

Cranberry Township Board of Supervisors Agenda Preparation Meeting Thursday, June 27, 2024

Supervisors:

Bruce Hezlep Mike Manipole Bruce Mazzoni Karen Newpol John Skorupan

Township Manager:

Daniel Santoro - Township Manager

Staff Present:

Kyle Beidler - Assistant Township Manager, CPO Lori Coon - Recording Secretary Ron Henshaw - Director, Planning & Development Services J.W. Johnson, Jr. - Mgr., Content & Communications Chad Julkowski - Director, Information Technology Michael Malak - Director, Engineering & Environmental Services Kevin Meyer - Police Chief Michael Palombo - Township Solicitor Mary Soroka - Assistant Township Manager, CFO

Guest:

Dan Barna, HRG Representative

Call to Order

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

All supervisors were present for the meeting.

3. Public Comment

(Any item on or off the Agenda except for Public Hearing Items)

Ron Skrbin, 406 Stockton Ridge, Cranberry Twp expressed a concern about how Foxmoor water bills are handled via a third-party company.

4. Announcement

Chairman Manipole announced the Regular Board of Supervisors meeting scheduled on Wednesday, July 3, 2024 has been cancelled. Accordingly, the Board will consider action on all agenda items this evening.

Chairman Manipole also announced the Board met in executive session immediately prior to this meeting to discuss personnel.

Planning & Development Services

5. PR #PRD-24-1 - Ridge at Pinebrook PRD - Tentative Planned Residential Dev (TLD to provide findings 7/28/24)

Motion to adopt Resolution No. 2024-40, granting Tentative Planned Residential Development approval for a one phase, thirty-two (32) single family residential lot development located along Pinebrook Drive on approximately 28 acres in the R-1 zoning district.

VOTING

Motion by: Skorupan, John Second by: Newpol, Karen

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

6. PR #SUB-24-7 - Lifeway Baptist Church Lot Consolidation - Preliminary & Final Subdivision (TLD 8/25/24)

Motion to adopt Resolution No. 2024-41, granting Preliminary and Final Subdivision approval for the consolidation of two lots totaling approximately 4 acres located at 28 Rolling Road in the R-2 zoning district.

VOTING

Motion by: Skorupan, John Second by: Newpol, Karen

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

7. PR #LD-24-9 - Lifeway Baptist Church Parking Lot Expansion - Preliminary & Final Land Development (TLD 7/27/24)

Motion to adopt Resolution No. 2024-42, granting Preliminary and Final Land Development approval to expand the parking lot at an existing Religious Establishment on approximately 4 acres located at 28 Rolling Road in the R-2 zoning district.

Dan Barna, HRG representative, provided an overview of the Lifeway Baptist Church Lot Line Revision and Parking Lot Expansion. Mr. Barna explained the revisions will provide for an expanded parking lot and an underground stormwater facility.

VOTING

Motion by: Skorupan, John Second by: Newpol, Karen

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

8. Assignment & Assumption Agreement (Cranberry Township Properties, LLC, JB New Bedford, LLC, Bourne Acquisition, LLC and 2527, LLC)

Motion to adopt Resolution No. 2024-43, authorizing execution of an Assignment and Assumption Agreement between True Storage, LLC ("Assignor") and Cranberry Township Properties, LLC, JB New Bedford, LLC, Bourne Acquisition, LLC and 2527, LLC ("Assignee") for the True Storage Development consisting of a three (3) story, 72,000 square foot Mini-Warehouse Facility to be located at 20745 Route 19, subject to final review and approval by the Solicitor.

VOTING

Motion by: Skorupan, John Second by: Newpol, Karen

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

Public Works and Engineering

Contract Change Orders

9. CAR #23-09-06 - Change Order - MS4 Glen Eden Watershed Stream Restoration Project

Motion to approve CAR #23-09-06 - Change Order - MS4 Glen Eden Watershed Stream Restoration Project to Hunt Valley Environmental in the amount of \$15,031.80.

Mike Malak explained the change order is needed to extend the stone wall stabilization to capture the eroded area. Mr. Malak also explained the project was funded by a grant.

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

Motion to approve CAR #24-01-03 - Change Order - Superpave Street Resurfacing 2024 to Youngblood Paving, Inc. in the amount of \$55,103.78.

Mike Malak explained the change order will add Fox Run Road base repairs and Clearbrook Court to the paving project.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

11. CAR #24-06-03 - Change Order - Water Main Loop - Burke Road

Motion to approve CAR #24-06-03 - Change Order - Water Main Loop - Burke Road to Metarko Excavating LLC in the amount of \$37,496.00.

Mike Malak explained the change order will add service line connections.

^{10.} CAR #24-01-03 - Change Order - Superpave Street Resurfacing 2024

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

Contract Payments

12. CAR #23-09-07 - Partial Payment - MS4 Glen Eden Watershed Stream Restoration Project

Motion to approve CAR #23-09-07 - Partial Payment - MS4 Glen Eden Watershed Stream Restoration Project to Hunt Valley Environmental in the amount of \$161,721.14.

Mike Malak explained the Glen Eden Watershed Stream Restoration project will be wrapping up soon and the landscaping will be completed in the fall.

VOTING

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

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

Motion Carried

13. CAR #23-10.01-11-GC - Partial Payment - Municipal Center Building Renovation - General Contractor

Motion to approve CAR #23-10.01-11-GC - Partial Payment - Municipal Center Building Renovation - General Contractor to FMS Construction Company in the amount of \$502,382.66.

VOTING

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

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

John Skorupan X

Motion Carried

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14. CAR #23-10.02-12-HC - Partial Payment - Municipal Center Building Renovation - HVAC

Motion to approve CAR #23-10.02-12-HC - Partial Payment- Municipal Center Building Renovation HVAC to K&K Mechanical Services, Inc. in the amount of \$45,480.41.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

15. CAR #23-10.03-12-PC- Partial Payment - Municipal Center Building Renovation - Plumbing

Motion to approve CAR #23-10.03-12-PC- Partial Payment - Municipal Center Building Renovation - Plumbing to East End Plumbing & Mech, Inc. in the amount of \$74,670.85.

<u>VOTING</u>

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

16. CAR #23-10.04-10-EC- Partial Payment - Municipal Center Building Renovation - Electrical

Motion to approve CAR #23-10.04-10-EC- Partial Payment - Municipal Center Building Renovation - Electrical to Allegheny City Electric, Inc. in the amount of \$56,119.59.

Mike Malak explained the Municipal Center Renovations are moving along. The goal is to have the Customer Service area completed in approximately mid to late July and to have the late August Board meeting in the new Council Chambers.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

17. CAR #24-06-04 - Partial Payment - Water Main Loop - Burke Road

Motion to approve CAR #24-06-04 - Partial Payment - Water Main Loop - Burke Road to Metarko Excavating LLC in the amount of \$225,230.85.

<u>VOTING</u>

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

18. CAR #24-08.01-03-SC - Partial Payment - Armstrong Great Lawn - Site Work

Motion to approve CAR #24-08.01-03-SC - Partial Payment - Armstrong Great Lawn - Site Work to C.H. & D. Enterprises, Inc. in the amount of \$63,783.00.

<u>VOTING</u>

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

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

Motion Carried

19. CAR #24-08.02-03-EC - Partial Payment - Armstrong Great Lawn - Electrical

Motion to approve CAR #24-08.02-03-EC - Partial Payment - Armstrong Great Lawn - Electrical to McCurley Houston Electric, Inc. in the amount of \$13,284.00.

VOTING

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

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

Motion Carried

Authorizations to Bid

20. CAR #24-11-01 - Authorization to Bid - Fiber Installation and Signal Enhancements Project

The Township received a Pennsylvania Commission on Crime Delinquency (PCCD) grant to expand the Township's fiber optic system to incorporate signals in the northern portions of the Township as well as to advance signal enhancements. The design is now complete and we are ready to advance the construction phase of the project.

Motion to approve CAR #24-11-01 - Authorization to Bid - Fiber Installation and Signal Enhancements Project.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

Purchase Awards

21. Purchase Approval #24429 - Salt Shed Storage Building Design, Bidding & Construction Consulting Services

Motion to approve Purchase Approval #24429 - Salt Shed Storage Building Design, Bidding & Construction Consulting Services to Building Envelope Consultants & Scientists, LLC. in the amount of \$26,000.00. Dan Santoro explained the current salt building is twenty plus years old and is in need of repairs.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

22. Purchase Approval #24434 - Sun Valley Phase 3 Waterline Replacement Design

Motion to approve Purchase Approval #24434 - Sun Valley Phase 3 Waterline Replacement Design to Penn Environmental & Remediation, Inc. in the amount of \$64,900.00.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

23. Purchase Approval #24444 - Lead/Copper Inspection - Fernway Hydro Excavate Contract

Current EPA water quality requirements necessitate that the Township inspects service lines for the presence of lead and copper prior to October 16, 2024. Cranberry Township has no reason to believe any of its service lines contain lead, however the Fernway neighborhood was built prior to current regulations and their service lines must be verified as not containing these materials.

Motion to approve Purchase Approval #24444 - Lead/Copper Inspection - Fernway Hydro Excavate Contract, via Co-Stars State contract, to State Pipe Services, Inc. in the amount of \$113,700.00.

Dan Santoro explained inspection of the service lines must be completed by October 2024 to meet the requirements of the EPA.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

Bond Release Requests

24. Bond Release Requests

Motion to approve the following Bond Release:

FINAL RELEASE

BAR D0408-10-PH 7 - Park Place Phase 7

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

Township Manager

25. Municibid Auction Results

At the March 28, 2024 Board of Supervisors meeting, the Board authorized the sale of surplus Township equipment via electronic sale using the online Municibid program. The results of the auction, which ended on May 23, 2024, are provided in the meeting materials.

26. Supplemental Appropriations for the 2024 Budget

Motion to adopt Resolution No. 2024-44, providing for Supplemental Appropriations for the 2024 Budget.

<u>VOTING</u>

Motion by: Manipole, Mike Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

27. Intergovernmental Agreement with the PA State Police

Motion to approve the annual renewal of the Intergovernmental Agreement with the PA State Police for funding through the Automobile Theft/Motor Vehicle Insurance Fraud Program. The renewal is authorized through Ordinance 2017-469, which approved of this intergovernmental agreement.

Dan Santoro explained this agreement is updated annually for Officer Scott Monroe and the Township is reimbursed 100% through the PA State Police by Automobile Theft/Motor Vehicle Insurance Fraud program.

VOTING

Motion by: Manipole, Mike Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

28. Personnel

Motion to approve the hire of Ashly Nicholas, Social Services Coordinator, at a semimonthly rate of \$2,710. Effective June 24, 2024.

Chairman Manipole thanked Chief Meyer for adding this position for crisis assistance. Chief Meyer explained this position will be a great resource for the community.

<u>VOTING</u>

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

Additional Township Solicitor Business

29. Tax Assessment Appeal - Wyngate by Wydham (former Hampton Inn) - 215 Executive Drive

Motion to approve proposed settlement of the tax assessment appeal filed at Butler County Common Pleas Docket No. 23-40346 that would set the assessed value based on a fair market value of \$4,900,000 for the 2024 taxes, to adjust the tax bills and to issue a refund accordingly.

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

<u>Minutes</u>

30. Minutes - April 25, 2024, May 02, 2024 & May 30, 2024

Motion to approve the following meeting minutes:

- 1. April 25, 2024 Agenda Preparation Meeting
- 2. May 02, 2024 Regular Meeting
- 3. May 30, 2024 Agenda Preparation Meeting

VOTING

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

Remittance & Payroll Warrants

31. Remittance Proposals & Payroll Warrants - June 2024

Motion to approve the following Remittance Proposals and Payroll Warrants:

1. Remittance Proposal MAY24PPD dated 5-31-24

- 2. Remittance Proposal MAY24WIR dated 5-31-24
- 3. Remittance Proposal JUN24MID dated 6-19-24
- 4. Remittance Proposal JUN24REF dated 6-21-24
- 5. Remittance Proposal JUL24BIG dated 7-5-24
- 6. Payroll Warrant 112024 dated 5-24-24
- 7. Payroll Warrant 122024 dated 6-7-24
- 8. Payroll Warrant S1024 dated 5-31-24
- 9. Payroll Warrant S1124 dated 6-14-24

<u>VOTING</u>

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

Reports

- **32.** Monthly Reports June 2024
 - 1. Planning and Development Services May 2024
 - 2. Police Department May 2024
 - 3. Fire Company May 2024
 - 4. EMS Report May 2024
 - 5. Open Records Summary May 2024
 - 6. Budget Report May 2024
 - 7. Property Tax Report May 2024
 - 8. Utilities Department Report -June 2024
 - 9. Public Works Activity Report June 2024
 - 10. Information Technology Report June 2024
 - 11. Communications Report June 2024
 - 12. Cranberry Highlands Golf June 2024

Additional Business

33. Additional Business

Chairman Manipole thanked the Fire Department, Police Department and Public Works Department for handling the recent storm issues within the community.

Supervisor Mazzoni reminded us of the upcoming Community Days in July.

<u>Adjournment</u>

34. Motion to Adjourn

The meeting was adjourned at 7:04 p.m.

<u>VOTING</u>

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

Supervisor	YES	NO	ABSTAIN
Mike Manipole	Х		
Bruce Hezlep	Х		
Bruce Mazzoni	Х		
Karen Newpol	Х		
John Skorupan	Х		

Motion Carried

Respectfully submitted,

Lori Coon Recording Secretary