

**CHARTIERS TOWNSHIP BOARD OF SUPERVISORS
REORGANIZATION MEETING
TUESDAY, JANUARY 3, 2023**

Attending this meeting were Supervisors Gary Friend, Bronwyn Kolovich and Frank Wise. Also present were Jodi L. Noble-Township Manager; James Liekar-Solicitor; Jennifer Slagle-Director of Engineering and Planning; Joseph Sites-Township Engineer; Ed Jeffries, Public Works Director
Jamie Rozzo, Recording Secretary; ABSENT: Steven Horvath, Chief of Police

ELECTION OF OFFICERS FOR 2023

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT GARY FRIEND AS CHAIRMAN. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT BRONWYN KOLOVICH AS VICE-CHAIR. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT FRANK WISE AS SECRETARY. All Supervisors voted yes. The motion carried 3-0.

APPOINTMENT OF SALARIED POSITIONS

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT JODI L. NOBLE TO THE POSITION OF TOWNSHIP MANAGER. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT JENNIFER J. SLAGLE TO THE POSITION OF DIRECTOR OF ENGINEERING AND PLANNING. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT JUDITH TAYLOR TO THE POSITION OF TOWNSHIP TREASURER. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT EDWARD JEFFRIES TO POSITION OF PUBLIC WORKS DIRECTOR. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT STEVEN M HORVATH TO THE POSITION OF CHIEF OF THE CHARTIERS TOWNSHIP POLICE DEPARTMENT. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT JAMIE ROZZO TO POSITION OF ADMINISTRATIVE ASSISTANT TO THE MANAGER. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT JANICE STIFT TO POSITION OF SEWER CLERK/COMMUNITY DEVELOPMENT ADMINISTRATOR. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to ESTABLISH CERTAIN OFFICES AND CLASSIFICATIONS OF EMPLOYMENT, THE SALARIES OR COMPENSATION AND CERTAIN BENEFITS FOR THE SAME AND ADOPT RESOLUTION R-1-2023 ACCORDINGLY. All Supervisors voted yes. The motion carried 3-0.

ESTABLISH BONDS FOR POSITIONS REQUIRING BONDING

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to ESTABLISH BOND FOR TREASURER - \$1,000,000. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to ESTABLISH BOND FOR TOWNSHIP MANAGER/ASSISTANT TREASURER BOND AT \$250,000. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to SET BOND FOR THE SEWER CLERK AT \$200,000. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to SET ELECTED TAX COLLECTOR BOND AT \$300,000. THE AMOUNT OF BOND IS SET AT 30% OF THE TOTAL ESTIMATED COLLECTIONS. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to HAVE ASSISTANT MUNICIPAL SECRETARY COVERED BY PUBLIC EMPLOYEE BOND DURING THE ABSENCE OF THE TOWNSHIP SECRETARY. All Supervisors voted yes. The motion carried 3-0.

OTHER SECRETARIAL APPOINTMENTS

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to MAKE THE FOLLOWING SECRETARIAL APPOINTMENTS:

TOWNSHIP BOARD OF SUPERVISORS – JAMIE ROZZO

ZONING HEARING BOARD – JANICE STIFT

PLANNING COMMISSION – JANICE STIFT

All Supervisors voted yes. The motion carried 3-0.

PROFESSIONAL SERVICES

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT LIEKAR AND LIEKAR AS TOWNSHIP SOLICITOR. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT HARSHMAN CE GROUP AS TOWNSHIP ENGINEER. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT GATEWAY ENGINEERS AS ALTERNATE TOWNSHIP ENGINEER. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT THOMAS LONICH AS THE ZONING HEARING BOARD LEGAL COUNSEL. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to NAME ROBERT SIMONIN AGENCY OF CANONSBURG AS INSURANCE BROKER OF RECORD. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT HARSHMAN CE GROUP AS THE TOWNSHIP BUILDING CODE OFFICIALS. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT MUNICIPAL CONSULTING SERVICES AS ALTERNATE BUILDING CODE OFFICIALS. All Supervisors voted yes. The motion carried 3-0.

OTHER APPOINTMENTS

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT JODI L. NOBLE TO THE POSITION OF TOWNSHIP ASSISTANT TREASURER. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT JODI L. NOBLE AS ASSISTANT TOWNSHIP SECRETARY. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT SCOTT MOORE AS EMERGENCY MANAGEMENT COORDINATOR. All Supervisors voted yes. The motion carried 3-0.

MOTION TO APPOINT JAMIE ROZZO AS MISCELLANEOUS FEE COLLECTOR FOR THE TOWNSHIP. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT JOSEPH ROZSAS AS STREET LIGHT/HYDRANT ASSESSMENT COLLECTOR. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT JANICE STIFT AS TOWNSHIP CENSUS CLERK. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT FRED SIMPSON AS FIRE MARSHALL. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT GERALD CHAMBERS TO THE CHARTIERS TOWNSHIP PLANNING COMMISSION FOR A PERIOD OF FOUR (4) YEARS, UNTIL THE FIRST MONDAY IN JANUARY 2027. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT SANDRA ALLEN TO THE CHARTIERS TOWNSHIP ZONING HEARING BOARD FOR A PERIOD OF FIVE (5) YEARS, UNTIL THE FIRST MONDAY IN JANUARY 2028. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT KATIE STARK TO SERVE AS AN ALTERNATE TO THE CHARTIERS TOWNSHIP ZONING HEARING BOARD FOR A PERIOD OF THREE (3) YEARS, UNTIL THE FIRST MONDAY IN JANUARY 2026. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT SCOTT MOORE TO SERVE AS AN ALTERNATE TO THE CHARTIERS TOWNSHIP ZONING HEARING BOARD FOR A PERIOD OF THREE (3) YEARS, UNTIL THE FIRST MONDAY IN JANUARY 2026. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT MONICA FETSKO TO THE PARKS AND RECREATION BOARD, RECREATION COMMITTEE, FOR A FIVE (5) YEAR TERM, UNTIL THE FIRST MONDAY IN JANUARY 2028. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT DARLENE MARCISCHAK TO THE PARKS AND RECREATION BOARD, RECREATION COMMITTEE, FOR A FIVE (5) YEAR TERM, UNTIL THE FIRST MONDAY IN JANUARY 2028. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT BEVERLY SMALL TO THE FRIENDS OF THE PARK BOARD TO FILL THE BALANCE OF THE USEATED ONE (1) YEAR TERM UNTIL THE FIRST MONDAY IN JANUARY 2024. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT RICHARD SMALL TO THE VACANCY BOARD. All Supervisors voted yes. The motion carried 3-0.

BANK ACCOUNTS

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to DESIGNATE WASHINGTON FINANCIAL AS THE TOWNSHIP DEPOSITORY. All Supervisors voted yes. The motion carried 3-0.

SUPERVISORS MEETINGS

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to ESTABLISH SUPERVISORS' REGULAR MONTHLY MEETINGS –SECOND TUESDAY AND FOURTH TUESDAY OF THE MONTH AT 5:00P.M. All Supervisors voted yes. The motion carried 3-0.

PAYING BILLS

A motion was made by Mr. Wise and seconded by Mrs. Kolovich 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. All Supervisors voted yes. The motion carried 3-0.

REPORTS

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to HAVE THE FOLLOWING COMPLETE REGULAR REPORTS OF THEIR ACTIVITIES, POLICE OFFICERS, PUBLIC WORKS DEPARTMENT EMPLOYEES, PLANNER AND BUILDING AND MAINTENANCE. All Supervisors voted yes. The motion carried 3-0.

STATE CONVENTION

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT JODI NOBLE AS PSATS CONVENTION VOTING DELEGATE. All Supervisors voted yes. The motion carried 3-0.

FEEES

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to ESTABLISH VARIOUS FEES, COSTS, CHARGES AND EXPENSES PURSUANT TO THE ORDINANCES OF THE TOWNSHIP OF CHARTIERS AND ADOPT RESOLUTION R-2-2023 ACCORDINGLY. All Supervisors voted yes. The motion carried 3-0.

OTHER BUSINESS

1. A motion was made by Mr. Wise and seconded by Mrs. Kolovich to motion to reject the bid from Triple H as non-responsive as it lacked a bid bond and was in a non-responsive form to the bid request. All Supervisors voted yes. The motion carried 3-0.

2. A motion was made by Mr. Wise and seconded by Mrs. Kolovich to motion to approve (Choose One):
 - a. Bid Alternative 1 to Waste Management for a one (1) year recycling Contract at a rate of \$ 45.00 residential unit/year for 2023 in accordance with the public bid opening of January 3, 2023. All Supervisors voted yes. The motion carried 3-0.

ADJOURNMENT: 5:14 PM

Frank W. Wise Jr.
Secretary

Jamie Rozzo – Recording Secretary