

AGENDA

Cranberry Township Board of Supervisors Agenda Preparation Meeting Thursday, August 31, 2023 6:30 PM

Call to Order

1. **Pledge of Allegiance**
2. **Roll Call**
3. **Public Comment** (Any item on or off the Agenda except for Public Hearing Items)

4. **FOR BOARD ACTION THIS EVENING**

266/2023

Personnel

Nine Officers recently competed for the open Sergeant position, left vacant when Sergeant Och resigned in February of this year. Officer Mike Kramer, a 17-year veteran of the Department, successfully completed the highly competitive process and will be replacing Sergeant Och.

The Board is being asked to consider ratification of Sergeant Kramer's promotion.

One (1) Recommendation (Motion attached)

Special Recognition

5. **Ceremonial Pinning - Police Sergeant**

255/2023

The Board of Supervisors would like to recognize Sergeant Kramer's accomplishment with a ceremonial pinning of his new badge.

Public Hearings

6. **PR #COND-23-2 - Ready Roo's Early Learning Academy - Conditional Use** (TLD to open public hearing 9/21/23)

229/2023

Accept public comment on a Conditional Use application for a 1,640 square foot Day Care Center to be located at 20510 Route 19, Suite 106 in the SU-1 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 September 7, 2023 Regular meeting.)

Planning & Development Services

7. PR #PRD-23-4- Felson Phase 2 PRD - Final PRD (TLD 9/13/2023)
205/2023

At the September 7, 2023 Regular meeting, the Board will be asked to consider a Final Phase 2 Planned Residential Development application for a three (3) building, 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.

8. PR #LD-23-16 - Breckenridge - Revised Preliminary Land Development (TLD 11/23/23)
262/2023

At the September 7, 2023 Regular Meeting, the Board will be asked to consider a Revised Preliminary Land Development approval for a four (4) phase, 117 townhouse unit residential development to be located along Freedom Road on approximately 18 acres in the CCD Freedom B Overlay zoning district.

9. PR #LD-23-17 - Breckenridge - Revised Final Land Development (TLD 11/23/23)
263/2023

At the September 7, 2023 Regular meeting, the Board will be asked to consider a Revised Final Land Development approval for four (4) phases consisting of 117 townhouse units and infrastructure to be located along Freedom Road on approximately 17.5 acres in the CCD Freedom B Overlay zoning district.

10. PR #SUB-23-8 - Park Place Amendment No. 58 - Preliminary and Final Subdivision (TLD 11/6/23)
246/2023

At the September 7, 2023 Regular meeting, the Board will be asked to consider a Lot Line Revision application to create five (5) lots on Lot 8-3 and seven (7) lots on Lot 14 along Nolan Circle within the Park Place, Phase 8A Development.

Public Works and Engineering

Contract Change Orders

11. CAR #22-29-03 - Change Order - Municipal Campus Admin Side Parking Lot
264/2023

At the September 7, 2023 Regular meeting, the Board will be asked to consider approval of CAR #22-29-03 - Change Order - Municipal Campus Admin Side Parking Lot to Youngblood Paving Inc. to extend the completion date from September 1, 2023 to October 15, 2023.

Contract Payments

12. CAR #23-04-05 - Final Payment - Superpave Street Resurfacing 2023
251/2023

At the September 7, 2023 Regular meeting, the Board will be asked to consider CAR #23-04-05 - Final Payment - Superpave Street Resurfacing 2023 to Youngblood Paving, Inc. in the amount of \$458,727.78.

13. CAR #23-05-03 - Final Payment - Seal Coating 2023

252/2023

At the September 7, 2023 Regular meeting, the Board will be asked to consider CAR #23-05-03 - Final Payment - Seal Coating 2023 to Russel Standard Corporation in the amount of \$199,256.65.

Contract Awards

14. CAR# 23-09-02 - Contract Award - MS4 Glen Eden Watershed Stream Restoration Project

259/2023

At the September 7, 2023 Regular meeting, the Board will be asked to consider approval of CAR# 23-09-02 - Contract Award - MS4 Glen Eden Watershed Stream Restoration Project to Hunt Valley Environmental in the amount of \$629,784.65.

Authorizations to Bid

15. CAR #23-15-01 - Authorization to Bid - Pinehurst Drive Culvert Rehabilitation

261/2023

The Pinehurst Drive Culvert Rehabilitation project is supported by a Butler County Municipal Infrastructure Program grant in the amount of \$121,375.00.

At the September 7, 2023 Regular meeting, the Board will be asked to consider approval of CAR #23-15-01 - Authorization to Bid - Pinehurst Drive Culvert Rehabilitation.

Purchase Awards

16. Purchase Approval #23513 - Construction Management Services - Municipal Center Renovations

258/2023

At the September 7, 2023 Regular meeting, the Board will be asked to consider approval of Purchase Approval #23513 - Construction Management Services - Municipal Center Renovations to Eckles Construction Services, Inc. in the amount of \$167,700.00.

Bond Release Requests

17. Bond Release Requests

265/2023

At the September 7, 2023 Regular meeting, the Board will be asked to consider approval of the following bond releases:

PARTIAL RELEASE:

BAR D2201-02 - Cranberry Springs Road Improvements

BAR D2915-01 - Sheetz - Village of Cranberry Woods PH 1B

18. Franklin Road Waterline Reimbursement Agreement with PennDot

254/2023

PennDOT continues the design process for the improvement project for Franklin Road between the intersection with Rt. 228 and Peters Road. The widening and realignment project is scheduled for construction in 2024. 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. In order to continue the design, PennDot is requesting the Board authorize design services and construction cost commitments as identified in the following resolution and reimbursement agreements.

At the September 7, 2023 Regular meeting, the Board will be asked to consider adopting Resolution No. 2023-XX, executing the Franklin Road Waterline Reimbursement Agreement with PennDot.

19. Franklin Road Sanitary Sewer Reimbursement Agreement with PennDot

250/2023

At the September 7, 2023 Regular meeting, the Board will be asked to consider adopting Resolution No. 2023-XX, executing the Franklin Road Sanitary Sewer Reimbursement Agreement with PennDot.

20. Waterline Easement - Pineridge

253/2023

At the September 7, 2023 Regular meeting, the Board will be asked to consider the approval to execute a permanent waterline easement and Right-of-Way in the Pineridge development, subject to review and approval of the Township Solicitor.

21. Right-of-Way Agreement with Columbia Gas

260/2023

At the September 7, 2023 Regular meeting, the Board will be asked to consider approval of the Right-of-Way Agreement along Graham Park Drive with Columbia Gas to extend the gas line to the Pickleball Air Dome.

Township Manager

22. IDEA (Inclusion, Diversity, Equity Advisory) Leadership Committee Guidelines

256/2023

The current advisory group from the Cranberry Township IDEA (Inclusion, Diversity, Equity Advisory) Team has worked with staff to develop a set of guiding parameters to formally establish a leadership committee. The establishment of the leadership committee and guidelines are the next step in the evolution of the Township's diversity efforts as called for in the recent comprehensive planning effort. The Board of Supervisors is being asked to consider the attached resolution to establish the guiding parameters and initial membership of the leadership committee within the IDEA Team.

At the September 7, 2023 Regular meeting, the Board will be asked to consider the adoption of Resolution No. 2023-XX, establishing the leadership group within the Cranberry Township IDEA Team and providing for guiding parameters of this advisory committee.

23. Cranberry Township Emergency Medical Services (CTEMS) Agreement Renewal

267/2023

At the September 7, 2023 Regular meeting, the Board will be asked to consider approval of the Cranberry Township Emergency Medical Services (CTEMS) agreement.

24. FOR BOARD ACTION THIS EVENING

239/2023

Reappointment to the General Authority

Motion to reappoint Jerry Andree to the General Authority to a five-year term expiring June 30, 2028.

25. FOR BOARD ACTION THIS EVENING

249/2023

Personnel

One (1) Recommendation (Motion attached)

Additional Township Solicitor Business

26. Tax Assessment Appeal - 120 East Kensinger Drive

268/2023

At the September 7, 2023 Regular meeting, the Board will be asked to consider approving the settlement of the tax assessment appeal filed at Butler County Court of Common Pleas No. 2022-40322 to set the assessed value based on a fair market value of \$5,000,000 for the tax year 2023, and a fair market value of \$5,100,000 for the tax year 2024, and to authorize the adjustment of the tax bills accordingly.

Minutes

27. Minutes - July 27, 2023 and August 3, 2023

248/2023

At the September 7, 2023 Regular meeting, the Board will be asked to consider approval of the following meeting minutes:

1. July 27, 2023 - Agenda Preparation Meeting
2. August 3, 2023 - Regular Meeting

Remittance & Payroll Warrants

28. Remittance Proposals and Payroll Warrants

233/2023

At the September 7, 2023 Regular meeting, the Board will be asked to consider approval of the following Remittance Proposals and Payroll Warrants:

1. Remittance Proposal JUL23WIR dated July 31, 2023
2. Remittance Proposal JUL23PPD dated July 31, 2023

3. Remittance Proposal AUG23REF dated August 18, 2023
4. Remittance Proposal AUG23MID dated August 22, 2023
5. Remittance Proposal SEP23BIG dated September 8, 2023
6. Payroll Warrant 152023 dated July 21, 2023
7. Payroll Warrant S1423 dated July 31, 2023
8. Payroll Warrant 162023 dated August 4, 2023
9. Payroll Warrant S1523 dated August 15, 2023

Reports

29. Monthly Reports

234/2023

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

Additional Business

Adjournment

30. Motion to Adjourn