

BOARD OF SUPERVISORS OF THE TOWNSHIP OF CAMBRIDGE
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REGULAR MEETING

MAY 9, 2022 AT 7:00 PM

CALL TO ORDER, MOMENT OF SILENCE, AND SALUTE TO THE FLAG: Chairman Cole called the May 9, 2022 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 Visitors, L. Ashley Porter of Porter Consulting Engineers, Mary Lou Schuler-Karr, William Sutter, Mark Stafford, and Don Merritt of Venango Township.

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 April 5, 2022 were received from CAJA. Mr. Bauer reported that CAJA received bids for the work to address the erosion at the sewer treatment plant being created by French Creek and has also hired an operator for the sewer facility.

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, July 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:

Discussion – Repairs/Maintenance Needs at the Municipal Building. It was noted that Engineer Porter, Roadmaster Klapthor and Ms. Merritt met on Monday, April 25, 2022 to discuss potential repairs and maintenance needs of the Municipal Building. Mr. Porter was in attendance to report on the results of the meeting. He stated that he intended to set up a time with Mr. Klapthor to take a closer look at the structural condition of the building. He noted that there were some issues, such as some structural reinforcement, heating and cooling, and lighting that could be addressed for the short term. He noted however, for the long term, he would recommend consider planning for the construction of a new building. He stated that after looking closer at the structural issues, he would put together a short term, and long-term plan, together with estimated costs, for the Board's review and consideration.

Bid Consideration – Optional Work for Joint Seal Coating. Mr. Cole noted that the Central Crawford County Joint Seal Coat bid opening took place on Friday, May 6, 2022 at 10:00 a.m., at the Township Building, at which time the Delegates voted to award the core work contained in the Joint Bid to Suit-Kote Corporation at a unit price of \$1.74 per/SY. Suit-Kote Corporation's bid for Optional Work was submitted at \$1.80 per/SY.

Motion by Mr. Bauer to award the optional seal coating work for 12,858 SY, contained in the 2022 Central Crawford County Joint Seal Coating bid to Suit-Kote at a unit price of \$1.80 per/SY, totaling \$23,144.40. Second by Mr. Blystone.

Cole: Yes

Bauer: Yes

Blystone: Yes

Bid Consideration – Paving. The bid opening for the 2022 Joint Bid for Hard Surface Repairs, was held on Monday, May 2nd at 1:00 p.m. at West Mead Township. A Bid Tabulation has been provided to the Board for their review and consideration. Due to a communication breakdown, some potential bidders did not receive the email notification regarding the mandatory pre-bid meeting. It was determined by municipal representatives that it was still acceptable for those companies to still submit a bid, as long as they met with the municipalities individually.

Motion by Mr. Bauer to award the bid for 421 tons of Superpave Asphalt Mixture Design, Wearing (Leveling) Course to Sonntag Excavating Inc. and Paving, at a unit price of \$110.60 per ton for a total contract amount of \$46,562.60. Second by Mr. Blystone.

Cole: Yes

Bauer: Yes

Blystone: Yes

Discussion – Fire Insurance Escrow, Dilapidated Building and Property Maintenance/Nuisance Ordinances. At the April 11, 2022 the Board was provided with model Ordinances for their review, including a Fire Insurance Escrow Ordinance, a Nuisance Ordinance (which addresses the accumulation of rubbish and waste, dilapidated buildings and prohibits acts interfering with road maintenance) and a standard Dilapidated Building Ordinance. The Board indicated that they had not completed their review of the model Ordinances. Ms. Merritt reported that it was recommended by Solicitor Shaddinger that the Township enact the Fire Insurance Escrow Ordinance to ensure the Township is able to recover any municipal taxes, as well as any costs related to the disposition of property damaged by a fire within the Township from insurance proceeds. With regard to the Nuisance/Property Maintenance Ordinance, Ms. Merritt stated that she would work on a draft during the upcoming month to review with the Board at an upcoming meeting.

NEW BUSINESS:

Resolution Adoption.

Motion by Mr. Cole to adopt Resolution No. 03 of 2022, a Resolution declaring its intent to follow the schedules and procedures for disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008. Second by Mr. Bauer.

Cole: Yes

Bauer: Yes

Blystone: Yes

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. Bauer.

Cole: Yes

Bauer: Yes

Blystone: Yes

Motion by Mr. Blystone to accept the minutes of the April 11, 2022 Regular Meeting, as presented.
Second by Mr. Bauer.

Cole: Yes

Bauer: Yes

Blystone: Yes

PUBLIC COMMENT PERIOD: There were no 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 7:20 PM.


Debra E. Merritt, Secretary