

BOARD OF SUPERVISORS OF THE TOWNSHIP OF CAMBRIDGE
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REGULAR MEETING

DECEMBER 12, 2022, AT 7:00 PM

CALL TO ORDER, MOMENT OF SILENCE, AND SALUTE TO THE FLAG: Chairman Cole called the December 12, 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; Residents, Pat Hermann, and Dale Gevin; and Visitors, Mark Lydic, John Prosek and Ian Gorske of Prosek's Inspections, and Annie Maloney of the Foundation for Sustainable Forests.

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

PUBLIC COMMENT PERIOD: Mr. Hermann began by suggesting that the Board contact the County Planning Office to inquire about Act 13 grant funds which are distributed for projects for culvert and bridge work and environmental initiatives. Mr. Hermann then questioned what Roadmaster Klapthor's plans were for tomorrow, noting that someone drove some 63' in the ditch on Ridge Road from Hart's property to Elliott's property, blocking the ditch with debris. Mr. Klapthor stated that he would look at the damage and fix it accordingly.

Annie Maloney of the Foundation for Sustainable Forests stated that she was in attendance to introduce herself, and their organization who's mission is to protect forested land and their ecosystems, support rural communities and working forests, and to highlight sustainable forestry practices for the benefit of the land. Ms. Maloney stated that the Foundation is working on a potential project with the Northwestern REC, to develop their vacant lots into a Community Forest, which would be open to hiking and hunting, as well as the possible construction of a pavilion. She further reported that they are currently in the process of developing an agreement to pursue grant opportunities to make this endeavor possible. Ms. Maloney added that while they are a non-profit organization, they do, however keep their properties on tax rolls so that there would not be a loss to the Township in tax revenue. The Board thanked Ms. Maloney for attending and for advising the Board of these potential developments.

SUPERVISOR COMMENTS: There were no comments from the Supervisors.

PUBLIC REQUESTS BY PRIOR ARRANGEMENT: Ian Gorske of Prosek's Inspection thanked the Board for his opportunity to speak and to introduce Prosek's Inspections, including owner, John Prosek. Mr. Gorske stated that he is a resident of the Borough, and both he and Mr. Prosek are certified Building Code Officials, who would like to offer their services for consideration to the Township. He further provided the Board with an outline of their inspection costs, which he stated are comparable to the Township's current inspection agency, the Middle Department. In closing, Mr. Gorske stated that contracting with them to provide inspection services, would provide an additional option for the residents of the Township and again thanked the Board for their time. The Board thanked Mr. Gorske and Mr. Prosek for attending and stated that they would look over their proposal and take it under consideration.

BOARDS AND COMMISSIONS:

CAJA – Minutes from the November 1, 2022, were received from CAJA. Mr. Bauer stated that CAJA was continuing to experience a shortfall in water sales, as such they are looking to potentially raise rates by \$1.00, and perhaps removing the discount that is currently offered.

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 18, 2023, at 11:30 AM.

TAX COLLECTION COMMITTEE – The next meeting of the Crawford County Tax Collection Committee is scheduled for Thursday, February 16, 2023, 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. Ms. Merritt stated that the Township is still waiting for Engineer Porter's report as to his findings on the condition of the Municipal Building following his inspection on September 22nd.

Discussion – Nuisance Ordinance. Ms. Merritt stated that as discussed at the November 14, 2022, Regular Meeting, the revised Nuisance Ordinance has been forwarded to Solicitor Shaddinger for his review and consideration.

Discussion – Cable Franchise Agreement. Solicitor Shaddinger has completed his review of Armstrong Cable's response and revisions to our proposed Cable Franchise Agreement. Accordingly, Solicitor Shaddinger has provided a memorandum on his findings for the Board's review and consideration. Ms. Merritt stated that Solicitor Shaddinger would be contacting Armstrong Cable to determine the reason in the change of language under basic cable services, in order to ensure that the Township would not be losing revenue. Mr. Cole stated that he noted that the term of the Agreement is proposed at 15 years, and would prefer to see the option to review it after 5 years, in case the Cable Franchise Act would change, and additional revenue could be garnered on services. Ms. Merritt stated that was how our prior Agreement was written and that change was already being proposed to Armstrong.

Use of Trail Cameras Along Road Right-of-Ways. Ms. Merritt stated that as requested, a trail camera had been installed to assist in the identification of vehicles exceeding posted weight limits, however it failed to take any pictures. Accordingly, Ms. Merritt stated that she would be returning the one purchased and obtaining a new one.

County's Broadband Expansion Initiative. Ms. Merritt stated that the Board had been provided with a map showing the broadband expansion areas in the Township which are currently identified on the County's website. She stated that while it was represented that much development would be undertaken in Cambridge and Venango Townships, the map appears to show otherwise, with a small area being located in the very southeastern portion of the Township. The Board agreed that while the map did seem contradictory to what was represented by the County, the partnership contribution was still in the budget, and they would wait and see where the County intends to provide expansion, before releasing any such contribution.

EMS Contract with Meadville Ambulance Service. Ms. Merritt stated that the Township received a proposed contract from Meadville Ambulance Service for EMS coverage in the Township. Additionally, Solicitor Shaddinger has provided a revised Agreement for the Board's review and consideration, in addition to a memorandum and email regarding his proposal. She stated that at this time, it is recommended that the Board send a letter to Meadville Ambulance Service, providing the proposed

agreement, and advising that it is the Board's intent to offer a donation equating to .25 mills for the year 2023. The Board agreed and authorized Ms. Merritt to forward such a letter and the Township's proposed Agreement to Meadville Ambulance for their review and consideration.

2023 Insurance Renewal.

Motion by Mr. Bauer to affirm the renewal of the Township's healthcare plan, provided by UPMC, identified as PPO \$2,500 \$20/\$40, and to affirm the enrollment of Township employees in UPMC's Dental Advantage Plan, identified as Premium 100/80/50/\$0/\$1,500/No Ortho, for the period of January 1, 2023 – December 31, 2023, provided through Borgeson Insurance Services and to pay the applicable premiums. Second by Mr. Blystone

Cole: Yes

Bauer: Yes

Blystone: Yes

2023 Budget Adoption.

Motion by Mr. Blystone to adopt the 2023 Township Budget as presented and advertised containing no tax increase. Second by Mr. Cole.

Cole: Yes

Bauer: Yes

Blystone: Yes

NEW BUSINESS:

Scheduling of Year-End Meeting.

Motion by Mr. Bauer to schedule and advertise the Year-End Meeting for Thursday, December 29, 2022, at 8:00 a.m. Second by Mr. Blystone

Cole: Yes

Bauer: Yes

Blystone: Yes

Annual Donations.

Motion by Mr. Cole to make donations to the Cambridge Springs Volunteer Fire Department in the amount of \$4,000.00, and 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. Bauer.

Further Discussion: Mr. Hermann stated that he would request the Board consider including an annual donation to the Cambridge Springs Historical Museum and Heritage Society. Mr. Cole stated that the donations being acted upon in this motion were for the year 2022, and the Heritage Society received a donation in 2022. Accordingly, the Board could consider Mr. Hermann's request next year for the year 2023.

Cole: Yes

Bauer: Yes

Blystone: Yes

ROADMASTER'S REPORT: A written report has been submitted by the Roadmaster. Mr. Klapthor also reported that the articulating arm of the loader was showing signs of fatigue. He stated that Kevin Peters looked it over and noted that while the top pin was in good shape, the lower pin was not. Accordingly, he stated that the Township was looking at an estimate between \$1,500-\$4,500 to have it repaired.

Mr. Hermann questioned which Township employees plow which route in the Township. Mr. Klapthor stated that he plowed the northern route, Mike Evett plows Pleasant Hills and the side streets, and Keith Snow plows the southern route.

Mr. Gevin stated that unfortunately, the snowplow peeled off the entire berm in front of his residence, and would request that the Township assist him in fixing it. Mr. Klapthor stated that he was aware of the situation, and would address it once it freezes up enough to bring down the backhoe and pull the sod back.

SECRETARY/TREASURER'S REPORT:

Motion by Mr. Blystone 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. Bauer to accept/correct/amend the minutes of the November 14, 2022, Regular Meeting, as presented. Second by Mr. Cole.

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 7:34 PM.



Debra E. Merritt, Secretary