



AGENDA

Cranberry Township Board of Supervisors Agenda Preparation Meeting Thursday, January 30, 2025 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.

Public Hearings

4. **PR #COND-24-10 - Holiday Inn Express - Conditional Use (TLD to open public hearing 2/7/25)**
408/2024

Accept public comment on a Conditional Use application for a four (4) story, eighty-four (84) room Hotel to be located at 1744 Route 228 on approximately 3.71 acres in the BPK 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 February 6, 2025 Regular meeting.)
5. **Bill No. 2024-10 - Chapter 27 (Zoning Ordinance) Parking Requirements**
417/2024

Accept public comment on an Ordinance Amendment to Chapter 27 (Zoning Ordinance) revising Parking Requirements.

(Following public comment and provided no additional testimony is needed, it is the recommendation to close the public hearing with consideration at the February 6, 2025 Regular meeting.)

6. Bill No. 2024-12 - Chapter 27 (Zoning Ordinance) Zoning Map Changes

442/2024

Accept public comment on a request that has been submitted to consider the rezoning of certain properties identified in Bill No. 2024-12 located along Route 228 and Franklin Road.

(Following public comment and provided no additional testimony is needed, it is the recommendation to close the public hearing with consideration at the February 6, 2025 Regular meeting.)

Planning & Development Services

7. PR #LD-24-21/COND-24-10 - Holiday Inn Express - Preliminary and Final Land Development/Conditional Use (TLD to render decision 2/7/25)

407/2024

At the February 6, 2025 Regular meeting, the Board will be asked to consider Preliminary and Final Land Development approval for a four (4) story, eighty-four (84) room Hotel to be located at 1744 Route 228 on approximately 3.71 acres in the BPK zoning district.

8. PR #SUB-25-1 - Crescent Revised Phase 1A Subdivision Plan of Lots - Revised Preliminary & Final Subdivision (TLD 4/26/25)

12/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider Revised Preliminary and Final Subdivision Approval for a lot line revision of two feet (2') located between Lots 148-147 (320/322 Highbridge Lane) in the existing Crescent CCD-2 zoning district.

9. PR #SUB-24-15 - Park Place Amendment No. 69 - Preliminary and Final Subdivision (TLD 4/6/25)

456/2024

At the February 6, 2025 Regular meeting, the Board will be asked to consider a Lot Line Revision to create five (5) units on Lot 8-9 along Nolan Circle within the Park Place, Phase 8A Development.

10. Ordinance Amendment- Bill No. 2025-02 - Chapter 27 (Zoning) - Multistory Multiple-Family Dwelling

2/2025

Staff continues to review the existing zoning regulations for consistency with the Cranberry Plan. As part of this review, the Board is being asked to authorize staff to proceed with advertising the public hearing and adoption of this zoning amendment that would provide for revisions to requirements and provisions for Multistory Multiple-Family Dwellings in certain zoning districts.

Motion to authorize the advertisement of a public hearing on February 27, 2025 and intent

to adopt Bill No. 2025-02 at the March 6, 2025 Regular meeting, revising Chapter 27 (Zoning) Multistory Multiple-Family Dwelling in developments and related provisions.

11. Ordinance Amendment - Bill No. 2025-03 - Chapter 27 (Zoning) - Timber Harvesting

5/2025

FOR BOARD ACTION THIS EVENING

Staff continues to review existing zoning regulations. As part of this review, the Board is being asked to authorize staff to proceed with advertising the public hearing and adoption of this zoning amendment that would provide for repealing, replacing and updating provisions related to Chapter 27, Section 321 (Timber Harvesting).

Motion to authorize the advertisement of a public hearing on February 27, 2025 and intent to adopt Bill No. 2025-03 at the March 6, 2025 Regular meeting, which would revise provisions related to Chapter 27, Section 321 (Timber Harvesting).

Public Works and Engineering

Contract Change Orders

12. CAR #23-10.01-20-GC- Change Order - Municipal Center Building Renovation - General Contractor

24/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a change order for the Municipal Center Building Renovation - General Contractor to FMS Construction Company in the amount of \$11,468.60.

13. CAR #23-10.02-21-HC - Change Order - Municipal Center Building Renovation – HVAC

26/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a change order for the Municipal Center Building Renovation - HVAC to K&K Mechanical Services, Inc. in the amount of \$10,247.73.

14. CAR #23-10.03-21-PC - Change Order - Municipal Center Building Renovation - Plumbing

32/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a change order for plumbing work to East End Plumbing & Mech, Inc. in the amount of \$34,369.69.

15. CAR #23-10.04-19-EC- Change Order - Municipal Center Building Renovation - Electrical

42/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a change order for the Municipal Center Building Renovation electrical work to Allegheny City Electric, Inc. in the amount of \$14,248.16.

16. **CAR #24-12-03 - Change Order - Municipal Building Interior Signage & Exterior Electronic Sign**
28/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a change order for the Municipal Building Interior Signage & Exterior Electronic Sign to Advance Sign Company LLC in the amount of \$2,538.97.

Contract Payments

17. **CAR #23-09-11 - Partial Payment - MS4 Glen Eden Watershed Stream Restoration Project**
23/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a partial payment for the MS4 Glen Eden Watershed Stream Restoration Project to Hunt Valley Environmental in the amount of \$107.12.

18. **CAR #23-10.01-21-GC - Partial Payment - Municipal Center Building Renovation - General Contractor**
25/2025

At the February 6, 2025 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 \$244,889.03.

19. **CAR #23-10.02-22-HC - Partial Payment - Municipal Center Building Renovation - HVAC**
27/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a partial payment for the Municipal Center Building renovations for HVAC work to K&K Mechanical Services, Inc. in the amount of \$41,094.96.

20. **CAR #23-10.03-22-PC- Partial Payment - Municipal Center Building Renovation - Plumbing**
31/2025

At the February 6, 2025 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 \$21,780.00.

21. **CAR #23-10.04-20-EC- Partial Payment - Municipal Center Building Renovation - Electrical**
30/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a partial payment for the Municipal Center Building renovations for electrical work to Allegheny City Electric, Inc. in the amount of \$192,945.47.

22. **CAR #24-09-04 - Partial Payment - MS4 Glen Eden Watershed Stream Restoration Project Phase 2**
33/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a partial payment for MS4 Glen Eden Watershed Stream Restoration Project Phase 2 to C. Crump, Inc., in the amount of \$485,035.00.

23. CAR #24-12-04 - Partial Payment - Municipal Building Interior Signage & Exterior Electronic Sign
29/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a partial payment for the Municipal Building Interior Signage & Exterior Electronic Sign to Advance Sign Company LLC in the amount of \$40,379.40.

Contract Awards

24. Contract Order #2025-53 (formally bid as CAR #24-10) - Contract Award - Franklin Acres Pump Station & Force Main - General Contractor
16/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a contract award for the Franklin Acres Pump Station & Force Main - General Contractor to Wagner Development Co. Inc. in the amount of \$1,251,000.00 subject to approval of the EPA grant funding authorization.

25. Contract Order #2025-54 (formally bid as CAR #24-10) - Contract Award - Franklin Acres Pump Station & Force Main - Electrical Contractor
21/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a contract award for the Franklin Acres Pump Station & Force Main - Electrical Contractor to McCurley Houston Electric, Inc. in the amount of \$271,500.00 subject to approval of the EPA grant funding authorization.

26. Contract Order #2025-55 (formally bid as CAR #24-10) - Contract Award - Franklin Acres Pump Station & Force Main - Force Main
22/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a contract award for the Franklin Acres Pump Station & Force Main - Force Main to E2 Landscape & Construction in the amount of \$692,187.50 subject to approval of the EPA grant funding authorization.

27. Contract Order #2025-26 - Construction Services - Franklin Acres Pump Station & Force Main
37/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a contract with HRG for Construction Service related to the Franklin Acres Pump Station & Forced Main in the amount of \$94,700.00.

28. Contract Order #2025-57 (formally bid as CAR #24-15) - Contract Award - Public Works Salt Shed Renovations
17/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a contract award for the Public Works Salt Shed Renovations to Lee Michael Industries in the amount of \$255,365.00 which includes alternates 1 and 2.

29. Contract Order #2025-58 (formally bid as CAR #24-16) - Contract Award - Electronic & Household Hazardous Waste Collection
20/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a contract award for the Electronic & Household Hazardous Waste Collection to Noble Environmental Specialty Recycling, LLC in the amount of \$62,601.60 which includes options for additional yearly extensions up to two (2) one-year extensions.

30. Contract Order #2025-60 (formally bid as CAR #24-17) - Contract Award - Cranberry Highlands Golf Course Clubhouse Roof Replacement
18/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a contract award for the Cranberry Highlands Golf Course Clubhouse roof replacement to Grahamboys LLC in the amount of \$415,701.00 including alternates 2, 3, and 5.

31. Contract Order #2025-61 (formally bid as CAR #24-17) - Contract Award - Cranberry Highlands Golf Course Clubhouse Plumbing Repairs
19/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a contract award for the Cranberry Highlands Golf Course Clubhouse plumbing repairs to Shipley Plumbing in the amount of \$15,841.00.

32. Contract Order #2025-27 - Golf Course Master Plan Design for Bunker Renovations
38/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a contract with Fry Straka Global for design services for the Golf Course bunker renovations in the amount of \$50,000.00.

33. Contract Order #2025-29 - Sanitary Sewer & Water Facilities Grass Cutting Services
39/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a contract with Adler Tree Services & Landscaping for the Sanitary Sewer & Water grass cutting services in the amount of \$22,005.00.

Authorizations to Bid

34. Contract Order #2025-48 through 2025-51 - Authorization to Bid - BCWPCF - Solids Handling Upgrade
36/2025

Staff is requesting authorization to bid the BCWPCF - Solids Handling Project for general, plumbing, HVAC, and electrical contractors. The total project cost is estimated at \$35 million. The Township has secured grant funding in the amount of \$5 million through EPA and \$1.75 million from PA H2O Program. MTMSA will also be contributing roughly \$6 million per our intermunicipal agreement. Pennvest will fund the remaining portion of the project with a low interest loan 1% (Years 0-5) & 1.743% (Years 6-20).

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of an

authorization to bid the Solids Handling Upgrade for the Brush Creek Water Pollution Facility.

35. Contract Order #2025-52 - Authorization to Bid - BCWPCF – Disposal of Bio-Solids, Grit & Screening

35/2025

Staff is requesting authorization to bid the service contract for hauling and disposal of dewatered Bio-Solids, Grit and Screening generated at the Brush Creek Water Pollution Control Facility for one (1) year, with options for an additional year extension.

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of an authorization to bid the hauling and disposal contract for the Brush Creek Water Pollution Facility.

Purchase Awards

36. Purchase Approval Amendment - 2024 Pierce Fire Engine

14/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a purchase approval amendment to include the up fitting of the 2024 Pierce Fire Engine, increasing the authorized amount by \$29,861.00 bringing the new grand total to \$780,603.00.

37. Purchase Approval #25086 - Flooring Installation - Golf Clubhouse Banquet Room

43/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of the purchase of the flooring installation for the Golf Clubhouse Banquet Room to Butler Floor & Carpet Co. in the amount of \$26,000.00.

38. Purchase Approval #25139 - Bar - Golf Clubhouse Banquet Room

45/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of a contract to install a permanent bar in the Golf Clubhouse Banquet room to Brian Perry Custom Cabinetry in the amount of \$15,250.00.

39. Purchase Approval #25107 - Painting - Golf Clubhouse

44/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of the purchase of painting services for the Golf Clubhouse Banquet Room to Daniel P. Sturgess in the amount of \$8,062.00.

40. Purchase Approval #25138 - Site Furniture - Armstrong Great Lawn

46/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of the purchase of site furniture for the Armstrong Great Lawn from Keystone Ridge Design, via a Co-Stars cooperative contract, in the amount of \$61,192.00.

Bond Release Requests

41. Bond Release Request - January 2025

34/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of the following Bond Releases:

PARTIAL RELEASE

D2221-01 - Boundary Loft

D2125-01 - Fox Run Sanitary Sewer Ext.

D2125-01 - Crescent/Cranberry Springs Road Improvements

D2125-03 - Crescent Ph. 1A

Additional Engineering Business

42. Street Acceptance - Tuscarora Drive & Little Pine Lane

41/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider adoption of Resolution No. 2025-10, accepting the Deeds of Dedication for a small portion of Tuscarora Drive and Little Pine Lane into the Township public road system.

43. Sewage Planning Module - Graham Development

40/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider adoption of Resolution No. 2025-11, approving the Sewage Facilities Planning Module for a new collection system for Graham Development.

Township Manager

44. Establish Compensation for the Elected Real Estate Tax Collector

448/2024

Pursuant to State law, the Board is required to establish the compensation for the elected real estate tax collector by February 15, 2025 for the for the new term of 2026 -2029.

At the February 6, 2025 Regular meeting, the Board will be asked to consider adoption of Resolution No. 2025-12, establishing the compensation for the elected real estate tax collector for the term 2026-2029.

45. Updated Resolution for the Community Park North LWCF Grant

10/2025

FOR BOARD ACTION THIS EVENING

The Township received a \$2.8 million Land and Water Conservation Fund (LWCF) grant for the Community Park North project. An updated resolution needs to be adopted to begin the process of finalizing the grant agreement with the DCNR.

At the February 6, 2025 Regular meeting, the Board will be asked to consider adoption of Resolution No. 2025-05, designating the Chairman of the Board of Supervisors to execute

the Community Park North grant agreement with the Pennsylvania Department of Conservation and Natural Resources (DCNR).

46. Fall 2024 Online Auction Results

11/2025

At the November 7, 2024 Board of Supervisors meeting, the Board authorized the electronic auctioning and sale of miscellaneous surplus equipment. The results of the auction, which ended on December 6, 2024, are provided in the meeting materials.

47. Fee Resolution Update

15/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider adoption of Resolution No. 2025-13 amending the Fee Schedule for technology fees, water service, street signs, soliciting, and tax certifications.

48. Green Light-Go Grant Year 10 Submission Approval #1

47/2025

As a part of our continuing efforts to seek funding opportunities to implement the Township's Plan, staff is requesting authorization to submit a Green Light GO Grant Year 10 for installation of fiberoptic signal communications on Rochester Road from Haine School Road to Powell Road to improve traffic signal communication and coordination. This grant is a request for \$83,500 with the Township matching funds of \$21,000 or 20% for a project total of \$104,500.

At the February 6, 2025 Regular meeting, the Board will be asked to consider adoption of Resolution No. 2025-14, granting authorization to submit an application for the Green Light-Go Program for installation of fiberoptic signal communications on Rochester Road from Haine School to Powell Road.

49. Green Light-Go Grant Year 10 Submission Approval #2

48/2025

Staff is requesting authorization to submit a Green Light GO Grant Year 10 for three (3) signal detection upgrades at the following signals: Franklin Road/Peters Road, Rochester Road/Graham Park Drive, Rowan Road/Rowan School. This grant is a request for \$96,000 with the Township matching funds of \$24,000 or 20% for a project total of \$120,000.

At the February 6, 2025 Regular meeting, the Board will be asked to consider adoption of Resolution No. 2025-15, granting authorization to submit an application for the Green Light-Go Program for three (3) signal detection upgrades.

50. Personnel

1/2025

FOR BOARD ACTION THIS EVENING

Two (2) Personnel Recommendations (Motions attached)

Additional Township Solicitor Business

Minutes

51. Minutes - January 6, 2025

13/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of the meeting minutes for the January 6, 2025 Reorganization meeting.

Remittance & Payroll Warrants

52. Remittance Proposals & Payroll Warrants – January 2025

6/2025

At the February 6, 2025 Regular meeting, the Board will be asked to consider approval of the following Remittance Proposals and Payroll Warrants:

1. Remittance Proposal NOV24WIR dated 11-30-24
2. Remittance Proposal NOV24PPD dated 11-30-24
3. Remittance Proposal DEC24MID dated 12-19-24
4. Remittance Proposal DEC24REF dated 12-19-24
5. Remittance Proposal DEC24FIN dated 12-30-24
6. Remittance Proposal DEC24WIR dated 12-31-24
7. Remittance Proposal DEC24PPD dated 12-31-24
8. Remittance Proposal JAN25MID dated 1-21-25
9. Remittance Proposal JAN25M24 dated 1-21-25
10. Remittance Proposal JAN25REF dated 1-23-25
11. Remittance Proposal FEB25BIG dated 2-07-25
12. Remittance Proposal FEB25B24 dated 2-07-25
13. Payroll Warrant 242024 dated 11-22-24
14. Payroll Warrant S2224 dated 11-29-24
15. Payroll Warrant 252024 dated 12-6-24
16. Payroll Warrant S2324 dated 12-16-24
17. Payroll Warrant 262024 dated 12-20-24
18. Payroll Warrant S2424 dated 12-31-24
19. Payroll Warrant 012025 dated 1-3-25
20. Payroll Warrant S0125 dated 1-15-25

Reports

53. Monthly Reports -January 2025

7/2025

1. Planning and Development Services - November & December 2024
2. Police Department – November & December 2024
3. Fire Company - November & December 2024
4. EMS Report – November & December 2024 & 2024 Year in Review
5. Open Records Summary – November & December 2024
6. Property Tax Collections – November & December 2024
7. Budget Report – November & December 2024
8. Utilities Department Report - December 2024 & January 2025
9. Public Works Activity Report - December 2024 & January 2025

- 10. Information Technology Report - December 2024 & January 2025
- 11. Communications Report - December 2024 & January 2025
- 12. Cranberry Highlands Golf - December 2024 & January 2025

Additional Business

- 54. **Additional Business**

Adjournment

- 55. **Motion to Adjourn**