

CHARTIERS TOWNSHIP
BOARD OF SUPERVISORS MEETING
December 10, 2013

Richard Metzler, Chairman called the regular meeting of the Chartiers Township Board of Supervisors to order at 4:01 p.m. Tuesday, December 10, 2013, at which time he asked all present to stand for the pledge of allegiance.

ATTENDANCE:

Attending this meeting were Supervisors A. William Kiehl, John M. Marcischak and Mr. Metzler. Additionally in attendance were James Liekar-Solicitor; Jodi L. Noble-Township Manager; Daniel Slagle-Township Engineer; Samuel R. Stockton-Community Development Coordinator and Wendy Williams-Recording Secretary. Edward Jeffries-Public Works Director was absent.

EXECUTIVE SESSION ANNOUNCEMENT:

Mr. Metzler announced the Board met in executive session with regard to personnel matters on Tuesday December 3, 2013 from 2:02 p.m. to 3:13 p.m. and on Tuesday December 10, 2013 from 1:38 p.m. to 3:00 p.m. on personnel matters.

VISITORS TIME:

1. Kevin Brett from Lennon, Smith and Souleret Engineering was present to update the Board on the design of improvements to Allison Hollow Road.

DEVELOPERS TIME:

1. A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve financial security reduction No. 1 for Hawthorne Partners Inc. for Arden Mill Phase III in order to reduce the performance security from \$74,000 to \$55,000 in accordance verification of the as built sanitary sewer line and manhole and the Township Engineer's letter dated December 10, 2013. All Supervisors voted yes. Motion carried.

2. A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve Sewage Facility Planning Module for the Geller Subdivision as recommended by the Chartiers Township Planning Commission at their meeting of October 28, 2013. All Supervisors voted yes. Motion carried.

STAFF REPORTS:

Township Engineer – Daniel Slagle

Mr. Slagle updated the Board on the following Development Proposals:

1. Huffman Subdivision Plan – The Huffman Subdivision Plan was submitted on November 12, 2013 and recommended for approval at the last Planning Commission Meeting on November 26, 2013. The plan basically consists of subdividing one 33.5 Acre lot into 2 lots (32.1 Acres/1.4 Acre) along Henderson Road. The major issue involves property overlap.
2. Steiner Subdivision Plan – The Steiner Subdivision Plan was submitted on November 19, 2013 and recommended for approval at the last Planning Commission Meeting on November 26, 2013. The plan basically consists of
3. Pending SALDO Plans – The SALDO Plans up for possible consideration at the next for Planning Commission Meeting on January 28, 2013 include: Quarture Site Plan and the Diesel Subdivision Plan.

Mr. Slagle updated the Board on the following Capital Improvement Projects:

1. Midland Sewer Project – The PaDOT Highway Occupancy Permit Resolution was updated to reflect the new Manager. We have prepared Midland Sewer Project presentation for December 10, 2013.
2. Midland Sewer R/W's – We plan to meet with the Solicitor to review the 8 R/W's and contacting each Township resident for possible R/W resolution.
3. Chartiers Township Community Center – The guide rails were removed for reinstallation with a 5'-8' gap for the walking trail.
4. PennVEST Settlement – We are currently preparing the First PennVEST Drawdown request for the next Township meeting.
5. Piatt Off-Site Sewer Project – The Off-Site Sewer design was approved by PaDEP/WCCD on October 18, 2013. The Developer is lining up Contractors. We prepared and acquired the R/W at the beginning of the project.
6. McClane Farms Road Sewer Project – We submitted the McClane Farms Road Act 537 Plan on June 21, 2013 and responded to PaDEP comments on August 14, 2013. PaDEP has requested a 60 extension.

Mr. Slagle updated the Board on the following On-Going Developer Projects

1. Piatt Estates Plan PH I – Construction started on October 22, 2013. We are providing periodic site inspection. We are currently preparing the second Performance Bond Reduction for consideration at the next Township meeting.
2. Arden Mills PRD Plan PH III – The Developer’s Agreement was executed and Bonding established. We have prepared for the Townships consideration, the first Performance Bond Reduction of \$18,975 from \$74,000 to \$55,025 for the correction of the sanitary sewer line.
3. Chartiers Industrial Park – We have prepared for the Townships consideration, the fifth Performance Bond Reduction of \$9,758 from \$329,000 to \$319,242.

Mr. Slagle updated the Board on the following On-Going Township Projects:

1. 2014 Paving Project – We request authorization to proceed with the design/bidding of the 2014 Paving Project for February 2014 bid opening.
2. 2014 Sewer Rehabilitation Project – We request authorization to proceed with the design/bidding of the 2014 Sewer Rehabilitation Project for February 2014 bid opening.
3. LSA Grant Application – We are preparing the presentation for the upcoming LSA Grant for the McClane Farm Road Sewer Project.
4. Arnold Park Field Project – We have assembled historical aerial survey data and prior conceptual plan for review by the Township. We are preparing preliminary cost estimate to prepare/review Park options with the Park and Rec. Committee, Planning Commission and Supervisors.
5. WEWJA 2014 Tap Request – We prepared the 2014 Tap request to WEWJA requesting 150 EDU’s.

Township Solicitor – James Liekar

Mr. Liekar advised A “Petition of Contempt” will be filed on junk and vehicles for the Moore Property (8 Crossroads Rd.)

SUPERVISOR REPORTS:

Mr. Kiehl asked Mr. Liekar about the status of the 501C3. Mr. Liekar advised that he is following up on this matter and that he has the form and needs the names of the current Board Members and will have information for the next meeting.

Mr. Kiehl also advised that the Parks and Recreation Committee had a successful “Light-up Night.”

Mr. Marcischak – No report

Mr. Metzler – No report

OLD BUSINESS:

1. A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to award the bid for the 2013 winter material bid for up to 600 tons a 1-A Anti-skid to Thomas & Son Trucking of Bulger, PA for the bid amount of \$17.66 per ton as recommended by the Township Manager and Director of Public Works and in accordance with the public bid opening of December 6, 2013. All Supervisors voted yes. Motion carried.

2. A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to authorize Chairman to enter into an agreement with the Pennsylvania Department of Transportation for the Road Restoration and Maintenance Bond for the Midland Sewer Project and adopt Resolution R-19-2013 accordingly as recommended the Township Engineer. All Supervisors voted yes. Motion carried.

NEW BUSINESS:

1. A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to enter into an independent contractor agreement with Samantha Keller for six (6) months for the total compensation of \$2,250.00 for Facility and Event Management Services for the Chartiers Community Center in a form acceptable to the Township Solicitor. All Supervisors voted yes. Motion carried.

2. A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve the purchase of a 2014 F-550 chassis from Woltz & Wind Ford through the PA Costars 025-021 Municipal Work Vehicles Contract in the amount of \$43,200 and the bed and equipment installation through Costars vendor 146096, Walsh Equipment, in the amount of \$32,088 in accordance with the quote dated November 14, 2013 as recommended by the Township Manager and the Director of Public Works. All Supervisors voted yes. Motion carried.

3. A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to accept the resignation of Chartiers Township Auditor, Cory Mullen with an appropriate letter thanking him for his services. All Supervisors voted yes. Motion carried.

4. A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to authorize payment of invoices (General Fund: Check #28711-#28757: \$179,486.50; Light Fund: Check #1463, #1464: \$4,469.54; Fire Hydrant Fund: Check #1473, #1474: \$4,820.35; Sewer Fund: Check #2693, #2697: \$7,119.79; Revenue Gaming Fund: Check #1031: \$5,055.00; Act 13 Impact Fee Fund: Check #1009, #1010: \$9,434.49; RT. 18 SLE Fund: Check #1158, #1159: \$3,555.00; Liquid Fuels Fund: Check #1447, #1448: \$101,102.46; P&R Growing Greener Fund: Check #1091 - #1096: \$4,108.66; Total: \$319,151.79). All Supervisors voted yes. Motion carried.

DISCUSSION:

1. Chartiers Township Community Center:

a. Mr. Marcischak advised that the reason for repurposing change orders is to add ventilation to a storage area so it could be used for multiple uses. An estimate the architect was that D&G Contracting's portion of the work would be about \$6,000.00 to add the ventilation; additional receptacles \$800.00; design \$600.00. A discussion followed with regards of needing the area for storage, however there is a need for the building to be designed for multi-purposes.

A motion was made by Mr. Marcischak and seconded by Mr. Metzler to add the ventilation and electric not to exceed \$7,500.00. Roll Call: Mr. Marcischak: yes; Mr. Kiehl: no; Mr. Metzler yes: Motion carried by a majority vote 2 to 1.

b. Mrs. Noble advised that a quote for state contract prices from Delaney Brothers for 210 chairs; 21 round folding tables; 6 long tables for the banquet room; 2 portable bars and 2 portable coat racks and 5 high chairs and miscellaneous other furnishing has been received and provided to the Board.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to authorize the purchasing of the furnishings on the list as provided by the Township Manager via Delaney Brothers on state contract. All Supervisors voted yes. Motion carried.

2. Traffic Impact Fee Study Planning Commission Recommendation: Mr. Metzler advised that three letters of interest were received for the study. The lowest proposal received was from Transportation Planning Design at \$57,000.00, which was Mr. Metzler's recommendation as to how to proceed. A motion was made by Mr. Kiehl and seconded by Mr. Marcischak authorize Transportation Planning Design to proceed with a Transportation Impact Fee Study for the total amount of \$57,000.00. All Supervisors voted yes. Motion carried.

3. 2014 Reorganization

a. Mrs. Noble advised that per the Second Class Township Code, the 2014 Reorganization Meeting must be Monday, January 6, 2014. She asked if the Board wanted it to be at 7:00 p.m. and immediately followed by a Workshop meeting, as was done last year to which the Board agreed. Mrs. Noble advised that she would advertise the subject meetings as such.

b. Solicitation for Volunteers – Mrs. Noble advised that the 2014 vacancies on the Township Boards and Commissions will be advertised to seek volunteers.

c. Mr. Metzler asked that the Manager and Community Development Coordinator meet with Chairman of the Planning Commission to discuss the possibility of the Planning Commission meeting a week before the Supervisors meeting.

4. A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve the request from the Chartiers-Houston High School Girls' Varsity Soccer rental fee partial refund. All Supervisors voted yes. Motion carried.

With regards to approving refunds, it had been suggested the Board consider reviewing and amending the policy of renting the Fire Department Social Hall to require that anyone requesting a waiver not forego the deposit/clean up fee, as then the Township's donation to the organization is essentially paying for them not have to clean, versus going to the organization's fund raising effort.

PUBLIC COMMENT: None

ADJOURNMENT:

The meeting adjourned at 5:33 p.m.

John M. Marcischak
Secretary

Wendy Williams-Recording Secretary