

**CHARTIERS TOWNSHIP BOARD OF SUPERVISORS
REORGANIZATION MEETING
TUESDAY, JANUARY 2, 2024**

AGENDA

CALL TO ORDER:

PLEDGE OF ALLEGIANCE

SWEARING IN OF NEW SUPERVISOR, HARLAN SHOBER

ELECTION OF OFFICERS FOR 2024

MOTION TO APPOINT BRONWYN KOLOVICH AS CHAIRMAN.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT HARLAN SHOBER AS VICE-CHAIR.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT FRANK WISE AS SECRETARY.

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

APPOINTMENT OF SALARIED POSITIONS

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

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT JENNIFER J. SLAGLE TO THE POSITION OF DIRECTOR OF ENGINEERING AND PLANNING.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT JUDITH TAYLOR TO THE POSITION OF TOWNSHIP TREASURER.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

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

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
Motion Carried _____

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

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT JAMIE ROZZO TO POSITION OF ADMINISTRATIVE ASSISTANT TO THE MANAGER.

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT JANICE STIFT TO POSITION OF SEWER CLERK/COMMUNITY DEVELOPMENT ADMINISTRATOR.

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
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-1-2024 ACCORDINGLY.

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
Motion Carried _____

MOTION TO ENTER INTO AN EMPLOYMENT AGREEMENT WITH THE TOWNSHIP MANAGER FOR A PERIOD OF TWO (2) YEAR(S), UNTIL THE FIRST MONDAY IN JANUARY 2026.

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
Motion Carried _____

ESTABLISH BONDS FOR POSITIONS REQUIRING BONDING

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

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
Motion Carried _____

MOTION TO ESTABLISH BOND FOR TOWNSHIP MANAGER/ASSISTANT
TREASURER BOND AT \$250,000

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
Motion Carried _____

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

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
Motion Carried _____

MOTION TO SET ELECTED TAX COLLECTOR BOND AT \$300,000. THE AMOUNT
OF BOND IS SET AT 30% OF THE TOTAL ESTIMATED COLLECTIONS.

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
Motion Carried _____

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

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
Motion Carried _____

OTHER SECRETARIAL APPOINTMENTS

MOTION TO MAKE THE FOLLOWING SECRETARIAL APPOINTMENTS:

TOWNSHIP BOARD OF SUPERVISORS – JAMIE ROZZO

ZONING HEARING BOARD – JANICE STIFT

PLANNING COMMISSION – JANICE STIFT

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
Motion Carried _____

PROFESSIONAL SERVICES

MOTION TO APPOINT LIEKAR AND LIEKAR AS TOWNSHIP SOLICITOR

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT GATEWAY ENGINEERS AS TOWNSHIP ENGINEER:

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT HARSHMAN CE GROUP AS ALTERNATE TOWNSHIP ENGINEER.

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

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

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

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

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT HARSHMAN CE GROUP AS THE TOWNSHIP BUILDING CODE OFFICIALS.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT MUNICIPAL CONSULTING SERVICES AS ALTERNATE BUILDING CODE OFFICIALS

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

OTHER APPOINTMENTS

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

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT JODI L. NOBLE AS ASSISTANT TOWNSHIP SECRETARY

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT DAVID RICHARDS AS EMERGENCY MANAGEMENT COORDINATOR.

Motion _____ Second _____
Vote: Kolovich _____ Shoiber _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT RICHARD METZLER AS DEPUTY EMERGENCY MANAGEMENT COORDINATOR.

Motion _____ Second _____
Vote: Kolovich _____ Shoiber _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT JAMIE ROZZO AS MISCELLANEOUS FEE COLLECTOR FOR THE TOWNSHIP.

Motion _____ Second _____
Vote: Kolovich _____ Shoiber _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT JOSEPH ROZSAS AS STREET LIGHT/HYDRANT ASSESSMENT COLLECTOR.

Motion _____ Second _____
Vote: Kolovich _____ Shoiber _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT JANICE STIFT AS TOWNSHIP CENSUS CLERK.

Motion _____ Second _____
Vote: Kolovich _____ Shoiber _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT FRED SIMPSON AS FIRE MARSHALL.

Motion _____ Second _____
Vote: Kolovich _____ Shoiber _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT JODI L NOBLE AS THE DELEGATE TO THE WASHINGTON COUNTY SEWAGE COUNCIL.

Motion _____ Second _____
Vote: Kolovich _____ Shoiber _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT JODI L NOBLE AS THE DELEGATE TO THE WASHINGTON COUNTY TAX COLLECTION COMMITTEE.

Motion _____ Second _____
Vote: Kolovich _____ Shoiber _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT HARLAN SHOBER AS THE ALTERNATE DELEGATE TO THE WASHINGTON COUNTY TAX COLLECTION COMMITTEE.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT LEE NICKOVICH TO THE CHARTIERS TOWNSHIP PLANNING COMMISSION FOR A PERIOD OF FOUR (4) YEARS, UNTIL THE FIRST MONDAY IN JANUARY, 2028.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT JOHN LIEBERMAN TO THE CHARTIERS TOWNSHIP PLANNING COMMISSION FOR A PERIOD OF FOUR (4) YEARS, UNTIL THE FIRST MONDAY IN JANUARY, 2028.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT CINDY ALEXANDER-STEVENSON TO THE CHARTIERS TOWNSHIP ZONING HEARING BOARD FOR A PERIOD OF FIVE (5) YEARS, UNTIL THE FIRST MONDAY IN JANUARY, 2029.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT _____ AS AN ALTERNATE ON THE ZONING HEARING BOARD FOR A TWO (2) YEAR TERM TO FILL THE UNEXPIRED TERM OF SCOTT MOORE UNTIL THE FIRST MONDAY IN JANUARY 2026.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT AMBER BOSKAT TO THE PARKS AND RECREATION BOARD, RECREATION COMMITTEE, FOR A FIVE (5) YEAR TERM, UNTIL THE FIRST MONDAY IN JANUARY, 2029.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT _____ TO THE PARKS AND RECREATION BOARD, RECREATION COMMITTEE, FOR A FIVE (5) YEAR TERM, UNTIL THE FIRST MONDAY IN JANUARY, 2029.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT _____ TO THE PARKS AND RECREATION BOARD, RECREATION COMMITTEE, FOR A ONE (1) YEAR TERM TO FILL THE UNEXPIRED TERM OF ARIELLE APPLEBY UNTIL FIRST MONDAY IN JANUARY, 2025.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT JENNA BAER TO THE FRIENDS OF THE PARK BOARD TO FOR A THREE (3) YEAR TERM UNTIL THE FIRST MONDAY IN JANUARY 2027.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT _____ TO THE FRIENDS OF THE PARK BOARD TO FOR A TWO (2) YEAR TERM TO FILL THE UNEXPIRED TERM OF BEVERLY SMALL UNTIL THE FIRST MONDAY IN JANUARY 2026.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT CAROL WARCHOLAK TO THE BOARD OF AUDITORS FOR A TWO (2) YEAR TERM TO FILL THE UNSEATED SIX (6) YEAR TERM ON THE 2023 BALLOT UNTIL THE NEXT MUNICIPAL ELECTION, THE FIRST MONDAY IN JANUARY 2026.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

MOTION TO APPOINT A. WILLIAM KIEHL TO THE VACANCY BOARD

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

BANK ACCOUNTS

MOTION TO DESIGNATE WASHINGTON FINANCIAL AS THE TOWNSHIP DEPOSITORY.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

PUBLIC WORKS DEPARTMENT

MOTION TO APPOINT PART-TIME PUBLIC WORKS SUPERINTENDENT (S): BRONWYN KOLOVICH, HARLAN SHOBER AND FRANK WISE.

Motion _____ Second _____
Vote: Kolovich _____ Shober _____ Wise: _____
Motion Carried _____

SUPERVISORS MEETINGS

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

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
Motion Carried _____

PAYING BILLS

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: Kolovich _____ Shoher _____ Wise: _____
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.

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
Motion Carried _____

STATE CONVENTION

MOTION TO APPOINT FRANK WISE AS PSATS CONVENTION VOTING
DELEGATE.

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
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-2-2024 ACCORDINGLY.

Motion _____ Second _____
Vote: Kolovich _____ Shoher _____ Wise: _____
Motion Carried _____

ADJOURNMENT TO REGULAR MEETING: _____ PM