

**BOARD OF SUPERVISORS OF THE TOWNSHIP OF CAMBRIDGE**  
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**REGULAR MEETING**

**MAY 11, 2020**

**CALL TO ORDER, MOMENT OF SILENCE, AND SALUTE TO THE FLAG:** Chairman Cole called the May 11, 2020 Regular Meeting of the Board of Supervisors to order at 7:00 PM followed by a moment of silence and the salute to the flag. The Meeting was held remotely due to the COVID-19 pandemic.

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

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

**PUBLIC COMMENT PERIOD (AGENDA ITEMS AND OTHER MATTERS):** There was no public participating in the meeting, therefore no comments were offered.

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

**PUBLIC REQUESTS BY PRIOR ARRANGEMENT:** There were no requests made by prior arrangements.

**BOARDS AND COMMISSIONS:**

**CAJA** – There were no minutes received from CAJA. Mr. Bauer stated that since there was no business to address, CAJA had cancelled their May meeting.

**ZONING/PLANNING –**

- **Planning Commission:** There were no minutes received from the Planning Commission.
- **Zoning Hearing Board:** There were no matters before 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 scheduled for Thursday, July 16, 2020 at 11:30 AM.

**TAX COLLECTION COMMITTEE** – The next meeting of the Crawford County Tax Collection Committee is scheduled for Thursday, July 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:**

**Revision to Personnel Policy.** Ms. Merritt noted that as requested at the April Meeting, revisions to the Personnel Policy to include the option for the Township to pay the premium associated with supplemental Medicare insurance coverage, in lieu of the Township's health care insurance coverage for Supervisors, had been prepared and forwarded to Solicitor Shaddinger for his review. She stated that the amended Resolution will be ready for adoption at the June 8, 2020 Regular Meeting.

**NEW BUSINESS:**

**Adoption of Resolution No. 03 of 2020.**

Motion by Mr. Bauer to adopt Resolution No. 03 of 2020, a Resolution extending the deadline for the payment of the 2020 township real estate taxes at face value from June 30<sup>th</sup> to August 31<sup>st</sup>, as a result of the ongoing COVID-19 Pandemic. Second by Mr. Blystone.

Cole: Yes

Bauer: Yes

Blystone: Yes

**Authorization for Gravel Quotes.** Discussion was held on the graveling of Township roads for 2020. Ms. Merritt indicated that to gravel Kreitz Road, which is 1.35 miles long, with 2A Aggregate at a 6" depth, would cost approximately \$55,500.00. Mr. Bauer stated that he would like to see the Township undertake the graveling of additional roads, or at least, portions thereof. Mr. Klapthor noted that the Township could reduce the depth to 4" and choose another road to gravel. Ms. Merritt stated that the Township could afford to gravel Kreitz Road, at a 4" depth, and choose another road to gravel a half-mile of at a 4" depth, as well.

Motion by Cole to authorize the Secretary/Treasurer to obtain Request for Quotes for 3,618 tons of 2A Aggregate, tailgated to Kreitz and Henry Roads, in Cambridge Township at a rate of 650 tons per day, for consideration at the June 8, 2020 Regular Meeting. Second by Mr. Bauer.

Cole: Yes

Bauer: Yes

Blystone: Yes

**ROADMASTER'S REPORT:** A written report was submitted by the Roadmaster. The Board thanked Mr. Klapthor for his detailed report. Mr. Klapthor stated that he needed to address a stormwater issue that was brought to his attention in Pleasant Hills. Mr. Klapthor stated that he was approached by a resident who requested whether the Township would replace a sluice pipe, which extends along multiple properties on Thornapple Drive. He stated that the pipe is in bad condition, however it was his understanding that the Township is not responsible for stormwater facilities not installed by the Township. Ms. Merritt stated that when the Township accepted the roads in the Pleasant Hill Subdivision, we did not accept any stormwater facilities, noting that many residents over the years have modified or constructed their own stormwater management facilities (closed their ditches, installed catch basins, etc.), which were never accepted by the Township. Accordingly, based upon prior precedent, the Township is not responsible for any stormwater management facilities that were never accepted, nor consented to within the subdivision. The Board agreed that the Township should not undertake such work, and that the landowner's options are either to replace the pipe at their own cost, or alternatively, the Township would install a ditch to replace the existing pipe.

Mr. Klapthor also reported that there may be an issue with the crack sealing that was contracted with Suit-Kote. He stated that they had begun the crack sealing in Pleasant Hills and have already used a majority of the quantities originally contracted. He stated that Suit-Kote still has a portion of Pleasant Hills to complete, in addition to Electric and Wenner Drives, as well a Ridge and Ellis Roads. He stated that they generously applied the crack sealant throughout Pleasant Hills, and he is unsure whether the remaining quantities would adequately complete the remaining roads.

Ms. Merritt stated that the contract for crack sealing totaled \$11,296.00, thereby not allowing any additional quantities without requesting quotes for the material and placement. She stated that the Township's options are to either quote the requested crack sealing and hope that Suit-Kote comes in the lowest, or alternatively, make do with the remaining quantities.

Mr. Bauer stated that he finds it imperative to adequately crack seal the roads that are to be seal coated and suggested that Mr. Klapthor meet with the Suit-Kote crew to point out the size cracks that required sealing. Mr. Cole and Mr. Blystone agreed and requested that Mr. Klapthor advise the Board whether the remaining quantities will complete the roadways, in order to determine whether quotes will need to be requested.

**SECRETARY/TREASURER'S REPORT:**

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

Cole: Yes

Bauer: Yes

Blystone: Yes

Motion by Mr. Blystone to accept the minutes of the April 13, 2020 Regular Meeting, as presented. Second by Mr. Cole.

Cole: Yes

Bauer: Yes

Blystone: Yes

**PUBLIC COMMENT PERIOD:** Since there was no public participating in the meeting, no comments were offered.

**FURTHER BUSINESS:** Mr. Bauer thanked Ms. Merritt for preparing the winter expenditures comparison as requested and stated he wished to discuss it. He questioned why there was a substantial jump in wages for the third snowplow driver from the 2017/2018 season to the 2018/2019 season. Mr. Klapthor stated that it was because Terry Lewis was new to the route, as well as the fact that he utilized Mr. Lewis as a mechanic throughout the winter. Mr. Klapthor noted that he felt that Mr. Lewis saved the Township a substantial amount of money working on the equipment in house, rather than having an outside mechanic undertake the work. Mr. Cole noted that while he did not feel that the wages were too far off, he reminded Mr. Klapthor that Michael Porter was hired as a part-time employee, to work on average 30 hours a week. Mr. Klapthor stated that he understood, and that Mr. Porter had not been working over the last week, due to other commitments. Mr. Cole stated that as long as Mr. Porter's hours average out to 30 hours a week throughout the year, he felt that the Township would be fine in terms of the budget allocations.

**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 7:40 PM.



Debra E. Merritt, Secretary