

**CHARTIERS TOWNSHIP
BOARD OF SUPERVISORS MEETING
August 8, 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 8, 2017 from 3:00 P.M. to 4:00 P.M. to discuss contract negotiations, personnel and litigation matters.

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; Jessica Tedrow, Parks & Recreation Director; James Horvath, Chief of Police and Bev Small-Recording Secretary.

VISITORS TIME:

Scott Becker, Executive Director of PA Trolley Museum asked for the Board's consideration to receive a donation at no cost from SEPTA of old subway turnstiles and tokens for the Visitor Center and Museum displays.

- A motion was made by Mr. Alterio and seconded by Mr. Marcischak that the Township accept any donation from SEPTA at no cost to the Township and that the Township then forward that donation to the Trolley Museum. All Supervisors voted yes. The motion carried.

Veronica Bennett, of Harshman CE Group presented a detailed analysis as requested by the Township on possible downsizing of pipes and alternate routing for the piping on the McClane Farm Road Sewer Project. Adopting the alternative direction would result in a significant cost savings for the project. Using 8" pipe (the size funded by PennVest) will adequately handle the flow for the projected number of houses with potential for developer expansion and sewer tie in. Additional calculations will be provided for the Board's decision in approving the project bids.

Kelsey Collins, Summer Project Intern has worked over the summer through a Grant via the Local Government Academy. She presented information and documentation on her organization and cataloging of all of the Township Land Developments, Zoning Hearing Results, Subdivision Files and Building Permits by alpha street address in both hard copy and electronically to make files more readily accessible and searchable. The Supervisors expressed their appreciation for her diligent work for Chartiers Township.

Bob Bradford of 619 McClane Farm Road asked questions on the proposed revision of the piping and expressed some concern over delaying of awarding the bid for the McClane Sewer Project.

Larry Biagini of 341 McClane Farm Road requested information on the process when a property has been notified of a code violation to clean up debris and other issues. Mrs. Noble informed him of time frames and clarified the process. He also asked about the traffic situation at the crest of the hill where there are small children. The Township will look into the possibility of placing a “Children Playing” sign at that location to alert drivers.

DEVELOPERS TIME:

1. A motion was made by Mr. Alterio and seconded by Mr. Marcischak to approve the Arden Mills, Phase 4 – Lot 404 Minor Subdivision Plan conditional on satisfaction of the outstanding items in the Township Planner’s letter dated August 8, 2017 as recommended by the Township Planner and Engineer. All Supervisors voted yes. The motion carried.
2. Chris Koop and Jerry Cook of Sunoco Pipeline, LP presented a request to consider Sunday Work Hours on an as needed basis to complete work to keep on schedule due to the extensive inclement weather setbacks. Mr. Coop and Mr. Cook will meet with the Township Manager to review the details for action at the August 22, 2017 meeting.

Mr. Koop also presented a similar need based on continued inclement weather conditions to work on the next two Sundays in August as needed.

- A motion was made by Mr. Alterio and seconded by Mr. Marcischak to allow Sunoco Pipeline, LP to work the next two Sundays, August 13, 2017 and August 20, 2017 for the purpose of welding and backfilling. All Supervisors voted yes. The motion carried.
3. Josh Ward of Pipeline Right of Ways and Bob Ward representing the Contractor asked for permission to use temporary access using the road at the side of the Community Center to be able to come around Sunoco’s Right of Way. After hearing the details there was no action by the board on this request.

STAFF REPORTS:

Planning Commission meets August 15, 2017 and Zoning Hearing Board meets August 21, 2017.

All Department Reports were accepted as submitted.

SUPERVISOR REPORTS:

Mr. Kiehl – No report

Mr. Marcischak – No report

Mr. Alterio – No report

OLD BUSINESS:

1. The meeting was recessed and called to Order at 4:44 P.M. for the Public Hearing on Ordinance No. 364.

The Township Planner, Mr. McGurk, entered into the record: A copy of the Draft Ordinance No. 364; Copy of Chapter 350 of the Chartiers Township Code of Ordinances – Zoning; Public Notices for this Hearing dated July 25, 2017; Transmittals of the Draft Ordinance to the Observer Reporter and the Washington County Law Library dated July 26, 2017; Submittal to the Washington County Planning Commission July 28, 2017; Chartiers Township Planning Commission Minutes of June 20, 2017 recommending the Draft Ordinance.

STAFF COMMENT:

Mr. McGurk reviewed the Ordinance details amending the existing Ordinance to allow for General Office Space within the C-1 zoned district. The General Office space use would be a permitted use up to 2,000 square feet of net leasable space (excludes bathroom, hallway, and common areas). Anything over 2,000 square feet would then be a conditional use up to 14,000 square feet of net leasable area. Nothing over that amount would be permitted in the C-1 Zoning District.

PUBLIC COMMENT:

None

- A motion was made by Mr. Alterio and seconded by Mr. Marcischak to close the Public Hearing on Chartiers Township Ordinance No. 364. All Supervisors voted yes. The motion carried.

The Public Hearing adjourned at 4:48 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 amend Chapter 350 of the Chartiers Code of Ordinances, Zoning to provide for Neighborhood Offices in the C-1 Zoning District as recommended by the Chartiers Township Planning Commission at their meeting of June 20, 2017 and adopt Ordinance No. 364 accordingly. All Supervisors voted yes. The motion carried.
3. A motion was made by Mr. Alterio and seconded by Mr. Marcischak to table Base Bid 1 for the McClane farm Sewer project 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.

4. A motion was made by Mr. Alterio and seconded by Mr. Marcischak to table Base Bid B to the August 8, 2017 meeting, 2017for the McClane Farm Sewer Project as recommended by the Project Engineer in his letter dated June 30, 2017 and in accordance with the public bid opening of June 23. All Supervisors voted yes. The motion carried.
5. A motion was made by Mr. Alterio and seconded by Mr. Marcischak to table the motion until the August 22, 2017 meeting authorizing the Solicitor to file declarations of taking for the outstanding Rights of Way for the McClane Farm Sewer Project. All Supervisors voted yes. The motion to table action carried.

NEW BUSINESS:

1. A motion was made by Mr. Alterio and seconded by Mr. Marcischak to authorize payment of invoices (General Fund: Checks # 32222-32252: \$80,387.36; Sewer Fund: Checks # 1087-1089: \$5,056.11; Light & Hydrant Fund: Checks # 2007-2009: \$7,996.66; CCTC Operating Fund: Checks # 1062-1079: \$9,484.92; Midland Sewer Fund: Check # 1003: \$396.00; Act 13 Impact Fee Fund: Check # 1007: \$11,723.73; Local Services Tax Fund; Check #1005: \$1,380.40; Revenue Gaming Fund; Check # 1002: \$20, 429.80. Total All Funds: \$136,854.98). All Supervisors voted yes. The motion carried

DISCUSSION ITEMS:

1. McClane Farms Road Sewer Project – PennVest Loan is approved; Establishing the Sewer District and LGUDA debt service are advertised for Board action at the August 22, 2017 meeting; Two unsigned Right of Way Agreements remain.
2. Ballfield Development – Mrs. Slagle reported on options and direction for work on the field coming in at a cost of \$150,000. The Township Engineer, Public Works Director and available Township Officials will meet with the current contractor Wednesday, August 16, 2017 to discuss options and direction.
3. Midland Sewer Project Update – The Township Solicitor has posted water shut-offs on properties in question, waiting to hear from those who have not yet paid (especially the Chartiers Industrial Park extensions) and has hearings scheduled with Magistrate Mark. Mr. Liekar has yet to receive a response from Mr. Hagerman's attorney on the restoration issue.
4. WEWJA Agreement (South Strabane) – Mrs. Noble will continue attempts to connect with Tom Murphy when he is back in the area.
5. Canton Agreement (Route 18) – The Township Manager will schedule a meeting with Canton.
6. Kingston Estates Public Improvements & Linda Lane Cul-de-Sac – The Township Engineer reported that the Developer, A.J. Strimel has the Right of Way agreement and Mrs. Slagle is waiting to hear from his engineer. All punch list

items have been completed. Linda Lane will be in process by Mr. Strimel at the same time as the Kingston Estates cul-de-sac is constructed.

7. Paxton Grove Public Improvements – The Township Engineer received a cost estimate for taking over the Stormwater facilities. Once an inspection is conducted an agreement can be in process.
8. CDBG Grants – Mrs. Noble stated that the bids are in and the apparent low bidder is Slusarczyk Excavating & Landscaping in the amount of \$23,600 which is within the allotted grant amount allowing for demolition of all the identified township properties.
9. 2017 Road Program – Mrs. Slagle reported on the milling and paving completion on 4th Street and the paving completion of 3rd Street by Wednesday, August 8, 2017. The subcontractor for the Gretna Road will complete the work in a two (2) day period and expect to start that project next week.
10. Township Forces Paving – Mrs. Noble stated that the Public Works Director indicated that this work will begin within the next two weeks.
11. Allison Hollow Rejuvenator – Mrs. Slagle will email the Township of the specific date for this project to get underway.
12. 2016 Road Paving Status Update – The Township Manager and Engineer have been working with the two contractors, Victor Paving from the 2016 work and the contractor who worked on the Township Building. Once the estimate is in and repairs of the outstanding items are completed that amount will be deducted from the final payment to Victor Paving to close out the project.
13. Community Center Sign – Mrs. Noble requested a meeting in August with Chartiers-Houston School Board and received a response that it can be arranged at one of their September dates. She is in communication with a contact from Caterpillar regarding a permanent location for the sign on their property and is awaiting a response.
14. Arden Road Slide – The repairs are completed.
15. MS4 – The Township Engineer has drafts pertaining to the Pollutant Reduction Plan required for the next permit cycle. Strengthening the Ordinances in ways that will provide opportunities for Chartiers to seek credits as new developments come through.
16. Stormwater Complaints – The Township Engineer and Manager will meet on situations to determine the need for additional direction. The primary focus in the past weeks was with Arabian Meadows and Piatt over the run-off from those developments. Some deficiencies were noted, contractors were informed and a formal letter will be sent to them and the Conservation District. Mr. Jeffries report as submitted detailed the areas of work completed and those that need some direction for completion.

Mr. Flowers of Lawn Street informed the Board about a service line break on Ivy Court coming from the driveway on 106 Ivy Court, through that yard into Mr. Flowers' yard and shoots up through the manhole causing flooding.

17. Hours of Work Ordinance – The Township Planner shared information gathered from surrounding municipalities to review and prepare in a Draft Ordinance format for consideration.
18. Northern Washington County Transportation Study – The Township Manager requested confirmation from the County as to who has approved this agreement and have committed funding. She has not received a response to date.
19. Federal Surplus Authorized Purchasers – Mrs. Noble reactivated Chartiers Township to take advantage of Federal Surplus Purchasing.
 - A motion was made by Mr. Alterio and seconded by Mr. Marcischak to authorize the Township Manager to submit the application for the Pennsylvania Federal Surplus Property Program with the authorized purchasers being the Township Manager, Public Works Director, Chief of Police and a Supervisor. All Supervisors voted yes. The motion carried.
20. WCATO Convention Results – Mrs. Noble stated that August 31, 2017 is the deadline for any resolutions. Previously the Township proposed changes to purchasing requirements as well as support of no changes that would threaten Act 13 and no changes to the LSA Fund.
21. EMC Nurses On Call – This program at no cost to the Township allows for a nurse to be on call if anyone would be injured on the job. Mrs. Noble will prepare this for action on the next meeting agenda.
22. Columbia Gas FERC Order – Mrs. Noble provided a copy of the order received by Columbia Gas to permit them to be able to work on Sundays from the Federal Energy Regulatory Commission.
23. Health Insurance Renewal Offer – The Township Manager recommended that the Health Insurance Program be renewed via Strategic Benefits with Highmark at no increase in rate costs.
24. Intersection Camera Quote – Chief Horvath stated this is the same system already in place at Pike and Race Track Road. There is room within the budget.
 - A motion was made by Mr. Alterio and seconded by Mr. Marcischak to award Ron Mozer of Crystalline the contract to install the cameras at the intersection of Country Club Road and Pike Street for an amount not to exceed \$1,885.00. All Supervisors voted yes. The motion carried.

25. Community Center Programming –

- Light Up Night is scheduled for Sunday, November 26, 2017
- PX90 is a new class which is part of the Beach Body Program that would begin late September and is geared to attracting participation from a younger segment of the community to grow interest in Community Center programming. This is based on the revised fee plan of \$8.00 for the class with the instructor receiving a specified percentage of the fee and the Community Center a facility use percentage of that fee.
 - A motion was made by Mr. Alterio and seconded by Mr. Marcischak to add the PX90 fitness class to the Chartiers Community Township schedule. All Supervisors voted yes. The motion carried.
- The Friday Night Oldies Dance Proposal and the Music and Art Enrichment Programming will be reviewed by the Board for further discussion and consideration.

PUBLIC COMMENT:

None

ADJOURNMENT:

The meeting adjourned at 5:20 P.M.

John Marcischak
Secretary

Bev Small – Recording Secretary