

**MINUTES  
COLLIER TOWNSHIP BOARD OF COMMISSIONERS  
WORKSHOP MEETING**

**January 24, 2018**

**7:00 P.M.**

- I. CALL TO ORDER:** Commissioner Macino called the workshop meeting of the Board of Commissioners to order at 7:00 P.M.

**A. PLEDGE OF ALLEGIANCE**

**B. ROLL CALL:**

**BOARD**

Wilson Durisko – Present  
Wayne Chiurazzi, Esq. - Present  
Dawn Williams-Zabicki – Present  
Rick Ruffennach – Present  
George Macino – Present

**STAFF**

Chuck Means, Solicitor - Absent  
Kevin Brett, Engineer - Absent  
Craig Campbell, Police Chief – Absent  
Robert Caun, Planning Director – Absent  
Jeff Hinds, Finance Director – Absent  
Bob Palmosina, PW Director – Absent  
Brian Ralston, Bldg./Codes Officer – Absent  
Rochelle Barry, Parks Director – Absent  
Kyle Thauvette, Twp. Manager - Present  
Valerie Salla, Twp. Secretary – Present

- C. EXECUTIVE SESSION:** A meeting was held to discuss personnel issues.

**II. PUBLIC COMMENT ON NEW BUSINESS ITEMS:**

**Bob Fryer** of Bridgeville, PA approached the Board to give them an update on the traffic problems occurring on Washington Pike and urged the Board to send a proposal to PennDOT to solve the traffic problems and demand what you are entitled to.

**Frank Noble** of 500 Azalea Lane, Neville Park approached the Board asking them to consider helping out the HOA's. The developers are leaving the HOA's a lot to deal with that the HOA's do not have the means or funds to pay for.

### III. NEW BUSINESS:

1. Consider action on Resolution 012418-01; A Resolution adopting rules and regulations governing the use of recording devices at Township meetings.

*Motion was made by Commissioner Chiurazzi, second by Commissioner Ruffennach, to approve Resolution 012418-01 as stated above. By unanimous vote the motion passed.*

2. Consider action to authorize the Planning Commission, with the assistance of the Township Solicitor, to create a Zoning Ordinance Text Amendment to allow Communication Tower in the SC Special Conservation Zoning District.

*Motion was made by Commissioner Chiurazzi, second by Commissioner Macino, to authorize the Planning Commission with assistance to create a Zoning Ordinance Text Amendment as stated above. By unanimous vote the motion carried.*

### IV. DISCUSSION:

**A. Administrative Committee/Public Affairs:** Commissioner Ruffennach reported the following:

1. On January 12<sup>th</sup>, 2018 the Community Center opened up for some flood victims.
2. Little Libraries. The Girls Scouts are making boxes for books. This is for people to bring a book and take a book to read. One will be placed at the Community Center and one will be placed at Skavarca Park.
3. Coffee Hour with the Manger. The next one will be on February 12, 2018 at 9:30 a.m. at the Community Center.
4. DCNR Grants have opened up again. The Manager will be working on this.

Mr. Thauvette informed the Commissioners he is looking into a reverse 911 call systems. This system will call residents with information needed in case of an emergency. Residents will be able to sign up for this on the website if they wish to be on this call list once the program is approved.

**B. COG Committee:** Commissioner Ruffennach informed the Board the meeting was held at Ingram Borough. There was discussion on a municipal road program for paving. Also, the list is out to schedule the Vactor truck if needed. The next meeting will be held on February 15, 2018 in Rosslyn Farms.

**C. Finance Committee:** Commissioner Macino reported the following:

1. The year has been closed out which the budget was approved back in December. There was some carry over which funds are capital projects. We are in the process now of evaluating where the carryover is and what the key projects were in the capital budget.
2. Mr. Hinds will pull together all the information needed for the 2017 Audit. Mark Turnley and Associates will be doing it again this year.

- D. Parks and Recreation:** Commissioner Durisko reported the following:
1. The meeting was on Tuesday and had re-organization of the Board. The Chairman is Tim Eckenrode; Vice-Chairman is Tony Vitale and Lynn Heckman is Secretary.
  2. The next big event is the Super Bowl Party at the Community Center on February 4<sup>th</sup>, 2018. The doors open at 5:00 PM. Members of the Collier Community Center are free and should bring a dish. To bring a guest who is not a member is \$10.00. Kids can run around in the gym with adult supervision. There is lots of food if everyone brings a dish and there is some food that gets donated.

- E. Planning and Zoning:** Commissioner Williams-Zabicki informed the Board on the following:
1. The Planning Commission met on January 18<sup>th</sup> and they re-organized. The Chairman is Kevin Vaughn; Vice-Chairman is Mike Ahwesh; Kevin Smay is Secretary. The Planning Commission recommended approval of the Mondine subdivision with conditions based on the Engineers recommendations. This will be on the Board of Commissioners agenda in February.
  2. Mr. Caun gave a nice update on all the subdivisions and where they are located and terms of completion.
  3. Commissioner Williams-Zabicki met with Mr. Caun and Kevin Vaughn to get to know them a little better.
  4. There is a Planning Commission Workshop meeting on February 1<sup>st</sup>. Mr. Caun will be bringing her a list of Ordinances and suggestions for changes to be made. The Comprehensive Plan will be brought up at the workshop and we will be taking a more proactive stance.

Commissioner Macino reminded the Board there is a public hearing for Fresh Thyme liquor license transfer on Wednesday, February 14, at 6:30 p.m.

Mr. Thauvette informed the Board there have been questions about whether or not they will be serving alcohol in the store. The plans for selling alcohol are more like Get Go currently does now. There are no plans for having a restaurant and serving beer and/or wine.

- F. Public Safety Committee:** Commissioner Macino reported the following:
1. Mark Lewis of the Kirwan Heights VFD came to him and asked if the Township would be interested in having a pumper truck donated to the Township as an asset. They bought an older truck from Ingram Borough that sits outside of Kirwan's fire department. We could use it to clean streets if needed. We do not have a location to store this truck. The better option is they can sell it for \$10,000.00. Commissioner Macino stated he didn't see a reason for the Township to take on that type of an asset. We would have to maintain the truck and keep it in working order if it was ever called into service.

Commissioner Durisko stated it sounds more like a liability than an asset.

Commissioner Ruffennach agreed with Commissioner Durisko.

2. Fuel Policy Program. Commissioner Macino stated last year we put in place a fuel. The Township designated \$20,000 for all three (3) departments to use to fuel their vehicles that are actively involved in fire prevention which includes trucks and emergency vehicles. This does not include ambulances. Looking at their usage, they have probably spent about 50% of that money. We need to get a policy written on paper that talks about who can fuel by department. There has been questions about if someone uses their personal truck to leave work to attend a fire, is that considered a fire vehicle and should they be able to fuel that.

Commissioner Durisko stated to let the Chiefs put together a list of the vehicles that are approved and why they are approved.

Commissioner Ruffennach stated when it comes to personal vehicles.....

Commissioner Chiurazzi stated this gets dicey and should be talked about in executive session.

Commissioner Macino suggested we get the Chiefs together to talk about this also.

Commissioner Durisko questioned what the protocol is now.

Mr. Thauvette stated right now there is a sign in sheet inside the garage and you have to put down who you are, what vehicle is being fueled, what the fuel level was at, how many gallons are in the tank before you started and then after you started and sign off on it. The fire departments have a \$20,000 credit and up until that point, Guttman bills the Township for fuel and we monitor how much of that fuel is yours. When they reach their amount, anything over that we bill them.

Commissioner Williams-Zabicki questioned if there is not a policy now.

Commissioner Durisko stated it started out with just fire trucks and now there is a question of personal vehicles so we need something in writing.

Commissioner Macino stated there are a couple of SUV's in some departments that are there to be used within the department. We need to look at this but under no circumstances will ambulances get covered. The ambulance services are all for profit and we do not need to support that. They make their own money and should be able to fund themselves.

3. Consultant. Last year the Board agreed to look into a consultant to help evaluate where we are with our departments. We do have a consultant's report that was done in 2005. A lot has changed in the last 13 years and we need to look at this again. That report was done by a State Agency. There are assets in all three (3) departments and when listed, there is probably more than we need but everyone wants to be independent. Commissioner Macino is for this because if his house was on fire he wouldn't care where the vehicle came from. This is something we owe to the residents to take a look at and we need to keep in mind these are all volunteers.

The Board will look at the report from 2005 to see what can be taken from it.

Commissioner Chiurazzi questioned if Mr. Thauvette spoke to the school regarding the safety issues.

Mr. Thauvette stated he did talk to the acting superintendent, Scott Seltzer, and informed him of the situation and he also spoke to Chief Campbell.

Commissioner Chiurazzi stated this has to be fixed so no one can walk right into that school.

Commissioner Chiurazzi asked for an update on the Officers off on comp for over two (2) years.

Mr. Thauvette stated there is one officer notified the Chief that he believes he can return to work. He recently had some surgery and pending everything goes well, he informed the Chief April or May at the latest. The rest is for executive session.

- G. Public Works Committee:** Commissioner Chiurazzi stated there is no report except they have done a great job on the roads.

Commissioner Macino added he received a phone call from a resident that had a significant driveway from the snow storm. The Public Works Director, Bob Palmosina, took the Township truck and figured out a way to get his truck up this resident's driveway to get the gentleman out to get him down to the bottom of the driveway so the ambulance could take him to the hospital. The resident said this was a great job. Commissioner Macino congratulated Mr. Palmosina and the road crew for doing a great job on the roads.

- H. Township Manager / Township Business:** Mr. Thauvette reported the following:

1. Historical Society. Mr. Thauvette met with Sal Sirabella to talk about the historical society. The historical society would like to get involved with the Memorial Day event this year. They want to set up a table away from the main event and solicit for new members and get people interested in the history of Collier. We will be filling up by adding things to the time capsule. The girl and boy scouts will be involved with that.

2. Historical Society display cases. The Kientz collection will be taken from the community center and brought here to the Township. The Czambel collection will be displayed at the Community Center. They are always looking for pieces with people would like to donate and put on display.

**V. OTHER BUSINESS:**

Commissioner Macino stated there are member openings on the Planning Commission and on the UCC Appeals Board. If anyone is interested in any of these openings, please submit a letter of interest to the Township Manager.

**VI. ADJOURNMENT:**

Motion was made by Commissioner Durisko; seconded by Commissioner Chiurazzi; to adjourn the work shop meeting at 7:50 p.m. By unanimous vote of the Board the motion passed.

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George E. Macino – President  
Board of Commissioners

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Valerie A. Salla  
Township Secretary