

August 13, 2015

The regular meeting of the Board of Supervisors of the Township of Cranberry for August 13, 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), Ted Williams (Road Supervisor), Mike Erwin (Utility Manager) and Koah Pentz (Code Enforcement). 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 07.23.15** – Fred Buckholtz asked if there were any additions or corrections to the minutes of the July 23, 2015 meeting, hearing none Jerry Brosius made a motion to approve the minutes, seconded by Harold Best, 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, 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 printed, Dustin Wenner (Cranberry Conservation Club) added per Fred Buckholtz. Dustin Wenner introduced himself as the Cranberry High School Conservation Club Instructor. He explained that the students were mid-construction of a barn facility located at the school property to house pheasants and other agricultural animals in the future. Dustin explained that they had rented a small ditch witch to excavate a ditch for running electric, gas and water but it was unable to complete the job. Dustin asked for the Township’s help with the excavation of this ditch. The Supervisor’s asked Mike Erwin if he could fit it into his schedule. Mike Erwin replied that he could and the Supervisors approved the request. Dustin thanked the Township for their efforts.
 4. **STAFF REPORTS**
 - Road Supervisor-** Ted Williams reported that his crew tar & chipped for 10 days, mowed ditches for 13 days in Cranberry Township and 4 days in the City of Franklin, paved wheel ruts on Horsecreek Road 2 days, swept roads for several days, ditched 2 days, worked at Venango County Fairgrounds 1 day, worked on Moody Park Pavilion 4 days, installed 4 driveway pipes and attended a PennDOT mandatory flagger training.
 - Utility Manager-** Mike Erwin reported that his crew repaired a leak or Greystone, finished repairing a water line on Allison Road, repaired a pump at the Mall Water Plant, videoed sewer lines on Roseland and Rich Street, installed a check value on well #2 at the Mall Plant, repaired a broken flange on a sewer pump at Moody’s pump station, fused pipe for Rich Street and touched up some painting at Morrison Park.
 - Code/Zoning Enforcement-** Koah Pentz reported he had issued 18 municipal permits in the last month. Those permits totaled \$280,873.00 and included: one (1) commercial structure, one (1) addition to a house, one (1) addition to other structure, four (4) garages, one (1) porch, one (1) pool, three (3) structure removals, one (1) remodel, one (1) shed, two (2) fences and two (2) sign permits.

Koah also issued four (4) construction notices, one (1) driveway permit, one (1) fireworks permit and one (1) heavy hauling permit. Koah attended the Township Planning Commission meeting, a Zoning /Hearing Board meeting and worked at the Fairgrounds for one (1) day. Koah informed the Supervisors that the Planning Commission completed the search for the committee members for the comprehensive plan steering committee. He also updated the Supervisors on the zoning revisions being completed by Olson & Associates.

Township Manager –Chad Findlay informed the Supervisors that the Township’s CDBG allocation for the 2015 application will; be \$102,914. Chad forwarded two requests for use of the Bike Trail, one for the Franklin High School Publications Staff 5K on August 22nd and the other for the Oil Region Ballet Company 5K on October 10th. Both were approved. Chad read an invitation to the Supervisors for the 103rd Annual Township Officials Convention to be held on Sept 30th at the Oakland Township Fire Hall. Chad provided a copy of the check to the Supervisors from PennDOT for \$1,390 as an adjustment to the winter service agreement due to the harsh winter. Chad then presented proposed Resolution 7-15 for the acceptance of the Deed of Dedication of the Township Road #711 also known as Hoss Drive. Motion was made by Harold Best to approve the Resolution with the second by Jerry Brosius. Motion carried. (Fred Buckholtz - yes, Jerry Brosius-yes, Harold Best- yes). Chad read a request from Debra Frawley regarding the placement of a serviceberry tree near the pavilion at the Saltbox trailhead in honor of the trail volunteer of the year Mike Snyder. This request was granted. Chad updated the Supervisors that he started looking at the 2015 Profit & Loss Statements, the 2016 Budget and healthcare costs for employees for next year. Chad also reported that he and Pam met with the Venango County regional Planning Commission to work on the additional information needed at DCED for the 2014 CDBG application. Chad also informed the Supervisors of the surplus of administration monies on hand and told the Supervisors he was looking into purchasing several safes for files out of the administration money. Chad also reminded the Supervisors of the Township surplus action on Wednesday, August 26th at 5:00PM.

5. PUBLIC COMMENTS – None

6. COMMENTS OF MEMBERS – Fred Buckholtz reminded everyone of the Car Show and Bluegrass Festival at Morrison Park on August 15th.

The next meeting of the Board of Supervisors of the Township of Cranberry will be August 27, 2015 at 7:00PM. There being no further business, Fred Buckholtz, Chairman adjourned the meeting at 11:10AM.

ATTEST

Chad Findlay
Township Manager