

February 12, 2015

The regular meeting of the Board of Supervisors of the Township of Cranberry for February 12, 2015 was called to order by Fred Buckholtz, Chairman. This meeting is being tape recorded.

- **ROLL CALL OF MEMBERS:** Those in attendance were Fred Buckholtz, Harold Best, Jerry Brosius, Chad Findlay (Township Manager), Koah Pentz (Code Enforcement), Ted Williams (Road Supervisor) and Mike Erwin (Utility Supervisor). Guests in attendance were (see-attached sheet).
 - **PUBLIC COMMENTS** – None.
 - **ADOPTION OF AGENDA** – Jerry Brosius made a motion to adopt the agenda, seconded by Harold Best, motion carried (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-yes).
1. **APPROVAL OF MINUTES FOR 01.22.15** – Fred Buckholtz asked if there were any additions or corrections to the minutes of the January 22, 2015 meeting, hearing none Harold Best made a motion to approve the minutes, seconded by Jerry Brosius, motion carried (Fred Buckholtz - yes, Jerry Brosius-yes, Harold Best- yes).
 2. **EXPENDITURES** – Fred Buckholtz asked if there were any questions on the expenditures. Hearing no comments, Jerry Brosius made a motion to approve the expenditures seconded by Harold Best, motion carried, (Fred Buckholtz - yes, Jerry Brosius-yes, Harold Best- yes).
 3. **PERSONS ON THE AGENDA** –None.
 4. **STAFF REPORTS**
 1. **Road Supervisor** – Ted Williams reported that he and his crew have been plowing and salting the roads due to the snow, rain and freezing. This breaks down to 18 days of plowing including 254 ten ton loads, 164 one ton loads. They accumulated 226 hours of overtime. The crew has spent several days with the loader removing snow from intersections and hauling it away. When not plowing, the crew is also filling in pot holes that have developed and cutting back trees for better visibility. Ted also reported that there have been a few repairs needed to keep the trucks going but nothing major. Jerry asked if the overtime hours are over the budget. Ted replied that we are still ok as far as he knows. Fred asked how the new truck was coming. Ted said they are working on it when the parts come in and they have time. Fred asked if the salt came in that was ordered two weeks ago. Ted replied that only two tri-axle loads have been delivered. Jerry asked who the salt contract was with. Ted stated that the contract was with Morton but the trucking was with McClymonds.
 2. **Utility Manager** – Mike Erwin stated that his crew has spent several days checking man hole lids and for leaks. A lift station pump burnt up and a spare was installed. The new pump was ordered and the cost is \$10,683. The water crew has been working in the plants replacing valves and re-routing lines, along with shoveling out hydrants. Work is also continuing with the meter replacement when time permits. Mike reported that he received a new potassium permanganate detector for the PA Ave plant and it has been installed. Fred asked if painting at the lift stations has started yet. Mike said a little had been done but they have been keeping busy.
 3. **Code Enforcement** – Koah Pentz reported that there has not been much construction activity but he did issue two permits for signs with a total cost of \$1,400. No Driveway or Heavy Hauling permits were issued. Koah said he participated in a DCNR Grant Webinar to get information for park grants in the future. He also attended two planning commission meetings and informed the Supervisors that the Planning Commission is forwarding the new zoning portion of the code to the Supervisors for review.
 4. **Township Manager** –Chad Findlay informed the Supervisors that the new Dodge 5500 truck was delivered and work has begun preparing it for the plow and bed. We have received notice from Time Warner Cable that

many networks are due to expire on or after March 10, 2015. A copy of the list is available upon request. He also received notice from Urban Engineers that National Fuel Gas Distribution Corporation applied for DEP approval to replace 2300' of steel distribution pipeline between Whippoorwill Rd and Rockland-Nickleville Rd. Some construction will take place in or near Pine Run, East Sandycreek and other tributaries to East Sandy. PennDOT has notified us that the Planning and Research Division has contracted with Tri-State Traffic Data to collect traffic data on municipality owned roads. A list of identified roads for the study is available for review. Carol Gustafson has provided a copy of the delinquent street light tax notice for the Supervisors to sign prior to her sending them out. Chad along with office personal have placed the reservations for the PSATS Conference. He had recently received notice that Comcast will be closing its payment center here in the Township which is located near Tractor Supply. Their current customers will receive notices with their bills. A report was received from PennDOT that our compliance audit for our Liquid Fuels Funds revealed accurate balances and is in compliance with current rules and regulations. The Venango County Board of Elections sent a letter asking the continue using the Township Municipal Building as a polling place. All three Supervisors were in agreement to this. Chad then did the first reading of Ordinance 248 of 2015. This Ordinance authorizes the participation in the PSATS Unemployment Compensation Group Trust pursuant to the Pennsylvania intergovernmental cooperation law. This group was established in 1980 and the Township is currently a member. PSATS is just updating files and required all current members to pass a current Ordinance. This Ordinance was advertised in The Derrick on January 22, 2015 and is on hand at the Township Building for review. The second reading and adoption will be on March 12, 2015. He then informed the Supervisor's that the following reports are completed and filed. The DEP water reports, DEP sewer report (Chapter 94) given to Oil City, Survey of Financial Condition, W2 forms to all employees, 1099MISC forms sent, report of Elected and Appointed Officials, tax report to DCED and Actual Use Report of State Funds.

5. **PUBLIC COMMENTS** – Matt McSparren complimented the Road Department with the good job they are doing. He also thanked the Board, Chad, Koah and the Planning Commission on the work and time they put into the new zoning revisions.

6. **COMMENTS OF MEMBERS** – Jerry Brosius suggested that a committee be put together to look into the healthcare for Township employees. He also said that he would be willing to chair the committee and would like to revise any existing policies for healthcare. Jerry Brosius asked the other Supervisors if the Township would host an Appreciation Dinner for the volunteer committees and boards of the Township. Fred Buckholtz said yes and Bonnie was looking into dates and locations. Fred Buckholtz informed the public that former Supervisor Fred Blauser had passed away. The Township is going to place a plaque on a bench at Moody Park honoring him.

The next meeting of the Board of Supervisors of the Township of Cranberry will be February 26, 2015 at 7:00PM. There being no further business, Chairman Fred Buckholtz adjourned the meeting at 10:57AM.

ATTEST

Chad Findlay
Township Manager