

**CHARTIERS TOWNSHIP
BOARD OF SUPERVISORS MEETING
January 3, 2022
Reorganization Meeting**

EXECUTIVE SESSION ANNOUNCEMENT:

Please be advised that the Board of Supervisors met in Executive Session immediately prior to this meeting from 4:15 P.M. to 4:55 P.M. to discuss personnel and litigation matters.

The Chartiers Township Reorganization Meeting was called to order at 5:00 PM, Monday January 4, 2022, at which time all present stood for the Pledge of Allegiance.

ATTENDANCE:

Attending this meeting were Supervisors Frank Wise, Bronwyn Kolovich and Gary Friend. Also present were Jodi L. Noble-Township Manager; James Liekar-Solicitor; Jennifer Slagle-Township Engineer; Adam McGurk, AICP Planning Director; Ed Jeffries, Public Works Director; and Jamie Rozzo, Recording Secretary. ABSENT: James Horvath, Chief of Police; Jessica Walker, Parks & Recreation Director

JEFFREY DERRICO SWORE IN NEWLY ELECTED BOARD MEMBER, FRANK WISE

JAMES LIEKAR SWORE IN NEWLY ELECTED TAX COLLECTOR, JOSEPH ROZSAS

ELECTION OF OFFICERS FOR 2022:

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 REAPPOINT THE FOLLOWING SALARIED POSITIONS:

- JODIE 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 THE POSITION OF PUBLIC WORKS DIRECTOR
- JESSICA WALKER TO THE 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.

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 CLASSIFICATINS OF EMPLOYMENT, THE SALARIES OR COMPENSATION AND CERTAIN BENEFITS FOR THE SAME AND ADOPT RESOLUTION R-1-2022 ACCORDINGLY. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to ENTER INTO AN EMPLOYMENT AGREEMENT WITH THE TOWNSHIP MANAGER FOR A PERIOD OF TWO (2) YEARS, UNTIL THE FIRST MONDAY IN JANUARY 2024. 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 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

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

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to HAVE ASSISITANT MUNIIPAL 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-CAROL WARCHOLAK

PLANNING COMMISSION-CAROL WARCHOLAK

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

PROFFESIONAL SERVICES

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

- LIEKAR AND LIEKAR AS TOWNSHIP SOLICITOR
- GATEWAY ENGINEERS AS TOWNSHIP ENGINEER:
- HARSHMAN CE GROUP AS ALTERNATE ENGINEER
- THOMAS LONICH AS THE ZONING HEARING BOARD LEGAL COUNSAL
- 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

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

OTHER APPOINTMENTS

A motion was made by Mr. Wise and seconded by Mrs. Kolovich 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 MANAGEMNET COORDINATOR
- ANTHONY SPIN AS DEPUTY EMERGENCY MANAGEMNET COORDINATOR
- JAMIE ROZZO AS MISCELLANEOUS FEE COLLECTOR
- JOSEPH ROZAS AS STREET LIGHT/HYDRANT ASSESSMENT COLLECTOR
- CAROL WARCHOLAK AS TOWNSHIP CENSUS CLERK

- FRED SIMPSON AS FIRE MARSHALL

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

BOARD AND COMMISSION APPOINTMENTS

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT ABBY DAINS TO THE CHARTIERS PLANNING COMMISSION FOR A PERIOD OF FOUR (4) 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 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 UNEXPERED TERM OF JOHN LIEBERMAN. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT JOYCE MARIANI TO THE CHARTIERS TOWNSHIP ZONING HEARING BOARD FOR A PERIOD OF A FIVE (5) YEAR TERM, 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 HELAINA TEAHAN TO THE PARKS AND RECREATION COMMITTEE, FOR A FIVE (5) YEAR TERM, 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 DIANE TATANO TO THE FRIENDS OF THE FRIENDS OF THE PARK BOARD TO FILL THE BALANCE OF THE UNSEATED TWO (2) 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 JILL KEEFER TO THE FRIENDS OF THE PARK BOARD FOR A TERM OF THREE (3) YEARS UNTIL THE FIRST MONDAY IN JANUARY 2025. All supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich 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. 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 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. 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.

PUBLIC WORKS DEPARTMENT

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to APPOINT PART-TIME PUBLIC WORKS SUPERINTENDENT (S): GARY FRIEND, FRANK WISE, AND BRONWYN MAGGI-KOLOVICH. 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 5:00 PM, 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. All Supervisors voted yes. The motion carried 3-0.

A motion was made by Mr. Wise and seconded by Mrs. Kolovich to ESTABLISH PAYMENT PROCEDURE FOR TOWNSHIP INVOICES. INVOICES ARE 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 WORKER. 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 L 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-2-2022 ACCORDINGLY. All supervisors voted yes. The motion carried 3-0.

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

Reorganization Meeting Adjourned to the Regular Business meeting at 5:15 pm.

Frank W. Wise
Secretary

Jamie Rozzo – Recording Secretary