

**BOARD OF SUPERVISORS OF THE TOWNSHIP OF CAMBRIDGE**  
22530 Electric Drive, Cambridge Springs, PA 16403  
Telephone: (814) 398-8327 - Fax Number: (814) 398-4900

---

**REGULAR MEETING**

**MARCH 9, 2020**

**CALL TO ORDER, MOMENT OF SILENCE, AND SALUTE TO THE FLAG:** Chairman Cole called the March 9, 2020 Regular Meeting of the Board of Supervisors to order at 7:00 PM in the Municipal Building followed by a moment of silence and the salute to the flag.

**ROLL CALL:** Supervisors in attendance were Kevin Cole, Charlie Bauer and Bernie Blystone. Also present was Secretary/Treasurer/Zoning Officer, Debra E. Merritt, Roadmaster, Dan Klapthor, and Resident, Scott Mitchell.

**IDENTIFICATION OF RECORDING DEVICES:** There were no recording devices identified.

**PUBLIC COMMENT PERIOD (AGENDA ITEMS AND OTHER MATTERS):** There were no comments offered at this time.

**SUPERVISOR COMMENTS:** There were no comments from the Supervisors.

**PUBLIC REQUESTS BY PRIOR ARRANGEMENT:** Scott Mitchell stated that he was in attendance to address the Board regarding the road conditions in the Mitchell Lake Trailer Park. Mr. Mitchell advised that the roads have been getting significantly worse over the last couple years, especially since they have been getting plowed by the new plow truck. He further noted that he did not feel that the last seal coat work adhered to the roadways properly, and that there were a few potholes that needed addressed. Mr. Cole stated that the Board has looked at the roads and agreed that they indeed need some attention. He stated that the Township's plan was to pave a few sections in the park in order to level off some of the problem areas and address Mr. Mitchell's concerns. Mr. Mitchell also stated that there is a sluice pipe that needs installed and that he had previously discussed this with the Roadmaster.

**BOARDS AND COMMISSIONS:**

**CAJA** – Minutes from the February 4, 2020 meeting were received from CAJA. Mr. Bauer reported that it appears that CAJA is finally making some headway with Riverside Brewery to address their output issue.

**ZONING/PLANNING –**

- **Planning Commission:** There were no minutes from the Planning Commission.
- **Zoning Hearing Board:** There were no minutes received from the Zoning Hearing Board.
- **Zoning Officer:** A written report was submitted by the Zoning Officer.

**FRENCH CREEK COUNCIL OF GOVERNMENTS** – The next meeting of the French Creek Council of Governments is scheduled for Thursday, April 16, 2020 at 11:30 AM.

**TAX COLLECTION COMMITTEE** – The next meeting of the Crawford County Tax Collection Committee is scheduled for Thursday, April 16, 2020, at 6:00 PM in the West Mead Township Building, if there is business to address.

**SEWAGE** – There was no report received from Peter Homchenko, Sewage Enforcement Officer.

**PROJECTS AND UNFINISHED BUSINESS:**

**Joint Bidding for Seal Coating.** The bid opening for the 2020 joint bid for seal coating is April 2<sup>nd</sup> at 10:00 AM, at Sadsbury Township.

**Crack Sealing.** Crack sealing the roads, prior to seal coating, was discussed at the February meeting. Mr. Klapthor stated that he had reached out to PennDOT who indicated that there is no agility option available. Accordingly, he contacted Suit-Kote who advised that the cost of crack sealing is approximately \$160.00, per forty-foot of roadway. Ms. Merritt noted that the Township has 3.8 miles of core-work seal coating out in the 2020 joint seal coating bid.

Motion by Mr. Cole to authorize the crack sealing of roads included in the 2020 Joint Seal Coating core-work, in an amount not to exceed \$11,300.00. Second by Mr. Bauer.

Cole: Yes

Bauer: Yes

Blystone: Yes

#### **NEW BUSINESS:**

**Joint Bidding for Hard Surface Repairs.** A Joint Purchasing Meeting was held on Friday, February 7, 2020 at West Mead Township. Bid packets were required to be submitted to West Mead Township by March 5<sup>th</sup>, with advertisements on March 11<sup>th</sup> and March 19<sup>th</sup>, and the subsequent bid opening on April 1<sup>st</sup> at 1:00 PM.

Motion by Mr. Blystone to affirm the authorization for the Secretary/Treasurer to prepare and submit bid documents for inclusion in the French Creek COG's 2020 Joint Bid for 382 tons of Superpave WMA Wearing Course, to be placed on .53 miles of Center Street Extension (T-680), Beach Avenue (T-663), Fourth Street (T-664) and Felton Avenue (T-667). Second by Mr. Bauer.

Cole: Yes

Bauer: Yes

Blystone: Yes

**Scheduling of Special Meeting.** Motion by Mr. Bauer to schedule and advertise a Special Meeting for Monday, April 13, 2020 at 5:30 PM, to be held at the Municipal Building, 22530 Electric Drive, Cambridge Springs, PA 16403. The purpose of the meeting is to conduct a road inspection, as well as address any other business that comes before the Board. Second by Mr. Cole.

Cole: Yes

Bauer: Yes

Blystone: Yes

**Township Placement of Asphalt.** It was noted that as previously discussed, PennDOT specifications outlined in Publication 408 must be followed when placing asphalt. These specifications include, but are not limited to milling/notching, applying a tack coat, rolling and compaction testing.

**Joint Purchasing of Signs.** At the Joint Purchasing meeting held February 7, 2020, the joint purchasing of signs was discussed. Accordingly, if the Township wishes to participate in the joint purchase, then a list of the road signs desired must be submitted to Woodcock Township by the end of the week. After discussion, the Board determined that they wished to participate, and authorized the Roadmaster to compile a list of signs to be submitted for the joint purchase.

**ROADMASTER'S REPORT:** A written report has been submitted by the Roadmaster. Mr. Mitchell questioned whether the Township had ever used a road planer, noting that Venango Township uses one regularly. He stated that it appeared to help maintain the roads in the spring, when the roads are often too soft to grade. Mr. Klapthor stated that while the Township has never used one, he was aware that Woodcock Township uses one as well. He stated that should the Board desire, he could reach out to Woodcock to see if the Township could borrow theirs to try it out on one of the roads.

Mr. Cole questioned the amount of savings the Township has acquired due to the mild winter in terms of anti-skid/deicing materials, as well as road crew employee wages. Ms. Merritt stated that she would compile a 5-year spreadsheet with the requested information for the Board's review and consideration.

**SECRETARY/TREASURER'S REPORT:**

Motion by Mr. Bauer to accept the Treasurer's Report and make Payment of the Bills as presented.  
Second by Mr. Blystone.

Cole: Yes                      Bauer: Yes                      Blystone: Yes


Motion by Mr. Bauer to accept the minutes of the February 3, 2020 Regular Meeting, as presented.  
Second by Mr. Blystone.

Cole: Yes                      Bauer: Yes                      Blystone: Yes

**PUBLIC COMMENT PERIOD:** Mr. Mitchell questioned whether the Township had been approached by any of the solar farm utilities, and whether they were permitted in the Township. He stated that he was approached by a company interested in leasing his property to create one of these solar farms. Ms. Merritt stated that she was questioned last summer by a company, at which time she reported that while utilities and utility structures are permitted under the Ordinance, they are not permitted in the Agricultural District. She further stated that the permitted utilities are for public consumption. She noted that should the Board desire to permit utilities/utility structures, as well as to include solar farms in the Agricultural District, then an amendment would need to be made to the 2016 Zoning Ordinance. The Board stated that perhaps the Township should consider an amendment to the Zoning Ordinance, to include solar farms, as well as any other additional amendments and/or corrections that have been identified since the enactment of the Ordinance.

**FURTHER BUSINESS:** Ms. Merritt presented the Board with a quote from Proud City for the development and launch of the Township's website. Said quote included the design, launch and training associated with its development. She stated that the first-year cost would be \$5,200.00, and the recurring annual subscription would be \$1,200.00. Ms. Merritt noted that this is the same developer used by West Mead Township and appears to be very user friendly. The Board determined that the Proud City quote seemed reasonable and agreed to proceed under the quote submitted.

**ADJOURNMENT.** There being no further business to be decided, Mr. Cole moved to adjourn. Second by Mr. Bauer. All were in favor and the meeting was adjourned at 8:00 PM.

  
Debra E. Merritt, Secretary