

July 14, 2016

The regular meeting of the Board of Supervisors of the Township of Cranberry for July 14, 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, Jerry Brosius, Chad Findlay, ( Township Manager), Ted Williams (Road Supervisor), Mike D. Erwin ( Assist. Utility Manager) and Koah Pentz (Code Enforcement). 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 06.23.16** – Fred Buckholtz asked if there were any additions or corrections to the minutes of the June 23, 2016 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 then 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**
    - Roadmaster-** Ted Williams reported his crew has worked on Central Ave Ext for 18 days, trimmed ditches for 17 days, installed 3 driveway pipes, installed 1 crossover pipe, ditched 1 day, spread limestone dust on tar bleeding roads, and preformed storm damage clean up after the last storm. Fred Buckholtz questioned Ted on the pump repair for the backhoe. Ted explained that it was a repair on the old backhoe and not the new one. Jerry Brosius gave credit for the Parks being in great shape. Fred Buckholtz asked Ted if he was ready to tar & chip. Ted stated he was hoping to start next week.
    - Assistant Utility Supervisor-** Mike D. Erwin reported that the Township had another water main break in Sage Run, the Ranch Street pump station is down to one pump while they are working and waiting on parts for the other pump, his crew is still working on malfunctioning valves at water plants, and they have been working on electric conduit and water line installation at Moody Park.
    - Code Enforcement Officer-** Koah Pentz reported that he issued 12 permits in the past month totaling \$98,330.00 in construction. Those permits were made up of one (1) home addition, one (1) addition to other structure, two (2) garages, one (1) porch, three (3) pools, one (1) removal of structure, one (1) fence ,and two (2) sign permits. He also issued two (2) construction notices, four (4) fireworks permits, one (1) heavy hauling permit and four (4) driveway permits. He attended a Land Bank meeting, Planning Commission meeting, Zoning Training, Steering Committee meeting and a business luncheon. Koah also announced the Comprehensive Plan is moving forward and the Steering Committee is finished with their part. The Planning Commission will review this report and make recommendations to the Township Supervisors. Koah pointed out that the draft plan includes a recommendation for increased enforcement of property maintenance and suggested an International

Property Maintenance Code. He also stated he met with Oil City Code Officials to better understand their enforcement procedures. Fred Buckholtz asked when the last update to our maintenance ordinance was. Koah stated that a nuisance ordinance was adopted shortly after he was hired. Jerry asked if the Supervisors should peruse this prior to the Comp Plan being approved. Koah stated that there was a lot of support from the survey and he supported moving forward with the property maintenance code. All three Supervisors agreed that the Township should move forward now rather than wait until the Comp Plan is complete.

**Township Manager** –Chad Findlay announced that the Supervisors held an Executive Session on 6/29/2016 @ 2:00PM to discuss possible litigation. Chad then read a Thank You from the Cranberry Fireworks Committee for helping make the 10<sup>th</sup> Anniversary a huge success. Chad then reviewed with the Supervisors the County Service Provider Agreement update for their storm water services. Chad informed them that the current agreement on file is not how the Township and County had been operating and the new agreement is just an updated version of how storm water applications have been handled for the last 4 years. Harold made a motion to approve the new corrected agreement and Jerry seconded the motion. (All voted in favor.) (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-yes). Chad informed the Supervisors that an Audit for 2013 – 2015 Liquid Fuels was started and so far accounting has been done down to the penny and only one matter of timeliness was discovered. Chad presented the Supervisors with a request from Jacquelyn Richey and Greg Depew to hold a wedding at Morrison Park on October 8. This would require the Park to be opened especially for this event or the Park to be left open this late in the year. Motion was made after some discussion by Fred Buckholtz to permit the Park to be kept open until after the weekend of October 8<sup>th</sup>. Harold seconded the motion and all voted in favor. (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-yes). Chad then presented the Supervisors with a request to participate in the Annual Municipal Work Day at the Venango County Fairgrounds in preparation for the Venango County Fair. Fred made a motion for the Township to participate and Jerry seconded the motion. All voted in favor. (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-yes). Chad said he attended a General Authority meeting and also met with a Municipal Services Representative from National Fuel.

**5. PUBLIC COMMENTS** – Matt McSparren thanked the Supervisors for their efforts at the Venango County Fair and felt it is a very worthwhile cause. He then asked what the litigation was that was discussed at Executive Session. Fred asked Chad to respond. Chad stated that it is litigation pertaining to the issue brought before the Supervisors by individuals attending the meeting. Matt then questioned whether the Township should have the property maintenance code in place prior to moving forward with the litigation. Marilyn Brandon stated that she was at meeting where Mr. Martz brought an Amish man asking for deaf child signs. Marilyn thought Township should pay for the signs. Marilyn also expressed concern that PennDOT is not mowing and weeds are going to seed along the road. Koah explained that he has had complaints and has forwarded them to PennDOT. Marilyn told Supervisors that there are a lot of properties not being taken care of including Tom Flinchpach's house in front of Home Depot in a commercial district. She hopes that wouldn't happen in her area.

Kevin Ross is concerned about the Junkyard license that has been issued to Mr. Spencer by PennDOT. He explained that it is possible the application was not completed accurately. He believes the application included a portion asking about Township zoning/approval. He encouraged someone from the Township to look into it. He also said this problem is about enforcing existing zoning. Kevin stated maintenance code is a good thing, but zoning needs to be enforced.

Marilyn Brandon wanted the Supervisors to know that for all these years Cranberry Township has been ridiculed for allowing that man to hold the Township hostage. Marilyn suggested a community protest down

there. Fred stated that it is being addressed now.

**6. COMMENTS OF MEMBERS** – Fred encouraged all residents to check with Code Officer when planning a building project.

The next meeting of the Board of Supervisors of the Township of Cranberry will be July 28, 2016 at 7:00PM. There being no further business, Chairman Fred Buckholtz adjourned the meeting at 11:22AM.

ATTEST

Chad Findlay  
Township Manager