

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

**OCTOBER 10, 2022, AT 7:00 PM**

**CALL TO ORDER, MOMENT OF SILENCE, AND SALUTE TO THE FLAG:** Chairman Cole called the October 10, 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 Tax Collector, Ruth Dunton.

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

**PUBLIC COMMENT PERIOD:** There was no public comments offered 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 6, 2022 were received from CAJA. Mr. Bauer further reported that CAJA is in the process of finalizing a contract with Riverside Brewery in order to rectify the sewage discharge issues at the Brewery, as well as addressing their monthly surcharges.

**ZONING/PLANNING –**

- **Planning Commission:** There were no minutes received from the Planning Commission.
- **Zoning Hearing Board:** Minutes from the June 23, 2020 XL Excavating Public Hearing were 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, October 20, 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.** Ms. Merritt advised that Engineer Porter conducted his inspection of the Municipal Building on Thursday, September 22, 2022, and has advised that he will provide the Board with a report as to his findings. The Board questioned when the Township might receive Engineer Porter’s report. Ms. Merritt stated that she did not know but would contact him to find out when we might expect it.

**Discussion – Nuisance Ordinance.** Discussion was held regarding whether the Board wished to continue working on, and potentially enacting, such an ordinance. Mr. Bauer stated that if the ordinance could specifically target garbage, he believed it would be in the Township’s best interest to have such a policy

in place for the sake of public safety. Mr. Cole and Mr. Blystone agreed. Accordingly, Ms. Merritt stated that she would continue to revise the proposed Ordinance, to specifically target garbage and waste, and forward it to the Board for their review and consideration.

**Discussion – Cable Franchise Agreement.** Ms. Merritt stated that the Township is still waiting to hear from Armstrong’s counsel on the Township’s proposed agreement. Once received, a public hearing will need to be held prior to the enactment of a renewed Agreement.

**Use of Trail Cameras Along Road Right-of-Ways.** Ms. Merritt advised that Solicitor Shaddinger has reported that it would be permissible for a municipality to install trail cameras along road rights-of-way to assist in the identification of vehicles exceeding posted weight limits. She noted however, that it was questionable whether the use of these photographs would be admissible in a legal proceeding. The Board stated that they did not feel the matter would end in a legal proceeding and believed that it would simply assist the Township when addressing the REC over their continued, unnecessary use of the Township roads. Ms. Merritt stated that she would purchase a reasonably priced trail camera and have Mr. Klaphor install it accordingly.

**NEW BUSINESS:**

**Adoption of Resolution No. 04 of 2022.** Ms. Merritt reported that Pennsylvania legislature enacted Act 57 of 2022 on July 11, 2022 which amends the Local Tax Collection Law to require that Tax Collectors provide certain tax relief to certain taxpayers that may not have receive tax bills under the circumstances enumerated in the Act. The Act further mandates that Taxing Districts that levy the Real Estate Tax restate the requirements by Resolution. Accordingly, Resolution 04 of 2022 has been prepared to fulfill the mandated requirements of Act 57.

Motion by Mr. Bauer to adopt Resolution No. 04 of 2022, a Resolution of the Board of Supervisors of the Township of Cambridge, County of Crawford, Pennsylvania, to adopt the Provisions of Act 57, adopted by the General Assembly of Pennsylvania on July 11, 2022, that amends the Pennsylvania Tax Collection Law to require certain taxpayer relief. Second by Mr. Blystone

Cole: Yes                      Bauer: Yes                      Blystone: Yes

**County’s Broadband Expansion Initiative.** Ms. Merritt stated that with regard to the County broadband expansion initiative that was brought up by residents at the September 2022 meeting, she has learned that the Commissioners are planning to accelerate the expansion of broadband internet into rural areas of the County where there is no service or where service does not meet today’s standards. She stated that a map has been provided which shows the areas within each municipality using existing infrastructure, federally funded upcoming construction/expansion projects, census data and public survey responses. She noted that the green areas indicate where broadband access is lacking, and in which the current funding can be used. The white areas already have infrastructure or upcoming expansion projects in place. Further, Ms. Merritt stated that the County is looking for partnerships with municipalities, in the form of financial contributions, to elevate the municipality’s ranking in where broadband expansions will occur in the County.

The Board stated that while they would be in favor of potentially partnering with the County, they questioned specifically how the Township’s financial contribution would ensure that broadband expansion would occur within the Township. Ms. Merritt stated that the initial information that was provided by the County Planning Director was rather vague in details. She stated that she would reach out him to inquire more specifics about the project and confirm that should the Township provide a financial contribution that said contribution would definitively go to the expansion of broadband services in the Township’s jurisdiction.

**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. Bauer to accept the minutes of the September 12, 2022 Regular Meeting, as presented. Second by Mr. Blystone.

Cole: Yes                      Bauer: Yes                      Blystone: Yes

Minimum Municipal Obligation (MMO) worksheet for 2023 in the amount of \$6,135 is presented for budget purposes as required.

2023 Budget Preparation. Ms. Merritt stated that she has provided the Board with a preliminary, working copy of the 2023 budget, which includes the 2023 proposed allocations, the 2022 allocations, as well as the 2022 year-to-date actual receipts and expenditures. Ms. Merritt then reported on the proposed State Fund Budget, noting that the only change was a slight increase in the 2023 Liquid Fuels allocation. The Board then next reviewed the proposed General Fund Budget, noting some changes to Receipts, including the exclusion of additional ARPA funds, as well as changes to the passthrough receipts, such as state aide for Foreign Fire Relief and Pension Relief. With regard to Expenditures, Ms. Merritt reviewed the proposed 2023 allocations and noted the elimination of the line item for the Debt Service for the 2016 Western Star. She further noted the decrease in Road Crew Wages, confirming that it was the Board's intent to continue the current employment status of the Road Crew employees through 2023.

Mr. Cole stated that he believes the that the Township should start earmarking monies specifically for the improvements and/or savings for the Municipal Building, as well as for equipment purchases, similar to how the Road Improvement category operates. Ms. Merritt stated that the Township has two funds available through PLGIT that could be designated for these purposes, the Municipal Services and Reserve Investment accounts, that currently carry a balance of approximately \$20,000, and \$11,000, respectively. Accordingly, Ms. Merritt will make the requested corrections and adjustments, and forward a revised Budget to the Board for their review and consideration at the November 14, 2022 Regular Meeting.

**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 8:10 PM.

  
Debra E. Merritt, Secretary