

**CHARTIERS TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
February 27, 2018  
4:00 P.M.**

**CALL TO ORDER**

**PLEFGE OF ALLEGIANCE**

**EXECUTIVE SESSION ANNOUNCEMENT:**

Please be advised that the Board of Supervisors met in Executive Session on February 13, 2018 from 5:23 P.M. to 6:40 P.M. to receive information on the Township Emergency Management Plan and on Friday, February 16, 2018 from 3:30 P.M. to 4:45 P.M. and immediately prior to this meeting from 3:35 P.M. to 4:00 P.M. to discuss litigation, contract negotiations and personnel matters.

**ATTENDANCE:**

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

**VISITORS TIME:**

1. Neil Kelly of North Strabane Township – Mr. Kelly introduced himself as the newly elected Supervisor for North Strabane and looks forward to working together with Chartiers as opportunities arise.
2. Robert Luksis, CHJA Chairman spoke to the Board seeking their support and approval of CHJA's amended Act 537 Plan. He presented information and two (2) options for consideration. Supervisor Alterio suggested that Mr. Luksis have CHJA's Solicitor Matta contact Chartiers Solicitor Liekar to review and discuss any issues the proposed amended plan.

**DEVELOPERS TIME**

None

**STAFF REPORTS:**

Planning Commission 2017 Annual Report – Mr. McGurk presented his compiled report as a valuable resource document created from the previous year's record of planning department activities to provide data for tracking and projections for future comparison

Zoning Amendment, April 10, 2018 – The Draft Notice is ready and has been submitted to the Washington County Planning Commission for their review within the 45 day limitation.

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 for the Reorganization and Workshop Meetings of January 2, 2018, the Regular Meeting of January 23, 2018 and the Special Meeting of January 30, 2018 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:**

1. A motion was made by Mr. Friend and seconded by Mr. Marcischak to award the bid for the 2010 JCB Wheel Loader to Michael Hill of Bowie, MD in the amount of \$21,400.00 in accordance with the public bid via Municibid Auction ending February 23, 2018 as recommended by the Township Manager. All Supervisors voted yes. The motion carried. Supervisor Marcischak had the Township Manager note that the Municibid process netted significantly higher than the initial Trade-in Offer of \$5,000.00.

2. A motion was made by Mr. Friend and seconded by Mr. Marcischak to authorize the sale of the 2002 Ford F550 as is, via Municibid.com as recommended by the Township Manager. All Supervisors voted yes. The motion carried.

3 A motion was made by Mr. Friend and seconded by Mr. Marcischak to authorize advertising for the following temporary help for summer playground program for the Summer Playground Program Director at \$12 per hour; Lead Counselors at \$10 and Counselors at \$8 per hour as recommended by the Parks and Recreation Director and Township Manager. All Supervisors voted yes. The motion carried.

### **NEW BUSINESS:**

1. A motion was made by Mr. Friend and seconded by Mr. Marcischak to exonerate the Light and Hydrant Tax Collector for the 2017 assessments as recommended by the Township Manager. All Supervisors voted yes. The motion carried.

2. A motion was made by Mr. Friend and seconded by Mr. Marcischak to approve the disposition of certain records in accordance with the Pennsylvania Historic and Museum Commission Records Retention Manual and adopt Resolution R-5-2018 accordingly. All Supervisors voted yes. The motion carried
3. A motion was made by Mr. Friend and seconded by Mr. Marcischak to acknowledge the receipt of the Act 205 Report and Actuarial Valuation of the Chartiers Township Uniformed Pension Plan and the Act 205 Report for the Non-uniformed Pension Plan, the Chartiers Township Defined Contribution Plan and that both reports have been filed with the Auditor General's Office. All Supervisors voted yes. The motion carried.
4. A motion was made by Mr. Friend and seconded by Mr. Marcischak to authorize payment of invoices (General Fund: Checks #32692-32721: \$79,321.51; Local Services Tax Fund: Checks #1036-1037: \$1,102.69; Sanitary Sewer Fund: Checks #1099-1102: \$4,008.50; Rte 18 SLE Fund: Check # 1008: \$319.00; Capital Reserve Fund: Checks #1016 - 1018: \$22,175.96; CTCC Fund: Checks # 1194-1199: \$3,472.83; Liquid Fuels Fund: Checks #1015-1016: \$2,428.91; Total All Funds: \$112,829.40). All Supervisors voted yes. The motion carried

#### **DISCUSSION ITEMS:**

1. McClane Farms Road Sewer Project – The Township received the water quality permit from the DEP. The Project Engineer and Township Manager are finalizing items to request a settlement date from PennVest.
2. Midland Sewer Project Update – There has been no update from the property owner's attorney on the restoration. Refinancing calculations for the Debt Service will be evaluated to proceed as soon as PennVest closes on the McClane Project.
  - A motion was made by Mr. Friend and seconded by Mr. Marcischak to authorize the Township Solicitor to lien the property and seek a judgement to execute the process. All Supervisors voted yes. The motion carried.
3. WEWJA Agreement (South Strabane) – WEWJA's Attorney Turturice responded. Mr. Liekar will forward him the agreement for his review and reply.
4. Canton Agreement (Route 18) – No response from the Canton Solicitor. Mrs. Noble will contact Canton Township to schedule a meeting with Chartiers and Canton Boards.
5. Kingston Estates Public Improvements – The Township Engineer reported that the Developer is addressing punch list items to finalize per Township expectations to prepare for the Township accepting the road.

6. Linda Lane Cul-de-Sac – Same as the Kingston Estates process.
7. CDBG Grants – The last of the identified property demolitions is near completion.
8. 2018 Road Program – The Township Engineer reviewed the Roads identified for the 2018 program as listed: Gretna to 51 Ryburn; 51 Ryburn to Welsh; Laurel Avenue Oak Springs Road; Fourth Street from Regent & Leonard; North Cherry from Wylie & Hayes; Hart Street. Gateway will conduct field measurements and prepare the bid specs to bring to the Board for the March 14, 2018 meeting. The budget for the road improvements in 2018 is a total of \$280,000.00
9. 2018 Sewer Rehabilitation Project – Mrs. Slagle said that when the Road Program is bid attention will proceed on the Operating and Maintenance direction for the Sewer project.
10. Emergency Operations Briefing Follow-up – Mrs. Noble is currently preparing amendments to the current plan, including the need for signage and blockades, on recommendation from the Interim Public Works Consultant and review with CTVFD Fire Chief as to what is needed.
  - A motion was made by Mr. Friend and seconded by Mr. Marcischak to authorize the purchase of the additional emergency equipment as detailed in an amount not to exceed \$6,000.00. All Supervisors voted yes. The motion carried.
11. DRAFT Finance Policy – The Township Manager made the revision as discussed pertaining to purchases over \$250 and will prepare a Resolution for the March 14, 2018 meeting agenda.
12. Fee Waiver Policy – Mrs. Noble is working on a general policy to present to the Board for consideration.
13. Clean-up Day 2018 – Mrs. Noble made several requests form potential vendors which resulted in no response except for the written quote from Waste Management at a \$500.00 increase from 2017.
  - A motion was made by Mr. Friend and seconded by Mr. Marcischak to award the Clean-up Day 2018 to Waste Management, Inc. at a cost of \$13,500.00 with the actual date of the clean-up set for May 19, 2018. All Supervisors voted yes. The motion carried.
14. CHJA Act 537 Amendment Request – After further discussion the Board agreed to gather more information and review the proposed request for support for further review at the March 14, 2018 meeting.

15. Community Center New Programming Opportunities / Requests – Miss Tedrow presented the children’s Summer Programming for 2018 to include advance pay and scheduling bus transportation for field trips in as well as securing other on-site programs to confirm costs and adequate staffing.
16. February 16<sup>th</sup> and February 22<sup>nd</sup> – 25<sup>th</sup> Storm Events / Flooding Follow-up – Mrs. Noble reported that there was significant flooding throughout the region and the Township experienced related issues involving roads and widespread flooding.

#### Road Damage

- Allison Hollow Road failed at the upper end toward Hickory Ridge and is reduced to one lane in that area. The Project Engineer has recommended core borings as a first step. Mrs. Noble has alerted those entities that have Road Maintenance Bonds for their participation in the corrections.
  - A motion was made by Mr. Friend and seconded by Mr. Marcischak to authorize the core borings at a cost not to exceed \$5,578.00. All Supervisors voted yes. The motion carried.
- Arden Mines Road is breaking away and has started to fail. The P.E. has a recommendation for repair that is not considered immediately essential and is being monitored by the Township Public Works. The determination to be made is if it can be handled by Township Forces or contracted out.
- Paxton Farms Road has gotten significant roadside washout of the rip-rap delivered by Sunoco. The Township will continue working on this and communicating with Sunoco.
- Arthur Road has one large sinkhole near the pavement and two others outside of the pavement area. The Township Engineer indicated that some of the issue appears to be mine related and warrants Township monitoring for movement. DEP will be contacted for potential assistance.

Resident Flooding - wide spread including: Paxton Farm Road; Cynthia Drive; 565 Allison Hollow Road; Barnickel Street; McBurney Road; Piatt Estates; The Summit; West Pike Street Stream Obstruction; North/South Shady to Keystone.

- Twenty-two (22) reports of flooded basements
- Water flow and damages from uphill and/or rear neighboring properties – these are private property matters
- Ongoing Slide occurrence on private property – Gateway Inspector monitoring – will coordinate meeting with both parties
- Developer issues reported and contractors/developers contacted
- Conservation District recommended resolutions and those were installed

- Long-standing storm water project where Canonsburg Borough has the lead from a Grant. Chartiers partnered with them in an intergovernmental agreement. Mrs. Noble will continue to reach out to Canonsburg for action and completion of this project.
- Significant stream obstruction that is typically the property owner's responsibility per the DEP, Engineers and Conservation District. This situation is a dam and is escalating flooding issues. The stream is the actual border between Chartiers and North Strabane and is blocked to the point that it is creating a new path around the obstruction.
- Property is flooded from water not going into the inlets. The Township Engineer will determine that storm water controls are functioning properly.

Washington Flood Mitigation Task Force Meeting March 6, 2018

- Mrs. Noble and available Supervisors will attend this meeting open to Municipal Officers at 2:00 P.M. on Tuesday, March 6<sup>th</sup> in the Washington City Chambers for information and identifying flooded areas.

**PUBLIC COMMENT:**

James Cowie of 231 McClane Farm Road and Joanne Reed of 233 McClane Farm Road expressed concerns pertaining to recurring flooding issues resulting from the culvert designed by the prior project engineer. Gateway will look at the situation again to determine possible adjustments that could be made to the Township infrastructure.

Chris Kohring of 816 Regent Street asked the Engineer if she can look at the water run-off from an alley way that occurs regularly between Regent and Elm and water lays between houses.

Chairman Alterio thanked the Chartiers Fire Department, Public Works and the Township Manager for the wonderful effort made by the Township and Fire Department to respond rapidly to pump out basements and to resolve issues as soon as possible during the recent storm events.

**ADJOURNMENT:**

The meeting adjourned at 5:21 P.M.

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John Marcischak  
Secretary

Bev Small – Recording Secretary