

**CHARTIERS TOWNSHIP BOARD OF SUPERVISORS  
REORGANIZATION MEETING  
MONDAY, JANUARY 4, 2016 4:00 pm**

A. William Kiehl called the Chartiers Township Reorganization Meeting at 4:00 pm, Monday January 4, 2016, at which time he asked all present to stand for the pledge of allegiance.

**ATTENDANCE:**

Attending this evenings meeting were Supervisors: Glenn Alterio, 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 Joanne Buckel-Recording Secretary.

**SWEARING IN OF NEWLY ELECTED SUPERVISOR**

Mr. Liekar administered the Oath of Office to newly elected Supervisor Glenn Alterio.

**ELECTION OF OFFICERS FOR 2016:**

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

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

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

**APPOINTMENT OF SALARIED POSITIONS**

A motion was made by Mr. Alterio 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. Alterio 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. Alterio 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. Alterio 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. Alterio 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. Alterio and seconded by Mr. Marcischak to appoint Robert Brozovich to position of Parks and Recreation Director. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio 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-1-2016 accordingly. All Supervisors voted yes. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio 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 2017. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio 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 2017. All Supervisors voted yes. The motion was carried.

#### **ESTABLISH BONDS FOR POSITIONS REQUIREING BONDING**

A motion was made by Mr. Alterio 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. Alterio 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. Alterio 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. Alterio 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. Alterio and seconded by Mr. Marcischak to have Municipal 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. Alterio and seconded by Mr. Marcischak to make the following Secretarial appointments: Township Board of Supervisors- Administrative Assistant to the Manager.

Board and Planning Commission- Zoning Hearing Board - Joanne Buckel. All Supervisors voted yes. The motion was carried.

## **PROFESSIONAL SERVICES**

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Township Solicitor – Liekar and Liekar. All Supervisors voted yes. The motion was carried.

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

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

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

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

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Miscellaneous Fee Collector for the Township – Administrative Assistant to the Township Manager. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio 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. Alterio 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. Alterio 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. Alterio and seconded by Mr. Marcischak to appoint Lee Nickovich to the Chartiers Township Planning Commission for a period of four (4) years until the first Monday in January 2020. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint John Lieberman to the Chartiers Township Planning Commission for a period of four (4) years, until the first Monday of January 2020. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Jill Keefer to the Chartiers Township Zoning Hearing Board for a period of five (5) years, until the First Monday in January 2021. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Cindy Alexander to the Chartiers Township Zoning Hearing Board for a period of three (3) years, until the First Monday in January 2019. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Lisa Renko to the Parks and Recreation Committee, for a period of five (5) years, until the First Monday in January, 2021. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Michael Kolovich to the Parks and Recreation Board, Recreation Committee to serve as the Chartiers-Houston School District Representative, for a period of five (5) years, until the First Monday in January, 2021 as recommended by the Chartiers-Houston School District Board of Directors. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint James Johnston to the Parks Committee for a term of three (3) years, until the First Monday in January, 2019. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Michael Kolovich to the Parks Committee to serve as the Chartiers-Houston School district Representative for a term of three (3) years, until the First Monday in January, 2019 as recommended by the Chartiers-Houston School District Board of Directors. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Carol Warcholak to The Friends of the Parks Board for a term of three (3) years, until the First Monday in January, 2019. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Jill Keefer to The Friends of the Parks Board for a term of three (3) years, until the First Monday in January, 2019. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Linda Jardini to The Friends of the Parks Board for a term of two (2) years, until the First Monday in January, 2018 to fill the unexpired term of John Lesjak. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Bill Bryker to The Friends of the Parks Board for a term of two (2) years, until the First Monday in January, 2018 to fill the unexpired term of Jim Jeffries. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Richard W Metzler to serve as Township Auditor until the next Municipal Election, until the First Monday in January 2018 in order to fill unseated 6 year term due to expire the First Monday in January, 2022. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Jeffrey Simpson to serve as Township Auditor until next Municipal Election, until the First Monday in January 2018, in order to fill the unseated 2013 Term, due to expire the First Monday in January 2020. All Supervisors voted yes. The motion was carried.

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to appoint Abby Dains to serve as Township Auditor until next Municipal Election, until the First Monday in January 2018. All Supervisors voted yes. The motion was carried.

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

Mr. Liekar swore in newly appointed Auditors; Mr. Richard W Metzler, Mr. Jeffrey Simpson and Ms. Abby Dains.

### **BANK ACCOUNTS**

A motion was made by Mr. Alterio and seconded by Mr. Marcischak to acknowledge the Township Accounts are held at Northwest Bank, Canonsburg Office. All Supervisors voted yes. The motion was carried.

### **PUBLIC WORKS DEPARTMENT**

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

## **SUPERVISORS MEETING**

A motion was made by Mr. Alterio 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 January 19, 2016. All Supervisors voted yes. The motion was carried.

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

## **STATE CONVENTION**

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

## **FEES**

A motion was made by Mr. Alterio 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-2-2016 accordingly. All Supervisors voted yes. The motion was carried.

This concludes the January 4, 2016 Reorganization Meeting, at 4:24PM. The Board will now begin the Regular Monthly Workshop Meeting for January.

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John M. Marcischak  
Secretary

Joanne Buckel, Recording Secretary