

**CHARTIERS TOWNSHIP BOARD OF SUPERVISORS  
REORGANIZATION MEETING  
TUESDAY, JANUARY 3, 2017  
4:00 pm**

A. William Kiehl called the Chartiers Township Reorganization Meeting at 4:00 pm, Tuesday January 3, 2017, at which time he asked all present to stand for the pledge of allegiance.

**ATTENDANCE:**

Attending this evenings meeting were Supervisors: Glenn Alterio, John M. Marcischak and Mr. Kiehl. Also present were James Liekar-Solicitor; Jodi L. Noble-Township Manager; Daniel Slagle-Township Engineer; Ed Jeffries, Public Works Director and Bev Small -Recording Secretary.

**ELECTION OF OFFICERS FOR 2017:**

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to elect A. William Kiehl as Chairman. Roll Call: Mr. Alterio: yes; Mr. Marcischak: yes; Mr. Kiehl abstained. The motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Marcischak to elect Glenn Alterio as Vice Chairman. Roll Call: Mr. Marcischak: yes; Mr. Alterio: abstained; Mr. Kiehl: yes. The motion carried.

A motion was made by Mr. Kiehl and seconded by Mr. Alterio to elect John M. Marcischak as Secretary. Roll Call: Mr. Alterio: yes; Mr. Marcischak: abstained; Mr. Kiehl: yes. The motion carried.

**APPOINTMENT OF SALARIED POSITIONS**

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Jodi L. Noble to the position of Township Manager. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Anita Marcischak to the position of Township Treasurer. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to accept the resignation of Samuel R. Stockton from the position of Community Development Coordinator effective January 3, 2017. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Edward Jeffries to the position of Public Works Director. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint James M. Horvath to the position of Chief of the Chartiers Township Police Department. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Robert Brozovich to the position of Parks and Recreation Director. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to establish certain offices and classifications of employment, the salaries or compensation and certain benefits for the same and adopt Resolution R-1-2017 accordingly. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to enter into an Employment Agreement with the Township Manager for a period of one (1) year, until the first Monday in January 2018. All Supervisors voted yes. The motion carried.

### **ESTABLISH BONDS FOR POSITIONS REQUIREING BONDING**

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to establish bond for Treasurer - \$1,000,000. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to establish bond for the Township Manager/Assistant Treasurer at \$250,000. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to set bond for the Sewer Clerk at \$200,000. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to set Elected Tax Collector Bond at \$200,000. The amount of bond is set at 30% of the total estimated collections. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to have Assistant Municipal Secretary covered by Public Employee Bond during the absence of the Township Secretary. All Supervisors voted yes. The motion was carried.

### **OTHER SECRETARIAL APPOINTMENTS**

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to make the following Secretarial appointments: Township Board of Supervisors- Administrative Assistant to the Manager- Beverly Small; Zoning hearing Board and Planning Commission – Joanne Buckel. Joanne Buckel. All Supervisors voted yes. The motion carried.

## **PROFESSIONAL SERVICES**

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Township Solicitor – Liekar and Liekar. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to table the appointment of a Township Engineer. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Thomas Lonich as the Zoning Hearing Board Legal Counsel. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to name Robert Simonin Agency of Canonsburg as Insurance Broker of record. All Supervisors voted yes. The motion carried.

## **OTHER APPOINTMENTS**

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Jodi L. Noble to the position of Township Assistant Treasurer. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Jodi L. Noble as Assistant Township Secretary. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to reappoint Emergency Management Coordinator – Robert Fetty. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Miscellaneous Fee Collector for the Township – Beverly Small. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Street Light/Hydrant Assessment Collector – Carol Warcholak. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Township Census Clerk – Carol Warcholak. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to reappoint Fire Marshall – Vince Altieri, All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Gary Marianni to the Chartiers Township Planning Commission for a period of four (4) years until the first Monday in January 2021. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Joyce Marianni to the Chartiers Township Zoning hearing Board for a period of three (3) years, until the first Monday of January 2020. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Sandra Allen as an alternate to the Chartiers Township Zoning hearing Board for a period of three (3) years, until the first Monday of January 2020. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Abby Dains as an alternate to the Chartiers Township Zoning hearing Board for a period of three (3) years, until the first Monday of January 2020. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Helaina Teahan to the Parks and Recreation Board, Recreation Committee, for a period of five (5) years, until the First Monday in January, 2022. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Marylou Patsch to the Vacancy Board. All Supervisors voted yes. The motion carried.

## **BANK ACCOUNTS**

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to table the designation of the Township Depository. All Supervisors voted yes. The motion carried.

## **PUBLIC WORKS DEPARTMENT**

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Part-Time Public Works Superintendent(s): A. William Kiehl, John M. Marcischak, and Glenn Alterio. All Supervisors voted yes. The motion carried.

## **SUPERVISORS MEETING**

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to establish Supervisors Regular Monthly Meetings – Workshop second Tuesday at 4:00 pm and Regular Business meeting fourth Tuesday of the month at 4:00 pm, with the exception of the January Workshop as was previously advertised. All Supervisors voted yes. The motion carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to establish payment procedure for Township Invoices as follows: waive reading; payable at any regular or special meeting, post on bulletin board by Treasurer prior to meeting. All Supervisors voted yes. The motion carried.

## **REPORTS**

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to have the following complete regular reports of their activities: Police Officers, Public Works Department Employees, Community Development Coordinator and Building and Maintenance Worker. All Supervisors voted yes. The motion carried.

## **STATE CONVENTION**

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Jodi L. Noble as PSATS Convention voting delegate. All Supervisors voted yes. The motion carried.

## **FEES**

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to establish various fees, cost, charges and expenses pursuant to the Ordinances of the Township of Chartiers and adopt Resolution R-2-2017 accordingly. All Supervisors voted yes. The motion carried.

This concludes the January 3, 2017 Reorganization Meeting, at 4:10 PM. The Board will now begin the Regular Monthly Workshop Meeting for January.

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John M. Marcischak  
Secretary

Bev Small, Recording Secretary