

MINUTES

Cranberry Township Board of Supervisors Regular Meeting Thursday, December 8, 2022

Supervisors:

Bruce Hezlep
Mike Manipole
Bruce Mazzoni
Karen Newpol
John Skorupan

Staff Present:

Lori Coon - Recording Secretary
Ron Henshaw - Director, Planning & Development Services
Greg Hoover - Director, Utilities
Michael Malak - Director, Engineering & Environmental Services
Lucas Martsolf - Assistant Township Manager
Kevin Meyer - Police Chief
Michael Palombo - Township Solicitor
Daniel Santoro - Township Manager

Call to Order - Vice-Chairman Manipole

1. Pledge of Allegiance/Roll Call

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.

When the meeting was called to order all Supervisors were present.

2. Public Comment (Any item on or off the Agenda)

There was no public comment for this meeting.

3. Brush Creek Water Pollution Control Facility Solids Handling Design

Staff will present an update to the Board regarding the next phase of the Brush Creek Water Pollution Control Facility Solids Handling Design.

Later this evening, during the Public Works and Engineering section of the meeting, the Board will be asked to consider authorization of a purchase approval for the

design phase of the Brush Creek Water Pollution Control Facility Solids Handling.

Greg Hoover, Director of Utilities, provided an overview of the the Facility Solids Handling Design, which is the next phase of updates at the Brush Creek Water Pollution Control. Mr. Hoover highlighted the need to minimize the risk of plant failure through addressing issues such as biological loading, improving odor reduction and enhancing the solids process. Mr. Hoover explained the new design will include new equipment, new tanks and enhanced control processes. Mr. Hoover provided an esitimated timeline moving from engineering, design, bidding, and construction in 2024/2025.

Supervisor Skorupan inquired about the process of phasing out existing equipment.

Mr. Hoover explained the existing equipment will remain in place and continue to function while the new process in under construction.

Planning & Development Services - Supervisor Skorupan

4. PR #PRD-22-5 - Laurel Pointe - Revised Tentative Planned Residential Dev (TLD to open public hearing 12/2/22)

Motion to adopt Resolution No. 2022-83, granting Revised Tentative Planned Residential Development approval for revisions to the housing types in Phase 2 which reduces the previously approved one hundred sixty-eight (168) single family residential lots to one hundred sixty-one (161) single family residential lots in the development located along Franklin Road in the PRD zoning district.

VOTING

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

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

Motion Carried

5. PR #PRD-22-6 - Laurel Pointe - Revised Final Phase 2 Planned Residential Development (TLD 12/12/22)

Motion to adopt Resolution No. 2022-84, granting Revised Final Phase 2 Planned Residential Development approval for revisions to the housing types in Phase 2 which reduces the previously approved fifty-nine (59) single family residential lots to fifty-two (52) single family residential lot development located along Franklin Road in the PRD zoning district.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		

Bruce Mazzoni	X		
Karen Newpol	X		
John Skorupan	X		

Motion Carried

6. PR #SUB-22-16 - Park Place Amendment No. 53 - Prelim/Final Subdivision (TLD 3/4/23)

Motion to adopt Resolution No. 2022-85, granting Lot Line Revision to create 5 units on Lot 8-11 along Caledonia Place within the Park Place, Phase 8 Development.

VOTING

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

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

Motion Carried

7. PR #LD-22-22 - Crescent Revised Preliminary Land Development (TLD 3/4/23)

Motion to adopt Resolution No. 2022-86, granting Revised Preliminary Land Development approval for revisions adjusting roads, infrastructure and units within the Crescent development located off Coolsprings Drive on approximately 115 acres in the CCD-2 zoning district.

VOTING

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

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

Motion Carried

8. PR #LD-22-21 - Crescent Revised Final Phase 1A Land Development (TLD 3/4/23)

Motion to adopt Resolution No. 2022-87, granting Revised Final Phase 1A Land Development approval for revisions adjusting roads, infrastructure and residential units within Phase 1A of the Crescent development located off Coolsprings Drive on approximately 45 acres in the CCD-2 zoning district.

VOTING

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

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

Motion Carried

Public Works and Engineering - Supervisor Hezlep

Contract Change Order

9. CAR #22-16-08 - Change Order - Municipal Campus Rear Parking Lot - Stormwater Facility

Motion to approve CAR-22-19-07 - Municipal Campus Rear Parking Lot - Stormwater Facility for a time extension of the contract completion date from November 30, 2022 to May 31, 2023.

VOTING

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

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

Motion Carried

10. CAR #22-19-07 - Change Order - Sun Valley Utilities Upgrades

Motion to approve CAR-22-19-07 - Sun Valley Utilities Upgrades for a time extension of the contract completion date from December 20, 2022 to May 31, 2023.

VOTING

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

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

Motion Carried

11. CAR #22-20-05 - Change Order - Brandt Drive Extension

Motion to approve CAR #22-20-05 - Change Order - Brandt Drive Extension to Tedesco Construction Inc. in the amount of \$22,491.42 and authorization of a time

extension of the contract completion date from November 30, 2022 to May 31, 2023.

Supervisor Skorupan inquired about the change order for Brandt Drive Extension. Mike Malak explained the change order is necessary due to unforeseen storm sewer structure issues.

VOTING

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

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

Motion Carried

12. CAR #22-24-03 - Change Order - Community Park Streambank Restoration Landscaping

Motion to approve CAR #22-24-03 - Change Order - Community Park Streambank Restoration Landscaping to MMC Land Management in the amount of \$1,198.68.

VOTING

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

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

Motion Carried

Contract Payments

13. CAR #22-16-07- Partial Payment - Municipal Campus Rear Parking Lot - Stormwater Facilities

Motion to approve CAR #22-16-07- Partial Payment - Municipal Campus Rear Parking Lot - Stormwater Facilities to Holbein, Inc. in the amount of \$97,243.75.

VOTING

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

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

John Skorupan	X		
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Motion Carried

- 14.** CAR #22-17-07 - Partial Payment - Municipal Campus Rear Parking Lot - Parking Lot Improvements

Motion to approve CAR #22-17-07 - Partial Payment - Municipal Campus Rear Parking Lot - Parking Lot Improvements to Holbein, Inc. in the amount of \$457,036.84.

VOTING

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

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

Motion Carried

- 15.** CAR #22-18-06 - Partial Payment - Peters Road Waterline Replacement

Motion to approve CAR #22-18-06 - Partial Payment - Peters Road Waterline Replacement to Jet Jack, Inc. in the amount of \$139,169.15.

VOTING

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

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

Motion Carried

- 16.** CAR #22-19-06 - Partial Payment - Sun Valley Utilities Upgrades

Motion to approve CAR #22-19-06 - Partial Payment - Sun Valley Utilities Upgrades to J.S. Bova Excavating in the amount of \$99,157.50.

VOTING

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

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

John Skorupan	X		
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Motion Carried

17. CAR #22-20-06 - Partial Payment - Brandt Drive Extension

Motion to approve CAR #22-20-06 - Partial Payment - Brandt Drive Extension to Tedesco Construction, Inc. in the amount of \$78,215.80.

VOTING

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

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

Motion Carried

18. CAR #22-23-03 - Final Payment - Chadborne Culvert Rehabilitation

Motion to approve CAR #22-23-03 - Final Payment - Chadborne Culvert Rehabilitation to Proshot Concrete, Inc. in the amount of \$74,600.00.

VOTING

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

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

Motion Carried

19. CAR #22-24-04 - Final Payment - Community Park Streambank Restoration Landscaping

Motion to approve CAR #22-24-04 - Final Payment - Community Park Streambank Restoration Landscaping to MMC Land Management in the amount of \$22,330.19.

VOTING

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

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

John Skorupan	X		
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Motion Carried

Contract Awards

- 20.** CAR #19-06-06 - Contract Award - Cranberry Township Municipal Building - Housekeeping Services

Motion to approve CAR #19-06-06 - Contract Award - Cranberry Township Municipal Building - Housekeeping Services, year five (5) of a five (5) year contract to America's Cleaning Co. in the amount of \$92,983.16.

VOTING

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

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

Motion Carried

Authorizations to Bid

- 21.** CAR #22-29-01 - Authorization to Bid - Municipal Campus Administration Side Parking Lot

Motion to approve CAR #22-29-01 - Authorization to Bid - Municipal Campus Administration Side Parking Lot.

VOTING

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

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

Motion Carried

- 22.** CAR #22-30-01 - Authorization to Bid - Fox Run Sewer Bypass & Storm Repair

Motion to approve CAR #22-30-01 - Authorization to Bid - Fox Run Sewer Bypass & Storm Repair.

VOTING

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

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

Motion Carried

Purchase Awards

23. Purchase Approval #23007 - Redevelopment Study - Planning Services

Proactive planning and community visioning have remained a priority of the Board and as such, the Township continues to update sections of the Cranberry Plan. Earlier in 2022, the Township received a \$50,000 matching grant from DCED to conduct a redevelopment study of our core commercial areas, as well as update the economic development section of the Cranberry Plan. The proposed study will inventory the current conditions, identify best practices, and create an actionable plan for future redevelopment in Cranberry’s commercial core. This planning process is critical for the long-term sustainability of the Township’s commercial corridors.

Motion to approve Purchase Approval #23007– Redevelopment Study – Planning Services to czb, LLC in the amount of \$105,000.00 which includes an economic development update to the Cranberry Plan.

VOTING

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

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

Motion Carried

24. Purchase Approval #23015 - Brush Creek Water Pollution Control Facility Solids Handling Design

Motion to approve Purchase Approval #23015 - Brush Creek Water Pollution Control Facility Solids Handling Design to GHD in the amount of \$781,300.00.

VOTING

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

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

Motion Carried

Bond Release Request

25. Bond Release Requests:

Motion to approve the following Bond Release Requests:

PARTIAL RELEASE:

1. D2805-03 - Meeder Phase 1
2. D2305-03-PH 1A - Village of Cranberry Woods PH 1A
3. D2614-03-PH1 - Laurel Pointe, Phase 1
4. D0408-05-PH 8A - Park Place, Phase 8A

FINAL RELEASE:

1. D2117-01 - Sunbelt Rental

VOTING

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

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

Motion Carried

Public Safety - Supervisor Mazzoni

26. Police Collective Bargaining Agreement

Motion to ratify the Police Collective Bargaining Agreement for the period of January 1, 2023 through December 31, 2025.

VOTING

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

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

Motion Carried

Administration - Vice-Chairman Manipole

27. Establishing the Property Tax Rates for the Year 2023

Motion to adopt Resolution No. 2022-88, establishing the Property Tax Rates for the Year 2023, which remain the same as 2022.

VOTING

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

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

Motion Carried

28. Final Budget Adoption for the Year 2023

Motion to adopt Resolution No. 2022-89, approving the proposed 2023 budget, which maintains the current real estate tax rates.

VOTING

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

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

Motion Carried

29. Delta Development Group - Master & Transportation Agreement Renewals

Two of our current agreements with Delta Development are expiring. We have worked with Delta focusing on transportation and capital projects and continuing the work on the economic goals of the Township. Accordingly, the Board is being asked to consider the following motions renewing the agreements with Delta Development:

1. Motion to approve the renewal of the Master Consultant Agreement with Delta Development Group through December 31, 2023, according to the amendments as stated in the November 17, 2022 letter from Delta Development which focuses on public funding strategies and implementation, as well as administration of the Freedom Road Build I & II grants.
2. Motion to approve the renewal of the Transportation Planning Agreement with Delta Development Group through December 31, 2023, according to the amendments as stated in the November 17, 2022 letter from Delta Development which focuses on transportation planning and funding efforts.

VOTING

Motion by: Manipole, Mike

Second by: Skorupan, John

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

Motion Carried

30. PA Small Water Grant Application

Cranberry Township is seeking financial assistance to complete the Burke Road Waterline Looping Project. The Burke Road Waterline Looping Project was identified in the recently updated Master Water Plan. The project proposes constructing approximately 1,330 LF of 8-inch ductile iron waterline on Burke Road in Cranberry Township. This project will eliminate an 8-inch dead end main to improve water quality and provide a redundant feed for approximately 200 households.

Motion to adopt Resolution No. 2022-90, authorizing submission of a grant application to the Pennsylvania Department of Community and Economic Development (DCED) for funding towards the construction of the Burke Road Waterline Looping Project.

VOTING

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

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

Motion Carried

31. H2O PA –Program Grant Application

Cranberry Township is seeking financial assistance to complete solids processing and dewatering upgrades, which are critical to extending the life of the previous Brush Creek Treatment Plant Improvements.

Motion to adopt Resolution No. 2022-91, authorizing submission of a grant application to the Pennsylvania Department of Community and Economic Development (DCED) for funding towards the construction of the solids upgrade at Brush Creek Treatment Plant.

VOTING

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

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

Karen Newpol	X		
John Skorupan	X		

Motion Carried

32. CNC, LLC – Joint Funding and Cooperation Agreement

A public and private partnership will provide for the construction of a signal and associated improvements at the Progress Avenue and Route 19 intersection. Accordingly, the Board is being asked to consider the following cooperative agreement that outlines the funding commitments of both parties and the use of grants awarded to the project by the Commonwealth Financing Authority (CFA) and PennDOT.

Motion to approve the Joint Funding and Cooperation Agreement with CNC, LLC, according to the provisions of the agreement dated December 8, 2022.

VOTING

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

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

Motion Carried

33. Tenant Lease Agreements in the Municipal Center

Motion to approve the following leases in the Municipal Center:

1. State Representative Scialabba – December 1, 2022 through November 30, 2024 with no change in rates.
2. Pittsburgh North Regional Chamber of Commerce – January 1, 2023 through December 31, 2024 with no change in rates.

VOTING

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

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

Motion Carried

34. RACP Award-Municipal Center Modernization Project

Motion to adopt Resolution No. 2022-92, accepting the \$1,250,000 RACP Award from the Commonwealth of PA for the Municipal Center Modernization project and authorizing the Township Manager to execute all necessary applications, documents

and materials in order to receive the grant funds.

VOTING

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

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

Motion Carried

- 35.** Minutes - October 27, 2022, November 3, 2022, November 9, 2022, November 17, 2022

Motion to approve the following meeting minutes:

1. October 27, 2022 - Agenda Preparation Meeting
2. November 3, 2022 - Regular Meeting
3. November 9, 2022 - Special Meeting
4. November 17, 2022 - 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		
Karen Newpol	X		
John Skorupan	X		

Motion Carried

- 36.** Remittance Proposals & Payroll Warrants

Motion to approve the following Remittance Proposals and Payroll Warrants:

1. Remittance Proposal OCT22PPD dated October 31, 2022
2. Remittance Proposal OCT22WIR dated October 31, 2022
3. Remittance Proposal NOVREF dated November 21, 2022
4. Remittance Proposal NOVREF dated November 22, 2022
5. Remittance Proposal DEC22BIG dated December 9, 2022
6. Payroll Warrant 222022 dated October 28, 2022
7. Payroll Warrant S2022 dated October 31, 2022
8. Payroll Warrant 232022 dated November 10, 2022
9. Payroll Warrant S2122 dated November 15, 2022

VOTING

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

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

Motion Carried

Solicitor

37. Additional Solicitor Business

Solicitor, Mike Palombo, had no additional business for this meeting.

Reports

38. Monthly Reports

1. Planning & Development Services - October 2022
2. Police Department - October 2022
3. Fire Company - October 2022
4. Open Records Summary - October 2022
5. Property Tax Collections - October 2022
6. Budget Report - October 2022
7. Utilities Department Report - November 2022
8. Public Works Activity Report - November 2022
9. Information Technology Report - November 2022
10. Communications Report - November 2022
11. Cranberry Highlands Golf Report - November 2022
12. EMS Report - October

Additional Business

39. Additional Business

Supervisor Skorupan thanked Chief Meyer, Dave Mitchell and the staff for their work on the Police contract.

Vice Chairman Manipole wished all a Happy Holiday and thanked the staff for all their hard work and efforts throughout the year.

Adjournment

40. Motion to adjourn

This meeting was adjourned at 6:59 p.m.

VOTING

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

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

Karen Newpol	X		
John Skorupan	X		

Motion Carried

Respectfully submitted,

Lori Coon
Recording Secretary