

# MINUTES

## Cranberry Township Board of Supervisors Agenda Preparation Meeting Thursday, December 12, 2019

### **Supervisors:**

Richard Hadley  
Bruce Hezlep  
Mike Manipole  
Bruce Mazzoni  
John Skorupan

### **Staff Present:**

Jerry Andree , Township Manager  
Bert Bertoncello , Assistant Township Manager  
Pete Geis , Director , Parks & Recreation  
Ron Henshaw , Director , Planning & Development Services  
J.W. Johnson, Jr. , Content & Communications Specialist  
Jason Kratsas , Director , Engineering & Environmental Services  
Jeanne Manko , Legal Stenographer  
Gretchen Moran , Recording Secretary  
Adam Osterrieder , Director , Technology & Communications  
Michael Palombo , Township Solicitor  
Daniel Santoro , Assistant Township Manager  
Rick Spiker , Systems Administrator

### **Call to Order Chairman Hadley**

#### **1. Pledge of Allegiance**

Chairman Hadley called the meeting to order at 6:30 p.m. in the Council Chambers of the Cranberry Township Municipal Center, 2525 Rochester Road, Cranberry Township, PA, and led the salute to the flag.

#### **2. Roll Call**

Roll call showed all Supervisors to be present.

3. Public Comment (Any item on or off the Agenda except for Public Hearing Items)

There was no public comment.

4. Recognition of Volunteers of the Year

Cranberry Township is fortunate to have active, well managed athletic associations that offer a range of quality youth sports for our residents. In 2019, those associations, acting in collaboration with the Township's Department of Parks and Recreation, wanted to highlight their outstanding volunteers. Pete Geis, Director of Parks and Recreation, introduced those volunteers identified by those associations, along with Parks and Recreation's outstanding volunteers.

Joe DeCristoforo, Cranberry Township Athletic Association (Baseball & Softball)  
Mark VandeWater, Seneca Valley Lacrosse Association  
Dave Bacher, Seneca Valley Junior Football and Cheer  
Seth Murray, Seneca Valley Soccer Association  
Arron Morrow, Parks and Recreation Basketball  
Dan Kraemer, Parks and Recreation Dek Hockey

The Board of Supervisors congratulated the volunteers and thanked them for their time and efforts on behalf of the youth of Cranberry Township.

**Public Hearings**

5. PR #25089 - Seneca Valley School District - Conditional Use (TLD 1/3/20)

The Board accepted public comment on a Conditional Use application for a two (2) story, 199,336 square foot Public Education Facility to be located at 2070 Ehrman Road on 150.61 acres in the I-L zoning district.

Those wishing to speak were sworn in. Ron Henshaw reviewed the plan, noting that Virginia Loaney from Herbert, Rowland & Grubic, Inc. will give a presentation of the plan as well. Jason Kratsas discussed the roundabout noting that a third party was consulted and agreed this is the best approach in regard to traffic safety, including walkers and bikers.

Mr. Hadley noted that this is a 150-acre site and inquired as to the size of the actual footprint of the development. Ms. Loaney answered the footprint is 60 acres. Mr. Hadley then noted that leaves about 90 acres and asked if the 90 acres are in Jackson Township to which Ms. Loaney answered yes, and there are no plans at this time for development.

Mr. Hadley said he is looking at several items that still need to be addressed. Mr. Henshaw said these items are technical in nature and the Resolution will address them. Mr. Hadley stated for the record that we are aware of these comments and they will be addressed entirely.

Public Comment:

Kelly Fisher stated her family is building a home near this development and she inquired if the terrain of the 90 acres north of the school will be disturbed, and Ms. Loaney said no, not at this time.

Motion was to close the public hearing with consideration under the Planning and Development Services section of this meeting.

### **VOTING**

Motion by: Manipole, Mike  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

### **Planning & Development Services**

6. PR #25088 & PR #25089 - Seneca Valley School District - Preliminary and Final Land Development and Conditional Use (TLD 1/30/20)

Motion to adopt Resolution No. 2019-82 granting Preliminary and Final Land Development and Conditional Use Approval for a two (2) story, 199,336 square foot Public Education Facility to be located at 2070 Ehrman Road on 150.61 acres in the I-L zoning district.

Mr. Skorupan said in working with the District and neighboring developments staff has worked on this project for a long time. Mr. Hadley noted this is also a facility that will serve our community for a long time and there are 90 acres behind it. Mr. Andree said it can be included in the Resolution that there will be no access from the north into this development.

### **VOTING**

Motion by: Manipole, Mike  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

7. PR #25082 - Park Place Revised Phase 6 - Revised Final Land Development (TLD 2/23/20)

Mr. Henshaw reviewed this item, along with Phase 7 and Phase 8. The Board questioned why no developer representative was present.

Motion to adopt Resolution No. 2019-83 granting Revised Final Land Development Approval for Phase 6 removing four (4) single family residential lots and replacing them with two single family attached residential lots with a total of nine (9) townhouse units within the Park Place Development in the CCD-2 zoning district.

**VOTING**

Motion by: Manipole, Mike  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**8. PR #25083 - Park Place - Final Phase 7 Land Development (TLD 2/23/20)**

Motion to adopt Resolution No. 2019- 84 granting Final Land Development Approval for Phase 7 consisting of sixty-six (66) townhouse units within the Park Place Development on 14.87 acres in the CCD-2 zoning district.

**VOTING**

Motion by: Manipole, Mike  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**9. PR #25085 - Park Place - Final Phase 8 Land Development (TLD 2/23/20)**

Motion to adopt Resolution No. 2019-85 granting Final Land Development Approval for Phase 8 consisting of one hundred fifty-one (151) townhouse units within the Park Place Development on 26.59 acres in the CCD-2 zoning district.

**VOTING**

Motion by: Manipole, Mike  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

### **Public Works and Engineering**

#### **10. Contract Action Requests (CAR's)**

#### **VOTING**

Motion by:

Second by:

Supervisor	YES	NO	ABSTAIN
Richard Hadley			
Mike Manipole			
Bruce Hezlep			
Bruce Mazzoni			
John Skorupan			

#### **11. CAR #19-11-06 - Change Order - Library Makerspace & Renovations - General Construction**

Motion to approve CAR #19-11-06 - Change Order - Library Makerspace & Renovations - General Construction to Freedom Enterprises & Assoc. in the amount of \$3,122.00 (Contract Additions/Deductions - See Description)

#### **VOTING**

Motion by: Hezlep, Bruce

Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

#### **12. CAR #19-12-04 - Change Order - Library Makerspace & Renovations - Electrical Construction**

Motion to approve CAR #19-12-04 - Change Order - Library Makerspace & Renovations - Electrical Construction to Westmoreland Electric Services in the amount of \$6,890.00. (Contract Additions - See Description)

**VOTING**

Motion by: Hezlep, Bruce  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**13. CAR #19-02-06 - Final Payment - Superpave Street Resurfacing 2019**

Motion to approve CAR #19-02-06 - Final Payment - Superpave Street Resurfacing 2019 - to Youngblood Paving, Inc. in the amount of \$32,972.00.

**VOTING**

Motion by: Hezlep, Bruce  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**14. CAR #16-13-68 - Partial Payment - BCWPCF Expansion Rebid - General Construction**

Motion to approve CAR #16-13-68 -Partial Payment - Brush Creek Water Pollution Control Facility Expansion Rebid - General Construction - to Mascaro Construction Co., LP in the amount of \$254,982.91.

**VOTING**

Motion by: Hezlep, Bruce  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

- 15.** CAR #16-16-55 - Partial Payment - BCWPCF Expansion Rebid - Electrical Construction

Motion to approve CAR #16-16-55 - Partial Payment - Brush Creek Water Pollution Control Facility Expansion Rebid - Electrical Construction - to Westmoreland Electric Services in the amount of \$77,913.06.

**VOTING**

Motion by: Hezlep, Bruce  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

- 16.** CAR #19-11-08 - Partial Payment - Library Makerspace & Renovations - General Construction

Motion to approve CAR #19-11-08 - Partial Payment - Library Makerspace & Renovations - General Construction to Freedom Enterprises & Assoc. in the amount of \$32,965.00.

**VOTING**

Motion by: Hezlep, Bruce  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

- 17.** CAR #19-14-03 - Partial Payment - Library Makerspace & Renovations - Plumbing Construction

Motion to approve CAR #19-14-03 - Partial Payment - Library Makerspace & Renovations - Plumbing Construction to Newman Plumbing, Inc. in the amount of \$20,598.30.

### **VOTING**

Motion by: Hezlep, Bruce  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

### **18. CAR #19-17-04 - Partial Payment - Water Tanks Valve Project**

Motion to approve CAR #19-17-04 - Partial Payment - Water Tanks Valve Project - to Ferri Contracting Co, Inc. in the amount of \$55,440.00.

### **VOTING**

Motion by: Hezlep, Bruce  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

### **19. Bond Release Requests:**

Motion to approve the following Bond Release Requests:

FINAL RELEASE:

1. D0618-04-PH2 - Franklin Crossing, Phase 2

PARTIAL RELEASE:

2. D2910-03-EWES - Eagle Ridge - Earthwork
3. D2910-01-EWES - Eagle Ridge - Sitework
4. D2409-20 - The Glen at Woodside
5. D2612-03-SITE - Reserve at Eagle Hill - Site
6. D2702-06 - Franklin Square, 1656 Rt. 228

### **VOTING**

Motion by: Hezlep, Bruce  
Second by: Skorupan, John



Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

### **Township Manager**

#### **20. Resolution No. 2019- - Final Budget for the Year 2020**

Motion to adopt Resolution No. 2019-86 approving the proposed 2020 budget, which maintains the current real estate tax rates.

### **VOTING**

Motion by:

Second by:

Supervisor	YES	NO	ABSTAIN
Richard Hadley			
Mike Manipole			
Bruce Hezlep			
Bruce Mazzoni			
John Skorupan			

#### **21. Resolution to Establish the Property Tax Rates for the Year 2020**

Motion to adopt Resolution No. 2019-87, establishing the Property Tax Rates for the Year 2020, which will remain the same as 2019.

### **VOTING**

Motion by: Manipole, Mike

Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

**22. Fee Resolution Update**

Motion to adopt Resolution No. 2019-88 updating the Fee Resolution to reflect Non-Residential Building Permit fees (Page 3), Fire Prevention (Page 6), Sewage Enforcement Officer fees (Pages 12, 13 and 14), Recreation Fees-In-Lieu (Page 16), and Solid Waste Service (Page 23) updates.

**VOTING**

Motion by: Manipole, Mike  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**23. Consideration of approving an amended MMO for the Uniform Pension Plan for the Year 2020**

Motion to adopt Resolution No. 2019-89, amending the Minimum Municipal Obligation (MMO) for the Uniformed Pension Plan for the Year 2020.

**VOTING**

Motion by: Manipole, Mike  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**24. "Cranberry Cares" Program**

The Employees of Cranberry Township have expressed a desire to build upon the already positive relationships within the community by offering to our own employees opportunities to volunteer to undertake projects within the community that enhance and improve the quality of life for our residents. This Employee-Driven Program, entitled "Cranberry Cares", will promote Community Engagement.

Motion to adopt Resolution No. 2019-90, authorizing the Township Manager to implement the "Cranberry Cares" program for Township Employees.

## **VOTING**

Motion by: Manipole, Mike  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

### **25. Appointment of Sewage Enforcement Officer and Alternate**

Motion to appoint Jeffrey D. Winkle as Sewage Enforcement Officer and Michael J. Groves as the Alternate Sewage Enforcement Officer.

## **VOTING**

Motion by: Manipole, Mike  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

### **26. Personnel**

One (1) recommended motion attached.

Motion to ratify the hire of Joseph Brown, Utility IV, Labor Grade I, Public Works Department, at an hourly rate of \$21.26, effective December 9, 2019.

## **VOTING**

Motion by: Manipole, Mike  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**27. Renewal of Tenant Lease in Municipal Center**

Motion to approve the renewal of the following tenant lease in the Municipal Center:

Center for Community Resources through December 31, 2021

**VOTING**

Motion by: Manipole, Mike

Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**28. MSA Thruway Contract No. 19-15 – Assignment of Payment Agreement**

Motion to approve the execution of the Payment Direction Agreement between Cranberry Township and Allegheny Excavating for the MSA Thruway Contract (Contract No. 19-15) establishing payments under the contract to be remitted to an established Escrow Agent pursuant to the agreement.

**VOTING**

Motion by: Manipole, Mike

Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**29. Renewal of Agreements with Delta Development Group**

As our three current agreements with Delta Development are expiring, we have worked with Delta to refocus our efforts into two agreements, focusing on transportation projects and capital projects and continuing the work on the administration of the MSA Thruway Grants. Accordingly, the Board is being asked to consider the following motion renewing agreements with Delta Development:

Motion to approve the renewal of two agreements with Delta Development Group, both according to the amendments as stated in the December 10, 2019 letters affecting the Master Agreement that focuses on public funding strategies and implementation, as well as administration of the MSA Thruway grants, and the other Agreement in support of transportation planning, including the coordination of the BUILD Grant and in support of the INFRA grant in cooperation with Butler County.

### **VOTING**

Motion by: Manipole, Mike  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

### **30. Purchase Approval #00002008--- Children's Library and Other Flooring - Library Makerspace Project**

Motion to approve Purchase Approval #00002008--- Children's Library and Other Flooring - Library Makerspace Project to Franklin Interiors Inc, in the amount of \$50,650.00.

### **VOTING**

Motion by: Manipole, Mike  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

### **31. Purchase Approval #00002009-00 - Library Makerspace Furnishings**

Motion to approve Purchase Approval #00002009-00 - Library Makerspace Furnishings to Delaney & Associates, Inc. in the amount of \$28,522.78.

### **VOTING**

Motion by: Manipole, Mike  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

### **32. Non-Uniformed Employee Benefits for 2020**

Motion to adopt Resolution No. 2019-91 approving Non-Uniformed Employee Benefits for the Year 2020.

#### **VOTING**

Motion by: Manipole, Mike  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

#### **Additional Township Solicitor Business**

The Township Solicitor had no additional business for this meeting.

#### **Minutes**

### **33. Meeting Minutes:**

Motion to approve the minutes of the November 21, 2019 Agenda Preparation Meeting.

#### **VOTING**

Motion by: Hadley, Richard  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

## **Remittance & Payroll Warrants**

### **34. Remittance Proposals & Payroll Warrants**

Motion to approve the following Remittance Proposals & Payroll Warrants:

1. Remittance Proposal NOV19WIR dated 11/30/19
2. Remittance Proposal NOV19PPD dated 11/30/19
3. Remittance Proposal NOV19MD2 dated 11/30/19
4. Remittance Proposal DEC19FIN dated 12/12/19
5. Payroll Warrant 242019 dated 11/29/19
6. Payroll Warrant S2219 dated 11/29/19

## **VOTING**

Motion by: Hadley, Richard

Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

## **Reports**

### **35. Monthly Reports:**

1. Planning & Development Services for November 2019
2. Cranberry Public Library Director's Report for December 2019
3. Technology & Communications for December 2019
4. Fire Company for November 2019
5. Police Department for November 2019
6. Cranberry Highlands Golf Report for December 2019
7. Public Works Activity for December 2019
8. BCTP Flow Data for December 2019
9. BCTP Compliance History for December 2019
10. Open Records Summary - 11/22/19 to 12/12/19
11. Engineering Newsletter for November 2019

## **Additional Business**

Mr. Manipole mentioned that our policemen and women are at Target this evening shopping with kids. There are photos on Facebook, and it looks like everyone is having a great time. Mr. Andree mentioned that MSA has donated to make this program possible.

Mr. Manipole also said that "Santa's First Stop" was again a huge success.

Mr. Manipole said that Seneca Valley Ryan Gloyer Middle School was again named to the PA Don Eichhorn Schools "Schools to Watch" list. A large part of this includes the community service which was made possible because of Cranberry Township. Seneca Valley knows it is a lot of work and time for Township employees, and it is so very much appreciated. Mr. Mazzoni said thanks to Mr. Manipole for all his efforts

Mr. Hadley said it has been a good year for Cranberry Township thanks to staff, and staff is very much appreciated. Mr. Andree said staff appreciates the Board; it all begins at the top.

Chairman Hadley wished everyone a Merry Christmas and Happy New Year.

### **Adjournment**

36. Motion to Adjourn

### **VOTING**

Motion by: Skorupan, John  
Second by: Hezlep, Bruce

Supervisor	YES	NO	ABSTAIN
Richard Hadley	X		
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

The meeting adjourned at 7:40 p.m.

Respectfully submitted,

Gretchen Moran, Recording Secretary