

MINUTES

Cranberry Township Board of Supervisors

Agenda Preparation Meeting

Thursday, July 30, 2020

Supervisors:

Richard Hadley
Bruce Hezlep
Mike Manipole
Bruce Mazzoni
John Skorupan

Staff Present:

Jerry Andree - Township Manager
Bert Bertoncello - Assistant Township Manager
Lori Coon - Recording Secretary
Ron Henshaw - Director, Planning & Development Services
Keith Hughes - IT Support Technician
Chad Julkowski - Manager, Information Systems
Adam Osterrieder - Assistant Township Manager
Michael Palombo - Township Solicitor
Daniel Santoro - Deputy Township Manager
Tim Schutzman - Interim Director of Engineering
Tim Zinkham - Manager of Engineering Services

Guest:

Delmas Fike

Call to Order Chairman Hadley

1. Pledge of Allegiance

Chairman Hadley called the virtual meeting to order at 6:30 p.m. and led the salute to the flag.

2. Roll Call

When the meeting was called to order, all Supervisors were present and able to participate in the virtual meeting.

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

There was no public comment submitted for this meeting.

4. Important Information Concerning Public Comment:

Chairman Hadley announced citizens wishing to be included in the public comment portion of this meeting, as well as those providing testimony, should follow instructions provided on this weblink: <https://www.cranberrytownship.org/boardmeeting>

Chairman Hadley also announced citizens unable to connect on-line, were asked to call the Manager's Office at 724-776-4806 ext. 1103 by 5:00 pm. on the day of the meeting and leave your comment, along with your name and address. Presentations for public hearings are available for public view at this weblink: <https://www.cranberrytownship.org/87/Public-Notices>

5. Announcement

Chairman Hadley announced the Regular Board meeting on Thursday, August 6, 2020 has been cancelled. Accordingly, the Board will consider action on all agenda items this evening.

Prior to the start of the Public Hearing section of the meeting, Solicitor Mike Palombo administered the Oath of Truth to those providing testimony.

Public Hearings

6. PR #26307 - Camp Bow Wow - Conditional Use (TLD to open public hearing 8/11/20)

Motion to adopt Resolution No. 2020-38, granting Conditional Use for a 8,200 square foot kennel to be located in an existing building located at 41 Progress Avenue in the TLI zoning district.

Ron Henshaw confirmed he was sworn in and provided an overview of the conditional use for Camp Bow Wow, an indoor dog kennel. After Mr. Henshaw's presentation, he noted that Mr. Delmas Fike, the representative for Camp Bow Wow, was present for any questions. There were no questions from the Board and no public comment.

Motion to close the Public Hearing.

VOTING

Motion by: Skorupan, John

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

Planning & Development Services

7. PR #26307 - Camp Bow Wow - Conditional Use (TLD to open public hearing 8/11/20)

Accept public comment on a Conditional Use for a 8,200 square foot Kennel to be located in an existing building located at 41 Progress Avenue in the TLI zoning district.

(Following public comment and provided no additional testimony is needed, it is the recommendation to close the public hearing with consideration at this meeting under Planning & Development Services)

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 #26358 - McNorton Plan of Lots No. 2 - Preliminary and Final Subdivision (TLD 9/26/20)

Motion to adopt Resolution No. 2020-39, granting Preliminary and Final Subdivision approval for a lot line revision of two lots totaling approximately 3.58 acres located at 313 Plains Church Road in the R-1 zoning district.

Ron Henshaw stated the McNorton revision is a simple lot line revision to adjust the property line for the sale of the property.

VOTING

Motion by: Skorupan, John
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 #26539 - Richey-Nasky Lot Line Revision - Preliminary and Final Subdivision (TLD 10/24/20)

Motion to adopt Resolution No. 2020-40 granting, a Lot Line Revision of two lots totaling approximately 7.14 acres located at 7700 Franklin Road in the R-1 zoning district.

VOTING

Motion by: Skorupan, John
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

10. PR #26567 - Reserve at Eagle Hill Amendment No. 8 - Prelim/Final Subdivision (TLD 10/24/20)

Motion to adopt Resolution No. 2020-41 granting, a Lot Line Revision Approval to create 5 units on Lot 108 within the Reserve at Eagle Hill development located along Moyer Hill Drive.

VOTING

Motion by: Skorupan, John
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

11. PR #26568 - Reserve at Eagle Hill Amendment No. 9 - Prelim/Final Subdivision (TLD 10/24/20)

Motion to adopt Resolution No. 2020-42 granting, a Lot Line Revision Approval to create 6 units on Lot 114 within the Reserve at Eagle Hill development located along Moyer Hill Drive.

VOTING

Motion by: Skorupan, John
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

12. Contract Action Requests (CAR's)

13. Contract Change Orders

14. CAR #20-02-03 - Change Order - Superpave Street Resurfacing 2020

Motion to approve CAR #20-02-03 - Change Order - Superpave Street Resurfacing 2020 - to Youngblood Paving Inc. in the amount of \$19,368.37.

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 #20-15-03 - Change Order - Pickleball Fencing

Motion to approve CAR #20-15-03 - Change Order - Pickleball Fencing - to Abel Fence LLC for a deduction in the amount of (\$7,687.50).

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

16. CAR #20-15-04 - Change Order - Pickleball Fencing

Motion to approve CAR #20-15-04 - Change Order - Pickleball Fencing - to Abel Fencing LLC for a deduction in the amount of (\$770.00).

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. Contract Payments

18. CAR #20-02-04 - Partial Payment - Superpave Street Resurfacing 2020

Motion to approve CAR #20-02-04 - Partial Payment - Superpave Street Resurfacing 2020 - Youngblood Paving Inc. in the amount of \$332,738.04.

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 #20-10-03 - Partial Payment - BCWPCF - Acoustic Silencers for Blower Intakes - Rebid

Motion to approve CAR #20-10-03 - Partial Payment - BCWPCF - Acoustic Silencers for Blower Intakes - Rebid to Wm. T. Spaeder Co., Inc. in the amount of \$40,403.50.

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

20. CAR #20-03-03 - Final Payment - Seal Coating 2020

Motion to approve CAR #20-03-03 - Final Payment - Seal Coating 2020 - to Russell Standard Corp. in the amount of \$144,107.01.

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. Authorizations to Bid

23. CAR #20-19-01 - Authorization to Bid - Goehring Road Water Line Project

Motion to approve CAR #20-19-01 - Authorization to Bid - Goehring Road Water Line Project - Water line repair/enlargement under Interstate 79.

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. Purchase Awards

25. Purchase Approval #00002321 - BCWPCF As-Built Drawings

Motion to approve Purchase Approval #00002321 - BCWPCF As-Built Drawings - to GHD in the amount of \$23,500.00.

John Skorupan asked if the As-Built Drawings were part of the original contract. Tim Zinkham responded the As-Built were not part of the original contract.

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. Bond Release Requests

27. Bond Release Requests:

Motion to approve the following Bond Release Requests::

FINAL DENIED - PARTIAL RELEASED:

1. D2702-08 - Franklin Square

PARTIAL RELEASE:

1. D2908-01 - Ron Lewis Vehicle Display
2. D2910-06-SITE - Eagle Ridge-Sitework
3. D2910-08-EWES - Eagle Ridge-Earthwork

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

28. Resolution to Amend Benefits for Non-Uniformed Non-Bargaining Unit Employees

In response to the challenges COVID-19 has had on the non-uniformed, non-bargaining unit members of the workforce, the Board is being asked to allow this

group of employees to carry-over an additional five (5) days of vacation into 2021 with the consideration of the approval of the following Resolution:

Motion to adopt Resolution No. 2020-43, amending the Resolution which outlines Benefits for Non-Uniformed Non-Bargaining Unit 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

29. Update on Improvements of Rochester Road

Staff will update the Board this evening on the improvements that will be starting on Rochester Road

Dan Santoro presented an update on the Rochester Road Improvement Project. Mr. Santoro stated the improvements will be from Commerce Park Drive to Graham School Road. The project will be in two phases. The first phase will be from Commerce Drive to the Municipal Center driveway. The second phase will be from the Municipal Center driveway to Graham School Road. The construction is currently underway and will continue through 2021. The improvements will widen the roadway to five lanes over the length of the project. The intersection at Main Street and the Municipal Center entrance will focus on enhancing pedestrian connectivity between the Municipal Center and the Meeder Plan, which involves a traffic signal.

Supervisor Manipole asked if there would be any changes to Graham School Road. Mr. Santoro stated there were no current changes planned.

The Supervisors also inquired about the signal timing with pedestrian cross traffic. Mr. Santoro assured the Board that the pedestrian traffic will be accounted for in the signal timing.

Supervisor Hezlep asked if there would be benches in the pedestrian pockets of the crosswalk at Main Street and the Municipal Center driveway. Mr. Santoro said no benches are planned at this time, but it would be a great idea.

30. Police Services Agreement with Seneca Valley School District for the 2020-2021 School Year

The Board is requested this evening to approve the Police Services Agreement with the Seneca Valley School District for the 2020-2021 School Year. The Agreement continues the practice of the Township providing at least one Police Office for certain school hours and special events at Seneca Valley Schools within the Township.

Motion to renew the Police Services Agreement with Seneca Valley School District for the 2020-2021 School Year

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. Resolution for a Sewage Facility Planning Module for Franklin Acres Sewer Extension

Motion to adopt Resolution No. 2020-44, accepting and signing a Sewage Facility Planning Module for Franklin Acres Sewer Extension. Discontinuing use of Franklin Acres Pump Station.

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. Resolution Authorizing Administration to work with PNC Capital Markets LLC and Dinsmore & Shohl LLP on Refinancing and Financing Opportunities

The Township will be in a position to consider refinancing and financing opportunities later this year. To authorize that evaluation to proceed, the Board is being asked to consider the following Resolution:

Motion to adopt Resolution No. 2020-45, authorizing the Administration to work with PNC Capital Markets LLC and Dinsmore & Shohl LLP on refinancing and financing opportunities in 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

- 33.** Authorize the Township Manager to submit the appropriate COVID-19 related expenses to Federal, State and County Programs providing for a potential reimbursement of those expenses.

As a result of COVID-19, the federal, state and county governments are offering a number of programs that provides for reimbursement of COVID-19 related expenses. To permit timely submissions, the Board is being asked to consider the following motion:

Motion to authorize the Township Manager to submit the appropriate COVID-19 related expenses to Federal, State and County Programs providing for a potential reimbursement of those expenses.

John Skorupan inquired about the status of the County disbursement. Jerry Andree stated he would soon meet with the County Commissioners to find out about the layout of the distribution.

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 solicitor did not have any additional business to discuss at this meeting.

Minutes

- 34.** Meeting Minutes 6/25/20 & 7/13/20

Motion to approve the minutes of the following meetings:

Meeting minutes:

1. Minutes of the June 25, 2020 Agenda Preparation Meeting.
2. Minutes of the July 13, 2020 Special 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

35. Remittance Proposals & Payroll Warrants

Motion to approve the following Remittance Proposals & Payroll Warrants:

1. Remittance Proposal JUN20WIR dated 6/30/20
2. Remittance Proposal JUL20PP1 dated 7/1/20
3. Remittance Proposal JUL20PP2 dated 7/8/20
4. Remittance Proposal JUL20MID dated 7/16/20
5. Remittance Proposal JUL20REF dated 7/28/20
6. Remittance Proposal JUL20PP3 dated 7/28/20
7. Remittance Proposal AUG20BIG dated 8/7/20
8. Payroll Warrant 132020 dated 6/26/20
9. Payroll Warrant S1220 dated 6/30/20
10. Payroll Warrant 142020 dated 7/10/20
11. Payroll Warrant S1320 dated 7/15/20

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

36. Monthly Reports

1. Planning & Development Services Monthly Report for June 2020
2. Property Tax Collections for June 2020
3. Budget and Balance Sheet Report for June 2020
4. Police Department Monthly Report for June 2020
5. EMS Monthly Report for June 2020
6. Fire Company Monthly Report for June 2020

7. BCTP Compliance History Report for July 2020
8. BCTP Flow Data for July 2020
9. Public Works Monthly Activity Report for July 2020
10. Cranberry Highlands Golf Report for July 2020
11. Open Records Summary for July 2020
12. Technology and Communications Report for July 2020

Additional Business

Chairman Hadley thanked everyone for making the virtual meeting possible.

Adjournment

37. Motion to Adjourn

The meeting adjourned at 7:10 p.m.

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

Respectfully submitted,

Lori Coon, Recording Secretary