

**CHARTIERS TOWNSHIP
BOARD OF SUPERVISORS MEETING
August 22, 2017
4:00 P.M.**

EXECUTIVE SESSION ANNOUNCEMENT:

Please be advised that the Board of Supervisors met immediately prior to this meeting in Executive Session on Tuesday, August 22, 2017 from 3:30 P.M. to 4:00 P.M. to discuss contract negotiations, personnel and litigation matters. Mr. Alterio was not present in Executive Session until 3:45 p.m.

ATTENDANCE:

Attending this meeting were Supervisors Glenn Alterio, John M. Marcischak and Mr. Kiehl. Also present were Jodi L. Noble-Township Manager; James Liekar-Solicitor; Jennifer Slagle-Township Engineer; Adam McGurk, AICP Planning Director; Ed Jeffries, Public Works Director; Jessica Tedrow, Parks & Recreation Director and Bev Small-Recording Secretary.

VISITORS TIME:

None

DEVELOPERS TIME:

1. A motion was made by Mr. Alterio and seconded by Mr. Marcischak to approve the Washington County Conservation District land development plan as recommended by the Chartiers Township Planning Commission at their meeting of July 18, 2017 conditional upon satisfaction of the outstanding items in the Township Engineer's letter dated August 22, 2017 and the Township Planner's letter, dated August 22, 2017. All Supervisors voted yes. The motion carried.

2. A motion was made by Mr. Alterio and seconded by Mr. Marcischak to approve the request from Energy Transfer for Sunday work between the hours of 7:00 a.m. and 3:00 p.m. between August 28, 2017 and November 30, 2017 on the Revolution Pipeline on an as needed basis caused by inclement weather conditions to meet construction days provided the Township receives 72 hours advance notice of the request, which will not be unreasonably withheld, and shall be subject to mitigation of any verified noise complaints received in excess of 60dBA at the property line in accordance with §350-38 of the Chartiers Township Code of ordinances. All Supervisors voted yes. The motion carried.

3. A motion was made by Mr. Alterio and seconded by Mr. Marcischak to approve the request of Sunoco Pipeline LP to conduct hydrostatic tests of Houston Tank Farm Facility via an additional work shift until 11p.m. Monday through Saturday from August 28 – October 14, 2017 as the testing requires no heavy construction equipment. All Supervisors voted yes. The motion carried
4. Diesel Sketch Plan Presentation is re-scheduled for September 12, 2017 Board Meeting.

STAFF REPORTS:

Planning Commission Meeting 8/15/17
Zoning Hearing Board Meeting 8/21/17

Reports were accepted as submitted.

SUPERVISOR REPORTS:

Mr. Kiehl –.No report

Mr. Marcischak – No report

Mr. Alterio- No report

APPROVAL OF MINUTES

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to approve the Board of Supervisors Minutes of the Workshop Meeting of July 11, 2017 and the Regular Meeting of July 25, 2017, as presented. All Supervisors voted yes. The motion carried.

OLD BUSINESS:

1. The meeting was recessed and called to Order at 4:06 P.M. for the Public Hearing on Home Occupation Conditional Use Request.

The Township Planner, Mr. McGurk, entered into the record: Conditional Use application dated June 28, 2017; Township review letter dated July 7, 2017; Site pictures and narratives emailed to Township Planning Department on July 7, 2017; Chapter 350 of the Chartiers Township Code of Ordinances, "Zoning"; Public Notices for this hearing as printed in the Observer Reporter on August 8, 2017 and August 15, 2017;The neighboring property owner public notice letter and mailing list dated July 27, 2017;Planning Commission Minutes of July 18, 2017 recommending the draft ordinance.

STAFF COMMENT:

Mr. McGurk clarified the components of Conditional Use criteria in response to Supervisor Marcischak's question. For this specific request a Home Occupation is incidental to the primary use of the site which is a single family residential dwelling and does not change the character of the home. The consideration relates to the request pertaining to the fact that the business is registered at a home address.

PUBLIC COMMENT:

Luke Miller of 255 Washington Trails (business address) stated that he utilizes office space only in the house and that no work is conducted on the outside property and no materials are stored there for movement or transporting from the property owned by his parents.

Marian Jo Miller of 255 Washington Trails confirmed that permission was given by the Township in 2008 was given to have office space and parking/storage of business equipment at 255 Washington Trails for the business. All County, State and Federal I.D.'s were acquired and the nature of Luke Miller's activity is to come and go from the property. She further verified that he does not store or sell business related materials on the property.

Chairman Kiehl reminded all that the Hearing was specifically related to the Conditional Use components and testimony presented was to relate specifically to that topic.

Doris Debnar of 245 Washington Trails presented her perspective of discrepancies related to number of vehicles and days that are on site supported with pictures she took. She further related concerns about the narrowness of the Township road and potential difficulty of maneuvering vehicles in and out of the driveway.

Sandy Hohn of 235 Washington Trails has adjoining property to the Millers and has no objection or issue to where the business is located and is willing to allow the Business to access 255 Washington Trails from her property area. She stated that the road is a dead end and the conditions are not a disturbance and do not pose blockage on the Township road.

Lee Nickovich, Planning Commission member indicated that the approval of the Planning Commission was based on the conditions presented and the Planner's recommendations at their meeting of July 18, 2017.

Mr. McGurk restated that the purpose of the hearing related strictly to the registration of the business at 255 Washington Trails Road. He clarified that conditional use(s) can be incorporated in the Home Occupation request within a 45 day period of the Public Hearing.

- A motion was made by Mr. Alterio and seconded by Mr. Marcischak to close the Public Hearing on Chartiers Township Home Occupation

Conditional Use Request. All Supervisors voted yes. The motion carried.

The Public Hearing adjourned at 4:47 P.M. to return to the regular Board of Supervisors meeting.

2. A motion was made by Mr. Alterio and seconded by Mr. Marcischak to table action until the September 26, 2017 Supervisors Meeting at 4:00 pm on the Conditional Use request for a landscaping business at 255 Washington Trails Road. All Supervisors voted yes. The motion to table carried.
3. A motion was made by Mr. Alterio and seconded by Mr. Marcischak to approve Pay App No. 2 from Victor Paving for the 2016 Road Paving project in the amount of \$19,072.35 as recommended by the Township Engineer in the certified pay application dated August 16, 2017 and the former Township Engineer's letter dated December 30, 2016 conditional upon receipt of a check from Penn National Insurance for the damage to the Township Building in the amount of \$2,965.00. All Supervisors voted yes. The motion carried.
4. A motion was made by Mr. Alterio and seconded by Mr. Marcischak to approve the Contractor's Application for No. 4 from S.E. Schultz Electric Inc. in the amount of \$5,920.72 for the Community Center Generator as recommended by the Township Manager and Director of Public Works. All Supervisors voted yes. The motion carried.
5. A motion was made by Mr. Alterio and seconded by Mr. Marcischak to approve the Contractor's Application for Payment No. 5 (FINAL) from S.E. Schultz Electric Inc. in the amount of \$4,592.21 for the Community Center Generator as recommended by the Township Manager and Director of Public Works. All Supervisors voted yes. The motion carried.
6. A motion was made by Mr. Alterio and seconded by Mr. Marcischak to decline Base Bid 1 for the McClane Farm Sewer Project in the amount of \$847, 570.00 as recommended by the project Engineer in his letter dated June 30, 2017 and in accordance with the public bid opening of June 23, 2017. All Supervisors voted yes. The motion to decline carried.
7. A motion was made by Mr. Alterio and seconded by Mr. Marcischak to award Base Bid B for the McClane Farm Sewer Project in the amount of \$805, 120.00 as recommended by the project Engineer in his letter dated June 30, 2017 and in accordance with the public bid opening of June 23, 2017. All Supervisors voted yes. The motion carried.

8. A motion was made by Mr. Alterio and seconded by Mr. Marcischak to establish the McClane Farm Sewer District as recommended by the Project Engineer and Township Solicitor and adopt Ordinance No. 365 accordingly. All Supervisors voted yes. The motion carried.
9. A motion was made by Mr. Alterio and seconded by Mr. Marcischak to authorize the incurrence of debt in the amount of \$875,000 related to the McClane Farm Sewer Project as recommended by the Project Engineer and Township Solicitor and adopt ordinance No. 366 accordingly. All Supervisors voted yes. The motion carried.

NEW BUSINESS:

1. A motion was made by Mr. Alterio and seconded by Mr. Marcischak to authorize payment of invoices (General Fund: Checks # 32281 -32162: \$109,512.31; Local Service Tax Fund: Check # 1006: \$498.40; CTCC Fund: Checks # 1080 - 1084: \$6,210.78; Act 13 Impact Fee Fund: Check # 1008, 1009: \$22,313.73; Sewer Fund: Checks # 1010-1044: \$3,732.21; Developer's Escrow Fund: Check # 1052: \$409.75; Capital Reserve Fund: Checks 1259 – 1261: \$7,380.44; Fire Hydrant Fund: Check # 2010: \$325.10. TOTAL ALL FUNDS: \$150,382.72) All Supervisors voted yes. The motion carried.

DISCUSSION ITEMS:

1. McClane Farms Road Sewer Project – The Bids, PennVest and Rights of Way are completed with the exception of one ROW which will be handled. The Sewer District will be submitted upon completion of signatures and LGUDA debt service as advertised will be forwarded to DCD per Board action and adoption of respective Ordinances.
2. Canton Agreement (Route 18) – The Township Manager and Solicitor will meet with Canton September 14, 2017 regarding settling the fund and a revised agreement for the repayment of debt.
3. South Strabane WEWJA Agreement – Mr. Liekar sent another letter to Attorney Turturice and has not received a response to date. Mrs. Noble will contact Tom Murphy for clarification.
4. Ballfield Development – Mrs. Slagle, Mrs. Noble and Mr. Jeffries met with Mike Plavchak to review the potential for their company to grade and pump out the water, reseed this fall and a separate cost for drain piping. Cost estimates have been requested and hopefully will be received to present at the September 12, 2017 meeting.

5. Midland Sewer Project Update – The Township Solicitor indicated that most payments have been made and the restoration on Hagerman property is ready for work to begin.
6. Kingston Estates Public Improvements & Linda Lane Cul-de-Sac – The Township Engineer has a call in to AJ Strimel to get the project scheduled and is awaiting his response. Both projects are ready for asphalt and completion.
7. Paxton Grove Public Improvements – The Township Engineer received information and the paperwork will be started for acceptance of the pond as soon as the Engineer receives a reply. Documents will be forwarded to the Township Solicitor.
8. CDBG Grants – Mrs. Noble reported that the Redevelopment Authority has the bids and progress is moving forward. The properties should be demolished within the next month.
9. 2017 Road Paving Status – Mrs. Slagle reported that 3rd & 4th Streets are paved. The subcontractor did the base stabilization and binder on Gretna Road. Word was received from PAWC that they want to install a new water line along the side on the Gretna Road that was just completed. The recommendation is to hold on completing the wearing course until PAWC puts their line in which should be in September. Negotiations are in process with PAWC and the Township's contractor.
10. 2017 Township Forces Road Paving – The Public Works Director stated that equipment is ready and the Township crew will be paving Oak Alley this week. Railroad Street and Hickory Lane are on the schedule for paving.
11. Allison Hollow Rejuvenator – Mrs. Slagle's last email was August 14, 2017. The date for this project needs to be locked in ASAP.
12. 2016 Road Paving Status Update – Completed.
13. Community Center Sign – Mrs. Noble will present the revised sign drawing at the September 11, 2017 Chartiers-Houston Board meeting. She is waiting for a response from Caterpillar.
 - A motion was made by Mr. Marcischak and seconded by Mr. Kiehl regarding approving the proposed sign contingent on the school district's approval. After discussion the motion was withdrawn.
14. Stormwater Complaints:

Lawn Street:

- A motion was made by Mr. Alterio and seconded by Mr. Marcischak to authorize the Township Solicitor to review the matter regarding the flooding on Lawn Street and provide the Board with a recommendation at Executive Session regarding how to proceed. All Supervisors voted yes. The motion carried.

McGovern Road: Mrs. Slagle and Mr. Jeffries will meet with the School District Engineer to identify that the drainage is coming from their property and that it is not the Township's issue.

Arthur Road: The Township Engineer spoke with the Piatt Estates Developer and outstanding issues and concerns are being address. Gateway will follow up with them and Washington County on completion of those items.

Valley Road: The Water Company repaired their water pipe break to resolve the situation

Barnickel Street: Gateway Engineering is monitoring and inspecting the Arabian Meadows controls. The County is responsibility to follow through with inspections and can impose sanctions if necessary.

Paxton Farm Road, Saratoga, Kings Road, Welsh Road & Arnold Hollow: The Public Works Director appraised the Board of the various repairs, restoration and handling of the concerns and work is completed on all of these roads.

15. Griffith Lane – Mr. Jeffries measured the area for paving the 2/10 mile with 1½” binder and 1½” top to complete this project.
 - A motion was made by Mr. Alterio and seconded by Mr. Marcischak to authorize Public Works to do the paving of Hickory Lane, Oak Alley, the unpaved portion of Railroad Street and Griffith Lane. All Supervisors voted yes. The motion carried.
16. MS4 Report / Compliance Requirements – Mrs. Slagle said the draft reports are being delivered to the Municipal Building and she will meet with Township staff to review the submission for the September 16, 2017 deadline.
17. Hours of Work Ordinance – The Township Planner will incorporate suggestions from the Solicitor and prepare the Draft Ordinance in an acceptable form for the Board's review by the next meeting to take action to advertise.
18. Northern Washington County Transportation Study – The Township Manager spoke with Jeff Lighthouse from the County who confirmed that Peters, North Strabane and Mt. Pleasant Townships have agreed to participate in the study.

They have yet to hear from Canonsburg and Cecil. Mrs. Noble spoke with the manager from Cecil and they will likely participate. This will be on the September 12, 2107 Agenda for consideration.

19. Swimming Pool Sewer Credit Policy – At the request of the Supervisors, Mrs. Noble formulated a Draft Policy based on research, options and ideas gathered from several municipalities in terms of issuing a credit or charge a fee for monitoring. A DEP guideline prohibits draining into the Sanitary Sewer / Stormwater System and requires slow drainage so that it remains on the owner's property. The Board will further review the feasibility of drafting this policy.
20. Green Light Go Grant – Mrs. Noble reported on Grant information with various options of which one is to relocate the handicap push-button for Safe Street crossing at Race Track Road and Pike Street. Another option is to consider getting courtesy turn lights at Race track and Pike which requires a traffic study that can be funded at an 80-20 match. Emergency vehicle exemptions can be included. The Township Manager will check with the Police Chief and Chartiers Fire Department to determine pursuit of this and receive feedback by the September 26, 2017 meeting. The Grant Application deadline is October 27, 2017.
21. Emergency Operations Plan Update – Mrs. Noble stated that Chartiers VFD is the Emergency Operations Center and the Community Center has a generator on site and is now designated as the Emergency Evacuation Center. Contact information, plan revisions and resource information is being updated by the Township Manager and Police Chief including input from Rob Fetty, EMC. A Draft Plan will be ready for the Board's review at either the September 12 or 26, 2017 meeting.

PUBLIC COMMENT:

Dale Flowers of 105 Lawn Street asked for clarification on the water overflow from Ivy Court. The Township Engineer stated that the analysis was on road overflow on a percentage basis. Upsizing pipe does not resolve the problem and the Township is responsible for what is calculated coming off the road surfaces. Mrs. Slagle will have a summarized report for the Board indicating the need to look at the overall watershed.

Bob Bradford of 619 McClane Farm Road asked about projected start & end time for the McClane Sewer Project. He was informed that the PennVest Loan closing will be a determining factor along with predictable weather conditions and contractor decision.

ADJOURNMENT:

The meeting adjourned at 6:01 P.M. to continue to Executive Session. The Supervisors and Township Manager met in Executive Session from 6:05 P.M. to 6:37 P.M. to discuss personnel and litigation matters.

John Marcischak
Secretary

Bev Small – Recording Secretary