MINUTES

Cranberry Township Board of Supervisors
Agenda Preparation Meeting
Thursday, March 26, 2026

Supervisors:

Anthony Bertolino
Bruce Mazzoni
Karen Newpol
John Skorupan

Township Manager:

Daniel Santoro - Township Manager

Staff Present:

Kyle Beidler - Assistant Township Manager, CPO
Lori Coon - Recording Secretary
Ron Henshaw - Director, Planning & Development Services
J.W. Johnson - Mgr., Content & Communications
Chad Julkowski - Director, Information Technology
Michael Malak - Director, Engineering & Environmental Services
Michael Palombo - Township Solicitor
Tim Schutzman - Waterworks Coordinator
Mary Soroka - Assistant Township Manager, CFO
Chris Zevola – Police Sergeant

Call to Order

1. Pledge of Allegiance

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

2. Roll Call

When the meeting was called to order, the quorum consisted of Vice Chair Newpol, Supervisor Bertolino, Supervisor Mazzoni, and Supervisor Skorupan.

Special Recognition

3. Haine Middle School - Stormwater Presentation

Tim Schutzman, Ms. Allison Stebbins, and the Haine Middle School Purpose Students presented a Stormwater Presentation to the Board. Ms. Stebbins explained that the Purpose Students are part of an enrichment class at Haine Middle School. Each student created and presented a slide in the presentation.

4. Public Comment (Any item on or off the Agenda except for Public Hearing Items)

Brendan Linton, Connoquenessing Township, expressed concerns about the Safe Streets for All Plan.

Motion to close the public comment portion of this meeting.

VOTING

Motion by: Bertolino, Anthony
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Anthony Bertolino	X		
Bruce Mazzoni	X		
Karen Newpol	X		
John Skorupan	X		

Motion Carried

Planning & Development Services

PR #SUB-26-4 - Park Place Amendment No. 78 - Preliminary and Final Subdivision (TLD 6/27/26)

An application for PR #SUB-26-4 - Park Place Amendment No. 78 - Preliminary and Final Subdivision has been submitted requesting approval to create four (4) units on Lot 8-30 along Nolan Circle within the Park Place, Phase 8B Development.

At the April 2, 2026 Regular meeting, the Board will be asked to consider adoption of a resolution granting Preliminary and Final Subdivision approval for Park Place Amendment No. 78.

6. PR #SUB-26-5 - Park Place Amendment No. 79 - Preliminary and Final Subdivision (TLD 6/27/26)

An application for PR #SUB-26-5 - Park Place Amendment No. 79 - Preliminary and Final Subdivision has been submitted requesting approval to create three (3) units on Lot 8-13 along Nolan Circle within the Park Place, Phase 8B Development.

At the April 2, 2026 Regular meeting, the Board will be asked to consider adoption of a resolution granting Preliminary and Final Subdivision approval for Park Place Amendment No. 79.

Public Works and Engineering

Authorizations to Bid

7. Contract Order #2025-417 - Authorization to Bid – 2026 Line Painting Program

Staff is requesting authorization to bid the 2026 Line Painting Program. The project includes repainting designated Township long-line markings (double yellow centerlines

and white edge lines) along with necessary handwork.

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of the authorization to bid the 2026 Line Painting Program.

Contract Awards

8. Contract Order #2026-354 – Contract Award - 2026 Paving Program – Superpave Street Resurfacing

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of a contract award for Superpave Street Resurfacing to Youngblood Paving, Inc., inclusive of the base bid and alternates 1 through 5, in the amount of $1,155,277.90.

9. Contract Order #2026-355 – Contract Award - 2026 Paving Program – Fiber Reinforced Chip Seal with Fog Sealcoat, Cape Seal, and Crack Seal

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of a contract award for Fiber Reinforced Chip Seal with Fog Sealcoat, Cape Seal, and Crack Seal to Russell Standard, inclusive of the base bid and alternates 1 through 3, in the amount of $1,057,629.65.

10. Contract Order #2026-356 – Contract Award - 2026 Paving Program – Pavement Rejuvenator

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of a contract award for Pavement Rejuvenator to Pavement Technology, Inc., in the base amount of $125,625.00.

Mike Malak reported that the paving bid submissions received were at or below the budgeted amounts.

11. Contract Order #2026-374 – Contract Award - Graham Park Pickleball Court Acrylic Surfacing Project

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of a contract award for the Graham Park Pickleball Court Acrylic Surfacing Project to Seal Pro in the amount of $57,500.00.

Mike Malak reported that the bid submissions received were below the budgeted amounts.

12. Contract Order #2026-384 - Contract Award - Fitness Court Studio at Graham Park

The Cranberry Foundation's 2026 Project of the Year is the installation of an outdoor Fitness Court in Graham Park, promoting health and wellness in the community. This project is funded by the Cranberry Foundation as part of their Project of the Year program. The Township also received a $30,000 grant from the National Fitness Campaign.

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of a contract award for the Fitness Court Studio at Graham Park.

13. Contract Order #2026-385 - Contract Award - Roof Replacement - Haine Fire Station & Public Safety Training Center

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of a

contract award for the roof replacement at the Haine Fire Station and the Public Safety Training Center to G & W Roofing & Construction, Inc. in the amount of $64,000.00.

14. Contract Order #2026-420 - Community Park Phase 2 - Volleyball & Basketball Court Design

Phase 1 of the Community Park Master Plan has been completed, including upgrades to the existing tennis court area. In accordance with the Master Plan adopted in March 2024, the next phase will involve removing the existing basketball and sand volleyball courts, constructing one new basketball court and three new sand volleyball courts, and adding parallel parking along Ernie Mashuda Drive with associated sidewalk connections.

At the April 2, 2026 Regular meeting, the Board will be asked to approve a contract proposal for the Community Park Phase 2 - Volleyball & Basketball Court Design to HRG/Herbert Rowland & Grubic, Inc. in the amount of $59,190.00.

15. Contract Order #2026-421 – Upper Coal Run Culvert Design

As the current consultant team completes its analysis of the Coal Run drainage area and finalizes the associated report, the Township is seeking to advance the next phase of work through this proposal for additional engineering services. The proposed services will enable the consultant team to further refine and expand upon the technical analysis necessary to evaluate potential drainage and infrastructure improvements. The scope of work will include preliminary design development, hydraulic and hydrologic modeling, and cost estimating to address existing issues within the watershed.

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of a contract with EADS Group, Inc. for the Upper Coal Run Culvert Design Services.

Mike Malak explained that the consultant's analysis recommends upsizing the culverts in the Coal Run drainage area. He also noted that obtaining the necessary DEP permits for this project is expected to take from eight months to one year.

16. Contract Order #2026-422 – Police Department Renovations

The Township is preparing to advance the final phase of renovations at the Municipal Center, reflecting a sustained investment in the facility over the past several years. The proposed design services will evaluate and address a range of deferred maintenance needs while ensuring that the Police, Human Resources, and Information Technology departments are positioned to deliver high-quality, efficient services. In addition, the project will include comprehensive upgrades to mechanical systems to improve energy efficiency, enhance system reliability, and support more functional and adaptable work environments.

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of a contract with Designstream LLC, Inc. for the Police Department renovations.

<u>Purchase Awards</u>

Purchase Approval #26247 – 2026 CAT 285 Compact Track Loader

Pursuant to the Township's equipment replacement program, staff recommends replacing a 2012 Bobcat T870 due to its age, usage hours, and condition. The proposed replacement is a 2026 CAT 285 Compact Track Loader, to be used by the Public Works and Sewer & Water Departments. The 2012 Bobcat T870 will be sold

via an electronic municipal auction.

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of the purchase of a 2026 CAT 285 Compact Track Loader from Cleveland Brothers Equipment Co. Inc., via the Co-Stars cooperative purchasing program, in the amount of $115,990.00.

18. Purchase Approval #26248 – 2026 CAT PC310 Planer

Staff recommends purchasing a 2026 CAT PC310 Planer for asphalt milling and road repair work for use by the Public Works Department.

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of the purchase of a 2026 CAT PC310 Planer from Cleveland Brothers Equipment Co. Inc., via the Co-Stars cooperative purchasing program, in the amount of $32,400.00.

19. Purchase Approval #26249 – Banquet Room Chairs - Cranberry Highlands Golf Course

Staff is recommending the replacement of the existing banquet room chairs, which were purchased in 2002 and have exceeded their useful life.

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of the purchase of Banquet Room Chairs for the Cranberry Highlands Golf Course from WB Mason Co, Inc, via the Co-Stars cooperative purchasing program, in the amount of $37,250.00.

Contract Payments

20. Contract Order #2025-180 - Partial Payment – Community Park North Improvements – General Contractor

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of a partial payment for general construction for Community Park North Improvements to Thomas Construction, Inc. in the amount of $42,872.40.

21. Contract Order #2025-182 - Partial Payment – Community Park North Improvements – Electrical

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of a partial payment for electrical work for Community Park North Improvements to McCurley Houston Electric, Inc. in the amount of $28,460.96.

Mike Malak reported that the Community Park North project is advancing as planned, with grading presently in progress.

22. Contract Order #2025-48 - Partial Payment - Solids Handling Upgrade - General Contractor

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of a partial payment for the Solids Handling Upgrade for general contracting work to Kukurin Contracting, Inc. in the amount of $727,594.20.

23. Contract Order #2025-49 - Partial Payment - Solids Handling Upgrade - HVAC

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of a partial payment for the Solids Handling Upgrade for HVAC work to Lugaila

Mechanical, Inc. in the amount of $31,441.77.

24. Contract Order #2025-50 - Partial Payment - Solids Handling Upgrade - Plumbing

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of a partial payment for the Solids Handling Upgrade for plumbing work to Shipley Plumbing LLC in the amount of $11,160.90.

25. Contract Order #2025-51 - Partial Payment - Solids Handling Upgrade - Electrical

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of a partial payment for the Solids Handling Upgrade for electrical work to McCurley Houston Electric Inc. in the amount of $64,084.14.

Additional Engineering Business

26. Permanent Sanitary Sewer Easement Right-of-Ways – 4030 & 4040 Glen Eden Road

A sanitary sewer easement is required for the installation of a new force main associated with two proposed residential homes. The proposed force main will convey wastewater from these properties and connect directly into the Township's existing sanitary sewer system. Approval of the easement will allow access and placement of the necessary infrastructure on the designated property, ensuring proper service to the new homes and continued compliance with Township's sanitary system standards.

At the April 2, 2026 Regular meeting, the Board will be asked to consider authorization to execute a Permanent Sanitary Sewer Easement Right-of-Ways for the properties located at 4030 & 4040 Glen Eden Road.

Township Manager

27. Southwest Butler Multi-Municipal Comprehensive Safety Action Plan & Presentation

Andy Waple from AECOM will present an overview of the Safe Streets for All project.

Cranberry Township, along with Jackson Township and the Boroughs of Harmony and Zelienople, developed the Southwest Butler Multi-Municipal Comprehensive Safety Action Plan using a federal Safe Streets for All grant. The plan outlines priority safety issues and strategies to reduce severe and fatal crashes, affirming the Township's commitment to transportation safety and regional collaboration.

Andy Waple (AECOM) presented an overview of the Safe Streets for All program and the Safety Action Plan, highlighting five-year crash trends, public-driven plan updates, priority safety projects, key policy recommendations, and regional leadership's commitment to a zero-fatality goal.

Motion to adopt Resolution No. 2026-18, adopting the Southwest Butler Multi-Municipal Comprehensive Safety Action Plan.

VOTING

Motion by: Newpol, Karen
Second by: Bertolino, Anthony

Supervisor	YES	NO	ABSTAIN
Anthony Bertolino	X		
Bruce Mazzoni	X		
Karen Newpol	X		
John Skorupan	X		

Motion Carried

28. Intergovernmental Cooperation Agreement - Jackson/Cranberry Boundary

Cranberry Township and Jackson Township share a common border at the northern and southern limits of the respective municipalities. Neither Township possesses its original charter, and over time, conflicting information has appeared in property deeds, development plans, and tax maps regarding the precise location of the boundary line. To resolve any uncertainty and avoid the cost and unpredictability of litigation, the Townships have met to review available records and have reached a mutual understanding of an appropriate boundary location. Both municipalities agree to engage HRG to prepare the Boundary Report, which will be submitted to both Boards of Supervisors no later than May 29, 2026.

Dan Santoro reported that the Intergovernmental Agreement with Jackson Township marks the beginning of the boundary line establishment process. He also noted that Jackson Township approved its resolution last week.

Motion to adopt Resolution 2026-19, authorizing an Intergovernmental Cooperation Agreement between Cranberry Township and Jackson Township to proceed under Pennsylvania law to establish the municipal boundary and to jointly engage Herbert, Rowland & Grubic, Inc. (HRG) to prepare the required Boundary Report.

VOTING

Motion by: Newpol, Karen
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Anthony Bertolino	X		
Bruce Mazzoni	X		
Karen Newpol	X		
John Skorupan	X		

Motion Carried

29. Green Light-Go Grant Application

Cranberry Township is seeking financial assistance to complete improvements at the intersection of Route 19 and Dutilh Road. The project proposes to replace the existing signal poles and realign a dedicated right turn lane on Dutilh Road.

Motion to adopt Resolution No. 2026-20, authorizing submission of a grant application to PennDOT's 2027 Green Light-Go program.

VOTING

Motion by: Newpol, Karen
Second by: Bertolino, Anthony

Supervisor	YES	NO	ABSTAIN

Anthony Bertolino	X		
Bruce Mazzoni	X		
Karen Newpol	X		
John Skorupan	X		

Motion Carried

30. Congressional Grant Application - Rt 19 Waterline Replacement Project - FY27

Staff is seeking financial assistance to complete Phase 3 of the Route 19 Waterline Replacement Project. The project proposes to replace over one half of a mile of various water lines along the western and eastern side of Route 19 from Rowan Road to Ernie Mashuda Drive.

Motion to adopt of a Resolution No. 2026-21, authorizing the submission of a grant application to the FY27 Congressionally Directed Spending program.

VOTING

Motion by: Newpol, Karen
Second by: Bertolino, Anthony

Supervisor	YES	NO	ABSTAIN
Anthony Bertolino	X		
Bruce Mazzoni	X		
Karen Newpol	X		
John Skorupan	X		

Motion Carried

31. Personnel

Three (3) Personnel Recommendations

31. a. Motion to approve the hire of Ashtyn Guty, Finance Manager, within the Finance Department, at a semi- monthly rate of $3,416, effective March 16, 2026.

VOTING

Motion by: Newpol, Karen
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Anthony Bertolino	X		
Bruce Mazzoni	X		
Karen Newpol	X		
John Skorupan	X		

Motion Carried

31. b. Motion to approve the hire of Bailey Trzeciak, Utility Worker II, within the Sewer and Water Field Division of the Utilities Department, at an hourly rate of $33.84, effective March 23, 2026.

VOTING

Motion by: Newpol, Karen

Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Anthony Bertolino	X		
Bruce Mazzoni	X		
Karen Newpol	X		
John Skorupan	X		

Motion Carried

31. c. Motion to approve the hire of Tim Mueller, Utility Worker IV, within the Sewer Field Division of the Utilities Department, at an hourly rate of $30.08, effective March 25, 2026.

VOTING

Motion by: Newpol, Karen
Second by: Skorupan, John

Supervisor	YES	NO	ABSTAIN
Anthony Bertolino	X		
Bruce Mazzoni	X		
Karen Newpol	X		
John Skorupan	X		

Motion Carried

Additional Township Solicitor Business

32. Additional Township Solicitor Business

The Solicitor had no additional business for this meeting.

Minutes

33. Minutes - February 26, 2026

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of the meeting minutes for the February 26, 2026 - Agenda Preparation Meeting.

Remittance & Payroll Warrants

34. Remittance Proposals & Payroll Warrants – March 2026

At the April 2, 2026 Regular meeting, the Board will be asked to consider approval of the following Remittance Proposals and Payroll Warrants:

1. Remittance Proposal FEB26WIR dated 2-28-26
2. Remittance Proposal MAR26MID dated 3-20-26
3. Remittance Proposal MAR26REF dated 3-23-26
4. Remittance Proposal APR26BIG dated 4-03-26
5. Payroll Warrant 05206 dated 2-27-26
6. Payroll Warrant S0426 dated 2-27-26
7. Payroll Warrant 06206 dated 3-13-26
8. Payroll Warrant S0526 dated 3-16-26

Reports

35. Monthly Reports – March 2026

1. Planning and Development Services - February 2026
2. Police Department – February 2026
3. EMS Report – February 2026
4. Open Records Summary – February 2026
5. Budget Report – February 2026
6. Fire Company – March 2026
7. Utilities Department Report - March 2026
8. Public Works Activity Report - March 2026
9. Information Technology Report - March 2026
10. Communications Report - March 2026
11. Cranberry Highlands Golf - March 2026
12. Parks & Recreation Report - March 2026

Additional Business

36. Additional Business

There was no additional business for this meeting.

Adjournment

37. Motion to Adjourn

The meeting was adjourned at 7:34 p.m.

VOTING

Motion by: Skorupan, John
Second by: Bertolino, Anthony

Supervisor	YES	NO	ABSTAIN
Anthony Bertolino	X		
Bruce Mazzoni	X		
Karen Newpol	X		
John Skorupan	X		

Motion Carried

Respectfully submitted,

Lori Coon
Recording Secretary