

BOROUGH OF CHALFANT - REORGANIZATION MEETING

JANUARY 5, 2026

PRESENT: Mayor Lilac, Mss. Fullwood, Hillen, Sivak, Bissell, Messrs. Hoover, Sauter, Royster.

ABSENT: None

District Magistrate Caulfield swore in Mayor Lilac, Ms. Fullwood, Mr. Hoover, Ms. Sivak, and Tax Collector, Carol Donahue.

Mayor Lilac led the Pledge of Allegiance.

APPOINTMENTS

Mayor Lilac took nominations for Council President. Ms. Fullwood nominated Chad Hoover. All were in favor of appointing Mr. Hoover as President.

Mayor Lilac called for nominations for Council Vice President. Ms. Hillen nominated Brandon Sauter. All were in favor of appointing Mr. Sauter as Vice President.

Mr. Hoover called for nominations for Treasurer. Mr. Sauter nominated Evelyn Fullwood. All were in favor of appointing Ms. Fullwood as Treasurer.

Mr. Hoover called for nominations for Manager. Mr. Sauter nominated Stephanie Schwoegl. All were in favor of appointing Ms. Schwoegl as Manager.

Mr. Hoover called for nominations for Solicitor. Ms. Hillen nominated Nick Evashavik of the firm Evashavik Law, LLC. All were in favor of appointing Nick Evashavik of Evashavik Law, LLC, as Solicitor.

Mr. Hoover called for nominations for Municipal Engineer. Ms. Hillen nominated Robert Zischkau of Glenn Engineering and Associates. All were in favor of appointing Mr. Zischkau of Glenn Engineering and Associates as Municipal Engineer.

Mr. Hoover called for nominations for President Pro Tempore. Ms. Sivak nominated Diane Hillen. All were in favor of appointing Ms. Hillen as President Pro Tempore.

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Mr. Hoover called for nominations for Vacancy Board Chair. Mr. Sauter nominated David Nolf. All were in favor of appointing Mr. Nolf as Vacancy Board Chair.

Mr. Hoover called for nominations for Municipal Auditor. Ms. Bissell nominated Turnley, Robertson, and Associates. All were in favor of appointing Turnley, Robertson, and Associates as Municipal Auditor.

Mr. Hoover called for nominations for the voting delegate for the Allegheny County Boroughs Association. Ms. Hillen nominated Joanne Bissell. All were in favor of appointing Ms. Bissell as the voting delegate for the ACBA.

Mr. Hoover called for nominations for the voting delegate to the Turtle Creek Valley Council of Governments. Ms. Sivak nominated Chad Hoover. All were in favor of appointing Mr. Hoover as the voting delegate to the TCVCOG.

Mr. Hoover called for nominations for the alternate voting delegate to the TCVCOG. Mr. Hoover nominated Mr. Royster. All were in favor of appointing Mr. Royster as the alternate voting delegate to the TCVCOG.

Mr. Hoover called for nominations for Code Enforcement Officer. Ms. Hillen nominated the Turtle Creek Valley Council of Governments Code Enforcement Program. All were in favor of appointing The TCVCOG Code Enforcement Program as Code Enforcement Officer.

Mr. Hoover called for nominations for Commercial Building Inspector. Ms. Hillen nominated Building Inspection Underwriters. All were in favor of appointing Building Inspection Underwriters as Commercial Building Inspector.

Mr. Hoover called for nominations for the voting delegate to the Southeast Tax Collection Committee. Mr. Sauter nominated Derrick Royster as the voting delegate. All were in favor of appointing Mr. Royster as the voting delegate to the Southeast Tax Collection Committee.

Mr. Hoover called for nominations for the alternate voting delegate to the Southeast Tax Collection Committee. Ms. Hillen nominated Ms. Bissell. All were in favor of appointing Ms. Bissell to serve as the alternate voting delegate to the Southeast Tax Collection Committee.

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Mr. Hoover called for nominations for Fire Marshal. Ms. Hillen nominated Brandon Sauter. All were in favor of appointing Mr. Sauter as Fire Marshal.

Mr. Hoover called for nominations for Emergency Management Coordinator. Ms. Hillen nominated Brandon Sauter. All were in favor of appointing Mr. Sauter as the Emergency Management Coordinator.

Mr. Hoover called for nominations for Zoning Officer. Ms. Hillen appointed Alex Coyne of the TCVCOG Code Enforcement Program. All were in favor of appointing Mr. Coyne as the Zoning Officer.

COMMITTEE ASSIGNMENTS

Mr. Hoover read the following committee assignments:

Finance and Administration: Evelyn Fullwood (chair), Diane Hillen, and Brandon Sauter.

Permits, Ordinances, and Zoning: Diane Hillen (chair), Joanne Bissell, and Evelyn Fullwood.

Roads: Brandon Sauter (chair), Lauren Sivak, and Joanne Bissell

Public Safety and Alcosan: Derrick Royster (chair), Brandon Sauter, Lauren Sivak

Health and Community Engagement: Lauren Sivak (chair), Derrick Royster, and Diane Hillen.

Borough Property and Recreation: Joanne Bissell (chair), Evelyn Fullwood, and Derrick Royster

NEW BUSINESS

Motion by Sauter, seconded by Sivak, to approve the 2026 meeting schedule as follows: Council Business Meetings are held on the second Wednesday of every month at 7:00 p.m., and Council Work Sessions are held on the Tuesday before the Business Meeting, also at 7 p.m. The motion was unanimous.

