

ORGANIZATIONAL MEETING  
Board of Cranberry Township Supervisors  
January 4,2021

BY Fred Buckholtz THAT Harold Best BE NAMED AS CHAIRMAN OF THE BOARD OF CRANBERRY TOWNSHIP SUPERVISORS; SECONDED BY Matt McSparren, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT Fred Buckholtz BE NAMED VICE-CHAIRMAN OF THE BOARD OF CRANBERRY TOWNSHIP SUPERVISORS; SECONDED BY, Harold Best, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT Lisa Groner BE NAMED DEPUTY TAX COLLECTOR; SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT Ted Williams BE NAMED ROADMASTER OF THE TOWNSHIP OF CRANBERRY; SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT John Gureczny BE NAMED AS ASSISTANT ROADMASTER OF THE TOWNSHIP OF CRANBERRY; SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT Chad Findlay BE NAMED AS TOWNSHIP MANAGER OF THE TOWNSHIP OF CRANBERRY; SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT Mike R. Erwin BE NAMED AS UTILITIES SUPERVISOR OF THE TOWNSHIP OF CRANBERRY, SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT Mike D. Erwin BE NAMED AS ASSISTANT UTILITY SUPERVISOR OF THE TOWNSHIP OF CRANBERRY, SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT Benjamin Breniman BE NAMED AS CODE ENFORCEMENT OFFICER/ZONING OFFICER OF THE TOWNSHIP OF CRANBERRY; SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT Pam Exley BE NAMED AS OPEN RECORDS OFFICER OF THE TOWNSHIP OF CRANBERRY, SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT PNC BANK, FARMERS NATIONAL BANK OF EMLENTON, NORTHWEST SAVINGS BANK, FIRST NATIONAL BANK BE NAMED AS THE DEPOSITORYS FOR TOWNSHIP FUNDS, SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT THE 2<sup>ND</sup> THURSDAY AT 10:30AM AND 4<sup>TH</sup> THURSDAY AT 7:00PM OF EACH MONTH BE NAMED AS THE REGULAR MEETING DATES, EXCEPT WHEN AGREEABLE TO THE BOARD OF CRANBERRY TOWNSHIP SUPERVISORS TO MAKE CHANGES DUE TO CONFLICTING DATES, SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT The EADS Group. BE NAMED ENGINEER FOR THE TOWNSHIP OF CRANBERRY, SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT Attorney Bruce Getsinger BE NAMED AS THE SOLICITOR FOR THE TOWNSHIP OF CRANBERRY, SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT THE RATES OF PAY FOR EMPLOYEES BE ESTABLISHED BY THE SUPERVISORS, SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT ALL REGULAR EMPLOYEES BE COVERED BY THE TOWNSHIP OF CRANBERRY PERSONNEL RULES & REGULATIONS, SECONDED BY Fred Buckholtz motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT THE MANAGER BE INSTRUCTED TO RENEW THE MANAGER'S BOND WITH THE TRAVELLERS INSURANCE COMPANY, IN THE AMOUNT OF \$1,000,000.00, SECONDED Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes)., THE AMOUNT MUST MEET THE APPROVAL OF THE CRANBERRY TOWNSHIP BOARD OF AUDITORS.

BY Matt McSparren THAT THE ROADMASTER, ASSISTANT ROADMASTER, MECHANIC, UTILITIES MANAGER, ASSISTANT UTILITY MANAGER, ADMINISTRATIVE ASSISTANT AND TOWNSHIP MANAGER BE AUTHORIZED TO MAKE PURCHASES NECESSARY TO KEEP MUNICIPAL FACILITIES AND EQUIPMENT IN THE BEST CONDITION. INDIVIDUAL ORDERS NOT TO EXCEED THE PURCHASING STATUTES OF THE COMMONWEALTH, SECONDED BY Fred Buckholtz, motion (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT Ken Etzel BE NAMED AS A MEMBER OF THE VACANCY BOARD FOR 2021, SECONDED BY Fred Buckholtz motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT Chad Findlay AND Pam Exley BE APPOINTED AS THE TOWNSHIPS REPRESENTATIVES OF THE OIL REGION COG, SECONDED BY Fred Buckholtz motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT Fred Buckholtz BE APPOINTED AS THE TOWNSHIPS REPRESENTATIVE OF THE OIL REGION JOINT SEWAGE AGENCY, SECONDED BY, Fred Buckholtz motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT THE 2020 ACTUAL USE REPORT (LIQUID FUELS) OF THE TOWNSHIP OF CRANBERRY BE APPROVED, SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT THE SUPERVISORS, TOWNSHIP MANAGER, ROADMASTER AND UTILITY MANAGER ARE AUTHORIZED TO ATTEND THE 2021 PSATS CONFERENCE AND Fred Buckholtz WILL BE DESIGNATED AS THE CRANBERRY TOWNSHIP VOTING DELEGATE BE APPROVED, SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT THE CRANBERRY TOWNSHIP CAPITAL RESERVE FUNDS SHALL BE USED FOR LAND, BUILDINGS, AND/OR BUILDING IMPROVEMENTS, ROADS/BRIDGES, EQUIPMENT, TOOLS, PARKS/RECREATION, ECONOMIC DEVELOPMENT, PLANNING, OR FOR ANY OTHER PURPOSED DECLARED BY THE BOARD OF SUPERVISORS TO BE MORE URGENT THAN THOSE FOR WHICH THE FUND WAS CREATED, SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT RESOLUTION 1-21 BE APPROVED, SECONDED Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes). RESOLUTION 1-21 IS FOR THE 2021 FEE SCHEDULE FOR THE TOWNSHIP OF CRANBERRY.

BY Matt McSparren THAT RESOLUTION 2-21 BE APPROVED, SECONDED BY, Fred Buckholtz motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).RESOLUTION NO. 2-21 AUTHORIZED THE TREASURER TO MAKE ELECTRONIC TRANSFERS OF TOWNSHIPS FUNDS.

BY Matt McSparren THAT RESOLUTION 3-21 BE APPROVED, SECONDED BY, Fred Buckholtz motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).RESOLUTION NO. 3-21 THE ACTIVITIES OF THE SENECA VFD FOR 2021.

BY Matt McSparren THAT Eric Heil BE NAMED TO A THREE YEAR TERM ON THE ZONING HEARING BOARD. SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT McGill Power, Bell & Assoc. BE APPOINTED TO DO THE FFY2020 AUDIT, SECONDED BY Fred Buckholtz, motion carried (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

BY Matt McSparren THAT THE TOWNSHIP MANAGER CONTRACT FOR THE 2021 AND 2022 CALENDER YEAR WITH Chad Findlay BE APPROVED. SECONDED BY Fred Buckholtz, motion carried. (Harold Best-yes, Fred Buckholtz-yes, Matt McSparren-yes).

QUESTIONS FROM GUESTS.

NONE

QUESTIONS FROM MEMBERS.

NONE

The next meeting of the Board of Supervisors will be Thursday January 14, 2021. There being no further business Matt McSparren made a motion to adjourn at 7:13PM, seconded by Fred Buckholtz. Meeting adjourned.