

BOARD OF SUPERVISORS OF THE TOWNSHIP OF CAMBRIDGE
22530 Electric Drive, Cambridge Springs, PA 16403
Telephone: (814) 398-8327 – Fax Number: (814) 398-4900
Email: cambridgetwp@verizon.net

REGULAR MEETING

MONDAY, SEPTEMBER 11, 2023 AT 7:00 PM

CALL TO ORDER, MOMENT OF SILENCE, AND SALUTE TO THE FLAG: Chairman Cole called the September 11, 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, and Roadmaster, Dan Klapthor.

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

PUBLIC COMMENT PERIOD: There was no public in attendance, therefore no comments were offered.

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

PUBLIC REQUESTS BY PRIOR ARRANGEMENT: There were no public requests made by prior arrangement.

BOARDS AND COMMISSIONS:

CAJA – Minutes from the July 5, 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, 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.

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 – Dirt and Gravel Road and Low Volume Road Application for the Henry Road Sluice Pipe Replacement. Ms. Merritt reported that the Township had been notified that our DGLV Grant Application for the Henry Road sluice pipe replacement was not awarded by the Crawford County Conservation District. A copy of the District's August 22, 2023 letter notifying the Township of their decision was provided to the Board for their review and consideration.

Discussion – Purchase of a Surveillance/Security System for the Municipal Building. Mr. Klapthor reported that he met with Travis Grieco of Canadohta who provided a quote in the amount of \$3,900 to provide and install a camera system at the Township Building. A copy of Mr. Grieco's August 22, 2023 quote was provided to the Board for their review and consideration. It was agreed that the Board would continue to look into the purchase and installation of a security system for the Municipal. It was determined that the Township would look for a more reasonably priced system that could easily be installed by Mr. Klapthor.

NEW BUSINESS:

Jericho Road Bridge Inspection. Ms. Merritt reported that the Township has received a certified letter from Michael T. Kabala, P.E., of the EADS Group, who serve as the County bridge inspectors, hired by PennDOT. Engineer Kabala has advised that the Jericho Road Bridge inspection revealed heavy scour which require underpinning the undermined areas of the abutment and wingwall footings with concrete to sufficiently support the abutment stem and wingwall and installing properly designed riprap in front of the stem to prevent future scour and undermining. Engineer Kabala has also advised that these maintenance items are considered a priority code "1" which requires the work to be completed as soon as the work can be scheduled within 6 months, and that the Township be cognizant of the potential liability and take actions accordingly. A copy of Engineer Kabala's letter, together with photographs taken during his inspection has been provided to the Board for their review and consideration.

Mr. Klapthor stated that he contacted Shingledecker's Welding, who were able to inspect the bridge and provided a quote for its repair. Said quote was received today, in the amount of \$28,607.00. Mr. Klapthor further reported that there were some necessary permits that would need to be obtained in order for the work to be undertaken. He stated that he would reach out to Shingledecker's to see if they would be able to secure the permits, or whether the Township would be responsible for doing so. Ms. Merritt stated that if the Township was tasked to obtain the permits, then she would recommend that Mark Corey, P.E., be contacted to undertake the work. Ms. Merritt stated that the Township's Municipal Services Representative, Troy Cyphert, advised that while the maintenance items were identified as a priority "1", he did not believe that it was considered an emergency situation, and proper bidding requirements should be followed. It was noted that the certified letter that was received states that the work is to be completed as soon as it can be scheduled within 6 months. Accordingly, with winter approaching the Board felt it would be in the Township's best interest to ensure that the work is done as soon as possible.

Motion by Mr. Bauer to amend the Board of Supervisor's September 11, 2023 Regular Meeting Agenda to add an item to address the maintenance work needed to address the condition of the Jericho Road Bridge, as detailed in the EADS Group letter. Second by Mr. Blystone.

Cole: Yes

Bauer: Yes

Blystone: Yes

Motion by Mr. Bauer to authorize the Roadmaster, and Secretary/Treasurer, to arrange for permits to be secured for the maintenance work required pursuant to the EADs Group letter, regarding Jericho Road Bridge, and to further undertake any actions necessary to ensure that the work is completed as soon as possible. Second by Mr. Cole.

Cole: Yes

Bauer: Yes

Blystone: Yes

ROADMASTER'S REPORT: A written report has been submitted by the Roadmaster. Mr. Blystone questioned whether PennDOT had reached out to Township to advise when they might undertake the installation of the catch basin at the corner of Griffith Road and Route 86. Mr. Klapthor stated that he had not heard anything from the State in this regard.

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 August 14, 2023 Regular Meeting, as presented.
Second by Mr. Blystone.

Cole: Yes Bauer: Yes Blystone: Yes

PUBLIC COMMENT PERIOD: Again, with no public in attendance, no comments were offered.

FURTHER BUSINESS:

Discussion – Repairs/Maintenance Needs at the Municipal Building. The Board, as well as Mr. Klapthor, and Ms. Merritt walked the Municipal Building, looking at the maintenance and structural issues that were raised in Mr. Porter's report. The Board agreed that the first issue to be addressed would be to get the anti-skid and salt materials out of the existing building and into a free-standing structure. Accordingly, Mr. Klapthor would determine the preferred size of such a structure and begin pricing such a building.

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 8:00 PM.



Debra E. Merritt, Secretary