

MINUTES

Cranberry Township Board of Supervisors Regular Meeting Thursday, February 2, 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 Martsof - Assistant Township Manager
Kevin Meyer - Police Chief
Michael Palombo - Township Solicitor
Daniel Santoro - Township Manager

Call to Order - Chairman Manipole

1. Pledge of Allegiance/Roll Call

Chairman Manipole called the meeting to order at 6:30 pm. in the Council Chambers of the Cranberry Township Municipal Center, 2525 Rochester Road, Cranberry Township, PA. When the meeting was called to order, all Supervisors were present. Supervisor Mazzoni participated virtually.

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

There was no public comment for this meeting.

3. Recognition and Appreciation to Dan Kane and Steve Dancisin of the Cranberry Volunteer Fire Company

This evening the Board recognized and thanked Cranberry Volunteer Fire Company Past President Dan Kane and Past Vice President Steve Dancisin for their leadership over the past three years, as well as their service to our community since they both

joined the Fire Company.

The Supervisors spoke about the importance of our volunteer firefighters and the deep appreciation of their service to the community. The Board expressed extreme gratitude to Mr. Kane and Mr. Dancisin for their leadership roles and dedication to our community.

Planning & Development Services - Supervisor Skorupan

There was no Planning & Development Services business for this meeting.

Parks & Recreation and Library - Supervisor Newpol

4. Butler County Parks Renovation Grant - Waterpark Spray Pad Planning & Design

Motion to adopt Resolution No. 2023-11, authorizing a grant application to the Butler County Parks and Recreation Commission to provide grant funds for the planning and design of the renovation of the Waterpark spray pad. The estimated cost of the project is \$12,410.00 and the Township will provide a local share based on the County funding.

VOTING

Motion by: Newpol, Karen
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 Works and Engineering - Vice-Chairman Hezlep

Contract Change Order

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

Motion to approve CAR #22-17-08 - Change Order - Municipal Campus Rear Parking Lot - Parking Lot Improvements to Holbein, Inc. in the amount of \$47,879.00.

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

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

Motion to approve CAR #22-18-07 - Change Order - Peters Road Waterline Replacement to Jet Jack, Inc. for a deduction in the amount of (\$22,250.00).

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

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

Motion to approve CAR #22-19-08 - Change Order - Sun Valley Utilities Upgrades to J.S. Bova Excavating in the amount of \$18,754.28.

VOTING

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

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

Motion Carried

Contract Payments

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

Motion to approve CAR #22-16-09 - Partial Payment - Municipal Campus Rear Parking Lot - Stormwater Facility to Holbein, Inc. in the amount of \$34,107.39.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole			

Bruce Hezlep Bruce Mazzoni Karen Newpol John Skorupan	X		
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Motion Carried

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

Motion to approve CAR #22-17-09 -Partial Payment - Municipal Campus Rear Parking Lot - Parking Lot Improvements to Holbein, Inc. in the amount of \$229,299.26.

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 #22-19-09 - Partial Payment - Sun Valley Utilities Upgrades

Motion to approve CAR #22-19-09 - Partial Payment - Sun Valley Utilities Upgrades to J.S. Bova Excavating in the amount of \$558,990.25.

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 #22-20-07 - Partial Payment - Brandt Drive Extension

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

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 #22-18-08 - Final Payment - Peters Road Waterline Replacement

Motion to approve CAR #22-18-08 - Final Payment - Peters Road Waterline Replacement to Jet Jack, Inc. in the amount of \$26,821.85.

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 Awards

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

Motion to approve 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.

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

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

Motion to approve CAR #23-02-02 - Contract Award - Pickleball Expansion Project to C.H. & D. Enterprises, Inc. in the amount of \$1,236,884.00.

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

Authorizations to Bid

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

Motion to approve CAR# 23-04-01 - Authorization to Bid - Superpave Street Resurfacing 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

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

Motion to approve CAR# 23-05-01 - Authorization to Bid - Seal Coating 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

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

Motion to approve CAR# 23-06-01 - Authorization to Bid - Crack Sealing 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

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

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

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

Motion to approve CAR# 22-26-02 - Bid Rejection - Municipal Campus Rear Canopy Replacement.

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

- 20.** Purchase Approval #23075 - Pickleball Air Dome

Motion to approve Purchase Approval #23075 - Pickleball Air Dome to Yeadon Fabric

Domes, LLC in the amount of \$479,064.00.

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

21. Bond Release Request:

Motion to approve 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

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. Deed of Dedication - Ogle View Road Roundabout

Motion to adopt Resolution No. 2023-06, executing the Ogle View Road Roundabout Deed of Dedication.

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

There was no Public Safety business for this meeting.

Administration - Chairman Manipole

23. Rochester Road/Turnpike Corridor Briefing

The Board of Supervisors has prioritized expanding and improving the Rochester Road corridor as one of its top priorities for over a decade. The Board has met with Turnpike and PennDOT officials multiple times over the last five years to advance the importance of a project. We are happy to report the Pennsylvania Turnpike Commission is beginning a project in partnership with PennDOT and Cranberry Township to design improvements that will include the Rochester Road Corridor and that would widen the road beneath the Turnpike and expand the bridge itself.

Mr. Santoro provided an update on the Rochester Road/Turnpike Corridor improvements. Mr. Santoro was excited to report tangible movement on the project. Mr. Santoro informed the Board the Turnpike has agreed to preliminary and final design of the project. Mr. Santoro explained PennDOT will establish a website dedicated to the project.

Supervisor Skorupan highlighted the value in the partnership with PennDOT and the Turnpike to complete projects and move ahead with transportation improvements.

24. 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.

Motion to adopt Resolution No. 2023-07, 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.

VOTING

Motion by: Manipole, Mike
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

25. 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.

Motion to adopt Resolution No. 2023-08, 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.

VOTING

Motion by: Manipole, Mike
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

26. 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.

Motion to adopt Resolution No. 2023-09, 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.

VOTING

Motion by: Manipole, Mike
 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

27. 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.

Motion to adopt Resolution No. 2023-10, executing the Franklin Road Improvements Reimbursement Agreement with PennDot.

Supervisor Newpol said the Franklin Road improvements are another example of a great collaboration with PennDOT.

VOTING

Motion by: Manipole, Mike
 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

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

Motion to approve 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. 2023-10.

VOTING

Motion by: Manipole, Mike
 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

29. 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.

Motion to approve 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.

VOTING

Motion by: Manipole, Mike
 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

30. Remittance Proposals & Payroll Warrants

Motion to approve 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

Vice-Chairman Hezlep abstained from voting on the following remittance proposals due to a conflict with his position as President of the Cranberry Township Volunteer Fire Company Board of Directors:

DEC22MID, DEC22FIN, JAN23M22, JAN23MID, FEB23BIG, FEB23B22

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. Minutes -January 3, 2023

Motion to approve the minutes from the January 3, 2023 Re-Organization meeting.

VOTING

Motion by: Manipole, Mike
 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

Solicitor

32. Tax Assessment Appeal - Kohl's Department Store

Motion to approve 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.

VOTING

Motion by: Manipole, Mike
 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

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

Motion to approve 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.

VOTING

Motion by: Manipole, Mike
 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

Reports

34. 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

35. Additional Business

Chairman Manipole and Vice-Chairman Hezlep expressed the importance of the partnership between the Township and the Fire Company and the value of the continued collaboration.

Adjournment

36. Motion to adjourn

The meeting was adjourned at 7:09 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