

**MINUTES  
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

**WORKSHOP MEETING**

**March 14, 2022**

**7:00 P.M.**

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

**A. PLEDGE OF ALLEGIANCE**

**B. ROLL CALL:**

**BOARD**

Dawnlee Vaughn – Present  
Tim Young – Present  
Debra Zymroz – Present  
Mary Ann Cupples- Present  
Wayne Chiurazzi, Esq.– Present

**STAFF**

Chuck Means, Solicitor – Absent  
Kevin Brett, Engineer – Absent  
Craig Campbell, Police Chief – Absent  
Bob Caun, Planning Director – Present  
Jeff Hinds, Finance Director – Absent  
Tom Plietz – Bldg/Fire Codes – Absent  
Bob Palmosina, PW Director – Absent  
Josh Werner, Parks Director – Absent  
George Macino, Interim Manager – Present  
Valerie Salla, Twp. Secretary – Present

- C. EXECUTIVE SESSION:** Was held prior to the meeting to discuss legal and personnel issues.

**II. Board Discussion for Committees**

**A. Administrative/Public Affairs**

Commissioner Zymroz reported the following:

1. *Keep Collier Beautiful.* Will be on April 23<sup>rd</sup>
2. *Memorial Day Ceremony.* There was a planning meeting held on March 14, 2022 to discuss the plans for the ceremony.
3. *Managers Coffee Hour.* Will be on Monday, April 4<sup>th</sup> at 9:30a.m. at the Community Center. This is a great time for the residents to ask questions about what is going on in the community.
4. *Reviews to determine efficiencies* with IT, phone system and security cameras.

**B. Building/Codes**

Commissioner Chiurazzi reported the following:

1. *Collier Businesses.* Letters will be going out to all the Collier businesses about signage and recognizing Collier Township in their advertising.

### **C. COG (Char West Council of Governments)**

Commissioner Young reported the following:

1. *COG Meeting*. Was held on February 17, 2022 at Neville Island
2. *Emergency Management Coordinator*. Collier Township is in the need for one and it was suggested the possibility of having an emergency management coordinator through the COG to serve several municipalities.
3. *New Medical Center*. Coming to North Fayette Township. The new medical center will be located behind the Target Store. It will be Allegheny Health Network.
4. *COG Christmas Dinner*. In the past before COVID, there used to be a fundraiser dinner and the COG is not sure a dinner will be done this year. There will be more discussion on this at other meetings.
5. *Next COG Meeting*. Will be on March 17<sup>th</sup> at 6:30 p.m. at the Stowe Township Building. Commissioner Young will be away and Commissioner Vaughn will be attending this meeting.
6. *Micro Surfacing Pavement Procedure*. The COG Engineer (Gateway Engineers) is working with Ingram Borough on a new micro surfacing pavement procedure. The COG is looking into this procedure on what the cost is and what the benefits are and how long the procedure takes.

### **D. Finance**

Commissioner Young reported the following:

1. *Yearly State Audit*. Began in February and is still ongoing.
2. *Liquid Fuels*. We received \$260,153.00 for liquid fuels.

### **E. Parks & Recreation**

Commissioner Zymroz reported the following:

1. *Staff*. Three (3) additional staff were hired and we are looking to add a few more.
2. *Hilltop Park*. The pour in place surface is completed and the zip line has been installed.
3. *Family Night*. Is being held in partnership with the Emerald Owl Production. This event is for all ages. It is a laser glow party. We are trying out this event to see if another one should be held in the near future.
4. *Bunny Breakfast*. Breakfast with the Easter Bunny was sold out in one day.
5. *Trip*. The first trip has over 30 people signed up in a little over a week.
6. *Comprehensive Plan*. There is a meeting with the company that did the master site plan for Collier Park to see what the next steps would be to start implementing what was recommended.
7. *Winter Basketball*. Has been concluded and was very successful. Commissioner Zymroz thought there was over 200 kids that signed up for it.
8. *Internet Upgrade*. With growing use of the facility, we are looking into upgrading our internet due to low speeds and nothing being upgraded since 2015.

Commissioner Chiurazzi questioned why do we not have enough power for the internet at the Community Center.

Mr. Macino stated that the internet has never been upgraded since the building was built in 2015. He is meeting with companies to discuss the upgrade.

9. *CPR Classes.* We are offering CPR classes to the community for \$30 a person. This cost is for the certification. No one is making any money on this. The class will be taught by Collier EMS.
10. *Blue Bird Presentation.* Will be in mid April. The presentation will be done by Bill Wenger on April 21<sup>st</sup> at 6:00 p.m. at the Community Center. Mr. Wenger puts bird houses up along the trail and Hilltop Park, he takes pictures of all the birds in the nests. He is looking for volunteers to help with the bird houses.
11. *Soccer and baseball are due to start.* They are requesting field space. Some work needs to be done to the fields. Baseball is receiving record numbers for sign ups and the T-Ball teams are requesting additional field time if needed.
12. *Big Webb Field.* Will be used more this year.
13. *Conference.* Mr. Werner will be attending a parks conference at the end of March. He will get to meet other professionals and attend sessions to gain additional knowledge of what is going on in the field.
14. *Friends Board.* Has contributed to the Parks and Recreation Screen for outside. There will be movies throughout the summer at the parks. They are free. There will be food trucks there also.

Anytime you hear the Friends is having a fundraiser, we would appreciate if the residents would continue to it because we give back to the community. Friends has helped with funds towards the movie screen and we put \$10,000 towards the electronic sign at the community center.

## **F. Planning and Land Use Development**

Commissioner Cupples reported the following:

- Zoning Hearing Board. Will meet on Tuesday, March 15<sup>th</sup> to hear the following:
  1. Eat N Park. Is requesting parking and slope variance for the construction of a new restaurant on Washington Pike.
  2. Mt. Lebanon Awning. Is requesting to install a digital wall sign on their building. A digital sign is only permitted as part of the ground sign.
- Planning Commission. Will meet on Thursday, March 17<sup>th</sup> to review the following:
  1. Legacy Development. Pool and club house land development.
  2. Neville House. Discussion to build a storage shed/barn next to the assembly hall.

## **G. Public Safety**

Commissioner Young reported the following:

1. *Police Department.* In Collier and surrounding communities there have been a few burglaries. The Police are asking that everyone make sure they lock the doors on their homes and cars.
2. *Fire Departments.* Rennerdale and Presto are getting ready for their fish fries every Friday.

Chief Dan Wauthier of Presto VFD thanked Commissioners Cupples and Zymroz for helping out during the fish fry.

## **H. Public Works**

Commissioner Vaughn reported the following:

1. *Community Room and Office.* Are completed.
2. *Debris.* 32 loads of debris were delivered to waste.
3. *Loader.* New loader has been received.
4. *Catch Basin.* New catch basin was installed on Baldwin Ext. to alleviate damage.
5. *Monument.* Tree was removed that was knocked over by high winds
6. *Streets.* Patched potholes and litter was removed.
7. *Parks.* Routine maintenance has started.
8. *Spring clean up.* Trimmed shrubs around the Township building.

Commissioner Zymroz added the Public Works were out for 12 to 14 hours on Friday night for the snow storm. She reminded the residents that when a storm is coming, to please put their cars in their driveways so the snowplow and salt trucks can clear the roads. Also when shoveling your driveway, do not throw the snow into the street. Throw the snow into your yard.

## **I. Sewer Department**

Commissioner Young reported the following:

1. *Sewer Department Savings.* In 2021, we have saved over \$250,000.00 for previous years from before the Township took over the sewer department. This money cannot be passed back to the residents. We must have money saved for any emergencies that would come up.
2. *Increases.* Any increases in your sewer billing comes from Alcosan. Every year Alcosan increase the bill between 5% and 7%. The Township is not increasing the bill. .

## **J. Township Manager / Township Business**

Mr. Macino reported the following:

1. Safety. Solicitation was been coming up. People have started soliciting door to door. One company is Verizon and they have deviated from their permit. Due to this happening, the Verizon permit has been pulled and they are no longer allowed to come into Collier to solicit door to door. If someone is soliciting in your neighborhood, please call 911.

Commissioner Cupples stated when she first moved to Collier, there was a form available to completed to be put on a list for no soliciting at your home. When someone came to the Township to get a solicitation permit, the Township gave them a copy of this list so the person knew not to go to these houses. Is this still in effect?

Mr. Macino stated it is still in effect. We need to re-inforce it and have it updated. He will speak to the Police Department about the list.

2. Branding. We are looking at new and established Collier businesses for branding. Even though the business has a mailing address of Bridgeville, etc., they are still located in Collier Township.

3. CV Softball Team. They are looking for a place to play so we worked out an agreement with the Chartiers Valley High School that the girls can play on Webb Field.

Commissioner Chiurazzi stated they are early enough to use the field before anyone else does.

Commissioner Chiurazzi requested if BBL Fleet was on the agenda or are we meeting with them.

Mr. Macino stated the last time he spoke to Mrs. Hackett, she needed all the vehicle information and mileage. She was given all the information on every vehicle in the Township and we are waiting for a proposal to come back.

### **III. PUBLIC COMMENT ON NEW BUSINESS ITEMS:**

**Pat Garbinsky** of 2547 Hilltop Road approached the Board stating he owns 37 acres behind his home which is contiguous to Mr. Dirtbike. He hears the dirt bikes everyday and wants to know what needs to be done to get a noise ordinance like Upper St. Clair Township and Mt. Lebanon. The answers they have gotten from the Township are unacceptable and they will be at every meeting until this is resolved because it is not for the many. He thinks it is for one person that is getting away with this. He has many other questions about him and told the Board to let him know if he needs his attorney and when he should have his attorney at the meeting.

Commissioner Chiurazzi stated he could bring his attorney any time.

Mr. Garbinsky stated he wants to know we can get a noise ordinance.

Commissioner Chiurazzi stated we have a noise ordinance.

Mr. Garbinsky stated not one that is being enforced.

Commissioner Chiurazzi stated for practically, we shut down Northeast Paving for making noise, do we want to do that.

Mr. Garbinsky stated yes. If they want to work from 9am to 5pm that is fine.

Commissioner Chiurazzi stated that company is 24/7, 365 days a year. The trucks roar up and down from there and it doesn't violate our noise ordinance.

Mr. Garbinsky stated no one is here for that and he would be happy to listen to Northeast paving compared to what we have with the dirt bikes and thanked the Board for their time.

Commissioner Chiurazzi stated that if our Police thought a crime was being committed, they would not just do nothing about it.

**Jerry Grubesky** of 407 Fairacre Court approached the Board representing the people of Nevilleside. He came to find out the status of their complaint that the Manager said has gone to the Solicitor. How long will it take for the Solicitor to make a decision?

Mr. Macino stated he anticipates the Township should have a letter for the next meeting that can be distributed to everyone.

Mr. Grubesky stated there has not been any activity up there since our last meeting here but we know its coming and we have a keen interest in it. Anything the Township can do to help us out we would sure appreciate it.

**Frank Nogal** of 500 Azalea Lane approached the Board stating in January he spoke at the meeting about the roads that were turned over in his community. It was stated by the previous manager that the roads were on the list to be repaired. When will the schedule be out and how soon. There are some pretty bad pictures of the roads that work needs done. He doesn't know why the Township accepted the roads in those conditions and then put on the schedule to be repaired when the Township could have had the developer do it. He would like the roads in Neville Park be a top priority and get them on the schedule to be repaired as well as the storm grates on Neville Park Blvd. repaired, potholes filled and cracks sealed. He asked the two (2) new Commissioners to get on board and get the roads repaired and thanked the Board for their time.

Commissioner Cupples stated the Board met with the Engineers a few weeks ago and we determined there are 22 streets that need paved and now we have to get bids and then we will decided what we can afford and when we will do whatever road we choose to do.

Commissioner Zymroz stated it is by high priority. Some of the roads need done before others.

Commissioner Chiurazzi stated the potholes and grates the Public Works department can do.

Commissioner Cupples stated she already spoke to Mr. Macino about one of them and Mr. Palmosina will be asked to look at it to see if public works can repair it.

**Missy Maxwell** of 2515 Hilltop Road approached the Board about the noise from the dirt bikes and also about the backflow preventor program for her property located at 5229 Thoms Run Road. She wanted an update on the backflow preventer program because it has been two (2) weeks and she hasn't heard anything.

Commissioner Chiurazzi stated the Board did discuss this.

Mr. Macino stated the backflow preventer program is not only securing the device itself but also the work that is involved in putting the device in. We have a list of homes that the Township believes have been affected the most. We are working with our engineers and solicitor to put this program together and we will hopefully have a letter out to those people within the next 10 to 14 days.

Commissioner Chiurazzi stated there will be options on what the Township can do and what the resident can do.

Commissioner Zymroz stated that for the motorcycles and the backflow preventer situations. We are not ignoring you. It takes time. We have a legal team and engineers that we have to discuss things with. We do not want to just through answers or information out and not be able to back it up. You need to be patient because sometimes things take longer than two (2) weeks.

Mrs. Maxwell stated she was here last fall and feels this was just dropped off the radar for some reason and it is very unsettling to her because not only is it the clean up and the expense, it is a health issue and health hazard and it needs to be a priority. If funding is an issue, she just heard the sewer department is saving all this money so it sounds like you have a lot of extra money pay for helping them out.

Commissioner Chiurazzi questioned if Mrs. Maxwell wants the Township to pay for the issue in your home.

Mrs. Mazwell stated yes, she expects the Township to pay for the backflow and put it in. She paid to tap in an it is a problem with multiple homes. It is not one (1) home, it is 30 (thirty) some homes repeatedly all of a sudden and probably from over development. It is probably a sewer line that cannot handle all the new development and it is coming down from South Fayette and Collier and yes she expects the Township to do something because it is the Township's issue.

Commissioner Chiurazzi stated this is part of the delay because we are trying to find out if it is the Township's issue and we rely on our experts for this answer. We are getting information and pricing and if it is a Township issue, it will be taken care of. We cannot spend taxpayers' dollars and find out it is not the Township's issue.

Mrs. Maxwell asked the Board to escalate it as much as they can because rainy season is coming. They have been hit three (3) times in six (6) months. It is ridiculous.

Commissioner Zymroz stated she sympathizes with her because it has happened to her with getting 3 to 4 feet of water. She understands what Mrs. Maxwell is saying but this Board is working on it and there is a lot more to this then hurrying up to give an answer.

Mrs. Maxwell stated that she was here in October.

Commissioner Chiurazzi stated it might take long.

Mrs. Maxwell stated so they are just supposed to keep getting hit over and over again. Every time there is a heavy rain, we have sewer water come up through the drains. People are losing furnaces, hot water tanks and spending money to clean up and sanitize. This is something that needs to be taken seriously and rushed along. If it were happening to the Board, you wouldn't be sitting there saying this takes time.

Mr. Garbinsky questioned, “doesn’t a homeowners policy cover backups?” he asked Mrs. Maxwell if she contacted her insurance company.

The Board stated they did not know.

Mrs. Maxwell stated the Insurance does not cover it because it is not her primary residence. If it were her primary residence, it would have to be a separate rider.

Justin Mandel of Steen Road Partners approached the Board putting a plug in for Napoli’s Restaurant to do the COG dinner in December.

The Commissioners will let the COG know of this suggestion.

Mr. Mandel gave the Board a drawing of the proposed car was on Washington Pike. This is also a discussion on the proposed R-4 text amendment that was not passed at the last meeting. He wanted to explain it a little better because things were rushed.

Commissioner Chiurazzi stated at the last meeting the Board voted no and there was a safety issue.

Mr. Mandel explained the drawing to the Board and how the cars would get in and out of the car wash. He showed the stacking lanes that are located on the site itself to keep cars from backing up on Washington Pike.

The Board discussed the R-4 zoning district.

Mr. Caun explained to the Board that once an item is added to the R-4 zoning district, it (car wash) can go anywhere within the district if it has frontage to and access to Washington Pike (Route 50). There are other properties that meet these criteria.

Commissioner Young would like two entrances and exits from the car wash and not see traffic back up on Route 50.

Mr. Mandel stated the Board could change the text amendment to change the ‘or’ to and “and” and this would not affect materially the text amendment.

Mr. Caun stated this will need to have another public hearing and it will need another vote before any language is changed. It does not require this to go back to the County and to the Planning Commission. We just got back today from the Solicitor that a minor change would not have to go back to the Planning Commission and the County. It would go straight to a public hearing and a vote. If the Board wants to make the changes, let Mr. Caun know so we can proceed forward.

Commissioner Cupples questioned if the plans are for one or two businesses in this spot and questioned what the plan is. This is a drawing of a car wash, but she saw plans for other businesses. What is the actual plan for this spot because it is hard to vote?

Mr. Mandel stated he understood and this is always a challenge when we talk about zoning because we cannot talk about specific site plans. He could show the Board other site plans for different things. They own property adjacent to the Sheetz where they are considering retail space and an office building. We have had a lot of interest from businesses for this site.

Commissioner Cupples questioned if this was also for the other buildings you are talking about as well and not just for this spot.

Mr. Caun stated if this ordinance is adopted, any of these proposed uses (brew pub, car wash, financial institution, health club, restaurant) can go anywhere in the entire R-4 district. The R-4 district is very big. This is not just this specific property. We would be opening the door to the entire R-4 district to add new additional uses. The Board must think if these uses make sense. At the previous meeting, the Board voted no for the entire 5 proposed uses.

Commissioner Cupples is against a car wash.

Commissioner Zymroz stated on a beautiful day the Mr. Magic car wash has cars backed up on Washington Pike and she has an issue with this.

Commissioner Chiurazzi stated we should not penalize one car wash because of another one. You are taking away businesses.

Commissioner Zymroz questioned if Mr. Mandel is set on having a car wash there.

Mr. Mandel stated yes and explained the car wash site plan again and how the cars will flow in and out of the site.

Commissioner Chiurazzi stated he would like it to be on the next agenda.

Mr. Caun stated the next public hearing could not be April 11<sup>th</sup> due to advertising restrictions. The ordinance must be ready to go with no changes at this hearing.

Mr. Caun will talk with Mr. Mandel and get the proper changes made.

#### **IV. NEW BUSINESS:**

1. Consider action to set a public hearing date of Monday March 28 at 6:30 pm for the Inter-municipal Liquor License transfer of Dee Jays Ribs and Grille.

*A motion was made by Commissioner Zymroz, seconded by Commissioner Young to set a public hearing as stated above. By unanimous vote, the motion passed.*

2. Consider action to enter into a Developers Agreement with Manjo Partners d/b/a Nicklas Supply. All items set forth by the Engineer and Solicitor have been addressed.

*A motion was made by Commissioner Chiurazzi, seconded by Commissioner Zymroz to enter into a Developers Agreement as stated above. By unanimous vote, the motion passed.*

3. Consider action to approve Sgt. Bob Ferrence entering the Drop Pension Program effective April 23, 2022

*A motion was made by Commissioner Cupples, seconded by Commissioner Young to approve Sgt. Ferrence entering the Drop Pension Program as stated above. By a 4 to 1 vote, the motion passed. Commissioner Zymroz was opposed.*

4. Consider action to hire Luke Hinds for front desk help at the Community Center at a pay rate of \$11.00/hour effective April 1, 2022.

*A motion was made by Commissioner Zymroz, seconded by Commissioner Young to hire Luke Hinds as stated above. By unanimous vote, the motion passed.*

5. Consider action to appoint George E. Macino as the Collier Township Manager at a base salary of \$90,000.00 as per the Employment Agreement dated March 14, 2022.

*A motion was made by Commissioner Chiurazzi, seconded by Commissioner Vaughn to appoint George Macino as stated above. By unanimous vote, the motion passed.*

**V. Account Transfer(s)**

- Approval of the transfer of \$160,000.00 from the General Fund Account to the Capital Fund Checking Account.

*Motion was made by Commissioner Young, seconded by Commissioner Cupples, to approve the transfer as stated above. By unanimous vote, the motion carried.*

**VI. Approval of General Fund Operating Account items:**

- Invoices Paid, Checks Written and Bills Requested March 1, 2022 to March 14, 2022 in the amount of \$432,390.16.

*Motion was made by Commissioner Chiurazzi, seconded by Commissioner Vaughn, to approve the General Fund Operating Account items as stated above. By unanimous vote, the motion carried.*

**VII. Approval of Capital Investment Account items:**

- Invoices Paid, Checks Written and Bills Requested March 1, 2022 to March 14, 2022 in the amount of \$160,060.66.

*Motion was made by Commissioner Vaughn, seconded by Commissioner Cupples, to approve the Capital Investment Account items as stated above. By unanimous vote, the motion carried.*

**VIII. Approval of Sewer Account items:**

- Invoices Paid, Checks Written and Bills Requested March 1, 2022 to March 14, 2022 in the amount of \$9,254.56.

*Motion was made by Commissioner Vaughn, seconded by Commissioner Zymroz, to approve the Sewer Fund Account items as stated above. By unanimous vote, the motion carried.*

**IX. ADJOURNMENT:**

*Motion was made by Commissioner Zymroz; seconded by Commissioner Young; to adjourn the workshop meeting at 8:12 p.m. By unanimous vote of the Board the motion passed.*

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Wayne M. Chiurazzi, President  
Board of Commissioners

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Valerie A. Salla  
Township Secretary