

MINUTES

Cranberry Township Board of Supervisors

Regular Meeting

Thursday, October 5, 2023

Supervisors:

Bruce Hezlep
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
J.W. Johnson, Jr. - Content & Communications Specialist
Chad Julkowski - Director, Information Technology
Michael Malak - Director, Engineering & Environmental Services
Lucas Martsolf - Assistant Township Manager
Kevin Meyer - Police Chief
Mary Soroka - Assistant Township Manager

Call to Order - Chairman Manipole

1. Pledge of Allegiance/Roll Call

Vice Chairman Hezlep 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. When the meeting was called to order, the quorum consisted of Vice Chairman Hezlep, Supervisor Mazzoni, Supervisor Newpol, and Supervisor Skorupan. Vice Chairman Hezlep led the salute to the flag.

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

There was no public comment for this meeting.

3. Redevelopment Study Update

This evening staff provided an update to the Board about the outcomes from the recent Redevelopment Study.

Kyle Beidler, Strategic Planning Officer, presented to the Board the outcome of the Redevelopment Study conducted in the spring of 2023. Mr. Beidler explained the study aims to focus on the Township's commercial core and how it can remain vibrant and adapt to market trends. Mr. Beidler explained the next steps in the process will consist of learning what the community desires within the commercial core and comprehensive planning to achieve the desired goal.

Planning & Development Services - Supervisor Skorupan

Supervisor Skorupan had no additional business for this meeting.

Parks & Recreation and Library - Supervisor Newpol

Supervisor Newpol had no additional business for this meeting.

Public Works and Engineering - Vice-Chairman Hezlep

Contract Change Order

4. CAR #22-30-03 - Change Order - Fox Run Sewer System and Stormwater Infrastructure Upgrades

Motion to approve CAR #22-30-03 - Change Order - Fox Run Sewer System and Stormwater Infrastructure Upgrades to add the repair of a 15-inch storm sewer pipe in the amount of \$9,476.00 and to extend the contract completion date from September 25, 2023 to November 15, 2023.

VOTING

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

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

Motion Carried

Contract Payments

5. CAR #22-29-04 - Partial Payment - Municipal Campus Admin Side Parking Lot

Motion to approve CAR #22-29-04 - Partial Payment - Municipal Campus Admin Side Parking Lot to Youngblood Paving, Inc. in the amount of \$333,108.00.

VOTING

Motion by: Hezlep, Bruce
Second by: Newpol, Karen

Supervisor	YES	NO	ABSTAIN
------------	-----	----	---------

Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		
John Skorupan	X		

Motion Carried

6. CAR #22-30-04 - Partial Payment - Fox Run Sewer System and Stormwater Infrastructure Upgrades

Motion to approve CAR #22-30-04 - Partial Payment - Fox Run Sewer System and Stormwater Infrastructure Upgrades to Thomas Construction, Inc. in the amount of \$240,535.70.

VOTING

Motion by: Hezlep, Bruce
Second by: Newpol, Karen

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

Motion Carried

7. CAR #23-02-09 - Partial Payment -Pickleball Expansion Project

Motion to approve CAR #23-02-09 - Partial Payment -Pickleball Expansion Project to C.H. & D. Enterprises, Inc. in the amount of \$164,127.33.

VOTING

Motion by: Hezlep, Bruce
Second by: Newpol, Karen

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

Motion Carried

8. CAR #23-08-03 - Partial Payment - Route 19 & Progress Avenue Signal Project

Motion to approve CAR #23-08-03 - Partial Payment - Route 19 & Progress Avenue Signal Project to Traffic Control & Engineering Co. in the amount of \$110,756.25.

VOTING

Motion by: Hezlep, Bruce
Second by: Newpol, Karen

Supervisor	YES	NO	ABSTAIN
Bruce Hezlep	X		

Bruce Mazzoni	X		
Karen Newpol	X		
John Skorupan	X		

Motion Carried

9. CAR #23-08-04 - Partial Payment - Route 19 & Progress Avenue Signal Project

Motion to approve CAR #23-08-04 - Partial Payment - Route 19 & Progress Avenue Signal Project to Traffic Control & Engineering Co. in the amount of \$97,041.56.

VOTING

Motion by: Hezlep, Bruce
Second by: Newpol, Karen

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

Motion Carried

10. CAR #23-12-03 - Partial Payment - Water Main Replacement - East Commons Drive

Motion to approve CAR #23-12-03 - Partial Payment - Water Main Replacement - East Commons Drive to JR Contracting, LLC. in the amount of \$130,247.10.

VOTING

Motion by: Hezlep, Bruce
Second by: Newpol, Karen

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

Motion Carried

Contract Awards

11. CAR# 22-27-03 - Contract Award - Printing Services - Cranberry Township Newsletter

Motion to approve CAR# 22-27-03 - Contract Award - Printing Services - Cranberry Township Newsletter awarding year two (2) of the contract to Courier Printing Corp. in the amount of \$57,362.00.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Bruce Hezlep	X		

Bruce Mazzoni	X		
Karen Newpol	X		
John Skorupan	X		

Motion Carried

Purchase Awards

- 12.** Purchase Approval #23552 - Design & Engineering for the site work for a new feature at the Waterpark

The sand play area at the Waterpark has reached its life expectancy. The original apparatus in the sand play area was removed before the season due to safety concerns. The sand play area also creates operational issues at the Waterpark with sand infiltrating the pump system. We are proposing replacement of the area with a new, age-appropriate feature. This evening, Staff will present to the Board a proposed replacement.

Motion to approve Purchase Approval #23552 - Design & Engineering for the site work for a new feature at the Waterpark to HRG/Herbert Rowland & Grubic, Inc. in the amount of \$32,200.00.

VOTING

Motion by: Hezlep, Bruce

Second by: Skorupan, John

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

Motion Carried

- 13.** Purchase Approval #23577 - Equipment for the New Waterpark Feature

The proposed new feature, at the Waterpark, will replace the current sand play area.

Motion to approve Purchase Approval #23577 - Equipment for the New Waterpark Feature to Vortex USA Inc., via Co-Stars State contract, in the amount of \$85,466.20.

VOTING

Motion by: Hezlep, Bruce

Second by: Skorupan, John

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

Motion Carried

- 14.** Purchase Approval #23566 - 2023 Ford F350 Utility Truck

Motion to approve Purchase Approval #23566 - 2023 Ford F350 Utility Truck to Woltz & Wind Ford, via Co-Stars State contract, in the amount of \$65,177.00 (inclusive of a \$13,000 trade-in) for use within our Utilities Department.

VOTING

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

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

Motion Carried

Bond Release Request

15. Bond Release Requests

Motion to approve the following bond releases:

PARTIAL RELEASE:

BAR-D0408-06-PH7 – Park Place Phase 7

BAR D0408-09-PH 8A - Park Place Phase 8A

BAR-D2223-06-PH 2B - Cenci's' Pizza

BAR-D2305-08-PH 1A - VCW Phase 1A

VOTING

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

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

Motion Carried

Public Safety - Supervisor Mazzoni

Supervisor Mazzoni had no additional business for this meeting.

Administration

16. Powell Farm Ad-Hoc Advisory Committee Establishment

Motion to adopt Resolution No. 2023-60, establishing the Powell Farm Ad-Hoc Advisory Committee.

VOTING

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

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

Motion Carried

17. Municibid Auction

Motion to approve the advertisement of the sale of miscellaneous tools and equipment through Municibid Auctions.

VOTING

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

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

Motion Carried

18. Revision of the 2024 Minimum Municipal Obligation

Motion to adopt Resolution No. 2023-61, revising the Minimum Municipal Obligation for the Uniformed Pension Plan for the Year 2024.

VOTING

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

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

Motion Carried

19. Minutes - August 31, 2023 and September 7, 2023

Motion to approve the following meeting minutes:

1. August 31, 2023 - Agenda Preparation Meeting
2. September 7, 2023 - Regular Meeting

VOTING

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

Supervisor	YES	NO	ABSTAIN
------------	-----	----	---------

Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		
John Skorupan	X		

Motion Carried

20. Remittance Proposals and Payroll Warrants

Motion to approve the following Remittance Proposals and Payroll Warrants:

1. Remittance Proposal AUG23WIR dated August 31, 2023
2. Remittance Proposal AUG23PPD dated August 31, 2023
3. Remittance Proposal SEP23MID dated September 20, 2023
4. Remittance Proposal SEP23REF dated September 21, 2023
5. Remittance Proposal OCT23BIG dated October 6, 2023
6. Payroll Warrant 172023 dated August 15, 2023
7. Payroll Warrant S1623 dated August 31, 2023
8. Payroll Warrant 182023 dated September 1, 2023
9. Payroll Warrant S1723 dated September 18, 2023
10. Payroll Warrant 192023 dated September 15, 2023

VOTING

Motion by: Hezlep, Bruce

Second by: Skorupan, John

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

Motion Carried

Solicitor

21. Additional Solicitor Business

The Solicitor was not present for this meeting.

Reports

22. Monthly Reports

1. Planning and Development Services - August 2023
2. Police Department – August 2023
3. Fire Company - August 2023
4. EMS Monthly Report – August 2023
5. Open Records Summary – August 2023
6. Property Tax Collections – August 2023
7. Budget Report – August 2023
8. Utilities Department Report -August 2023
9. Public Works Activity Report - September2023
10. Information Technology Report - September2023
11. Communications Report - September2023
12. Cranberry Highland Golf - September2023

Additional Business

23. Additional Business

There was no additional business for this meeting.

Adjournment

24. Motion to adjourn

The meeting was adjourned at 6:55 p.m.

VOTING

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

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

Motion Carried

Respectfully submitted,

Lori Coon
Recording Secretary