

MINUTES

Cranberry Township Board of Supervisors

Regular Meeting

Thursday, April 2, 2020

Supervisors:

Richard Hadley
Bruce Hezlep
Mike Manipole
Bruce Mazzoni
John Skorupan

Staff Present:

Jerry Andree , Township Manager
Adam Osterrieder , Assistant Township Manager
Michael Palombo , Township Solicitor
Daniel Santoro , Deputy Township Manager

Call to Order - Chairman Hadley

1. Pledge of Allegiance/Roll Call

Chairman Hadley called the virtual meeting to order at 6:30 p.m. The virtual meeting was held through Microsoft Teams and was available for the public to hear the audio portion through a link on the Cranberry Township website. When the meeting was called to order, all Supervisors were present and able to participate in the virtual meeting. Chairman Hadley commented that these are extraordinary times and everyone coming together is appreciated.

Earlier today, Mr. Hadley noted an audio recording of the meeting will be available on the Township Website following the meeting.

There were two ways for the public to submit comments. By phone call or by typing in the Microsoft Teams program. The Board allowed five minutes for comments to be submitted beginning at 6:35pm. During this comment period Chairman Hadley expressed, and noted that the entire Board agreed, his appreciation and thanks to Chad Julkowski and the I.T. Department for putting this meeting together and also to all the Township staff. Mr. Hadley said we all have the best interest of our community at heart and we will work through this

together. Supervisor Manipole commented that we have seen great examples of community spirit during this time. So many have helped, which further states that this is a great place to live.

2. Announcement

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

There was no public comment submitted for this meeting.

Administration - Chairman Hadley

4. Resolution to approve a Declaration of Emergency due to COVID-19

The Board was asked to consider adoption of a Resolution designating a disaster emergency related to the impact of COVID-19, providing for the necessary authority to address the impact of COVID-19 and providing for the opportunity for federal and state assistance to reimburse the Township costs associated with this Declaration.

Motion to adopt Resolution No. 2020-15, approving a Declaration of Emergency due to COVID-19.

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

5. Consideration of a Resolution to Waive Penalties and Interest on Late Sewer, Water and Solid Waste Bills

The Board was asked to consider a Resolution waiving late penalties and interest charges on customers' sewer, water and solid waste bills.

Motion to adopt Resolution No. 2020-16, waiving late penalties and interest charges on customers' sewer, water and solid waste bills effective for the billing date of April 1 through July 1, with normal penalties and charges effective August 1, 2020.

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

6. Local Government Unit Debt Act Ordinance for a PA Infrastructure Bank (PIB) Loan

Motion to adopt Ordinance No. 2020-494, authorizing the issuance of a General Obligation Note, in favor of the Commonwealth Department of Transportation, to fund roadway, ramp and traffic safety improvements in the Township, all in accordance with the Local Government Unit Debt Act.

Mr. Andree noted that this Ordinance was prepared by the Township's Bond Counsel, Anthony Ditka, who is overseeing this process.

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		
John Skorupan			

Motion Carried

7. Personnel

Motion to ratify the hire of Terrance McGrath, Supervisor of Golf Operations, Cranberry Highlands Golf Course, at an hourly rate of \$22.00, effective March 16, 2020.

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 FEB20PPD dated 2/29/20
2. Remittance Proposal FEB20WIR dated 2/29/20
3. Remittance Proposal MAR20MID dated 3/18/20
4. Remittance Proposal MAR20MD2 dated 3/18/20
5. Remittance Proposal MAR20REF dated 3/25/20
6. Remittance Proposal APRIL20BIG dated 4/02/20
7. Payroll Warrant 042020 dated 2/21/20
8. Payroll Warrant SP0420 dated 2/21/20
9. Payroll Warrant S0420 dated 2/28/20
10. Payroll Warrant 052020 dated 3/6/20
11. Payroll Warrant SP0520 dated 3/6/20
12. Payroll Warrant S0520 dated 3/16/20

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. Meeting Minutes:

Motion to approve the minutes of the March 5, 2020 Regular 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

Planning & Development Services - Supervisor Skorupan

- 10.** PR #25698 - Reserve at Eagle Hill Amendment No. 6 - Prelim/Final Subdivision (TLD 6/20/20)

Motion to adopt Resolution No. 2020-17, granting Lot Line Revision Approval to create 5 units on Lot 106 within the Reserve at Eagle Hill development located along Moyer Hill Drive.

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		

Motion Carried

- 11.** PR #25701 - Park Place Amendment No. 38 - Prelim/Final Subdivision (TLD 6/20/20)

Motion to adopt Resolution No. 2020-18, granting Lot Line Revision Approval to create 5 units on Lot 6C within the Park Place development located along Captain Lee Boss Way.

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		

Motion Carried

- 12.** PR #25640 - Park Place - Revised Preliminary Land Development (TLD 6/23/20)

Motion to adopt Resolution No. 2020-19, granting Revised Preliminary Land Development Approval to revise the design of Phase 6 revising two (2) townhouse lots with nine (9) total townhouses to two (2) townhouse lots with eight (8) total townhouse units on Bucktail Drive within the Park Place CCD-2 Development on 195 acres.

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		

Motion Carried

13. PR #25641 - Park Place - Revised Final Phase 6 Land Development (TLD 6/23/20)

Motion to adopt Resolution No. 2020-20, granting Revised Final Phase 6 Land Development Approval to revise the design of two (2) townhouse lots from nine (9) total townhouses to two (2) townhouse lots with eight (8) total townhouse units on Bucktail Drive within the Park Place CCD-2 Development on 195 acres.

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		

Motion Carried

Parks & Recreation and Library - Vice-Chairman Manipole

14. C2P2 Grant Application Approval - Community Park - Stream Restoration, Phase 1 and Community Park North - Field Development, Phase 1

The Board was asked to consider the following two (2) motions:

Motion to adopt Resolution No. 2020-21, granting authorization to submit an application to the Pennsylvania Department of Conservation and Natural Resources (DCNR) for their Community Conservation Partnership Program (C2P2) for the Community Park - Stream Restoration, Phase 1, Project.

Voting: Motion by Mike Manipole, Second by Bruce Mazzone, and motion carried unanimously.

Motion to adopt Resolution No. 2020-22, granting authorization to submit an application to the Pennsylvania Department of Conservation and Natural Resources (DCNR) for their Community Conservation Partnership Program (C2P2) for the Community Park North - Field Development, Phase 1 Project.

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

15. Library Makerspace Memorandum of Agreement

Motion to approve the Library Makerspace Program Memorandum of Agreement ("MOA") between the Township and Cranberry Public library.

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 - Supervisor Hezlep

16. Contract Action Requests (CAR's)

17. Contract Change Orders

18. CAR #19-11-13 - Change Order - Library Makerspace & Renovations - General Construction

Motion to approve CAR #19-11-13 - Change Order - Library Makerspace & Renovations - General Construction - to Freedom Enterprises & Assoc. in the amount of \$2,880.00. (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

19. CAR #19-14-06 - Change Order - Library Makerspace & Renovations - Plumbing Construction

Motion to approve CAR #19-14-06 - Change Order - Library Makerspace & Renovations - Plumbing Construction - to Newman Plumbing, Inc. in the amount of \$3,210.07. (Contract Addition - See Description)

VOTING

Motion by: Hezlep, Bruce
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

20. CAR #19-12-10 - Change Order - Library Makerspace & Renovations - Electrical Construction

Motion to approve CAR #19-12-10 - Change Order - Library Makerspace & Renovations - Electrical Construction - to Westmoreland Electric Services in the amount of \$2,304.30. (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

21. Contract Payments

22. CAR #19-11-14 - Partial Payment - Library Makerspace & Renovations - General Construction

Motion to approve CAR #19-11-14 - Partial Payment - Library Makerspace & Renovations - General Construction - to Freedom Enterprises & Assoc. in the amount of \$25,298.00.

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

23. CAR #19-13-10 - Partial Payment - Library Makerspace & Renovations - Mechanical Construction

Motion to approve CAR #19-13-10 - Partial Payment - Library Makerspace & Renovations - Mechanical Construction - to Central Heating & Plumbing in the amount of \$46,516.50.

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 #19-12-11 - Partial Payment - Library Makerspace & Renovations - Electrical Construction

Motion to approve CAR #19-12-11 - Partial Payment - Library Makerspace & Renovations - Electrical Construction - to Westmoreland Electric Services in the amount of \$27,769.97.

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 #19-15-03 - Partial Payment - MSA Thruway Construction

Motion to approve CAR #19-15-03 - Partial Payment - MSA Thruway Construction - PP-1 (TWPRD) - to Allegheny Excavating, Inc. in the amount of \$295,344.23.

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. Contract Awards

27. FOR THE BOARD'S INFORMATION ONLY. NO ACTION IS REQUIRED.

Contract Awards with Bid Openings on April 15

The following contract awards are scheduled to have bid openings on April 15.

CAR #20-05-02 - Contract Award - Micro-Surfacing 2020

CAR #20-08-02 - Contract Award - Line Painting & Traffic Markings

CAR #20-09-02 - Contract Award - Cranberry Township Parks - Fencing Projects

CAR #20-10-02 - Contract Award - BCWPCF - Acoustic Silencers for Blow Intakes - Rebid

CAR #20-11-02 - Contract Award - BCWPCF Disposal of Bio-Solids, Grit & Screening – Rebid

- 28. Authorizations to Bid
- 29. Purchase Awards
- 30. Bond Release Requests
- 31. Bond Release Requests

Motion to approve the following Bond Release Requests:

PARTIAL RELEASE DENIED:

- 1. D2201-09-P1D2 - Cranberry Springs, Phase 1-D-2

FULL RELEASE:

- 2. D2815-06 - Bank of America, 20133 Route 19

PARTIAL RELEASE:

- 3. Forest Edge, Phase 2B
- 4. Eagle Ridge - Sitework
- 5. Eagle Ridge - Earthwork
- 6. D2805-01 - Meeder, Phase 1
- 7. D2901-05 - Courtyards at Willow Grove

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. Award 2020 SHACOG Spring Commodities

Motion to accept the 2020 SHACOG Spring Commodities Bids per the attached listing.

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. Resolution accepting and signing the Freedom Road BUILD Grant Sidewalk Maintenance Agreement

Motion to adopt Resolution No. 2020-23, accepting and signing the Sidewalk Maintenance Agreement with PennDOT for the Freedom Road - Haine School Road to Commonwealth Drive - BUILD Grant.

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

34. Consideration of Promissory Note with Cranberry Township Firefighter's Relief Association

Motion to approve a Promissory Note with the Cranberry Township Volunteer Firefighter's Relief Association for the financing of the 2020 Tower Truck in the amount of \$1,200,000.

VOTING

Motion by: Mazzoni, 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

Solicitor

35. Additional Solicitor Business

The Township Solicitor had no additional business to bring before the Board.

Reports

36. Monthly Reports:

1. Planning & Development Services for February 2020
2. Police Department for February 2020
3. Engineering Newsletter for March 2020
4. Public Works Monthly Activity Report for March 2020
5. BCTP Flow Data Report for March 2020
6. BCTP Compliance History Report for March 2020
7. Cranberry Highlands Golf Report for March 2020
8. Open Records Summary - 2/28/20 to 3/26/20
9. Emergency Medical Services (EMS) for February 2020
10. Cranberry Public Library Director's Report for March 2020
11. Budget & Balance Sheet for February 2020
12. Technology & Communications Report for March 2020
13. Fire Company Report for February 2020

37. Additional Business

Supervisor Manipole thanked Jerry Andree, Dan Santoro, Bettelou Bertoncello, and Adam Osterrieder and the entire team, saying their leadership and tireless effort has been tremendous. And Mr. Manipole thanked his fellow Supervisors noting their efforts are really appreciated.

Adjournment

38. Motion to adjourn

The meeting adjourned at 7:02 p.m.

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 7:02 p.m.

Respectfully submitted,

Gretchen Moran, Recording Secretary