

# MINUTES

## Cranberry Township Board of Supervisors

### Agenda Preparation Meeting

### Thursday, July 29, 2021

#### **Supervisors:**

Bruce Hezlep  
Mike Manipole  
Bruce Mazzoni  
John Skorupan

#### **Staff Present:**

William Ahlgren - Police Lieutenant  
Kyle Beidler - Manager Strategic Planning & Economic Dev.  
Bert Bertoncello - Assistant Township Manager  
Lori Coon - Recording Secretary  
Tina Fedko - Communications Manager  
Ron Henshaw - Director, Planning & Development Services  
J.W. Johnson, Jr. - Content & Communications Specialist  
Chad Julkowski - Director, Information Technology  
Michael Malak - Director, Engineering & Environmental Services  
Lucas Martsolf - Assistant Township Manager  
Michael Palombo - Township Solicitor  
Daniel Santoro - Township Manager  
Gary Shreve - IT Support Tech

#### **Guests:**

Anthony Bertolino – President, Cranberry CUP  
Leslie Palotta – Director, Cranberry Area Public Library  
Eric Volmer, President, Cranberry Area Public Library

#### **Call to Order Vice Chairman Manipole**

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 Bruce Hezlep, Mike Manipole, Bruce Mazzoni and John Skorupan.

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

Dennis Davis, 320 Samuel Drive, spoke regarding a noise issue with a neighboring rooster.

Marlene Fischer, 2095 Ehrman Road, spoke about land being registered with the Department of Agriculture and animals are not restricted on registered land.

Supervisor Manipole recognized Pete Geis from the Park and Recreation Department for the Excellence in Programming Award he received and expressed appreciation for the efforts of Mr. Geis and his team.

Mr. Geis thanked Supervisor Manipole and recognized the partnership with the Public Works Ground Maintenance team in making the programming successful.

**4. Cranberry CUP (Community Uniting People) 2021 Update**

Anthony Bertolino, President of the Cranberry CUP, will update the Board this evening on the CUP's plans for 2021.

Mr. Anthony Bertolino provided the Board with an update on the 2021 Cranberry CUP (Community Uniting People). Mr. Bertolino stated the Kedzierski Family has been chosen as the 2021 Cranberry CUP inspirational family. The CUP festivities will start on Friday, August 6, 2021 with a golf outing and a kick off party. The event will continue into the weekend with a softball tournament which starts on Saturday morning. The proceeds from the events will benefit the Kedzierski family.

**5. 2021 Community Days Highlights Video**

Staff will present a video with highlights from the 2021 Community Days.

A brief video highlighting festivities of a very successful 2021 Community Days was played. The video was created by the Butler County Tourism and Convention Bureau. Dan Santoro stated this has been the most successful Community Days so far with over 30,000 visitors.

**6. Maker Space Ribbon Cutting**

Immediately prior to the meeting, the Board of Supervisors participated in the ribbon cutting ceremony for the new Cranberry Area Library Maker Space, "The Forge", CTCC 2019 Project of the Year. A brief video on The Forge will be shown this evening at the Board meeting.

Leslie Pallotta, director of the Cranberry Area Public Library, thanked the Board for their support with the Makers Space Project. A brief video was played showing the items in the Makers Space and examples of the products that can be created in the space.

**Public Hearings**

**7. Bill No. 2021-03 - Ordinance Amendment (PN Overlay District) - Chapter 27 (Zoning)**

Accept public comment on an amendment to Chapter 27 (Zoning) that would provide

for an additional overlay district. The intent of the proposed PN Overlay would be to provide for an additional mix of housing opportunities throughout the community.

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 testimony section of the meeting.

Ron Henshaw provided an overview of the Planned Neighborhood Overlay District. Mr. Henshaw explained the overlay will facilitate strong neighborhoods, provide a mix of housing and effectively utilize the remaining land. Mr. Henshaw also explained this overlay was the result of working with a group of citizens in the community who provided input and utilized their own consultants. Under this overlay, developments will continue to be reviewed and permitted by the Township. All developments will be held to Township code.

A summary of the individuals that provided Public Testimony follows:

Jim Boltz – 306 Ashbury Ct  
Jordan Grady – 626 Amarth  
Jean DiMonte – 622 Toftree  
Ernie Kuhns – 8189 Rowan Rd  
Andy Shegog – 512 Balckberry Ct  
Art Parness – 156 Wolfe Run  
Deborah Cooper – 218 Jeffeson  
Michael DiMonte – 622 Toftree  
Gary Nowicki – 217 Cashmere  
Arthur Wood – 506 Sunrise  
Marlene Fischer – 2095 Ehrman  
Jim Nicoterro – 172 Bayberry  
Gerald Geisler – 406 Colony  
Cynthia Peteson – 1 Rolling  
Carlen Blackstone – 251 Jefferson  
John Scarfutti – 103 Starview  
Cyril Prusko – 202 Jefferson  
Nick Kotick – 104 Liberty  
Dan Page – Freedom Rd  
Domenic Umans – 110 MacIntosh  
Martha Blackstone – 2830 Rochester  
Richard Juel – 222 Brookside  
Margaret Shutak – 1103 Clerkenwell

Motion to close the Public Hearing with consideration on this Ordinance later under the Planning & Development Services portion of the agenda.

#### **VOTING**

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

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

Motion Carried

**8. PR #COND-21-6 - PetSuites Cranberry - Conditional Use (TLD to open public hearing 8/6/21)**

Accept public comment on a Conditional Use application for an approximate 10,972 square foot Kennel on approximately 4 acres in the SU-1 zoning district located at 20423 Route 19.

(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.)

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.

Ron Henshaw provided an overview of the PetSuites Cranberry conditional use application. Mr. Henshaw presented photos and maps for the area in the Butler Center Plaza near National Tire and Battery for a proposed kennel.

No public testimony was provided for this public hearing.

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 Hezlep	X		
Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**Planning & Development Services**

**9. Bill No. 2021-03 - Ordinance Amendment (PN Overlay District) - Chapter 27 (Zoning)**

Consider Ordinance No. 2021-503 (Bill No. 2021-03), Chapter 27 (Zoning) providing for the PN Overlay District.

Motion to adopt Ordinance No. 2021-503 (Bill No. 2021-03), Chapter 27 (Zoning) providing for the PN Overlay District.

Supervisor Mazzoni talked about the tremendous amount of time and work from staff and residents in the creation of the 25-year Cranberry Plan. Supervisor Mazzoni also spoke about the Aaa bond rating the Township has achieved through the making of sound decisions.

Supervisor Hezlep expressed the need for sustainable managed growth with the Township. He stated he respects the voice of the residents.

Supervisor Skorupan thanked the residents for voicing their concerns. Supervisor Skorupan

stated 50,000 people in the Township is a reference for planning not a goal. The overlay district will affect 9 parcels or 590 acres. There will be no apartments. Supervisor Skorupan expressed the need for a mix of housing.

Supervisor Manipole expressed the need for quality of life in our community. He stated Seneca Valley School District is not overcrowded and the District plans well for growth. Supervisor Manipole stated growth will continue and growth is good if it is managed properly. He said he appreciates the staff and residents working together on the overlay.

#### **VOTING**

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

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

Motion Carried

- 10.** PR #LD-21-6 /COND-21-6 - PetSuites Cranberry - Prel & Final Land Dev and Conditional Use (TLD 9/25/21)

Motion to adopt Resolution No. 2021-35, granting Preliminary and Final Land Development and Conditional Use approval for an approximate 10,972 square foot Kennel on approximately 4 acres in the SU-1 zoning district located at 20423 Route 19.

#### **VOTING**

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

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

Motion Carried

- 11.** PR #SUB-21-10 - Park Place Amendment No. 43- Prelim/Final Subdivision (TLD 10/30/21)

Motion to adopt Resolution No. 2021-36, granting Lot Line Revision approval to create 4 units on Lot 7-2 within the Park Place, Phase 7 development located along Sample Lane.

#### **VOTING**

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		

John Skorupan	X		
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Motion Carried

**12. Authorize Advertisement of Bill No. 2021-05 - Ordinance Amendment - Chapter 27 (Zoning)**

Motion to authorize proceeding with Bill No. 2021-05 - Ordinance amending Chapter 27 (Zoning) for revisions to the Table of Authorized Uses for Mini Warehouse and adjusting the allowed building height in the CCD Corridor - Freedom Road Overlay District.

**VOTING**

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

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

Motion Carried

**Public Works and Engineering**

**13. Contract Payments**

**14. CAR #21-03-03 - Partial Payment - Superpave Street Resurfacing 2021**

Motion to approve CAR #21-03-03 - Partial Payment - Superpave Street Resurfacing 2021 - to Youngblood Paving, Inc. in the amount of \$518,087.95

**VOTING**

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

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

Motion Carried

**15. CAR #19-15-32-RNABT - Partial Payment - MSA Thruway - Construction - RNABT**

Motion to approve CAR #19-15-32-RNABT - Partial Payment - MSA Thruway - Construction - RNABT - to Allegheny Excavating, Inc. in the amount of \$51,069.26

Mike Malak provided an update on the MSA Thruway Project. Mr. Malak stated the project is 75% complete. Mr. Malak said the curb and gutter, milling and paving will be completed within the next few weeks and all paving will be done at night. Mr. Malak's expected completion date is mid-September 2021.

Supervisor Skorupan inquired about the status of the Freedom Road Project.

Mr. Malak stated the project should be completed by the end of August.

Supervisor Manipole thanked Mr. Malak for helping residents with their concerns with the turning lanes at Glen Eden and Route 19.

### **VOTING**

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

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

Motion Carried

### **16. CAR #19-15-33-MTF - Partial Payment - MSA Thruway - Construction - MTF**

Motion to approve CAR #19-15-33-MTF - Partial Payment - MSA Thruway - Construction - MTF -to Allegheny Excavating, Inc. in the amount of \$51,353.96.

### **VOTING**

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

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

Motion Carried

### **17. CAR# 19-15-34 - TWPRD - Partial Payment - MSA Thruway Construction - TWPRD**

Motion to approve CAR# 19-15-34 - TWPRD - Partial Payment - MSA Thruway Construction - TWPRD to Allegheny Excavating, Inc. in the amount of \$102,330.35.

### **VOTING**

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

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

Motion Carried

### **18. Harvest Drive Sewer Project**

Motion to enter into a participation and construction cost sharing agreement with the Harvest Drive residents to extend a public sewer line along Harvest Drive.

Mike Malak explained the bid for the Harvest Drive Sewer Project had been opened last month and the majority of residents agreed to participate in the agreement.

Supervisor Manipole inquired if the agreement is consistent with how we have proceeded with other sewer line projects in the past.

Mr. Malak confirmed this agreement is consistent with past agreements.

#### **VOTING**

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

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

Motion Carried

#### **19. Contract Awards**

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#### **20. CAR# 21-08-02 - Contract Award - Harvest Drive Sanitary Sewer Extension**

Motion to approve CAR# 21-08-02 - Contract Award - Harvest Drive Sanitary Sewer Extension to Metarko Excavating LLC in the Base Bid amount of \$79,997.68.

#### **VOTING**

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

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

Motion Carried

#### **21. Bond Release Request:**

Motion to approve the following Bond Release Request:

PARTIAL RELEASE

1. D2805-02 - Meeder Phase 1

#### **VOTING**

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		



Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

**22. Grant of Storm Sewer Line Easement for 5758 Freshcorn Road**

Motion to accept and sign the Grant of Storm Sewer Line Easement for 5758 Freshcorn Road as part of the Freshcorn Road improvements project.

**VOTING**

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

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

Motion Carried

**Township Manager**

**23. Disposition of Records**

Motion to adopt Resolution No. 2021-37, authorizing the disposition of Township records.

**VOTING**

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

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

Motion Carried

**24. Water Tank Lease Agreement Extension - Verizon Wireless - South Tank - Cranberry Woods Drive**

Consideration to extend the Lease Agreement with Verizon Wireless for communication devices and services located on the South Water Tank off Cranberry Woods Drive.

Motion to approve the First Amendment to the Water Tank Lease Agreement between Verizon Wireless and the Township of Cranberry on the South Water Tank located off Cranberry Woods Drive and authorizing the Township Manager to execute any and all documents on behalf of the Township.

Mr. Santoro stated this lease with Verizon for the South Water Tower will be for the next 20 years.

## **VOTING**

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

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

Motion Carried

### **25. Police Services Agreement with Seneca Valley School District for the 2021-2022 School Year**

The Board is requested to approve the Police Services Agreement with Seneca Valley School District for the 2021-2022 School Year. The Agreement continues the practice of the Township providing at least one Police Officer 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 2021-2022 School Year.

## **VOTING**

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

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

Motion Carried

### **26. Personnel**

Two (2) Recommendations - motions attached

Motion to ratify the hire of Gary Shreve, IT Support Technician, Information Technology Department, at an hourly rate of \$23.00 effective July 19, 2021.

## **VOTING**

Motion by: Hezlep, Bruce  
Second by: Mazzoni, Bruce

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

Motion to approve the change in employment status of Audrey Rattay, Community Engagement Specialist, in the Communications Department, from part-time to full-time regular at an hourly rate of \$26.50 effective August 2, 2021.

## **VOTING**

Motion by: Hezlep, Bruce  
Second by: Mazzoni, Bruce

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

Motion Carried

## **Additional Township Solicitor Business**

The Solicitor had no additional business for this meeting.

## **Minutes**

### **27. Meeting Minutes**

Motion to approve the minutes of the June 24, 2021 Agenda Preparation Meeting.

## **VOTING**

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

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

Motion Carried

## **Remittance & Payroll Warrants**

### **28. Motion to approve the following Remittance and Payroll Warrants:**

1. Remittance Proposal JUN21WIR dated 6-30-21
2. Remittance Proposal JUN21PPD dated 6-30-21
3. Remittance Proposal JUL21MID dated 7-22-21
4. Remittance Proposal JUL21REF dated 7-26-21
5. Remittance Proposal AUG21BIG dated 8-6-21
6. Payroll Warrant 132021 dated 6-25-21
7. Payroll Warrant S1221 dated 6-30-21
8. Payroll Warrant 142021 dated 7-9-21
9. Payroll Warrant S1321 dated 7-15-21

## **VOTING**

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		

Bruce Mazzoni	X		
John Skorupan	X		

Motion Carried

## **Reports**

### **29. Monthly Reports**

1. Planning & Development Services - May and June 2021
2. Police Department - June 2021
3. Fire Company - June 2021
4. Open Records Summary - June 2021
5. Property Tax Collections - June 2021
6. Budget & Balance Sheet Report - June 2021
7. EMS Monthly Report - June 2021
8. BCTP Compliance History Report - June 2021
9. BCTP Flow Data - July 2021
10. Utilities Department Report - July 2021
11. Public Works Activity Report - July 2021
12. Information Technology Report - July 2021
13. Communications Report - July 2021
14. Cranberry Highlands Golf Report - July 2021

## **Additional Business**

Supervisor Manipole announced the Regular Board of Supervisors meeting scheduled on Thursday, August 5, 2021 has been cancelled.

## **Adjournment**

### **30. Motion to Adjourn**

## **VOTING**

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

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

Motion Carried

Respectfully submitted,

Lori Coon, Recording Secretary