The Organizational Meeting and January monthly meeting of Cascade Township was called to order Monday, January 6, 2020 at 7:00 PM followed by the pledge of allegiance.

Supervisors present: Jeff Harris, Alden Evans Jr., Chad Hall

Secretary: Gloria Lewis, Treasurer: Becci Evans

Jeff nominated Chad as the temporary chairman and Jeff seconded the motion. Chad appointed Al Evans Jr. for a two-year term as supervisor. Al was appointed as temporary secretary. Chad nominated Jeff as the Chairman and Al seconded. Jeff nominated Al as Vice-Chairman and Chad seconded the motion. Al appointed Gloria as Secretary, Chad appointed Becci as Treasurer. Chad made a motion to accept all decisions, Jeff second the motion, all in favor. At the end of the meeting, temporary secretary Al Evans Jr. gave the newly appointed secretary the notes to incorporate in her minutes.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Position | Nomination | First | Second | Wage/Salary | All in Favor |
| Supervisor – 2 yr. | Appointment – Al Evans Jr. | Chad | Jeff | $1,300/yr. | Yes |
| Vice-Chairman | Al Evans Jr. | Jeff | Chad | $1,300/yr. | Yes |
| Secretary | Gloria Lewis | Al | Chad | $386.25/Monthly Salary during Crisis $25 hr. | Yes |
| Treasurer | Becci Evans | Chad | Jeff | $257.50/Monthly Salary  during Crisis $25 hr. | Yes |
| Roadmaster/Road Foreman | Lisa Johnson | Al | Jeff | $25.75/hr. | Yes |
| Road Crew/ Laborers | Machine Operator- Dan Belzer  Laborer – Dave Swartz | Al | Jeff | $18.00/hr. – operator  $16.75/hr. - laborer | Yes |
| Legal Counsel | Scott T. Williams | Jeff | Chad | $100/hr | Yes |
| Emergency Management Coordinator | Joe Colucci | Al | Chad | $25/per mtg +mileage//During Crisis $28/hr. | Yes |
| Vacancy Board | Brenda Hall | Jeff | Al | Volunteer | Yes |
| Auditors |  |  |  | $10/hr. |  |
| Planning Commission Board | Chris Logue, Robin Harp, Jeff Harris, Al Evans, Jr. | Chad | Jeff | Volunteer | Yes |
| Township Engineer | McTish-Kunkel & Associates | Al | Chad |  | Yes |
| PSATS Convention Delegate | Joe Colucci | Jeff | Chad |  | Yes |
| Banking | Muncy Bank & Trust | Jeff | Chad |  | Yes |
| Tax Collector | Sandy McNeil | Al | Chad | 6% | Yes |
| Construction Inspector | Joe Colucci | Al | Chad | $28/hr. | Yes |
| Insurance Carrier | DGK | Jeff | Chad |  | Yes |
| Webmaster | Becci Evans | Chad | Jeff | $20/hr | Yes |
| SEO Services | Jamie Nolan | Chad | Al | Fee Schedule attached |  |

\*Supervisors: $20.00hr. for work sessions or other meetings in a supervisor capacity.

DGK continuation certificate of Treasurer Bond - $350,000 from January 4, 2020 to January 4, 2021.

The Internal Revenue Service set the standard mileage rate for 2020 at $0.575 per mile.

Secretary will place a legal notice in the Williamsport Sun-Gazette announcing the following meeting dates for 2020:

Cascade Township 2020 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 11, 2020

March 10, 2020

April 14, 2020

May 12, 2020

June 9, 2020

July 14, 2020

August 11, 2020

September 8, 2020

October 13, 2020

November 10, 2020

December 8, 2020

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

Supervisor Work Nights: 2/4, 3/3, 4/7, 5/5, 6/2, 7/7, 8/4, 9/1, 10/6, 10/20, 11/4, & 12/1

**January regular monthly meeting**

In attendance: Joe Colucci, and Lisa Johnson

Approval or Correction of December 10, 2019 meeting minutes as printed: Motion to approve the minutes made by Al, Seconded by Chad, all in favor.

**TREASURER’S REPORT – Cleared Debits Credits**

General Fund 8201 $555,655.85 $7,789.03 $3,898.45

State Fund 0401 $98,382.70 $520.30 $133.39

Sewer Checking 0101 $426.47 0 0

Act 13 Checking 5201 $179,083.31 $10,693.75 $240.13

General Fund CD 8260 $108,709.66 $1,715.17

**EMA –** Joe attended Municipal meeting – discuss mass crisis. New flood website:[floodready@lyco.org](mailto:floodready@lyco.org) Three towers – one approved Hughesville

**PLANNING COMMISSION** – no report

**COG REPORT –** The 2020 reorganization meeting for the West Branch COG will be held on January 21st at 7pm. The meeting will be held at the Muncy Creek Township building located at 575 PA 442, Muncy, PA 17756.

**ROADMASTER REPORT –**

1st thru 7th Plowed and cindered roads due to winter weather  
8th thru 14th Put pipe extension on Frymire Rd., took 2018 550 to Watson Diesel for upgrades  
Salted roads due to winter weather  
15th thru 21st Picked up 2018 550 from Watson Diesel, Plowed salted and cindered roads due to winter conditions  
29th thru 31st Repaired sign, Shop maintenance, Salted roads

Check on set of forks for backhoe.

**WEBMASTER REPORT –** updated minutes

**REGISTRATION OF PROPERTY –**

* 06-231-105 Carol M. McNamee to Patrick F. McNamee Trustee of The McNamee Family Irrevocable Trust – 943 McNamee Rd., Trout Run, PA.
* 06-211-149.A - Steven W. Hawkins, Bette A. Hawkins, Nicholas R. Hawkins, Marsha G. Hawkins, Dennis L. Hawkins and Donna Hawkins to Steven W. Hawkins and Bette A. Hawkins (Residue Lot)
* 06-211-149.A - Steven W. Hawkins and Bette A. Hawkins to The Irrevocable Residential and Income Trust (Residue Lot)
* 06-211-149.D – Steven W. Hawkins, Bette A. Hawkins, John E. Hawkins, Janice M. Hawkins, NICHOLAS R. Hawkins, Marsha G. Hawkins, Dennis L. Hawkins and Donna Hawkins to Steven W. Hawkins, Bette A. Hawkins, John E. Hawkins, Janice M. Hawkins, Nicholas R. Hawkins, Marsha G. Hawkins, Dennis L. Hawkins and Donna Hawkins (Lot #1)
* 06-212-101.MR – Charles Rice Kendall, Ann P. Hochberg as Trustees of Thomas E. Proctor Heirs Trust, Bank of America, John Trevor, Trustees for Margaret O.F. Proctor Trust to Wallis Run Hunting Club, Inc and Wallis Run Gas and Oil Inc.

**PERMITS – none**

**CERTIFICATES OF OCCUPANCY/APPROVAL -** None

**DRILLING NOTICES – None**

**CORRESPONDENCE –**

* **Nittany Engineering a division of Century Engineering, -** Montoursville, PA.

**OLD BUSINESS –**

* **2003 International Property Maintenance Code –** review
* **EMS Consolidation –** Supervisors will meet at Gamble Township 1/14/2020

**NEW BUSINESS –**

* **New Truck –** completeMS965 2019 report – Liquid Fuels amount eligible for equipment.
* **New Backhoe –** Delivered Jan. 6, 2020. Service done on site while under warranty.
* **Annual Fire Department donation – Chad made a motion to release funding to Trout Run Fire Department and Plunketts Creek Township Fire Department in the amount of $6,500 each, Al second, all in favor.** To be paid at February meeting.
* **Small Games of Chance –** Letter from Scott Williamsregarding referendum – on hold
* **Baker Tilley Virchow Krause, LLP**– letter of intent Quote $5,100 to $5,200 for the audit of 2019 Financial records. Technical assistance $155 an hour. **Al motion to accept Baker Tilley Virchow Krause, LLP for audit of 2019 financial records, Chad second the motion, all in favor**.
* **Bids for Jan**. **1, 2010** - $11,300 without any formal bidding, $11,300 to $21,000 require at least three written or telephone quotes, over $21,000 require advertised bidding.
* **Board of Elections** – notice vacancy for supervisor. (see above organizational meeting) Supervisors to appoint 2-year term (Al Evans Jr.), 4-year term will be on ballot in 2021

**Dates to Remember:**

Supervisors work night: February 4, 2020

Monthly meeting: February 11, 2020

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

The meeting adjourned at 8:30 PM. Al made the motion to adjourn, Chad seconded, all in favor.

Respectfully submitted,

Gloria Lewis, Secretary

Jeff Harris\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Alden J. Evans JR.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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