

Robinson Township
Board of Supervisors
Regular Monthly Meeting
March 13, 2023
6:00 p.m.

CALL TO ORDER and PLEDGE OF ALLEGIANCE

The Robinson Township Board of Supervisors met on Monday, March 13, 2023, at 6:00 p.m. for ordinary business. Pledge of Allegiance to the flag was conducted. Present at the meeting were Chair Dave Foley, Vice-Chair Mary Donaldson, Solicitor Alexis Wheeler, Township Engineer Duncan Nickles, and Recording Secretary Renee Szymanski.

NOTICE OF EXECUTIVE SESSIONS ON:

Thursday February 16, 2023, at 5:00pm
Monday March 6, 2023, at 5:30pm
Monday March 13, 2023, at 5:30pm
TO DISCUSS PERSONNEL MATTERS

PUBLIC DISCUSSION Chair Foley asked for public comment on agenda items only.

Cathy Lodge commented on the New Job Descriptions throughout the township. Solicitor Alexis Wheeler answered with reinsurance that all role changes were at the request of the township and not a reflection of anyone performance. By adding a Township Planning and Development Coordinator and redistributing other roles would make for a smoother transition with the townships path forward. Adding a Chain of Command will also give the acting supervisors the opportunity to be more involved in the day-to-day procedures in the township.

MINUTES Donaldson made a **motion** to approve the minutes of the Regular Meeting of February 13, 2023. Seconded by Foley.
RCV: Donaldson- Yes, Foley- Yes

BILLS AND PAYROLL Donaldson made a **motion** to authorize payment of the March bills and payroll. Seconded by Foley.
RCV: Donaldson- Yes, Foley- Yes

CORRESPONDENCE Donaldson made a **motion** to accept correspondence for March, four items. Seconded by Foley.
RCV: Donaldson- Yes, Foley – Yes

REPORTS **Fire Department**- Midway 11 calls, McDonald 3 calls.
Police- 100 calls, itemized by attending officer.
Zoning- report on file and briefly described by Code Assistant Gail Matus.
Animal Control- Dane Culley patrols township, 2 calls this month.

Supervisors- Amodeo, excused. Donaldson, expressed that Nikki Sarchet, Director of the Heritage Public Library was looking for a New Committee Member. Foley, mentioned Midway Sewage Authority activity.

Solicitor- Alexis Wheeler commented a lot of her report was already covered in “Public Discussion”. Development of new office roles and resolutions. Along with that she had been working on Land/Zoning and Rezoning. Finishing and ready to advertise LERTA abatements and zoning amendment package (hopefully for April). Continuing to help with general day to day business.

Public Works- report on file

Engineer- Duncan Nickles report on file and briefly touched on Maple Grove Road Bridge, the General Permit has been received. Ridge Road Industrial Park (Subdivision and Land Development). Columbia Gas Road Permit application was received for new gas line in the right-of-way of Cooks Road, Fort Cherry Road, and Campus Boulevard. Permit has not been approved or issued to date.

Donaldson made a **motion** to accept reports. Seconded by Foley.
RCV: Donaldson- Yes, Foley- Yes.

OLD BUSINESS

No Old Business

NEW BUSINESS

Presentation by John Wright and Nate Phillips on behalf of Burgettstown Road Associates, LLC for Ridge Road Industrial Park.

After presentation recommendation by Engineer (Duncan Nickles) and Solicitor (Alexis Wheeler) to make Subdivision application contingent on Engineers Review.

Donaldson made a **motion** to approve the Subdivision application of Burgettstown Road Associates, LLC for Ridge Road Industrial Park contingent on Engineers Review. Seconded by Foley.

RCV: Donaldson- Yes, Foley- Yes.

Donaldson made a **motion** to approve the request to Release and Return EMA’s and Road Bonds on Beagle Club Road and Donaldson Road to Shell Pipeline Company, LP. Road Release reviewed and approved by Road Crew Manager (John Ramacker). Seconded by Foley.

RCV: Donaldson- Yes, Foley- Yes.

Donaldson made a **motion** to approve the request to Release and Return Road Bond K09277043 on Valley View Road to MarkWest Liberty Midstream and Resources LLC/MPLX. Road release reviewed and approved by Road Crew Manger (John Ramacker). Seconded by Foley.

RCV: Donaldson- Yes, Foley- Yes.

Donaldson made a **motion** to approve resignation letter from position of Code Officer Mark Dorsey. Seconded by Foley.

RCV: Donaldson- Yes, Foley- Yes.

Donaldson made a **motion** to approve resignation of Crystal Brown from position of Township Manager. Seconded by Foley.

RCV: Donaldson- Yes, Foley- Yes.

Donaldson made a **motion** to approve Resolution 7-2023, to Establishing a Chain of Command in Robinson Township, Washington County. Seconded by Foley.

RCV: Donaldson- Yes, Foley- Yes.

Donaldson made a **motion** to approve advertising for approval of LERTA abatement and zoning amendment package. Seconded by Foley.

RCV: Donaldson- Yes, Foley- Yes.

Donaldson made a **motion** to appoint Crystal Brown as Township Planning and Development Coordinator, as well as Treasure. Seconded by Foley.

RCV: Donaldson- Yes, Foley- Yes.

Donaldson made a **motion** to appoint Renee Szymanski as Township Secretary and Right to know officer. Seconded by Foley.

RCV: Donaldson- Yes, Foley- Yes.

Donaldson made a **motion** to appoint Gail Matus as Township Assistant Secretary. Seconded by Foley.

RCV: Donaldson- Yes, Foley- Yes.

PUBLIC DISCUSSION OF OTHER MATTERS

There was no public discussion of other matters.

ADJOURNMENT

With no further business to come before the Board, the Chair adjourned the meeting at 6:37p.m. which was seconded by Foley.

Respectfully submitted: *Renee Szymanski*, Recording Secretary