

February 11, 2016

The regular meeting of the Board of Supervisors of the Township of Cranberry for February 11, 2016 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 (by phone), and Jerry Brosius (absent), 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** – Harold Best made a motion to adopt the agenda, seconded by Fred Buckholtz, motion carried (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-absent).
1. **APPROVAL OF MINUTES FOR 01.28.16** – Fred Buckholtz asked if there were any additions or corrections to the minutes of the January 28, 2016 meeting, hearing none Harold Best made a motion to approve the minutes, seconded by Fred Buckholtz, motion carried (Fred Buckholtz - yes, Harold Best- yes, Jerry Brosius - absent ).
  2. **EXPENDITURES** – Fred Buckholtz asked if there were any questions on the expenditures. Hearing no comments, Harold Best made a motion to approve the expenditures seconded by Fred Buckholtz, motion carried, (Fred Buckholtz - yes, Harold Best- yes, Jerry Brosius-absent.)
  3. **PERSONS ON THE AGENDA** –None.
  4. **STAFF REPORTS**
    1. **Road Supervisor** – Ted Williams reported that his crew plowed and salted the roads 14 days including (121) 10 ton loads and (63) 1ton loads of salt and antiskid accumulating 118 hrs. of overtime. When his crews weren't plowing, they worked 3 days crushing gravel, 2 days filling pot holes, 2 days trimming branches, 2 days building picnic tables, fixed traffic signals at Walmart, ran generators at traffic signals during power outages, and painted the Freightliner truck.
    2. **Utility Manager** – Mike Erwin and his crew installed a 2" water tap for Kwik Fill on US 62, found and repaired a leak on the water service line on Sage Run, changed (4) 8" air operated valves at PA Ave water treatment plant, added 4" of green sand to filter at Mall water treatment plant, pulled a pump and replaced a seal at Rhoades lift station, and videoed the sewer main on Central Ave Ext to mark taps.
    3. **Code Enforcement** – Koah Pentz reported a total of (2) permits were issued for a total of \$31,000 in construction. These permits included (1) remodeling project and (1) sign. The Township also issued (6) heavy hauling permits. Koah announced that he attended a Planning Commission and Comprehensive Plan meeting on February 8, 2016, and the Steering Committee was planning an Open House at the Cranberry Mall on March 15<sup>th</sup> from 5PM – 8PM to display the survey results and allow exposure to local businesses. Koah also informed the Supervisors that he finalized the permitting requirements for the new retail plaza near Home Depot and he attended training in Wilkes Barre regarding the Property Maintenance Code.
    4. **Township Manager** –Chad Findlay informed the Supervisors that auditors from McGill, Power and Bell have been in working on the 2015 year-end Audit. Chad announced that through the audit preparation it was discovered that Suit Kote improperly charged the Township for approximately 16,000 gallons of oil and they were sending a refund check of \$3,428.46. Chad reported that he and Ted met with the County Conservation District regarding Upper Sage Run Road as a requirement for the Environmental Review prior to work. Chad presented a request by the Clarion University Women's Cross Country and Track Team to hold a 5K on August 13, 2016 at the Bike Trail. Harold Best made a motion to let them use the trail and Fred Buckholtz seconded the motion. (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-absent). Chad presented the Supervisors with an

invitation to a panel discussion held by the Venango County Overdose task Force on March 4<sup>th</sup> at Wanango Country Club from 7:30AM – 9:30AM. Chad asked the Supervisors for action regarding the \$1,000 contribution to Oil City for the pool. Previously the Township has paid the \$1,000 so that Township residents would not be charged as non-residents for pool passes. Due to residents complaining about still having to pay non-residents rates the Supervisors have held the payment. Chad explained that he spoke with Jason Hermon at Oil City Water Authority and he was hoping to train his staff better and also include the rate structure for Cranberry Township residents in fliers and locations where passes are sold in an attempt to be sure Cranberry residents are charged properly. Chad also stated that the \$1,000 was budgeted for and had been paid to Oil City for many years. Harold said he had no problem paying for it for this year. Fred agreed and directed Chad to make the payment for this year and he would see for next year. Chad reminded the Supervisors that our back room is scheduled for polling this year, reported that he and staff are still working on year-end reports, and he and Ted are still searching for a dump truck bed for the Freightliner.

5. **PUBLIC COMMENTS** – None

6. **COMMENTS OF MEMBERS** – None

The next meeting of the Board of Supervisors of the Township of Cranberry will be February 25, 2016 at 7:00PM. There being no further business, Chairman Fred Buckholtz adjourned the meeting at 10:47AM.

ATTEST

Chad Findlay  
Township Manager