



# AGENDA

## Cranberry Township Board of Supervisors Agenda Preparation Meeting Thursday, November 21, 2024 6:30 PM

### Call to Order

1. **Pledge of Allegiance**
2. **Roll Call**
3. **Public Comment** (Any item on or off the agenda except for Public Hearing items)  
  
Motion to close the public comment portion of this meeting.

### Special Recognition

4. **Scout Troop #52840 Recognition**

348/2024

Scout Troop #52840 had attended a session with Chairman Manipole to learn about local government structure. The Troop is here this evening to lead us in the Pledge of Allegiance.

5. **Oath of Office - Township Police Officer**

410/2024

Chairman of the Board, assisted by members of the Board, will administer the Oath of Office to our recently appointed Police Officer: Kyle Kaczmarek.

### Public Hearings

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

289/2024

Continue to 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.

(Following public comment, and provided no additional testimony is needed, it is the recommendation to close the public hearing with consideration at the December 12, 2024 Regular meeting.)

**7. Ordinance Amendment - Bill No. 2024-11 - Subdivision and Land Development Ordinance Amendment**  
401/2024

Accept public comment on an ordinance amendment to Chapter 22 (Subdivision and Land Development Ordinance) revising requirements for the application submission review deadlines.

(Following public comment and provided no additional testimony is needed, it is the recommendation to close the public hearing with consideration at the December 12, 2024 Regular meeting.)

**Planning & Development Services**

**8. PR #LD-24-17 - Summerwind - Preliminary Land Development (TLD 12/1/24)**  
288/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider a Preliminary Land Development 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.

**9. PR #LD-24-19 - Graham Planned Neighborhood - Final Phases 1A, 1B, 2A, 2B, and 4 (TLD 1/25/25)**  
365/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider a Final Land Development application for Final Phases 1A, 1B, 2A, 2B and 4 of the Graham Planned Neighborhood consisting of sixty-five (65) residential units for Phase 1A, fifty-six (56) residential units for Phase 1B, sixty-two (62) residential units for Phase 2A, fifty-five (55) residential units for Phase 2B and forty-six (46) residential units for Phase 4 on approximately 54 acres in the Planned Neighborhood overlay zoning district.

**10. Ordinance Amendment - Bill No. 2024-10 - Zoning Ordinance Amendment**  
438/2024

FOR BOARD ACTION THIS EVENING

Motion to authorize advertisement of Bill No. 2024-10 - Zoning Ordinance Amendment for a public hearing at the January 30, 2025 meeting with consideration of adoption at the February 6, 2025 Board meeting.

**Public Works and Engineering**

**Contract Change Orders**

**11. CAR #24-08.01-09-SC - Change Order - Armstrong Great Lawn - Site Work**  
421/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of a change order for the Armstrong Great Lawn - Site Work to C.H. & D. Enterprises, Inc. in the amount of \$9,640.00.

**Contract Payments**

**12. CAR #23-10.01-19-GC - Partial Payment - Municipal Center Building Renovation - General Contractor**  
412/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of a partial payment for the Municipal Center Building renovations for general contracting to FMS Construction Company in the amount of \$589,258.42.

**13. CAR #23-10.02-20-HC - Partial Payment - Municipal Center Building Renovation - HVAC**  
413/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of a partial payment for the Municipal Center Building renovations HVAC work to K&K Mechanical Services, Inc. in the amount of \$121,605.36.

**14. CAR #23-10.03-20-PC- Partial Payment - Municipal Center Building Renovation - Plumbing**  
414/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of a partial payment for the Municipal Center Building renovations for plumbing work to East End Plumbing & Mech, Inc. in the amount of \$77,093.46.

**15. CAR #23-10.04-18-EC- Partial Payment - Municipal Center Building Renovation - Electrical**  
415/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of a partial payment for the Municipal Center Building renovations electrical work to Allegheny City Electric, Inc. in the amount of \$31,994.14.

**16. CAR #24-01-07 - Partial Payment - Superpave Street Resurfacing 2024**  
430/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of a Partial Payment for Superpave Street Resurfacing 2024 to Youngblood Paving, Inc. in the amount of \$158,221.58.

**17. CAR #24-08.01-10-SC - Partial Payment - Armstrong Great Lawn - Site Work**  
422/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of a partial payment for the Armstrong Great Lawn - Site Work to C.H. & D. Enterprises, Inc. in the amount of \$564,657.20.

**18. CAR #24-08.02-10-EC - Partial Payment - Armstrong Great Lawn - Electrical**  
427/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of

a partial payment for the Armstrong Great Lawn electrical work to McCurley Houston Electric, Inc. in the amount of \$332,341.44.

**19. CAR #22-30-08 - Final Payment - Fox Run Sewer System and Stormwater Infrastructure Upgrades**  
431/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of a final payment for the Fox Run Sewer System and Stormwater Infrastructure Upgrades to Thomas Construction, Inc. in the amount of \$8,685.87.

**20. CAR #24-06-05 - Final Payment - Water Main Loop - Burke Road**  
420/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of a final payment for the Water Main Loop - Burke Road project to Metarko Excavating LLC in the amount of \$8,775.15.

**Contract Awards**

**21. CAR #24-14.01-02 - Contract Award - Cranberry Highlands Golf Course Clubhouse Renovation - General Contractor**  
426/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of a contract award for the Cranberry Highlands Golf Course Clubhouse Renovation general contractor. Bid opening December 10, 2024.

**22. CAR #24-14.02-02 - Contract Award - Cranberry Highlands Golf Course Clubhouse Renovation - Plumbing**  
425/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of a contract award for the Cranberry Highlands Golf Course Clubhouse Renovation plumbing work. Bid opening December 10, 2024.

**23. CAR #24-14.03-02 - Contract Award - Cranberry Highlands Golf Course Clubhouse Renovation - HVAC**  
424/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of a contract award for the Cranberry Highlands Golf Course Clubhouse Renovation HVAC work. Bid opening December 10, 2024.

**24. CAR #24-14.04-02 - Contract Award - Cranberry Highlands Golf Course Clubhouse Renovation - Electrical**  
423/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of a contract award for the Cranberry Highlands Golf Course Clubhouse Renovation electrical work. Bid opening December 10, 2024.

**Authorizations to Bid**

**25. CAR #24-16-01 - Authorization to Bid - Electronic & Household Hazardous Waste Collection**  
434/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval for the authorization to bid the Electronic & Household Hazardous Waste Collection.

**26. CAR #24-10-01 - Authorization to Bid - Franklin Acres Pump Station & Force Main Infrastructure Upgrades**  
439/2024

Cranberry Township has received federal funding through the Environmental Protection Agency (EPA) for upgrades at the Franklin Acres Pump Station. Having received the necessary approvals, the Township is preparing to publicly bid this project which includes the construction of a new package pump station at the existing location.

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval for the authorization to bid the Franklin Acres Pump Station & Force Main Infrastructure Upgrades.

**Purchase Awards**

**27. Purchase Approval - Public Works Fuel Island & Dispenser Upgrade - Design & Bid Documents**  
433/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of Purchase Approval for the Public Works Fuel Island & Dispenser Upgrade - Design & Bid Documents.

**Bond Release Requests**

**28. Bond Release Request November 21, 2024**  
416/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of the following Bond Releases:

PARTIAL RELEASE

D0408-10 PH-8A - Park Place  
D0408-04 PH-8B - Park Place

FINAL RELEASE

D5050-09 PH9 - Ehrman Farms  
D0229-02 - Church of Latter-Day Saints

**Additional Engineering Business**

**29. Street Acceptance - Tuscarora Drive - Park Place**  
428/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider adoption of Resolution No. 2024-\_\_\_, accepting the Deed of Dedication for Tuscarora Drive within the Park Place development into the Township public road system.

**30. Street Acceptance - Carry Back Court & Grindstone Place - Ehrman Farms**

429/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider adoption of Resolution No. 2024-\_\_\_, accepting the Deeds of Dedication for Carry Back Court and Grindstone Place within the Ehrman Farms development into the Township public road system.

**Township Manager**

**31. Delta Development Group – Annual Agreements**

354/2024

The current agreements with Delta Development are expiring. We continue to work with Delta to advance funding strategies and grant applications that support capital investment projects throughout the Township. Accordingly, the Board is being asked to consider the following motions approving two agreements with Delta Development:

1. At the December 12, 2024, Regular Meeting, the Board will be asked to consider approval of an annual “Consultant Agreement for State and Local Public Funding Services” according to the terms and services outlined in the contract proposal dated January 1, 2025.
2. At the December 12, 2024, Regular Meeting, the Board will be asked to consider approval of an annual “Consultant Agreement for Federal Funding Services” according to the terms and services outlined in the contract proposal dated January 1, 2025.

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

367/2024

FOR BOARD ACTION THIS EVENING

Motion to adopt Ordinance No. 2024-518, amending regulations within the Solicitation Ordinance.

**33. Approval of the Proposed 2025 Budget**

409/2024

FOR BOARD ACTION THIS EVENING

The Board has been reviewing the proposed 2025 budget since the Budget Workshop meeting on November 13, 2024. Accordingly, the Board is being asked to consider the following motion:

Motion to approve the Proposed 2025 budget that maintains current tax rates and will be considered by the Board for final adoption at the Board's final scheduled meeting of the year on Thursday, December 12, 2024.

**34. Personnel**

432/2024

FOR BOARD ACTION THIS EVENING

One (1) Personnel Recommendation (Motion attached)

**Additional Township Solicitor Business**

**Minutes**

**35. Minutes - October 30, November 7, and November 13, 2024**

411/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of the following meeting minutes:

1. October 30, 2024 - Agenda Preparation Meeting
2. November 7, 2024 - Regular Meeting
3. November 13, 2024 - Special Meeting

**Remittance & Payroll Warrants**

**36. Remittance Proposals & Payroll Warrants – November 2024**

405/2024

At the December 12, 2024 Regular meeting, the Board will be asked to consider approval of the following Remittance Proposals and Payroll Warrants:

1. Remittance Proposal OCT24WIR dated 10-31-24
2. Remittance Proposal OCT24PPD dated 10-31-24
3. Remittance Proposal NOV24MID dated 11-19-24
4. Remittance Proposal NOV24REF dated 11-21-24
5. Remittance Proposal DEC24BIG dated 12-06-24
6. Payroll Warrant 222024 dated 10-25-24
7. Payroll Warrant S2024 dated 10-31-24
8. Payroll Warrant 232024 dated 11-08-24
9. Payroll Warrant S2124 dated 11-15-24

**Reports**

**37. Monthly Reports - November 2024**

404/2024

1. Planning and Development Services - October 2024
2. Police Department – October 2024
3. Fire Company - October 2024
4. EMS Report – October 2024
5. Open Records Summary – October 2024
6. Property Tax Collections – October 2024
7. Budget Report – October 2024
8. Utilities Department Report - November 2024

- 9. Public Works Activity Report - November 2024
- 10. Information Technology Report - November 2024
- 11. Communications Report - November 2024
- 12. Cranberry Highlands Golf - November 2024

**Additional Business**

- 38. Additional Business**

**Adjournment**

- 39. Motion to Adjourn**