

MINUTES

Cranberry Township Board of Supervisors Regular Meeting Thursday, March 5, 2020

Supervisors:

Richard Hadley
Bruce Hezlep
Mike Manipole
Bruce Mazzoni
John Skorupan

Staff Present:

Jerry Andree , Township Manager
Josh Andree, Special Projects Coordinator
Gary Beltz, Manager, Facilities
Bert Bertoncello , Assistant Township Manager
Jason Dailey , Director , Public Works
Drew Fredericks, Manager, Grounds Maintenance
Scott Garing, Chief, Fire and Emergency Services
Ron Henshaw , Director , Planning & Development Services
Greg Hoover , Asst. Director , Public Works/Utility Operations
Bob Howland , Manager , Streets & Properties
J.W. Johnson, Jr. , Content & Communications Specialist
Joe Leavens , Manager , Sewer & Water Field Operations
Kelly Maurer, Assistant Director, Public Works
Marty McKinney, Manager, Traffic & Communications
Kevin Meyer , Police Chief
Mason Miller, Pretreatment Coordinator
Gretchen Moran , Recording Secretary
Adam Osterrieder , Assistant Township Manager
Daniel Santoro , Deputy Township Manager
Rick Spiker , Systems Administrator
Tim Zinkham , Acting Director, Engineering

Call to Order - Chairman Hadley

1. Pledge of Allegiance/Roll Call

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. Announcement

3. Public Comment (Any item on or off the Agenda)

There was no public comment.

4. Cranberry Township EMS Annual Update to the Board

Scott Garing, Chief of Fire and Emergency Services, introduced Ted Fessides, Chief of the Cranberry Township Emergency Medical Services (CTEMS) who presented their annual report to the Board of Supervisors. Members of the CTEMS Board of Directors were also present.

Chief Fessides began with the positives, stating the mission of CTEMS and noting over 700 volunteer hours were accumulated in 2019. Also noted were Tiffany Spiegel and Ashley Judd as EMT of the Year, Ryan Mann as Paramedic of the Year, and Luke Fleeger as recipient of the Directors Award.

It was noted that declining insurance payments do not cover the cost of providing service, and low wages cause difficulty in attracting new and retaining EMTs and Paramedics. EMT systems nationwide are at a breaking point. Chief Fessides thanked the Board for their continued support.

Supervisor Hezlep said that County Commissioner Boozel is working to change that, suggesting a county-wide authority which would have taxing power and could make up for lost reimbursements.

Chairman Hadley said the Board wants to help the EMS, and are very appreciative of their service.

Supervisor Skorupan commented this needs to be communicated to the public forum as residents don't think about it until they need the ambulance; if the community knew how dire the situation is, the memberships would increase.

5. How Cranberry Township is preparing for the Coronavirus

Ted Fessides, Chief of Cranberry Township Emergency Medical Services (CTEMS) and Scott Garing, Chief, Department of Fire and Emergency Services (DFES) discussed the pre-planning that is underway to prepare our community for the potential impacts of the coronavirus.

6. Highlight of 2020 Initiatives by the Public Works Department

Several members of the Public Works Department provided an update to the Board highlighting the initiatives they are undertaking in 2020.

Chairman Hadley thanked the staff for coming in tonight and educating the Board. The Board appreciates the efforts and dedication and hard work, and said the presentations were great.

Supervisor Manipole said it's great to see how seamlessly everyone works together, and if anything goes wrong, the Supervisors are the first to hear about it, and it doesn't happen. The scope of work done is amazing.

Supervisor Skorupan commented this is something that should be done more often; it is great information.

Supervisor Hezlep compared it to Disney – you never see the staff because everything is clean and works properly. We don't see our staff, and we don't realize all the things that go on behind the scenes.

Administration - Chairman Hadley

7. Meeting Minutes:

Motion to approve the following Meeting Minutes:

1. Minutes of the January 30, 2020 Agenda Preparation Meeting.
2. Minutes of the February 27, 2020 Agenda Preparation Meeting.

VOTING

Motion by: Hadley, Richard

Second by: Manipole, Mike

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

Motion Carried

8. Remittance Proposals & Payroll Warrants

Motion to approve the following Remittance Proposals & Payroll Warrants:

1. Remittance Proposal JAN20PPD dated 1/31/20
2. Remittance Proposal JAN20WIR dated 1/31/20
3. Remittance Proposal FEB20M19 dated 2/19/20
4. Remittance Proposal FEB20MID dated 2/19/20
5. Remittance Proposal FEB20REF dated 2/24/20
6. Remittance Proposal MAR20BIG dated 3/06/20
7. Payroll Warrant 022020 dated 1/24/20
8. Payroll Warrant S0220 dated 1/31/20
9. Payroll Warrant 032020 dated 2/7/20
10. Payroll Warrant S0320 dated 2/14/20

VOTING

Motion by: Hadley, Richard
Second by: Manipole, Mike

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

Motion Carried

9. Consideration of Contract with Perkins Eastman for the renovation of interior office space in the Municipal Center

Tonight, the Board will be asked to consider the following motion to approve the proposal from Perkins Eastman for design services for the renovation of the interior administrative office space in the Municipal Center. The renovation will provide for more efficient use of existing space to facilitate the expansion of needed work and meeting space. In addition, the renovation will provide for the upgrading of the infrastructure that is needed to support the growing use of technology in those workspaces. Key components of the renovation will include the following: increase of 15-20 individual work spaces, with built-in flexibility; additional meeting spaces; provide for the Communications Team to move to the administration area, which will provide for enhanced collaboration with the other Departments and frees up the space in the front hallway currently being used by that Team; adds a dedicated IT Lab Space; additional employee restroom; enhanced kitchen/gathering space and significantly enhanced customer service area to improve interfacing with residents and customers.

Motion to approve Purchase Approval No. 00002121-00 for Phase I Design Services in the not to exceed amount of \$359,909.00 pursuant to the revised January 30, 2020 Proposal by Perkins Eastman for the renovation of the administrative spaces in the Municipal Center.

VOTING

Motion by: Hadley, Richard
Second by: Manipole, Mike

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

Motion Carried

10. Resolution for Technology Purchasing Program (PEPPM)

Motion to adopt Resolution No. 2020-11, authorizing the Township's participation in PEPPM (Pennsylvania Educational Purchasing Program), a state-wide public bidding program for various IT related purchases.

VOTING

Motion by: Hadley, Richard
Second by: Manipole, Mike

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

Motion Carried

Planning & Development Services - Supervisor Skorupan

11. PR #25539 - St. John's Lot Consolidation Plan - Preliminary and Final Subdivision (TLD 5/24/20)

Motion to adopt Resolution No. 2020-12, granting Preliminary and Final Subdivision Approval for the consolidation of 4.29 acres located at 1001 Freedom Road in the R-2 zoning district.

VOTING

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

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

Parks & Recreation and Library - Vice-Chairman Manipole

Public Works and Engineering - Supervisor Hezlep

12. Contract Action Requests (CAR's)

13. Contract Change Orders

14. CAR #19-12-09 - Change Order - Library Makerspace & Renovations - Electrical Construction

Motion to approve CAR #19-12-09 - Change Order - Library Makerspace & Renovations - Electrical Construction - to Westmoreland Electric Services in the amount of \$1,683.00 (Contract Addition - 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

15. CAR #19-14-05 - Change Order - Library Makerspace & Renovations - Plumbing Construction

Motion to approve CAR #19-14-05 - Change Order - Library Makerspace & Renovations - Plumbing Construction - to Newman Plumbing, Inc. in the amount of \$6,615.03. (Contract Addition - 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

16. CAR #19-16-04 - Change Order - BCWPCF - Parking Lot Paving

Motion to approve CAR #19-16-04 - Change Order - Brush Creek Water Pollution Control Facility - Parking Lot Paving - to Youngblood Paving. The Change Order is requesting authorization for an extension of contract completion date to May 15, 2020 due to weather.

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. Contract Payments**VOTING**

Motion by:
Second by:

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

18. CAR #19-12-08 - Partial Payment - Library Makerspace & Renovations - Electrical Construction

Motion to approve CAR #19-12-08 - Partial Payment - Library Makerspace & Renovations - Electrical Construction - to Westmoreland Electric Services in the amount of \$56,034.42.

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. CAR #19-11-12 - Partial Payment - Library Makerspace & Renovations - General Construction

Motion to approve CAR #19-11-12 - Partial Payment - Library Makerspace & Renovations - General Construction - to Freedom Enterprises & Assoc. in the amount of \$35,385.00.

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

20. CAR #19-08-05 - Partial Payment - Route 19 & St. Francis Way - Traffic Signal Replacement

Motion to approve CAR #19-08-05 - Partial Payment - Route 19 & St. Francis Way - Traffic Signal Replacement - to Traffic Control & Engineering Co., in the amount of \$246,287.82.

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

21. Contract Awards

22. CAR #20-02-02 - Contract Award - Superpave Street Resurfacing 2020

Motion to approve CAR #20-02-02 - Contract Award - Superpave Street Resurfacing 2020 - to Youngblood Paving, Inc. in the amount of \$799,308.80.

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

23. CAR #20-03-02 - Contract Award - Seal Coating 2020

Motion to approve CAR #20-03-02 - Contract Award - Seal Coating 2020 - to Russell Standard Corp. in the amount of \$143,944.08.

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

24. CAR #20-04-02 - Contract Award - Crack Sealing 2020

Motion to approve CAR #20-04-02 - Contract Award - Crack Sealing 2020 - to Crilon Corp. in the amount of \$54,208.55.

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

25. CAR #16-05-06 - Contract Award - Printing Services - Cranberry Township Newsletter

Motion to approve CAR #16-05-06 - Contract Award - Printing Services - Cranberry Township Newsletter - to Knepper Press Corp. in the amount of \$22,702.34 (Year 5).

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

26. Authorizations to Bid

27. CAR #20-06-02 - Bid Rejection/No Bids - Authorization to Rebid - BCWPCF - Disposal of Bio-Solids, Grit & Screening

Motion to approve CAR #20-06-02 - Bid Rejection/No Bids - Authorization to Rebid - Brush Creek Water Pollution Control Facility - Disposal of Bio-Solids, Grit & Screening.

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

28. CAR #20-08-01 - Authorization-to-Bid - Line Painting & Traffic Markings

Motion to approve CAR #20-08-01 - Authorization-to-Bid - Line Painting & Traffic Markings.

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

29. CAR #20-09-01 - Authorization-to-Bid - Cranberry Township Parks - Fencing Projects

Motion to approve CAR #20-09-01 - Authorization-to-Bid - Cranberry Township Parks - Fencing Projects.

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

30. Purchase Awards**31. Purchase Approval #00002134-00 - Pure Storage FA X20 Solution**

Motion to approve Purchase Approval #00002134-00 - Pure Storage FA X20 Solution
- to Virtix IT Consulting, LLC (COSTARS 003-505) in the amount of \$313,286.

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

- 32.** Purchase Approval #00002132-00 - Liebert CRV20 Precision Cooling System for Traffic Operations Center (TOC) Server Room

Motion to approve Purchase Approval #00002132-00 - Liebert CRV20 Precision Cooling System for Traffic Operations Center (TOC) Server Room - to Vertiv Corporation (PEPPM 528897-286 Contract) in the amount of \$26,850.

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

- 33.** Purchase Approval #00002133-00 - Network Penetration Testing Services

Motion to approve Purchase Approval #00002133-00 - Network Penetration Testing Services - to Schneider Downs in the amount of \$22,000.

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

- 34.** Purchase Approval #00002123-00 - Purchase of Six (6) Utility Carts (Golf Course)

Motion to approve Purchase Approval #00002123-00 - Purchase of Six (6) Utility Carts (Golf Course) - to Club Car LLC in the amount of \$49,500 (includes trade-ins).

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

- 35.** Purchase Approval #00002122-00 - 2020 Bobcat T770 Compact Track Loader (Skid Steer & Mini Excavator) with Brushcat Mower Attachment

Motion to approve Purchase Approval #00002122-00 - 2020 Bobcat T770 Compact Track Loader (Skid Steer & Mini Excavator) with Brushcat Mower Attachment (DPW)- to Bobcat of Pittsburgh in the amount of \$54,985.11 (includes trade-in).

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

- 36.** Bond Release Requests

- 37.** Bond Release Requests:

Motion to approve the following Bond Release Requests:

FINAL RELEASE DENIED:

1. D0408-07-PH35 - Park Place, Phases 3 & 5
2. D0408-16-RPH2 - Park Place Revised Phase 2

FINAL RELEASE DENIED - PARTIAL RELEASE:

3. D0408-14-PHM3 - Park Place, Phase M3

PARTIAL RELEASE

4. D0408-07-PH6 - Park Place, Phase 6
5. D0408-10-PH4 - Park Place, Phase 4

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

- 38.** Approval of an Intergovernmental Project: The Lower Connoquenessing Watershed - Stormwater Planning Study

The Board is being asked this evening to consider approval of the Township's participation in the intergovernmental project entitled the Lower Connoquenessing Watershed - Stormwater Planning Study. This Study is between nine municipalities, those being the Boroughs of Zelienople, Harmony, Evans City, Mars and Seven Fields and the Townships of Jackson, Lancaster, Adams and Cranberry, and the County of Butler. Due to extraordinary flooding events that have occurred within the Connoquenessing Watershed in recent history, municipalities accept the fact that their stormwater practices have a regional impact. This study will provide updated stormwater release rates to determine if those rates could be managed to help reduce flooding. The study will also identify three significant physical improvement projects in each municipality that has the potential to provide relief during flooding events, along with the proposed costs of those improvements. Herbert, Rowland and Grubic, Inc. (HRG) will conduct the study with the County of Butler contributing 20% of the total cost of \$76,380.00, with the balance being divided between nine municipalities. Cranberry Township's costs will be \$8,147.20.

Motion to adopt Resolution No. 2020-13, approving participation in the Lower Connoquenessing Watershed Stormwater Planning Study in collaboration with 8 other municipalities and the County of Butler, at a cost of \$8,147.20.

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		

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Motion Carried

39. Breakneck Creek Regional Authority/Cranberry Township Sewer Line Connection Agreement

The Board is being asked this evening to consider the following motion to approve the Sewer Line Connection Agreement between the Breakneck Creek Regional Authority (BRCA) and Cranberry Township. This agreement has been approved by BRCA. This agreement will provide for the elimination of the Franklin Acres Lift Station, with the flow being diverted through this new line to the Breakneck Treatment Plant.

Motion to approve the Breakneck Creek Regional Authority/Cranberry Township Sewer Line Connection Agreement.

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

40. MSA Thruway Contract No. 19-15 - Termination of Assignment of Payment Agreement

The Board approved an assignment of payment agreement for the MSA Thruway contract at the 12/12/19 Board meeting at the request of the Contractor. The agreement is no longer necessary. The Solicitor's office has reviewed the documentation and concurs with termination of the agreement. This evening, the Board is being asked to consider the following motion to approve the termination of the payment direction agreement between Cranberry Township and Allegheny Excavating for the MSA Thruway contract (Contract No. 19-15).

Motion to approve the agreement with Allegheny Excavating, Inc. to terminate the payment direction agreement dated December 12, 2019, and to authorize execution of the Termination of Payment Direction by the Township Manager.

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

41. April 2020 - PA 811 Safe Digging Month

Motion to adopt Resolution No. 2020-14 proclaiming April 2020 as Pennsylvania 811 Safe Digging Month.

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

Public Safety - Supervisor Mazzoni

Solicitor

42. Additional Solicitor Business

The Township Solicitor was not present this evening.

Reports

43. Monthly Reports:

1. Planning & Development Services for January 2020
2. Cranberry Library Director's Report for February 2020
3. Police Department for January 2020
4. Technology & Communications for February 2020
5. Cranberry Township Emergency Medical Services (CTEMS) for January 2020
6. Public Works Department Activity Report for February 2020
7. BCTP Flow Data Report for February 2020
8. BCTP Compliance History Report for February 2020
9. Engineering Monthly Newsletter Update for February 2020
10. Cranberry Highlands Golf Course Report for February 2020
11. Budget & Balance Sheet for December 2019
12. Budget & Balance Sheet for January 2020

13. Property Tax Collections - October through December 2019
14. Open Records Summary - 2/1/20 to 2/27/20

Additional Business

44. Additional Business

There was no additional business for this meeting.

Adjournment

45. Motion to adjourn

The meeting adjourned at 8:10 p.m.

VOTING

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

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

Motion Carried

Respectfully submitted,



Gretchen Moran, Recording Secretary