

BOARD OF SUPERVISORS OF THE TOWNSHIP OF CAMBRIDGE
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REGULAR MEETING

MONDAY, OCTOBER 9, 2023, AT 7:00 PM

CALL TO ORDER, MOMENT OF SILENCE, AND SALUTE TO THE FLAG: Chairman Cole called the October 9, 2023, 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; Resident, Patrick Hermann, and Visitor, Stanley Ledzinski.

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

PUBLIC COMMENT PERIOD: There were no comments offered by the public in attendance at this time.

SUPERVISOR COMMENTS: There were no comments from the Supervisors at this time.

PUBLIC REQUESTS BY PRIOR ARRANGEMENT: Dave Birchard of Ridge Road contacted the Township to advise that he was unable to attend this evening's meeting.

BOARDS AND COMMISSIONS:

CAJA – Minutes from the August 5, 2023, meeting were received from CAJA. Mr. Bauer reported that CAJA is looking to implement a small rate increase for sewer service in 2024. Further, he requested that Mr. Klapthor reach out to the REC to request that they remove a few dead trees located on CAJA's property in Pleasant Hills. Mr. Klapthor stated that he would contact them accordingly.

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, October 19, 2023, at 11:30 AM.

TAX COLLECTION COMMITTEE – The next meeting of the Crawford County Tax Collection Committee is scheduled for Thursday, October 19, 2023, at 6:00 PM in the West Mead Township Building.

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

- **Resolution for Plan Revision and Approval of Holding Tank Agreement.**

Motion by Mr. Bauer to approve the Resolution for Plan Revision, No. 02 of 2023, in accordance with the Pennsylvania Sewage Facilities Act, as well as the Holding Tank Agreement, for Kimberly Radler and Stanley Ledzinski of 23868 Thomas Road Extension, Cambridge Springs, as permitted by Michael Rinkevich, the Township's Sewage Enforcement Officer. Second by Mr. Blystone.

Cole: Yes

Bauer: Yes

Blystone: Yes

PROJECTS AND UNFINISHED BUSINESS:

Informational – Ordinance Development to Address Airbnbs. Ms. Merritt reported that the proposed Short-Term Rental Ordinance is being reviewed by Solicitor Shaddinger.

Informational – Cable Franchise Agreement. Ms. Merritt reported that the Township is waiting for Armstrong’s response to the proposed Cable Franchise Agreement.

Informational – Repairs/Maintenance Needs at the Municipal Building. Following last month’s meeting, Mr. Klaphthor has been determining the necessary size of a free-standing structure to house the Township’s anti-skid and salt materials and will thereafter investigate the necessary requirements in order to complete such a project. Mr. Klaphthor reported that the optimal size for an anti-skid/salt building would be 50’ x 60’. He stated that we would begin checking with companies to obtain pricing on such a size. Ms. Merritt stated that she would assist Mr. Klaphthor by checking to see if there are any COSTARS suppliers that offer such structures.

Informational – Jericho Road Bridge Repair Work. Following the Township’s receipt of the EADS Group letter regarding the condition of Jericho Road Bridge, Mr. Klaphthor contacted Mark Corey, P.E., to request his assistance in obtaining the necessary permits to undertake the necessary repairs. Accordingly, Mr. Corey has obtained the necessary permits, and is preparing the required bid documents to have the work completed.

Discussion – Purchase of a Surveillance/Security System for the Municipal Building. Ms. Merritt reported that following last month’s meeting, she had been pricing camera systems with recorders on Amazon and had found wireless options ranging from \$300-\$550. Mr. Cole stated that the brand he was familiar with was WYZE, which could also be found on Amazon. The Board agreed that such a system would be sufficient and that requested that Ms. Merritt acquire a reasonably priced option that could easily be installed by Mr. Klaphthor.

NEW BUSINESS:

Informational – Resignation of Paul Frazier from the CAJA Board. The Township has been advised that Paul Frazier is resigning from the CAJA Board, effective December 6, 2023 (or earlier if a replacement is found). Mr. Frazier’s term was set to expire on December 31, 2024. Sandy Prude, CAJA’s Administrator, has provided the Board with a copy of Mr. Frazier’s resignation, together with a list of Township residents served by the Authority to assist in finding a replacement. The Board indicated that they would review the list provided by CAJA in order to find a suitable replacement for Mr. Frazier.

Planning Commission Appointment.

Motion by Mr. Blystone to appoint Nickalaus Vella of 22554 Hodges Lane, Cambridge Springs, to serve an un-expired, 4-year term ending, December 31, 2026, on the Township Planning Commission, created by the resignation of William Crawford. Second by Mr. Bauer.

Cole: Yes Bauer: Yes Blystone: Yes

ROADMASTER’S REPORT: A written report has been submitted by the Roadmaster. Mr. Klaphthor further reported that he had reached out to the dealer of the 1998 New Holland 6635 tractor that Mr. Bauer had found. He stated that the salesman reported that it was taken in on trade, had 4,800 hours on it and was priced at \$22,500.00. It was noted that it was located in Lockport, NY which was an approximately 3-hour drive. The Board agreed that Mr. Klaphthor should visit the dealer to look at the tractor, considering the ongoing issues with the Township’s current tractor.

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 September 11, 2023, Regular Meeting, as presented. Second by Mr. Bauer.

Cole: Yes Bauer: Yes Blystone: Yes

The Minimum Municipal Obligation (MMO) worksheet for 2024 in the amount of \$5,970 is presented for budget purposes as required.

2024 Budge Preparation. Ms. Merritt reported that she has begun working on the 2024 budget and requested that the Supervisors and the Roadmaster provide her with any budget items they would like included for the upcoming year. She further stated that the proposed budget will be presented to the Board at their November Regular Meeting.

PUBLIC COMMENT PERIOD: Mr. Hermann questioned whether the Board had spent any of their ARPA monies, or whether they had earmarked any of the monies for next year. Mr. Cole stated that only a small amount had been distributed and it was the Board's was intent to utilize the money to address some of the much-needed repairs to the Municipal Building, including the possible construction of a free-standing anti-skid/salt structure as discussed earlier in the meeting. Mr. Hermann further questioned the timeframe in which the monies needed to be spent. Ms. Merritt stated that all monies had to be allocated by December 31, 2024. Mr. Hermann stated that he would encourage the Board to consider hard surfacing Ridge Road with whatever monies that might be left over.

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 7:45 PM.



Debra E. Merritt, Secretary