

December 8, 2016

The regular meeting of the Board of Supervisors of the Township of Cranberry for December 8, 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), Mike Erwin (Utility Manager), Ted Williams (Road Supervisor) 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 11.22.16** – Fred Buckholtz asked if there were any additions or corrections to the minutes of the November 22, 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 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** –

Carol Gustafson provided the Supervisors with a list of delinquent Street Light properties and suggested the Supervisors consider placing a lien on the properties. The Supervisors said they would look into the amounts. Paul Marsh, Fire Chief of the Seneca Volunteer Fire Dept., read a prepared statement to the Supervisors. This statement informed the Supervisors that the Seneca Volunteer Fire Department has out grown their current fire rescue truck and intend to purchase a new truck in 2017. The anticipated price for this truck is over \$500,000 and Paul asked the Supervisors to consider a \$100,000 donation toward the new truck. The Supervisors expressed their appreciation for the job that the fire department does for the community and after some discussion; Harold Best made a motion to donate the \$100,000 to Seneca Volunteer Fire Department in two \$50,000 payments (one payment before the end of 2016 and one payment to be calculated into the 2017 budget). Jerry Brosius second the motion and all voted in favor except for Fred Buckholtz who abstained due to being on the Fire Dept. board. (Fred Buckholtz - abstain, Harold Best - yes, Jerry Brosius-yes).

4. **STAFF REPORTS**

Road Supervisor- Ted Williams reported that his crew worked 13 days on leaf collection, 1 day crushing gravel, 2 days filling pot holes on dirt roads, 3 days cleaning out driveway pipes, 1 day ditching, 1 day salting roads, installed 3 driveway pipes, and repaired a cross-over pipe on Allegheny Ave. Ted then explained to the Supervisors that he was still interested in the used street sweeper from Walsh Equipment. Chad explained that the sweeper has low hours and low miles but it does need gone over by a dealership. The cost of the machine is \$45,000 and the repairs are budgeted at \$25,000. It was decided to add this total amount of \$70,000 into 2017 budget and this cost would come out of capital reserve.

Utility Manager- Mike Erwin reported that his crew installed a water & sewer tap for Schiffer's Cabinet Shop on Meadow Road, worked on the new restroom at Moody Park, cleaned the garage and trucks, and continued flushing hydrants when weather permitted.

Zoning Officer- Koah Pentz informed the Supervisors that 2 permits were issued totaling \$16,200 in construction. These permits include 1 new sign and 1 for other construction. He also attended a Land Bank meeting, a Planning Commission meeting, and hosted a Zoning Hearing. Koah stated that the Planning Commission voted to forward the Comprehensive Plan to the Supervisors pending corrections. Koah explained that the corrections were handed over to the Consultant and was then returned with a formatting issue that was

not able to be resolved yet. It will be forwarded when corrected. Koah told the Supervisors that all the current licensed junkyards returned their renewal applications with the fee. Jerry Brosius asked if these need approved at this meeting and Chad explained that the permits run from Dec. 1 to Nov. 30 and they should approve them at this meeting. Otherwise, the Supervisors are holding up the licenses. Harold Best asked if there were any changes or new applications since last year. Koah replied "No" and Harold made a motion to approve the renewals. Fred Buckholtz seconds the motion and all voted in favor. (Fred Buckholtz - yes, Harold Best-yes, Jerry Brosius- yes).

Township Manager –Chad Findlay presented the Supervisors with Resolution 9-16 of 2016 which establishes the \$5 per capita tax, names Berkheimer as delinquent per capita tax collector, names Carol Gustafson the delinquent street light tax collector, and names Jennifer Kennedy as the Cranberry Area School District tax collector. Motion was made by Fred Buckholtz to accept. Second by Jerry Brosius. All in favor. (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-yes). Chad presented Resolution 10-16 which establishes the Townships ability to impose a transfer reality tax. Motion to approve by Harold Best. Second by Fred Buckholtz. All in favor. (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-yes). Chad then asked the Supervisors to approve the Cooperative Agreement for Administration of the 2016 CDBG Program with the County of Venango. Chad stated that the agreement is the same as last year with the same percentage assessed for administration. Jerry Brosius made the motion to accept. Second by Harold Best. All voted in favor. (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-yes). Chad provided the Supervisors with a copy of the 2017 Township meeting schedule and informed them it was scheduled to be advertised in the paper Dec 19th. Harold made the motion to accept. Second by Fred Buckholtz. All in favor. (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-yes). Chad announced that the Township received a return of \$1,726 from MRM following a payroll audit. Chad forwarded the Supervisors a letter from Solicitor Bruce Getsinger offering continued service to Cranberry Township for 2017 for the same rates as the past. The Supervisors will make appointment of the Solicitor at the organizational meeting in January. Chad read a Thank-You from the Hasson Heights School for allowing the Hustle/ Run/ Walk at the trail. Chad announced that several changes need made to the proposed budget before the Supervisors can pass it. Chad stated that a water project on Rte. 62 and a water project in the Woodland Heights are being pushed back until 2018 and some new controls needed to be added for the Mall Water Plant. The approved funding for the Seneca Vol. Fire Dept. and the used street sweeper need to be added. Chad asked the Supervisors if they had decided on a donation to the Library. After some discussion, Harold Best made a motion to put \$5,000 donation in the budget for the Library and request them to track how many Cranberry Township residents use the facility. Jerry Brosius seconded the motion and all voted in favor. (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-yes). Once the changes were calculated, Chad read the final numbers for the 2017 Budget. They were as follows: General Fund \$1,833,785, Fire Dept. \$41,900, Road Machinery \$172,000, Water Dept. \$852,978, Sewer Dept. \$1,677,531, Street Lights \$17,750, Liquid Fuels \$369,210.77, totaling \$4,965,154.77. Chad announced that this is a balanced budget requiring no tax increase. Fred Buckholtz made a motion to approve the budget and Harold Best seconded the motion. (All voted in favor.) (Fred Buckholtz - yes, Harold Best - yes, Jerry Brosius-yes). Chad informed the Supervisors that he attended an Oil region Enterprise Zone meeting, a meeting with the Insurance Company, and started construction on the new restroom facility at Moody Park.

5. PUBLIC COMMENTS –

Eleanor Hrynja told the Supervisors that they were making it impossible for residents to use the library. She stated that the approved donation isn't even \$1 per capita.

Andy Sentgeorge asked Koah if the comp. plan will be forwarded by the end of the month. Koah stated that he hoped so.

Andy Bollinger read a prepared statement. (See attached statement.)

Carol Gustafson thanked the Supervisors for the lighted stop sign at the Horsecreek intersection.

Kevin Ross asked if he could have his own fire dept. when the Township gets divided up?

Barry Stover pointed out the condition of the Mall and stated the Township should offer to put tar & gravel on the roof to help it stop leaking.

7. EXECUTIVE SESSION – The Supervisors took a recess from the public meeting at 11:17 to hold an executive session to discuss ongoing litigation.

6. COMMENTS OF MEMBERS – at 11:35AM the Supervisors reconvened the public meeting and no further comments were made.

The next meeting of the Board of Supervisors of the Township of Cranberry will be December 22nd, 2016 at 7:00PM. There being no further business, Fred Buckholtz adjourned the meeting. Meeting adjourned at 11:37AM.

ATTEST

Chad Findlay
Township Manager