

April 9, 2015

The regular meeting of the Board of Supervisors of the Township of Cranberry for April 9, 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), Mike Erwin ( Utility Manager) and Judy Etzel (Derrick). Guests in attendance were (see-attached sheet).
  - **PUBLIC COMMENTS** – None.
  - **ADOPTION OF AGENDA** – Harold Best made a motion to adopt the agenda, seconded by Jerry Brosius, motion carried (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-yes).
1. **APPROVAL OF MINUTES FOR 03.26.15** – Fred Buckholtz asked if there were any additions or corrections to the minutes of the March 26, 2015 meeting, hearing none Harold Best made a motion to approve the minutes, seconded by Jerry Brosius, motion carried (Fred Buckholtz - yes, Harold Best-yes, Jerry Brosius- yes).
  2. **EXPENDITURES** – Fred Buckholtz asked if there were any questions on the expenditures. Harold Best made a motion to approve the expenditures, seconded by Jerry Brosius. Motion carried. (Fred Buckholtz - yes, Jerry Brosius-yes, Harold Best- yes).
  3. **PERSONS ON THE AGENDA** – None
  4. **STAFF REPORTS**
    - Road Master-** Ted Williams reported that in the last month his crew spent 6 days salting roads, installed 2 driveway pipes, installed a 30" crossover pipe on Allison Road, worked 4 days at the gravel plant, 1 day grading dirt roads, 1 day putting Morrison Park playground equipment together, 4 days patching potholes, 8 days sweeping with the street sweeper and 8 days sweeping with the pull behind broom. When his crew was out plowing they spread (20) 10 ton loads of salt and antiskid, (12) 1 ton loads of salt and antiskid spread and it included 14 hours of overtime. Ted asked about the new pet signs for Morrison Park. Fred Buckholtz and Mike Erwin provided direction as to where to install them. Supervisor Jerry Brosius asked Ted where we stand on the Agility Agreement with PennDOT. Chad answered that the agreement had been signed for this year and the work was similar to other years.
    - Utility-** Mike Erwin reported that he and his crew have been working on sealing up manholes and dealing with the aftermath of frozen water and sewer lines. They will be replacing 850 feet of sewer line on Allison Road. Two new pumps were purchased for the lift stations and a home on Meadow Road connected to the sewer. Mike updated the Supervisors on the status of sewer customers with lateral lines that are failing. These customers have been notified in the past and have not replaced them. His crew also started locating water values for the GIS mapping plan and opened Morrison Park.
    - Code Enforcement-** Koah Pentz reported that 11 permits were issued including 1 commercial, 1 addition, 2 garages, 3 structure removals, 2 remodeling, 1 shed and 1 sign. Total cost of construction is \$339,700. Koah issued 3 construction notices, attended the County Source water training, storm water training, PSATS webinar and the Township Planning Commission meeting. Koah reported that he and Chad met with Jeff Pierce to discuss the Township Comp. Plan, a Township survey and possible funding sources. Koah advised the Supervisors that he declared a building at 173 Rex Lane an emergency dangerous structure and the owners have not responded. The Township can hire an outside contractor or demolish the structure in-house, then lien the property. Koah also asked the Supervisors to set a date to discuss the proposed zoning ordinance. Supervisor Jerry Brosius questioned Koah about the situation at the bottom of the hill regarding the vehicles near the roadway. Koah explained that the Solicitor was handling the situation. Jerry then asked Koah if the Township had any hearings last year. Koah said that the Zoning Hearing Board had 2 hearing last year.
    - Township Manager** –Chad Findlay reported that we received official approval of the Green Light Go Grant for

\$4,523 towards LED bulbs. This will complete the change over from incandescent bulbs to all LED in the Townships traffic signals. Jerry Brosius made a motion to approve the Green Light Go Grant with Harold Best seconding. Motion carried. (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-yes) Chad said he added two properties to the Townships Property & Liability policies. The two properties were 3702 State Route 257 & the Moody Pond/Pavilion. Chad received a request from the Franklin Area Chamber asking for sponsorships for Applefest. Sponsorships are from \$500-\$4,000. We did not budget for this expense. Fred Buckholtz made a motion that we donate \$500 to the Franklin Area Chamber for Applefest. Jerry Brosius seconded. All in favor. (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-yes) Chad then had the 1<sup>st</sup> reading of the proposed Ordinance 249 of 2015. This Ordinance was advertised in The Derrick on March 25<sup>th</sup>, 2015. He then informed the Supervisors of the recent CDBG Conference. There are a lot of changes to this program with monitoring, low to moderate income eligible projects and the County administration for Townships of less than 10,000 in population. It appears we will need to meet with County Commissioners for information gathering prior to the takeover. Chad received investment information from Northwest Savings Bank. He needs to compare the other proposals and hopefully have recommendations for the next meeting. Bids have been opened for the CDBG work at the Emergency Shelter low bid for the electrical contract was Reck Construction with a bid of \$8,970. The bids for concrete work come in over threshold for advertising, so he is waiting for an answer from DCED to see what needs to be done. Chad also attended the Cranberry/Venango County General Authority meeting. The majority of discussion at this meeting was on the delinquent water & sewer accounts and regarding the enforcement of lateral replacements. He attended the Oil Region Joint Sewage Agency annual meeting. He reported that the number of sewage applications in the Township were lower in 2014 than 2013. A discussion was held at the meeting on the By-Laws. Chad was officially appointed the Administrator of the Agency. Road material bid packets will be going out next week with the bid opening being May 7<sup>th</sup> @ 1:00PM. Gibbons Business Solutions submitted a few new logos that were reviewed by the Supervisors. Joe Fox requested to use Morrison Park on July 11<sup>th</sup> for a 5K for their church. The matter was tabled until more information was presented. Chad announced that two of the Township Supervisors, Road Master, Zoning Officer and himself will be attending the PSATS Annual Convention on April 19-22.

**5. PUBLIC COMMENTS** – Roy Blair commented that 5k's bring a lot of people into the area.

Matt McSparren asked who would cover the insurance during the event. Chad said he would have to look into the insurance. Ted Williams also added that there was a hole in the road at Wal-Mart. He patched it for now.

**6. COMMENTS OF MEMBERS** – Fred Buckholtz said that Road Inspection needed to be scheduled.

The next meeting of the Board of Supervisors of the Township of Cranberry will be April 23, 2015 at 7:00PM. There being no further business, Chairman Fred Buckholtz adjourned the meeting at 10:59AM.

ATTEST

Chad Findlay  
Township Manager