

BOARD OF SUPERVISORS OF THE TOWNSHIP OF CAMBRIDGE
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REGULAR MEETING

JUNE 14, 2021

CALL TO ORDER, MOMENT OF SILENCE, AND SALUTE TO THE FLAG: Chairman Cole called the June 14, 2021 Regular Meeting of the Board of Supervisors to order at 7:00 PM, in the Municipal Building, 22530 Electric Drive, Cambridge Springs, Pennsylvania, 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 Klaphor; and visitor, Linda King.

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

PUBLIC COMMENT PERIOD: There were no comments from the public at this time.

SUPERVISOR COMMENTS: There were no comments from the Supervisors.

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

CAJA – Minutes from the May 4, 2021 were received from CAJA.

PLANNING AND ZONING -

- **Planning Commission:** Minutes from the February 15, 2021 Regular Meeting and April 26, 2021 Regular Meeting, were 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 is scheduled for Thursday, July 15, 2021 at 11:30 AM at the Meadville Chamber of Commerce.

TAX COLLECTION COMMITTEE – The next meeting of the Crawford County Tax Collection Committee is scheduled for Thursday, October 21, 2021, at 6:00 PM in the West Mead Township Building.

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

PROJECTS AND UNFINISHED BUSINESS:

Solar Energy Ordinance. Ms. Merritt noted that the Board has been provided with the final draft of the Township’s proposed Solar Energy Ordinance, that was recommended by the Planning Commission following their review at their May 17, 2021. She reported that the Planning Commission did comment, however, that they continue to recommend the residential dwelling setback be set at 300’. Ms. Merritt further reported that the final draft of the ordinance was forwarded to Engineer Porter as well as Solicitor Shaddinger for their respective reviews and while the Township was still waiting for Mr. Porter’s comments, Mr. Shaddinger’s were received today. Accordingly, once the Township receives the Mr. Porter’s comments, the proposed ordinance would be put in amendment form and forwarded to the Crawford County Planning Office to begin their 30-day review period. Thereafter, a public hearing would be held, the ordinance property advertised, and the Board’s official consideration could take place.

American Rescue Plan Update. Ms. Merritt stated that the US Department of Treasury has released updated ARP allocations, with the Township slated to receive \$155,538.44. Said allocation will be distributed in two, equal tranches, one expected in July 2021 and the other in July 2022. She noted that in order for the Township to receive these allocated ARP funds, an Electronic Single Application (ESA) must be submitted through the Pennsylvania Department of Community and Economic Development. Additionally, four-addendums are required to be submitted with the ESA, including the ARPA US Treasury Award Terms and Conditions Agreement, the ARPA US Treasury Assurances of Compliance with Title VI of the Civil Rights Act of 1964, the PA Federal Funding Accountability and Transparency Act (FFATA) Sub-recipient Data Sheet and the PA DCED NEU Self-Certification of Budget Amount form.

Motion by Mr. Bauer to authorize Kevin K. Cole, Chairman of the Board of Supervisors to execute the required ARPA US Treasury Award Terms and Conditions Agreement, the ARPA US Treasury Assurances of Compliance with Title VI of the Civil Rights Act of 1964, the PA Federal Funding Accountability and Transparency Act (FFATA) Sub-recipient Data Sheet and the PA DCED NEU Self-Certification of Budget Amount form, and to further authorize the Secretary/Treasurer, Debra E. Merritt to complete the required PA DCED Electronic Single Application. Second by Mr. Blystone.

Cole: Yes

Bauer: Yes

Blystone: Yes

NEW BUSINESS:

Discussion - Petition of the Northwestern REC to rezone the Industrial Park to Suburban Residential.

Linda King stated that she was in attendance to request the Board consider rezoning the Northwestern REC's property located in the Industrial Park to Suburban Residential to provide for development. She stated that it was their Board's desire to move ahead with residential development, as well as potentially gift Active Aging two lots for them to construct a community center. She stated that the remaining lots would consist strictly of single-family dwellings, with the lot sizes staying their current size. She further noted that the Community Center could act as a local meeting and/or voting venue, as well as accommodate the community by providing a location for birthday parties or other celebrations. Mr. Cole questioned why the REC was electing to leave the lot sizes as is, since they are relatively large lots. Ms. King stated that since there are a lot of wet areas located throughout the park which can hinder development, the REC believes that the lots should be left their current size. Mr. Bauer questioned what type of housing the REC envisioned for the lots. Ms. King stated that ideally, the REC would like to see a developer come in and purchase the remaining lots, with a stipulation that they develop moderate priced housing. She stated there has also be discussion by the Board to do a mixed type of housing which would consist of smaller homes, as well as larger homes, that could attract both new and established families, as well as seniors. Ms. Merritt noted that the process of rezoning the park would be that the REC would file a petition to the Board to rezone the parcels. She stated that Solicitor Shaddinger has stated that this would be a legislative action by the Board, however would still require review by the Township and the County Planning Commissions. She further noted that she was waiting to hear from the Solicitor whether he would recommend that the REC petition the Board to amend the zoning map only, or whether he would advise that they also petition the Board to consider a text amendment. She further stated that the process would also require an ordinance be written and advertised, as well as a public hearing held on the proposed change.

EDP-30 Oiling Project for Dust Control. Ms. Merritt noted that EDP-30 oil project is scheduled to take place on Thursday, June 17, 2021, from 10:00 a.m. to approximately 2:00 p.m., and will occur on Ridge and Birchard Roads. A flyer has been produced to notify the residents of the temporary road closures required during the time of application as well as an hour thereafter. Mr. Bauer questioned when the residents were notified. Mr. Klaphthor stated that he intended to drop off the flyers tomorrow morning, and that road closed signs would be placed in an attempt to keep vehicles off the road.

Discussion – Employees’ Use of Personal Cell Phones for Township Business. Mr. Klapthor stated that he wanted to request that the Board pay for a portion of his cell phone bill since he uses it regularly for township business. He stated that he would request that the Board reimburse him \$30 a month, or perhaps provide \$300 a year. Mr. Bauer stated that while he is not opposed to providing some sort of reimbursement, he would like to see a breakdown of how much he uses his phone for personal use versus township business and requested that Mr. Klapthor provide a cell phone bill which could help show the breakdown. Mr. Klapthor stated that he uses his phone to make and receive calls to contractors, as well as for emergency purposes and that it is his personal cell phone number listed on the Township answering machine for emergency use. Mr. Cole noted that possibly the Board could provide a more basic, flip style phone for Mr. Klapthor to use for township business, as it would be less costly. Mr. Klapthor stated that he did not believe he should have to carry two phones. Mr. Cole also stated that if the Board decided to pay for a portion of Mr. Klapthor’s phone, they would also need to do so for Ms. Merritt, as she regularly uses her phone for township business as well. Mr. Cole questioned whether other townships pay for their employees’ cell phones. Ms. Merritt stated that she did not know, however could ask around to some other townships. Mr. Blystone stated that should the Board determine to pay for a portion of the Roadmaster’s phone, he would expect that the Roadmaster answer the phone especially in emergency situations, noting that the County contacted him the other evening because they could not reach Mr. Klapthor, nor did Mr. Klapthor answer his call. Mr. Klapthor stated that he did not have his phone on him when the County had called but did return their call when he saw that he had missed it.

ROADMASTER’S REPORT: A written report has been submitted by the Roadmaster.

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. Blystone to accept the minutes of the May 10, 2021 Regular Meeting, as presented.
Second by Mr. Bauer.

Cole: Yes Bauer: Yes Blystone: Yes

PUBLIC COMMENT PERIOD: There were no additional comments from the public in attendance.

FURTHER BUSINESS: Although there was no additional business for the Board to address, Mr. Cole stated that he would like to thank Ms. Merritt for her service to the Board by keeping them organized, as well as informed on matters facing the Township.

ADJOURNMENT: There being no further business, Mr. Cole moved to adjourn, with a second by Mr. Bauer. All were in favor and the meeting was adjourned at 7:55 PM.


Debra E. Merritt, Secretary