

**CHARTIERS TOWNSHIP BOARD OF SUPERVISORS
REORGANIZATION MEETING
MONDAY, JANUARY 4, 2021**

AGENDA

CALL TO ORDER:

Stand for Pledge of Allegiance

ELECTION OF OFFICERS FOR 2021:

MOTION TO APPOINT GARY FRIEND AS CHAIRMAN.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT BRONWYN MAGGI-KOLOVICH AS VICE-CHAIR.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT A. WILLIAM KIEHL AS SECRETARY.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

APPOINTMENT OF SALARIED POSITIONS

MOTION TO APPOINT JODI L. NOBLE TO THE POSITION OF TOWNSHIP
MANAGER.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT ADAM J. McGURK TO THE POSITION OF PLANNING
DIRECTOR.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT EDWARD JEFFRIES TO POSITION OF PUBLIC WORKS
DIRECTOR.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT JAMES M. HORVATH TO THE POSITION OF CHIEF OF THE CHARTIERS TOWNSHIP POLICE DEPARTMENT.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT JESSICA WALKER TO POSITION OF PARKS AND RECREATION DIRECTOR.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT BEVERLY SMALL TO POSITION OF ADMINISTRATIVE ASSISTANT TO THE MANAGER.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO ESTABLISH CERTAIN OFFICES AND CLASSIFICATIONS OF EMPLOYMENT, THE SALARIES OR COMPENSATION AND CERTAIN BENEFITS FOR THE SAME AND ADOPT RESOLUTION R-1-2021 ACCORDINGLY.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO ENTER INTO AN EMPLOYMENT AGREEMENT WITH THE TOWNSHIP MANAGER FOR A PERIOD OF ONE (1) YEAR, UNTIL THE FIRST MONDAY IN JANUARY 2022.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Carried _____

ESTABLISH BONDS FOR POSITIONS REQUIRING BONDING

MOTION TO ESTABLISH BOND FOR TREASURER - \$1,000,000

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO ESTABLISH BOND FOR TOWNSHIP MANAGER AT \$250,000 AND ASSISTANT TREASURER AT \$1,000,000 UNTIL SUCH TIME AS A TREASURER IS HIRED

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO SET BOND FOR THE SEWER CLERK AT \$200,000.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO SET ELECTED TAX COLLECTOR BOND AT \$200,000. THE AMOUNT OF BOND IS SET AT 30% OF THE TOTAL ESTIMATED COLLECTIONS.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO HAVE ASSISTANT MUNICIPAL SECRETARY COVERED BY PUBLIC EMPLOYEE BOND DURING THE ABSENCE OF THE TOWNSHIP SECRETARY.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

OTHER SECRETARIAL APPOINTMENTS

MOTION TO MAKE THE FOLLOWING SECRETARIAL APPOINTMENTS:

TOWNSHIP BOARD OF SUPERVISORS – BEVERLY SMALL

ZONING HEARING BOARD – JOANNE BUCKEL

PLANNING COMMISSION – JOANNE BUCKEL

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

PROFESSIONAL SERVICES

MOTION TO APPOINT LIEKAR AND LIEKAR AS TOWNSHIP SOLICITOR

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT GATEWAY ENGINEERS AS TOWNSHIP ENGINEER:

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT HARSHMAN CE GROUP AS ALTERNATE TOWNSHIP ENGINEER.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT THOMAS LONICH AS THE ZONING HEARING BOARD
LEGAL COUNSEL.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO NAME ROBERT SIMONIN AGENCY OF CANONSBURG AS
INSURANCE BROKER OF RECORD.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT MCS AS THE TOWNSHIP BUILDING CODE OFFICIALS.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT HARSHMAN CE GROUP AS ALTERNATE BUILDING CODE
OFFICIALS

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

OTHER APPOINTMENTS

MOTION TO APPOINT JODI L. NOBLE TO THE POSITION OF TOWNSHIP
ASSISTANT TREASURER-

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT JODI L. NOBLE AS ASSISTANT TOWNSHIP SECRETARY

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT ROBERT FETTY AS EMERGENCY MANAGEMENT
COORDINATOR.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT ANTHONY SPIN AS DEPUTY EMERGENCY MANAGEMENT COORDINATOR.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT BEVERLY SMALL AS MISCELLANEOUS FEE COLLECTOR FOR THE TOWNSHIP.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT JORDAN TAX SERVICES TO FILL THE UNEXPIRED TERM OF THE CHARTIERS TOWNSHIP TAX COLLECTOR FOR ONE (1) YEAR, UNTIL THE FIRST MONDAY IN JANUARY, 2022.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT JORDAN TAX SERVICES AS STREET LIGHT/HYDRANT ASSESSMENT COLLECTOR.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT CAROL WARCHOLAK AS TOWNSHIP CENSUS CLERK.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT FRED SIMPSON AS FIRE MARSHALL.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT DAVID HOUSLEY TO THE CHARTIERS TOWNSHIP PLANNING COMMISSION FOR A PERIOD OF FOUR (4) YEARS, UNTIL THE FIRST MONDAY IN JANUARY, 2025.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT JILL KEEFER TO THE CHARTIERS TOWNSHIP ZONING HEARING BOARD FOR A PERIOD OF FIVE (5) YEARS, UNTIL THE FIRST MONDAY IN JANUARY, 2026.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT JENNIFER ACREE TO THE PARKS AND RECREATION BOARD, RECREATION COMMITTEE, FOR A FIVE (5) YEAR TERM, UNTIL THE FIRST MONDAY IN JANUARY, 2026.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT MICHAEL KOLOVICH TO THE PARKS AND RECREATION BOARD, RECREATION COMMITTEE, TO SERVE AS THE CHARTIERS-HOUSTON SCHOOL DISTRICT REPRESENTATIVE, FOR A TERM OF 5 YEEARS UNTIL THE FIRST MONDAY IN JANUARY, 2026.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT DARLENE MARCISCHAK TO THE PARKS AND RECREATION BOARD, RECREATION COMMITTEE, TO FILL THE UNEXPIRED TERM OF KAREN KOVACH, UNTIL THE FIRST MONDAY IN JANUARY, 2023.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT _____ TO THE FRIENDS OF THE PARK BOARD TO FILL THE BALANCE OF THE USEATED TERM UNTIL THE FIRST MONDAY IN JANUARY 2023.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT _____ TO THE FRIENDS OF THE PARK BOARD FOR ATERM OF THREE (3) YEARS UNTIL THE FIRST MONDAY IN JANUARY 2024.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT _____ TO THE FRIENDS OF THE PARK BOARD FOR ATERM OF THREE (3) YEARS UNTIL THE FIRST MONDAY IN JANUARY 2024.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO APPOINT RICHARD SMALL TO THE VACANCY BOARD

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

BANK ACCOUNTS

MOTION TO DESIGNATE WASHINGTON FINANCIAL AS THE TOWNSHIP DEPOSITORY.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

PUBLIC WORKS DEPARTMENT

MOTION TO APPOINT PART-TIME PUBLIC WORKS SUPERINTENDENT (S): GARY FRIEND, A.WILLIAM KIEHL AND BRONWYN MAGGI-KOLOVICH.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

SUPERVISORS MEETINGS

MOTION TO ESTABLISH SUPERVISORS REGULAR MONTHLY MEETINGS – WORKSHOP SECOND TUESDAY AND REGULAR BUSINESS MEETING FOURTH TUESDAY OF THE MONTH AT 5:00P.M.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

MOTION TO ESTABLISH PAYMENT PROCEDURE FOR TOWNSHIP INVOICES. INVOICES AS FOLLOWS: WAIVE READING; PAYABLE AT ANY REGULAR OR SPECIAL MEETING, POST ON BULLETIN BOARD BY TREASURER PRIOR TO MEETING.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

REPORTS

MOTION TO HAVE THE FOLLOWING COMPLETE REGULAR REPORTS OF THEIR ACTIVITIES; POLICE OFFICERS, PUBLIC WORKS DEPARTMENT EMPLOYEES, PLANNER AND BUILDING AND MAINTENANCE WORKER.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

STATE CONVENTION

MOTION TO APPOINT A. WILLIAM KIEHL AS PSATS CONVENTION VOTING DELEGATE.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

FEES

MOTION TO ESTABLISH VARIOUS FEES, COSTS, CHARGES AND EXPENSES PURSUANT TO THE ORDINANCES OF THE TOWNSHIP OF CHARTIERS AND ADOPT RESOLUTION R-2-2021 ACCORDINGLY.

Motion _____ Second _____
Vote: Friend _____ Kiehl _____ Kolovich _____
Motion Carried _____

This concludes the January 4, 2021 Reorganization Meeting, the Board will now begin the Regular Monthly Workshop Meeting for January.