

May 14, 2015

The regular meeting of the Board of Supervisors of the Township of Cranberry for May 14, 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). 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 04.23.15** – Fred Buckholtz asked if there were any additions or corrections to the minutes of the April 23, 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. Being none, 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** – Mark Marterella of Briar Circle asked the Supervisors to consider tar and chipping Briar Circle. The Supervisors referred to Road master Ted Williams. Ted said the road has held up well and he plans to tar and chip it this summer. Jerry Brosius then asked Ted about paving Horsecreek Road. Chad said he would be covering that in his report.

#### 4. STAFF REPORTS

**Road master-** Ted Williams reported that he and his crew have spent 3 days sweeping within the Township, 8 days sweeping for PennDOT and 6 days sweeping the back roads with the pull behind broom. His crew installed 7 driveway pipes and have been ditching and grading back roads. They also patched holes in roads for 2 days and completed maintenance on the spreader boxes before putting them away. Ted went on road inspection with the Supervisors and picked up two tandem axle surplus trucks from the Department of General Services for use here in the Township. The scrap metal from metal drop-off day was also taken to Triple S Recycling.

**Utility-** Mike Erwin updated the Supervisors on the recent General Authority meeting. He stated that Solicitor Jim Greenfield has a list of unpaid sewer accounts and of the homes that need new sewage laterals. He also reported that 3 new laterals were installed in the last month and they still have about 51 more laterals to be checked. Mike said that a pump at Lift Station #1 went out due to the storm and he is expecting to need a new one to replace it. His crew is also marking water valves for the mapping and working on lawn repair.

**Code Enforcement-** Koah Pentz reported a total of 33 permits were issued in the month prior totaling \$388,798.00. Of those, two (2) mobile homes, two (2) home additions, one (1) for an addition to an accessory structure, two (2) garages, eight (8) decks, two (2) pools, one (1) structure removal, one (1) for remodeling, seven (7) sheds, four (4) signs, two (2) fences and one (1) for other construction. Koah sent out 10 construction notices to 10 property owners, issued six (6) heavy hauling permits and three (3) driveway permits. Koah also attended the PSATS Convention, April 19<sup>th</sup> -22<sup>nd</sup>. He attended classes on storm water, zoning case law, GIS mapping. He went on road inspection and held the Township Planning Commission meeting. Koah met with the Solicitor to review the new zoning ordinance and announced that he is still seeking individuals to serve on the steering committee for the new comprehensive plan.

**Township Manager** –Chad Findlay provided results from the May 7<sup>th</sup> bid opening for road materials. Bids were accompanied with a 10% bid bond or check. Successful bids were as follows: E3-M Oil Suit Kote 95,000 gallons @ \$172,335

E3-M Oil	Suit Kote 25,000 gallons @ \$39,675
Diesel Fuel	W.G. Satterlee 15,000 gallons @ \$30,390
Unleaded Gasoline	W.G. Satterlee 12,000 gallons @ \$24,498
#8 Limestone	Allegheny Mineral Corp 4,000 tons @ \$105,520
SSI Antiskid	Hasbrook Sand & Gravel 3,000 tons @ \$30,900

Harold Best made a motion to approve the bids. Seconded by Jerry Brosius. Motion carried. (Fred Buckholtz - yes,

Harold Best - yes, Jerry Brosius-yes).

Chad then asked for the final approval of proposed Ordinance #249 of 2015 regarding the Pennsylvania Municipal Retirement System Municipal Pension Plan. This is an updated contract to the original 2009 contract. Chad read a general summary of what the Ordinance entailed. Motion to approve Ordinance #249 of 2015 and the Pennsylvania Municipal Retirement System Municipal Pension Plan Contract was made by Fred Buckholtz. Seconded by Harold Best. All in favor. (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-yes).

Chad then asked for a motion to approve the hiring of summer employees as Follows:

Brent Books @ \$8.75, Adam Mellot @ \$8.00, Trevor Diebert @ \$8.00. If needed a fourth summer employee would be hired @ \$8.00. Harold Best made a motion to hire up to four summer employees. Seconded by Jerry Brosius. All in favor. (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-yes). After having met with First National Bank last week, Chad recommended the investment of Capital Reserve Funds for the Township General Fund and the general Authority Funds into a managed ladder portfolio with First National Bank. Jerry also asked for a breakdown of each account and Chad said he would get that to the Supervisors prior to investing. Motion to approve investment after review of accounts prior to investments with First National Bank was made by Harold Best. Seconded by Fred Buckholtz. All in favor. (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-yes). Chad presented a summary of the Township Bridge Report. All of the Township Bridges need some improvements over the next few years. We need to keep this in mind during budget time.

Chad received and forwarded information from the Conservation District regarding rain gardens /rain barrels for local municipalities. Municipal Benefits Services formally Municipal Insurance Trust has notified the Township of their name change and is updating their records. They are the Township's Dental & Vision Insurance carriers. We need to sign a new Joinder Agreement and identify the Officials who are authorized to sign. Motion to approve new Joinder Agreement and for Chad to sign was made by Harold Best. Seconded by Jerry Brosius. All in favor. (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-yes). Chad informed them of the bid opening on May 20<sup>th</sup> for road paving. He had completed the following reports: MRM Municipal Risk Management Report and the Public Employee Retirement Commission Report.

**5. PUBLIC COMMENTS** – Matt Antrilli of Kaufman Drive asked the Supervisors what their plans were for dust control on Kaufman Drive. Ted Williams said that he feels the ditching and gravel that was put on the road last year has helped and he is going to try to get it tar & chipped this summer.

**6. COMMENTS OF MEMBERS** – None

The next meeting of the Board of Supervisors of the Township of Cranberry will be May 28, 2015 at 7:00PM. There being no further business, Chairman Fred Buckholtz adjourned the meeting at 11:03AM.

ATTEST

Chad Findlay  
Township Manager