

**CHARTIERS TOWNSHIP BOARD OF SUPERVISORS  
REORGANIZATION MEETING  
TUESDAY, JANUARY 6, 2025**

**AGENDA**

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE**

**ELECTION OF OFFICERS FOR 2025**

MOTION TO APPOINT HARLAN SHOBER AS CHAIRMAN.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shober \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT BRONWYN KOLOVICH AS VICE-CHAIR.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shober \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT FRANK WISE AS SECRETARY.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Friend \_\_\_\_\_ Kolovich \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

**APPOINTMENT OF SALARIED POSITIONS**

MOTION TO APPOINT JODI L. NOBLE TO THE POSITION OF TOWNSHIP  
MANAGER.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shober \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT JENNIFER J. SLAGLE TO THE POSITION OF DIRECTOR OF  
ENGINEERING AND PLANNING.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shober \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT JUDITH TAYLOR TO THE POSITION OF TOWNSHIP  
TREASURER.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shober \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT EDWARD JEFFRIES TO POSITION OF PUBLIC WORKS DIRECTOR.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT STEVEN M HORVATH TO THE POSITION OF CHIEF OF THE CHARTIERS TOWNSHIP POLICE DEPARTMENT.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT JAMIE ROZZO TO POSITION OF ADMINISTRATIVE ASSISTANT TO THE MANAGER.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT JANICE STIFT TO POSITION OF SEWER CLERK/COMMUNITY DEVELOPMENT ADMINISTRATOR.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ 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-1-2025 ACCORDINGLY.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

**ESTABLISH BONDS FOR POSITIONS REQUIRING BONDING**

MOTION TO ESTABLISH BOND FOR TREASURER - \$1,000,000

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO ESTABLISH BOND FOR TOWNSHIP MANAGER/ASSISTANT TREASURER BOND AT \$250,000

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO SET BOND FOR THE SEWER CLERK AT \$200,000.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO SET ELECTED TAX COLLECTOR BOND AT \$325,000. THE AMOUNT OF BOND IS SET AT 30% OF THE TOTAL ESTIMATED COLLECTIONS.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shober \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

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

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shober \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

**OTHER SECRETARIAL APPOINTMENTS**

MOTION TO MAKE THE FOLLOWING SECRETARIAL APPOINTMENTS:

TOWNSHIP BOARD OF SUPERVISORS – JAMIE ROZZO

ZONING HEARING BOARD – JANICE STIFT

PLANNING COMMISSION – JANICE STIFT

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shober \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

**PROFESSIONAL SERVICES**

MOTION TO APPOINT LIEKAR AND LIEKAR AS TOWNSHIP SOLICITOR

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shober \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT GATEWAY ENGINEERS AS TOWNSHIP ENGINEER:

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shober \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT HARSHMAN CE GROUP AS ALTERNATE TOWNSHIP ENGINEER.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Friend \_\_\_\_\_ Kolovich \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT THOMAS LONICH AS THE ZONING HEARING BOARD  
LEGAL COUNSEL.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO NAME ROBERT SIMONIN AGENCY OF CANONSBURG AS  
INSURANCE BROKER OF RECORD.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT HARSHMAN CE GROUP AS THE TOWNSHIP BUILDING  
CODE OFFICIALS.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT MUNICIPAL CONSULTING SERVICES AS ALTERNATE  
BUILDING CODE OFFICIALS

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

**OTHER APPOINTMENTS**

MOTION TO APPOINT JODI L. NOBLE TO THE POSITION OF TOWNSHIP  
ASSISTANT TREASURER-

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT JODI L. NOBLE AS ASSISTANT TOWNSHIP SECRETARY

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT DAVID RICHARDS AS EMERGENCY MANAGEMENT  
COORDINATOR.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT RICHARD METZLER AS DEPUTY EMERGENCY  
MANAGEMENT COORDINATOR.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT JAMIE ROZZO AS MISCELLANEOUS FEE COLLECTOR FOR THE TOWNSHIP.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoiber \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT JOSEPH ROZSAS AS STREET LIGHT/HYDRANT ASSESSMENT COLLECTOR.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoiber \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT JANICE STIFT AS TOWNSHIP CENSUS CLERK.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoiber \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT FRED SIMPSON AS FIRE MARSHALL.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoiber \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT JODI L NOBLE AS THE DELEGATE TO THE WASHINGTON COUNTY SEWAGE COUNCIL.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoiber \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT JODI L NOBLE AS THE DELEGATE TO THE WASHINGTON COUNTY TAX COLLECTION COMMITTEE.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoiber \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT HARLAN SHOBER AS THE ALTERNATE DELEGATE TO THE WASHINGTON COUNTY TAX COLLECTION COMMITTEE.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoiber \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT SARA KUNSELMAN-MEDDINGS TO THE CHARTIERS TOWNSHIP PLANNING COMMISSION FOR A PERIOD OF FOUR (4) YEARS, UNTIL THE FIRST MONDAY IN JANUARY, 2029.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoiber \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT JAMES AMATO TO THE CHARTIERS TOWNSHIP ZONING HEARING BOARD FOR A PERIOD OF FIVE (5) YEARS, UNTIL THE FIRST MONDAY IN JANUARY, 2030.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT \_\_\_\_\_ TO THE PARKS AND RECREATION BOARD, RECREATION COMMITTEE, FOR A TWO (2) YEAR TERM, TO FILL THE UNEXPIRED TERM OF HELAINA TEAHAN UNTIL THE FIRST MONDAY IN JANUARY, 2027.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT \_\_\_\_\_ TO THE PARKS AND RECREATION BOARD, RECREATION COMMITTEE, FOR A FIVE (5) YEAR TERM, UNTIL THE FIRST MONDAY IN JANUARY, 2030.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT \_\_\_\_\_ TO THE FRIENDS OF THE PARK BOARD TO FOR A ONE (1) YEAR TERM TO FILL THE UNEXPIRED TERM OF BEVERLY SMALL UNTIL THE FIRST MONDAY IN JANUARY 2026.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT \_\_\_\_\_ TO THE FRIENDS OF THE PARK BOARD TO FOR A THREE (3) YEAR TERM UNTIL THE FIRST MONDAY IN JANUARY 2028.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT \_\_\_\_\_ TO THE FRIENDS OF THE PARK BOARD TO FOR A THREE (3) YEAR TERM UNTIL THE FIRST MONDAY IN JANUARY 2028.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

MOTION TO APPOINT FRED ROCKAGE TO THE VACANCY BOARD

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shoher \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

**BANK ACCOUNTS**

MOTION TO DESIGNATE WASHINGTON FINANCIAL AS THE TOWNSHIP DEPOSITORY.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shober \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

**SUPERVISORS MEETINGS**

MOTION TO ESTABLISH SUPERVISORS REGULAR MONTHLY MEETINGS – SECOND TUESDAY AND FOURTH TUESDAY OF THE MONTH AT 5:00P.M

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shober \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

**PAYING BILLS**

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: Kolovich \_\_\_\_\_ Shober \_\_\_\_\_ 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.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shober \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

**STATE CONVENTION**

MOTION TO APPOINT FRANK WISE AS PSATS CONVENTION VOTING DELEGATE.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shober \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

**FEEES**

MOTION TO ESTABLISH VARIOUS FEES, COSTS, CHARGES AND EXPENSES  
PURSUANT TO THE ORDINANCES OF THE TOWNSHIP OF CHARTIERS AND  
ADOPT RESOLUTION R-2-2025 ACCORDINGLY.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Kolovich \_\_\_\_\_ Shober \_\_\_\_\_ Wise: \_\_\_\_\_  
Motion Carried \_\_\_\_\_

ADJOURNMENT TO REGULAR MEETING: \_\_\_\_\_ PM