

**CHARTIERS TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
March 14, 2017  
4:00 P.M.**

**EXECUTIVE SESSION ANNOUNCEMENT:**

Please be advised that the Board met in executive session on Tuesday, March 7, 2017 from 3:30 to 5:30 p.m. to discuss personnel and real property matters and March 9, 2017 from 4:00 p.m. to 6:30 to discuss personnel matters and immediately prior to this meeting from 3:30 to 4:00 to discuss litigation and personnel matters.

**ATTENDANCE:**

Attending this meeting were Supervisors Glenn Alterio and Mr. Kiehl. Also present were Jodi L. Noble-Township Manager; James Liekar-Solicitor; Jennifer Slagle-Township Engineer; Ed Jeffries-Public Works Director; and Bev Small-Recording Secretary. Supervisor Marcischak was absent.

**VISITORS TIME:**

1. Ronald and Alice Rump of Jordan Lane requested Township permission to vacate the Paper Alley that runs through their two (2) lots and have it registered in their name. Mr. Liekar clarified for them that this can be handled privately with their attorney via Quiet Title Action and does not require Township permission as this alley was not adopted by the Township.
2. Jeff Bouvy, Regional Manager of Signtronix, presented details of the proposed lighted digital sign for the Community Center, programmable from within the building. Installation and training are included. Mr. Bouvy will provide written record that Signtronix is listed on the State Contract.
  - ❖ A motion was made by Mr. Alterio and seconded by Mr. Kiehl to award the contract for the Community Center sign to Signtronix in an amount not to exceed \$17,500.00 contingent on receiving evidence that the company is listed on State Contract. The Supervisors present voted yes, 2-0. The motion carried.
3. Paige Neenan of grassroots and her husband, Benjamin who is working on the project as the epidemiologist and consultant provided the Supervisors with a hard copy of the previous request for consideration of allowing a medical marijuana dispensary in the C-1 property along Pike Street & Race Track Road Chairman Kiehl responded that the Board's next step in the process is to send a draft Medical Marijuana Zoning Amendment Ordinance to the Planning Commission for their Tuesday, March 21, 2017 meeting. Solicitor Liekar stated that Mrs. Neenan had not filed her application as informed by the Township. He advised her to complete an application to have a formal decision rendered. Once that was rendered she would have the right to appeal the decision of the zoning officer to the Zoning Hearing Board. The Township had only issued an advisory

opinion issue by to this point and she needs a formal opinion if she wishes to appeal it.

**DEVELOPERS TIME :**

None

**STAFF REPORTS:**

Planning/Zoning – Mrs. Noble apprised the Board of the slated discussion items on the March 21, 2017 agenda to provide background knowledge. Those items slated are:

- Popeck Subdivision
- Cooper Crouse Hinds Subdivision
- Medical Marijuana Amendment
- Annual Report
- Western Avenue Rezoning Request

All other reports were accepted as submitted.

**SUPERVISOR REPORTS:**

Mr. Kiehl – No Report

Mr. Marcischak – Absent

Mr. Alterio- No Report

**OLD BUSINESS:**

1. A motion was made by Mr. Alterio and seconded by Mr. Kiehl to enter in an agreement with Washington East Washington Joint Sewer Authority for the reserve capacity allotted to Chartiers Township as recommended by the Township Solicitor. The Supervisors present voted yes, 2-0. The motion carried.
2. A motion was made by Mr. Alterio and seconded by Mr. Kiehl to enter into an agreement with Canton Township for the Route 18 Sewer Project, revising the payment parameters and dividing the fund balance as recommended by the Township Manager and Solicitor. The Supervisors present voted yes, 2-0. The motion carried.
3. A motion was made by Mr. Alterio and seconded by Mr. Kiehl to approve Resolution R-5-2017 designating Washington Financial as the Township Depository as recommended by the Township Manager. The Supervisors present voted yes, 2-0. The motion carried.
4. A motion was made by Mr. Alterio and seconded by Mr. Kiehl to approve the sale of the 2000 Crown Victoria to Sean McNally for the amount of \$500.00 as

recommended by the Township Manager and Director of Public Works. The Supervisors present voted yes, 2-0. The motion carried.

5. A motion was made by Mr. Alterio and seconded by Mr. Kiehl to send the draft Medical Marijuana Zoning Amendment to the Planning Commission for review and authorize the Township Manager to advertise the same as a "pending ordinance" in accordance with the Pending Ordinance Doctrine. The Supervisors present voted yes, 2-0. The motion carried.
6. A motion was made by Mr. Alterio and seconded by Mr. Kiehl to approve Change order No. 1 from Strnisha Excavation Inc. for the Arden Mines Road Slide Repair project in the amount of –(\$29,072.00) deduction for stone to adjust the contract price to \$46,406.00 as recommended by the Township Manager and Solicitor. The Supervisors present voted yes, 2-0. The motion carried.

### **NEW BUSINESS:**

1. A motion was made by Mr. Alterio and seconded by Mr. Kiehl to table action on the offer of employment for the position of Parks and Recreation Director until the March 28, 2017 meeting. The Supervisors present voted yes, 2-0. The motion carried.
2. A motion was made by Mr. Alterio and seconded by Mr. Kiehl to authorize the Township Manager to advertise for the position of Planner/Zoning Officer. The Supervisors present voted yes, 2-0. The motion carried.
3. A motion was made by Mr. Alterio and seconded by Mr. Kiehl to authorize the Solicitor to file a declaration of taking for moving a West Penn Power pole to effectuate emergency road repairs on Arden Mines Road. The Supervisors present voted yes, 2-0. The motion carried.
4. A motion was made by Mr. Alterio and seconded by Mr. Kiehl to accept the resignation of Gary Mariani from the Chartiers Township Planning Commission. The Supervisors present voted yes, 2-0. The motion carried.
5. A motion was made by Mr. Alterio and seconded by Mr. Kiehl to authorize the payment of invoices (General Fund: Checks 31770 – 31822 : \$ 116,844.94; Light/Hydrant Fund: Checks 1570, 1571: 6,542.85; Rte. 18 SLE Fund: Checks 1237, 1238; Sewer Fund: Checks 3038-3040: \$ 1,897.17; Capital Reserve Fund: Checks 1193-1197: \$ 5,177.26; Act 13 Impact Fee Fund: Check # 1122: \$9,686.00; Midland Sewer Fund: Check # 1075: \$ 330.00; Liquid Fuels Fund: Check # 1502: \$1,208.56; Local Services Tax Fund: Check # 1177: \$47.00; CTCC Operating Fund: Checks # 1421-1431: \$4, 636.30; Grand Total All Funds: \$146,802.08. The Supervisors present voted yes, 2-0. The motion carried.

## DISCUSSION ITEMS:

1. McClane Farms Road Sewer Project – The Township Manager reported that Nichols & Slagle responded to the DEP and the Township is awaiting DEP's response within the next 30 -45 days. A preliminary discussion will be held with PennVest within the next two (2) weeks. Establishment of a Sewer District and the Local Government Unit Debt Act (LGUDA) filing are on hold until response for DEP is received.
2. Ballfield Development – Status Quo
3. Midland Sewer Project Update – Mr. Liekar reported that hearings are scheduled before Magistrate Marks mid-April pertaining to tapping in to sewer line, proceeding with demolition of property or other determination.
4. Summerfield Estates/Moninger Roads – The Township Engineer received the cost estimate for the bonding and she is reviewing that information.
5. Kingston Estates Public Improvements – Gateway Engineering has been in touch with the Developers and Mrs. Slagle will provide feedback once the weather breaks.
6. Paxton Grove Public Improvements – Mrs. Noble had a call from the developer regarding perpetual maintenance of the detention facility (pond). Typically this has been handled by Home Owner Associations but this smaller development has no HOA. Cost of maintenance can be placed in escrow should the Township determine that they would take over maintenance of the pond. Mrs. Slagle indicated that they will come back with a recommendation.
7. Linda Lane Cul-de-Sac - Gateway Engineering has been in touch with the Developers and Mrs. Slagle will provide feedback once the weather breaks.
8. CDBG Grants – Mr. Liekar has received three (3) agreements to demolish houses with potential of two (2) more within a brief timeframe. The Township has \$25,000.00 Grant funding to accomplish the demolitions through the County Redevelopment Authority. Potential is there to be able to handle all six (6) of the structures identified for demolition.
9. 2017 Road Program – Mrs. Slagle updated the Board on the portion of Third Street belonging to Houston Borough with their cost for that section being \$60,000.00. Mrs. Noble reported that Sunoco will be using Ryburn Road as an access road for the OPP Pipeline Project which extends into Ohio. Road Use Agreements are already in place for OPP and Mariner II. Further discussion ensued to determine the base bid and possible add alternates to be determined.
10. 2016 Road Paving Status Update – The Township Engineer has touched base with Victor Paving regarding completion of the outstanding punch list. A Field Meeting will be scheduled and the project should be completed in April.

11. 2015 Sewer Rehab Update - Mrs. Noble and Mr. Liekar are notifying the contractor on April 1, 2017 to complete the work and if that does not occur within two(2) weeks, the Township will finish the work using the money that has been retained.
12. LGA Intern –The Township Manager stated that we were successful in getting and Intern for the summer. She will attend the Intern Fair on March 30, 2017 to seek candidates with focus on organization of Planning and Zoning records, materials and information.
13. Community Center Sign – Handled by Motion under Visitor’s Time – Mr. Bouvix of Signtronix.
14. Arden Mines Road Sewage Request – This is under consideration of that extension as to the excessive cost effectiveness to the residents. The Solicitor has a hearing with the Sewage Council on April 12, 2017 with the resident requesting this. The Township Engineer will provide cost based on footage that she and the Public Works Director measured.
15. Sewer Rate Review – Dan Deiseroth, Engineer with Gateway, ran analyses and provided recommendations to be considered by the Township to get the Township in the black for operating and maintenance of the sewer system. Step One would be to amend the Township Ordinance to increase sewer rates (inclusive of CHJA’s implemented rate increases); Step Two is to increase Tap-In Fees significantly; Step Three is to decrease money used for I&I project(s) for the current year. The Board will address this at the March 28, 2017 meeting.
16. CHJA Sewer Rate Review – Mrs. Noble reported that information was received from CHJA and further research as to Chartiers status on collection and ability to cover costs will be reviewed and presented at the next meeting.
17. Joint PC Meeting – The Board has a joint meeting with the Planning Commission immediately following the regular Board meeting on March 28, 2017.
18. Arden Road Slide - Covered per motion in Item 3 of New Business
19. Piatt Estates Stormwater Management Complaint – The Township Engineer met with the property owner, contractor and developer to review the issues. Gateway will reach out to the builder to rectify the situation. A plan is in place to correct the action by grading out the next slope which will decrease the issue by having the builder install an extra inlet.
  - ❖ A motion was made by Mr. Alterio and seconded by Mr. Kiehl to authorize Gateway Engineers to send a letter to the builder regarding the stormwater issue on the Piatt Estates. The Supervisors present voted yes, 2-0. The motion carried.

20. Earth Day Keep Washington County Beautiful – Mrs. Noble presented the request from Laurie Popeck who suggested Allison Hollow Road as the area to have the Township partner with Keep Pennsylvania and Keep Washington County Beautiful as has occurred in previous years.

- ❖ A motion was made by Mr. Alterio and seconded by Mr. Kiehl authorizing Earthday Roadside Cleanup Event to be either Friday, April 21, 2017 or Saturday, April 22, 2017. The Supervisors present voted yes, 2-0. The motion carried.

21. Summer Playground Program – Mrs. Noble presented requests from Noelle Mohr, Community Center Assistant regarding upcoming programming coverage.

- ❖ A motion was made by Mr. Alterio and seconded by Mr. Kiehl authorizing Mrs. Noble to retain a part-time counselor for the In-Service Day Program on Friday, March 17, 2017, providing they have clearances, at a cost of \$10.00 per hour. The Supervisors present voted yes, 2-0. The motion carried.
- ❖ A motion was made by Mr. Alterio and seconded by Mr. Kiehl to hire three (3) Program Leads at \$10.00 per hour and six (6) Counselors at \$8.00 per hour part-time on an as need basis for the Summer Playground Program. The Supervisors present voted yes, 2-0. The motion carried.
- ❖ A motion was made by Mr. Alterio and seconded by Mr. Kiehl authorizing Mrs. Noble to advertise for new hires on an as needed basis for the In-Service Days, a Program Lead at \$10/00 per hour and up to three (3) Counselors at \$8.00 per hour, provided they all have clearances The Supervisors present voted yes, 2-0. The motion carried.

22. Intergovernmental Cooperation - Mrs. Noble asked the Board's consideration for her to communicate and gauge the interest of surrounding municipalities for cooperative partnering of joint purchase of large equipment (such as Street Sweeper, etc.) to be shared by municipalities in cost and manpower to benefit each other.

23. Trolley Museum Fee Waiver Request

- ❖ A motion was made by Mr. Alterio and seconded by Mr. Kiehl to waive Township application fees for the Cooper Crouse Hines Subdivision, with out of pocket expenses borne by the Trolley Museum in accordance with existing policy. The Supervisors present voted yes, 2-0. The motion carried.

24. Summer Help -

- ❖ A motion was made by Mr. Alterio and seconded by Mr. Kiehl to authorize advertisement for Public Works summer help for the upcoming 2017 season pending drug testing clearances. The Supervisors present voted yes, 2-0. The motion carried.

**PUBLIC COMMENT:**

Paige Neenan made a request for the Board to reconsider this business not as retail but as a medical or professional office upon the advisement of Commissioner Shober mentioning that it might be relevant for her to share a letter from Canton Township who had considered the same issue. The Board restated their next step being to submit the draft Ordinance to the Planning Commission. Mrs. Neenan advised that she had Occupancy Permit Application in hand and the chairman asked her to submit that.

**ADJOURNMENT:**

The meeting adjourned at 5:20 p.m.

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John Marcischak  
Secretary

Bev Small – Recording Secretary