

DRAFT

– Subject to Change –

AGENDA

Cranberry Township Board of Supervisors
Re-Organization Meeting
Monday, January 6, 2020 6:30 PM

Call to Order-Chairman Hadley

1. Pledge of Allegiance
2. Roll Call
3. Public Comment (Any Item On or Off the Agenda)

Election of Officers

4. Board of Supervisors - Election of Officers
 1. Selection of Chairman
 2. Selection of Vice-Chairman

Organizational Business

5. Appointment of Township Manager

Accept a motion to reappoint Jerry A. Andree as the Township Manager and to approve his Employment Agreement through the next Board organizational meeting following the next municipal election, pursuant to the Township Code.

6. Recommend Treasurer's Bond

Accept a motion to establish the Treasurer's Bond for the Year 2020 at \$500,000.00 through the Ohio Casualty Insurance Company.

7. Appointment of Solicitor

Accept a motion to reappoint the firm Campbell Durrant, P.C. as Township Solicitor.

8. Appointment of the Collectors for the Local Services Tax and the Mercantile and the Business Privilege Tax

Accept a motion to reappoint H.A. Berkheimer Associates for the purpose of collecting current and delinquent Local Services Tax and current and delinquent Mercantile and Business Privilege Tax.

9. Appointment of Real Estate Transfer Tax Collector

Accept a motion to reappoint the Butler County Recorder of deeds for the collection of the Real Estate Transfer Tax.

10. Establish 2020 Regular Meeting Schedule

Accept a motion to approve the following meeting schedule for 2020:

11. In 2020, the Board of Supervisors will meet at 6:30 p.m. on Thursdays, except as noted below.
488/2019

Organization Meeting - January 6 - Monday
January Agenda Prep. - January 30
February Regular - February 6
February Agenda Prep. - February 27
March Regular - March 5
March Agenda Prep. - March 26
April Regular - April 2
April Agenda Prep. - April 30
May Regular - May 7
May Agenda Prep. - May 28
June Regular - June 4
June Agenda Prep - June 25
July Regular - July 2
July Agenda Prep. - July 30
August Regular - August 6
August Agenda Prep. - August 27
September Regular - September 3
September Agenda Prep. - September 24
October Regular - October 1

October Agenda Prep. - October 29
November Regular - November 5
November Agenda Prep. - November 19
December Final Meeting of the Year - December 10

12. Publication of Official Notices

Accept a motion to designate the Butler Eagle for the publication of the Township's legal notices.

13. Appointments of Liaisons by the Chairman

1. Library and Parks & Recreation and Councils of Governments. (In 2019, Vice Chairman Manipole)
2. Planning & Development Services, including Code Administration, Planning Commission, and Zoning Hearing Board, and Building/Fire Codes Board of Appeals. (In 2019, Supervisor Skorupan)
3. Public Safety, including Police, Fire, and Emergency Management. (In 2019, Supervisor Mazzoni)
4. Public Works. (In 2019, Supervisor Hezlep)
5. Administration. (In 2019, Chairman Hadley)
6. Intergovernmental Relations. (In 2019, Supervisors Mazzoni and Skorupan)

14. Boards and Commissions

15. Appointments and Re-appointments to Boards and Commissions:

467/2019

Accept a motion to reappoint Eric Vollmer to the Building/Fire Codes Board of Appeals for a three-year term expiring December 31, 2022.

Accept a motion to appoint Jessica Moslander to the Library Board to a three-year term expiring December 31, 2022.

Accept a motion to appoint Tom Parkinson to the Library Board to a three-year term expiring December 31 2022.

Accept a motion to reappoint Ed Sarver to the Vacancy Board to a one-year term expiring December 31, 2020.

Accept a motion to reappoint P. Andrew Diamond to the Zoning Hearing Board for a five-year term expiring December 31, 2024.

16. Appointment of Delegates to the Butler County Tax Collection Committee
17. Accept a motion to adopt Resolution No. 2020-____ appointing Delegates to the Butler
490/2019 County Tax Collection Committee.

Administration

18. Appointment of Certified Public Accountants for the Year 2020
19. Accept a motion to adopt Resolution No. 2020-____ appointing the firm of Maher Duessel to
489/2019 provide audit services to the Township for the Year 2020.
20. Designation of Depositories
- Accept a motion to approve the continued use of PNC Bank and PLGIT (Pennsylvania Local Government Investment Trust) as Township depositories.

Other Business Pertinent to the Township

21. Other Business Pertinent to the Township
22. Extension Agreement - Fire Strategic Plan
497/2019
- As part of the Fire Strategic Plan, the Township and the Cranberry Township Volunteer Fire Company (CTVFC) entered into a new agreement dated September 28, 2017. That new agreement implemented many of the recommendations of the Fire Strategic Plan that was jointly adopted by the Township and the CTVFC. That agreement was subsequently extended by mutual consent through an Extension Agreement dated September 5, 2019. That Extension agreement provided the option for the Township to further extend that Extension Agreement up to an additional three months. Accordingly, the Board is being asked this evening to authorize that extension through April 30, 2020. This will permit the Township and CTVFC to implement additional recommendations of the Fire Strategic Plan.
- Motion to authorize the Township Manager to exercise the option in the September 5, 2019 Extension Agreement to extend the Agreement between Cranberry Township and CTVFC through April 30, 2020.
23. Municipal Center Rear Parking Renovation
1/2020
- Staff will present to the Board a plan for the renovation of the rear parking lot at the Municipal Center. This renovation has been postponed for the last several years and has become a priority due to deteriorating conditions. It is proposed the renovation include a new parking configuration to gain additional parking capacity. Following the discussion, the Board will be asked to consider the following motion:

Motion to authorize the Township Manager to seek Engineering proposals to renovate the rear parking lot of the Municipal Center, which includes upgrading of the stormwater management system, lighting and parking configuration to increase parking by at least 70 spaces.

24. Public Works Department Processes and Structure
4/2020

The Township has completed two evaluation processes that identified opportunities within the Township. One process was a Six Sigma Evaluation of our practices in the Public Works Department. An additional evaluation included an employee engagement survey. Staff will present to the Board tonight proposed changes in the organization and focus within the Public Works Department that incorporates the recommendations from those processes.

25. Personnel
498/2019

Three (3) recommended motions attached.

26. Approval to Submit Three (3) Green Light-Go Grant Applications
5/2020

As a part of Staff's continuing efforts to seek funding opportunities to implement the Township's Plans, the Board is being asked this evening to consider the following three (3) motions:

1. Motion to adopt Resolution No. 2020-____, granting authorization to submit an application to the Green Light-Go Program for the Three Signal Communications Upgrade Project. The signals include Rowan Rd and Rowan School/Rowan Towers Drive; Executive Dr. and Cranberry Square; and Franklin Rd and Peters Rd.
2. Motion to adopt Resolution No. 2020-____, granting authorization to submit an application to the Green Light-Go Program for the LED Replacement Project.
3. Motion to adopt Resolution No. 2020-____, granting authorization to submit an application to Green Light-Go Program for the Two Signal Cabinet Replacement Project. The cabinet locations include Route 19 and Glen Eden Rd)/North Boundary Rd; and Route 19 and Dutilh Rd.

27. Minutes for the Final Meeting of 2019 - December 12, 2019
499/2019

Accept a motion to approve the Minutes for the Final Meeting of 2019, held on December 12, 2019.

Adjournment

28. Accept a motion to Adjourn