

MINUTES

Cranberry Township Board of Supervisors Agenda Preparation Meeting Thursday, January 26, 2023

Supervisors:

Bruce Hezlep
Mike Manipole
Bruce Mazzoni
Karen Newpol
John Skorupan

Staff Present:

Kyle Beidler - Strategic Planning Officer
Bert Bertoncello - Assistant Township Manager
Lori Coon - Recording Secretary
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
Kevin Meyer - Police Chief
Michael Palombo - Township Solicitor
Daniel Santoro - Township Manager

Call to Order

1. Pledge of Allegiance

Chairman Manipole called the meeting to order at 6:30 p.m. and led the salute to the flag.

2. Roll Call

When the meeting was called to order, all Supervisors were present. Supervisor Mazzoni participated virtually.

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

Dan Cinzric – Mr. Cinzric thanked Supervisor Newpol, Supervisor Skorupan and Township Manager, Dan Santoro for coming to Sherwood Oaks on Tuesday, January 24, 2023 and providing an informative presentation.

4. Announcement - Executive Session

The Board met in Executive Session immediately prior to this meeting to discuss personnel items.

Chairman Manipole congratulated Frank Murcko on his recent retirement. Frank had worked

in the Public Works division of the Township for several years. Chairman Manipole thanked Frank for his years of dedicated service to the Township.

Public Works and Engineering

Contract Change Orders

5. CAR #22-17-08 - Change Order - Municipal Campus Rear Parking Lot - Parking Lot Improvements

At the February 2, 2023 Regular meeting, the Board will be asked to consider CAR #22-17-08 - Change Order - Municipal Campus Rear Parking Lot - Parking Lot Improvements to Holbein, Inc. in the amount of \$47,879.00.

Mike Malak explained some soft spots were located in the Municipal Center rear parking lot. These spots require removal, disposal and new materials.

6. CAR #22-18-07 - Change Order - Peters Road Waterline Replacement

At the February 2, 2023 Regular meeting, the Board will be asked to consider CAR #22-18-07 - Change Order - Peters Road Waterline Replacement to Jet Jack, Inc. for a deduction in the amount of (\$22,250.00).

7. CAR #22-19-08 - Change Order - Sun Valley Utilities Upgrades

At the February 2, 2023 Regular meeting, the Board will be asked to consider CAR #22-19-08 - Change Order - Sun Valley Utilities Upgrades to J.S. Bova Excavating in the amount of \$18,754.28.

Mike Malak explained this change order is needed due to unforeseen sight conditions and unmarked infrastructure.

Contract Payments

8. CAR #22-16-09 - Partial Payment - Municipal Campus Rear Parking Lot - Stormwater Facility

At the February 2, 2023 Regular meeting, the Board will be asked to consider CAR #22-16-09 - Partial Payment - Municipal Campus Rear Parking Lot - Stormwater Facility to Holbein, Inc. in the amount of \$34,107.39.

9. CAR #22-17-09 - Partial Payment - Municipal Campus Rear Parking Lot - Parking Lot Improvements

At the February 2, 2023 Regular meeting, the Board will be asked to consider CAR #22-17-09 - Partial Payment - Municipal Campus Rear Parking Lot - Parking Lot Improvements to Holbein, Inc. in the amount of \$229,299.26.

10. CAR #22-19-09 - Partial Payment - Sun Valley Utilities Upgrades

At the February 2, 2023 Regular meeting, the Board will be asked to consider CAR #22-19-09 - Partial Payment - Sun Valley Utilities Upgrades to J.S. Bova Excavating in the amount of \$558,990.25.

11. CAR #22-20-07 - Partial Payment - Brandt Drive Extension

At the February 2, 2023 Regular meeting, the Board will be asked to consider CAR

#22-20-07 - Partial Payment - Brandt Drive Extension to Tedesco Construction, Inc. in the amount of \$60,170.82.

12. CAR #22-18-08 - Final Payment - Peters Road Waterline Replacement

At the February 2, 2023 Regular meeting, the Board will be asked to consider CAR #22-18-08 - Final Payment - Peters Road Waterline Replacement to Jet Jack, Inc. in the amount of \$26,821.85.

Contract Awards

13. CAR #22-02-03 - Contract Award - Electronic & Household Hazardous Waste Collection

At the February 2, 2023 Regular meeting, the Board will be asked to consider CAR #22-02-03 - Contract Award - Electronic & Household Hazardous Waste Collection authorizing an additional year Option A (Year 2- 2023) to Noble Environmental in the amount of \$54,555.20.

Mike Malak requested to award Noble Environmental year two (2) of the contract based on the previous year's performance.

14. CAR #23-02-02 - Contract Award - Pickleball Expansion Project

At the February 2, 2023 Regular meeting, the Board will be asked to consider CAR #23-02-02 - Contract Award - Pickleball Expansion Project. Bid opening is on January 31, 2023.

Mike Malak explained the new bids are due next week and the purchase of the dome will go through the cooperative purchase program.

Authorizations to Bid

15. CAR# 23-04-01 - Authorization to Bid - Superpave Street Resurfacing 2023

At the February 2, 2023 Regular meeting, the Board will be asked to consider CAR# 23-04-01 - Authorization to Bid - Superpave Street Resurfacing 2023

16. CAR# 23-05-01 - Authorization to Bid - Seal Coating 2023

At the February 2, 2023 Regular meeting, the Board will be asked to consider CAR# 23-05-01 - Authorization to Bid - Seal Coating 2023.

17. CAR# 23-06-01 - Authorization to Bid - Crack Sealing 2023

At the February 2, 2023 Regular meeting, the Board will be asked to consider CAR# 23-06-01 - Authorization to Bid - Crack Sealing 2023.

18. CAR# 23-07-01 - Authorization to Bid - Sanitary Sewer & Water Facilities - Grass Cutting Services

At the February 2, 2023 Regular meeting, the Board will be asked to consider CAR# 23-07-01 - Authorization to Bid - Sanitary Sewer & Water Facilities - Grass Cutting Services.

Mike Malak said Superpave, Seal Coating, Crack Sealing, and Grass Cutting Service are all items that are bid out on an annual basis.

19. CAR# 22-26-02 - Bid Rejection - Municipal Campus Rear Canopy Replacement

At the February 2, 2023 Regular meeting, the Board will be asked to consider CAR# 22-26-02 - Bid Rejection - Municipal Campus Rear Canopy Replacement.

Mike Malak stated only one bid was received and the bid was higher than expected. The canopy will be incorporated into the larger Municipal renovation project.

Bond Release Requests

20. Bond Release Request:

At the February 2, 2023 Regular meeting, the Board will be asked to consider the following Bond Release Requests:

PARTIAL RELEASE:

BAR-D2223-01 - Cenci's Pizza
BAR-D2125-01 PH 1 - Crescent PH 1 Off-Site Infrastructure
BAR-D2125-01 PH 1 - Crescent PH 1 Grading
BAR-D0408-06-PH 8A - Park Place Ph 8A
BAR-D2305-04 – Village of Cranberry Woods PH 1A Infrastructure

FINAL RELEASE:

BAR-D0616-33 - Bellevue Park PH 1
BAR-D0616-34 - Bellevue Park PH 2

21. Deed of Dedication - Ogle View Road Roundabout

At the February 2, 2023 Regular meeting, the Board will be asked to consider adopting Resolution No. 2023-XX, executing the Ogle View Road Roundabout Deed of Dedication.

Township Manager

22. FOR BOARD ACTION THIS EVENING

Green Light-Go Grant Year 8 Submission Approval

As a part of our continuing efforts to seek funding opportunities to implement the Township's Plan, staff is requesting authorization to submit a Green Light GO Grant Year 8 for a Five Signal Detection Upgrade. This grant is a request for \$165,600 with the Township matching funds of \$41,400 or 20% for a project total of \$207,000.

Motion to adopt Resolution No. 2023-05, granting authorization to submit an application for the Green Light-Go Program for a five (5) Signal Detection Upgrade.

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

23. Butler County/Cranberry Township Gateway 228 BUILD II Project Reimbursement and Grant Match Agreement

The Township aggressively seeks grant funding to improve transportation infrastructure. Freedom Road corridor improvements have been a top priority for the Board of Supervisors since the days of the original Crows Run project. We are close to completing the construction of the first phase of the Freedom Road corridor improvements from Commonwealth Drive to Haine School Road which was supported by a federal BUILD grant. In partnership, the County and Township received a second federal BUILD grant (BUILD II) to complete the corridor improvements from Haine School Road to Powell Road. This project requires a local match commitment from the Township. The Board established its intention to commit local match funds pursuant to Resolution 2019-15 as part of the federal grant application. The Board is requested to consider the rights, responsibilities, and obligations of the parties with regard to our local grant match commitment for the BUILD II project pursuant to the attached resolution and agreement which will complete the final phase of the Freedom Road improvements.

At the February 2, 2023 Regular meeting, the Board will be asked to consider adopting Resolution No. 2023-XX, authorizing the commitment of \$4,050,000 towards the County's local match as required by the Federal 2020 BUILD Grant with an estimated total cost of \$20,100,000. and authorizing the execution of the Gateway 228/ BUILD II Memorandum of Agreement with Butler County.

24. Butler County MIP Grant - ARPA Subrecipient Agreement - Glen Eden Water Shed Project

Cranberry Township is seeking to accept a \$664,000 grant award from the Butler County Municipal Infrastructure Program (MIP) and execute an ARPA Subrecipient Agreement with the County. The funding will be used to support the Glen Eden Stream Restoration Project which is part of the proposed stormwater infrastructure needed to meet MS4 mandates as required by the DEP.

At the February 2, 2023 Regular meeting, the Board will be asked to consider adopting Resolution No. 2023-XX, accepting the Butler County Municipal Infrastructure Program (MIP) grant in the amount of \$664,000. for the Glen Eden Watershed Project and approving execution of the ARPA Subrecipient Agreement with Butler County as required by the terms of the grant.

25. Butler County MIP Grant - ARPA Subrecipient Agreement - Pinehurst Drive Stormwater Culvert Project

Cranberry Township is seeking to accept a \$121,375 grant award from the Butler County Municipal Infrastructure Program (MIP) and execute an ARPA Subrecipient Agreement with the County. The proposed culvert replacement project will provide necessary stormwater infrastructure to maintain adequate conveyance in the drainage area.

At the February 2, 2023 Regular meeting, the Board will be asked to consider adopting Resolution No. 2023-XX, accepting \$121,375 from the Butler County

Municipal Infrastructure Program (MIP) for the Pinehurst Drive Stormwater Culvert Project and authorizing execution of the ARPA Subrecipient Agreement with Butler County as required by the terms of the grant.

Mr. Santoro stated the Township was successful in obtaining the MIP grants from Butler County to help meet the MS4 requirements.

26. Franklin Road Improvements Reimbursement Agreement with PennDot

PennDOT is in the process of designing an improvement project for Franklin Road between the intersection with Rt. 228 and Peters Road. The widening and realignment project is scheduled for construction later in 2023. The Township staff has been coordinating the design elements with PennDOT. The proposed project impacts both our public sewer and water infrastructure along the length of the construction and requires participation in both design and construction for relocated facilities. The Board is being requested to authorize design services and construction cost commitments as identified in attached resolution and reimbursement agreements.

At the February 2, 2023 Regular meeting, the Board will be asked to consider adopting Resolution No. 2023-XX, executing the Franklin Road Improvements Reimbursement Agreement with PennDot.

Mr. Santoro explained the Franklin Road Improvements Reimbursement Agreement with PennDot includes a 100% reimbursement for items out of the right-of-way and 75% reimbursement of items within the right-of-way.

Supervisor Newpol inquired about the construction time period.

Mike Malak said the construction will take approximately six to nine months.

Mr. Santoro highlighted the project is managed by PennDot.

27. Purchase Approval #23060- Franklin Road Improvements Project - Sewer and Water Line Design Services

At the February 2, 2023 Regular meeting, the Board will be asked to consider Purchase Approval #23060- Franklin Road Improvements Project - Sewer and Water Line Design Services to KCI Technologies, Inc. in the amount of \$99,894.77 with a majority of the cost to be reimbursed by PennDot pursuant to the PennDot agreement authorized in Resolution No. 2023-XX.

28. Purchase Approval #23059 - Market & Feasibility Analysis for the Cranberry Highlands Golf Course

In 2022, the Township completed a master plan for the Cranberry Highlands Golf Course identifying potential improvements. We are requesting authorization to advance a consulting agreement for a market and feasibility analysis and to complete a cost-benefit for the proposed improvements.

At the February 2, 2023 Regular meeting, the Board will be asked to consider Purchase Approval #23059 - Market & Feasibility Analysis for the Cranberry Highlands Golf Course master plan improvements to Golf Property Analysts in the amount of \$35,000.00.

Additional Township Solicitor Business

29. Tax Assessment Appeal - Kohl's Department Store

At the February 2, 2023 Regular meeting, the Board will be asked to consider approving the settlement of the tax assessment appeal filed at Butler County Case No. 21-40309, to set the assessed value for the property at \$600,400 for the 2022 tax year, and at \$539,600 for the 2023 tax year, and to adjust the tax bills accordingly.

Solicitor Palombo stated the tax assessment appeal for Kohl's has been settled jointly by the School District and the County.

30. Tax Assessment Appeal - StoneMor Partners, LP (Pinewood Memorial Park Cemetery)

At the February 2, 2023 Regular meeting, the Board will be asked to consider approving the settlement proposal of the tax assessment appeal filed at Butler County Case No. 2021-40349, to adjust the assessed value of the property to \$25,675.00 for all tax years at issue, and to adjust the real estate tax bills accordingly.

Solicitor Palombo explained the cemetery settlement is reasonable due to the fact that no land is available for subdivision.

Minutes

31. Minutes -January 3, 2023

At the February 2, 2023 Regular meeting, the Board will be asked to consider approving the minutes from the January 3, 2023 Re-Organization meeting.

Remittance & Payroll Warrants

32. Remittance Proposals & Payroll Warrants

At the February 2, 2023 Regular meeting, the Board will be asked to consider the following Remittance Proposals and Payroll Warrants:

1. Remittance Proposal NOV22PPD dated November 30, 2022
2. Remittance Proposal NOV22WIR dated November 30 2022
3. Remittance Proposal DEC22MID dated December 19, 2022
4. Remittance Proposal DEC22REF dated December 20, 2022
5. Remittance Proposal DEC22FIN dated December 28, 2022
6. Remittance Proposal DEC22WIR dated December 31, 2022
7. Remittance Proposal DEC22PPD dated December 31, 2022
8. Remittance Proposal JAN23M22 dated January 18, 2023
9. Remittance Proposal JAN23MID dated January 18, 2023
10. Remittance Proposal JAN23REF dated January 23, 2023
11. Remittance Proposal FEB23BIG dated February 3, 2023
12. Remittance Proposal FEB23B22 dated February 3, 2023
13. Payroll Warrant 242022 dated November 25, 2022
14. Payroll Warrant S2222 dated November 30, 2022
15. Payroll Warrant 252022 dated December 9, 2022
16. Payroll Warrant S2322 dated December 15, 2022
17. Payroll Warrant 262022 dated December 23, 2022
18. Payroll Warrant S2422 dated December 30, 2022
19. Payroll Warrant 012023 dated January 6, 2023
20. Payroll Warrant S0123 dated January 13, 2023

Reports

33. Monthly Reports

1. Planning & Development Services - November and December 2022
2. Police Department - November and December 2022
3. Fire Company - November and December 2022
4. EMS Monthly Report - November and December 2022
5. Open Records Summary - November and December 2022
6. Property Tax Collections - November and December 2022
7. Budget Report - November and December 2022
8. Utilities Department Report - December 2022 and January 2023
9. Public Works Activity Report - December 2022 and January 2023
10. Information Technology Report - December 2022 and January 2023
11. Communications Report - December 2022 and January 2023
12. Cranberry Highlands Golf Report -December 2022 and January 2023

Additional Business

34. Grant Awards

Mr. Santoro provided the Board with a summary of grants received within the last eighteen (18) months totaling approximately 8.4 million dollars. Transportation, stormwater, sewer, trash carts and safety are a few of the items supported by these grants. Mr. Santoro thanked the staff for their diligence in obtaining the grants.

Supervisor Skorupan commended the staff for their efforts in working with PennDot and the Turnpike Commission to produce successful accomplishments.

Chairman Manipole explained by obtaining grants we save the tax payers money.

Adjournment

35. Motion to Adjourn

This meeting was adjourned at 6:55 p.m.

VOTING

Motion by: Skorupan, John

Second by: Newpol, Karen

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