

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

**DECEMBER 13, 2021**

**CALL TO ORDER, MOMENT OF SILENCE, AND SALUTE TO THE FLAG:** Chairman Cole called the December 13, 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, Residents, Pat Hermann, Dave and Mary Ann Birchard, and Ruth and Darwin Dunton.

**EXECUTIVE SESSION ANNOUNCEMENT:** Mr. Cole announced that pursuant to the Pennsylvania Sunshine Act, 65 P.S. Section 8(a)(1), the Board of Supervisors held an Executive Session on Tuesday, November 30, 2021 at 6:00 p.m. to discuss matters involving employment.

**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:** Dave Birchard of Ridge Road stated that he was in attendance to address the Board regarding the conditions of township roads, specifically Ridge Road. Mr. Birchard began by thanking the Board for the oiling product that was applied to the road this year, however noted that it did not hold up. He questioned whether the Township would consider hard surfacing the road in the future. Mr. Hermann added that in the past the Township would apply a heavier oil which would last for two years. Mr. Cole acknowledged, to the Township's disappointment, that the EDP-30 oil that was applied to Ridge and Birchard Roads did not hold up well, however noted that the Township was able to negotiate an agreement with the supplier to reoil Birchard Road next spring. He stated that with the prohibition of using brine water produced from gas wells, the Township continues to investigate reasonably priced dust suppression alternatives to control dust on graveled roads, including soybean oil. He further stated that the Board is aware that the manufactured liquid calcium/sodium chloride does not keep the dust suppressed for the entire summer.

Mr. Hermann questioned whether the Board was confirming that Ridge Road would not be hard surfaced next year. Mr. Cole stated that the Board was not confirming that, however could not provide a definitive answer as the Township has seal coating cycles that need to be prioritized, as well as the need to wait and see how winter affects the existing hard surfaced roads. Mr. Birchard noted that the REC traveling on Ridge Road does not help the condition of the road. Mr. Cole stated that the Township is aware of the REC's unnecessary use of the road and has repetitively requested that they use an alternate route. He advised that the Township could certainly reiterate the need for the REC trucks to stop utilizing the roads. Mr. Hermann also questioned whether the Township would be willing to utilize some of the American Rescue Plan funding to hard surface Ridge Road. Mr. Cole stated that he is hesitant to commit to doing so, as the final rules have not been released and noted that the Township is very limited as to how the funds can be used. Mr. Hermann read from an article regarding Greene Township in Erie County, where they were able to use the ARP funds to complete a project that was unable to be completed due to the COVID-19 pandemic. He suggested that since the Township began the oiling project this year, he believed that the money expended could be reimbursed and reallocated for seal coating.

## **BOARDS AND COMMISSIONS:**

**CAJA** – Minutes from the November 1, 2021 meeting were received from CAJA. Mr. Bauer provided the Board with an update as to CAJA's revenue projection for 2021. He stated that Rick Clayton has advised that it appears that the shortfall on the 120% covenant requirement looks to be between \$20,000 and \$30,000. Accordingly, the Borough will be discussing the matter at their December 20, 2021 meeting to determine if there is support to supplement the loss of revenue with the American Rescue Plan Act funding in an attempt to avoid another downgrade to CAJA's bond rating. Ms. Merritt questioned whether the Township would be responsible for their pro rata share of 7% of the shortfall. Mr. Bauer confirmed that yes, the Township would only be requested to supplement 7% of the \$20,000-\$30,000 amount. Ms. Merritt noted that if the Borough would elect to supplement this loss at their December 20<sup>th</sup> meeting, the Board could then consider it at their Year-End Meeting.

## **ZONING/PLANNING –**

- **Planning Commission:** There were no minutes received 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, January 20, 2022, 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, January 20, 2022, at 6:00 PM in the West Mead Township Building. Mr. Cole noted that he will out of town and unable to attend either the COG meeting or the TCC meeting.

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

## **PROJECTS AND UNFINISHED BUSINESS:**

**2022 Budget Adoption.** Mr. Cole stated that this motion would be tabled until later in the meeting, following discussion on personnel issues.

## **NEW BUSINESS:**

### **Resolution Adoption.**

Motion by Mr. Bauer to adopt Resolution No. 03 of 2021, a Resolution Supporting SB 698 and HB 1322, as presented. SB 698 would provide a municipality a tool and avenue, should they opt in, to establish a county-wide public authority working together to solve the crisis facing fire and EMS agencies with personnel, funding, and equipment, while HB 1322 could provide the needed funding stream for both fire and EMS systems within a municipality. Second by Mr. Blystone.

**Further Discussion:** Mr. Cole explained to the public in attendance that the Township has been requested by the Crawford County Office of Emergency Services to adopt a resolution supporting both SB 698, as well as HB 1322, in an attempt to rectify the ongoing funding issues facing fire and EMS departments. He stated that this resolution is only to advise of the Township's support of the bills that have been introduced in the State Legislatures.

Cole: Yes

Bauer: Yes

Blystone: Yes

**Discussion. Hiring of Road Crew Employees.** Mr. Cole stated that as the Board was aware, Steven Testi has declined the Township's offer of full-time employment, however, has indicated his willingness to continue to plow for the Township on an as-needed basis. Accordingly, at this time, the Board would need to consider looking for another individual to employ on a full-time basis, or alternatively, continue to employ part-time road crew employees. Mr. Bauer confirmed that Michael Evett is still interested in taking over for Terry Lewis. Ms. Merritt indicated that he was and has completed, and passed, his required preemployment drug test.

Mr. Hermann questioned whether the Township had lost an employee. Mr. Cole stated that Michael Porter was no longer employed with the Township. Mr. Hermann also questioned the need for full-time road crew employees and inquired whether Mr. Klapthor was a full-time employee. Mr. Cole stated that Mr. Klapthor is, and has been, the only full-time road crew employee for a number of years.

Mr. Blystone stated that Keith Snow has expressed his willingness to work part-time plowing for the Township. Ms. Merritt noted that if it was the Board's desire to consider Mr. Snow for employment, then she could arrange for him to get his preemployment drug screen completed, and thereafter, the Board could officially consider him for employment at their Year-End Meeting.

Mr. Bauer stated that it would be his preference to continue to employ road crew employees on a part-time basis and believes that with the potential addition of Mr. Snow, the Township would be covered for the winter season and the Board could revisit their employment needs in the spring.

**Hiring of Road Crew Employee.**

Motion by Mr. Bauer to employ Michael Evett as a part-time laborer/equipment operator at a rate of \$18.00 per hour effective December 14, 2021, with no benefits. Second by Mr. Cole.

**Further Discussion:** Mr. Hermann questioned what the current full-time township employees were making. Ms. Merritt advised that Mr. Klapthor currently makes \$20.31 per/hour and that she currently makes \$17.70 per hour. Mr. Hermann questioned whether those wages were likely to increase in the new year. Mr. Bauer stated that the Board usually follows the cost-of-living adjustments, which he believed to be close to 6% this year.

Cole: Yes

Bauer: Yes

Blystone: Yes

**Hiring of Road Crew Employee.** Mr. Cole announced that no action was needed on this motion, as there was no additional hiring needed at this time.

**2022 Budget Adoption.**

Motion by Mr. Blystone to adopt the 2022 Township Budget as presented and advertised containing no tax increase. Second by Mr. Bauer.

Cole: Yes

Bauer: Yes

Blystone: Yes

**Scheduling of Year-End Meeting.**

Motion by Mr. Cole to schedule and advertise the Year-End Meeting for Wednesday, December 29, 2021 at 7:30 a.m. Second by Mr. Bauer.

Cole: Yes

Bauer: Yes

Blystone: Yes

**Proposed 2022 Budget with Revisions.** Mr. Cole announced that no action was needed on this motion, as the 2022 Budget has been approved with no revisions.

**Annual Donations.**

Motion by Mr. Bauer to make donations to the Cambridge Springs Volunteer Fire Department in the amount of \$4,000.00, the Venango Volunteer Fire Department in the amount of \$2,000.00 and to Community Health in the amount of \$125.00 contingent upon receipt of a yearly report as to how the

donation was spent as required by Article XVIII, Section 1803 of the Second-Class Township Code.  
Second by Mr. Cole.

Cole: Yes

Bauer: Yes

Blystone: Yes

**ROADMASTER'S REPORT:** A written report has been submitted by the Roadmaster. Mr. Bauer questioned whether the windshield replacement on the 2005 International truck was not covered by insurance. Mr. Klaphor stated that it was not, as it was just fatigued by the wear and tear it experiences, especially throughout winter.

**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 November 8, 2021, 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:** 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 7:40 PM.



Debra E. Merritt, Secretary