

CHARTIERS TOWNSHIP
BOARD OF SUPERVISORS MEETING
SEPTEMBER 10, 2013

Mr. Richard W. Metzler called the Chartiers Township Board of Supervisors to order at 4:00 p.m. Tuesday, September 10, 2013, at which time he asked all present to stand for the pledge of allegiance.

ATTENDANCE:

Attending this afternoon's meeting were 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 ANNOUNCEMENT:

Mr. Metzler advised the citizens that the Board held an executive session on September 6, 2013 from 9:39 a.m. to 9:56 a.m. to discuss potential litigation.

VISITORS TIME:

Mark Magalotti and Robert Goetz of Trans Associates made a presentation on Traffic Impact Fees. They advised the Township of the steps to set up the "impact fee" is to: 1): Advertise an advisory committee (7-15 members), forty percent of which must be composed of individuals from development community (local developers, realtors, large land holders). Impact fees can begin any time after the committee is appointed. The Township can issue interim transportation impact fees to a maximum of \$1,000.00 per trip, for a period of up to 18 months. Fees may be assessed on minor subdivisions as well as large subdivisions.

Jeff Simpson of 30 South Johnson Rd, Houston, PA 15342 addressed the Board as President of the Fire Department. Mr. Simpson thanked the Board for their continued support and reminded everyone of the "Open House/Safety Day" Sunday September 15th from 1:00 p.m. to 5:00 p.m.

Charlotte Strimel of 308 Arthur Rd, Washington, PA 15301 expressed her concern regarding the Piatt Plan adjoining her property with the dirt and dust; wood chips have been thrown her yard and fence is down. The Board asked the Code Enforcement Officer, Township Manager and Township Engineer to follow up with the project manager on Ms. Strimel's concerns.

Joseph Politan of 126 Riggie Street, Houston PA 15342. Mr. Politan expressed concern regarding the response time taken when an ambulance was summoned to the home of his mother on Windsor Circle and approached the Board about the possibility of a garage to house an ambulance in the Township.

Richard Hall of 1350 Paxton Farm Rd, Washington PA 15301 suggested that due to the Township having five different zip codes and the size of the municipality he felt the Township should have their own post office with one zip code and asked the Board to consider this matter.

DEVELOPERS TIME:

STAFF REPORTS:

Mr. Slagle updated the board on development proposals as follows

1. Oak Grove Site Plan – We met with the Developer’s Engineer on 8/16/2013 to finalize the Stormwater Management Plan. A Developers Agreement is required.
2. Bitz Subdivision Plan – The Bitz Subdivision was resubmitted on August 8, 2013 for possible consideration at the next for Planning Commission Meeting on September 24, 2013. The plan basically consists of subdividing one 4 Acre lot into 2 lots along Old Hickory Ridge Road which are currently used for grazing.
3. Lickert Subdivision Plan – The Lickert Subdivision Plan was resubmitted on August 24, 2013 for possible consideration at the next for Planning Commission Meeting on September 24, 2013. The plan basically consists of subdividing one 21.84 Acre lot into 2 lots along Plum Run Road.
4. Bell Grading Permit – We reviewed the Bell Grading Permit for general conformance with the Township Grading Ordinance.
5. Pending SALDO Plans – Potential SALDO Plans up for possible consideration at the next for Planning Commission Meeting on September 24, 2013 include: Bitz Subdivision and Lickert Subdivision Plans and the Comprehensive Plan

Mr. Slagle updated the board on capital improvement projects as follows:

1. Midland Sewer Project – We reviewed the Bid withdraw letter from Subrick and sent the Bid extension letter to the Township for Petrakis Contracting. We prepared/submitted the Contract Documents to Petrakis Contracting. We evaluated alternative sewer route through Houston Borough.
2. Midland Sewer R/W – We are meeting with Mr. McFarland on August 26, 2013. The Solicitor is currently acquiring outstanding R/W’s and developed acquisition plan. The Township Solicitor has prepared the Declaration of Taking for the residual R/W’s.
3. Chartiers Township Community Center – We verified building elevations, redesigned the site plan based on these elevations, met with the Contractor and Architect on August 29, 2013 to coordinate the roadway/sidewalk installation.

4. PennVEST Settlement – We are preparing the required loan closing documentation with the assistance with the Manager and Solicitor.
5. Piatt Off-Site Sewer Project – The design of the Off-Site Sewer is completed and submitted to PaDEP for review. This project will open up the Arthurs Road watershed at the Developer expense. We are relocating the sewer along Arthurs Road based on the unwillingness to obtain R/W's.

Mr. Slagle updated the board on on-going developer projects as follows:

1. Piatt Estates Plan – Final Plan PH I – We are reviewing the shop drawing. We updated the Planning Module Component for readoption at the next Township meeting. Construction started August 13, 2013. We are providing periodic site inspection.
2. Summit Plan PRD PH II – We have performed a Final inspection (Final Matters) and are requesting As-Built plans for this PRD.
3. Arden Mills PRD Plan PH III – We have reviewed the As-Built Plan and provided a comment letter regarding project deficiencies. The Major Issues consist of inadequate site drainage, flat sewer, floodplain/wetland intrusion. We plan to meet with the Developer on 9/11/2013.
4. Mariani Subdivision – We contacted the Developer regarding E&S control issues.

Mr. Slagle updated the board on on-going Township projects as followed:

1. 2013 Paving Project – Victor Paving will post paving notices on 8/22/2013, Prep/Mill on 8/23/2013 and paved on 8/24-25/2013. We are currently preparing the Final Estimate.
2. 2013 Sewer Rehabilitation Project – We prepared the Contract Documents and issued the Notice-To-Proceed. Process Contracting Co. started on 8/5/2013. The project is 54 percent complete. We prepared Periodic Estimate No. 1 in the amount of \$48,434.00 for approval at the next Township meeting.
3. McClane Farm Act 537 Plan - The McClane Farm Act 537 Plan was submitted to PaDEP on June 21, 2013. We discussed the plan status with PaDEP on August 14, 2013 who promised a 3 week turnaround.
4. LSA Grant Application – We have prepared of the LSA Grant application for the McClane Farm Road Sewer Project which is due in October 2013. We are currently acquiring letters of Support. We have prepared the required Resolution for adoption at the next Township meeting.

Mr. Liekar advised the Board that Houston Borough will grant the right-of-way for the Midland Sewer Project and agrees on to the Township's terms. The PennVest closing has been moved to October.

SUPERVISOR REPORTS:

None of the Supervisors had a report this evening.

OLD BUSINESS:

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to award the bid for the food service equipment for the Chartiers Township Community Center for to Commercial Appliance Contracts, Inc. of Grove City, PA for the base bid of \$47,495.00. All Supervisors voted yes. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to add Alternate No. 1 for a fryer in the amount of \$3,310.00 and Alternate No. 3 for a dishwasher in the amount of \$5,618.00. All Supervisors voted yes. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to add Alternate No. 2 for a convection oven in the amount of \$3,914.00. All Supervisors voted yes. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to table until the Supervisors Meeting September 17, 2013, the revised Planning Module for Piatt Estates as recommended by the Township Engineer and adopt Resolution R-15-2-013. All Supervisors voted yes. Motion carried.

NEW BUSINESS:

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to enter into agreement with Columbia Gas of Pennsylvania Inc. for a Right-f-Way on township parcel known as Parcel 170-017-00-00-0027-00 for replacement of gas transmission line. All Supervisors voted yes. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to accept the resignation of Tracy Holsopple from the Parks and Recreation, sending a letter of appreciation of service and request the Chartiers-Houston School District recommend a replacement on the Committee. All Supervisors voted yes. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve Partial Payment No. 1 to Process Contracting Company in the amount of \$48,434.00 for the 2013 Sewer Rehabilitation project, as recommended by the Township Engineer. All Supervisors voted yes. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to approve the LSA grant application until the next meeting September 17, 2013 for the installation of sanitary sewer line along McClane Farm Road and adopt Resolution 14-2013 accordingly as recommended by the Township Manager and the Township Engineer. All members voted yes. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to authorize payment of invoices (General Fund: Check #28499 – Check #28543: \$154,548.76; Light Fund: Check # 1457: \$111.96; Fire Hydrant Fund: Check #1467: \$64.59; Act 13 Impact Fee Fund: Check #1005: \$2,650.00; Sewer Fund: Check #2663-Check #2667: \$3,558.64; RT. 18 SLE Fund: Check #1150-Check #1153: \$2,602.30; Parks and Recreation Growing Greener Fund: Check #1069-Check #1073: \$8,780.24; Grand Total All Funds: \$172,316.49.). All Supervisors voted yes. Motion carried.

DISCUSSION ITEMS:

1. 2014 Budget Schedule: Ms. Noble asked the Board to provide proposed dates for a budget meeting schedule for the 2014 Budget workshop meetings. The Board gave her their availability and she will prepare a budget meeting schedule for the next meeting for the Board’s consideration.

2. Washington County Tax Collection Committee Meeting/Resolution – A motion was made by Mr. Marcischak and seconded by Mr. Metzler to accept the resignation of William Kiehl as Township Delegate. All Supervisors voted yes. Motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to appoint Jodi L. Noble as Delegate to the Washington County Tax Collectors Committee. All Supervisors voted yes. Motion carried.

3. Allison Parkette Parking Policy – The Manager is to contact the School District and Mr. Marcischak will attend the School Board Meeting next week. This is to be placed on the September 17th meeting agenda.

4. Community Center Furnishing needs – A discussion followed regarding the seating capacity for the banquet room regarding tables and chairs and the seating of 210 persons.

EXECUTIVE SESSION:

None

ADJOURNMENT:

The meeting adjourned at 6:10 p.m.

John M. Marcischak
Secretary

Wendy Williams, Recording Secretary