

# MINUTES

## Cranberry Township Board of Supervisors Agenda Preparation Meeting Thursday, June 24, 2021

### **Supervisors:**

Mike Manipole  
Bruce Mazzoni  
John Skorupan

### **Staff Present:**

Bert Bertoncello - Assistant Township Manager  
Sandy Burnside - Assistant Executive Secretary  
Lori Coon - Recording Secretary  
Ron Henshaw - Director, Planning & Development Services  
J.W. Johnson, Jr. - Content & Communications Specialist  
Michael Malak - Director, Engineering & Environmental Services  
Lucas Martsolf - Assistant Township Manager  
Jessi Mazzoni – Executive Intern  
Kevin Meyer - Police Chief  
William Och – Police Corporal  
Michael Palombo - Township Solicitor  
Daniel Santoro - Township Manager

### **Guests:**

Mark Miller – Representative of Greater Pittsburgh Collision  
Virginia Loaney – Representative of HRG (Herbert, Rowland & Grubric)

### **Call to Order Chairman Hadley**

#### **1. Pledge of Allegiance**

Vice Chairman Manipole 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. Roll Call**

When the meeting was called to order, the quorum consisted of Mike Manipole, Bruce Mazzoni and John Skorupan.

Corporal William Och provided an overview of the Traveling DUI Memorial that was in Cranberry Community Park on June 24, 2021. The mobile memorial is a replica of the memorial in Harrisburg, PA. Corporal Och also participated in the PA DUI Association's Drug Evaluation and Classification Program training, which focuses on training officers to recognize when an individual has been driving under the influence of drugs and to identify the type of drug causing impairment.

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

A summary of Public Comment follows:

Dennis Davis – Noise issue with neighboring roosters.

Charlene Finau - Discussed potential Sanitary Sewer Line at Harvest Drive.

Taleb Talaat – Noise issue with neighboring poultry.

**4. Announcement**

The Regular Board of Supervisors meeting scheduled on Thursday, July 1, 2021 has been cancelled. Accordingly, the Board will consider action on all agenda items this evening.

Vice Chairman Manipole announced the Regular Board of Supervisors meeting scheduled on Thursday, July 1, 2021 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, stenographer, Jeanne Manko administered the Oath of Truth to those providing public testimony. Jeanne Manko recorded the comments for the public hearing section of the meeting.

**Public Hearings**

**5. PR # COND-21-3 (28938) - Greater Pittsburgh Collision - Conditional Use (TLD to open public hearing 7/8/21)**

Accept public comment on a Conditional Use application for an approximate 3,600 square foot Automotive Repair business to be located in an existing building located at 790 Commerce Park Drive in the SU-1 zoning district.

Ron Henshaw provided an overview of the conditional use for Greater Pittsburgh Collision. Mr. Henshaw stated all work will be completed inside the building.

Mike Miller, owner of Greater Pittsburgh Collision expressed his excitement to join the community.

Motion to close the Public Hearing with consideration on this application under Planning & Development Services later this evening.

**VOTING**

Motion by: Mazzoni, Bruce

Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

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Motion Carried

6. PR #PRD-21-1 - Brandt Drive Apartments PRD - Revised Tentative PRD (TLD to open public hearing 8/6/2021)

Accept public comment on a Revised Tentative Planned Residential Development application for a one phase, six (6) building, two hundred sixty-four (264) apartment unit multi-family planned residential development located along Brandt Drive on approximately 13.95 acres in the C-3 and SU-1 zoning districts.

Ron Henshaw provided an overview of the Brandt Drive Apartments PRD. He explained a change in the building height in order to reduce the size of the retaining wall. Mr. Henshaw also highlighted the pedestrian/bike trails and all entry-level parking. The builder contributed to the mini-roundabout near the apartment complex.

Virgina Looney from HRG was there to answer any questions.

Supervisor Skorupan inquired about who the developer was for the project.

Ms. Looney stated the developer is Radnor Property.

Motion to close the Public Hearing with consideration on this application under Planning & Development Services later this evening.

**VOTING**

Motion by: Mazzoni, Bruce

Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

7. Bill No. 2021-02 - Zoning Ordinance Amendment - Chapter 27, Part 6, Signs

Accept public comment on a proposed Ordinance Amendment (Bill No. 2021-02) amending Chapter 27, Part 6, Signs, requiring electronic application submittals and revising redundant, outdated language throughout.

(Following public testimony and provided no additional testimony is required, it is recommended that the Public Hearing be closed. Later in this meeting, the Board will consider action on this Application under Planning & Development Services.)

Ron Henshaw provided an overview of the changes to the sign ordinance. Mr. Henshaw explained the sign ordinance changes consist of some technical clean up and typographical corrections.

Motion to close the Public Hearing with consideration on this ordinance under Planning & Development Services later this evening.

**VOTING**

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Motion by: Mazzoni, Bruce  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

### **Planning & Development Services**

#### **8. PR #SUB-21-7 - Gongola Plan of Lots - Prelim & Final Subdivision (TLD 9/4/21)**

Motion to adopt Resolution No. 2021-26, granting Preliminary and Final Subdivision Approval for a three lot subdivision totaling approximately 5.1 acres located at 1700 Garvin Road in the R-1 zoning district.

Ron Henshaw provided an overview of the Gongola Plan of Lots located at 1700 Garvin Road. Mr. Henshaw explained this is a three lot subdivision.

#### **VOTING**

Motion by: Skorupan, John  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

#### **9. PR #SUB-21-8 - Reserve at Eagle Hill Amendment No. 17 - Prelim/Final Subdivision (TLD 9/25/21)**

Motion to adopt Resolution No. 2021-27, granting Lot Line Revision approval to create 4 units on Lot 102 within the Reserve at Eagle Hill development located along Florida Boulevard.

#### **VOTING**

Motion by: Skorupan, John  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

#### **10. PR #SUB-21-9 - Park Place Amendment No. 42- Prelim/Final Subdivision (TLD 9/25/2021)**

Motion to adopt Resolution No. 2021-28, granting Lot Line Revision approval to create 3 units on Lot 7-5 within the Park Place, Phase 7 development located along Amon

Street.

**VOTING**

Motion by: Skorupan, John  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

- 11.** PR # COND-21-3 (28938) - Greater Pittsburgh Collision - Conditional Use (TLD to open public hearing 7/8/21)

Motion to adopt Resolution No. 2021-29, granting Conditional Use approval for an approximate 3,600 square foot Automotive Repair business to be located in an existing building located at 790 Commerce Park Drive in the SU-1 zoning district.

**VOTING**

Motion by: Skorupan, John  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

- 12.** Assignment & Assumption Agreement (RPG Cranberry, LLC)

Motion to approve an Assignment and Assumption Agreement between Real Estate Development Associates ("Assignor") and RPG Cranberry, LLC ("Assignee") for the Brandt Drive Apartments Planned Residential Development for a one phase, six (6) building, two hundred sixty-four (264) apartment unit development located along Brandt Drive on 13.8 acres in the C-3 and SU-1 zoning districts.

**VOTING**

Motion by: Skorupan, John  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

- 13.** PR #PRD-21-1 - Brandt Drive Apartments PRD - Revised Tentative PRD (TLD to open public hearing 8/6/2021)

Motion to adopt Resolution No. 2021-30, granting Revised Tentative Planned Residential Development approval for a one phase, six (6) building, two hundred sixty-

four (264) apartment unit multi-family planned residential development located along Brandt Drive on approximately 13.95 acres in the C-3 and SU-1 zoning districts.

#### **VOTING**

Motion by: Skorupan, John  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

#### **14. PR #PRD-21-2 - Brandt Drive Apartments PRD - Revised Final PRD (TLD 8/11/2021)**

Motion to adopt Resolution No. 2021-31, granting Revised Final Planned Residential Development Approval for a one phase, six (6) building, two hundred sixty-four (264) apartment unit multi-family planned residential development located along Brandt Drive on approximately 13.95 acres in the C-3 and SU-1 zoning districts.

#### **VOTING**

Motion by: Skorupan, John  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

#### **15. PR # LD-21-2 (28843) - Cranberry Township Community Dog Park - Preliminary and Final Land Development (TLD 7/24/21)**

Motion to adopt Resolution No. 2021-32, granting a Preliminary and Final Land Development application for an approximate 78,100 square foot Community Dog Park on 3.7 acres located on Community Park North Road in the SU-1 zoning district.

Ron Henshaw provided an overview of the Cranberry Township Community Dog Park. Mr. Henshaw explained the park will consist of some open space, wooded area, dog washing station and a pavillion. Construction will begin at the conclusion of Community Days.

Supervisor Skorupan inquired about a noise buffer.

Mr. Henshaw explained the location of the dog park and the trees will provide a buffer.

Supervisor Manipole stated the Township follows all the same procedures a resident must follow when constructing any project.

#### **VOTING**

Motion by: Skorupan, John  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**16. Bill No. 2021-02 - Zoning Ordinance Amendment - Chapter 27, Part 6, Signs**

Motion to adopt Ordinance No. 2021-502 for Bill No. 2021-02 amending Chapter 27, Part 6, Signs, requiring electronic application submittals and revising redundant, outdated language throughout.

**VOTING**

Motion by: Skorupan, John  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**Public Works and Engineering**

**17. Contract Payments**

**18. CAR# 19-15-30-TWPRD - Partial Payment - MSA Thruway Construction - TWPRD**

Motion to approve CAR# 19-15-30-TWPRD - Partial Payment - MSA Thruway Construction - TWPRD to Allegheny Excavating Inc. in the amount of \$175,666.25.

Mike Malak provided an overview of the MSA Thruway Construction project. Mr. Malak explained the project is 70% complete and the lane change has been completed. The widening of Cranberry Drive will be completed mid to late summer.

**VOTING**

Motion by: Skorupan, John  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**19. CAR# 19-15-31-RNABT - Partial Payment - MSA Thruway Construction - RNABT**

Motion to approve CAR# 19-15-31-RNABT - Partial Payment - MSA Thruway Construction - RNABT to Allegheny Excavating, Inc. in the amount of \$144,123.83.

**VOTING**

Motion by: Skorupan, John  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**20. CAR #20-17-13 - Final Payment - Rotary Amphitheater Expansion Rebid - General Construction**

Motion to approve CAR #20-17-13 - Final Payment - Rotary Amphitheater Expansion Rebid - General Construction to Freedom Enterprises & Assoc. in the amount of \$22,324.00.

Mike Malak stated all work on the Amphitheater has been completed.

**VOTING**

Motion by: Skorupan, John  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**21. Purchase Awards**

**22. Purchase Approval #00021265-00 - Rt 228 Gateway Project-Freedom Road, West Phase 2 Final Design**

Motion to approve Purchase Approval #00021265-00 - Rt 228 Gateway Project-Freedom Road, West Phase 2 Final Design to KCI Technologies Inc in the amount of \$741,172.13

Mike Malak explained Build 2 encompasses Haine School Road to Powell Road. This is a portion of the final design. Utility relocation in 2023 and construction in 2024-2025.

**VOTING**

Motion by: Skorupan, John  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**23. Purchase Approval #00021273-00 - Brush Creek Water Pollution Control Facility Solids Handling Update**



Motion to approve Purchase Approval #00021273-00 - Brush Creek Water Pollution Control Facility Solids Handling Update to GHD in the amount of \$25,500.00.

Mike Malak provided an overview of the Solids Handling. Mr. Malak stated the solids handling was part of the original Plant expansion but due to budget constraints it was removed. Mr. Malak explained the desire to conduct an updated analysis for solids handling with GHD.

**VOTING**

Motion by: Skorupan, John  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**24. Bond Release Requests:**

Motion to approve the following Bond Release Request:

**PARTIAL RELEASE**

1. D0408-09-PH6 - Park Place, Phase 6
2. D0408-04-PH7 - Park Place, Phase 7

**FULL RELEASE**

1. D2612-05-GRAD - Reserve at Eagle Hill - Grading

**VOTING**

Motion by: Skorupan, John  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**25. Freshcorn Road Improvement Project**

1. Motion to approve the following Purchase Approvals:
  - A. #00021268 - Road Materials to Midland Asphalt Inc. in the amount of \$38,080.00.
  - B. #00021269 - Equipment Rental to Midland Asphalt Inc. in the amount of \$11,450.00.
  - C. #00021270 - Aggregates to Amerikohl Aggregates in the amount of \$16,094.00.

2. Motion to authorize a temporary road closure on Freshcorn Road during the reconstruction project from the northern Township line to just north of Kingston Avenue in the Madison Heights Development.

Mike Malak provided an overview of the Freshcorn Road Improvement. Mr. Malak stated the construction work will be completed by the Public Works staff. Mr. Malak stated the road closure will be from the northern Township line to just north of the Kingston Avenue.

Dan Santoro explained the use of Township staff creates a significant savings on the project.

#### **VOTING**

Motion by: Skorupan, John  
Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

#### **26. Harvest Drive Sanitary Sewer Extension Update**

The Engineering Department will provide an update on the contract status.

Mike Malak provided an update to the Board and summarized the meeting with the Harvest Drive residents. The contract will be advanced to the Board at a future meeting, if residents commit to participation.

#### **Township Manager**

#### **27. Supplemental Appropriations for the 2021 Budget**

Motion to adopt Resolution No. 2021-33, providing for Supplemental Appropriations for the 2021 Budget.

#### **VOTING**

Motion by: Mazzoni, Bruce  
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

#### **28. Park and Recreation Professionals Day - July 16, 2021**

Motion to adopt Resolution No. 2021-34, proclaiming July 16, 2021 Park and Recreation Professionals Day.

Dan Santoro explained the Park and Recreation Professionals Day is a well deserved recognition that will take place during the Community Days festivities.

Supervisor Manipole expressed his appreciation for the Park & Recreation departments constant dedication throughout the pandemic.

## **VOTING**

Motion by: Mazzoni, Bruce

Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

### **29. Butler County Emergency Services Unit, Municipal Aid Agreement with Butler County District Attorney's Office**

Motion to authorize entering into a Municipal Aid Agreement with the Butler County District Attorney's Office providing for the participation of the Cranberry Township Police Department in the Butler County Emergency Services Unit, subject to review of the agreement by the Township Solicitor.

## **VOTING**

Motion by: Mazzoni, Bruce

Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

### **30. Graham Park Sportsplex Sponsorship Agreement with UPMC**

Motion to authorize execution of an agreement for naming rights and sponsorship of the Cranberry Sportsplex at Graham Park with UPMC, and recognizing the new name as the "UPMC Passavant Sportsplex at Graham Park".

Dan Santoro expressed the excitement about the partnership with UPMC for the naming rights to Graham Park.

## **VOTING**

Motion by: Mazzoni, Bruce

Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

## **Additional Township Solicitor Business**

The Solicitor had no additional business for this meeting.

## **Minutes**

**31. Meeting Minutes**

Motion to approve the minutes of the May 27, 2021 Agenda Preparation Meeting.

**VOTING**

Motion by: Manipole, Mike

Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**Remittance & Payroll Warrants**

**32. Remittance Proposals & Payroll Warrants**

Motion to approve the following Remittance Proposals & Payroll Warrants:

1. Remittance Proposal MAY21WIR dated 5-31-21
2. Remittance Proposal MAY21PPD dated 5-31-21
3. Remittance Proposal JUN21MID dated 6-17-21
4. Remittance Proposal JUN21REF dated 6-21-21
5. Remittance Proposal JUL21BIG dated 7-02-21
6. Payroll Warrant 112021 dated 5-28-21
7. Payroll Warrant S1021 dated 5-28-21
8. Payroll Warrant 122021 dated 6-11-21
9. Payroll Warrant S1121 dated 6-15-21

**VOTING**

Motion by: Manipole, Mike

Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**Reports**

**33. Monthly Reports**

1. Police Department - May 2021
2. Fire Company - May 2021
3. Open Records Summary - May 2021
4. Property Tax Collections - May 2021
5. Budget & Balance Sheet Report – May 2021
6. EMS Monthly Report - May 2021
7. BCTP Compliance History Report - May 2021

8. BCTP Flow Data - June 2021
9. Utilities Department Report – June 2021
10. Public Works Activity Report - June 2021
11. Information Technology Report - June 2021
12. Communications Report - June 2021
13. Cranberry Highlands Golf Report - June 2021

### **Additional Business**

Supervisor Manipole stated Community Days is a great undertaking and it is nice to have the community together.

### **Adjournment**

**34.** Motion to Adjourn

The meeting was adjourned at 7:46 p.m.

### **VOTING**

Motion by: Skorupan, John

Second by: Mazzoni, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

Respectfully submitted,

Lori Coon, Recording Secretary