

**CHARTIERS TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
November 28, 2023  
5:00p.m.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**EXECUTIVE SESSION ANNOUNCEMENT**

Please be advised that the Chartiers Township Board of Supervisors met in executive immediately prior to this meeting from 4:30 pm to 4:55 pm to discuss personnel and litigation matters.

Attending this meeting were Supervisors, Bronwyn Kolovich, Gary Friend, and Frank Wise. Also, present were James Liekar-Solicitor; Ed Jeffries, Public Works Director; Jennifer Slagle-Director of Engineering and Planning; Thomas Helmkamp-Township Engineer; Jamie Rozzo, Recording Secretary

ABSENT: Jodi L. Noble-Township Manager; Steven Horvath, Chief of Police

**VISITORS TIME**

Jeffrey Litzenger, 846 Elm Street, and Kevin Stevens, 157 Adlin Ave asked for an update on possibly putting in a ballfield above the Community Center. They also asked about the possibility of a rec center and drainage for the current baseball fields. Chartiers is continuing to grow and space for children's sports is limited. They are asking for direction from the Township on this subject. Parents are willing to help and willing to fundraise to see these projects get started. They have spoken with the school board as well.

The board spoke with Mr. Litzenger and Mr. Stevens and addressed their questions. Chartiers has land that can be developed but they are unable to fund these projects at this time. They did speak on possible grant opportunities, investors, and fundraising that could help fund these projects. The school baseball fields, and drainage would need to be handled by the school district.

Rebecca Bails 458 McClane Farm Road asked the board when Public Works would be out to install the inlet box near her and her parents' driveways.

Mr. Jeffries this item is on the schedule. Public Works has been working on various larger projects in the Township. Those items are now complete and allow time for Public Works to install the inlet box.

## **DEVELOPERS TIME**

1. A motion was made by Mr. Friend and seconded by Mrs. Kolovich to approve the Scott Mazutis Minor Subdivision Plan located at 209 Ross Street conditional on satisfaction of the outstanding items in the Township Engineer's letter dated November 22, 2023, as recommended by Township Engineer and Director of Engineering and Planning. All Supervisors voted yes. The motion carried 3-0.
2. A motion was made by Mr. Friend and seconded by Mrs. Kolovich to approve the North Star Towers Land Development Plan for a telecommunications located at 350 Alpha Drive, Canonsburg, PA 15342 conditional upon satisfaction of the outstanding items in the Township Engineer's letter dated November 9, 2023 and consistency with the Conditional Use Approval of October 24, 2023 as recommended by the Chartiers Township Planning Commission at their meeting of September 19, 2023. All Supervisors voted yes. The motion carried 3-0.

## **APPROVAL OF MINUTES**

A motion was by Mr. Friend and seconded by Mrs. Kolovich to approve the minutes for the Regular meetings of October 10, 2023, and October 24, 2023, and the Budget Meetings of October 3, 2023, October 10, 2023, October 17, 2023, and October 24, 2023 as presented. All Supervisors voted yes. The motion carried 3-0.

## **NO STAFF REPORTS**

## **NO SUPERVISOR REPORTS:**

## **OLD BUSINESS:**

1. A motion was made by Mr. Friend and seconded by Mrs. Kolovich to table Change Order No. 1 from Jeffco. for the Allison Park Restroom in the amount of \$X,XXX.XX for ..... as recommended by the Township Engineer in the Change order dated November X, 2023. All Supervisors voted yes. The motion carried 3-0.
2. A motion was made by Mr. Friend and seconded by Mrs. Kolovich to table Pay Application No. 1 from Jeffco in the amount of \$X,XXX.XX for the Allison Park Restroom as recommended by as recommended by the Township Engineer in the Pay Application dated October X, 2023. All Supervisors voted yes. The motion carried 3-0.
3. A motion was made by Mr. Friend and seconded by Mrs. Kolovich to approve Change Order No. 2 (FINAL) from A. Liberoni Inc. for the 2023 Road Paving Program in the amount of \$38,646.76 for final quantities as recommended by the Township Engineer in the Pay Application dated November 16, 2023. All Supervisors voted yes. The motion carried 3-0.
4. A motion was made by Mr. friend and seconded by Mrs. Kolovich to approve Pay Application No. 4 from A. Liberoni, Inc. for the 2023 Road Paving Program in the

amount of \$12, 903.73 as recommended by the Township Engineer in his letter dated November 16, 2023. All Supervisors voted yes. The motion carried 3-0.

5. A motion was made by Mr. Friend and seconded by Mrs. Kolovich to approve Pay Application No. 5 (FINAL) from A. Liberoni, Inc. for the 2023 Road Paving Program in the amount of \$41,991.10, conditional upon receipt of the appropriate Maintenance Bond, as recommended by the Township Engineer in his letter dated November 20, 2023. All Supervisors voted yes. The motion carried 3-0.
6. A motion was made by Mr. Friend and seconded by Mrs. Kolovich to approve the agreement from Keystone Municipal Collections in a form acceptable to the Township Solicitor for Delinquent Real Estate Taxes, Light and Hydrant Assessments effective January 1, 2024, as recommended by the Township Manager and in accordance with their proposal dated November 2, 2023. All Supervisors voted yes. The motion carried 3-0.
7. A motion was made by Mr. Friend and seconded by Mrs. Kolovich to approve Resolution R-15-2023 authorizing Keystone Municipal Collections to assess certain penalties and fees for delinquent tax collection as provided for in the same. All Supervisors voted yes. The motion carried 3-0.

**NEW BUSINESS:**

1. A motion was made by Mr. Friend and seconded by Mrs. Kolovich to approve the 2024 Chartiers Township Preliminary Budget and place it on public display for 20 days with Final Budget Adoption at the Tuesday, December 19, 2023 regular meeting of the Chartiers Township Board of Supervisors. All Supervisors voted yes. The motion carried 3-0.
2. A motion was made by Mr. Friend and seconded by Mrs. Kolovich to approve the 60-month lease with the Wilson Group for a Sharp Copier in the amount of \$149 per month as recommended by the Township Manager. All Supervisors voted yes. The motion carried 3-0.
3. A motion was made by Mr. Friend and seconded by Mrs. Kolovich to approve the financing proposal from Washington Financial Bank\_for the 2024 Western Star Dump Truck for a 24-month loan at 5.09 % interest rate and adopt resolution R-16-2023. All Supervisors voted yes. Them motion carried 3-0.
4. A motion was made by Mr. Friend and seconded by Mrs. Kolovich to authorize the Township Manager and Director of Engineering and Planning to advertise the public hearing for the Conditional Use Application from B. Tyler and Leah Frey\_for a Special Events Barn in the R2 Zoning District at 525 West Pike Street, Meadowlands, PA 15347 for the December 19, 2023 regular meeting of the Board of Supervisors at 5pm as recommended by the Chartiers Township Planning Commission at their meeting of November 21, 2023. All Supervisors voted yes. The motion carried 3-0.

5. A motion was made by Mr. Friend and seconded by Mrs. Kolovich to accept the resignation of Sgt. Charles Stevenson effective December 31, 2023. All Supervisors voted yes. The motion carried 3-0.
6. A motion was made by Mr. Friend and seconded by Mrs. Kolovich to approve the Holding Tank Agreement with Ryan and Ashley Sommovilla for a Holding Tank for 59 Seik Road, Canonsburg, PA conditional upon receipt of the required escrow for the same. All Supervisors voted yes. The motion carried 3-0.
7. A motion was made by Mr. Friend and seconded by Mrs. Kolovich to ratify the agreement with AEP, Inc. for a twelve-month electric contract for municipal properties at \$0.06400 /kWh as recommended by Premier Power, the Township's utility service broker. All Supervisors voted yes. The motion carried 3-0.
8. A motion was made by Mr. Friend and seconded by Mrs. Kolovich to authorize payment of invoices indicated on the attached listing. Invoices to be paid are posted on the bulletin board for review.

General Fund: \$54,664.07; Act 13 Fund: \$1,932.12; Rev. Gaming Fund: \$527.63; Sewer Fund: \$80,130.97; Local Ser. Tax Fund: \$17,613.22; Capital Reserve Fund: \$41,991.10; Comm. Center Oper. Fund: \$285.93; Payroll Fund: \$3,638.41

Online Bills: \$117,015.35

All Supervisors voted yes. The motion carried 3-0.

#### **DISCUSSION ITEMS:**

1. 2023 Sewer Rehab -CCTV and Lining went out for bid. CCTV is almost complete. Lining will start this Thursday.
2. 2023 Road Program-Work has been completed. The final pay applications were approved this evening. Final restorations will be completed in the spring.
3. 2024 Road Program-The Township Engineer, Manager, and Supervisors will review the roadways and compile a list of roads to be paved for 2024. The budget has decreased from last year. Chartiers will work within the budget to complete the 2024 Road Program.
4. Barnickel and Country Club - The Township Engineer is working through responses on the review letters.
5. WEWJA Items
  - a. Arden Pump Station-Flows have been anticipated. The Township will set up a meeting with South Strabane to go over their flow anticipation for the pump station.

- b. Arden Mines Sewage Project-Ms. Slagle drafted a grant letter for submittal. Mrs. Noble will look over the draft before the letter is submitted.
  - c. WEWJA Area 537 Presentation of Draft-The Township Engineer gave Mrs. Noble and Ms. Slagle the draft for review. A copy of the anticipated flows has been sent to WEWJA.
- 6. LSA Grant Next Steps-Electric and landscaping are the final items for completion. Electric will be installed this year. The landscaping will be on hold until Spring.
  - 7. Piatt Estates - Punch List Status-The Township and Develop need to discuss the remaining money to be held for punch list items.
  - 8. Millings-Public Works tried to use the excavator to start prepping the gravel lot next to the High School Ballfield. Public works will need a bulldozer for this project.

**PUBLIC COMMENT:**

**AJDOURN:**

Time: 5:50 pm

Mr. Gary Friend  
Secretary

---

Jamie Rozzo – Recording Secretary