

BOARD OF SUPERVISORS OF THE TOWNSHIP OF CAMBRIDGE

22530 ELECTRIC DRIVE, CAMBRIDGE SPRINGS, PENNSYLVANIA 16403

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REGULAR MEETING

MONDAY, MARCH 14, 2022

The regular monthly meetings are scheduled to conduct necessary township business. The Board of Supervisors recognize that our constituents have legitimate concerns and/or issues that may not be addressed during the meeting. The Board would like to emphasize that we are here to serve our residents and will attempt to address your concerns. You can aid us by (1) Calling the office. We may be able to answer your concerns during normal business hours, or leave a message on the machine. (2) Ask to be put on the agenda. (Deadline is noon the Friday before the meeting.) (3) Written concerns can be left in the basket beside the door or put through the mail slot. (4) Call us at home. In all correspondence, leave your address, name, and phone number so we can get back to you. Thank you.

CALL TO ORDER, MOMENT OF SILENCE, AND SALUTE TO THE FLAG:

TIME _____

ROLL CALL: Cole _____ Bauer _____ Blystone _____ Merritt _____ Klapthor _____

IDENTIFICATION OF RECORDING DEVICES:

PUBLIC COMMENT PERIOD (AGENDA ITEMS AND OTHER MATTERS):

SUPERVISOR COMMENTS (OPTIONAL):

PUBLIC REQUESTS BY PRIOR ARRANGEMENT:

- Jessica Graf, Venango Borough Council Member – Regarding the Karl Gerdon Park Improvement Project at the Venango Volunteer Fire Department
- Adam Alexander, General Manager at Armstrong Cable - Regarding the renewal of the Township's Cable Franchise Agreement set to expire on July 1, 2022

BOARDS AND COMMISSIONS:

CAJA – Minutes from the February 1, 2022 were received from CAJA.

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.
- **Subdivision Review.** A Minor Lot subdivision has been submitted by Daniel Thumm of Porter Consulting Engineers, on behalf of Meadville Forging Co. This subdivision proposes to subdivide Parcel No. 1504-005-1, to create Lot No. 1-A (7.471 acres which includes an existing garage) and Lot No. 1-B (1.465 acres which includes all the lands located on the south side of McClellan Street).

Motion by _____ to approve/conditionally approve/deny the minor lot subdivision submitted by Daniel Thumm of Porter Consulting Engineers, on behalf of Meadville Forging Co., for property located on McClellan Street in Cambridge Township. Second by _____.

Vote: C B B

FRENCH CREEK COUNCIL OF GOVERNMENTS – The next meeting of the French Creek Council of Governments is scheduled for Thursday, April 21, 2022 at 11:30 AM.

TAX COLLECTION COMMITTEE – The next meeting of the Crawford County Tax Collection Committee is scheduled for Thursday, October 20, 2022, at 6:00 PM in the West Mead Township Building.

SEWAGE – There was no report received from Michael Rinkevich, Sewage Enforcement Officer.

PROJECTS AND UNFINISHED BUSINESS:

Karl Gerdon Park Improvement Project at the Venango Volunteer Fire Department. *[The Township has been contacted by Venango Borough Council member Jessica Graf requesting the Township’s support of a park project which will be located at the Venango Volunteer Fire Department. A copy of Ms. Graf’s email has been provided for the Board’s review and consideration.]*

Motion by _____ to authorize the Secretary/Treasurer to prepare *[a letter of support for the project -OR- a letter of match commitment, committing a funding match in the amount of \$_____]* to be submitted with Venango Borough Council’s DCNR Community Park Rehabilitation and Development Grant application for the Karl Gerdon Park Improvement Project. Second by _____.

Vote: C B B

Ordinance No. 01 of 2022. *[The required Public Hearing to inform and take public comment on proposed Ordinance No. 01 of 2022, an Ordinance amending the 2016 Cambridge Township Zoning Ordinance and the Cambridge Township Zoning Map to Rezone Parcels Located in the I-2 Industrial Park Zoning District to the R-1 Suburban Residential Zoning District, was held this evening, Monday, March 14, 2022 at 6:30 p.m. Accordingly, the Board can consider publishing the proposed Ordinance for adoption at the Monday, April 11, 2022 Regular Meeting.]*

Motion by _____ to authorize the publication of Cambridge Township Ordinance No. 01 of 2022, an Ordinance amending the 2016 Cambridge Township Zoning Ordinance and the Cambridge Township Zoning Map to Rezone Parcels Located in the I-2 Industrial Park Zoning District to the R-1 Suburban Residential Zoning District, for consideration at the Monday, April 11, 2022 Regular Meeting of the Board of Supervisors. Second by _____.

Vote: C B B

NEW BUSINESS:

Informational – Armstrong Cable Franchise Agreement. *[As previously discussed, the Township’s Cable Franchise Agreement is set to expire on July 1, 2022. The proposed Franchise Agreement received from Armstrong Cable has been forwarded to Solicitor Shaddinger, together with a copy of the Township’s previous agreement, dated June 11, 2007, between the Township and Coaxial Cable. Solicitor Shaddinger will begin his review of the proposed Agreement and provide his recommendations to the Board.]*

Informational - American Rescue Plan Update. *[On January 6, 2022, the U.S. Treasury Department released the Final Rule on allowable expenses which goes into effect on April 1, 2022. With regard to revenue loss, the Final Rule allows townships to elect to take a “standard allowance” of up to \$10 million to spend on general government services over the life of the ARP program. This one-time election eliminates the administrative burden of calculating the township’s revenue loss, allows townships to spend their entire allocation on any general government service (except those prohibited), and streamlines reporting. The loss revenue category remains the most flexible option and gives local governments broad latitude to use these funds to provide general government services, which includes, but is not limited to: roads and bridges, stormwater, water and sewer infrastructure, parks and*

Resolution No. 02 of 2022. *[The Township has received correspondence from Ruth Dunton, Tax Collector, requesting the Board to consider amending the fee schedule contained in Ordinance No. 01 of 2010, an ordinance authorizing the recovery of certain fees associated with the Tax Collector position. Specifically, Ms. Dunton is requesting an increase for Tax Certification fees from \$5.00 to \$10.00, as well as Tax Duplicate Fees from \$3.00 to \$5.00, due to the increase in the costs of paper and printer ink. Pursuant to the Ordinance, the fee schedule can be amended by Resolution.]*

Motion by _____ to adopt Resolution No. 02 of 2022, a Resolution Amending the Fee Schedule of Ordinance No. 01 of 2010, an Ordinance of the Township of Cambridge, County of Crawford, Authorizing Recovery by the Office of the Tax Collector of Certain Fees for Expenses Not Directly Related to Tax Collection Services Such as Issuance of Payment or Delinquent Tax Certifications and Tax Duplicates, Making Copies of Tax Records and Returned Checks. Second by _____.

Vote: C B B

Discussion – Repairs/Maintenance Needs at the Municipal Building.

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

SECRETARY/TREASURER’S REPORT:

Motion by _____ to accept the Treasurer’s Report and make Payment of the Bills as presented. Second by _____.

Vote: C B B

Motion by _____ to accept/correct/amend the minutes of the February 14, 2022 Regular Meeting, as presented. Second by _____.

Vote: C B B

PUBLIC COMMENT PERIOD:

FURTHER BUSINESS:

ADJOURNMENT: There being no further business, _____ moved to adjourn. Second by _____.

_____ . All in favor - yes/no. **TIME** _____