

**CHARTIERS TOWNSHIP BOARD OF SUPERVISORS
REORGANIZATION MEETING
MONDAY, JANUARY 5, 2015 7:00 pm**

A. William Kiehl called the Chartiers Township Reorganization Meeting at 7:00 pm, Monday January 5, 2015, at which time he asked all present to stand for the pledge of allegiance.

ATTENDANCE:

Attending this evenings meeting were Supervisors: Richard W. Metzler, John M. Marcischak and Mr. Kiehl. Also present were James Liekar-Solicitor; Jodi L. Noble-Township Manager; Daniel Slagle-Township Engineer; Samuel Stockton-Community Development Coordinator and Wendy Williams-Recording Secretary.

ELECTION OF OFFICERS FOR 2015:

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to elected A. William Kiehl as Chairman. Roll Call: Mr. Metzler: yes; Mr. Marcischak: yes; Mr. Kiehl abstain. The motion carried: 2-0-1.

A motion was made by Mr. Marcischak and seconded by Mr. Kiehl to elect Richard W. Metzler as Vice Chairman. Roll Call: Mr. Marcischak: yes; Mr. Metzler: abstain; Mr. Kiehl: yes. The motion carried 2-0-1.

A motion was made by Mr. Metzler and seconded by Mr. Kiehl to elect John M. Marcischak as Secretary. Roll Call: Mr. Metzler: yes; Mr. Marcischak: abstain; Mr. Kiehl: yes. The motion carried 2-0-1.

APPOINTMENT OF SALARIED POSITIONS

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint Jodi L. Noble to the position of Township Manager. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint Anita Marcischak to the position of Township Treasurer. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint Samuel R. Stockton, to the position of Community Development Coordinator. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint Edward Jeffries to the position of Public Works Director. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint James M. Horvath to the position of Chief of the Chartiers Township Police Department. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to establish certain offices and classifications of employment, the salaries or compensation and certain benefits for the same and adopt Resolution R-1-2015 accordingly. All Supervisors voted yes. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to enter into an Employment Agreement with the Township Manager for a period of one (1) year, until the first Monday in January 2016. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to enter into an Employment Agreement with the Community Development Coordinator for a period of one (1) year, until the first Monday of January 2016. All Supervisors voted yes. The motion was carried.

ESTABLISH BONDS FOR POSITIONS REQUIRING BONDING

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to establish bond for Treasurer - \$1,000,000. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to establish bond for the Township Manager/Assistant Treasurer at \$250,000. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to set bond for the Local Service Tax Collector/Sewer Clerk at \$200,000. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to set Elected Tax Collector Bond at \$200,000. The amount of bond is set at 30% of the total estimated collections. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to have Assistant Secretary covered by Public Employee Bond during the absence of the Township Secretary. All Supervisors voted yes. The motion was carried.

OTHER SECRETARIAL APPOINTMENTS

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to make the following Secretarial appointments: Township Board of Supervisors-Wendy Williams; Zoning Hearing Board and Planning Commission-Joanne Buckel. All Supervisors voted yes. The motion was carried.

PROFESSIONAL SERVICES

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint Legal Counsel – Liekar and Liekar. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint Engineer for Township – Nichols and Slagle Engineering. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint Thomas Lonich as the Zoning Hearing Board Legal Counsel. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to name Robert Simonin Agency of Canonsburg as Insurance Broker of record. All Supervisors voted yes. The motion was carried.

OTHER APPOINTMENTS

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint Jodi L. Noble to the position of Township Assistant Treasurer. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint Jodi L. Noble as Assistant Township Secretary. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to reappoint Emergency Management Coordinator – Robert Fetty. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint Miscellaneous Fee Collector for the Township – Wendy Williams. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint Street Light/Hydrant Assessment Collector – Carol Warcholak. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint Township Census Clerk – Carol Warcholak. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to reappoint Animal Control Officer – Kym Seccret. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to reappoint Fire Marshall – Vince Altieri, All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint James Amato to the Chartiers Township Zoning Hearing Board for a period of five (5) years until the first Monday in January 2020. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint Dave Mileto to the Parks Committee for a term of three (3) years, until the first Monday of January 2018. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint Raymond Margiotta to the Parks Committee for a term of three (3) years, until the First Monday in January 2018. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint Marylou Patsch to the Vacancy Board. All Supervisors voted yes. The motion was carried.

BANK ACCOUNTS

Acknowledge the Township Accounts are held at Northwest Bank, Canonsburg Office.

PUBLIC WORKS DEPARTMENT

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint Part-Time Public Works Superintendent(s): Richard W. Metzler, John M. Marcischak, and A. William Kiehl. All Supervisors voted yes. The motion was carried.

SUPERVISORS MEETING

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to establish Supervisors Regular Monthly Meetings – Workshop second Tuesday at 4:00 pm and Regular Business meeting fourth Tuesday of the month at 4:00 pm, with the exception of the regular business meeting for March, June and September that will be held at 7:00 pm and will include a Town Hall Meeting. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to establish payment procedure for Township Invoices as follow: waive reading; payable at any regular or special meeting, post on bulletin board by Treasurer prior to meeting. All Supervisors voted yes. The motion was carried.

REPORTS

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to have the following complete regular reports of their activities: Police Officers, Public Works Department Employees, Building Inspector /Code Officer and Building and Maintenance Worker. All Supervisors voted yes. The motion was carried.

STATE CONVENTION

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to appoint A. William Kiehl as PSATS Convention voting delegate. All Supervisors voted yes. The motion was carried.

FEEES

A motion was made by Mr. Metzler and seconded by Mr. Marcischak to establish various fees, cost, charges and expenses pursuant to the Ordinances of the Township of Chartiers and adopt Resolution R-2-2015 accordingly. All Supervisors voted yes. The motion was carried.

This concludes the January 5, 2015 Reorganization Meeting, the Board will now begin the Regular Monthly Workshop Meeting for January.

John M. Marcischak
Secretary

Wendy Williams, Recording Secretary