

CHARTIERS TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
FEBRUARY 15, 2011

Harlan G. Shober, Jr. – Chairman called the regular meeting of the Charters Township Board of Supervisors regular meeting to order at 7:00 p.m. Tuesday February 15, 2011. Mr. Shober asked all present to stand for the pledge of allegiance.

**ATTENDANCE:**

Attending this evenings meeting were Supervisors Richard W. Metzler, A. William Kiehl and Mr. Shober. Additionally in attendance were James Liekar-Solicitor; Samuel R. Stockton-Township Manager; Daniel Slagle- Township Engineer; Harold Ivery, Jr.-Planning/Zoning Officer and Wendy Williams-Recording Secretary. Edward Jeffries-Public Works Director was absent.

**VISITORS TIME:**

Loretta Rathbone  
545 Race Track Road  
Meadow Lands PA 15347

Mrs. Rathbone asked the Board: “What is the procedure to petition the Township to have her property rezoned Commercial?” Mrs. Rathbone was informed that she must contact the Zoning Officer to complete the necessary paper work and pay the necessary fees.

**APPROVAL OF MINUTES:**

A motion was made by Mr. Kiehl and seconded by Mr. Metzler to approved Board of Supervisors regular meeting minutes of February 1, 2011 as presented. Motion carried.

**STAFF REPORTS:**

**Township Manager – Samuel R. Stockton**

Liability coverage with EMC Insurance is renewed

Attended a meeting with members of the Board, DEP, Washington County Planning Commission and PENNVEST concerning the proposed Midland and McClane Farm Sewer Projects.

Cooper Industries donated \$700.00 to the Charters Township Police Dare Program

Called the Observer-Reporter in an effort to have the Board of Supervisors Meetings advertised correctly.

Arranged and attended a meeting with Supervisor Kiehl and George Kirk of the McGuire Group, consultants for the Office of the Budget RACP application.

Attended a LTAP seminar with the Director of Public Works on The Changing Role of Public Works.

Completed and submitted the Washington County 2011 Election Board Form.

Researched the Proudfit property.

The Rights-of Way Agreements and notice of the Special Meeting provided by the Solicitor, for the Route 18 Sewer Project have been mailed.

Chartiers Township has been selected by the Washington County Commissioners to participate in the Traffic Signal LED Replacement Program. The program will pay 80% of the costs to retrofit the signals to LED Bulbs.

Contacted Marie McCullough with questions on reimbursements for ROW acquisition for the Route 18 Joint Sewer Project.

The partial pole on Country Club has been removed.

### **Correspondence of Note:**

CHJA has submitted a copy of the 2011 Authority Operating Budget. Estimated Operating Revenues are \$3,200,300.00 and estimated expenditures of \$2,837,151.00 (\$363,149.00 surplus) and at \$4.60 per 1000 gallons reflects no rate increase.

Trollinger submitted the 2010 Annual investment report for the Police Pension. Net income for the year was an increase of \$237,527.95.

### **Public Works (presented by Mr. Stockton)**

Trucks –The Peterbuilt had to go to FYDA Freightliner for an electrical repair. It is repaired and in the garage. 2002 Ford jetter needs a steering stabilizer for inspection, it will be repaired tomorrow. The 2007 Ford pick-up had to have leaf springs worked on the work is completed and it is back in service.

Paved-Potholes – We have been repairing potholes in the township as they occur. We will be ordering poly-pave on Wednesday.

Storm Drains – We have been cleaning storm drains throughout the township. We are repairing a storm drain at the bottom of Barrewood.

Trees – We have been taking care of trees as they occur.

### **Planning/Zoning Officer – Harold Ivery, Jr.**

Peternel Property Found that Ordinance #209 shows descriptions of property, which is shown on the current Zoning Map, that is on the wall in the office. The zoning document that Mr. Peternel showed the Township Supervisors at the last meeting was a proposed rezoning that was not implemented.

Planning Commission will be having a meeting February 22<sup>nd</sup> and will be going over street ordinance and construction standards.

### **Engineers Report – Daniel Slagle**

#### **Development Proposals**

1. **Markwest Liberty Site Plan** - We have requested an updated Boundary Sound Survey Report.
2. **Houston Gas Plant Tank Farm Site Plan** - We have reviewed the revised site plan and stormwater management plan (Version 10) to add a new Tank Farm Pad. We have prepared a revised comment letter which include Fire Department/Emergency Responder training. We attended a site visit on 12/16/10.
3. **Stone Site Plan** - We have reviewed the revised site plan on 9/17/10 to construct an Office Building and parking lot on top of the existing pond. We prepared a preliminary cost estimate to construct a sanitary sewer to the Stone Plan.

#### **Capital Improvement Projects**

1. **Midland Act 537 Plan** - We have responded to PaDEP's comments and updated the Act 537 Plan. The Sewage Disposal Needs Survey is 100% complete with 23% septic failures and 56% suspected failures. PaDEP met with Houston Borough regarding the sewer route through the Borough. **Once the Act 537 Plan is approved, we will apply for 50% reimbursement of the TAR.**
2. **Midland Sewer Project** - We have field verified the basement elevations and topographic data. **We are currently updating**

the construction drawings/preparing the WQM Part II Permit. We modified the design through the Railroad R/W.

3. **PennVEST Financing** - We attended the pre-planning consultation meeting with PaDEP/PennVEST on 2/3/11. The next PennVEST application cut-off is May 18, 2011 with a July 20, 2011 Board Meeting.
4. **H2O Grant Application** - We compiled/submitted the required supporting data for the next round for the Midland Sewer Project which will be awarded in February 2011.
5. **McClane Farm Act 537 Plan** - We submitted the Task Activity Report to evaluate the McClane Farm Road Watershed as required by PaDEP.
6. **Community Center RACP Grant Application Grant** - We are preparing the supporting documentation for the RACP Grant.

#### **On-Going Developer Projects**

1. **Kingston Estates** - We requested the Developers Agreement, construction drawings and recorded plan.
2. **Summit Plan** - We reviewed the Developers Agreement and construction drawings and will prepare a letter of Final Matters and cost to complete the plan.
3. **Villas of Arden Mills** - We met with the Developer and Homeowners Association on 12/20/10 to review the letter of Final Matters with cost to complete the plan. **A conference call is scheduled for 2/16/11.**
4. **Countryside Estates** - We requested the Developers Agreement, construction drawings and recorded plan.
5. **Paxton Grove Plan** - We are providing periodic construction surveillance.

#### **On-Going Township Projects**

1. **Act 167 - Municipal Separate Storm Sewer System (MS4)** - A new stormwater Ordinance is required by PaDEP.
2. **2011 Tap Request** - We submitted the 2011 tap request to CHJA for 50 EDU's.
3. **Act 57 Tapping Fee Calculation** - We reviewed the prior tapping fee calculation and began the preparation of updating the Township's Act 57 Tapping Fee Calculation.

4. **Infiltration/Inflow Reduction Program** - We contacted Jet Jack regarding the list of areas recommended for additional CCTV in preparation of the 2011 Sewer Rehabilitation Project. **Jet Jack plans to perform the CCTV in March 2011 which will enable us to bid out the 2011 Sewer Rehabilitation Project in April 2011 and open bids in May 2011.**
5. **2010 Sewer Rehabilitation Project** - Green Thumb Lawn Care & Excavation bid was \$69,069 with the next lowest bid at \$79,800. **Construction started 11/29/10 was completed on 2/3/11. We have prepared periodic Estimate No. 2 in the amount of \$32,590.47 for the Supervisors consideration. We still retain \$15,432.48 plus bonds.**
6. **Roadway Priority Plan** - The Shot & Chip (\$48,500) portion of the project will be done early in 2011.
7. **Ryburn Bridge** - Dawson Geophysical responded regarding the bridge deck damage and are currently preparing the design/cost estimate to repair the bridge.
8. **Township Subdivision and Land Ordinance** - We are currently updating the Land Development and Subdivision Ordinance.
9. **McConnell's Mills Bridge** - We are currently preparing an estimate to replace the wing wall.
10. **Roadway Opening Ordinance** - We prepared suggested language for consideration by the Supervisors and Solicitor.

**Solicitor – James Liekar**

No report

**SUPERVISOR REPORTS:**

Mr. Shober – No report

Mr. Metzler:

Library Funding – It seemed there was a reduction of funding from the State to the local library and that was incorrect. That was a matter between the District Librarian and the Library was to when those funds were to be released. They had a meeting and those funds were released.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

A motion was made by Mr. Kiehl and seconded by Mr. Metzler to authorize payment of invoices with the exception of Green Thumb Excavating (General Fund: Checks #25567-#25613: \$141,362.78; Light Fund: Check #1393: \$4,546.79; Fire Hydrant Fund: Check #1398: Revenue Gaming Fund: Check \$1016: \$6,000.00; Sewer Fund: Checks #2375-2378: \$104,192.27; Route 18-SLE Fund: Checks #1012-#1014: \$103,017.11; Liquid Fuels Fund: Check #1411: \$26,825.91; Municipal Improvement Fund: Check # 1366: \$6,428.30; Total All Funds: \$35,907.92). Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Metzler 2006 Non-Resident Refunds in the amount of \$604.79. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Metzler to authorize 2010 Non-Resident Refunds in the amount of \$10,960.95. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Metzler to authorize 2010 Resident Refunds in the amount of \$81.17. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Metzler to exonerate the Light and Hydrant Assessment Collector from 2010 Assessments. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Metzler to approve certain parcels on Race Track Road easterly to both sides of Hallam Avenue specifically the following parcels: 170-017-06-05-0014-01; 170-017-06-05-0015-00; 170-017-06-05-0016-00 170-017-06-05-0039-00 and 170-017-06-05-0011-00 from R-2 to C1 (Ordinance #330). Motion carried.

**DISCUSSION ITEMS:**

A motion was made by Mr. Kiehl and seconded by Mr. Metzler to approve the request from Relay for Life to waive meeting room fees for March 5<sup>th</sup>, April 2<sup>nd</sup>, April 14<sup>th</sup> and May 7<sup>th</sup>, 2011. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Metzler to authorize the Township Manager to complete the form for 2,000 ton of salt for 2011-2012 COSTARS Salt Agreement. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Metzler to authorize the Township Manager to complete the form for bidding Summer Road Materials

with Washington County. Bid to include #57 Modified Aggregate. Motion carried.

After a brief discussion regarding the Draft Social Hall Guidelines; the draft is to be given to the Caterer for his feedback. This matter is to be placed on the next agenda.

After a discussion 4 way stop at Grant Street and North Johnson Road the Chief is to provide the Board with a recommendation.

Discuss Patsch Family donation of strip of land between Front Street and West Pike Street the Township does not want the property .The Patsch Family is to be notified.

After a discussion of Marcellus Municipal Co-op Program proposed by State Representative Jesse White the consensus of the Board was to participate only to know more on the program without a commitment from the Board.

A motion was made by Mr. Kiehl and seconded by Mr. Metzler to approve Allison Park Elementary School PFO request to use the Social Hall at the Chartiers Township Fire Department February 25, 2011. Motion carried.

Discuss Hayes Design Amendment to the Professional Services Agreement for the proposed Community Center. This matter is to be placed on the next meeting agenda. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Metzler to approve Fire Department January 2011 bills in the amount of \$10,342.79. Motion carried.

**EXECUTIVE SESSION:**

None

**ADJOURNMENT:**

A motion was made by Mr. Kiehl and seconded by Mr. Metzler to adjourn the meeting at 8:36 p.m. Motion carried.

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Richard W. Metzler  
Secretary

Wendy Williams, Recording Secretary