

MINUTES

Cranberry Township Board of Supervisors Agenda Preparation Meeting Thursday, May 25, 2023

Supervisors:

Bruce Hezlep
Mike Manipole
Bruce Mazzoni
Karen Newpol
John Skorupan

Township Manager:

Daniel Santoro - Township Manager

Staff Present:

Kyle Beidler - Mgr, Strategic Planning & Economic Development
Lori Coon - Recording Secretary
Tina Fedko - Communications Manager
Ron Henshaw - Director, Planning & Development Services
J.W. Johnson, Jr. - Content & Communications Specialist
Paul Lalley - Township Solicitor
Michael Malak - Director, Engineering & Environmental Services
Jeanne Manko - Legal Stenographer
Lucas Martself - Assistant Township Manager
Kevin Meyer - Police Chief

Guests:

Kyle Bartinikas, RS&H, Inc.
Marcie Callen, Comcast
Bob Ritter, Comcast
Tim Gigliotti, Radnor Property Group
Ginny Loaney, HRG
Laura Curran, Charter Homes

Call to Order

1. Pledge of Allegiance
2. Roll Call

All supervisors were present for this meeting.

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

Tom Gray, 158 Aberdeen Drive, conveyed a concern about zoning ordinances permitting farm animals in neighborhoods. Mr. Gray's main concern was a noise disturbance from a neighboring rooster.

Public Hearings

4. Comprehensive Plan Update

Accept public comment on the proposed update to the Culture and Diversity section of the Cranberry Township Comprehensive Plan dated April 2, 2009.

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

Dan Santoro explained a group of stakeholders came to the Board of Supervisors approximately one year ago to address diversity within the Township. Shortly after the group approached the Board, a steering group was formed to update the Comprehensive Plan.

Kyle Beidler, Manager of Strategic Planning and Economic Development, provided an overview of the proposed update to the Culture and Diversity section of the Township's Comprehensive Plan. Mr. Beidler explained the update was prepared with the assistance of a consultant, a community survey and input from the steering group. The updates include a group name change to the "IDEA" Team - Inclusion, Diversity, Equity, Advisory, Team establishing a main staff contact, event planning and coordination, website updates and the creation of the IDEA team.

Public Comment on this hearing included the following thanking the Board for their support and continued effort to move the plan forward:

Charlene Woods, Charles Hawkins, Melissa Dystraka, and Carlen Blackstone

Supervisor Mazzoni expressed appreciation of those involved in the updates and his excitement to see the progression of the plan.

Supervisor Skorupan said he is happy to see the positive changes and he is excited to see the plan move forward.

Supervisor Hezlep said the plan update is good and we will work on executing the plan.

Chairman Manipole indicated he believed an effort will be put into action to move the plan forward.

Motion to close the public hearing with consideration at the June 1, 2023 Regular meeting.

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-23-2 - Felson Phase 2 PRD - Tentative PRD (TLD to open public hearing 6/2/2023)

Accept public comment on a Tentative Phase 2 Planned Residential Development application for three (3) buildings, one hundred eighty unit (180) apartment unit multi-family Planned Residential Development located along Brandt Drive on approximately 5.5 acres in the C-3 zoning district.

(Following public comment and provided no additional testimony is needed, it is the recommendation to close the public hearing with consideration at the June 1, 2023 Regular meeting.)

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

Ron Henshaw provided renderings of the Felson Phase 2 Planned Residential Development.

Tim Gigliotti, Radnor Property Group and Ginny Loaney, HRG provided an overview of the plan.

Ms. Loaney explained the plan is three apartment buildings with amenities in the center. Ms. Loaney stated the buildings in this phase will match the buildings in Phase I.

Supervisor Skorupan inquired if the stormwater would flow into the system of Phase I.

Ms. Loaney stated the stormwater will not flow into Phase I. Phase II will have a separate underground system on Brandt Drive.

Mr. Henshaw explained the Brandt Drive developer has committed \$500,000 for transportation improvements for Brandt Drive.

Supervisor Skorupan asked if the commitment was in addition to the building of the road.

Mr. Henshaw confirmed the commitment is in addition to the building of the road.

Motion to close the public hearing with consideration at the June 1, 2023 Regular meeting.

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

Planning & Development Services

6. PR #LD-23-8 - Crescent Revised Preliminary Land Development (TLD 7/22/23)

At the June 1, 2023 Regular meeting, the Board will be asked to consider Revised Preliminary Land Development Approval for revisions adjusting the apartment buildings within Phase 1B of the Crescent development located off Coolsprings Drive on approximately 115 acres in the CCD-2 zoning district.

Laura Curran of Charter Homes provided site renderings of Phase 1B of the Crescent development. Ms. Curran explained the revisions consist of the reduction in the number of apartment units and the reorientation of the traffic flow within the development.

7. PR #LD-23-7 - Crescent Revised Final Phase 1B Land Development (TLD 7/22/23)

At the June 1, 2023 Regular meeting, the Board will be asked to consider Revised Final Land Development Approval to adjust the placement of eight (8) apartment buildings within Phase 1B of the Crescent development located off Coolsprings Drive on approximately 9.45 acres in the CCD-2 zoning district.

8. PR #LD-23-9 - Manheim Remarketing, Inc. - Preliminary & Final Land Development (TLD 7/22/23)

At the June 1, 2023 Regular meeting, the Board will be asked to consider Preliminary and Final Land Development Approval for a revision to an existing Automobile Auction facility located at 21095 Route 19 in the I-L Zoning District.

Kyle Bartinikas of RS&H, Inc. provided an overview of the proposed fabric imaging tunnel on the current site of the auto auction. This structure will enable rapid imaging of incoming vehicles.

9. PR #SUB-23-4 - Lake Forest Plan of Lots Revised Lot Consolidation Plan - Preliminary & Final Subdivision (TLD 8/22/23)

At the June 1, 2023 Regular meeting, the Board will be asked to consider Lot Consolidation Approval for two lots totaling approximately 3.015 acres located at 306 Plains Church Road in the R-1 zoning district.

Ron Henshaw explained the Lake Forest Plan Revision is a simple lot line revision.

10. PR #SUB-23-5 - Park Place Amendment No. 56 - Preliminary and Final Subdivision (TLD 8/24/23)

At the June 1, 2023 Regular meeting, the Board will be asked to consider Lot Line Revision Approval to create 5 lots on Lot 7-11 along Caledonia Place within the Park Place, Phase 7 Development.

Ron Henshaw explained the Park Place amendment is a simple lot line revision.

11. Bill No. 2023-02 - Zoning Ordinance (Chapter 27) Amendment, Solar Energy Facility as Accessory Use

At the June 1, 2023 Regular meeting, the Board will be asked to consider adoption of Bill No. 2023-02, (Zoning Ordinance) consisting of revisions to Section 352 (Solar-Energy Facility as Accessory Use) requirements.

Ron Henshaw explained last month there was a public hearing for the Zoning Ordinance amendment for Solar Energy Facility as Accessory Use. The amendment will align our zoning

with national standards.

Public Works and Engineering

Contract Change Orders

12. CAR #22-17-12 - Change Order - Municipal Campus Rear Parking Lot - Parking Lot Improvements

At the June 1, 2023 Regular meeting, the Board will be asked to consider the approval of CAR #22-17-12 - Change Order - Municipal Campus Rear Parking Lot - Parking Lot Improvements to Holbein, Inc. in the amount of \$6,752.00.

Mike Malak explained the change order is for revisions to an unexpected manhole within the lot.

13. CAR #22-19-12 - Change Order - Sun Valley Utilities Upgrades

At the June 1, 2023 Regular meeting, the Board will be asked to consider approval of CAR #22-19-12 - Change Order - Sun Valley Utilities Upgrades to J.S. Bova Excavating in the amount of \$5,478.73.

Mike Malak explained the change order is for additional stone to armor the stream.

Contract Payments

14. CAR #22-17-13 - Partial Payment - Municipal Campus Rear Parking Lot - Parking Lot Improvements

At the June 1, 2023 Regular meeting, the Board will be asked to consider approval of CAR #22-17-13 - Partial Payment - Municipal Campus Rear Parking Lot - Parking Lot Improvements to Holbein, Inc. in the amount of \$109,494.58.

15. CAR #23-02-04 - Partial Payment - Pickleball Expansion Project

At the June 1, 2023 Regular meeting, the Board will be asked to consider the approval of CAR #23-02-04 - Partial Payment - Pickleball Expansion Project to C.H. & D. Enterprises, Inc. in the amount of \$313,920.00.

16. CAR #22-20-08 - Final Payment - Brandt Drive Extension

At the June 1, 2023 Regular meeting, the Board will be asked to consider approval of CAR #22-20-08 - Final Payment - Brandt Drive Extension to Tedesco Construction, Inc. in the amount of \$71,732.40.

17. CAR #23-06-03 - Final Payment - Crack Sealing 2023

At the June 1, 2023 Regular meeting, the Board will be asked to consider approval of CAR #23-06-03 - Final Payment - Crack Sealing 2023 to Russell Standard Corporation in the amount of \$59,561.05.

Contract Awards

18. CAR #22-30-02 - Contract Award - Fox Run Sewer System & Stormwater Infrastructure Upgrades

At the June 1, 2023 Regular meeting, the Board will be asked to consider CAR #22-30-02 - Contract Award - Fox Run Sewer System & Stormwater Infrastructure

Upgrades to Thomas Construction, Inc. in the amount of \$497,519.30.

19. CAR #23-08-02 - Contract Award - Route 19 & Progress Avenue Signal Project

At the June 1, 2023 Regular meeting, the Board will be asked to consider approval of CAR #23-08-02 - Contract Award - Route 19 & Progress Avenue Signal Project to Traffic Control & Engineering Co. in the amount of \$1,116,322.20.

Authorizations to Bid

20. CAR# 23-09-01 - Authorization to Bid - MS4 Glen Eden Watershed Stream Restoration Project

The Engineering Department Staff will present an update to the Board about the ongoing effort.

At the June 1, 2023 Regular meeting, the Board will be asked to consider approval of CAR# 23-09-01 - Authorization to Bid - MS4 Glen Eden Watershed Stream Restoration Project.

Tim Schutzman provided an overview of the MS4 Glen Eden Watershed Update. Mr. Schutzman explained the update is part of the mandate requirement. Mr. Schutzman stated the staff worked with the Home Owners Associations to coordinate the restoration of 7000 feet of streambank. The update will consist of stream stabilization, widening, realignment and installation of structural controls. The updates will expand the flood plain. The base bid for the project is estimated at \$800,000 with an alternate bid estimated at an additional \$1,400,000. The total project is estimated at \$2,200,000. It was noted that a county grant was received in the amount of \$664,000. with the possibility of additional funding.

Dan Santoro explained the stormwater fees assist with the funding.

21. CAR# 23-10-01 - Authorization to Bid - Municipal Center Building Renovation

At the June 1, 2023 Regular meeting, the Board will be asked to consider approval of CAR# 23-10-01 - Authorization to Bid - Municipal Center Building Renovation.

Supervisor Hezlep explained the building is aging and updates are necessary.

Dan Santoro explained a \$1,250,000. RACP grant has been awarded to assist in funding the project.

Purchase Awards

22. Purchase Approval #23347 - Line Painting

At the June 1, 2023 Regular meeting, the Board will be asked to consider approval of Purchase Approval #23347 - Line Painting to Alpha Space Control Company Inc., via the SHACOG cooperative purchasing program, in the amount of \$141,969.08.

23. Purchase Approval #23361 – Dek Hockey Rink Resurfacing

At the June 1, 2023 Regular meeting, the Board will be asked to consider Purchase Approval #23361 – Dek Hockey Rink Resurfacing to T&C Sports, Inc. via Co-Stars contract in the amount of \$56,425.48.

Mike Malak explained the rink surface was installed over ten years ago and now requires resurfacing.

Bond Release Requests

24. Bond Release Request:

At the June 1, 2023 Regular meeting, the Board will be asked to consider the approval of the following Bond Release Requests:

PARTIAL RELEASE:

BAR D2223-05 - Cenci Pizza

BAR D2123-01 - Henry's Meat Market

25. PennDOT Private Status Agreement for Utility - Freedom Road Build II

At the June 1, 2023 Regular meeting, the Board will be asked to consider authorizing the execution and approval of the PennDOT Private Status Agreement for Utility between Cranberry Township and the Commonwealth of Pennsylvania, acting through the Department of Transportation as part of the Freedom Road Build II project.

Mike Malak explained the agreement with PennDot will keep the sanitary sewer status private when it is moved as part of the Build 2 project. Upon execution of this agreement, should the sanitary sewer ever need relocated again in the future the funding will be the responsibility of PennDot.

Township Manager

26. Comcast Franchise Agreement

Comcast is proposing to expand services to residents in Cranberry Township. The expansion of service requires the Township enter into a franchise agreement enabled by an authorizing ordinance.

At the June 1, 2023 Regular meeting, the Board will be asked to consider adopting an ordinance granting Comcast a non-exclusive franchise agreement to provide services in Cranberry Township.

Marcie Callen and Bob Ritter of Comcast were present to answer questions related to the franchise agreement.

Dan Santoro explained the addition of services from Comcast will provide alternative video and internet services for residents. Mr. Santoro explained the Township had engaged with special counsel to accomplish the agreement. The agreement is the standard agreement that we have with the other telecommunication providers.

Supervisors Hezlep asked if Comcast had started running cable.

Marcie Callen explained no cable has been installed. They have just been mapping it out.

27. FOR BOARD ACTION THIS EVENING

Personnel

Three (3) Recommendations (Motions attached)

Motion to approve the promotion of Connor Mack to Manager, Codes and Development Services, at a semimonthly rate of \$2,979, effective June 5, 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

Motion to approve the hire of Mary Soroka, Assistant Township Manager, CFO, at a semi-monthly rate of \$5,417, effective June 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

Motion to ratify the hire of Frank Garuccio, Utility Worker I, within the Fleets division of the Public Works department, at an hourly rate of \$27.24, effective May 22, 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

Remittance & Payroll Warrants

29. Remittance Proposals and Payroll Warrants

At the June 1, 2023 Regular meeting, the Board will be asked to consider the approval of the following Remittance Proposals and Payroll Warrants:

1. Remittance Proposal APR23WIR dated April 30, 2023
2. Remittance Proposal APR23PPD dated April 30, 2023
3. Remittance Proposal MAY23MID dated May 18, 2023
4. Remittance Proposal MAY23REF dated May 22, 2023
5. Remittance Proposal JUN23BIG dated June 2, 2023
6. Payroll Warrant S0823 dated April 28, 2023
7. Payroll Warrant 092023 dated April 28, 2023
8. Payroll Warrant 102023 dated May 12, 2023
9. Payroll Warrant S0923 dated May 15, 2023

Reports

30. Monthly Reports

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

Additional Business

31. Graduation - CTCC Community Leadership Institute of Cranberry

This evening, prior to the Board meeting, we recognized the 2023 graduating class of the Cranberry Township Community Chest - Community Leadership Institute of Cranberry (CLIC).

32. Seneca Valley Student Volunteer Day - May 31, 2023

On Wednesday, May 31, 2023 approximately 120 students from Ryan Gloyer Middle School will be volunteering at each of the Township Parks and the Municipal Center. The volunteers will perform various tasks such as painting, mulching and cleaning.

33. 2023 Cranberry Township Slow Down Campaign

The 2023 Cranberry Township Slow Down Campaign will be held June 7th - June 21st to coincide with the two weeks following the end of the school year, and again August 22 - September 5th for the two weeks following the return to school. This is a joint program between the Township, Cranberry Township Police Department, and Cranberry Township Homeowners Associations. The mission is to make streets safer for all who walk, cycle, play, drive, and ride.

Adjournment

34. Motion to Adjourn

The meeting adjourned at 7:45 p.m.

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

Respectfully submitted,

Lori Coon
Recording Secretary