

September 9, 2021

The regular meeting of the Board of Supervisors of the Township of Cranberry for September 9, 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), Mike R Erwin (Utility Supervisor), and Eric Heil (Code Enforcement/Zoning Officer). Guests were recorded in the attendance book.
- **PUBLIC COMMENTS** – None.
- **ADOPTION OF AGENDA** – Matt McSparren made a motion to adopt the agenda, seconded by Fred Buckholtz, motion carried (Harold Best - yes, Fred Buckholtz - yes, Matt McSparren-yes).

1. APPROVAL OF MINUTES FOR 8.26.21 – Harold Best asked if there were any additions or corrections to the minutes of the August 26, 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

Road Master – Ted Williams was excused from the meeting due to road tar & chipping. Chad Findlay did inform the Supervisors that the paving project was near completion.

Utility Supervisor – Mike R Erwin reported that his crew has been working on installing new bases for the sewage pumps at the Moody Lift Station, repairing check valves at the Ranch Street Lift Station, painting fire hydrants, and been inspecting the sewer lines and clean outs on Somac Drive. He also stated that the EADS Group was in and did some flow testing for the Log Cabin Restaurant and were working on plans for the Mall Water Treatment Plant upgrades.

Zoning/Code Enforcement – Eric Heil reported that he issued 15 permits with a total construction value of \$1,865,900 and a total permit cost of \$2,192.50. He also stated that he has sent out additional notices to property owners regarding construction without permits and property maintenance violations. He also stated that the front office security project was nearing completion and once Blairs Locksmith installs the door kits, the front entrance would be open to the public.

Township Manager – Chad Findlay announced that an Executive Session was held on August 26th to discuss personnel matters. He then asked the Supervisors to approve the agreement with the Venango County Commissioners to administer the 2021 CDBG program. After a brief conversation, Matt McSparren made the motion to approve the contract and Harold Best seconded the action. (All in favor.) (Harold Best - yes, Fred Buckholtz -yes, Matt McSparren-yes). Chad then asked the Supervisors to approve the 2021 CDBG Application. Matt again made a motion to approve, and Fred Buckholtz seconded the motion. (All in favor.) (Harold Best - yes, Fred Buckholtz -yes, Matt McSparren-yes). Chad then directed the Supervisors to the 2020 Draft Budget and read a paragraph from the budget indicating a clean report. Harold Best made a motion to approve the Draft Budget and Fred Buckholtz seconded the motion. (All in favor.) (Harold Best - yes, Fred Buckholtz -yes, Matt McSparren-yes).

5. PUBLIC COMMENTS – NONE

6. COMMENTS OF MEMBERS – NONE

The meeting was adjourned at 10:52AM. The next meeting of the Board of Supervisors of the Township of Cranberry will be September 23, 2021, at 7:00PM.

ATTEST

Chad Findlay
Township Manager