

BOARD OF SUPERVISORS OF THE TOWNSHIP OF CAMBRIDGE

22530 ELECTRIC DRIVE, CAMBRIDGE SPRINGS, PENNSYLVANIA 16403

TELEPHONE: (814) 398-8327 – FAX NUMBER: (814) 398-4900

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REGULAR MEETING

MONDAY, DECEMBER 11, 2023 AT 7:00 PM

The regular monthly meetings are scheduled to conduct necessary township business. The Board of Supervisors recognizes 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: Mike McCoy, Center Street Extension

BOARDS AND COMMISSIONS:

CAJA – Minutes from the October 3, 2023 meeting 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 has been submitted by the Zoning Officer.

FRENCH CREEK COUNCIL OF GOVERNMENTS – The next regular meeting of the French Creek Council of Governments is scheduled for Thursday, January 18, 2024, at 11:30 AM in the West Mead Township Building.

TAX COLLECTION COMMITTEE – The next meeting of the Crawford County Tax Collection Committee is scheduled for Thursday, February 15, 2024 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:

Proposed Ordinance No. 01 of 2024, Short-Term Rental Ordinance.

Motion by _____ to authorize the publication of Cambridge Township Ordinance No. 01 of 2024, an Ordinance to Regulate the Use of Residential Dwellings for Short-Term Rentals and Providing for the Administration and Enforcement of the Regulations Including Penalties for Violations, for consideration at the January 2, 2024 Organizational and Regular Meeting of the Board of Supervisors. Second by _____.

Vote: C B B

Informational – Cable Franchise Agreement.

Informational – Repairs/Maintenance Needs at the Municipal Building.

Appointment to CAJA Board.

Motion by _____ to appoint _____, to serve an un-expired term ending, December 31, 2024 on the Cambridge Area Joint Authority, created by the resignation of Paul Frazier. Second by _____.

Vote: C B B

2024 Insurance Renewal.

Motion by _____ 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, 2024 – December 31, 2024, provided through Borgeson Insurance Services and to pay the applicable premiums. Second by _____.

Vote: C B B

2024 Budget Adoption.

Motion by _____ to adopt/reject/table the 2024 Township Budget as presented and advertised containing no tax increase. Second by _____.

Vote: C B B

NEW BUSINESS:

Informational – Hazard Mitigation Plan Update.

Annual Donations.

Motion by _____ 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 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 _____.

Vote: C B B

Scheduling of Organizational Meetings. Motion by _____ to schedule the Organizational and Regular Meeting of the Board of Supervisors for Tuesday, January 2, 2024 at 7:00 p.m., the Organizational Meeting of the Board of Auditors on Wednesday, January 3, 2024, at 8:30 a.m., and the Organizational Meeting and Regular Meeting of the Planning Commission on Monday, January 15, 2024, at 7:00 p.m., to be held in the Municipal Building, 22530 Electric Drive, Cambridge Springs, PA. Second by _____.

Vote: C B B

Discussion - 2024 Regular Meeting Schedule.

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 November 13, 2023 Regular Meeting, as presented. Second by _____.

Vote: C B B

Motion by _____ to transfer 2 mills of tax amounting to \$41,540 into the Road Improvement account, \$10,000 into the Reserve Investment account for Machinery/Equipment and \$20,000 into the Municipal Services account for Capital Construction. Second by _____.

Vote: C B B

Motion by _____ to make budgetary transfers between accounts of the general fund and authorize the Treasurer to complete all necessary transactions and close the books for the year ending December 31, 2023. 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 _____