

MINUTES

Cranberry Township Board of Supervisors

Agenda Preparation Meeting

Thursday, February 23, 2023

Supervisors:

Bruce Hezlep
Mike Manipole
Bruce Mazzoni
Karen Newpol
John Skorupan

Staff Present:

Kyle Beidler - Strategic Planning Officer
Lori Coon - Recording Secretary (virtual)
Ron Henshaw - Director, Planning & Development Services
J.W. Johnson, Jr. - Content & Communications Specialist
Chad Julkowski - Director, Information Technology
Michael Malak - Director, Engineering & Environmental Services
Leaette Cavaliere - Legal Stenographer
Lucas Martsof - Assistant Township Manager (virtual)
Kevin Meyer - Police Chief
Michael Palombo - Township Solicitor
Daniel Santoro - Township Manager (virtual)
Renu Subramaniam , Assistant Executive Secretary

Call to Order

1. Pledge of Allegiance

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.

2. Roll Call

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

Chairman Manipole recognized Officer Bill Och for his many years of dedication service to the Township. Chairman Manipole explained Officer Och is moving forward with his career and the Board wishes him all the best.

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

There was no public comment for this meeting.

Public Hearings

4. PR# COND-23-1 - Chick Fil-A - Conditional Use (TLD to open public hearing (3/17/23))

Accept public comment on a Conditional Use application for the reconfiguration of the drive-thru lanes along with parking lot revisions for an existing 4,903 square foot Drive-Thru Restaurant building located at 1700 Route 228 on 1.38 acres in the SU-1 zoning district.

Prior to the start of the public hearing section of the meeting, stenographer, Leaette Cavaliere administered the Oath of Truth to those providing public testimony.

Ron Henshaw provided an overview of the Chick Fil-A – Conditional Use application. Mr. Henshaw explained the revision will reconfigure the drive thru lanes at the existing Chick Fil-A location. The changes are necessary to manage traffic flow.

Supervisor Skorupan asked about exiting the drive thru lane and the traffic restrictions.

Mr. Henshaw said this area is restricted to one-way traffic.

Erin Gogolin, Bohler Engineering was available for any questions.

Chairman Manipole inquired about number of parking spots dedicated to awaiting orders.

Ron Trout, Chick Fil-A location owner, responded there are not parking spots for awaiting orders but that may happen in the future.

Supervisor Newpol asked about the removal of existing trees.

Chris Hinkebin, Chick Fil-A representative, explained some trees could possibly need to be removed but they will be replaced with more landscaping.

There was no additional comment for the public hearing.

Motion to close the public hearing with consideration of the Conditional Use application at the March 2, 2023 Regular meeting.

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

Planning & Development Services

5. PR #LD-23-1 - Chick Fil-A - Prelim and Final Land Development (TLD 4/29/23)

At the March 2, 2023 Regular meeting, the Board will be asked to consider a Preliminary and Final Land Development application for the reconfiguration of the drive-thru lanes along with parking lot revisions for an existing 4,903 square foot Drive-Thru Restaurant building located at 1700 Route 228 on 1.38 acres in the SU-1 zoning district.

6. PR #LD-23-2 - Park Place - Revised Preliminary Land Development (TLD 5/27/23)

At the March 2, 2023 Regular meeting, the Board will be asked to consider a Revised Preliminary Land Development application for revisions to Phase 8A/8B in the Park Place Land Development.

Ron Henshaw explained the revision for Park Place is a simple technical correction to adjust the property line near the green space.

Supervisor Skorupan asked if the adjustment required more space.

Mr. Henshaw stated the adjustment did not require more space.

7. PR #LD-23-3 - Park Place - Revised Final Phase 8A/8B Land Development (TLD 5/27/23)

At the March 2, 2023 Regular meeting, the Board will be asked to consider a Revised Final Land Development application which is solely for adjusting property lines to accommodate a revision to the open space for Phase 8A/8B within the existing Park Place Land Development in the CCD-2 zoning district.

8. PR #SUB-23-1 - Park Place Amendment No. 54 - Prelim/Final Subdivision (TLD 4/29/23)

At the March 2, 2023 Regular meeting, the Board will be asked to consider a Lot Line Revision to create 5 units on Lot 7-12 along Caledonia Place within the Park Place, Phase 7 Development.

9. PR #SUB-23-3 - Park Place Amendment No. 55 - Prelim/Final Subdivision (TLD 5/27/23)

At the March 2, 2023 Regular meeting, the Board will be asked to consider a Lot Line Revision to create 5 units on Lot 8-1 along Nolan Circle within the Park Place, Phase 8 Development.

Public Works and Engineering

Contract Change Orders

10. CAR #22-17-10 - Change Order - Municipal Campus Rear Parking Lot - Parking Lot Improvements

At the March 2, 2023 Regular meeting, the Board will be asked to consider CAR #22-17-10 - Change Order - Municipal Campus Rear Parking Lot - Parking Lot Improvements to Holbein, Inc. in the amount of \$14,911.00.

Mike Malak explained the change order for Municipal Campus Rear Parking Lot will extend the

infrastructure in preparation for the side parking lot construction coming later.

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

At the March 2, 2023 Regular meeting, the Board will be asked to consider CAR #22-19-10 - Change Order - Sun Valley Utilities Upgrades to J.S. Bova in the amount of \$66,678.94.

Contract Payments

12. CAR #22-16-10 - Partial Payment - Municipal Campus Rear Parking Lot - Stormwater Facility

At the March 2, 2023 Regular meeting, the Board will be asked to consider CAR #22-16-10 - Partial Payment - Municipal Campus Rear Parking Lot - Stormwater Facility to Holbein, Inc. in the amount of \$14,371.66.

Contract Awards

13. CAR #22-05-03 - Contract Award - BCWPCF - Disposal of Bio-Solids, Grit & Screening

At the March 2, 2023 Regular meeting, the Board will be asked to consider CAR #22-05-03 - Contract Award - BCWPCF - Disposal of Bio-Solids, Grit & Screening to Vogel Disposal Service Inc. in the amount of \$289,695.00 (Year 2).

14. CAR #23-07-02 - Contract Award - Sanitary Sewer & Water Facilities - Grass Cutting Services

At the March 2, 2023 Regular meeting, the Board will be asked to consider CAR #23-07-02 - Contract Award - Sanitary Sewer & Water Facilities - Grass Cutting Services. Bid opening is February 28, 2023.

Purchase Awards

15. Purchase Approval #23100 - Three (3) Police Vehicles - One (1) 2023 Ford Explorer and Two (2) 2023 Dodge Chargers

At the March 2, 2023 Regular meeting, the Board will be asked to consider Purchase Approval #23100 - Three (3) Police Vehicles - One (1) 2023 Ford Explorer and Two (2) 2023 Dodge Chargers to Laurel Motors, Inc. in the amount of \$90,345.00.

16. Purchase Approval #23170 - Burke Road Water Main Loop Design Services

At the March 2, 2023 Regular meeting, the Board will be asked to consider Purchase Approval #23170 - Burke Road Water Main Loop Design Services to Penn Environmental & Remediation, Inc. in the amount of \$20,000.00.

Mike Malak explained the Burke Road Water Main Loop is necessary to terminate the dead-end that currently exists. The loop will create better water flow.

17. Purchase Approval #23171 - East Commons Drive Water Main Replacement Design Services

At the March 2, 2023 Regular meeting, the Board will be asked to consider Purchase Approval #23171 - East Commons Drive Water Main Replacement Design Services to HRG, Inc. in the amount of \$25,900.00.

Mike Malak explained the East Commons Drive Water Main project will replace aging

infrastructure.

18. Purchase Approval #23172 - Route 19 Water Main Replacement Design Services

At the March 2, 2023 Regular meeting, the Board will be asked to consider Purchase Approval #23172 - Route 19 Water Main Replacement Design Services to Penn Environmental & Remediation, Inc. in the amount of \$89,995.00.

Mike Malak explained the Route 19 Water Main has had several breaks and this project will replace aging infrastructure.

19. MS4 Stream Restoration – Purchase Approval Modification - Glen Eden Watershed Project

The Wallace Pancher Group has been working with the Engineering Department to finalize the engineering and design of the MS4 Stream Restoration Project as required by the PADEP. In order to secure the required environmental permits, the U.S. Army Corp of Engineers is requiring a Phase 1 Archeological Study. Accordingly, the Board is being asked to consider amendment of the purchase approval for advancement of the project.

At the March 2, 2023 Regular meeting, the Board will be asked to consider the MS4 Stream Restoration – Purchase Approval Modification - Glen Eden Watershed Project with the Wallace Pancher Group which will provide a Phase 1 Archeological and Geomorphological Survey for a supplemental cost of \$27,365.13.

Mike Malak explained to move forward with the project it is necessary to have the survey completed.

Supervisor Skorupan asked why the surveys were necessary.

Mr. Malak explained the surveys are necessary due to the proximity to the stream.

Chairman Manipole asked for a timeline for the project.

Mr. Malak explained once the surveys are completed and the permits are issued, the bidding will begin. He anticipates the bidding to begin in the fall of 2023.

Bond Release Requests

20. Bond Release Request:

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

PARTIAL RELEASE:

D2223-02-PH 2B - Cenci's Pizza

FINAL RELEASE:

D2119-01- PetSuites

Township Manager

21. Municibid Auction

At the March 2, 2023 Regular meeting, the Board will be asked to consider authorizing advertisement of the sale of miscellaneous tools and equipment via Municibid online

auctions.

22. Property Acquisition

Staff updated the Board on the acquisition of property.

Dan Santoro provided a history of the Powell Farm located at 9600 Goehring Road. The late Mr. Denton Powell had secured an agricultural easement on the property to protect the farm and ensure its use for agricultural purposes. Mr. Andy Hack, executor of the estate, wishes to honor Mr. Powell's wishes by bequeathing the estate to Cranberry Township. The Township wishes to preserve the legacy and sustainably manage the property by providing educational opportunities and creating passive recreation. A steering committee of local and regional experts will be created to provide a plan and recommendations to the Board of Supervisors for a vision moving forward. The Board will be asked to consider the acceptance of the property transfer of the Powell Farm at the March 2, 2023 Regular meeting.

All the Supervisors voiced their enthusiasm about this unique opportunity and the desire to highlight the Powell Farm legacy for generations to come.

A short video was played honoring the Powell legacy and presenting picturesque photos of the estate.

23. FOR BOARD ACTION THIS EVENING

Personnel

Two (2) Recommendations

Motion to ratify the hire of Christopher Evans, Greenskeeper, within the Cranberry Highlands Golf Course, at an hourly rate of \$19.90, effective March 1, 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

23-a. Personnel

Motion to ratify the hire of Phillip Fabanich, Facilities Manager, within the Facilities division of the Public Works department, at a semi-monthly rate of \$3,250, effective March 1, 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

Additional Township Solicitor Business

The solicitor had no additional business for this meeting.

Minutes

24. Minutes - January 26, 2023 and February 2, 2023

At the March 2, 2023 Regular meeting, the Board will be asked to consider approval of the following meeting minutes:

1. January 26, 2023 - Agenda Preparation Meeting
2. February 2, 2023 - Regular Meeting

Remittance & Payroll Warrants

25. Remittance Proposals & Payroll Warrants

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

1. Remittance Proposal JAN23PPD dated January 31, 2023
2. Remittance Proposal JAN23WIR dated January 31, 2023
3. Remittance Proposal FEB23MID dated February 17, 2023
4. Remittance Proposal FEB23M22 dated February 17, 2023
5. Remittance Proposal FEB23REF dated February 21, 2023
6. Remittance Proposal MAR23BIG dated March 3, 2023
7. Remittance Proposal MAR23B22 dated March 3, 2023
8. Payroll Warrant 022023 dated January 20, 2023
9. Payroll Warrant S0223 dated January 31, 2023
10. Payroll Warrant 032023 dated February 2, 2023
11. Payroll Warrant S0323 dated February 15, 2023

Reports

26. Monthly Reports

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

Additional Business

There was no additional business for this meeting.

Adjournment

27. Motion to Adjourn

The meeting was adjourned at 7:16 p.m.

VOTING

Motion by: Skorupan, John

Second by: Hezlep, Bruce

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