



CRANBERRY
• TOWNSHIP •

MINUTES

Cranberry Township Board of Supervisors Regular Meeting Thursday, May 2, 2024

Supervisors:

Bruce Hezlep
Mike Manipole
Bruce Mazzoni
Karen Newpol
John Skorupan

Township Manager:

Daniel Santoro - Township Manager

Staff Present:

Bert Bertoncello - Assistant Township Manager
Lori Coon - Recording Secretary
Tina Fedko - Communications Manager
Ron Henshaw - Director, Planning & Development Services
Chad Julkowski - Director, Information Technology
Kelly Maurer - Director, Public Works
Kevin Meyer - Police Chief
Michael Palombo - Township Solicitor

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 pledge to the flag.

2. Roll Call

All Supervisors were present for this meeting.

3. Public Comment

(Any item on or off the Agenda)

There was no public comment for this meeting.

Special Recognition

4. Recognition of the Community Leadership Institute of Cranberry Graduates

This evening the Board recognized the graduates of the 2024 Community Leadership Institute of Cranberry.

Chairman Manipole acknowledged the 2024 Community Leadership graduates and thanked them for the time commitment to the program.

Planning & Development Services - Supervisor Skorupan

5. PR #COND-24-1 - Clearview Federal Credit Union - Conditional Use (TLD to open public hearing 6/8/24)

Motion to adopt Resolution No. 2024-27, granting Conditional Use application for a 1,920 square foot Financial Institution without drive-thru within an existing Multi tenant building within the Cranberry Springs development located at 2085 Mackenzie Way, Suite 200 in the C-3 zoning district.

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

6. PR #LD-24-5/COND-24-2 - Cranberry Springs Revised Preliminary Land Development - Conditional Use (TLD 6/22/24)

Motion to adopt Resolution No. 2024-28, granting Revised Preliminary Land Development and Conditional Use approval for alterations to the existing Cranberry Springs land development approval located off Cranberry Springs Drive and Mackenzie Way on approximately 90 acres in the C-3 zoning district.

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

7. PR #LD-24-6 - Cranberry Springs, Phase 1-B-2 - Final Land Development (TLD 6/22/24)

Motion to adopt Resolution No. 2024-29, granting Final Land Development approval for Phase 1-B-2 consisting of a 5,500 square foot Veterinary Clinic on approximately 5 acres within the Cranberry Springs development to be located at 7500 Mackenzie Way in the C-3 zoning district.

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

8. PR # LD-24-8 - Meeder - Revised Preliminary Land Development (TLD 6/22/24)

Motion to adopt Resolution No. 2024-30, granting Revised Preliminary Land Development approval to increase the total number of residential units by adjusting the number of residential units from 56 to 57 in Phase 8 within the existing Meeder CCD-2 Development located off Rochester Road and Unionville Road on 57.3 acres in the CCD-2 zoning district.

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

9. PR # LD-24-7 - Meeder - Revised Final Phase 8 Land Development (TLD 6/22/24)

Motion to adopt Resolution No. 2024-31, granting Land Development approval to increase the number of residential units from 56 to 57 in Phase 8 within the existing Meeder CCD-2 Development located off Rochester Road and Unionville Road on 57.3 acres in the CCD-2 zoning district.

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

10. PR #SUB-24-5 - Park Place Amendment No. 62 - Preliminary and Final Subdivision (TLD 6/16/24)

Motion to adopt Resolution No. 2024-32, granting Lot Line Revision approval to create five (5) lots on Lot 8-6 along Nolan Circle within the Park Place, Phase 8A Development.

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

11. Bill No. 2024-01 - Chapter 27 (Zoning) Solar and Wind Requirements

Motion to adopt Ordinance No. 2024-515, granting amendments to Chapter 27 (Zoning) providing for changes, clarifications and amendments for wind and solar energy requirements.

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

12. Authorize Advertisement of Bill No. 2024-02 - Chapter 2 - Animals

Motion to authorize advertisement of a notice of intent to adopt Bill No. 2024-02 Ordinance amending Chapter 2 (Animals). Consideration of adoption of the Bill will be at the May 30, 2024 Board of Supervisors 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

13. Authorize Advertisement of Bill No. 2024-05 - Chapter 27 - Standards and Regulations of Distribution Warehouses

Motion to authorize the advertisement of a public hearing and intention to adopt Bill No. 2024-05 Ordinance Amendment for Chapter 27 for a zoning amendment related to the standards and regulations of distribution warehouses.

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

Parks & Recreation and Library - Supervisor Newpol

Supervisor Newpol had no additional business for the meeting.

Public Works and Engineering - Vice-Chairman Hezlep

Contract Change Order

14. CAR #23-08-09 - Change Order - Route 19 & Progress Avenue Signal Project

Motion to approve CAR #23-08-09 - Change Order - Route 19 & Progress Avenue Signal Project to Traffic Control & Engineering Co. for an extension of the contract time from April 15, 2024 to November 1, 2024.

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		
John Skorupan	X		

Motion Carried

15. CAR #23-10.04-06-EC- Change Order - Municipal Center Building Renovation - Electrical

Motion to approve CAR #23-10.04-06-EC- Change Order - Municipal Center Building Renovation - Electrical to Allegheny City Electric, Inc. in the amount of \$19,789.10.

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		
John Skorupan	X		

Motion Carried

Contract Payments

16. CAR# 23-09-04 - Partial Payment - MS4 Glen Eden Watershed Stream Restoration Project

Motion to approve CAR# 23-09-04 - Partial Payment - MS4 Glen Eden Watershed Stream Restoration Project to Hunt Valley Environmental in the amount of \$72,430.00.

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		
John Skorupan	X		

Motion Carried

17. CAR #23-10.01-08-GC - Partial Payment - Municipal Center Building Renovation - General Contractor

Motion to approve CAR #23-10.01-08-GC - Partial Payment - Municipal Center Building Renovation - General Contractor to FMS Construction Company in the amount of \$486,925.82.

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		
John Skorupan	X		

Motion Carried

18. CAR #23-10.02-09-HC - Partial Payment - Municipal Center Building Renovation - HVAC

Motion to approve CAR #23-10.02-09-HC - Partial Payment- Municipal Center Building Renovation HVAC to K&K Mechanical Services, Inc. in the amount of \$13,945.31.

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		
John Skorupan	X		

Motion Carried

19. CAR #23-10.03-09-PC- Partial Payment - Municipal Center Building Renovation - Plumbing

Motion to approve CAR #23-10.03-09-PC- Partial Payment - Municipal Center Building Renovation - Plumbing to East End Plumbing & Mech, Inc. in the amount of \$52,394.27.

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		
John Skorupan	X		

Motion Carried

20. CAR #23-10.04-07-EC- Partial Payment - Municipal Center Building Renovation - Electrical

Motion to approve CAR #23-10.04-07-EC- Partial Payment - Municipal Center Building Renovation - Electrical to Allegheny City Electric, Inc. in the amount of \$118,886.83.

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		
John Skorupan	X		

Motion Carried

Contract Awards

21. CAR #24-06-02 - Contract Award - Water Main Loop - Burke Road

Motion to approve CAR #24-06-02 - Contract Award - Water Main Loop - Burke Road to Metarko Excavating LLC in the amount of \$196,510.00.

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		
John Skorupan	X		

Motion Carried

Purchase Awards

22. Purchase Approval #24292 - Line Painting & Markings

Motion to approve Purchase Approval #24292 - Line Painting & Markings to Alpha Space Control Company Inc., via the SHACOG cooperative purchasing program, in the amount of \$146,120.38.

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		
John Skorupan	X		

Motion Carried

Bond Release Request

23. Bond Release Requests

Motion to approve the following Bond Releases:

PARTIAL RELEASE

BAR D0408-09-PH 7 – Park Place Phase 7 Release No. 9
BAR D2120-01 - Felson Apartments Phase 1

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		
John Skorupan	X		

Motion Carried

Additional Engineering Business

24. Sewage Planning Module - Tubridy Subdivision Plan No. 2 Lot No. 2

The Pennsylvania Sewage Facilities Act (Act 537), requires each municipality in the state have an Official Sewage Facilities Plan that addresses the existing and future sewage disposal needs of the municipality. The Tubridy Subdivision Plan No. 2 is proposing an onlot sewage disposal facility. This resolution is required by the Department of Environmental Protection (DEP) for approval to amend the Township approved 537 plan to allow for this system.

Motion to adopt Resolution No. 2024-33, approving the Sewage Facilities Planning Module for an onlot sewage disposal facility for Leo M. Tubridy Subdivision Plan No. 2.

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		
John Skorupan	X		

Motion Carried

Public Safety - Supervisor Mazzone

25. Pennsylvania Commission on Crime and Delinquency (PCCD) for a Law Enforcement Grant Application

The Office of Justice Programs (OJP) of the Pennsylvania Commission on Crime and Delinquency (PCCD) is accepting applications for the Law Enforcement Grant Program.

Motion to adopt Resolution No. 2024-34, authorizing submission of a grant application to the Pennsylvania Commission on Crime and Delinquency (PCCD) for funding.

VOTING

Motion by: Mazzone, Bruce

Second by: Hezlep, Bruce

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

Motion Carried

26. Police Hiring Manual Update

Motion to adopt Resolution No. 2024-35, providing for updates to the Police Hiring Manual.

VOTING

Motion by: Mazzone, Bruce

Second by: Newpol, Karen

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

Motion Carried

Administration - Chairman Manipole

27. Pennsylvania Infrastructure Investment Authority (Pennvest) Financial Assistance Application

Motion to adopt Resolution No. 2024-36, authorizing submission of a financial assistance application to Pennvest for the Solids Handling Project at the Brush Creek Water Pollution Control Facility.

VOTING

Motion by: Manipole, Mike

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

28. Permanent Radar Speed Sign Installation Policy

Cranberry Township strengthens and protects its neighborhoods by improving the quality of life in residential areas. Traffic conditions on residential streets can greatly affect neighborhood livability. Specifically, speeding in neighborhoods can create safety concerns and conflicts between vehicles and pedestrians. The staff is proposing a new initiative to help minimize the potentially negative impacts of motorists traveling at high speeds through residential areas with pedestrian activity. At the May 2nd meeting the staff will present the proposed policy to the Board for consideration.

Motion to adopt the Permanent Radar Speed Sign Installation Policy.

Kelly Maurer, Director of Public Works, presented a proposed pilot program with the Homeowners Associations to install permanent radar speed signs. Ms. Maurer explained the purpose of the radar speed signs is to calm traffic. The first proposed agreement will be with Cranberry Heights HOA. It is anticipated to be installed in June 2024.

VOTING

Motion by: Manipole, Mike
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

29. Permanent Radar Speed Counter Program Agreement with Cranberry Heights Homeowners Association

Motion to authorize the execution of the Permanent Radar Speed Sign Installation Agreement on Heights Drive through a cost sharing agreement with Cranberry Heights Homeowners Association.

VOTING

Motion by: Manipole, Mike
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

30. Minutes - March 28, 2024

Motion to approve the meeting minutes for March 28, 2024 Board of Supervisors meeting.

VOTING

Motion by: Manipole, Mike
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

31. Remittance Proposals & Payroll Warrants - April 2024

Motion to approve the following Remittance Proposals and Payroll Warrants:

1. Remittance Proposal MAR24PPD dated 3-31-24
2. Remittance Proposal MAR24WIR dated 3-31-24
3. Remittance Proposal APR24MID dated 4-18-24
4. Remittance Proposal APR24REF dated 4-22-24
5. Remittance Proposal MAY24BIG dated 5-3-24
6. Payroll Warrant SP0318, V0318, SP2318 dated 3-18-24
7. Payroll Warrant S0624 dated 3-29-24
8. Payroll Warrant 082024 dated 4-12-24
9. Payroll Warrant S0724 dated 4-15-24

VOTING

Motion by: Manipole, Mike
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

Solicitor

32. Additional Solicitor Business

The solicitor had no additional business for this meeting.

Reports

33. Monthly Reports - April 2024

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

Additional Business

34. Additional Business

Chairman Manipole received a thank you from a resident about the quality of Graham Park.

Adjournment

35. Motion to adjourn

The meeting was adjourned at 7:01 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