

MINUTES

Cranberry Township Board of Supervisors Re-Organization Meeting Monday, January 3, 2022

Chairperson:

Richard Hadley

Supervisors:

Bruce Hezlep
Mike Manipole
Bruce Mazzoni
John Skorupan

Staff Present:

Lori Coon - Recording Secretary
Chad Julkowski - Director, Information Technology
Daniel Santoro - Township Manager
Gary Shreve - IT Support Tech

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, Chairman Hadley, Supervisor Manipole, Supervisor Hezlep and Supervisor Skorupan were present. Supervisor Mazzoni participated virtually.

3. Public Comment (Any Item On or Off the Agenda)

There was no public comment for this meeting.

4. Announcement

Immediately prior to the start of this meeting, the Honorable Kevin Flaherty administered the Oath of Office to Richard Hadley and Michael Manipole for their re-election to the Board of Supervisors.

Chairman Hadley also announced an Executive Session was held immediately prior to

this meeting to discuss personnel matters.

Election of Officers

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

Supervisor Skorupan nominated and made a motion to elect Richard Hadley as Chairman of the Board of Supervisors for the Year 2022. Supervisor Hezlep seconded the motion.

VOTING

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

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

Motion Carried

Supervisor Skorupan nominated and made a motion to elect Michael Manipole as Vice-Chairman of the Board of Supervisors for the Year 2022. Mr. Hezlep seconded.

VOTING

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

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

Motion Carried

Organizational Business

- 6. Appointment of Township Manager

Motion to reappoint Daniel D. Santoro as the Township Manager and to approve his Employment Agreement through the next Board organizational meeting following the next municipal election, pursuant to the Township Code.

VOTING

Motion by: Hadley, Richard
Second by: Skorupan, John

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

Motion Carried

7. Recommend Treasurer's Bond

Motion to establish the Treasurer's Bond for the Year 2022 at \$500,000.00 through the Selective Insurance Company of America.

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

8. Appointment of Solicitor

Motion to reappoint the firm Campbell Durrant, P.C. as Township Solicitor.

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

9. Appointment of the Collectors for the Local Services Tax and the Mercantile and the Business Privilege Tax

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.

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

10. Appointment of Real Estate Transfer Tax Collector

Motion to reappoint the Butler County Recorder of Deeds for the collection of the Real Estate Transfer Tax.

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

11. Establish 2022 Board of Supervisor's Meeting Schedule

Motion to approve the following meeting schedule for 2022.

In 2022, the Board of Supervisors will meet at 6:30 p.m. on the following Thursdays:

- January 27, 2022
- February 3, 2022
- February 24, 2022
- March 3, 2022
- March 31, 2022
- April 7, 2022
- April 28, 2022
- May 5, 2022
- May 26, 2022
- June 2, 2022
- June 30, 2022
- July 7, 2022
- July 28, 2022
- August 4, 2022
- August 25, 2022
- September 1, 2022
- September 29, 2022
- October 6, 2022
- October 27, 2022
- November 3, 2022
- November 17, 2022
- December 8, 2022

Chairman Hadley noted the meeting schedule is subject to change due to COVID restrictions.

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

12. Appointments of Liaisons by the Chairman

Chairman Hadley appointed the following liaisons:

1. Library and Parks & Recreation and Councils of Governments

Vice Chairman Manipole

2. Planning & Development Services, including Code Administration, Planning Commission, and Zoning Hearing Board, and Building/Fire Codes Board of Appeals

Supervisor Skorupan

3. Public Safety, including Police, Fire, and Emergency Management.

Supervisor Mazzoni

4. Public Works

Supervisor Hezlep

5. Administration

Chairman Hadley

6. Intergovernmental Relations

Supervisors Mazzoni & Skorupan

13. 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.

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

14. Publication of Official Notices

Motion to designate the Butler Eagle for the publication of the Township’s legal notices.

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

15. Re-appointments to Boards and Commissions:

Motion to re-appoint Eric Green to the Building/Fire Codes Board of Appeals for a three-year term expiring December 31, 2024.

Motion to re-appoint Sally Jack to the Building/Fire Codes Board of Appeals for a three-year term expiring December 31, 2024.

Motion to appoint Robyn Gross to the Library Board to a three-year term expiring December 31, 2024

Motion to re-appoint Leigh Kuzmovick to the Library Board to a three-year term expiring December 31, 2024.

Motion to re-appoint Judi Boren to the Library Board to a three-year term expiring December 31, 2024.

Motion to re-appoint Christine Finnell to the Planning Advisory Commission to a four-year term expiring December 31, 2025.

Motion to appoint Jerry Andree to the Vacancy Board to a one-year term expiring December 31, 2022.

Motion to re-appoint Allan Tedesco to the Zoning Hearing Board for a five-year term expiring December 31, 2026.

Motion to re-appoint Zachary Sanctis to the Environmental Advisory Committee for a one-year term expiring December 31, 2022.

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

16. Appointment of Delegates to the Butler County Tax Collection Committee

Motion to adopt Resolution No. 2022-01, appointing Delegates to the Butler County Tax Committee.

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

Administration

17. Designation of Depositories

Motion to approve the continued use of PNC Bank, PLGIT (Pennsylvania Local Government Investment Trust) and FNB (First National Bank) as Township depositories.

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

18. Appointment of Authorized Representatives to Berkheimer Associates

Motion to adopt Resolution No. 2022-02, appointing Authorized Representatives to Berkheimer Associates.

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

19. Meeting Minutes

Motion to approve the minutes of the December 9, 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

Other Business Pertinent to the Township

20. Purchase Approval #00000010-00 - Dog Park Pavilion - Pavilion, Pavilion Installation, Concrete Pad and Concrete Parking Area.

Motion to approve Purchase Approval #00000010-00 - Dog Park Pavilion - inclusive of the pavilion, pavilion installation, pavilion concrete pad and concrete parking area to Jeffrey Associates in the amount of \$81,731.00.

Mr. Santoro noted the concrete parking area referenced in this purchase approval is for handicap parking.

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. Automated Red Light Enforcement (ARLE) Grant Funding Acceptance

The Township has been granted \$300,000 through the ARLE Grant Program for a new traffic signal at the intersection of Route 19 and Progress Avenue.

Motion to adopt Resolution No. 2022-03, authorizing the Township Manager to accept and execute the grant agreement and all necessary documentation for Pennsylvania's Automated Red Light Enforcement (ARLE) funding program.

Mr. Santoro noted the Township had previously received an MTF grant for \$250,000 for the same traffic signal.

Supervisor Skorupan inquired about the signal logistics.

Mr. Santoro explained the signal will have mast arms and turning lanes on Route 19 as well as

a left turning lane on Progress Avenue.

Mr. Santoro explained the project is slated for 2023 due to funding and permitting.

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. Establishing Employee Benefits for Non-Uniformed, Non-Bargaining Unit Employees

Motion to adopt Resolution No. 2022-04, Establishing Employee 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

23. Pennsylvania Opioid Misuse & Addiction Abatement Trust Agreement

The Pennsylvania Attorney General (AG) sued various corporations related to the impacts of the Opioid Crisis in Pennsylvania. The AG sued on behalf of the State, County and Local Government entities and has reached a potential settlement with several of the corporations. The State's goal is to have all Counties and Municipalities with a population over 10,000 sign on to the settlement which will increase settlement proceeds for Pennsylvania. The Township will not receive any funds as part of the settlement, however Butler County stands to receive over \$9 million for qualifying opioid abatement activities. Accordingly, the Board is being asked to authorize signing onto the PA Opioid Settlement Agreement for the State of Pennsylvania.

Motion to adopt Resolution No. 2022-05, authorizing entering into Settlement Agreements and agreeing to the terms of the Pennsylvania Opioid Misuse and Addiction Abatement Trust.

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

24. Animal Control Service Agreement

Motion to approve the execution of a 5 year agreement with Animal Control and Care Services, LLC. to provide the Township with animal control services from January 1, 2022 through December 31, 2026 at a rate of \$1000.00 per month.

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

25. Authorize Advertisement of Bill No. 2022-02 - Zoning Ordinance (Chapter 27) Amendment

Motion to authorize advertisement of the public hearing and the intention to adopt Bill No. 2022-02 - Ordinance Amendment for Chapter 27 (Zoning) revising Wireless Communication Facility (WCF) requirements.

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

26. Authorize Advertisement of Bill No. 2022-04 - Zoning Ordinance (Chapter 27) Amendment

Motion to authorize advertisement of the public hearing and the intention to adopt Bill No. 2022-04 - Ordinance Amendment for Chapter 27 (Zoning) revising lighting requirements, Definitions and Uses.

VOTING

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

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

Motion Carried

Adjournment

27. Accept a motion to Adjourn

The meeting was adjourned at 6:52 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