



CRANBERRY • TOWNSHIP •

MINUTES

Cranberry Township Board of Supervisors Regular Meeting Thursday, March 7, 2024

Supervisors:

Bruce Hezlep
Mike Manipole
Bruce Mazzoni
Karen Newpol

Township Manager:

Daniel Santoro - Township Manager

Staff Present:

Kyle Beidler - Mgr, Strategic Planning & Economic Development
Bert Bertoncello - Assistant Township Manager
Dave Blair - Director, Parks & Recreation
Lori Coon - Recording Secretary
Ron Henshaw - Director, Planning & Development Services
Hannah Hepner - IT Support Technician
Dave Hutner - Asst. Director Parks & Recreation
J.W. Johnson, Jr. - Content & Communications Specialist
Michael Malak - Director, Engineering & Environmental Services
Kevin Meyer - Police Chief
Michael Palombo - Township Solicitor
Mary Soroka - Assistant Township Manager
Kyle Kenia, Manager Parks & Recreation
Jimmy Border, Admin Asst. Parks & Recreation

Guests:

Nancy Hans, Comp Parks & Recreation Ad-Hoc Committee Member
Ray Renyck, Comp Parks & Recreation Ad-Hoc Committee Member
Bill Shaner, Comp Parks & Recreation Ad-Hoc Committee Member

Call to Order - Chairman Manipole

1. Pledge of Allegiance

Chairman Manipole called the meeting to order at 6:30 p.m. in the Franklin Station room 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, the quorum consisted of Chairman Manipole, Supervisor Hezlep, Supervisor Newpol and Supervisor Mazzoni. Supervisor Mazzoni participated virtually.

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

There was no public comment for this meeting.

Planning & Development Services - Supervisor Skorupan

4. PR #SUB-24-2 - Woodlawn Hill Estate Revised No. 2 - Preliminary & Final Subdivision (TLD 4/27/24)

Motion to adopt Resolution No. 2024-15, granting Preliminary and Final Subdivision application for the subdivision of one lot and includes lot line revisions for two (2) lots totaling approximately 12.6 acres along Woodlawn Road in the R-1 zoning district.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

5. PR #SUB-24-3 - Park Place Amendment No. 61 - Preliminary and Final Subdivision (TLD 4/27/24)

Motion to adopt Resolution No. 2024-16, granting a Lot Line Revision approval to create seven (7) lots on Lot 8-5 along Nolan Circle within the Park Place, Phase 8A Development.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

6. PR #LD-23-20 - Cranberry Township Brush Creek Water Pollution Control Facility - Preliminary and Final Land Development (TLD 3/8/24)

Motion to adopt Resolution No. 2024-17, granting Preliminary and Final Land Development for revisions to the existing Brush Creek Water Pollution Control Facility completing the solid handling process upgrades to better service the residents of the Township at 2306 Powell Road on 9.22 acres in the SP-1 zoning district.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

7. Authorize Advertisement of Bill No. 2024-01 - Chapter 27 (Zoning) Solar and Wind Requirements

Motion to authorize the advertisement of a public hearing and intention to adopt Bill No. 2024-01 Ordinance Amendment for Chapter 27 (Zoning) revising solar and wind requirements and related provisions.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

Parks & Recreation and Library - Supervisor Newpol

8. Comprehensive Recreation Parks and Open Space Plan Update

After a year of work, the Advisory Committee, consultant and staff have completed a final draft of the 10-year Comprehensive Parks, Recreation and Open Space plan. Staff along with members of the Advisory Committee and the consultant team will present the findings of the plan

Motion to adopt Resolution No. 2024-18, formally adopting the Comprehensive Parks, Recreation, and Open Space plan date March 07, 2024.

Dave Blair, director of Parks & Recreation, recognized and thanked those involved in completing the final draft of the Comprehensive Recreation, Park and Open Space Plan.

Heather Cuyler, Pashek+MTK consultant, provided an overview of the plan update. Ms. Cuyler explained the plan update consisted of public engagement, plan objectives, program enhancement, and continued partnerships with the Athletic Associations and the Seneca

Valley School District.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

Public Works and Engineering - Vice-Chairman Hezlep

Contract Change Order

9. CAR #23-10.01-04-GC- Change Order - Municipal Center Building Renovation - General Contractor

Motion to approve CAR #23-10.01-04-GC- Change Order - Municipal Center Building Renovation - General Contractor to FMS Construction Company for a deduct in the amount of \$(16,950.00).

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

10. CAR #23-10.02-05-HC- Change Order - Municipal Center Building Renovation - HVAC

Motion to approve CAR #23-10.02-05-HC- Change Order - Municipal Center Building Renovation - HVAC to K&K Mechanical Services, Inc. for a deduct in the amount of \$(147,332.17).

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

11. CAR #23-10.03-05-PC- Change Order - Municipal Center Building Renovation - Plumbing

Motion to approve CAR #23-10.03-05-PC- Change Order - Municipal Center Building Renovation - Plumbing to East End Plumbing & Mech, Inc. in the amount of \$6,203.30.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

Contract Payments

12. CAR #23-08-07 - Partial Payment - Route 19 & Progress Avenue Signal Project

Motion to approve CAR #23-08-07 - Partial Payment - Route 19 & Progress Avenue Signal Project to Traffic Control & Engineering Co. in the amount of \$186,916.93.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

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

Motion to approve CAR #23-08-08 - Partial Payment - Route 19 & Progress Avenue Signal Project to Traffic Control & Engineering Co. in the amount of \$218,307.59.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

14. CAR #23-10.01-05-GC- Partial Payment - Municipal Center Building Renovation - General Contractor

Motion to approve CAR #23-10.01-05-GC- Partial Payment - Municipal Center Building Renovation - General Contractor to FMS Construction Company in the amount of \$303,459.46.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

15. CAR #23-10.02-06-HC- Partial Payment - Municipal Center Building Renovation - HVAC

Motion to approve CAR #23-10.02-06-HC- Partial Payment - Municipal Center Building Renovation - HVAC to K&K Mechanical Services, Inc. in the amount of \$102,285.31.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

16. CAR #23-10.03-06-PC- Partial Payment - Municipal Center Building Renovation - Plumbing

Motion to approve CAR #23-10.03-06-PC- Partial Payment - Municipal Center Building Renovation - Plumbing to East End Plumbing & Mech, Inc. in the amount of \$15,115.50.

VOTING

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

Supervisor	YES	NO	ABSTAIN
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Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

Contract Awards

17. CAR #22-05-04 - Contract Award - BCWPCF - Disposal of Bio-Solids, Grit & Screening

Motion to approve CAR #22-05-04 - Contract Award - BCWPCF - Disposal of Bio-Solids, Grit & Screening to Vogel Disposal Service, Inc. in the amount of \$298,009.00 (Year 3).

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

18. CAR #24-05-02 - Contract Award - BCWPCF - Sanitary Sewer & Water Facilities - Grass Cutting Services

Motion to approve CAR #24-05-02 - Contract Award - BCWPCF - Sanitary Sewer & Water Facilities - Grass Cutting Services to Adler Tree Service & Landscaping in the amount of \$21,615.00.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

Authorizations to Bid

19. CAR #24-08-01 - Authorization to Bid - Armstrong Great Lawn

Prior to the authorization request, staff will present the Board with the current design plans.

Motion to approve CAR #24-08-01 - Authorization to Bid - Armstrong Great Lawn.

Kyle Beidler provided an overview of the proposed Armstrong Great Lawn which is a CTCC Project of the Year. This project will provide enhancements for the exterior of the Municipal Center. Mr. Beidler explained the vision of the exterior space will increase the open space and create an exterior space to accommodate community gatherings. Mr. Beidler highlighted some of the key features such as a playground for the childcare program, relocation and updates to the Mazzone Reading Garden, fountain, sponsorship wall, outdoor furniture, and story boards. Mr. Beidler anticipates construction to begin in June 2024.

Supervisor Hezlep expressed his excitement for the project and recognizes the deliberate, methodical planning to shape this project.

Chairman Manipole thanked the staff for engaging students in the planning process.

Supervisor Newpol inquired about the walkability plan to the area near the carwash.

Mr. Beidler explained the sidewalk connectivity provides designated crossing locations with a proposed plan to connect near the gazebo.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzone	X		
Karen Newpol	X		

Motion Carried

20. CAR #24-09-01- Authorization to Bid - MS4 Glen Eden Watershed Stream Restoration Project Phase 2

Motion to approve CAR #24-09-01- Authorization to Bid - MS4 Glen Eden Watershed Stream Restoration Project Phase 2.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzone	X		
Karen Newpol	X		

Motion Carried

Purchase Awards

21. Purchase Approval #24161 - Toro Groundsmaster 3500-D Mower

Motion to approve Purchase Approval #24161 - Toro Groundsmaster 3500-D Mower to EH Griffith Inc., via Co-Stars State contract, in the amount of \$46,139.20.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

22. Purchase Approval #24165 - Holiday Outdoor Decor - Great Lawn

Motion to approve Purchase Approval #24165 - Holiday Outdoor Decor - Great Lawn to Rileighs Outdoor, LLC, via Co-Stars State contract, in the amount of \$59,982.00.

Supervisor Newpol expressed her excitement for this purchase, noting the beauty it will provide to the new Great Lawn.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

Bond Release Request

23. Bond Releases 2/29/24

Motion to approve the following Bond Releases:

PARTIAL RELEASE:

BAR D0408-08-PH 7 - Park Place Phase 7

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

24. Street Acceptance - Caledonia Place, Amon Street and a portion of Tuscarora Drive within Park Place Phase 7

Motion to adopt Resolution No. 2024-19, accepting to the Deeds of Dedication for Caledonia Place, Amon Street and a portion of Tuscarora Drive within Park Place Phase 7.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

Public Safety - Supervisor Mazzoni

Administration - Chairman Manipole

25. Transportation Impact Fee Advisory Committee & Capital Improvements Plan Update

It is time again to update the Township's Transportation Capital Improvements plan as part of our Transportation Impact Fee Program. The Capital Improvements Plan update requires reconstituting the Transportation Impact Fee Advisory Committee who will be responsible for developing and recommending updates to the Transportation Impact Fee Program to include land use assumptions, roadway sufficiency analysis and capital Improvements to the Board of Supervisors. Accordingly, the Board is being requested to approve a resolution re-establishing the Transportation Impact Fee Advisory Committee.

Motion to adopt Resolution No. 2024-20, re-establishing the Transportation Impact Fee Advisory Committee with the charge to developing an updated Transportation Capital Improvements program for consideration of adoption by the Board of Supervisors.

VOTING

Motion by: Manipole, Mike
Second by: Hezlep, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

26. Minutes - January 25, 2024 & February 1, 2024

Motion to approve the following meeting minutes:

1. January 25, 2024 - Agenda Preparation Meeting
2. February 1, 2024 - Regular Meeting

VOTING

Motion by: Manipole, Mike
Second by: Newpol, Karen

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

27. Remittance Proposals and Payroll Warrants 2-29-24

Motion to approve the following Remittance Proposals and Payroll Warrants:

1. Remittance Proposal JAN24PPD dated 1-31-24
2. Remittance Proposal JAN24WIR dated 1-31-24
3. Remittance Proposal FEB24MID dated 2-20-24
4. Remittance Proposal FEB24M23 dated 12-31-23
5. Remittance Proposal FEB24REF dated 2-22-24
6. Remittance Proposal MAR24BIG dated 3-8-24
7. Payroll Warrant 022024 dated 1-19-24
8. Payroll Warrant S0224 dated 1-31-24
9. Payroll Warrant 032024 dated 2-2-24
10. Payroll Warrant SP0206 dated 2-6-24
11. Payroll Warrant S0324 dated 2-15-24

VOTING

Motion by: Manipole, Mike
Second by: Hezlep, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

Solicitor

28. Additional Solicitor Business

There was no additional business for the Solicitor.

Reports

29. Monthly Reports – February 2024

1. Planning and Development Services - January 2024
2. Police Department – January 2024
3. Fire Company - January 2024
4. EMS Report – January 2024 & 2023 Yearly
5. Open Records Summary – January 2024
6. Property Tax Collections – January 2024
7. Budget Report – January 2024
8. Utilities Department Report -February 2024
9. Public Works Activity Report - February 2024
10. Information Technology Report - February 2024
11. Communications Report - February 2024
12. Cranberry Highland Golf - February 2024

Additional Business

30. Additional Business

Supervisor Hezlep recognized Chairman Mike Manipole for receiving the Ann Moniot Outstanding Middle Level Teacher Award for the 2023-24 school year from the Pennsylvania Association for Middle Level Education. Supervisor Hezlep expressed his true appreciation for Chairman Manipole’s dedication and true compassion for his students.

Chairman Manipole said he is honored, and the true award goes to the students, parents, and community.

Adjournment

31. Motion to adjourn

This meeting was adjourned at 7:20 p.m.

VOTING

Motion by: Manipole, Mike

Second by: Hezlep, Bruce

Supervisor	YES	NO	ABSTAIN
Mike Manipole	X		
Bruce Hezlep	X		
Bruce Mazzoni	X		
Karen Newpol	X		

Motion Carried

Respectfully submitted,

Lori Coon
Recording Secretary