



AGENDA

Cranberry Township Board of Supervisors Agenda Preparation Meeting Thursday, August 27, 2026 6:30 PM

Call to Order

1. **Pledge of Allegiance**
2. **Roll Call**
3. **Public Comment** (Any item on or off the Agenda except for Public Hearing Items)

Motion to close the public comment portion of this meeting.

Public Hearings

4. **PR# COND-26-5 - Skill Games - Conditional Use (TLD 8/28/26)**
272/2026

Accept public comment on a Conditional Use Application for an amusement arcade (Skill Games 777) proposing eight amusement devices within an existing tenant space at the Excel Center, located at 20455 Route 19, Unit 10A, in the SU-1 zoning district.

(Following public comment and provided no additional testimony is needed, it is the recommendation to close the public hearing with consideration at the September 3, 2026 Regular meeting.)
5. **Ordinance Amendment - Bill No. 2026-05 - Chapter 27 (Zoning) - Table of Uses and Signs**
288/2026

Accept public comment on a zoning amendment that will amend Chapter 27 ("Table of Uses"), revising attachments 2 and 2.1 ("Table of Uses for Automobile Wash") and amending Section 608 pertaining to building-mounted signs.

(Following public comment and provided no additional testimony is needed, it is the recommendation to close the public hearing with consideration at the September 3, 2026 Regular meeting.)

Planning & Development Services

6. PR #SUB-26-11 - North Pointe at Cranberry – Preliminary/Final Subdivision (TLD 10/24/26)
270/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider approval of a Preliminary and Final Subdivision application for a four-lot subdivision of a 16.56-acre parcel to accommodate three retail outparcels and approximately six acres of residential development located at 20400 Route 19 in the SU-1 zoning district.

7. PR #LD-26-12 - North Pointe at Cranberry – Final Land Development (TLD 10/24/26)
271/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider approval of a Final Land Development application for the infrastructure phase of North Pointe at Cranberry, proposing site grading, roadway improvements, utility infrastructure, stormwater management facilities, water facilities, and landscaping on approximately 16.9 acres located at the intersection of Route 19 and Dutilh Road in the SU-1 zoning district.

8. PR #PRD-26-4 – The Reserve at Cranberry Springs - Revised Tentative Land Development (TLD 10/8/26)
313/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider approval of a Revised Tentative Land Development for revisions to building and garage footprints, parking configurations, grading, and perimeter site features.

9. PR #PRD-26-5 The Reserve at Cranberry Springs - Revised Final Land Development (TLD 10/14/26)
314/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider approval of a Revised Final Land Development application for revisions to building and garage footprints, parking configurations, grading, and perimeter site features.

Public Works and Engineering

Contract Change Orders

10. Contract Order #2026-314 - Change Order - Community Park Ballfields 3 & 4 Infield Turf Improvements
320/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider approval of a change order for the Community Park Ballfields 3 & 4 Infield Turf Improvements to Playing Surface Solutions, Inc. in the amount of \$17,655.00.

11. Contract Order #2026-354 – Change Order - 2026 Paving Program – Superpave Street Resurfacing

326/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider approval of a change order for Superpave Street Resurfacing to Youngblood Paving, Inc. in the amount of \$23,000.00.

12. Contract Order #2026-374 – Change Order - Graham Park Pickleball Court Acrylic Surfacing Project

318/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider approval of a change order for the Graham Park Pickleball Court Acrylic Surfacing Project to Seal Pro in the amount of \$7,040.00.

Contract Payments

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

327/2026

At the September 3, 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 \$720,360.00.

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

328/2026

At the September 3, 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 \$18,754.20.

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

329/2026

At the September 3, 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 \$121,705.97.

16. Contract Order #2025-181 - Partial Payment – Community Park North Improvements – Plumbing

330/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider approval of a partial payment for plumbing work for Community Park North Improvements to Shipley Plumbing, LLC in the amount of \$25,108.20.

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

331/2026

At the September 3, 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 \$25,419.10.

18. Contract Order #2026-313 - Partial Payment – North Boundary Park Soccer Field Turf Improvements
322/2026

At the September 3, 2026 Regular meeting the Board will be asked to consider approval of a partial payment for turf improvements to Playing Surface Solutions, Inc. in the amount of \$349,629.18.

19. Contract Order #2026-314 - Partial Payment - Community Park Ballfields 3 & 4 Infield Turf Improvements
319/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider approval of a partial payment for the Community Park Ballfields 3 & 4 Infield Turf Improvements to Playing Surface Solutions, Inc. in the amount of \$296,339.46.

20. Contract Order #2026-354 – Partial Payment - 2026 Paving Program – Superpave Street Resurfacing
332/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider approval of a partial payment for Superpave Street Resurfacing to Youngblood Paving, Inc. in the amount of \$614,209.26.

21. Contract Order #2026-356 – Final Payment- 2026 Paving Program – Pavement Rejuvenator
317/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider approval of a final payment for Pavement Rejuvenator to Pavement Technology, Inc., in the amount of \$125,477.50.

22. Contract Order #2026-374 – Final Payment - Graham Park Pickleball Court Acrylic Surfacing Project
334/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider approval of a final payment for the Graham Park Pickleball Court Acrylic Surfacing Project to Seal Pro in the amount of \$91,150.00.

23. Contract Order #2026-384 – Final Payment - Fitness Court Studio at Graham Park
323/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider approval of a final payment for the Fitness Court Studio at Graham Park to Holbein, Inc. in the amount of \$13,706.93.

Bond Release Requests

24. Bond Release Request - August 2026
324/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider approval of the following bond releases:

PARTIAL RELEASE

D2124-04 Breckenridge
D2427-05 Summerwind

FINAL RELEASE

D2221-03 Boundary Loft

Township Manager

25. Tax Appeal - Walmart, 20245 Route 19

309/2026

FOR BOARD ACTION THIS EVENING

Motion to approve settlement of the tax assessment appeal filed at Butler County Docket No. 25-40369, setting the assessed value at \$900,000 for 2026 and 2027 tax years, and adjusting the tax bill and paying refunds accordingly.

26. Tax Appeal - MSA, 400 Bertha Lamme Drive

310/2026

FOR BOARD ACTION THIS EVENING

Motion to approve the settlement of the tax assessment appeal filed at Butler County Docket No. 2025-40370, to set the assessed value at \$1,275,000 for the 2026 tax year and \$1,335,000 for the 2027 tax year, and adjusting the tax bill and paying refunds accordingly.

27. Personnel

338/2026

FOR BOARD ACTION THIS EVENING

Personnel Recommendation (Motion attached)

28. Municipal Assistance Program - Grant Submission - Comprehensive Plan Update

337/2026

FOR BOARD ACTION THIS EVENING

Cranberry Township is seeking financial assistance through the Municipal Assistance Program (MAP) to update the Township's Comprehensive Plan. The proposed project will provide an updated vision and strategic framework to guide long term decision making. If awarded, MAP funding would support the final phase of professional planning services which includes the development and adoption of the plan.

Motion to adopt Resolution No. 2026-53, authorizing the submission of a grant application to the Department of Community & Economic Development (DCED) through the Municipal Assistance Program (MAP) for the purpose of updating Cranberry Township's Comprehensive Plan.

29. Spring 2026 Municipal Auction Results

302/2026

At the June 4, 2026, Board of Supervisors meeting, the Board authorized the sale of surplus Township equipment via electronic sale using an online auction program. The results of the auction, which ended on July 7, 2026, are provided in the meeting materials.

30. Minimum Municipal Obligation (MMO) for the Uniformed and Non-Uniformed Pension Plans for the Year 2027

306/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider adoption of a resolution, establishing the Township's Minimum Municipal Obligation (MMO) for the Uniformed and Non-Uniformed Pension Plans for the Year 2027.

31. One Call Locating Services Agreement Amendment

308/2026

In 2023, the Board approved an agreement with USIC Locating Services, LLC for utility locating and marking services, and later extended it for one year in both 2024 and 2025. Staff now recommends extending the agreement for an additional one-year term to ensure continued delivery of these required services.

At the September 3, 2026 Regular meeting, the Board will be asked to authorize execution of a third amendment to the agreement with USIC Locating Services, LLC, for utility locating and marking services, extending the contract for an additional one (1) year term effective September 18, 2026 through September 18, 2027.

32. Ordinance - Cranberry Township/Jackson Township - Municipal Boundary

335/2026

Cranberry Township and Jackson Township share a common boundary at the northern and southern limits of their respective municipalities. Because neither municipality possesses its original charter, conflicting information has appeared over time in property deeds, development plans, and tax maps regarding the precise location of the shared boundary. To resolve uncertainty, both Townships have jointly reviewed available records and reached a mutual understanding of a defined boundary location. Cranberry Township and Jackson Township held a joint public Board meeting at the Cranberry Highlands Golf Course on August 19, 2026, to accept public comment on the proposed ordinance defining the boundary.

At the September 3, 2026 Regular meeting, the Board will be asked to consider adoption of an ordinance establishing the municipal Boundary.

33. Updated Resolution for Brush Creek Water Pollution Control Facility Local Limits

340/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider adoption of an updated resolution for the Brush Creek Water Pollution Control Facility Local Limits.

Additional Township Solicitor Business

34. Additional Township Solicitor Business

Minutes

35. Minutes – July 30, 2026, August 6, 2026 & August 19, 2026

325/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider approval of the following meeting minutes:

1. July 30, 2026 - Agenda Preparation Meeting
2. August 6, 2026 - Regular Meeting
3. August 19, 2026 - Special Joint Meeting

Remittance & Payroll Warrants

36. Remittance Proposals & Payroll Warrants – August 2026

316/2026

At the September 3, 2026 Regular meeting, the Board will be asked to consider approval of the following Remittance Proposal and Payroll Warrants:

1. Remittance Proposal JUL26WIR dated 7-31-26
2. Remittance Proposal JUL26PPD dated 7-31-26
3. Remittance Proposal AUG26MID dated 8-18-26
4. Remittance Proposal AUG26REF dated 8-19-26
5. Remittance Proposal SEP26BIG dated 9-04-26
6. Payroll Warrant S1426 dated 7-31-26
7. Payroll Warrant 162026 dated 7-31-26
8. Payroll Warrant S1526 dated 8-14-26
9. Payroll Warrant 172026 dated 8-14-26

Reports

37. Monthly Reports – August 2026

315/2026

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

Additional Business

38. Additional Business

Adjournment

39. Motion to Adjourn