 $186,818.97

Royalties to date To be verified

**EMS** – Joe submitted Notification & Resource Manual for Emergency Operations Plan (EOP) dated April 5, 2016 to file. Emergency Operations Plan (EOP) Basic Plan dated April 2016 to file.

 FEMA Floodplain was signed June 7, 2016 to adopt the County Flood Plan.

 Residents are questioning flood maps. Joe made copies for residents bank and realtor as needed.

**Planning Commission** – no report

**COG –** no report

**Road master** **report**:

5/3  meeting to go over upcoming work
5/6 Tried to get mower working, needed a battery
5/7 to stuff to recycle
5/9 mowed and weed waked at twp. building
5/13 went to Bradford for new road signs and Elery Nau for plumbing supplies
5/16. Moved barriers in front of cinder Shedd
5/17 burnt trash cleaned up building ran street sweeper on Kelly dug out the well pit
5/18 worked on mulch Rd
5/19 worked on mulch
5/20
523 dug out and found storm pipes on Kelly
5/24 extended pipes on Kelly
5/25 to 5/31 worked on Chapman road

550 truck tires need replaced – Al will check with Bastian’s
450 truck bed needs a skin put in bottom. We will install
New plumbing work will start this week

Township was reported to DEP that it was filling in a wet land.   This was material from road and ditch work that Lisa Johnson dumped on her own property. She contacted DEP and was not out of compliance.

 Request fire company to flush out pipes.

**Webmaster report** – To do – put notice on website for Kelly Bridge Road replacement down for 30 days, tentative dates August 12th to September 12th.

 Secretary information updated.

**Registration of Property** –

 Anne B. Owen Ex., Christine B. Blair Ex. (Est. Wilson Bucher) to Anne B. Owen and Michael W. Owen – Date of Change: 05/11/2016 Parcels Nos: 6-211-131.01 (Tract No. 1) and 6-211-131.02 (Tract No. 2)

 Shane E. Boatman TR, Boatman family Protector Trust to Robert E. Boatman and Shirley A. Boatman – Date of Change: 03/19/2016 Parcel No: 06-211-102.B

 Russell W. Twigg, Jeanne K. Twigg, Lauren A Rauch ET.AL. to Russell W. Twigg and Jeanne K. Twigg – Date of Change: 03/01/2016 Parcel No: 06-211-117

 Russell W. Twigg, Jeanne K. Twigg, Lauren A. Rauch ET.AL to Russell W. Twigg and Jeanne K. Twigg – Date of Change: 03/01/2016 Parcel No: 06-21-117.A

**Permits**: McNamee, Charles J & Carol M (Change in use) – Hold

 Danie Smith Driveway – Approval Cover Letter for Individual NPDES Permit for

Stormwater discharges- Residential

 Pryor, James A. & Keri J – Residential (pool)

 Chopick Jason A. & Tiffany T – residential (Storage and Parking)

**Certificates of Occupancy/Approval:** no report

**Drilling Notices**: no report

**Correspondence**:

* Notification of temporary change in zoning administration staff (Kurt Schmitt on temporary leave). Rodney Heindel will take lead on zoning matters with David Hubbard and John Lavelle assisting until mid-September 2016.
* Right to Know Request – Tirsha Frasetto, Signature Information Solutions, LLC, Trenton, NJ. for March and April 2016 list of names of taxpayers and amount collected in detail. Seminar “How to Deliver Exceptional Customer Service” in Williamsport on August 10, 2016
* Pennsylvania One Call System, Inc. letter and bulletin
* Commonwealth Fleet Card Program “Sunoco”
* Winter Equipment – COSTARS Participation Confirmation contract #4600015696- Plows Maintenance & Repair Parts
* Commonwealth of Pennsylvania Department of Environmental Protection – Acknowledgement of Apprisal of Permit Conditions and Water

 Obstruction and Encroachment Permit Completion Report

* Federal Fiscal Year 2016 Community Development Block Grant (CDBG) Program – Public Hearing and Project Development Workshop – June 29, 2016 at 5:30 pm in Commissioners’ Board Rm, first floor Executive Plaza on Pine St. Williamsport
* Williamsport Area Transportation Study (WATS) make available for public review
* Garth Everett, State Representative notice of funding resources for projects administered by Commonwealth Financing Authority (CFA)
* Sales & Use Tax 2016 Workshop – one day July 26, 2016 in Williamsport, PA.
* Employment Law: Rights, Benefits, and Emerging Issues on August 2, 2016 in Scranton, PA.
* Federal Licensing, INC. Renewal/Modification Division expires 02/27/2017
* FEMA notices of changes determined regarding Flood Zone to Zone “X” for the following properties: 10305 Wallis Run Road, 2325 Slacks Run Road, APN: 06-210-110.A – 1067 Slacks Run Road, and 2369 Slacks Run Road
* IRS Letter notification continue to work on 2012 issue.

**Old Business**:

* Audit – Complete with a total cost of $13,750.00 to Baker Tiley. Baker Tiley did a thorough independent audit of financial information for the year 2015.
* Kurt Schmitt – Storm Water Ordinance Status – needs signed. Need to pass resolution 1) an administrator for it 2) an appeals Bond – done June 7, 2016
* Scott T. Williams, Attorney – adoption of FEMA Approved Floodplain Management Measures deadline is June 2, 2016 to adopt these ordinances – done June 7, 2016.

**New Business**:

* Kellyburg Bridge Replacement – opening of Bids. Two bids received Mid-State Paving for $7103,298.87 and Glenn O. Hawbaker Inc. for $778,180.00.
* Debit card for Gloria Lewis, Secretary at Muncy Bank Trust Company – supervisors approved and signed.
* Renewal Public Official Liability Insurance Application filled out, ready for submission.
* Chad reported Lisa worked with Jeannie with quarterly tax reports but did not submit them
* EMS rate set: Al made a motion to set the hourly rate of $20.00 per hour plus mileage, Chad second the motion, all in favor.
* Right to Know request - look for cost of obtaining documents and notify Tirsha Frasetto of cost. Documents will not be submitted until monies received.
* Approved to submit financial statements of General Fund and Special Fund to the Sun-Gazette notification of completion of audit for year ending 2015.
* Special permission will be necessary for log trucks to use lower Chapman Road during Kelly Road Bridge Replacement.

**Dates to Remember**:

Flyer for residents – June 21, 2016

Work Session – July 5, 2016

Supervisors Meeting – July 12, 2016

Checks Reviewed and Signed: Chad made a motion to pay the bills, Al second the motion, all in favor.

Meeting Adjourned at 9:15 PM: Chad made the motion to adjourn, Al second it, all in favor.

Respectfully Submitted,

Gloria Lewis, Secretary

Jeff Harris \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Al Evans \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chad Hall \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_