

MINUTES

Cranberry Township Board of Supervisors Agenda Preparation Meeting Thursday, August 26, 2021

Supervisors:

Richard Hadley
Bruce Hezlep
Mike Manipole
Bruce Mazzoni
John Skorupan

Staff Present:

Bert Bertoncello - Assistant Township Manager
Lori Coon - Recording Secretary
J.W. Johnson, Jr. - Content & Communications Specialist
Michael Malak - Director, Engineering & Environmental Services
Lucas Martsolf - Assistant Township Manager
Kevin Meyer - Police Chief
Michael Palombo - Township Solicitor
Daniel Santoro - Township Manager

Guest:

John Wright – Representative for Lennon, Smith, Souleret Engineering, Inc.

Call to Order Chairman Hadley

1. Pledge of Allegiance

Chairman Hadley 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, all Supervisors were present.

3. Announcement

The Regular Board of Supervisors meeting scheduled on Thursday, September 2, 2021 has been cancelled. Accordingly, the Board will consider action on all agenda items this evening.

Chairman Hadley announced the Regular Board of Supervisors meeting scheduled on Thursday, September 2, 2021 has been cancelled. Accordingly, the Board will consider action on all agenda items this evening.

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

A summary of Public Comment follows:

- Carlen Blackstone, 251 Jefferson Lane, spoke regarding the PN Overlay Ordinance that was adopted by the Board of Supervisors at last month's meeting.
- Dennis Davis, 320 Samuel Drive, spoke regarding a noise issue with a neighboring rooster.
- Robert Zielonka, 148 McDonald Drive, spoke regarding a detention pond located near his home.

Chairman Hadley ask Mike Malak, Director of Engineering to contact Mr. Zielonka to check into the issue.

Public Hearings

5. Bill No. 2021-05 - Zoning Ordinance (Chapter 27), Technical Zoning Amendment, Mini Warehouse

The public hearing for Bill No. 2021-05 will be opened without presentation and request it be continued to the September 30, 2021 meeting.

Motion to continue the public hearing to the September 30, 2021 meeting.

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

Planning & Development Services

6. PR #LD-21-5 (28937) - 9025 Marshall Road - Preliminary and Final Land Development (TLD 10/1/21)

Motion to adopt Resolution No. 2021-38, granting a Preliminary and Final Land Development application for a parking lot expansion to an existing building at 9025

Marshall Road on approximately 3 acres in the SP-1 zoning district.

Mike Malak provided an overview of the preliminary and final land development of 9025 Marshall Road. Mr. Malak stated there will be a parking lot expansion, grading, landscaping, sidewalks and the removal of an elevated sidewalk.

Mr. John Wright representative of Lennon, Smith, Souleret Engineering, Inc. stated this is the first phase of the project and there are currently three parties interested in leasing the space.

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

7. PR #SUB-21-11 - Park Place Amendment No. 44- Prelim/Final Subdivision (TLD)

Motion to adopt Resolution No. 2021-39, granting a Lot Line Revision approval to create 5 units on Lot 7-9 within the Park Place, Phase 7 development located along Amon Street.

Mike Malak stated the Park Place Amendment No. 44 Preliminary/Final Subdivision is a simple lot line revision along party walls.

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

8. PR #SUB-21-12 - Kuhs Subdivision Plan of Lots - Prelim & Final Subdivision (TLD)

Motion to adopt Resolution No. 2021-40, granting Preliminary and Final Subdivision Approval for a two lot subdivision totaling approximately 2.4 acres located at 8189 Rowan Road in the R-2 zoning district.

Mike Malak explained the Kuhs Subdivision Plan of Lots is the division of the property to allow for two single family homes and sanitary sewer lines have already been extended to 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

Public Works and Engineering

9. Contract Change Orders

10. CAR #21-03-05 - Change Order - Superpave Street Resurfacing 2021

Motion to approve CAR #21-03-05 - Change Order - Superpave Street Resurfacing 2021 to Youngblood Paving, Inc. in the amount of \$59,062.01.

Mike Malak explained the change order is due to the exceptional bids received for paving. Therefore instead of double seal coating Freshcorn Road, we will now be paving the road.

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

11. CAR #21-04-03 - Change Order - Seal Coating 2021

Motion to approve CAR #21-04-03 - Change Order - Seal Coating 2021 to - Midland Asphalt Materials, Inc. in the amount of \$13,700.00.

Mr. Malak explained the change order is due to the seal coating of two additional roads.

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

12. Contract Payments

13. CAR #21-03-04 - Partial Payment - Superpave Street Resurfacing 2021

Motion to approve CAR #21-03-04 - Partial Payment - Superpave Street Resurfacing 2021 to Youngblood Paving, Inc. in the amount of \$477,464.46.

Mr. Malak explained the partial payment to Youngblood is the second half of the contracted payment.

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

14. Purchase Awards

15. Purchase Approval #00021369-00 - Demolition of Structures at 1172 Freedom Road

Motion to approve Purchase Approval #00021369-00 - Demolition of a residential structure, detached garages & site amenities/debris at 1172 Freedom Road located at the corner of Freedom Road and LaPorte Drive to Minniefield Demolition Services, LLC in the amount of \$11,500.00.

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

16. Bond Release Requests:

Motion to approve the following Bond Release Requests:

PARTIAL RELEASE:

1. D2912-04- Meeder, Phase 4

FINAL DENIED - PARTIAL RELEASE:

1. D0408-10-PH6 - Park Place, Phase 6

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. Grant of Sanitary Sewer Line Easement - 26 Holiday Drive - Harvest Drive

Motion to approve the Grant of Sanitary Sewer Line Easement - 26 Holiday Drive as part of the Harvest Drive Sanitary Sewer Extension Project.

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

18. Grant of Sanitary Sewer Line Easement - 28 Holiday Drive - Harvest Drive

Motion to approve the Grant of Sanitary Sewer Line Easement - 28 Holiday Drive as part of the Harvest Drive Sanitary Sewer Extension Project.

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. Grant of Sanitary Sewer Line Easement - 9043 Marshall Road

Motion to approve the Grant of Sanitary Sewer Line Easement for 9043 Marshall Road as part of the Diesel Edge Development.

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

20. Water System Master Plan Update

It is a priority of the Board to maintain infrastructure integrity. Consistent with that priority it is once again time to update our Water System Master Plan. The Township has sought professional service proposals for an update to the plan. This plan will provide updated analysis and planning for the water system.

Motion to accept a proposal for the Water System Master Plan Update from HRG in the amount of \$34,000.00.

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

21. MAP Planning Grant Application

Motion to adopt Resolution 2021-41, authorizing application to the PA Department of Community & Economic Development for the Municipal Assistance Program Planning Grant.

Mr. Santoro explained the MAP grant will assist in developing a planning study focused on redeveloping the commercial core.

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

22. 902 Recycling Grant Application

Motion authorizing the submission of an application to the Pennsylvania Department of Environmental Protection for a 902 Recycling Grant in the amount of \$350,000.00 for the Collection Connection Cart Replacement Program. The grant requires a \$35,000.00 match in funds.

Mr. Santoro explained the 902 Recycling grant will assist in the Collection Connection cart replacement program. Mr. Santoro emphasized the need to replace the aging carts.

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 had no additional business for this meeting.

Minutes

23. Meeting Minutes

Motion to approve the minutes of the July 29, 2021 Agenda Preparation 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

24. Remittance Proposals & Payroll Warrants

Motion to approve the following Remittance Proposals & Payroll Warrants:

1. Remittance Proposal JUL21WIR dated 7-31-21
2. Remittance Proposal JUL21PPD dated 7-31-21
3. Remittance Proposal AUG21MID dated 8-19-21
4. Remittance Proposal AUG21REF dated 8-20-21
5. Remittance Proposal SEP21BIG dated 9-03-21
6. Payroll Warrant 152021 dated 7-23-21
7. Payroll Warrant S1421 dated 7-30-21
8. Payroll Warrant SP1421 dated 7-30-21
9. Payroll Warrant 162021 dated 8-6-21
10. Payroll Warrant S1521 dated 8-16-21

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

25. Monthly Reports

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

Additional Business

There was no additional business for this meeting.

Adjournment

26. Motion to Adjourn

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