

**CHARTIERS TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
May 11, 2021  
5:00 p.m.**

**EXECUTIVE SESSION ANNOUNCEMENT**

Please be advised that the Chartiers Township Board of Supervisors met in Executive Session immediately prior to this meeting from 4:15 pm 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; Ed Jeffries, Public Works Director; Jennifer Slagle-Township Engineer; Adam McGurk, AICP Planning Director; James Horvath, Chief of Police; Steven Horvath, Lieutenant, Detective; Jessica Walker, Parks & Recreation Director; and Jamie Rozzo, Recording Secretary. Absent:

**VISITORS TIME**

1. Valorie Cheque: Friends of Chartiers Township Police Department-Mrs. Cheque is starting an Organization, "Friends of Chartiers Township Police Department." She would like to know if they are permitted to use the Chartiers Township Police Officer Logo and if they could engage the use of our Chartiers Township Solicitor.

The Chief of Police and Township Solicitor both agreed, they are not permitted to use the Logo, but are permitted to "incorporate" it in their own design.

A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to allow Valorie Cheque authorization to use Chartiers Township Solicitor, James Lieker for any paperwork needed to establish the Friends of Chartiers Township Police Organization. All Supervisors voted yes. The motion carried 3-0.

2. Mark Sankey: Shooting Range Request- Mr. Sankey has requested use of Chartiers Township Police Shooting Range for a demonstration. He is prepared to pay Chartiers Township Police Wages for an officer, will provide the Township with a certificate of insurance, naming the Township as an additional insured, along with his trainer certifications that are required per the Board of Supervisors.

The shooting range policy allows for escorted individuals on the range. There were no objections from Chief of Police, Mr. Horvath. The Board of Supervisors would like the required insurance as well as copies of Mr. Sankey's training certifications.

A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to approve Mr. Sankey's request to use the Chartiers Township Police Shooting Range for training purposes, with the requirement he provides the proper Insurance and Certification

paperwork to the Township Manager, Jodi Noble. All Supervisors voted yes. The motion carried 3-0.

Mr. Sankey has a personal range at his residence that he uses for shooting purposes..

AICP Planning Director Adam McGurk kindly reminded Mr. Sankey that he is not permitted to use his personal range for business purposes. He would need to file for a zoning permit and have approval from Chartiers Township.

**DEVELOPERS TIME:**

1. A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to approve the modification request of Roji Hoskin from the requirements of §305-27.B.(1) of the Chartiers Township Code of Ordinances, Subdivision and Land Development, requiring that the plan shall be drawn at a scale of not less than one inch equals 50 feet for the Roji Hoskin Minor Subdivision Plan, as recommended by the Township Planning Department and Township Engineer. All supervisors voted yes. The motion carried 3-0.
2. A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to approve the Roji Hoskin Minor Subdivision Plan, subject to the terms and conditions in the Township Planning Department's letter dated May 7, 2021, and subject to the satisfaction of the outstanding items in the Township Engineer's review letter dated April 23, 2021. All supervisors voted yes. The motion carried 3-0.
3. A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to approve the Palilla Residence Sewage Planning Module for 298 Linda Lane, also known as Washington County Parcel ID 170-016-08-07-0001-00, and adopt Resolution R-14-2021 accordingly, subject to the satisfaction of the outstanding items in the Township Engineer's review letter dated May 7, 2021. All supervisors voted yes. The motion carried 3-0.

**STAFF REPORTS:**

Township Manager  
Planning Director  
Chief of Police  
Public Works Director  
Parks and Recreation Director

Township Engineer  
Township Solicitor  
Code Enforcement  
Fire Department

Township Engineer-Jen Slagle stated Joe Sites met with Public Works Director-Ed Jeffries to go over the water issue on Museum Road. William Kiehl is going to meet with Mr. Sites and Ed Jeffries at the site again to better communicate the issue with the drainage to the Township Engineer. After meeting they will execute a plan to remedy the situation.

**SUPERVISOR REPORTS:**

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

**OLD BUSINESS:**

4. A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to make an offer of employment James Sadler for the position of temporary Seasonal Laborer in the Public Works Department conditional upon passing of a pre-employment drug screening and in accordance with R-1-2021. All supervisors voted yes. The motion carried 3-0.
  
5. A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to make an offer of employment to Judith Taylor for the position of Treasurer at an Annualized Salary of \$50,000 conditional upon a pre-employment drug screening, background and credit check and being able to obtain the necessary bonding for the position and amend R-1-2021 accordingly. All supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to make the following offers of employment for Summer Playground Program staff in accordance with R-1-2021, conditional upon a pre-employment drug screening, as recommended by the Parks and Recreation Director: All supervisors voted yes. The motion carried 3-0.

Leads:

Tamie Coole  
Catherine Korowicki (Substitute)

Counselors:

Dakota Oszewski  
Kelly Thomas (Rehire)  
Monique Webster

**NEW BUSINESS**

1. A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to ratify the Road Use Maintenance Agreement with JM Logging and Lumber for the overweight use of 3/10 mile of McConnells Mill Road from Hickory Ridge Road to 59 McConnells Mill Road as the appropriate financial security and insurance are in place. All supervisors voted yes. The motion carried 3-0.
  
2. A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to adopt a Proclamation to recognize National Police Week 2021 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy and declare that May 9-15, 2021 is National Police Week in Chartiers Township. All supervisors voted yes. The motion carried 3-0.

3. A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to approve the police services agreement with Taco Mexico/ Fernando Sanchez for a rodeo at the Washington County Fairgrounds on July 3, 2021 in accordance R-2-2021 as recommended by the Chief of Police and Township Manager. All supervisors voted yes. The motion carried 3-0.
4. A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to approve the deduct meter request from Jack Hartz for 120 Piatt Estates Drive. All supervisors voted yes. The motion carried 3-0.
6. A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to authorize payment of invoices indicated on the attached listing. Invoices to be paid are posted on the bulletin board for review. **FIRE TAX FUND: \$18,193.03; GF WASHINGTON CHECKING: \$90,419.12; WASH. MIDLAND. SEWER FUND: \$84.00; WASH. LIGHT/FIRE HYD. FUND: \$8,157.59; WASH. DEV. ESCROW: \$374.80; WASH. LOCAL SERVICES TAX FUND: \$5,601.57; WF-REV GAMING FUND: \$9,772.91; WASH-COMM. CTR. OPER. FUND: \$2,089.30; 88 SEWER FUND: \$5,608.61; W-F-PAYROLL FUND: \$7,325.70; TOTAL CHECK: \$147,626.63.** All supervisors voted yes. The motion carried 3-0.

#### DISCUSSION ITEMS:

1. 2020 Road Program
  - a. Contract C: Museum Road- Mr. Jeffries confirmed the cracks in the road have been repaired. Jen Slagle plans to meet William Kiehl and Ed Jeffries at Museum Road to get a better understanding on the water issue.
  - b. Detour Repairs-Ed Jeffries emailed ASAP to let them know they were awarded the contract. He is awaiting their response with a start date.
2. 2021 Road Program- Jen Slagle confirmed they received the fully executed contracts. Jodi Noble has received the copies that need to be signed.

Jodi Noble will contact PennDOT's District Liaison for Chartiers Township for review of the documents and to receive a project number.
3. 2021 Sewer Rehab-Jen Slagle and Ed Jeffries had a meeting to go over the Sewer Rehab project. There are a few outstanding issues. Once Jen Slagle receives the pipe diameters, they will be able to move forward. She will follow up with Jodi Noble and get the budget information. The bid package should be ready for advertisement within the next 2 weeks.
4. McClane Farm Stormwater Project/Grant-Jen Slagle made a punch list of items that need to be addressed. She will be making change orders to fix those items.

Jodi Noble asked Jen Slagle if a proposal will be submitted for the adjustment of the head wall. Jen Slagle confirmed she will have a proposal for the next meeting.

5. Barnickel and Country Club Intersection-The alternate Township Engineer was unable to meet Friday. The next scheduled meeting is TBD.
6. Piatt Estates Offsite Sewer Line Dedication/ 537 Plan Approval-Chartiers Township will need to send out notifications to the affected property owners.
7. Airport Road /Mulberry Bridge Repair-The repairs for Airport and Mulberry bridges are significantly more than previously stated and agreed to. Chartiers Township will need to have the Chartiers Township Solicitor review their options before deciding on how to proceed with this project.
8. Arnold Park Field Development/Use Policy-Jodi Noble has drafted a policy for the Board to look at and discuss. They will determine if any changes should be made.
9. Summer Playground Fieldtrips-With the overwhelming response to The Summer Playground Program, Jessica Walker may be able to contract with a company for bussing. A bus seats more children, and the restrictions for distancing are being lifted before the Summer Camp start date. Jessica plans on eliminating the most expensive field trip/trips to make affordable accommodations that stick to the Playground Program budget. This year's attendance has already surpassed last year's attendance and Jessica is anticipating more registrants before the registration closing date.
10. Seasonal Laborers-One seasonal Laborer has applied and been hired. We have no other applicants currently. The Township will be looking into other options/programs for laborers if we do not receive any other applicants.
11. Tree Trimming Plan-Ed Jeffries is awaiting bids for this project.
12. Hazard Mitigation Update- Jodi Noble and Adam McGurk are working on the updated plan and anticipating it should be ready by next week. The updated plan is needed, to be considered for FEMA Funding in the case of an emergency.
13. Community Day-Jessica Walker has submitted vendors for consideration to the board and Chartiers Township Manager. Jessica's suggestions are to have food trucks, as well as kid activities on a smaller scale this year to stay within budget and allow for social distancing activities. Community Day is scheduled for June 27, 2021 6pm-9pm. She is projecting a large crowd this for this year's Community Day.

Jessica Walker is also planning on reaching out to sponsors to help with funding.

14. EMC Loss Control Inspection: Fryer -Jodi Noble stated she met with EMC, our insurance provider. EMC has made us aware the fryer at The Chartiers Community Center is causing our insurance rates to rise. It was suggested that we sell the fryer or take it away from the Community Center, as it has not been used since it has been bought.

A motion was made by Mr. Kiehl and seconded by Mrs. Kolovich to approve the sale of the Community Centers Fryer on Munci Bid by Township Manager Jodi Noble. All Supervisors voted yes. The motion carried 3-0.

15. COVID State Guideline Changes May 31<sup>st</sup> -Jodi Noble has asked the board how they would like to proceed with business once restrictions are lifted and presented different options for meeting room use, cleaning fee and masking options. The board will need to discuss this further and decide.

16. Off-Road Vehicle Complaints/Signs-Chartiers Township bought and installed signage in the amount of \$1,275.00. Those signs have since been vandalized. Most of the vandalized signs are not repairable. 10 signs were vandalized.

A motion was made by Mr.Kiehl and seconded by Mrs. Kolovich for The Township Manager and The Public Works Department to purchase and install 10 additional signs for Summerfield Woods. All Supervisors voted yes. The motion carried 3-0.

## **PUBLIC COMMENT**

## **ADJOURNMENT.**

Time: 5:55 pm

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A. William Kiehl  
Secretary

Jamie Rozzo, Recording Secretary