

MINUTES

Cranberry Township Board of Supervisors

Agenda Preparation Meeting

Thursday, July 31, 2008

Present:

Supervisors:
Dick Hadley
John Skorupan
Bruce Mazzoni
Dave Root

Staff:

Jerry Andree, Township Manager
Bettelou Bertoncello, Assistant Manager, Administration
Duane McKee, Assistant Manager, Operations
Jon Trant, Chief Strategic Planning Officer
Ron Henshaw, Director, Community Development
Jason Kratsas, Director, Engineering
Peter Longini, Director, Communications
Jeff Schueler, Director, Public Safety
Adam Osterrieder, Chief Information Officer
Eric Kaunert, Community Planner
Andrew Clemens, Desktop Administrator
Cindy Marzock, Assistant, Community and Special Events
Linda Rocco, Admin. Assistant, Planning & Operations
Judi Boren, Coordinator, Public Engagement
Gretchen Moran, Recording Secretary

> **Call to Order - Chairman Hadley**

Chairman Hadley called the meeting to order at 6:30 p.m. in the Council Chambers of the Cranberry Township Municipal Center, 2525 Rochester Road, Cranberry Township, PA, and led the salute to the flag.

> **Roll Call**

When the meeting was called to order, the quorum consisted of Dick Hadley, John Skorupan, Bruce Mazzoni and Dave Root.

> **Cranberry Plan Update Presentation**

• **Introduction to the Cranberry Plan – Dick Hadley**

Mr. Hadley welcomed everyone to the Cranberry Plan Update presentation and noted that all of the food and drinks that were available before the meeting were donated, and Mr. Hadley thanked the local businesses for their support. Mr. Hadley also thanked

Nick Marzock for singing and playing the guitar during the open house from 3:00 to 6:00 pm before the meeting, where staff and CAP members provided an opportunity for residents to obtain additional information about this planning process. Mr. Hadley thanked the Cranberry Plan and CAP volunteers, nearly eighty people, for their time and efforts in this endeavor, noting the last Comprehensive Plan was done in 1995, and all of the goals of that plan have been achieved. From 1995 to today, Cranberry Township continues to grow and we need to take a long-term approach as we become a mature community, and we want the community to tell us what we need in the future.

- **Cranberry Plan Community Update – John Trant, Jr.**

Mr. Hadley introduced John Trant, Jr., noting that John and his staff do a great job in coordinating the CAP, and each committee will make a presentation this evening, and then we will have a question and answer session.

John reviewed the Citizen Survey which can be found on the Cranberry Plan website and the Cranberry Township website.

- **Economic Development & Redevelopment, CAP Member Susan Balla**

Mr. Skorupan introduced Susan Balla from Gateway Bank who is the Chairman of the Board of the Cranberry Area Chamber of Commerce who discussed Economic Development and Redevelopment, noting we need to work with Seneca Valley School District; endeavor to have public transportation available which would bring qualified workers to the area; simplify the development process in Cranberry Township; and develop partnerships with schools and universities.

- **Culture and Diversity, CAP Member Jan Stevens**

Mr. Mazzoni introduced Jan Stevens, member of the Cranberry Library Board and local realtor. Ms. Stevens noted we need to promote a social climate that accepts diversity and suggested the Board of Supervisors adopt a diversity statement and publish it on the Township website. Ms. Stevens read a sample statement entitled "Cranberry Township Values People."

- **Transportation and Mobility, CAP Member Susan Rusnak**

Mr. Root introduced Susan Rusnak who discussed pedestrian friendly streets with bike lanes, and sidewalks connecting throughout plans and parks, as well as public transportation.

- **Public Image, CAP Member Bob Gillenberger**

Mr. Mazzoni introduced Bob Gillenberger who discussed our Public Image, noting this is a great place for families and community involvement.

- **Sewer, Water and Environmental Stewardship, CAP Member Randy Elder**

Mr. Root introduced Randy Elder who discussed how the growth of the Township affects our sewer and water situation, noting we will need a third water connection from West View Water and possible additional storage facilities. We are also considering providing water to our neighboring municipalities. Mr. Elder also suggested requiring new development to landscape with native plantings, ensuring the future of the landscaping.

- **Parks and Recreation, CAP Member David Kovach**

Mr. Hadley introduced Dave Kovach, Cranberry Township Police Sergeant and Community Relations Officer. Sgt. Kovach noted the importance to people of the quality of life amenities, which accounts for the number of young families moving into Cranberry Township. The Township needs additional facilities and to look at acquiring land in the future for recreational activities. Interconnectivity is also important to the community.

Mr. Hadley announced the Pittsburgh Ballet will perform at the Community Park Amphitheater on August 22nd at 7:00 p.m.

Mr. Hadley thanked everyone and commented that the Board is pleased with the dedication of the Township staff, and there is no process as in depth and comprehensive as the process that is taking place here right now.

Following are summaries of questions from the audience:

Dan Page of Freedom Road said in regard to Transportation and Mobility, a lot of things are not talked about such as zoning and eminent domain.

Mr. Hadley noted this process is about where we are going and how we will get there, and eminent domain happens very infrequently.

Gloria Tubridy asked about zoning on Freedom Road.

Mr. Trant noted with the timeline for the Freedom Road corridor, one of the implementation steps will be to work with a task force of people who live in the area, and this will happen late this year or early next year.

An audience member asked how the decision was made to build out Cranberry as opposed to slowing growth, and who is the Steering Committee?

Mr. Hadley answered as far as the build out process, the law is written in such a way that you cannot stop growth. If you own property, you have the right to develop it in accordance with local ordinances. The Steering Committee is the Planning Advisory Commission, Mr. Hadley and Mr. Mazzoni.

An audience member stated that twenty-five years ago, anybody in the Township would not have expected to see this growth. How much will we grow in the next twenty-five years and will the plan be revisited to be sure it is still being implemented?

Mr. Hadley said what happens if we grow to 50,000 people? What are the impacts? These are the things we are looking at now.

Mr. Trant said we will be working with the Citizens Advisory panel to look at those numbers.

Cindy Peterson of 1 Rolling Road said she read in the paper that Freedom Road will be widened to five lanes and there will be a traffic signal at Rolling and Freedom. Ms. Peterson said her property will be worth zero.

Mr. Hadley said he would expand that question to cover all roads. The State originally said Freedom Road will be a four-lane limited access highway. The Township said that is crazy; this has been going on for twenty-five years.

Mr. Dan Page said the protection discussed for the people behind his home on Freedom Road is not being implemented for him.

Mr. Trant said the Township certainly recognizes that Freedom Road is an important issue, and it is hoped to begin a process that will help resolve that issue.

An audience member said she is a new resident who moved here two years ago and she is interested in public transportation; asking what can be done to get public transit back to Cranberry Township?

Mr. Hadley noted the Township is working with Butler County for one thing, and this is a regional issue and the Township is working to achieve an answer to this problem.

An audience member asked if the maps would be posted for awhile in the building, and it was decided a spot will be made for them.

Mr. Hadley held the drawing for gift baskets donated by local businesses.

The Board recessed at 8:20 p.m.

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Mr. Hadley called the meeting back to order at 8:30 p.m. and asked if there was any public comment. There was none.

1. **Public Hearings**

a. **USX Federal Credit Union** - PR #30550 (TLD 8/4/08 to open public hearing)

The purpose of this hearing was to accept public comment on a proposed Conditional Use application for a 1,250 square foot Financial Institution (USX Federal Credit Union) to occupy an existing space located in the Route 228 Retail Shops at 1694 Route 228 in the SU-1 Zoning District.

Those wishing to speak were sworn in.

Mr. Henshaw notes this hearing is for USX Federal Credit Union and he has a few things to put on the record.

1. The applicant is proposing to open a financial institute without drive-thru.
2. This facility will be located in the SU-1 Zoning District at 1694 Route 228 in the Route 228 Retail Shops in the former Dry Cleaning Station space. The applicant will occupy the entire 1,250 square feet of space.

And also just for your information, the only change is they will install an ATM. There will be no other outside improvements with this development.

Conditional Use approval was never granted for this building. Parking is acceptable. The stenographer has been given a list of Exhibits as follows:

1. Conditional Use Application received 6/6/08.
2. Development Report dated 7/30/08.
3. Planning Advisory Commission approval letter 7/8/08.
4. Legal Notice for Public Hearing 7/8/08.

They are not leaving their current location on Freedom Road. This is somewhat of a satellite office.

Mr. Hadley asked if this meeting all the conditional of the ordinances? Mr. Henshaw answered yes.

Mr. Hadley asked for public comment, and said let the record show there was none.

M **Mr. Skorupan made a motion to close the public hearing.** Mr. Root seconded the motion. The motion carried 4-0.

M **Mr. Skorupan made a motion to adopt Resolution No. 2008-53** granting Conditional Use Approval with Conditions to USX Federal Credit Union for a 1,250 square foot Financial Institution (USX Federal Credit Union) to occupy an existing space located in the Route 228 Retail Shops at 1694 Route 228 in the SU-1 Zoning District. Mr. Root seconded the motion. The motion carried 4-0.

b. Glenn-Kildoo Funeral Home – PR #30552 (TLD 8/7/08 to open public hearing)

The purpose of this hearing was to accept public comment on a proposed Conditional Use application for a one (1) story, 9,555 square foot Crematorium/building addition to an existing Mortuary/Funeral Home located at 130 Wisconsin Avenue in the SU-1 Zoning District.

Those wishing to speak were sworn in.

Mr. Henshaw said the Board may recall this development was approved some months ago and they sat down and decided they needed to expand the footprint of the building. Within this addition, the developer will construct a crematorium. The crematorium is the reason they need Conditional Use Approval. There will be underground tanks for the storm water management, the same as previously approved.

Mr. Henshaw provided the following testimony for the Glenn-Kildoo Funeral Home:

1. Developer proposes to construct a 9,555 square foot, one story addition to an existing Funeral Home at 130 Wisconsin Avenue in the SU-1 Zoning District.
2. Within this addition the developer will construct a crematorium.
3. Access to this site will be from the existing access off Wisconsin Avenue.
4. Stormwater Management shall be accomplished through the use of underground tanks.

5. Developer shall construct their site according to land development plans date stamp received on July 10, 2008, as identified as Exhibit "13".
6. Developer requests the following modifications:
 - a. Modification Requested: The developer is requesting a modification of (27.401) to not provide an Environmental Impact Study and a Traffic Study. Justification: The developer feels that since the site is located off Wisconsin Avenue, which dead ends and the Wisconsin Road / Route19 / Rochester Road has been already improved that the Traffic Study is not warranted. The existing Funeral Home site is relatively flat and open and there are no streams or wetlands on the property. Staff supports this modification and it was previously approved.
 - b. Modification Requested: The developer is requesting a modification of (17-401.2.D) to improve Wisconsin Avenue to a modified Local Commercial Street standard of eleven (11') foot land and an eighteen (18") inch wedge curb. Justification: The developer feels that since the road is currently improved to this modified standard, it is acceptable to the amount and type of traffic on the road. Staff supports this modification request and it was previously approved.
7. Developer shall construct all buildings as per the approved renderings dated 6-25-08.

Mr. Henshaw also provided an Exhibit list to the Stenographer as follows:

1. Conditional Use application, date stamp received on 6-9-08
2. Land Development application, date stamp received 6-9-08
3. Planning Advisory Commission approval letter dated 7-8-08
4. Legal Notice for Public Hearing dated 7-8-08
5. Development Report dated 7-31-08
6. Trip Generation Study by Wooster and Associates dated 7-3-07
7. Stormwater Management Plan and Drainage Report by Sheffler & Co. Inc. revised date 8-07
8. Addendum No. 1 – Post Development Conditions Storm Sewer System Drainage Report by Sheffler & Co. Inc. revised date 5-08
9. Power Point Presentation dated 6-25-08
10. Letter from Matthews Cremation dated 4-9-07
11. Waiver request by Victor –Wetzel Associates dated 6-9-07
12. Project Narrative by Victor-Wetzel Associates dated 6-9-08

13. Revised plans date stamp received on 7-10-08

With that, Mr. Henshaw asked if there were any questions for himself, and Mr. Lucci is here also and has further details.

Mr. Lucci said he has a Power Point presentation and he will go review the site plan.

Mr. Hadley asked for public comment from the audience and asked that the record reflect there was none.

M Mr. Root made a motion to close the public hearing. Mr. Skorupan seconded the motion. The motion carried 4-0.

M **Mr. Skorupan made a motion to adopt Resolution No. 2008-54** granting Revised Preliminary and Final Land Development and Conditional Use Approval for a one (1) story, 9,555 square foot Crematorium/building addition to an existing Mortuary/Funeral Home located at 130 Wisconsin Avenue in the SU-1 Zoning District. Mr. Root seconded the motion. The motion carried 4-0.

2. Community Development

a. Genn-Kildoo Funeral Home - PR #30551 (TLD 9/27/08)

Resolution No. 2008-54 was adopted after the public hearing granting Revised Preliminary and Final Land Development and Conditional Use Approval for a one (1) story, 9,555 square foot Crematorium/building addition to an existing Mortuary/Funeral Home located at 130 Wisconsin Avenue in the SP-1 zoning district.

b. Parcel 537 – RIDC – Grading - PR #30549 (TLD 9/27/08)

M **Mr. Skorupan made a motion to adopt Resolution No. 2008-55** granting a Preliminary and Final Land Development application for grading 4.56 acres on Parcel 537 in the RIDC Park located along Thorn Hill Road in the SP-1 zoning district. Mr. Root seconded the motion. The motion carried 4-0.

c. Bill No. 2008-07 – Kehoe Property Rezoning

M **Mr. Skorupan made a motion to authorize advertisement of a public hearing for the Board's Agenda Preparation Meeting of August 28, 2008 for the rezoning of the Kehoe Property on Marshall Road from R-2 to SP-1 and the advertisement of**

the ordinance for consideration at the September 4, 2008 Regular Meeting, which is to correct a mapping error on the Zoning Map.

Mr. Henshaw explained that in 1981, an Industrial Park was approved with six or seven parcels and shows all property as SP-1. One corner of the property is zoned R-2, and it is felt that was a clerical error.

Mr. Root seconded the motion. The motion carried 4-0.

3. Public Works and Engineering

a. Consider the Following Contract Action Requests (CAR's):

M 1. Mr. Root made a motion to approve the following Contract Change Orders:

- 1.1 CAR #08-01-04 - CTVFC – Rescue Truck – extend contract time an additional 30 days to September 3, 2008.
- 1.2 CAR #08-08-04 - Dog Park – Fence – additional 6' x 8' gate, 12 ft wide, to provide access to the Public Works Yard - \$1,500.00.

Mr. Skorupan seconded the motion. The motion carried 4-0.

M 2. Mr. Root made a motion to approve the following Contract Payments:

- 2.1 CAR #07-02-16 - BCWPCF – Odor Control System Equipment – Final Payment to Greensburg Environmental Contracting Systems, Inc. in the amount of \$11,369.92.
- 2.2 CAR #08-03-09 - Graham Park – Conspan Bridge/Culvert Crossings to R.L. Johnson Construction in the amount of \$107,443.00.
- 2.3 CAR #08-07-05 - Graham Park – Site Development to REPAL Construction in the amount of \$512,837.86.
- 2.4 CAR #08-08-05 - Dog Park – Fence - Final Payment to Ford Fencing in the amount of \$26,275.00.
- 2.5 CAR #08-13-05 - Line Painting & Traffic Markings to Alpha Space Control Co., Inc. in the amount of \$36,645.20.
- 2.6 CAR #08-19-03 – Cranberry Highlands Golf Course – Shelter – to Sports & Recreation Associates in the amount of \$10,000.00.
- 2.7 CAR #08-20-03 - Graham Park – Communication Conduit – Final Payment to Graybar Electric in the amount of \$25,774.85.
- 2.8 CAR #08-22-03 - Graham Park Buildings – Plumbing to Shipley Brothers Construction in the amount of \$5,625.00.

Mr. Skorupan seconded the motion. The motion carried 4-0.

M 3. **Mr. Root made a motion to approve the following Purchase Award:**

3.1 PA 100000322 – Interceptor 3 Manholes Rehabilitation through a North Hills COG contract.

Mr. Skorupan seconded the motion. The motion carried 4-0.

M 4. **Mr. Root made a motion to approve the following Contract Action Requests:**

4.1 CAR #08-30-02 - Ehrman Road – Road Enhancement – to IA Construction Corp. in the amount of \$188,794.35.

Mr. McKee reviewed the traffic calming devices and stamped cross walks that will be installed on Ehrman Road.

4.2 CAR #08-31-02 – Heights Drive – Road Enhancement – Reject All Bids Received – Authorization to Rebid .

Mr. Kratsas said it is recommended to reject all bids and authorize a rebid for this project.

4.3 CAR #08-33-02 - Graham Park – Sportsplex Sign Rebid to Shamrock Building Services, Inc. in the amount of \$151,840.00.

Mr. Kratsas said the alternate on this bid is included which will utilize LED technology. All references have been checked.

Mr. Skorupan seconded the motion. The motion carried 4-0.

M 5. **Mr. Root made a motion to approve the following Authorizations to Bid:**

5.1 CAR #08-34-01 - Collection Connection – Purchase of Waste/Recycling and Yard Carts
5.2 CAR #08-35-01 - Customer Service Area – Renovations
5.3 CAR #08-36-01 - BCWPCF – Odor Control Unit-Process Air Conditioning Unit/In-Line Heater
5.4 CAR #08-37-01 – Ehrman Road – Landscaping Project

Mr. Skorupan seconded the motion. The motion carried 4-0.

b. Bond Release Requests

M Mr. Root made a motion to approve the following Bond Release Requests:

D-0621-04 – Wakefield Estates
D-0520-08 – Freedom Square, Phase I
D-0524-13 – Orchard Park, Phase 1
D-0524-14 – Orchard Park, Phase 2
D-0408-03 – Park Place, Phase 1
D-0221-01 - Walden Pond, Phase 1
D-0221-02 – Walden Pond, Phase 2
D-4021-06 – Springfield Manor
D-0616-03 – BelleVue Park, Phase 1
D-0307-10 – Carriage Manor, Phase III

Mr. Skorupan seconded the motion. The motion carried 4-0.

4. Township Manager

a. Central Westmoreland C.O.G. Permanent Associate Membership

M Mr. Skorupan made a motion to adopt Resolution No. 2008-56 authorizing participation in the Central Westmoreland C.O.G. vehicle and equipment purchase program at a cost of \$150.00 annually for the model year September 30, 2008 through September 30, 2009. Mr. Root seconded the motion. The motion carried 4-0.

b. Ehrman/Garvin Purchase of Real Estate

M Mr. Skorupan made a motion to authorize the appropriate Township Officers to execute the Agreement of Sale for the purchase of 1,023.58 Sq. ft of property for road right-of-way for \$839.00 and 3,017.03 Sq. ft. of property for a slope easement for \$2,763.00.00 from the Ehrman Farms Homeowners Association, for a total of \$3,602.00. Mr. Root seconded the motion. The motion carried 4-0.

c. Resolution No. 2008-57 - Accepting Sanitary Sewer Easement

M Mr. Skorupan made a motion to adopt Resolution No. 2008-57 accepting the Sanitary Sewer Easement at 46 Burke Road. Mr. Root seconded the motion. The motion carried 4-0.

d. **Resolution No. 2008-58 - Accepting Sidewalk Easement**

M Mr. Skorupan made a motion to adopt Resolution No. 2008-58 accepting an Easement at Haine School from the Seneca Valley School District, located on Haine School Road, for the purposes of constructing a sidewalk as part of the Home Streets and Safe Routes to School Sidewalk Project. Mr. Root seconded the motion. The motion carried 4-0.

e. **Authorize Changes to Chapter 17, Public and Private Improvements Code, of the Township Code of Ordinances**

M Mr. Skorupan made a motion to authorize the advertisement of an ordinance to update Chapter 17 of the Code of Ordinances for the Board's consideration at the September 4, 2008 Regular Meeting. Mr. Mazzoni seconded the motion. The motion carried 4-0.

f. **Agreement with Columbia Gas regarding Easements and Right-of-Way on Sherwood Drive**

M Mr. Skorupan made a motion to adopt Resolution No. 2008-59 to authorize the appropriate Township Officials to execute the Agreement with Columbia Gas regarding Easements and Right-of-Way on Sherwood Drive for the repair of a gas line. Mr. Root seconded the motion. The motion carried 4-0.

g. **Resolution No. 2008-60 - Schedule of Fees**

M Mr. Skorupan made a motion to adopt Resolution No. 2008-60 amending and revising the Schedule of Fees per Township Ordinances. Mr. Root seconded the motion. The motion carried 4-0.

h. **Household Hazardous Waste Task Force – Collecting Household Chemicals**

Mr. Andree informed the Board that on Saturday, August 16, from 9am to 1pm, there will be a Household Hazardous Waste Collection at Butler County Manheim Pittsburgh (formerly Butler Auto Auction) on Route 19 and that volunteers are needed.

i. **Appointment to fill a Vacancy on an Advisory Commission**

M Mr. Hadley made a motion to appoint Sharon Beck to a vacancy on the Planning Advisory Commission with her term to expire on December 31, 2008. Mr. Skorupan seconded the motion. The motion carried 4-0.

M Mr. Hadley made a motion to appoint Mark Veon to a vacancy on the Zoning Hearing Board with his term to expire on December 31, 2008. Mr. Skorupan seconded the motion. The motion carried 4-0.

j. Equitable Gas Line Easement Agreement

M Mr. Skorupan made a motion to adopt Resolution No. 2008-61 authorizing the appropriate Township officials to sign an Agreement to revise the location of the existing Equitable Gas line easement through Graham Park, pending the Township Solicitor's approval. Mr. Root seconded the motion. The motion carried 4-0.

5. Township Solicitor

The Township Solicitor had no additional business for this meeting.

6. Zoning Hearing Board

The following Appeal will be heard at the July Zoning Hearing Board meeting:

AP # 30952 - An appeal of William Eppinger. The request is for a variance of Chapter 27, Zoning, Part 4 (District Regulations), Section 404.6.E (Minimum yard requirements for Accessory Structures) located at 205 Hummingbird Hill, Cranberry Township, PA 16066 (Map & parcel no. 130.S13.D333).

7. Minutes

M Mr. Hadley made a motion to approve the Agenda Preparation Meeting Minutes for June 26, 2008 and the Special Meeting Minutes for July 22, 2008 as presented. Mr. Skorupan seconded the motion. The motion carried 4-0.

8. Remittance Proposals

M Mr. Hadley made a motion to approve the following Remittance Proposals as presented:

- a. JUN08PPD dated 06/30/08
- b. JUN08WIR dated 06/30/08
- c. JUL08MID dated 07/21/08
- d. JUL08OPR dated 07/22/08
- e. AUG08BIG dated 08/08/08

Mr. Skorupan seconded the motion. The motion carried 4-0.

9. Reports

The following reports were submitted for the Board's review:

- a. Service Request Summary Report for June 2008
- b. Public Works Operations Monthly Activity Report for July 2008
- c. Brush Creek Sewage Treatment Plant Flow History for June 2008
- d. Brush Creek Water Pollution Control Fac. Compliance History Rpt. - June 2008
- e. Engineering Activity Report for July 2008
- f. Cranberry Highlands Golf Course Operations Report for July 2008
- g. Community Development Monthly Activity Report for June, 2008
- h. Second Quarter, 2008 Unbuilt Unit Report

10. Additional Business

Mr. Root asked if there was an issue about changing the Community Days date. Mr. Andree noted a survey was taken and there was one comment about the date.

Mr. Mazzoni said he saw the survey and the results were good. The issue was the fireworks not being on the 4th of July. The goal is still to have the second Friday and Saturday of July next year.

The Board agreed to cancel the Regular August 7, 2008 meeting since all business was accomplished this evening.

Mr. Hadley noted that he served PSATS for two years as their President, but as of July 17, 2008 he has severed all ties with PSATS with regret.

11. Adjournment

M Mr. Skorupan made a motion to adjourn the meeting at 9:05 p.m. Mr. Mazzoni seconded the motion. The motion carried 4-0.

Respectfully submitted,

Gretchen Moran
Recording Secretary