

**CHARTIERS TOWNSHIP BOARD OF SUPERVISORS
REORGANIZATION MEETING
MONDAY, JANUARY 3, 2022
5:00 PM
AGENDA**

CALL TO ORDER:

Stand for Pledge of Allegiance

SWEARING IN OF NEWLY ELECTED BOARD MEMBER, FRANK WISE

SWEARING IN OF NEWLY ELECTED TAX COLLECTOR, JOSEPH ROSZAS

ELECTION OF OFFICERS FOR 2022:

MOTION TO APPOINT GARY FRIEND AS CHAIRMAN.

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

MOTION TO APPOINT BRONWYN KOLOVICH AS VICE-CHAIR.

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

MOTION TO APPOINT FRANK WISE AS SECRETARY.

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

APPOINTMENT OF SALARIED POSITIONS

MOTION TO REAPPOINT THE FOLLOWING SALARIED POSITIONS:

- JODI L. NOBLE TO THE POSITION OF TOWNSHIP MANAGER.
- ADAM J. McGURK TO THE POSITION OF PLANNING DIRECTOR.
- JUDITH TAYLOR TO THE POSITION OF TOWNSHIP TREASURER.
- EDWARD JEFFRIES TO POSITION OF PUBLIC WORKS DIRECTOR.
- JESSICA WALKER TO POSITION OF PARKS AND RECREATION DIRECTOR.
- JAMIE ROZZO TO POSITION OF ADMINISTRATIVE ASSISTANT TO THE MANAGER.
- CAROL WARCHOLAK TO POSITION OF SEWER CLERK/COMMUNITY DEVELOPMENT ADMINISTRATOR.

Motion _____ Second _____
Vote: Friend _____ Kolovich _____ 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-1-2022 ACCORDINGLY.

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

MOTION TO ENTER INTO AN EMPLOYMENT AGREEMENT WITH THE TOWNSHIP MANAGER FOR A PERIOD OF TWO (2) YEARS, UNTIL THE FIRST MONDAY IN JANUARY 2024.

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

ESTABLISH BONDS FOR POSITIONS REQUIRING BONDING

MOTION TO ESTABLISH THE FOLLOWING BONDS

- FOR TREASURER - \$1,000,000
- FOR TOWNSHIP MANAGER/ASSISTANT TREASURER BOND AT \$250,000
- FOR THE SEWER CLERK AT \$200,000.
- FOR ELECTED TAX COLLECTOR BOND AT \$300,000. THE AMOUNT OF BOND IS SET AT 30% OF THE TOTAL ESTIMATED COLLECTIONS.

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

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

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

OTHER SECRETARIAL APPOINTMENTS

MOTION TO MAKE THE FOLLOWING SECRETARIAL APPOINTMENTS:

TOWNSHIP BOARD OF SUPERVISORS – JAMIE ROZZO

ZONING HEARING BOARD – CAROL WARCHOLAK

PLANNING COMMISSION – CAROL WARCHOLAK

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

PROFESSIONAL SERVICES

MOTION TO MAKE THE FOLLOWING PROFESSIONAL SERVICES APPOINTMENTS

- LIEKAR AND LIEKAR.AS TOWNSHIP SOLICITOR
- GATEWAY ENGINEERS AS TOWNSHIP ENGINEER:
- HARSHMAN CE GROUP AS ALTERNATE TOWNSHIP ENGINEER.
- THOMAS LONICH AS THE ZONING HEARING BOARD LEGAL COUNSEL.
- ROBERT SIMONIN AGENCY OF CANONSBURG AS INSURANCE BROKER OF RECORD.
- HARSHMAN CE GROUP AS THE TOWNSHIP BUILDING CODE OFFICIALS.
- MCS AS ALTERNATE BUILDING CODE OFFICIALS

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

OTHER APPOINTMENTS

MOTION TO MAKE THE FOLLOWING APPOINTMENTS

- JODI L. NOBLE TO THE POSITION OF TOWNSHIP ASSISTANT TREASURER
- JODI L. NOBLE AS ASSISTANT TOWNSHIP SECRETARY
- ROBERT FETTY AS EMERGENCY MANAGEMENT COORDINATOR.
- ANTHONY SPIN AS DEPUTY EMERGENCY MANAGEMENT COORDINATOR.
- JAMIE ROZZO AS MISCELLANEOUS FEE COLLECTOR
- JOSEPH ROZSAS AS STREET LIGHT/HYDRANT ASSESSMENT COLLECTOR.
- CAROL WARCHOLAK AS TOWNSHIP CENSUS CLERK.
- FRED SIMPSON AS FIRE MARSHALL.

BOARD AND COMMISSION APPOINTMENTS

MOTION TO APPOINT ABBY DAINS TO THE CHARTIERS TOWNSHIP PLANNING COMMISSION FOR A PERIOD OF FOUR (4) YEARS, UNTIL THE FIRST MONDAY IN JANUARY, 2026.

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

MOTION TO APPOINT HARLAN SHOBER TO THE CHARTIERS TOWNSHIP PLANNING COMMISSION FOR A PERIOD OF TWO (2) YEARS, UNTIL THE FIRST MONDAY IN JANUARY, 2024 TO FILL THE UNEXPIRED TERM OF JOHN LIEBERMAN.

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

MOTION TO APPOINT JOYCE MARIANI TO THE CHARTIERS TOWNSHIP ZONING HEARING BOARD FOR A PERIOD OF FIVE (5) YEARS, UNTIL THE FIRST MONDAY IN JANUARY, 2027.

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

MOTION TO APPOINT HELAINA TEAHAN TO THE PARKS AND RECREATION BOARD, RECREATION COMMITTEE, FOR A FIVE (5) YEAR TERM, UNTIL THE FIRST MONDAY IN JANUARY, 2027.

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

MOTION TO APPOINT _____ TO THE FRIENDS OF THE PARK BOARD TO FILL THE BALANCE OF THE USEATED ONE (1) YEAR TERM UNTIL THE FIRST MONDAY IN JANUARY 2023.

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

MOTION TO APPOINT _____ TO THE FRIENDS OF THE PARK BOARD TO FILL THE BALANCE OF THE USEATED TWO (2) YEAR TERM UNTIL THE FIRST MONDAY IN JANUARY 2024.

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

MOTION TO APPOINT DIANE TATANO TO THE FRIENDS OF THE PARK BOARD TO FILL THE BALANCE OF THE USEATED TWO (2) YEAR TERM UNTIL THE FIRST MONDAY IN JANUARY 2024.

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

MOTION TO APPOINT JILL KEEFER TO THE FRIENDS OF THE PARK BOARD FOR A TERM OF THREE (3) YEARS UNTIL THE FIRST MONDAY IN JANUARY 2025.

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

MOTION TO APPOINT KIMBERLY GELLER TO THE FRIENDS OF THE PARK BOARD FOR A TERM OF THREE (3) YEARS UNTIL THE FIRST MONDAY IN JANUARY 2025.

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

MOTION TO APPOINT RICHARD SMALL TO THE POSITION OF AUDITOR TO FILL THE UNSEATED TERM FROM THE 2021 ELECTION FOR A TWO (2) YEAR TERM UNTIL THE FIRST MONDAY IN JANUARY 2024.

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

MOTION TO APPOINT RICHARD SMALL TO THE VACANCY BOARD

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

BANK ACCOUNTS

MOTION TO DESIGNATE WASHINGTON FINANCIAL AS THE TOWNSHIP DEPOSITORY.

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

PUBLIC WORKS DEPARTMENT

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

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

SUPERVISORS MEETINGS

MOTION TO ESTABLISH SUPERVISORS REGULAR MONTHLY MEETINGS – SECOND TUESDAY AND FOURTH TUESDAY OF THE MONTH AT 5:00P.M., WITH THE EXCEPTION OF THE NOVEMBER 8, 2022 MEETING, WHICH CONFLICTS WITH THE 2022 GENERAL ELECTION AND WILL BE HELD ON NOVEMBER 9, 2022 AT 5:00 PM.

Motion _____ Second _____
Vote: Friend _____ Kolovich _____ Wise: _____
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 _____ Kolovich _____ 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 WORKER.

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

STATE CONVENTION

MOTION TO APPOINT JODI L NOBLE AS PSATS CONVENTION VOTING DELEGATE.

Motion _____ Second _____
Vote: Friend _____ Kolovich _____ 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-2-2022 ACCORDINGLY.

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

This concludes the January 3, 2022 Reorganization Meeting, the Board will now begin the Regular Monthly Workshop Meeting for January.