

**CHARTIERS TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
August 14, 2018**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**EXECUTIVE SESSION ANNOUNCEMENT:**

Please be advised that the Board of Supervisors met in Executive Session immediately prior to this meeting from 3:15 P.M. to 4:00 P.M. to discuss contract negotiations, personnel and litigation and real property 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 Planner; Ed Jeffries, Public Works Director; Jessica Tedrow, Parks & Recreation Director and Bev Small, Recording Secretary. ABSENT: James Horvath, Chief of Police

**VISITORS TIME:**

1. Cypher and Cypher Presentation of the 2017 Audit:  
Steven Cypher, CPA and Luke Rayle, CPA presented the 2017 Audit indicating that Chartiers Township is in a healthy financial state.

**DEVELOPERS TIME**

1. A motion was made by Mr. Friend and seconded by Mr. Marcischak to approve the Bauer Family Subdivision Plan conditional upon satisfaction of the outstanding items in the Township Engineer's letter dated August 9, 2018 as recommended by the Township Engineer in her letter dated August 9, 2018 and the Township Planner in his letter dated August 9, 2018. All Supervisors Voted Yes. The motion carried.
2. A motion was made by Mr. Friend and seconded by Mr. Marcischak to approve the Frank Lagoni Subdivision Plan conditional upon satisfaction of the outstanding items in the Township Engineer's letter dated August 9, 2018 as recommended by the Township Engineer in her letter dated August 9, 2018 and the Township Planner in his letter dated August 9, 2018. All Supervisors Voted Yes. The motion carried.
3. A motion was made by Mr. Friend and seconded by Mr. Marcischak to reapprove the Summerfield Woods plan of lots as previously approved by the Board of Supervisors on June 27, 2017 and in accordance with the Township Engineer's

letter dated June 19, 2017 for recording purposes. All Supervisors Voted Yes. The motion carried.

4. A motion was made by Mr. Friend and seconded by Mr. Marcischak to approve the Road Use and Maintenance Agreement with Summerfield Woods LLP, for the use of portions of Forrest Avenue, Hickory Lane and Ash Road as recommended by the Township Manager and Director of Public Works. All Supervisors Voted Yes. The motion carried.

#### **STAFF REPORTS:**

Planning/Zoning Officer – Zoning Hearing Board meets August 20, 2018  
All reports were accepted as submitted

#### **SUPERVISOR REPORTS:**

Mr. Alterio – No Report  
Mr. Marcischak – No report  
Mr. Friend- No report

#### **OLD BUSINESS:**

1. The meeting was recessed and called to Order at 4:16 P.M. for the Public Hearing on Zoning Amendments

Oil and Gas Ordinance (Zoning), Landscaping and Bufferyards Ordinance (Zoning)

- The Township Planner, Mr. McGurk, entered into the record: Ordinance No. 378 – Oil and Gas Ordinance; Ordinance No. 379 – Landscaping and Bufferyard Ordinance; Chapter 350 of the Chartiers Township Code of Ordinances, “Zoning”; Chartiers Township Comprehensive Plan adopted May 5, 2009; Public Notices for this hearing dated July 31, 2018 and August 7, 2018; Transmittals of the draft ordinance to the Observer Reporter and Washington County Law Library dated July 18, 2018; Planning Commission Minutes of June 19, 2018 recommending the draft Oil and Gas Ordinance; Planning Commission Minutes of April 17, 2018 recommending the draft Landscaping and Bufferyard Ordinance

#### **STAFF COMMENTS:**

- Mr. McGurk gave a brief overview of the change in districts that permit drilling. He further clarified a condition of the Landscaping / Bufferyard Ordinance as to any deviations from the options provided would require a variance.
- The Township Solicitor recommended advertisement of the revision to the Ordinance 379. The revision allows deviations from Ordinance 379 as a conditional use.

## **PUBLIC COMMENT:**

- Alexis Ondash of Range Resources stated that Range Resources wishes to submit a formal comment letter pertaining to some of the definitions and components of the Ordinance No. 378.
- Kristy Budavich of Mark West stated that Mark West wishes to submit a formal comment letter related to clarification on definitions in the Ordinance No. 378.
- A motion was made by Mr. Friend and seconded by Mr. Marcischak to close the Public Hearing portion of the meeting. All Supervisors voted yes. The motion carried.

The Public Hearing adjourned at 4:24 P.M. to return to the regular Board of Supervisors meeting.

2. A motion was made by Mr. Friend and seconded by Mr. Marcischak to approve Chartiers Township Ordinance No. 378, amending Chapter 350 of the Chartiers Township Code, Zoning, to revise the existing Oil and Gas Development regulations as recommended by the Chartiers Township Planning Commission at their meeting of June 19, 2018 and in accordance with the Public hearing of August 14, 2018. All Supervisors voted yes. The motion carried.
3. A motion was made by Mr. Friend and seconded by Mr. Marcischak to approve Chartiers Township Ordinance No. 379, amending Chapter 350 of the Chartiers Township Code, Zoning, to add landscaping and bufferyard requirements for new land developments as recommended by the Chartiers Township Planning Commission at their meeting of June 19, 2018 and in accordance with the Public hearing of August 14, 2018. All Supervisors Voted Yes. The motion carried.
4. The meeting was recessed and called to Order at 4:26P.M. for the Public Hearing on the Spinnerweber Home Occupation Conditional Use Application for Home Occupation.
  - The Township Planner, Mr. McGurk, entered into the record: Conditional use application and attachments dated June 13, 2018; Township review letter dated July 11, 2018; Chapter 350 of the Chartiers Township Code of Ordinances, "Zoning"; Public Notices for this hearing as printed in the Observer Reporter on July 31, 2018 and August 7, 2018; The neighboring property owner public notice letters and mailing list dated July 18, 2018; Planning Commission meeting minutes of July 17, 2018 recommending the conditional use application.

## **APPLICANT TESTIMONY:**

- Lance Spinnerweber of Spinning Way stated his reasons for the request to implement a side repair business on his property to support his family. He

contacted his neighbors to explain his plans prior to submitting the application. None of them expressed opposition to his plan.

- A motion was made by Mr. Friend and seconded by Mr. Marcischak to close the Public Hearing portion of the meeting. All Supervisors voted yes. The motion carried.

The Public Hearing adjourned at 4:28 P.M. to return to the regular Board of Supervisors meeting.

5. A motion was made by Mr. Friend and seconded by Mr. Marcischak to approve the Conditional Use Application of Lance Spinnenweber to conduct a home occupation for conducting repairs at 14 Spinning Way conditional upon satisfaction of the items in the Township Planner's review letter dated July 11, 2018 and in accordance with the Public hearing of August 14, 2018. All Supervisors Voted Yes. The motion carried.
6. A motion was made by Mr. Friend and seconded by Mr. Marcischak to approve Change Order No. 1 for Allison Hollow Slide Repair from Stewart Contracting in the amount of (-\$7,205.00) decrease due removal of the stone as provided by others from the contract as recommended by the Project Engineer in the Change Order dated August 6, 2018. All Supervisors voted yes. The motion carried.
7. A motion was made by Mr. Friend and seconded by Mr. Marcischak to award the bid for the 2018 CCTV sewer cleaning and camering to State Pipe of Cranberry Township, PA in the amount of \$56,000.00 as recommended by the Township Engineer in the Bid Tabulation and Certification dated August 9, 2018 and in accordance with the Public Bid Opening of August 9, 2018. All Supervisors Voted Yes. The motion carried.
8. A motion was made by Mr. Friend and seconded by Mr. Marcischak to approve Pay Application No. 1 (FINAL) from Capelli Industries in the amount of \$19,699.00 for the site cleanup of 8 Crossroads Road as recommended by the Township Manager. All Supervisors Voted Yes. The motion carried.

#### **NEW BUSINESS:**

1. A motion was made by Mr. Marcischak and seconded by Mr. Friend to authorize payment of invoices (General Fund: Checks #33092-33140: \$157,569.84; Light/Fire Hydrant Fund: Checks # 2052-2054: \$7,923.45; Local Services Tax Fund: Checks # 1056 –1058: \$1, 298.64; Sanitary Sewer Fund: Checks #1144 - 1151: \$14,496.49; Capital Reserve Fund: Checks #1035-1038: \$22,763.15; Liquid Fuels Fund: Check # 1025: \$567.00; Revenue Gaming Fund: Checks # 1024-1025: \$652.00; Midland Sewer Fund: Check # 1017: \$220.00; Rte. 18 SLE FUND: Check # 1019: \$400.00; CTCC Fund: Checks # 1297-1313: \$7,958.71; Total All Funds: \$213,489.28). All Supervisors voted yes. The motion carried.

## DISCUSSION ITEMS:

1. McClane Farms Road Sewer Project – Mrs. Noble reported that were sent out July 24, 2018 and about one half (½) of the 51 properties have paid their connect fees within a two week period.
2. Midland Sewer Project Update – The Solicitor is in litigation process with EMC, the Township insurance carrier, pertaining to the Hagerman property restoration. Mrs. Noble reported that the applications are completed to submit to PLGIT for Investment Accounts. Two options are available for the Board's consideration. The Township Manager will prepare a motion for action on the refinancing for the August 28, 2018 meeting.
3. WEWJA Agreement (South Strabane) – Status Quo on no response.
4. Canton Agreement (Route 18) – The understanding is that Canton will consider at their next meeting the agreement their solicitor proposed and this Board approved in July and they will withdraw the litigation at that time.
5. 2018 Road Program – The Township Engineer indicated that Joe Sites of Gateway is the overseeing Project Manager for the Paving Program.
  - El Grande Contract A – no specific dates for extension were provided; contractors would simply be out of compliance.
  - Victor Contract B – doing Base stabilization on one road with less impact for school bus traffic. This has approximately a two (2) week turnaround.
    - Extension Requests: The Board did not grant the extension request at this time until a schedule is received from the contractor. Word should be received for their scheduled dates by the next Board Meeting.
  - Township Forces Paving – Prioritization is to be determined as to the feasibility of which alleys can be paced, which sections and the need to have two (2) tri-axles to haul the asphalt so that the Township Crew is able to work productively raking and paving uninterruptedly.
6. 2018 Sewer Rehabilitation Project – Mrs. Slagle noted that the CCTV Contract was awarded under Old Business (No. 7) and those documents will be executed promptly for State Pipe to proceed. She will review the maps with Public Works for potential projects and GIS updates leading into the next year.
7. CHJA Act 537 Request/Fee Increase – Mr. Liekar reported that Chartiers and the other municipalities are in the Discovery Phase to report for the September 7, 2018 status conference before Judge Lucas.

8. Storm Events/Flooding Follow Up –
  - Road Damage
    - Allison Hollow Road – Repair is completed and Public Works, the Project Engineer and Contractor conducted the final inspection.
    - Arden Mines Road – The Project Engineer is developing a plan to present to the Township for repair on the continuing road failure.
  - Resident Flooding (wide spread, including)
    - McClane Farm Road –The Engineer has not received the survey data from Hampton Technical to review for alternative options.
    - Fair Meadow Circle – This issue hinges on ownership of the pipe extension between the Homeowner Association or the Township from the initial installation by the developer.
9. Community Center Sign – Mr. Jeffries has tried to connect with Eric at Key Sign and is waiting for a response. Mrs. Noble will reach out to her contact.
10. Community Center / Park Security Cameras – Miss Tedrow reported that installation is still in progress.
11. Plum Run Road Bridge Repair – Mrs. Slagle is putting out information to contractors. The focus is to get the job done to make it safe and functional by stabilizing with block in the front areas. She projects having three quotes to present by the August 28, 2018 meeting.
12. Veronica Drive Cul-de-sac Completion Request –Mr. Liekar will have his findings to the Township Manager and Engineer within the next few days.
13. 8 Crossroads Road Code – The site portion of the property clean-up is completed. Mr. Friend is working with DEP to complete the permit to burn as a Fire Training process and will have a date to report at the next meeting.
14. Public Works Garage Roof Repair / Replacement – The bidding is advertised, including a decking replacement as an alternate. The bid opening is scheduled for August 27, 2018.
15. Municipal Building/Police Department HVAC Semi-Annual Maintenance – Mr. Jeffries presented information on the quotes he received.
  - A motion was made by Mr. Friend and seconded by Mr. Marcischak to award the contract for the Municipal Building/Police Station HVAC semi-annual maintenance contract to Diesel Heating & Air, Inc. in accordance with the bid letter dated July 25, 2018. All Supervisors Voted Yes. The motion carried

16. Pine Lawn Park – The hydro seeding is complete and grass is growing. Some bare spots have appeared from the heavy rains. Public Works will fill those in with seed.
17. 2008 Public Works Dump Truck – Mr. Jeffries highlighted information, details and availability of trucks for purchase via Co-Stars. Discussion ensued with the recommendation for the Public Works Director to pursue additional options and quotes from the Co-Star listing to present at the August 28, 2018 meeting.
18. CTVFD PEMA Loan for Rescue and Debt Ordinance –
  - A motion was made by Mr. Friend and seconded by Mr. Marcischak to authorize the Township Solicitor to prepare a debt ordinance and borrowing base certificate to obtain DCED Local Government Unit Debt Act approval in association with the Chartiers Township Volunteer Fire Department (CTVFD) for the rescue truck. All Supervisors Voted Yes. The motion carried
19. Prescription Drugs Drop Box – The Township Manager discussed the possibility of placing an approved prescription drugs collection box in the Municipal Building Lobby to supplement the current limited semi-annual collections through the Police Department.
20. Census – The Township Planner reported adding 109 addresses to the Township's data base as well as removing those not in existence in preparation for the 2020 Census.
21. Newsletter – The Township Fall Newsletter communication is in preparation for distribution by mid-September.
22. Establishing Trick or Treat – Information from surrounding municipalities shows the majority are scheduling October 31, 2018 evening Trick or Treat hours.
  - A motion was made by Mr. Friend and seconded by Mr. Marcischak to schedule Chartiers Township Trick or Treat date for Wednesday, October 31, 2018 from 6:00 – 7:30 P.M. All Supervisors voted yes. The motion carried.
23. Host Inspector – Mrs. Noble updated the Board on the State training available at no cost locally in the fall. She submitted the names of the Township Public Works Director and Code Enforcement Officer to attend. Mrs. Noble indicated that the state may reimburse up to 50% of the time to conduct the inspections.
24. County Convention and Advertisement – The convention is October 4, 2018. A half page advertisement can be placed in the program promoting the Township Community Center activity and events.

25. Parks and Recreation Committee: Community Day Revamp – The Parks and Recreation Director presented on behalf of the Parks and Recreation Committee some preliminary plans and options for the 2019 Community Day.
26. Ballfield Development – Discussion centered on the run-off and drainage issues that exist. The Township Engineer will have cost estimates and options ready for the next meeting.

**PUBLIC COMMENT:**

Mike Jones of Welsh Road asked about the wash-out along Welsh. The Township Engineer is looking into solutions for the situation.

**ADJOURNMENT:**

The meeting adjourned at 5:42 P.M.

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John Marcischak  
Secretary

Bev Small – Recording Secretary