

CHARTIERS TOWNSHIP BOARD OF SUPERVISORS MEETING  
TUESDAY  
May 14, 2013

Richard Metzler, Chairman called the workshop meeting of the Chartiers Township Board of Supervisors to order at 4:01 p.m. Tuesday, May 14, 2013, at which time, he asked all present to stand for the pledge of allegiance.

**ATTENDANCE:**

Attending this afternoons 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:**

Mr. Metzler announced the Board met in executive session at 3:06 p.m. to discuss real estate and personnel matters. The executive session ended at 3:59 p.m.

**VISITORS TIME:** No visitors present wished to speak.

**DEVELOPERS TIME:**

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve the Preliminary/Final Durkacs as recommended by the Planning Commission at their meeting of March 26.

Dan Slagle advised the Board that the items that were missing on the plan were recording the covenants and to adjust the one side yard setback.

Mr. Stockton advised the Board that this plan was tabled by the Planning Commission on March 26, 2013 and has not received a recommendation from that Commission yet.

Mr. Steve Victor was present and had no objection in returning in June for a decision on this plan. The applicant agreed to a time extension to allow for the Planning Commission's recommendation.

Mr. Kiehl and Mr. Marcischak withdrew their motion.

Piatt Estates Plan - Phase I:

Mr. Slagle presented the letter dated May 13, 2013 from Nichols and Slagle Engineering summarizing the issues and recommending tabling action on the final plan approval until the Developer has addressed the following:

1. Provide seal and signature of engineer, surveyor, or other qualified person responsible for preparing plan.
2. Document that Sulky Manor Lane can be legally terminated based on any outstanding agreements.
3. Provide Storm water discharge easements for adjoining off-site property.
4. Provide written authorization from adjoining property for proposed detention facility discharge points.
5. Provide schedule for turning lane on Allison Hollow Road.
6. Provide Washington County Planning Commission approval letter.

The Board requested that Mr. Victor keep the Manager informed that if we are running behind, for any reason, that we are not ready by the June, 2013 meeting, that the Manager is made aware of this so the Board is able to make a decision.

#### **APPROVAL OF MINUTES: (Posted on Bulletin)**

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve Board of Supervisors Regular Meeting Minutes of April 9, 2013; April 16, 2013 and the Special Meeting of April 24, 2013 as presented. All Supervisors voted yes. Motion carried.

#### **STAFF REPORTS:**

##### **Township Manager – Jodi L. Noble**

Financial Plan Update:

Ms. Noble advised the Board that she is working on a trend analysis of the past several years and it is quite interesting to see the revenue stream and how it shifted from the past years. Department Heads have been notified to start identifying the long term capital needs for their respective departments so that we can financially plan for those needs. Mrs. Noble wishes to contact the Township Engineer on infrastructure.

##### **Public Works Director – Edward Jeffries**

Mr. Jeffries advised that the department will be picking up the trailer in the next few days. He further advised that the employees have been repairing potholes in the township as they occur. The Tiger mower has been out mowing the country roads for the last week and a half. The comfort station is undergoing water line repairs and will be ready for rentals this week. The meter pit at the comfort station has been tested and covered up.

The Board accepted Mrs. Noble's recommendation to move forward for installing an access walkway at Arnold Park.

Mr. Jeffries presented the Board with a summary of the costs associated with the difficult winter we have experienced in 2013. He advised that the total cost for manpower and material was \$154,430.84. This cost does not reflect the repairs to the trucks or the amount of diesel fuel.

### **Community Development Coordinator – Samuel R. Stockton**

Mr. Stockton advised the Board on his approach to the Comprehensive Plan Update: the Township is being divided into access corridors (Rt. 18, West Pike Street, 519 Western Avenue, North Main St. Plum Run Road). These roads are our main arteries. The Intern and I will be gathering data for each corridor to determine the land use.

### **Township Engineer – Daniel Slagle**

Mr. Slagle updated the Board on the review status land development plans as follows:

1. Piatt Estates Plan – The revised Piatt Estates Master Plan was received preliminary approval for a 163 lot, 4 phased subdivision on a 106.9 Acre tract. A revised Master Plan is forthcoming. We received/reviewed revised Final PH I for consideration which was recommended for approval at the last Planning Commission Meeting on 4/23/2013 with conditions. The plan proposes access from both Allison Hollow and Arthur Roads. The major issues include the discharge easement, detention basin ownership, turning lane schedule and Sulky Manor Lane agreements.
2. Arden Mills Revised PRD Plan – We met with the Developer on 4/17/2013 to discuss outstanding items. We received and reviewed revised plans submitted 5/2/2013 and prepared revised letter dated 5/10/2013 for a revised Tentative Master Plan that now consolidates PH 4, 5 and 6 into one revised PH 4 consisting of 100 dwelling units on 129.94 acre tract. The major issues include the conservation easement, roadway alignment, PaDOT approval and detention basin ownership. Ms. Noble advised the Board that PRD's require a public hearing, which we need to schedule for consideration of this revised tentative plan.
3. Durkacs Subdivision Plan – The Durkacs Subdivision was tabled at the 3/26/2013 Planning Commission Meeting, and will be on their May agenda for consideration. We received and reviewed revised plans submitted 5/6/2013 and prepared revised letter dated 5/10/2013. The plan basically consists of subdividing one (1) 62.1 Acre lot into two (2) lots along TR. 612.
4. Pending SALDO Plans – Potential SALDO Plans up for possible consideration at the next for Planning Commission Meeting on May 28, 2013 include: Bitz Subdivision, Kotyk Subdivision Plan and the Oak Grove Gas Plant.

Mr. Slagle updated the Board on Capital Improvement Projects as follows:

1. Midland Sewer Project – PaDEP/WCCD have approved the GP-5/GP-8 Stream Crossing, NPDES, Riparian Buffer and WQM Part II Permits. We met with PaDOT on 5/6/2013 to resolve comments/utility conflicts. The project was advertised for a public bid opening on May 17, 2013. We currently have 20 potential bidders. We prepared Construction Notice for distribution to the Midland Township residents.
2. 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 met with the Solicitor on 4/29/2013 to review outstanding Rights-of-way and develop acquisition plan. The Township Solicitor is preparing the Declaration of Taking for the residual rights-of-way.
3. Chartiers Township Community Center – The Contractor completed the installation of the water and sewer line with the exception of the Fire Hydrant near the parking area as requested by the Fire Marshall. We met with the Architect/Manager on 5/9/2013 regarding coordinating construction activities.
4. PennVEST – We have developed a list and are compiling the required loan closing documentation with the assistance with the Manager and Solicitor.

Mr. Slagle updated the Board on On-Going Developer Projects as follows:

1. Summit Plan PRD PH II – We met with the Developer on March 28, 2013 to discuss the detention basin discharge onto the Teahan Property. We contacted PaDEP regarding required permitting and relayed data to the Developer.

Mr. Slagle updated the Board on On-Going Township Projects as follows:

1. Municipal Separate Storm Sewer System (MS4) – The next deadline for the MS4 Annual Report is June 31, 2013. We need to sample/monitor the water quality for Plum Run in accordance with the MS4 Program. EPA/PaDEP reviewed/approved the MS4 program.
2. 2013 Paving Project – Bids were opened on May 3, 2013 for the 2013 Paving Program. The bids ranged from \$80,364 to \$108,145. We recommend awarding the 2013 Paving Program to Victor Paving for a combination of the following roadways conditioned upon PaDOT approval:

Indiana Avenue  
Riggle Street  
Silver Maples

Leonard Avenue  
Irwin Avenue  
Roth Street

Green Street  
Shady Avenue

3. Allison Hollow Reconstruction Project – We have stopped work on the Allison Hollow Reconstruction Project and compiled completed data.

4. 2013 Sewer Rehabilitation Project – We have completed the design for the 2013 Sewer Rehabilitation Project with an estimated cost of \$120,000. We request authorization to publically bid this project for a June 2013 bid opening. Mr. Kiehl expressed a concern that the project not exceed our historical budget of \$100,000.

Mr. Slagle updated the Board on McClane Farm Road Storm water, advising that he, the Township Manager and Public Works Director met on site and reviewed the approved plans versus the as-built in the field. He will be preparing a letter to transmit to the Developer his need to mitigate the stormwater runoff and present to the Township for review a proposed corrective action plan for the same.

Mr. Metzler inquired about how we inspect public improvements in developments. Ms. Noble explained that in the future an Engineer will be on site performing inspections of all public improvements. A Developers Agreement, which will include Financial Security ensure those public improvements are completed and to Township Standard. Those will have to be inspected before the Township will accept the improvements and release those bond amounts.

#### **Solicitor – James Liekar**

Mr. Liekar updated the Board on the Midland Sewer Project Status and Next Steps:

He advised that 35 rights-of-way have been signed. Multiple letters have been sent out and he is now preparing the Declarations of Taking for those outstanding rights-of-way. The adoption of the ordinance of debt has been advertised. Application of Local Government Rules have been prepared and to be sent to DCED. He has contacted PENN VEST for a closing date and that should take place sometime in July.

#### **SUPERVISOR REPORTS:**

##### **Mr. Kiehl:**

Mr. Kiehl requested an update on the financial obligations for the Route 18 Sewer Project:

Mrs. Noble is going to review the Agreement with Canton Township regarding their responsibility of payment of outstanding sewer taps and the preparation of recouping expenses of management of the project, which may be difficult to substantiate at this late date.

##### **Mr. Marcischak:**

Mr. Marcischak advised of his concern of a few dead trees at the Arnold Park.

##### **Mr. Metzler:**

Mr. Metzler had a call from Houston Borough concerning a resident dumping in their back yard and where they are dumping fill and Houston Borough is afraid of where the fill is being placed it is going to go into the Borough.

Mr. Metzler had a call of the trash over flowing at the Allison Parkette.

### **OLD BUSINESS:**

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve contractor payment request No. 4 to Kusevich Contracting, Inc. for the Chartiers Township Community Center in the amount of \$139,053.86, as recommended by the project architect in the application and certificate for payment dated May 9, 2013. All Supervisors voted yes. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve contractor payment request No. 1 to Mele Mechanical LLC for the Chartiers Township Community Center in the amount of \$16,317, as recommended by the project architect in the application and certificate for payment dated May 2, 2013. All Supervisors voted yes. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve contractor payment request No. 1 to D&G Mechanical Inc. for the Chartiers Township Community Center in the amount of \$990.00 as recommended by the project architect in the application and certificate for payment dated April 16, 2013. All Supervisors voted yes. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve contractor payment request No. 3 to Schultz Electric Inc. for the Chartiers Township Community Center in the amount of \$885.47, as recommended by the project architect in the application and certificate for payment dated May 9, 2013. All Supervisors voted yes. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve contractor payment request No. 4 to Shultz Electric Inc. for the Chartiers Township Community Center in the amount of \$7,969.26, as recommended by the project architect in the application and certificate for payment dated May 9, 2013. All Supervisors voted yes. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to award the base bid and added alternates No. 1 and 2 for the 2013 Road Paving Project to Victor Paving and Construction of Monongahela for the sum of \$112,300.00 conditional upon PENNDOTT approval of Liquid Fuels Funds, as recommended by the Township Manager and the Township Engineer. All Supervisors voted yes. Motion carried.

### **NEW BUSINESS:**

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve the application and installation of a sanitary sewage hold tank as requested by MarkWest Liberty Midstream and Resources, LLC for 800 Western Avenue, Washington, PA 15301 in accordance with Chartiers Township Ordinance 185. All Supervisors voted yes. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to enter into agreement with All-Clad Metal Crafters, LLC for police coverage for a Second Sales Event at the Washington County Fairgrounds on May 31, 2013 and June 1, 2013 as recommended by the Township Manager and Chief of Police. All Supervisors voted yes. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to authorize advertisement of bids for the 2013 sewer rehabilitation project, as recommended by the Township Engineer and not to exceed \$100,000.00. All Supervisors vote yes. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to authorize payment of invoices (General Fund: Check #28188 - #28262: \$210,665.29; Light Fund: Check #1447 - #1448: \$4,419.73; Fire Hydrant Fund: Check #1459-#1460: \$3,888.05; Act 13 Impact Fee Fund: Check #1001, #1002: \$17,919.31; Eng. Review Escrow Fund: Check #1003, #1004: - \$16,267.35; Sewer Fund: Check #2620-#2632: \$28,932.50; RT. 18 SLE Fund: Check #1136-#1139: \$15,148.99; Arnold Park Fund: Check #1136 - #1139: \$288.29; Operating Reserve Fund: Check #1304 - #1307: \$165,215.62; Municipal Improvement Fund: Check #1394: \$6,428.30; Parks & Recreation Growing Greener: Check #1055 - #1058: \$32,818.78; Total All Funds: \$501,992.21). All Supervisors voted yes. Motion carried.

#### **DISCUSSION ITEMS:**

The Board discussed the request from the Chartiers Houston School District for funding for CHSD fitness center. Mr. Marcischak will follow up with Lisa Mowry on exactly what the School District is seeking.

The Board discussed the request from the Trolley Museum for a waiver of building permit fee for the construction of a new building and determined that the Trolley Museum will be responsible for any direct expenses incurred by Township only.

The Board discussed the McConnell's Mill Bridge interim and permanent repairs:

There is one option in replacing the pipe under the road at an estimate of \$50,292.00. This does not include engineering fees and any costs incurred to put the proper barriers on the road. The interim repair recommended by the Engineering firm was to place a more permanent barrier along the cartway to keep vehicles within the cartway which is stable. Mr. Liekar is going to review the estimate provided and Mr. Jeffries will provide cost for guiderail.

Mrs. Noble advised the Board that she met with Fire Chief Altieri and representatives from Zambelli and that basically there is 100-ft. of clearance needed for every inch of shell used. Zambelli recommended going with 3-inch shell and Mr. Altieri and Mrs. Noble agreed to reduce potential risk to the Community Center. Fireworks would be set to music. Chief Altieri will provide two (2) fire trucks due to the location.

Mr. Metzler advised that he attended the last Friends of the Parks Board meeting and the Township does not have a Parks Plan and the Friends of Parks Board cannot conduct fundraising

functions without a plan. The crucial area for the Community Center is the kitchen and level of kitchen the Board wishes to pursue in order to complete specifications.

The Board also discussed developing a job description for a Director of the Community Center and having the job description ready for discussion at the meeting in June.

A motion was made by Mr. Marcischak and seconded by Mr. Metzler to authorize PENNDOT to conduct a traffic study to determine if a stop sign is warranted at the intersection of Chartiers Run Road and Plum Run Road. This was a request from Chartiers Industrial Park. All Supervisors voted yes. Motion carried.

2015-2018 Transportation Improvement Plan Comments:

Ms. Noble advised that state funding for roads and bridges needing improvement-comments are due May 31<sup>st</sup> with oral testimony in August.

Mr. Metzler announced the Board of Supervisors have received an invitation from the Trolley Museum of a 50<sup>th</sup> Anniversary Event with a luncheon on June 21, 2013.

The meeting was adjourned at 6:12 p..m.

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John M. Marcischak  
Secretary

Wendy Williams – Recording Secretary