

October 14, 2021

The regular meeting of the Board of Supervisors of the Township of Cranberry for October 14, 2021, was called to order at 10:30AM at the Municipal Building by Harold Best, Chairman. This meeting was tape recorded for the purpose of writing these minutes.

- **ROLL CALL OF MEMBERS:** Those in attendance were Harold Best, Fred Buckholtz, Matt McSparren, Chad Findlay (Township Manager), Ted Williams (Roadmaster), Mike D Erwin (Assistant Utility Supervisor), and Eric Heil (Code Enforcement/Zoning Officer). Guests were recorded in the attendance book.
- **PUBLIC COMMENTS** – None.
- **ADOPTION OF AGENDA** – Fred Buckholtz made a motion to adopt the agenda, seconded by Matt McSparren, motion carried (Harold Best - yes, Fred Buckholtz - yes, Matt McSparren-yes).

1. APPROVAL OF MINUTES FOR 9.23.21 – Harold Best asked if there were any additions or corrections to the minutes of the September 23, 2021, meeting. Being none, Fred Buckholtz made a motion to approve the minutes, seconded by Matt McSparren, motion carried (Harold Best - yes, Fred Buckholtz -yes, Matt McSparren-yes).

2. EXPENDITURES – Harold Best asked if there were any questions on the expenditures. Being none, Matt McSparren made a motion to approve the expenditures, seconded by Fred Buckholtz. Motion carried. (Harold Best - yes, Fred Buckholtz - yes, Matt McSparren-yes).

3. PERSONS ON THE AGENDA – NONE

4. STAFF REPORTS/ACTION ITEMS ON AGENDA

Road Master – Ted Williams reported that his crew replaced two crossover pipes, installed 4 driveway pipes, crushed gravel at the pit for 4 days, ditched roads for 2 days, graded dirt roads, swept the Bike trail, worked on salt spreaders and the salt elevator, and started picking up leaves.

Assistant Utility Supervisor – Mike D Erwin reported that his crew repaired 2 water leaks, set a manhole at the end of Petro Tech Drive, monitored the sewer work being done on West Ave., and Southwest Ave., and are working on a fire hydrant in Sage Run.

Zoning/Code Enforcement – Eric Heil reported that he issued 15 permits with a total construction value of \$270,320 and a \$544 in permit fees. He also stated that he has 4 enforcement actions in various stages of enforcement. Eric then provided the Supervisors with pictures of a garage at 130 Cabin Road and a collapsed garage and dilapidated mobile home at 120/122 East Ave. He asked the Supervisors to officially declare the structures “Dangerous”. Harold Best made a motion to declare the 130 Cabin Road garage and the 120/122 East Ave., garage and mobile home “Dangerous Structures”. Fred Buckholtz seconded the motion, and all voted in favor. (Harold Best - yes, Fred Buckholtz - yes, Matt McSparren-yes).

Township Manager – Chad Findlay presented the Supervisors with a request from the YMCA to hold their annual Turkey Trot 5K/Run Walk at the trail on Saturday, November 20th from 6AM to 12PM. Matt McSparren made a motion to approve the request and Fred Buckholtz seconded the motion. All voted in favor. (Harold Best - yes, Fred Buckholtz - yes, Matt McSparren- yes). Chad then announced that the Township won an award from the Council of Greenways and Trails for the care of the Townships Parks and Bike Trail. Chad then asked the Supervisors if they wished to advertise on the Venango County Map that gets published every few years. Chad said the price for a single advertisement is \$500 and a double is \$900. Harold Best made a motion to move forward with a double size and Matt McSparren seconded the motion. All voted in favor. (Harold Best-yes, Fred Buckholtz- yes, Matt McSparren – yes.) Chad then presented a request from the Lions Club for a \$100 silver sponsorship toward their 18th Annual Sporting Raffle to be held November 6th. Chad said they do a lot in the community and at the parks but cautioned sponsoring sporting raffles. He suggested that if the Supervisors wanted to do something for them, he would simply make a donation to the club rather than sponsoring the raffle. Matt McSparren made a motion to make a \$500 donation to the Lion’s Club and Fred Buckholtz seconded. All voted in favor. (Harold Best – yes, Fred Buckholtz – yes, Matt McSparren – yes.). Chad then announced that the Supervisors held an Executive Session on 9/23 and 10/8 to discuss personnel matters and they also met with the Army Corps of Engineers again regarding the

Sage Run and Deep Hollow flooding study. Lastly, Chad told the public that a scrap metal drop-off event would be held on Saturday, October 16th at the Township Building from 8AM to 12PM.

5. PUBLIC COMMENTS –

Gordon Bickel informed all that Polk Center is looking for employees.

6. COMMENTS OF MEMBERS – NONE

The meeting was adjourned at 10:51AM. The next meeting of the Board of Supervisors of the Township of Cranberry will be October 28, 2021, at 7:00PM.

ATTEST

Chad Findlay
Township Manager