

MINUTES

Cranberry Township Board of Supervisors Agenda Preparation Meeting Thursday, July 27, 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
Bert Bertoncello - Assistant Township Manager
Lori Coon - Recording Secretary
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 Martsof - Assistant Township Manager
Kevin Meyer - Police Chief
Gary Shreve - IT Support Tech
Mary Soroka - Assistant Township Manager
Dave Hutner - Parks & Recreation Manager
Waterpark Staff

Guests

Anthony Bertolino, Cranberry CUP, President

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

All supervisors were present for this meeting.

3. Cranberry CUP (Community Uniting People) 2023 Update

Anthony Bertolino, President of the Cranberry CUP, updated the Board on the CUP's plans for 2023.

Anthony Bertolino, Cranberry Cup President, provided an update on the 2023 Cranberry CUP event plans. The event will host over 800 participants this year. Mr. Bertolino announced the CUP is currently supporting two families this year, The Mike Shultz Family and the Jen Forsythe Family.

Special Recognition

- 4. Recognition of Waterpark Staff for the exemplary job performance saving a 12 year old on 6/19/23

Chairman Manipole and the entire Board thanked the Waterpark staff for the exemplary display of teamwork and lifesaving skills during an incident at the Waterpark on June 19, 2023. Each Waterpark staff member that assisted during the incident was presented with a certificate.

Dave Hutner, Waterpark Manager, commended the staff for their actions as professional responders during the incident at the pool on June 19, 2023. Mr. Hutner is very proud of his team and the remarkable display of their training.

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

There was no public comment for this meeting.

Public Hearings

- 6. Bill No. 2023-05 - Update of Chapter 22 (Subdivision and Land Development Ordinance)

Accept public comment on an Ordinance Amendment to Chapter 22 (Subdivision and Land Development Ordinance) consisting of revising landscape requirements and related provisions.

Motion to close the public hearing with consideration for adoption at the August 3, 2023 Regular meeting.

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

- 7. Bill No. 2023-04 - Update of Chapter 27 (Zoning), Landscape Requirements and Related Provisions

Accept public comment on an Ordinance Amendment to Chapter 27 (Zoning) revising landscape requirements and related provisions.

Motion to close the public hearing with consideration for adoption at the August 3, 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.

Kyle Beidler provided an overview of Bill No. 2023-04 and 2023-05. These two bills provide for changes to the Subdivision and Land Development Ordinance and the Zoning Ordinance. Mr. Beidler explained the updates will consolidate the current landscape requirements and move most of the proposed landscape requirements to the Subdivision and Land Development Ordinance. Mr. Beidler also explained that updates will provide for updated buffering requirements, additional slope provisions, and revised street tree lists.

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

Planning & Development Services

8. PR #PRD-23-3 - Reserve at Cranberry Springs - Final PRD (TLD 8/9/23)

At the August 3, 2023 Regular meeting, the Board will be asked to consider Final Planned Residential Development approval for a one phase, fourteen (14) building, three hundred eight (308) apartment unit Multiple Family Dwelling Planned Residential Development located along Coolsprings Drive on approximately 13.9 acres in the C-3 zoning district.

Ron Henshaw provided an overview of the proposed final planned residential development for the Reserve at Cranberry Springs project.

9. PR #SUB-23-7 - Village of Cranberry Woods Revised Phase 1 Lot Line Revision - Preliminary and Final Subdivision (TLD 9/23/23)

At the August 3, 2023 Regular meeting, the Board will be asked to consider Lot Line Revision approval to revise Lot 4 within the Village of Cranberry Woods, Phase 1 development consisting of approximately 1.8 acres in the CCD-2 zoning district.

10. PR #LD-23-12 - The Village of Cranberry Woods - Revised Preliminary Land Development (TLD 9/23/23)

At the August 3, 2023 Regular meeting, the Board will be asked to consider Revised Preliminary Land Development approval which revises the proposed Community Character Development-2 and Large Land Development for Phase 1 to revise the existing Lot 4 in the CCD-2 zoning district.

11. PR #LD-23-13 - Village of Cranberry Woods, Phase 1A (Infrastructure) - Revised Final Land Development (TLD 9/23/23)

At the August 3, 2023 Regular meeting, the Board will be asked to consider Revised Final Phase 1A Land Development approval for the infrastructure of Phase 1 within the Village of Cranberry Woods development located along Route 228, Franklin Road and Longtree Way in the CCD-2 zoning district.

Ron Henshaw provided an overview the Village of Cranberry Woods revisions. Mr. Henshaw explained the revised final land development approval will provide for access to Route 228.

12. Property Acquisition - Adjacent to Graham Park

The Developer of Park Place has offered the Township two (2) parcels totaling approximately 53 acres of land adjacent to Graham Park.

At the August 3, 2023 Regular meeting, the Board will be asked to consider Resolution No. 2023-XX, authorizing the acceptance of two (2) parcels from Park Place Marketing, LLC on Smiley Cookie Lane, adjacent to Graham Park, for public use.

Ron Henshaw explained the developer of Park Place has offered two parcel adjacent to Graham Park that would add to guaranteed open space with the inclusion of some wetlands.

Dan Santoro explained the parcels will create the possibility for additional passive recreation areas.

Public Works and Engineering

Contract Change Orders

13. CAR #23-02-07 - Change Order - Pickleball Expansion Project

At the August 3, 2023 Regular meeting, the Board will be asked to consider approval of CAR #23-02-07 - Change Order- Pickleball Expansion Project to C.H. & D. Enterprises, Inc. in the amount of \$52,820.72.

Mike Malak explained the Pickleball Expansion change order will provide for revisions to the play surface and a time extension for the project.

Contract Payments

14. CAR #23-02-08 - Partial Payment - Pickleball Expansion Project

At the August 3, 2023 Regular meeting, the Board will be asked to consider approval of CAR #23-02-08 - Partial Payment - Pickleball Expansion Project to C.H. & D. Enterprises, Inc. in the amount of \$202,541.40.

15. CAR #22-16-11 - Final Payment - Municipal Campus Rear Parking Lot - Stormwater Facility

At the August 3, 2023 Regular meeting, the Board will be asked to consider CAR #22-16-11 - Final Payment - Municipal Campus Rear Parking Lot - Stormwater Facility to Holbein, Inc. in the amount of \$14,371.66.

16. CAR #22-17-15 - Final Payment - Municipal Campus Rear Parking Lot - Parking Lot Improvements

At the August 3, 2023 Regular meeting, the Board will be asked to consider CAR #22-17-15 - Final Payment - Municipal Campus Rear Parking Lot - Parking Lot Improvements to Holbein, Inc. in the amount of \$35,380.59.

Contract Awards

17. CAR #23-10-02 - Contract Award - Municipal Center Building Renovation

At the August 3, 2023 Regular meeting, the Board will be asked to consider CAR #23-10-02 - Contract Award - Municipal Center Building Renovation. The bid opening was held on July 25, 2023.

Mike Malak stated several competitive bids were received for the Municipal Center Renovation project. Mr. Malak explained the bids came in under budget and ground breaking for the project should begin in early fall of this year.

18. CAR #23-11-02 - Contract Award - Brush Creek Waste Pollution Control Facility - Activated Carbon

At the August 3, 2023 Regular meeting, the Board will be asked to consider approval of CAR #23-11-02 - Contract Award - Brush Creek Waste Pollution Control Facility - Activated Carbon. The bid opening is being held on July 31, 2023.

19. CAR #23-12-02 - Contract Award - Water Main Replacement - East Commons Drive

At the August 3, 2023 Regular meeting, the Board will be asked to consider approval of CAR #23-12-02 - Contract Award - Water Main Replacement - East Commons Drive. The bid opening is being held on July 31, 2023.

Purchase Awards

20. Purchase Approval #23459 - Golf Carts (80) - Cranberry Highlands Golf Course

At the August 3, 2023 Regular meeting, the Board will be asked to consider approval of Purchase Approval #23459 - Golf Carts (80) - Cranberry Highlands Golf Course to Club Car, via the Sourcewell cooperative purchasing program, in the amount of \$426,400.00. The purchase includes the trade-in value of the existing 80 cart fleet.

Mike Malak explained the purchase of new golf carts will replace the 5 year old fleet that is nearing the end of the battery life. Mr. Malak expects the new carts for the spring of 2024 golf season.

21. Purchase Approval #23467 - Pennwood Generator

At the August 3, 2023 Regular meeting, the Board will be asked to consider approval of Purchase Approval #23467 - Pennwood Generator to Schaedler Yesco Distribution, Inc., via the Co-Stars cooperative purchasing program, in the amount of \$405,046.00.

Mike Malak explained the generator for the Pennwood pump station will provide a much needed back up power supply at the Township's primary water source. Mr. Malak informed the Board the generator has a fifty (50) week lead time.

22. Purchase Approval #23471 - Design Services for Fiber Implementation for Pennsylvania Commission on Crime & Delinquency Grant Award

At the August 3, 2023 Regular meeting, the Board will be asked to consider approval of Purchase Approval #23471 - Design Services for Fiber Implementation for Pennsylvania Commission on Crime & Delinquency Grant Award to HRG/Herbert Rowland & Grubic, Inc. in the amount of \$23,800.00.

Mike Malak said a grant was received to extend the fiber in need areas throughout the

Township.

Bond Release Requests

23. Bond Release Requests

At the August 3, 2023 Regular meeting, the Board will be asked to consider the following bond releases:

PARTIAL RELEASE:

BAR-D2305-07 – Village of Cranberry Woods PH 1A Infrastructure
BAR-D0408-08-PH 8A – Park Place PH 8A
BAR-D0408-01-PH 8B – Park Place PH 8B
BAR-D2125-02-PH 1 - Crescent PH 1 - Grading (DENIAL)
BAR-D2125-02-PH 1A - Crescent PH 1A

FINAL RELEASE:

BAR-2705-01 – National Tire & Battery
BAR-D2901-08 - Willow Grove Release
BAR-D2125-02-PH 1A - Crescent PH 1 Off-Site Infrastructure

24. Street Acceptance - Portion of Coolsprings Drive

At the August 3, 2023 Regular meeting, the Board will be asked to consider approval of Resolution No. 2023-XX, accepting a portion of Coolsprings Drive into the Township public road system.

25. Permanent Sanitary Sewer Pump Station Easement - Laurel Pointe

At the August 3, 2023 Regular meeting, the Board will be asked to consider approval of a Permanent Sanitary Sewer Pump Station Easement - Laurel Pointe on Marigold Lane.

Mike Malak said an additional easement is required for the developer to maintain the pump station.

Township Manager

26. FOR BOARD ACTION THIS EVENING

Tax Assessment Appeal - Wal-Mart

Motion to approve the settlement of the tax assessment appeal filed at Butler County Case No. 2020-40289 that sets the fair market value of the subject property at \$13,500,000 for 2021 taxes; \$13,600,000 for 2022 taxes; and \$13,750,000 for 2023 taxes; and that adjusts the property's assessed values; and to authorize the revision of the property's Township tax bill accordingly.

Solicitor Paul Lalley explained there has been a long period of negotiation to determine a fair market value for the Wal-Mart property. The school district and county have already settled.

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

27. FOR BOARD ACTION THIS EVENING

Personnel

One (1) Recommendation

Motion to ratify the change of status of Joetta Royal, from Customer Service Representative I (Part Time) to Customer Service Representative II (Full Time), at an hourly rate of \$18.59, effective July 3, 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

Minutes

28. Minutes -June 29, 2023

At the August 3, 2023 Regular meeting, the Board will be asked to approve the meeting minutes for the June 29, 2023 Agenda Preparation meeting.

Remittance & Payroll Warrants

29. Remittance Proposals and Payroll Warrants

At the August 3, 2023 Regular meeting, the Board will be asked to consider the following Remittance Proposals and Payroll Warrants:

1. Remittance Proposal JUN23WIR dated June 30, 2023
2. Remittance Proposal JUN23PPD dated June 30, 2023
3. Remittance Proposal JUL23MID dated July 13, 2023
4. Remittance Proposal JUI23REF dated July 24 2023
5. Remittance Proposal AUG23BIG dated August 4, 2023
6. Payroll Warrant 132023 dated June 23, 2023
7. Payroll Warrant S1223 dated June 30, 2023
8. Payroll Warrant 142023 dated July 7, 2023
9. Payroll Warrant S1323 dated July 14, 2023

Reports

30. Monthly Reports

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

Additional Business

There was no additional business for this meeting.

Adjournment

31. Motion to Adjourn

The meeting was adjourned at 7:19 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