



# AGENDA

## Cranberry Township Board of Supervisors Regular Meeting Thursday, December 12, 2024 6:30 PM

### Call to Order - Chairman Manipole

1. Pledge of Allegiance

2. Roll Call

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

4. Powell Farm Advisory Committee Recommendations

362/2024

The Powell Farm Advisory Committee will present the outcome and recommendations for the Powell Farm.

### Special Recognition

### Planning & Development Services - Supervisor Skorupan

5. PR #LD-24-17/#COND-24-9 - Summerwind - Preliminary Land Development/Conditional Use (TLD to render decision 1/4/25)

288/2024

Motion to adopt Resolution No. 2024-69, granting approval for a Preliminary Land Development and Conditional Use applications 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.

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

365/2024

Motion to adopt Resolution No. 2024-70, granting approval for 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.

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

Motion to adopt Ordinance No. 2024-519, granting approval for an ordinance amendment to Chapter 22 (Subdivision and Land Development Ordinance) revising requirements for the application submission review deadlines.

**8. Ordinance Amendment - Bill No. 2024-12 - Zoning Ordinance Amendment**  
440/2024

The Township has received a request for a change in zoning for multiple properties at the north east corner of Route 228 and Franklin Road.

Motion to authorize advertisement of a public hearing for Bill No. 2024-12 and directing the Planning Advisory Commission to review and make recommendations for consideration at a public hearing at the January 30, 2025 Board meeting.

**Parks & Recreation and Library - Supervisor Newpol**

**Public Works and Engineering - Vice-Chairman Hezlep**

**Contract Change Order**

**9. CAR #23-16-06 - Change Order - Route 19 & Short Street Signal Replacement**  
445/2024

Motion to approve a change order for the Route 19 & Short Street Signal Replacement to Traffic Control & Engineering, Co. in the amount of \$33,399.16.

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

Motion to approve 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**

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

Motion to approve a final payment for the Fox Run Sewer System and Stormwater Infrastructure Upgrades to Thomas Construction, Inc. in the amount of \$8,685.87.

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

Motion to approve 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

Motion to approve a partial payment for the Municipal Center Building renovations for 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

Motion to approve 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

Motion to approve a partial payment for the Municipal Center Building renovations for electrical work to Allegheny City Electric, Inc. in the amount of \$31,994.14.

**16. CAR #23-16-07 - Partial Payment - Route 19 & Short Street Signal Replacement**  
446/2024

Motion to approve a partial payment for the Route 19 & Short Street Signal Replacement to Traffic Control & Engineering, Co. in the amount of \$316,328.77.

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

Motion to approve 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

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

**19. CAR #24-01-07 - Final Payment - Superpave Street Resurfacing 2024**  
430/2024

Motion to approve a final payment for Superpave Street Resurfacing 2024 to Youngblood Paving, Inc. in the amount of \$239,321.78.

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

Motion to approve 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 - Bid Rejection - Cranberry Highlands Golf Course Clubhouse Renovation - General Contractor**  
426/2024

Motion to approve a bid rejection for the Cranberry Highlands Golf Course Clubhouse Renovation general contractor.

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

Motion to approve a bid rejection for the Cranberry Highlands Golf Course Clubhouse Renovation plumbing work.

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

Motion to approve a bid rejection or the Cranberry Highlands Golf Course Clubhouse Renovation HVAC work.

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

Motion to approve a bid rejection for the Cranberry Highlands Golf Course Clubhouse Renovation electrical work.

**Authorizations to Bid**

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

Cranberry Township has received \$960,000 via a federal funding grant 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.

Motion to approve the authorization to bid the Franklin Acres Pump Station & Force Main Infrastructure Upgrades.

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

The Electronic & Household Hazardous Waste contract is due for renewal. As in the past, it is proposed to bid the service for one (1) year, with options for additional yearly extensions up to two (2) one-year extensions. This bid will include up to four (4) collection events per year.

Motion to approve the authorization to bid the Electronic & Household Hazardous Waste Collection.

**27. CAR #24-17-01 - Authorization to Bid - Cranberry Highlands Golf Course Clubhouse Maintenance Improvement Project**  
447/2024

Motion to approve the authorization to bid the Cranberry Highlands Golf Course Clubhouse Maintenance Improvement Project.

**Purchase Awards**

**28. Purchase Approval #24724 - Public Works Fuel Island & Dispenser Upgrade - Design & Bid Documents**  
433/2024

Motion to approve Purchase Approval #24724 for the Public Works Fuel Island & Dispenser Upgrade - Design & Bid Documents to Nexus Energy Services, LLC in the amount of 12,500.00.

**Bond Release Request**

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

Motion to approve the following Bond Releases:

PARTIAL RELEASE

D0408-04 PH-8B - Park Place

FINAL RELEASE

D5050-09 PH9 - Ehrman Farms

D0229-02 - Church of Latter-Day Saints

**Additional Engineering Business**

**30. Street Acceptance - Carry Back Court & Grindstone Place - Ehrman Farms**  
429/2024

Motion to adopt Resolution No. 2024-71, accepting the Deeds of Dedication for Carry Back Court and Grindstone Place within the Ehrman Farms development into the Township public road system.

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

Motion to adopt Resolution No. 2024-72, accepting the Deed of Dedication for Tuscarora Drive within the Park Place development into the Township public road system.

**Public Safety - Supervisor Mazzoni**

**Administration - Chairman Manipole**

**32. 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. Motion to approve the execution 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. Motion to approve the execution of an annual “Consultant Agreement for Federal Funding Services” according to the terms and services outlined in the contract proposal dated January 1, 2025.

**33. Fee Resolution Update**

435/2024

Motion to adopt Resolution No. 2024-73, amending the Fee Schedule for room rentals, water rates, trash tags shipping fees, technology fees, and vehicle crash report fees.

**34. Personnel**

443/2024

Two (2) Personnel Recommendations (Motions attached)

**35. Property Tax Rates Establishment for Year 2025**

436/2024

Motion to adopt Resolution No. 2024-74, establishing the Property Tax Rates for the Year 2025, which remain the same as 2024.

**36. Final Budget Adoption for the Year 2025**

437/2024

Motion to adopt Resolution No. 2024-75, approving the proposed 2025 budget, which maintains the current real estate tax rates.

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

405/2024

Motion to approve 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

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

411/2024

Motion to approve the following meeting minutes:

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

**Solicitor**

**39. Tax Assessment Appeal - Wingate by Wyndham (former Hampton Inn) - 210 Executive Drive**  
444/2024

Motion to approve the proposed settlement of the property tax assessment appeal filed at Butler County Docket No. 2021-40318, which revises the property's assessed value to \$387,100 for 2022 taxes and to \$347,900 for 2023 taxes, and to provide refunds pursuant to the settlement agreement.

**Reports**

**40. 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**

**41. Additional Business**

**Adjournment**

**42. Motion to adjourn**