

**CHARTIERS TOWNSHIP
BOARD OF SUPERVISORS WORKSHOP MEETING
February 25, 2020
5:00 P.M.**

EXECUTIVE SESSION ANNOUNCEMENT:

Please be advised that members of the Board of Supervisors met in Executive Session immediately prior to this meeting from 4:15 to 4:55 PM to discuss personnel and litigation matters.

ATTENDANCE:

Attending this meeting were Supervisors, A William Kiehl, Bronwyn Kolovich and Mr. Friend. Also present were Jodi L. Noble-Township Manager; James Liekar-Solicitor; Adam McGurk, AICP Planning Director; Jennifer Slagle-Township Engineer; Ed Jeffries, Public Works Director and Jessica T. Walker, Parks & Recreation Director

VISITORS TIME:

Mimi Wagner of Arnold Hollow Road addressed her concerns as to the ownership and maintenance of the road. Public Works will review the area of concern to clarify the public right of way maintenance, and the Manager confirmed that there have been no changes to the status of that road.

DEVELOPERS TIME

1. A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to approve the Arden Mills Phase 5 Lot 511 Minor Subdivision Plan, subject to the terms and conditions in the Township Planning Department's letter dated February 19, 2020, and subject to the satisfaction of the outstanding items in the Township Engineer's review letter dated February 21, 2020. All Supervisors voted yes. The motion carried. 3-0

APPROVAL OF MINUTES – A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to approve the Reorganization and Workshop Meeting Minutes and the Regular Meeting of January 28, 2020 as presented. All Supervisors voted yes. The motion carried. 3-0

STAFF REPORTS:

All reports were accepted as submitted

SUPERVISOR REPORTS:

Mr. Friend – No report
Mr. Kiehl– No Report
Mrs. Kolovich- No report

OLD BUSINESS:

1. A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to award the bid for the CCTV Cameraing to State Pipe of Cranberry, PA in the amount of \$68,500.00 in accordance with the public bid opening of February 20, 2020 as

recommended by the Township Engineer in her letter dated February 2~~x~~, 2020. All Supervisors voted yes. The motion carried 3-0

NEW BUSINESS:

1. A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to approve the quote from Zambelli Fireworks for the 2020 Community Day Fireworks Display in the amount of \$6,000.00 as recommended by the Parks and Recreation Committee at their meeting of February 20, 2020. All Supervisors voted yes. The motion carried. 3-0
2. A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to authorize payment of invoices as submitted and approved. All Supervisors voted yes. The motion carried. 3-0
3. A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to deny the Teamsters grievance filed as untimely. All Supervisors voted yes. The motion carried. 3-0

DISCUSSION ITEMS:

1. 4th Quarter Interim Financial Report – Mrs. Noble summarized the unaudited cash-based report of the 2019 revenues and expenditures in each of the Township Funds. The Audit is in process and the report will be completed on an accrual basis for the Township records so there may be some minor deviations, but generally the Township various funds are all in solid financial condition.
2. Planning Department: Mr. McGurk provided an overview & updates as noted:
 - a. Zoning Hearing Board Meeting of 2/17/2020 -summarized
 - b. Planning Commission Meeting of 2/18/2020 - summarized
 - c. Items for 3/10/2020 Agenda: Arabian Meadows, Phase II
 - d. Zoning Hearing Board Meeting 3/16/2020 –variance hearing on agenda
 - e. Planning Commission Meeting 3/17/2020 - nothing submitted to date
 - f. Comprehensive Plan - discussion at the March 10, 2020 meeting
 - g. Developer’s Agreement/Construction Agreement - reviewed conditions
3. 2019 Road Program – The Township Engineer provided updates:
 - a. 2018 Victor Paving (Contract B) carry-over project.
 - 85 Ryburn Road –Mr. Liekar reported no response to date
4. 2020 Road Program – Mrs. Slagle informed the Board that Bids are prepared and will be opened on March 20, 2020 and will be awarded at the March 24, 2020 meeting.
5. 2019 Sewer Rehab – Two (2) repairs remain; Lining is complete
6. 2020 Sewer Rehab – Mrs. Noble reported a savings of \$18,000.00 and awarded per the rebid as detailed in Motion # 1 under Old Business.
7. McClane Farm Road Stormwater Project/Grant – The utility locations and depths were located allowing for the bid process to be opened in March with the award to be scheduled in April.

8. Ballfield Development: Drainage – A field meeting will be scheduled with the entities involved to determine the timing and details for the drainage project.
9. Arden Sewage Project/CDBG Grant:
 - A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to authorize the Township Engineer to prepare and submit a modification to the Township's Act 537 Plan for the Arden Mines Road area in the form of Option 3B-3" Force Main with grinder Pumps provided by the residents. All Supervisors voted yes. The motion carried 3-0
10. Arden Pump Station Agreement/Upgrade – Communication with WEWJA is ongoing.
11. Airport Road Bridge – Cost projections are \$700,000.00 for a culvert approach; \$400,000.00 to replace with a new deck. Harshman Engineering is reviewing direction to consult with Gateway on a repair option.
12. Arthur Road Condition – No Change
13. Green Light Go Grant – Completed; Retainer is held for 30 days.
14. Piatt Estates Off Site Sewer – Gateway received as-builts, reviewed those and responded with their comments.
15. Records Management Day and Records Disposition – Mrs. Noble reviewed the items archived and/or disposed of according to state regulations. Resolution R-4 will be on the Agenda for the March 10, 2020 meeting.
16. Recycling / Clean Up Initiatives:
 - a. Spring Clean-up: Waste Management schedule is set for Chartiers in geographic areas by date for the week of May 18-22nd
 - b. Electronics Recycling Collection:- Chartiers Community Center on Monday, May 11, 2020
 - c. Recycling Reporting: Township Manager is collecting report responses for commercial properties in the Township
 - d. Additional Recycling Request : Cost to the Township to add one additional collection day would be &100,000.00
 - e. Keep America Beautiful Clean-up Request: Volunteer group of the Watershed Alliance requests assistance in picking up the bags after conducting Street clean-up along North Main Street area toward RCA (State Road).
 - A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich authorizing the Township Manager to check with PennDot to pick up the bags of trash recovered and authorizing pick-up by Township Forces if PennDot does not retrieve the bags. All Supervisors voted yes. The motion carried 3-0
17. PA American Water Grant Opportunity – Parks and recreation Director is pursuing this opportunity for Rain Barrel Collection site.

18. Municipal Building Improvements:
 - a. Carpet - Installation in Office & Conference room areas scheduled for the week of March 16, 2020.
 - b. Doors – Police & Admin Entries will have code locks; Municipal front door to be repaired.
 - c. Meeting Room Sound - Mrs. Noble received quotes on two (2) speakers and a test gooseneck microphone to define sound improvement in the meeting room.
19. Emergency Operation Plan and EMC Meeting March 2 and 5 – Chief James Horvath will attend the March 5, 2020 EMC Meeting as the Chartiers Township representative.
20. 2020-2021 Salt Order - COSTARS – The Board discussed the mild winter and plentiful salt on hand. They discussed the purchase requirements of the order and determined that action will be on the agenda for the March 10, 2020 meeting on ordering 700 Tons of salt for the 2021 Winter Season.
21. Bat Boxes – The location for the installation of the Bat Safe Rescue Boxes will be on a post near the Observation deck at Arnold Park.
22. CPR Class for Non-emergency Personnel – A Saturday date to be determined will be offered to the non-emergency Township personnel at no cost to the employees.
23. Fleet Management – Public Works Director will track and maintain records on maintenance and related information on the 26 Vehicle Fleet via new software.
24. UCC Board of Appeals IGC McDonald Borough – Chartiers will check on insurance requirements pending decision to assist McDonald Borough.

PUBLIC COMMENT:

James Cowie of 231 McClane Farm Road asked for clarification on the culvert drainage design, which Ms. Slagle explained.

ADJOURNMENT:

The meeting adjourned at 6:54 P.M.

A. William Kiehl
Secretary

.Bev Small – Recording Secretary