



MINUTES

Cranberry Township Board of Supervisors Agenda Preparation Meeting Wednesday, October 30, 2024

Supervisors:

Bruce Hezlep
Mike Manipole
Bruce Mazzoni
Karen Newpol

Township Manager:

Daniel Santoro - Township Manager

Staff Present:

Kyle Beidler - Assistant Township Manager, CPO
Lori Coon - Recording Secretary
Ryan Eggleston - Assistant Township Manager, COO
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

Guests:

Anthony Faranda-Diedrich, Charter Homes & Neighborhoods
John Schlieger,
Ellen Freeman, Giant Eagle Attorney
David Schutty, Eddy Homes Attorney
John Schliecher, JMS Engineering

Call to Order

1. Pledge of Allegiance

Chairman Manipole called the meeting to order at 6:30 p.m. in Council Chambers of the Cranberry Township Municipal Center, 2525 Rochester Road, Cranberry Township, PA and led the salute to the flag.

2. Roll Call

The quorum consisted of Chairman Manipole, Supervisor Hezlep, Supervisor Newpol, and Supervisor Mazzoni.

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

The was no public comment for this meeting.

Motion to close the public comment section of this 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

Special Recognition

4. Oath of Office - Fire Police Officer

This evening, the Oath of Office for a Fire Police Officer was administered to Bryan Coles of the Cranberry Township Volunteer Fire Company.

This evening, Supervisor Hezlep administered the Oath of Office for Fire Police Officer to Bryan Coles of the Cranberry Township Volunteer Fire Company. Supervisor Hezlep welcomed the new Fire Police Officer and thanked him for his volunteer service.

Public Hearings

5. Inter-Municipal Liquor License Transfer (20111 Route 19, Suite 210)

Accept public comment on the inter-municipal transfer of liquor license #R-15488 (to be located at 20111 Route 19, Suite 210 in the Cranberry Mall) pursuant to act 47 P.S. 461.

Prior to the start of the public hearing section of the meeting, stenographer, Jeanne Manko administered the Oath of Truth to those providing public testimony.

Ron Henshaw explained that this is a transfer of liquor license between the corporate entities that owned the liquor license for Giant Eagle in the Cranberry Mall. The license already exists at the location.

Ellen Freeman, attorney for Giant Eagle, explained the request for an amendment consisting of allowing curbside delivery.

There was no public comment for this public hearing.

Motion to close the public hearing with consideration at the November 7, 2024 Regular meeting.

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

6. PR #COND-24-9 - Summerwind - Conditional Use (TLD to open public hearing 11/08/24)

Accept public comment on a Conditional Use application for a one (1) phase, 66 townhouse unit residential development to be located along Freedom Road on approximately 6.7 acres in the CCD Corridor-Freedom Road Overlay zoning district.

Prior to the start of the public hearing section of the meeting, stenographer, Jeanne Manko administered the Oath of Truth to those providing public testimony.

Ron Henshaw provided an overview of the Summerwind Conditional Use application. Mr. Henshaw explained that this development is part of the CCD Overlay plan. The development will contain street scape enhancements, two (2) stormwater management systems, overflow parking and a modification request to allow for no grass strip between the sidewalk and roadway.

Attorney David Schutty, representing Eddy Homes and John Schliecher, representing JMS Engineering, spoke about the Summerwind plan. Mr. Schliecher presented information about the plan including the varied heights of the units, the stormwater system and the plan access points.

Supervisor Newpol asked if there was a fence or wall around the plan.

Mr. Schliecher explained that there is no fence but there is landscaping around the plan.

Supervisor Hezlep asked if the rear of the units will be facing the adjacent neighborhood.

Mr. Schliecher confirmed that the rear of the units will be facing the adjacent neighborhood.

Supervisor Newpol asked if stormwater was usually a problem in that area.

Ron Henshaw explained that stormwater management at the time is sheet flow, and the new systems will control the water and release it at half the current rate.

Chairman Manipole asked why the right in/right out access was not across from the Shop-n-Save right in/right out access in case we want a traffic signal in the future.

Ron Henshaw explained the access is too close to the traffic signal to add another traffic signal.

Supervisor Hezlep asked if there would be a center island on Freedom Road near the access point.

Ron Henshaw explained there will not be a center island.

Public Comment

Vince Merlina, Bucks Road, expressed concern with the development creating issues with stormwater, traffic and privacy.

Jessica McKay, 315 LaPorte Court, expressed concern with the height of the units, stormwater, traffic, privacy and noise. Ms. McKay also explained the developer originally promised a privacy fence and has now rescinded the offer.

Chester Stone, 339 LaPorte, expressed concern about traffic, noise and the density of the plan.

Regis Kuntz, 105 LaPorte Drive, expressed concern with traffic on LaPorte Drive.

Cindy Phelps, 503 Greenwood provided a petition to Ron Henshaw. Ms. Phelps expressed concern about traffic, safety, privacy and property values.

Cris Brendel, 323 LaPorte Court, expressed concern with exiting her driveway and traffic light timing issues. Ms. Brendel explained the developer promised a privacy fence.

Sylena Smith, Greenwood Dr. Ext., expressed a concern about pedestrian safety.

Motion to continue this public hearing to the November 21, 2024 Board 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

7. PR #COND-24-8 - Graham Master Plan Planned Neighborhood - Conditional Use (TLD to open public hearing 11/7/24)

Accept public comment on a Conditional Use application for a seven (7) phase (including 2 sub phases) Planned Neighborhood Development consisting of 407 residential units to be located off Glen Eden Road/Unionville Road on approximately 86 acres in the PN zoning district.

Motion to close the public hearing with consideration at the November 7, 2024 Regular meeting.

Ron Henshaw provided an overview of the Graham Master Plan. Mr. Henshaw indicated the property had been physically posted to get as much public feedback as possible. Mr. Henshaw explained the Planned Neighborhood overlay will include enhanced pedestrian crossings and six detention basins and the installation of a roundabout at the intersection of Glen Eden Road and Unionville Road. Mr. Henshaw also explained the developer is requesting modifications for a portion of the sidewalk, placing the stormwater basins in the buffer, the loading options, standards for unit types, and curb type.

Anthony Faranda-Diedrich, Charter Home & Neighborhoods, presented the project in detail. Mr. Diedrich explained there are over seven miles of walking trails in the plan with a mix of single-family homes and townhouses. Mr. Deidrich explained the modification requests are due to site constraints.

Supervisor Hezlep inquired about the traffic lanes.

Mr. Deidrich explained there will be a left turn lane from the west.

Public Comment

There was no public comment for this hearing.

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

Planning & Development Services

8. PR #LD-24-13 - Graham Master Plan Planned Neighborhood - Preliminary Land Development (TLD 11/7/24)

At the November 7, 2024 Regular meeting, the Board will be asked to consider a Preliminary Land Development application for a seven (7) phase (including 2 sub phases), 407 residential unit Planned Neighborhood Development to be located off Glen Eden Road/Unionville Road on approximately 86 acres in the PN zoning district.

9. PR #SUB-24-14 - Park Place Amendment No. 68 - Preliminary and Final Subdivision (TLD 1/25/25)

At the November 7, 2024 Regular meeting, the Board will be asked to consider a Preliminary and Final Subdivision application to create four (4) lots on Lot 8-8 along Nolan Circle within the Park Place, Phase 8A Development.

10. FOR BOARD ACTION THIS EVENING

Ordinance Amendment - Bill No. 2024-11 - Subdivision and Land Development
Ordinance Amendment

Motion to authorize advertisement of Bill No. 2024-11 - Subdivision and Land

Development Ordinance Amendment for a public hearing at the November 21, 2024 meeting with consideration of adoption at the December 12, 2024 Board meeting.

Ron Henshaw explained the Ordinance amendment is to adjust the time to review revised plans.

Supervisor Newpol asked what the current time is to review the revised plans.

Mr. Henshaw explained the current time is twenty-one days and the revision would allow thirty days to review the revised plans.

VOTING

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

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

Motion Carried

Public Works and Engineering

Contract Change Orders

11. CAR #23-16-05 - Change Order - Route 19 & Short Street Signal Replacement

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of CAR #05 - Change Order - Route 19 & Short Street Signal Replacement to Traffic Control & Engineering, Co. for a time completion extension from November 1, 2024 to May 1, 2025.

12. CAR #23-10.01-17-GC- Change Order - Municipal Center Building Renovation - General Contractor

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of CAR #17 - Change Order - Municipal Center Building Renovation - General Contractor to FMS Construction Company for a deduct in the amount of (\$14,935.30).

Mike Malak indicated that staff is tentatively scheduled to move into the new office space on November 18, 2024.

13. CAR #23-10.02-18-HC - Change Order - Municipal Center Building Renovation - HVAC

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of CAR #18 - Change Order - Municipal Center Building Renovation - HVAC to K&K Mechanical Services, Inc. in the amount of \$1,764.67.

14. CAR #23-10.03-18-PC- Change Order - Municipal Center Building Renovation - Plumbing

At the November 7, 2024 Regular meeting, the Board will be asked to consider

approval of CAR #18 -Change Order - Municipal Center Building Renovation - Plumbing to East End Plumbing & Mech, Inc. in the amount of \$2,254.71.

15. CAR #23-10.04-16-EC- Change Order - Municipal Center Building Renovation - Electrical

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of CAR #16 - Change Order - Municipal Center Building Renovation - Electrical to Allegheny City Electric, Inc. in the amount of \$8,687.60.

16. CAR #24-01-06 - Change Order - Superpave Street Resurfacing 2024

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of CAR #06 - Change Order - Superpave Street Resurfacing 2024 to Youngblood Paving, Inc. for a change in the contract including removing Pinehurst Drive due to ongoing fiber optic cable construction, and adding the following roads to the paving scope: Anna Marie Drive, Pin Oak Court, Lois Lane and Katherine Drive.

17. CAR #24-08.01-07-SC - Change Order - Armstrong Great Lawn - Site Work

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of CAR #07 - Change Order - Armstrong Great Lawn - Site Work to C.H. & D. Enterprises, Inc. for a time extension to complete the Great Lawn from October 31, 2024 to November 15, 2024.

18. CAR #24-08.02-08-EC - Change Order - Armstrong Great Lawn - Electrical

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of CAR #08 - Change Order - Armstrong Great Lawn - Electrical to McCurley Houston Electric, Inc. for a time extension to complete the Great Lawn from October 31, 2024 to November 15, 2024.

Contract Payments

19. CAR #23-10.01-18-GC - Partial Payment - Municipal Center Building Renovation - General Contractor

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of CAR #18 - Partial Payment - Municipal Center Building Renovation - General Contractor to FMS Construction Company in the amount of \$326,686.05.

20. CAR #23-10.02-19-HC - Partial Payment - Municipal Center Building Renovation - HVAC

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of CAR #19 - Partial Payment - Municipal Center Building Renovation HVAC to K&K Mechanical Services, Inc. in the amount of \$24,152.34.

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

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of CAR #19 - Partial Payment - Municipal Center Building Renovation - Plumbing to East End Plumbing & Mech, Inc. in the amount of \$60,898.06.

22. CAR #23-10.04-17-EC- Partial Payment - Municipal Center Building Renovation - Electrical

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of CAR #17 - Partial Payment - Municipal Center Building Renovation - Electrical to Allegheny City Electric, Inc. in the amount of \$69,979.14.

23. CAR #24-08.01-08-SC - Partial Payment - Armstrong Great Lawn - Site Work

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of CAR #08 - Partial Payment - Armstrong Great Lawn - Site Work to C.H. & D. Enterprises, Inc. in the amount of \$422,537.40.

Mike Malak indicated that the Christmas tree is scheduled to be installed on the Great Lawn on November 14, 2024.

24. CAR #24-08.02-09-EC - Partial Payment - Armstrong Great Lawn - Electrical

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of CAR #09 - Partial Payment - Armstrong Great Lawn - Electrical to McCurley Houston Electric, Inc. in the amount of \$134,999.12.

25. CAR #24-09-03 - Partial Payment - MS4 Glen Eden Watershed Stream Restoration Project Phase 2

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of CAR #03 - Partial Payment - MS4 Glen Eden Watershed Stream Restoration Project Phase 2 to C. Crump, Inc., in the amount of \$436,531.50.

26. CAR #23-08-14 - Final Payment - Route 19 & Progress Avenue Signal Project

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of CAR #14 - Final Payment - Route 19 & Progress Avenue Signal Project to Traffic Control & Engineering Co. in the amount of \$56,301.92.

27. CAR #23-08-15 - Final Payment - Route 19 & Progress Avenue Signal Project

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of CAR #15 - Final Payment - Route 19 & Progress Avenue Signal Project to Traffic Control & Engineering Co. in the amount of \$58,042.80.

Mike Malak explained the project is complete and we will be requesting the release of the grant funds.

Authorizations to Bid

28. CAR #24-15-01 - Authorization to Bid - Public Works Salt Shed Renovation

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of CAR #24-15-01 - Authorization to Bid - Public Works Salt Shed Renovation.

Purchase Awards

29. Purchase Approval #24624 - Interceptor 14 Cleaning & Lining

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of Purchase Approval #24624 - Interceptor 14 Cleaning & Lining to Insight Pipe Contracting LP, via the Co-Stars purchasing program in the amount of

\$116,944.40.

30. Purchase Approval #24643 - Brandt Drive & Route 19 Intersection Improvements Design Services

The Township has received approximately one million dollars in grant funding for the improvement of this intersection. The staff is prepared to move forward with the professional service contract to complete the design, PennDot permitting and bid documents.

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of Purchase Approval #24643 - Brandt Drive & Route 19 Intersection Improvements Design Services to HRG/Herbert Rowland & Grubic Inc., in the amount of \$141,700.00.

Mike Malak explained this project has received nearly one million dollars in grant funds. The project will include turn lanes, signal improvements and sidewalks.

31. Purchase Approval #24655 - Franklin Road Widening - Inspection Services

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of Purchase Approval #24655 - Franklin Road Widening - Inspection Services, to Hatch Associates Consultants, Inc., in the amount of \$67,800.00.

Mike Malak reminded the Board that the relocation of the sewer and water lines are part of the PennDot project, and the majority of the funds will be reimbursed to the Township by PennDot.

32. Purchase Approval #24657 - Epoke Salt Spreader

The new 10-ton Peterbilt truck ordered in January 2024 will be arriving by the end of the year. The last component necessary to complete the new vehicle is to purchase the Epoke Salt Spreader to outfit the truck for winter operations.

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of Purchase Approval #24657 - Epoke Salt Spreader to A&H Equipment Company, via the Co-Stars purchasing program in the amount of \$113,000.00.

33. Purchase Approvals - Municipal Center Workstations, Fixtures and Furniture

The Municipal Center renovation project is continuing, and we will be occupying the newly renovated space in late 2024. As part of the project, additional workstations, fixtures and furniture are needed to complete the new spaces.

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of Purchase Approvals - Municipal Center Workstations, Fixtures and Furniture to the vendors listed in the attached summary, via Co-Stars or State contracts, in the total amount of \$117,500.00.

Dan Santoro explained that the furniture purchased is for furniture inside the Municipal Center.

34. Purchase Approval Amendment #2023440 - Construction Management Services for Municipal Center Building Renovation

The proposed amendment is requested to continue monthly construction management services for the Municipal Building Renovations.

At the November 7, 2024 Regular meeting, the Board will be asked to consider

approval of Purchase Approval Amendment #2023440 - Construction Management Services for Municipal Center Building Renovation to Eckles Construction Services Inc., in the amount of \$73,200.00.

Bond Release Requests

35. Bond Release Request

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of the following Bond Release:

PARTIAL RELEASE

BAR D2801-01 - Breckenridge

Township Manager

36. Marshall Township Municipal Sanitary Authority/Cranberry Township Capital Improvement Payment Agreement

Pursuant to the intermunicipal service agreement, Marshall Township Municipal Sanitary Authority (MTMSA) is required to pay for their share of capital improvements of the upcoming Treatment Plant project through the rate structure unless otherwise agreed upon by the parties. MTMSA has requested and staff is recommending we enter into a capital improvement payment agreement that provides for payment during construction in lieu of including it in the rate structure. MTMSA estimated share of the capital cost is \$6,380,532.00.

At the November 7, 2024 Regular meeting, the Board will be asked to consider authorization to execute the Marshall Township Municipal Sanitary Authority/Cranberry Township Capital Improvement Payment Agreement.

Dan Santoro indicated that the Treatment Plant capital project is anticipated to go out to bid in early 2025.

37. Act 511 Tax Consulting Services

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of a professional services consulting agreement with White Squirrel Consulting, LLC to provide Act 511 tax consulting services.

Dan Santoro explained the consulting service will ensure that the taxes are being captured and assist in setting up processes and procedures moving forward.

38. Fall Auction

At the November 7, 2024 Regular meeting the Board will be asked to consider approval of the advertisement and sale of miscellaneous items no longer being used by the Township through the Auctions International website as identified in the attached memo.

39. SHACOG 2024 Fall Commodities

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of the attached awards for the SHACOG 2024 Fall Commodities bids.

40. Pyrotecnico Fireworks, Inc. Agreement

The previous CTCC Community Days Fireworks agreement has expired. The staff obtained three quotes to evaluate our options and secure the best value for our upcoming shows.

At the November 7, 2024 Regular meeting, the Board will be asked to consider authorization to execute a three (3) year agreement with Pyrotecnico Fireworks, Inc. to provide the fireworks display for Community Days for the years 2025 through 2027.

41. Local Share Account (LSA) Statewide Program Application - Police Department Renovations

At the November 7, 2024 Regular meeting, the Board will be asked to consider adoption of Resolution No. 2024-XX, approving submission of a grant application for Local Share Account (LSA) Statewide Program. The application includes proposed renovations to the Police Department.

Dan Santoro indicated the LSA grant will provide for Police Department renovations. Mr. Santoro explained the Police Department has not been renovated for over twenty years. The design process is anticipated to begin in 2025 and renovations in 2026.

42. FOR BOARD ACTION THIS EVENING

Ordinance Amendment - Bill No. 2024-09 - Solicitation Ordinance Amendment

Motion to authorize advertisement of Bill No. 2024-09 - Solicitation Ordinance Amendment with consideration of adoption at the November 21, 2024 Board 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

43. FOR BOARD ACTION THIS EVENING

Personnel

Motion to approve the conditional hire of Kyle Kaczmarek into the full-time position of First Year Patrol Officer, at an hourly rate of \$34.51, effective November 11, 2024. The offer is contingent upon the successful completion of a pre-employment physical, drug screen, psychological and stress test and submission of all required employment documents. Subject to a probationary period.

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

Additional Township Solicitor Business

The Solicitor had no additional business for this meeting.

Minutes

44. Minutes - September 26, 2024 & October 3, 2024

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of the following meeting minutes:

1. September 26, 2024 - Agenda Preparation Meeting
2. October 3, 2024 - Regular Meeting

Remittance & Payroll Warrants

45. Remittance Proposals & Payroll Warrants – October 2024

At the November 7, 2024 Regular meeting, the Board will be asked to consider approval of the following Remittance Proposals and Payroll Warrants:

1. Remittance Proposal SEP24WIR dated 9-30-24
2. Remittance Proposal SEP24PPD dated 9-30-24
3. Remittance Proposal OCT24MID dated 10-22-24
4. Remittance Proposal OCT24REF dated 10-24-24
5. Remittance Proposal NOV24BIG dated 11-08-24
6. Payroll Warrant S1724 dated 9-16-24
7. Payroll Warrant 202024 dated 9-27-24
8. Payroll Warrant S1824 dated 9-30-24
9. Payroll Warrant 212024 dated 10-11-24
10. Payroll Warrant S1924 dated 10-15-24

Reports

46. Monthly Reports - October 2024

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

Additional Business

47. Additional Business

Chairman Manipole mentioned the recycling event held on Saturday, October 26, 2024 was the largest to date.

Adjournment

48. Motion to Adjourn

This meeting was adjourned at 8:33 p.m.

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

Respectfully submitted,

Lori Coon
Recording Secretary