

**CHARTIERS TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
January 23, 2018  
4:00 P.M.**

**EXECUTIVE SESSION ANNOUNCEMENT:**

Please be advised that the Board of Supervisors met in Executive Session immediately prior to this meeting from 3:30 P.M. to 4:00 P.M. to discuss contract negotiations, personnel and litigation matters.

**ATTENDANCE:**

Attending this meeting were Supervisors Gary Friend, John M. Marcischak and Mr. Alterio. Also present were James Liekar-Solicitor; Jennifer Slagle-Township Engineer; Adam McGurk, AICP Planning Director; Jessica Tedrow, Parks & Recreation Director and Bev Small, Recording Secretary. ABSENT: Jodi L. Noble-Township Manager; Ed Jeffries, Public Works Director;

**VISITORS TIME:**

None

**DEVELOPERS TIME**

1. A motion was made by Mr. Friend and seconded by Mr. Marcischak to approve the Dalbo Plan, No. 2 Sewage Facilities Planning Module as prepared by the Washington County Sewage Council. All Supervisors voted yes. The motion carried
2. A motion was made by Mr. Friend and seconded by Mr. Marcischak to approve the Dalbo Plan No. 2 Minor Subdivision, subject to the conditions outlined in the Planning Department's letter dated January 23, 2018 and subject to the satisfaction of the outstanding items in the Township Engineer's review letter dated January 18, 2018. All Supervisors voted yes. The motion carried.
3. A motion was made by Mr. Friend and seconded by Mr. Marcischak to approve the William Marcalan Acree Plan No. 1 Minor Subdivision, subject to the conditions outlined in the Planning Department's letter dated September 8, 2017 and subject to the satisfaction of the outstanding items in the Township Engineer's review letter dated September 8, 2017. All Supervisors voted yes. The motion carried.
4. A motion was made by Mr. Friend and seconded by Mr. Marcischak to reapprove the Summerfield Woods Phase 1 subdivision Plan, subject to the original terms and conditions of approval as well as the satisfaction of the outstanding items in

the Township Engineer's review letter dated June 19, 2017 as previously approved on June 27, 2017. All Supervisors voted yes. The motion carried.

5. A motion was made by Mr. Friend and seconded by Mr. Marcischak to authorize Township administrative staff and officials to sign all future Planning Modules prepared by the Washington County Sewage Council as the Township's designated Septic Authority. All Supervisors voted yes. The motion carried.

#### **STAFF REPORTS:**

All reports were accepted as submitted

**APPROVAL OF MINUTES** – A motion was made by Mr. Friend and seconded by Mr. Marcischak to approve Board of Supervisors Meeting Minutes from the Workshop Meeting of December 12, 2017 as presented. All Supervisors voted yes. The motion carried

#### **SUPERVISOR REPORTS:**

Mr. Alterio – No report  
Mr. Marcischak – No report  
Mr. Friend- No report

#### **OLD BUSINESS:**

The meeting was recessed and called to Order at 4:05 P.M. for the Public Hearing on the addition of 250 Onexx Circle to the existing Chartiers Township Agricultural Security Area Ordinance 370.

- The Township Planner, Mr. McGurk, entered into the record: Agricultural Security Area application for 250 Onexx Circle also known as Washington County Parcel ID 170-001-00-00-0014-00; Washington County Planning Commission letter dated August 15, 2017; Washington County Planning Commission soil classification map; Township Planning Commission notification letters to applicants dated October 12, 2017; Township hearing notification letters to applicant dated January 10, 2018; Township hearing notification letters to existing ASA members dated January 11, 2018; Chartiers Township ordinance number 353 as approved September 8, 2015; Public Notices for this hearing as printed in the Observer Reporter on January 9, 2018 and January 16, 2018; Planning Commission meeting minutes of November 21, 2017; E-mail dated January 3, 2018 transmitting proposed Ordinance number 370 to the Washington County Law Library for public display and access; E-mail dated January 3, 2018 transmitting proposed Ordinance number 370 to the Observer Reporter for public display and access.

- A motion was made by Mr. Friend and seconded by Mr. Marcischak to close the Public Hearing portion of the meeting. All Supervisors voted yes. The motion carried.

The Public Hearing adjourned at 4:10 P.M. to return to the regular Board of Supervisors meeting.

1. A motion was made by Mr. Friend and seconded by Mr. Marcischak to add 250 Onexx Circle to the existing Chartiers Township Agricultural Security Area and amend Chapter 90 of the Chartiers Township Code of ordinances, Agriculture Security Area, as recommended by the Chartiers Township Planning Commission at their meeting of November 14, 2017 and consistent with Public hearing of January 23, 2018 and adopt Ordinance No. 370 accordingly. All Supervisors voted yes. The motion carried.

2. A motion was made by Mr. Friend and seconded by Mr. Marcischak to ratify the purchase via State Contract of a Ford 550 with a dump bed from the Tri-Star Ford, Somerset, Inc. in the amount of \$59,412.00 as recommended by the Township Manager and Interim Director of Public Works. All Supervisors voted yes. The motion carried.

3 A motion was made by Mr. Friend and seconded by Mr. Marcischak to authorize the Township Manager, Solicitor and Engineer to prepare a response to the DEP's request for information related to the private request for public sewage on Arden Road as it is due by February 9, 2018. All Supervisors voted yes. The motion carried.

4. A motion was made by Mr. Marcischak and seconded by Mr. Alterio to appoint Supervisor Gary Friend as the Chartiers Township voting delegate to the 2018 PSATS Conference. All Supervisors voted yes. The motion carried.

5. A motion was made by Mr. Friend and seconded by Mr. Marcischak to appoint Doris Davis to the Friends of the Parks Board for a term of three (3) years, until the first Monday in January, 2021. All Supervisors voted yes. The motion carried.

#### **NEW BUSINESS:**

1. A motion was made by Mr. Friend and seconded by Mr. Marcischak to appoint Jamie Tarboli, the Mt. Pleasant Township real Estate Tax Collector, as the Chartiers Township Deputy Real Estate Tax Collector in accordance with Act 48 of 2015 as recommended by the Chartiers Township Tax Collector. All Supervisors voted yes. The motion carried.

2. A motion was made by Mr. Friend and seconded by Mr. Marcischak to approve the Township fee waiver request for the Pennsylvania Trolley Museum's grading permit application, with the exception that the applicant will be responsible for all out of pocket application costs, including Engineering review. All Supervisors voted yes. The motion carried
3. A motion was made by Mr. Friend and seconded by Mr. Marcischak to make an offer of employment as a temporary/part-time janitor for the Chartiers Township Community Center to Shannon Plants at a rate of \$18.00 per hour as recommended by the Township Manager. All Supervisors voted yes. The motion carried.
4. A motion was made by Mr. Friend and seconded by Mr. Marcischak to authorize the renewal of the Township's Insurance Coverage effective February 4, 2018 with EMC Insurance for a total cost of \$48,980.00 as recommended by the Township Manager and Township Insurance Broker. Chairman Alterio directed the record to reflect that this is a savings of \$496.00 over the prior year's costs. All Supervisors voted yes. The motion carried.
5. A motion was made by Mr. Friend and seconded by Mr. Marcischak to authorize payment of invoices (General Fund: Checks #32578-32635: \$270,628.89; Act 13 Impact Fee Fund: Checks #1021-1023: \$4,446.41; Sanitary Sewer Fund: Checks #1086-1092: \$133,388.23; Midland Sewer Fund: Check # 1009: \$110.00; Rte 18 SLE Fund: Check # 1007: \$7,688.49; Capital Reserve Fund: Check #1012: \$1,135.25; CTCC Fund: Checks # 1163-1176: \$5,371.25; Liquid Fuels Fund: Checks #1011-1013: \$31,302.01; Light/Fire Hydrant Fund: Checks # 2029-2031: \$ 7,776.22; Total All Funds: \$461,846.75). All Supervisors voted yes. The motion carried

#### **DISCUSSION ITEMS:**

1. McClane Farms Road Sewer Project – An informational meeting for effected residents is scheduled for January 30, 2018 at 6:00 P.M. in the Township Meeting Room.
2. Midland Sewer Project Update – The Township Solicitor is awaiting a response from the Attorney for the Hagerman Restoration offer.
3. WEWJA Agreement (South Strabane) – No response from WEWJA Solicitor.
4. Canton Agreement (Route 18) – No response from the Canton Solicitor.
5. Kingston Estates Public Improvements – The Township Engineer reported that the Developer is addressing punch list items to finalize per Township expectations.
6. Linda Lane Cul-de-Sac – Same as the Kingston Estates process.

7. Paxton Grove Public Improvements – Mrs. Slagle is working with Mrs. Noble & Mr. Liekar to finalize the transfer to the Township to take over the retention pond pending an acceptable security amount for maintenance of the pond.
8. CDBG Grants – The last of the identified property demolitions is in process.
9. 2018 Road Program – The Township Engineer, Manager and Supervisors will meet at 2:00 P.M. on January 30, 2018 to review Road conditions in the Township.
10. Community Center Sign – On delivery of the sign the sign location can be finalized.
11. Emergency Operations Briefing – Mrs. Noble scheduled this immediately following the Board's Workshop meeting on Tuesday, February 13, 2018.
12. Arden Act 537 Request – The Township Manager and Solicitor have prior Board authorization to respond to the DEP.
13. 2018 PSATS Convention – Mrs. Noble and Supervisor Friend will attend as the Township representatives.
14. Volunteer Fire Fighter Stipend Program – Mr. Friend reported that the point system has been implemented for active involvement.
15. Henderson Ave. Stream Restoration Grant Request – Mrs. Noble spoke with the Conservation District informing them that there will be little to no monetary match but can include some matching in-kind work from the Township. The residents in the area are being encouraged to be involved in seeking this grant.
16. DRAFT Finance Policy – The Solicitor agreed that the Township Manager can consult with the Auditors on dollar amount levels for Purchase Order signatures.
17. Zoning Amendments – The Township Planner incorporated the elements of the use chart, definitions and conditional use criteria into the proposed amendment. He will forward the draft copy to the Supervisors for their review and input prior to scheduling a Public Hearing.
18. Fee Waiver Policy – The Township Manager is working on the policy for the Board's consideration on standardized waivers for non-profits.
19. Community Center New Programming Opportunities / Requests – Miss Tedrow highlighted several potential programming options that can be implemented on fee-based participation. Those include offerings such as: Mommy and Me Classes; Certified Babysitter Training; AARP Driver Classes; D.I.Y. Classes –

Activities; Expanded Exercise Classes; Fitness Boot Camp; Variety of Dance Classes. Acquiring Instructors and establishment of fees will be instrumental in providing these programs targeting a wide range of participants.

20. Community Center Drainage Issues – Gateway will review the issues presented from the hillside water run-off resting on concrete areas as well as pooling in ground and building areas that are sinking due to the run-off. Mrs. Slagle asked for pictures from the actual construction time to review when Gateway comes out to inspect.
21. January 12, 2018 Storm Event – Chairman Alterio commended the Police, Chartiers VFD, Public Works and administrative personnel for their combined efforts and exemplary work during the Flooding. He gave praise for the Teamwork demonstrated during the response to the Dynamet Fire as well as the Public Works Department for their efforts on the snow removal.
22. Chartiers Township Police Department was commended for their excellence during 2017 including saving five (5) Overdose victims.
23. PennDot Open House – PennDot will host an informational meeting from 4:30 – 6:30 P.M. on Wednesday, January 31, 2018 at the Chartiers Township Meeting Room to discuss the proposed improvements to North Main Street's bridge replacement.
24. Public Works Fleet Management Program – Mrs. Noble asked the Interim Public Works Director to begin compiling this plan.

**PUBLIC COMMENT:**

Frank Guzel of 431 Oak Spring Road expressed his concern and displeasure at the dirt bikes & quads racing across areas on his farm property. Mr. Guzel was advised to contact the police for assistance when this occurs.

**ADJOURNMENT:**

The meeting adjourned at 4:38 P.M.

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John Marcischak  
Secretary

Bev Small – Recording Secretary