

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

**OCTOBER 11, 2021**

**CALL TO ORDER, MOMENT OF SILENCE, AND SALUTE TO THE FLAG:** Chairman Cole called the October 11, 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 Klapthor; and, Tax Collector, Linda Doult.

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

**PUBLIC COMMENT PERIOD:** There were no comments offered by 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.

**BOARDS AND COMMISSIONS:**

**CAJA** – Minutes from the September 7, 2021 were received from CAJA. Mr. Bauer reported that projections continue to indicate that CAJA will still be down in revenues at the conclusion of the year. He stated that while he would prefer to have the Township and Borough supplement the loss to meet the required \$120,000 revenue amount, it does not appear that the Borough is receptive of that option. Mr. Bauer noted that should CAJA not meet the required \$120,000 revenue amount he fears that they would be faced with yet another downgrade in their bond rating. He requested that Ms. Merritt contact CAJA to determine the outstanding amount of the bond, as well as the Township's guarantee percentage. He further requested that the Solicitor be contacted to determine if it is plausible for the Township and Borough to supplement the loss in revenues at the end of the year, in order to prevent a possible bond rating downgrade next year.

**PLANNING AND ZONING -**

- **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 is scheduled for Thursday, October 21, 2021 at 11:30 AM at the West Mead Township Building.

**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 – Authorization to Publish for Adoption.** It was noted that the required Public Hearing to inform and take public comment on proposed Ordinance No. 01 of 2021, an Ordinance amending the 2016 Cambridge Township Zoning Ordinance to Provide Regulations for Solar Energy Systems, was held this evening, Monday, October 11, 2021 at 6:00 p.m.

Motion by Mr. Bauer to authorize the publication of Cambridge Township Ordinance No. 01 of 2021, an Ordinance amending the 2016 Cambridge Township Zoning Ordinance to Provide Regulations for Solar Energy Systems, for consideration at the November 8, 2021 Regular Meeting of the Board of Supervisors. Second by Mr. Blystone.

Cole: Yes

Bauer: Yes

Blystone: Yes

**Informational - American Rescue Plan Update.** Ms. Merritt noted that the Township has yet to receive the U.S. Treasury's Final Rules regulating the use of funds and compliance associated with the American Rescue Plan Act. The Township has been notified however, that the first annual report is now due on April 30, 2022, rather than the previously communicated October 31, 2021 due date, and will cover the period between the award date and March 31, 2022.

**Informational – EDP-30 Oiling Project for Dust Control.** It was noted that the Township has been notified by Midland Asphalt, that they are willing to warranty the EDP-30 oiling of Birchard Road, and complete it in the Spring of 2022, provided that the Township remit payment for the EDP-30 oil applied to Birchard Road this year. The Township has been advised that Midland will provide a warranty contract for Birchard Road, outlining the terms of the agreement, however the Township has yet to receive it.

**NEW BUSINESS:** There is no new business for the Board to address.

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

**SECRETARY/TREASURER'S REPORT:**

Motion by Mr. Cole 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 September 13, 2021 Regular Meeting, as presented. Second by Mr. Bauer.

Cole: Yes

Bauer: Yes

Blystone: Yes

Minimum Municipal Obligation (MMO) worksheet for 2022 in the amount of \$5,203 is presented for budget purposes as required.

2022 Budget Preparation. Ms. Merritt noted that she has begun preparing the proposed 2022 Budget, which will be placed on the agenda for review and discussion at the November 8, 2021 Regular Meeting.

**PUBLIC COMMENT PERIOD:** Mrs. Doult stated that as the Board is aware, this is her last year serving as Cambridge Township Tax Collector. She noted that her daughter, Ruth Dunton is on the ballot to serve as her replacement. Mrs. Doult noted that currently she utilizes her home/personal computer to run the required software to fulfil the tax collection duties. She requested the Board consider purchasing a laptop, strictly for the Tax Collector's use. She stated that in the event that the Deputy Tax Collector would need to assume the duties of the Tax Collector, a hardship could potentially be created should the new Tax Collector be using her own home/personal computer. The Board agreed that it would be in the Township's best interest to provide the Tax Collector with a laptop for tax collection purposes and requested that Ms. Merritt purchase one for the new Tax Collector's use.

Mrs. Doult also requested that the Board consider having lines painted on Sherred Hill and Walters Road, as it is hard to see the lanes in the dark and has witnessed cars traveling down the middle of the road. She stated that she believed that lines would increase the safety of people traveling the roadways, especially at night.

**FURTHER BUSINESS:** There was no further business for the Board to address.

**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 7:35 PM.

A handwritten signature in cursive script, reading "Debra E. Merritt", written in black ink.

Debra E. Merritt, Secretary