

# AGENDA

## Cranberry Township Board of Supervisors Re-Organization Meeting

Monday, January 4, 2021 6:30 PM

### Call to Order-Chairman Hadley

1. Pledge of Allegiance
2. Roll Call
3. Important Information Concerning Public Comment:  
**461/2020**  
Citizens wishing to be included in the public comment portion of this meeting should follow instructions provided on this weblink: <https://www.cranberrytownship.org/boardmeeting>
4. Public Comment (Any Item On or Off the Agenda)

### Election of Officers

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

### Organizational Business

6. Appointment of Township Manager  
  
Accept a motion to appoint Daniel D. Santoro as the Township Manager effective 1/5/21 and to approve his Employment Agreement through the next Board organizational meeting following the next municipal election, pursuant to the Township Code.
7. Recommend Treasurer's Bond

Accept a motion to establish the Treasurer's Bond for the Year 2021 at \$500,000.00 through the Selective Insurance Company of America.

**8.** Appointment of Solicitor

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

**9.** 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.

**10.** 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.

**11.** Establish 2021 Board of Supervisor's Meeting Schedule

**452/2020**

Motion to approve the following meeting schedule for 2021.

In 2021, the Board of Supervisors will meet at 6:30 p.m. on the following Thursdays, except as noted below.

Organization Meeting - January 4 - Monday

January Agenda Prep. - January 28

February Regular - February 4

February Agenda Prep. - February 25

March Regular - March 4

March Agenda Prep. - March 25

April Regular - April 1

April Agenda Prep. - April 29

May Regular - May 6

May Agenda Prep. - May 27

June Regular - June 3

June Agenda Prep - June 24

July Regular - July 1

July Agenda Prep. - July 29

August Regular - August 5

August Agenda Prep. - August 26

September Regular - September 2

September Agenda Prep. - September 30

October Regular - October 7  
October Agenda Prep. - October 28  
November Regular - November 4  
November Agenda Prep. - November 18  
December Final Meeting of the Year - December 9

**12.** Accept an 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.

**13.** Publication of Official Notices

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

**14.** Appointments of Liaisons by the Chairman

1. Library and Parks & Recreation and Councils of Governments. (In 2020, Vice Chairman Manipole)
2. Planning & Development Services, including Code Administration, Planning Commission, and Zoning Hearing Board, and Building/Fire Codes Board of Appeals. (In 2020, Supervisor Skorupan)
3. Public Safety, including Police, Fire, and Emergency Management. (In 2020, Supervisor Mazzoni)
4. Public Works. (In 2020, Supervisor Hezlep)
5. Administration. (In 2020, Chairman Hadley)
6. Intergovernmental Relations. (In 2020, Supervisors Mazzoni and Skorupan)

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

**453/2020**

Accept a motion to re-appoint James Beck to the Building/Fire Codes Board of Appeals for a three-year term expiring December 31, 2023.

Accept a motion to re-appoint Robert Watters to the Building/Fire Codes Board of Appeals for a three-year term expiring December 31, 2023.

Accept a motion to re-appoint Allyson Mazzoni to the Library Board to a three-year term expiring December 31, 2023.

Accept a motion to re-appoint Eric Vollmer to the Library Board to a three-year term expiring December 31, 2023.

Accept a motion to re-appoint Sharon Beck to the Planning Advisory Commission to a four-year term expiring December 31, 2024.

Accept a motion to re-appoint Susan Rusnak to the Planning Advisory Commission to a four-year term expiring December 31, 2024.

Accept a motion to re-appoint Ed Sarver to the Vacancy Board to a one-year term expiring December 31, 2021.

Accept a motion to re-appoint Vincent Plocido to the Zoning Hearing Board for a five-year term expiring December 31, 2025.

**16.** Appointment of Delegates to the Butler County Tax Collection Committee  
**469/2020**

Motion to adopt Resolution No. 2021-01, appointing Delegates to the Butler County Tax Committee.

**Administration**

**17.** Appointment of a Certified Public Accounting Firm to perform the Financial Audit for the  
**456/2020** Year 2021

Motion to adopt Resolution No. 2021-02, appointing the firm of Maher Duessel to provide audit services to the Township for the Year 2021.

**18.** Designation of Depositories

Accept a motion to approve the continued use of PNC Bank and PLGIT (Pennsylvania Local Government Investment Trust) as Township depositories.

**19.** Resolution for the Appointment of Authorized Representatives to Berkheimer Associates  
**458/2020**

Motion to adopt Resolution No. 2021-03, appointing Authorized Representative to Berkheimer Associates.

**20.** Meeting Minutes 12-10-20 & 12-18-20  
**462/2020**

Motion to approve the following meeting minutes:

1. Minutes of the December 10, 2020 Agenda Preparation Meeting
2. Minutes of the December 18, 2020 Special Meeting

**Other Business Pertinent to the Township**

**21.** Sun Valley Stormwater Property Acquisition - Lease Agreement  
**463/2020**

At the August 27, 2020 meeting, the Board approved an agreement to acquire the property at 1172 Freedom Road for the Sun Valley Stormwater project. The Township and property owner are prepared to move forward with the property closing. The Township does not plan to begin the Stormwater project until later in 2021. The existing property owner has requested approval to lease the property back from the Township after the closing through June 30, 2021.

Motion to approve execution of a lease agreement with Michael and Jeanne Safreed effective at the time of property closing through June 30, 2021 for the property located at 1172 Freedom Road, subject to review of the Township Solicitor.

**22.** Ratify renewal of ICMA-RC Administrative Services Agreement  
**468/2020**

The Board is being asked this evening to consider the following motion to ratify a new ICMA-RC Administrative Services Agreement that incorporates updates to the Township 457 and 401 Retirement Program

Motion to ratify the Administrative Services Agreement with ICMA-RC incorporating updates to the 401 and 457 Retirement Programs, effective December 28, 2020 thru December 27, 2025, as previously authorized by Resolution 2012-53.

**23.** Resolution Establishing Employee Benefits for Non-Uniformed, Non-bargaining Unit Employees  
**1/2021**

Accept a motion of adopt Resolution No. 2021-04, Establishing Employee Benefits for Non-Uniformed, Non-bargaining Unit Employees

**24.** Personnel  
**460/2020**

Three (3) recommended motions attached.

**25.** Farewell to Jerry Andree  
**464/2020**

**Adjournment**

**26.** Accept a motion to Adjourn