

CHARTIERS TOWNSHIP
BOARD OF SUPERVISORS
February 19, 2013

Richard W. Metzler called the regular meeting of the Chartiers Township Board of Supervisors to order at 7:00 p.m., Tuesday, February 19, 2013 at which time asked all present to stand for the pledge of allegiance.

ATTENDANCE:

Attending this evenings 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; Edward Jeffries-Public Works Director; Samuel R. Stockton-Community Development Coordinator and Wendy Williams-Recording Secretary.

EXECUTIVE SESSION ANNOUNCEMENT:

Mr. Metzler announced the Board went into executive session at 6:30 p.m. to discuss Real Property matters and Personnel matters.

VISITORS TIME:

Mr. Tracy Blough
150 Allison Hollow Road
Washington, PA 15301

Mr. Blough inquired as to what he had to do to acquire a license for a Home Business. Mr. Blough was informed he must complete a Conditional Use Application to go before the Chartiers Township Planning Commission and he could stop in the office during normal business hours to pick up an application.

DEVELOPERS TIME:

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve the Vo-Tech Site Plan as recommended by the Chartiers Township Planning Commission at its meeting of December 18, 2012 and the Township Engineers letter dated February 12, 2013. All conditions have been met. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve the Kingston Estates Minor Subdivision Phase 1 as recommended by the Community Development Coordinator and Township Engineer's review letter dated February 9, 2013. All conditions have been met. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to deny the Scott/Hollis Subdivision Plan due to additional items needed by the Chartiers Township Zoning Hearing Board. The ninety days are up on March 12, 2013 (the next hearing is scheduled for March 18th)

contact the alternative representative asking them to apply for an extension of time to March 31, 2013. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve the Beatty Subdivision Plan as recommended by the Chartiers Township Planning Commission at its meeting January 22, 2013 and the Township Engineer's review letter dated January 24, 2013 conditional upon satisfaction of the outstanding items 1) provide seal and signature of engineer, surveyor or other qualified person responsible for preparing plan 2) request waiver for plan scale greater than 1"=50'. Motion carried.

A Motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve the Shaw Estates Subdivision Plan as recommended by the Chartiers Township Planning Commission at its meeting of January 22, 2013 and the Township Engineer's review letter January 24, 2013 conditional upon satisfaction of the outstanding items in the Township Engineer review letter date January 24, 2013 1) provide seal and signature of the engineer, surveyor or other qualified person responsible for preparing plan 2) request waiver for plan scale greater than 1" = 50'. Motion carried.

APPROVAL OF MINUTES (Posted on Bulletin Board)

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve Board of Supervisors Workshop Meeting Minutes of February 12, 2013 and Special Joint Meeting with the Canton Township Board of Supervisors February 12, 2013, as presented. Motion carried.

STAFF REPORTS:

Township Manager – Jodi L. Noble

Mrs. Noble presented her written report to the Board. Township Staff performed the records management on Monday proving to be very successful.

Mr. Metzler raised a concern regarding approval of subdivisions without receiving all fees related to each respective plan. Mr. Liekar stated that the Developers Agreement provides for an escrow account.

Public Works Director – Edward Jeffries

The Public Works Department is patching holes as they appear; plowing snow and keeping the trucks ready.

The meter vault at the Arnold Community Park will be dug on Thursday.

The Board requested the listing of roads to be prepared for the work session on March 12, 2013.

Community Development Coordinator – Samuel R. Stockton

Completed and sent the Change of Building Code Official Form to the Department of Labor.

Drafted and sent notices of violation two properties in Moniger and one on Old Hickory Ridge. Both are in process.

Attended the first construction meeting for the Community Center.

The process of builders contacting my office for inspections is beginning to work.

Development Proposals

1. **Vo Tech Site Plan** – The Vo Tech Site plan was submitted on December 10, 2012 and recommended for approval at the last Planning Commission Meeting on December 18, 2012. The Plan basically consists of adding a welding shop onto an existing building along Western Avenue.
2. **Shaw Estates Subdivision Plan** – The Shaw Estates Subdivision plan was submitted on November 28, 2012 and recommended for approval at the last Planning Commission Meeting on January 22, 2013. The Plan consists of resubdividing 3 lots into 5 lots in a 131.475 Acre tract.
3. **Scott/Hollis Subdivision Plan** – The Scott/Hollis Subdivision plan was submitted on December 11, 2012 and recommended for approval at the last Planning Commission Meeting on January 22, 2013 conditioned on Zoning Hearing Board approval. The Plan basically consists of subdividing 1 0.75 Acre lot into 2 lots along Western Avenue.
4. **Beatty Subdivision Plan** – The Beatty Subdivision plan was submitted on December 11, 2012 and recommended for approval at the last Planning Commission Meeting on January 22, 2013. The plan basically consists of the consolidation/resubdivision of 152 Acres into 3 lots along Welsh Road/Henderson Avenue.
5. **Kingston Estates Subdivision Plan** – The Kingston Estates Subdivision Phase I was submitted on February 6, 2013 and recommended for approval. The plan basically consists of the consolidation/resubdivision of lots 119-122 from four lots into three lots changing from a Quad to a Triplex unit.

Capital Improvement Projects

1. **Midland Sewer R/W** – A Townhall meeting was held on November 13, 2012 to update the Township residents/acquire the required R/W's. **We are contacting each Township resident in order to lock up the residual R/W's with the assistance with the CDC, Manager and Solicitor. We have compiled all of the R/W data to date.**
2. **Chartiers Township Community Center** – **We will coordinate with Road Master to install meter vault. Requesting C/O to connect existing service line and Tie-In meter vault. We have prepared the Planning Module Resolution as required by Emily Shade for execution by the Supervisors.**
3. **PennVEST** – **We have developed a list and are compiling the required loan closing documentation with the assistance with the Manager and Solicitor.**

On-Going Developer Projects

1. **Summit Plan PRD PH II** – **We are reviewing the sewer capping proposal. The Developer has cancelled several meetings. We plan to meet with the Developer and Engineer in February.**

On-Going Township Projects

1. **2013 Paving Project** – **We plan to meet with the Road Master to reevaluate the Township's Road system, select roads for the 2013 Township's Paving Program and develop preliminary cost estimates for the Supervisors consideration for a March/April 2013 bid opening.**
2. **Municipal Separate Storm Sewer System (MS4)** – **The next deadline for the MS4 Annual Report is June 31, 2013. We will schedule a meeting with the Township staff to review Policies/Procedures for the implementation of the MS4 Program.**
3. **2013 I/I Rehabilitation Program** – **We are processing the Contract Documents based on the award to State Pipe in the amount of \$36,550 to CCTV and Clean 27,000 LF of sewer in the Arnold Hollow/Moninger Area.**

Midland Sanitary Sewer Project – The Board will study the list of those unsigned Rights-of-Way at the March 12th meeting and be prepared by the second meeting to take legal action for the Declaration of Taking.

Solicitor – James Liekar

No report.

SUPERVISOR REPORTS:

Mr. Kiehl – No report

Mr. Marcischak – No report

Mr. Metzler – No report

OLD BUSINESS:

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to guarantee the RACP Grant for the Chartiers Township Community Center with the Chartiers Township Growing Greener Fund and Chartiers Township Operating Reserve Fund and adopt Resolution R-3-2013 accordingly. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to release \$77,061.80 from the 2008 Community Development Block Grant Funds for project CD 08-11 to be reallocated to another eligible project approved by the Board of Supervisors. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to exonerate the Light and Hydrant Assessment Collector for the 2012 assessments. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve 2011 Non Resident EIT refunds in the amount of \$1,247.68. Motion carried.

NEW BUSINESS:

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to authorize payment of invoices (General Fund: Check #27998-#28029: \$27,489.81; Light Fund: Check #1442: \$4,338.21; Fire Hydrant Fund: Check #1453: \$3,810.07; Sewer Fund: Check #2599, #2600: \$15,695.40; RT. 18 SLE Fund: Check #1124-\$2,270.00; Liquid Fuels Fund: Check #1442: \$1,637.86; P&R Growing Greener Fund: Check #1032-#1035: \$32,796.94; Total All Funds: \$88,038.29). Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve contractor payment request No. 1 to Kusevich Contracting, Inc. for the Township Community Center in the amount of \$27,836.77 as recommended by the project architect in application and certificate for payment dated February 14, 2013. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve contractor payment request No. 1 to S E Schultz Electric Inc. for the Chartiers Township Community

Center in the amount of \$4,144.37 as recommended by the project architect in the application and certificate for payment dated February 14, 2013. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to enter into agreement with Velveeta for a summer concert in the sum of \$1,750.00 as recommended by the Chartiers Township Parks & Recreation Board. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to appoint Jodi L. Noble as the Plan Administrator for the Chartiers Township Uniform Pension Plan. Motion carried.

A motion was made by Mr. Kiel and seconded by Mr. Marcischak to dispose of records in accordance with the Schedules and Procedures for the disposition of records as set forth in the Pennsylvania Historic and Museum Commission's Municipal Records Manual as recommended by the Township Manager and adopt Resolution R4-2013 accordingly. Motion carried.

DISCUSSION ITEMS:

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to authorize the Manager to advertise bids for recycling per calendar year. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcishak to waive the \$50 fee for a Burning Permit as requested from the Pennsylvania Trolley Museum. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to waive the meeting room rental fee of \$25 for the use of the room on June 4, 2013 as requested by Kingston Estates Homeowners Association. Motion carried.

Request for a stop intersection at Chartiers Run and North Main Street. Both Chartiers Run Road and North Main Street are State maintained and it is determined that this is a PENNDOT matter.

Discuss possible allocation of the 2011 Act 13 funding as received in 2012. The Board identified the categories as to where the funds would be characterized: Category 1: Construction, reconstruction, maintenance and repair of roadway, bridges and public infrastructure (Allotment: \$250,000.00 for Allison Hollow Road) Category 3: Emergency preparedness and public safety, including law enforcement and fire services, hazardous material response, 911, equipment acquisition and other services (Allotment: \$100,000.00 shared equally by the Fire Department and Police Department) Category 4: Environmental programs, including trails, parks and recreation, open space, flood plain management, conservation districts and agricultural preservation (Allotment \$200,000.00 for the Community Center) Category 11: Deposit into the municipalities capital reserve fund if the funds are used solely for a purpose set forth in Act 13 of 2012 (\$118,000.00). This is preliminary until verified.

ADJOURNMENT:

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to adjourn the meeting at 7:55 p.m. Motion carried.

John M Marcischak
Secretary

Wendy Williams, Recording Secretary