

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

WORKSHOP MEETING

May 9, 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 – Absent
Jeff Hinds, Finance Director – Absent
Tom Plietz – Bldg/Fire Codes – Absent
Bob Palmosina, PW Director – Absent
Josh Werner, Parks Director – Absent
George Macino, Twp. 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. *Computers.* Continued IT improvements. Upgrades to Secretary computers.
2. *Community Center.* Completed bridge for the computers at the community center.
3. *Public Works Computers.* We received a quote to upgrade the computers in the Public Works building.
4. *Letters for Volunteers.* We have emailed and posted the letter for volunteers needed on or Advisory Boards and Commissions. Interested residents should send an email to the Township Manager.
5. *Website.* Improvements are underway. There will be a training session on May 31st for the key users of the website.
6. *AT&T Cellphone Program.* Is being reviewed for 28 Township authorized users. This will secure cell phone service for the Police, Administration and Public Works.

B. Building/Codes

Commissioner Cupples reported the following:

1. *Woodville Neville House Barn.* Have requested an extension to the Planning Commission for the barn and are aware they do not have an occupancy permit for the barn and shall not rent for parties or any other events.
2. *Grist House.* They have been in contact with Mr. Caun and Mr. Plietz. They stated they are no longer selling beer from their location and has scheduled a walk through the property and building for an inspection with Mr. Plietz.
3. *Bottleshop.* They have not pursued a formal recourse statement for the denial of a variance for an outdoor dining extension from the Zoning Hearing Board.

C. COG (Char West Council of Governments)

Commissioner Vaughn reported the following:

1. *COG Meeting.* Was held on April 21, 2022, at the Crescent Township Municipal Building.
2. *Civil Service.* Commissioner Young mentioned we have just approved the update to the Civil Service Rules and regulations and someone at the COG informed him that SHACOG had formed a joint Civil Service Commission for Police testing only. Commissioner Young spoke to the Police Chief and Chief Campbell informed him that he spoke to other Chiefs about this and the joint Commission has not worked out nearly as well as they hoped it would.
3. *Seminar.* There will be a seminar on Tuesday, May 24th in Carnegie on Human Trafficking.
4. *Next COG Meeting.* Will be on May 19th at 6:30 p.m. at the Carnegie Borough Building.
5. *Other Meetings.* The June meeting may be held in Carnegie and there will be no meetings in July and August.

D. Finance

Commissioner Young reported the following:

1. *Earned Income Tax.* The Township has received \$94,000 as of April 15th. The biggest payments will be received in May, August and November when the businesses send in what was collected from their employees.

E. Parks & Recreation

Commissioner Zymroz reported the following:

1. *New Logo.* A new logo was created for the department for our in-house programs and events. The logo represents the sports in the Township as well as a music note for our concerts and a swing set for our parks. The Collier shield is also represented in the logo.
2. *Blood Drive.* The blood drive was held on May 4th and was very successful. We look to have them more frequently with the American Red Cross. We try to do this again in July.
3. *CPR/AED Certification.* Was held on Thursday, April 28th by the Collier Township EMS. 15 people attended. The department is working with Collier Township EMS to continue to offer different opportunities to the community.
4. *Silver Sneakers.* Continues to grow and there were 62 check-ins over the last 2 ½ weeks. If you are interested give the Community Center a call. Pickleball is free.

5. Community Center Hours. Have been extended and they as follows:
 - Monday through Friday 6:00AM to 8:00PM
 - Saturday 8:00AM to 6:00PM
 - Sunday Noon to 5:00 PM
6. Concerts. The concert schedule is out. Food trucks and Grist House are planned to be at each concert. There will be eight (8) concerts this year instead of six (6).
7. Summer Camps and Sports Camps. Are open for registration. Please check out the website or stop in the Community Center for more information.
8. CollierFest Kickoff Event. “Cruisin” Collier Park, September 23rd from 4:00PM to 9:00PM.
9. CollierFest. Will be on September 24th from 3:00PM to 9:00PM.

F. Planning and Land Use Development

Commissioner Cupples reported the following:

- Planning Commission. Will meet on Thursday, May 19th to review the following:
 1. NRP Properties. Requesting a text amendment to the B1-A Zoning District to allow garden apartments and Mid-Rise Apartments. The B1-A District is located around Trader Jacks.
 2. Ryan Homes and Woodville Associates. Requesting rezoning of the Parcels above Neville Park that are currently zoned R-1 Residential to R-6 Residential to allow construction of single-family dwellings, two (2) family dwellings and townhomes.
- Zoning Hearing Board. Will meet on Tuesday, May 17th to hear the following:
 1. Cell Tower. To allow the construction of a cell tower at Collier Park.

G. Public Safety

Commissioner Young reported the following:

1. Police Department. Applications are being taken for a full time Police Officer. The Civil Service test will be taken in June. There is a concern of lack of applications being received. A local community that was hiring usually gets 100 applicants. This time they were hiring for seven (7) Officers. They received 37 applications, narrowed it down to 13 and are going to take 7 from there.
2. EMS. Commissioner Young stated we always hear negative things about it taking forever for the EMS to get there. On Saturday, April 24th, a person in the community called 911 at 12:17 PM when they realized they were having a heart attack. EMS showed up at 12:25 PM. They had that person in the operating room at 12:55 PM because there are pictures that show one heart artery was 100% blocked. Commissioner Young thanked the two (2) EMS, the (2) Police Officers and George Macino and his wife for showing up because he only had about 90 minutes to two (2) hours before he would not have made it. The two (2) EMS people were Valerie Bednar and David Paul. It always seems like it takes forever but they were there in a matter of minutes.

Commissioners Zymroz and Cupples stated they have not heard any negative comments about the EMS.

Commissioner Chiurazzi thanked Commissioner Young for sharing his experience and we are glad he is doing better.

3. Fire Departments. The three (3) departments are starting training together in August. Presto VFD have been doing search and rescue training at St. Barbara's Church. The fish fries were both Presto and Rennerdale were excellent this year. Presto VFD has a raffle going on right now.

Chief Dan Wauthier of the Presto VFD stated it is a scratch off raffle which will be over on the second week of July. The tickets are \$10.00 for one (1) ticket and \$25.00 for three (3) tickets. They can be purchased on the website or stop at the station.

H. Public Works

Commissioner Vaughn reported the following:

1. Little Kelly. Building was concreted and painted. Lines were painted for flag football.
2. Hilltop Park. Was regraded. Fixed orange fencing around seeded area.
3. Webb Park. Removed stumps from play area.
4. Catch Basins. Repaired three (3) catch basins on Fort Pitt Road.
5. Crosswalk. Painted crosswalk at Rennerdale Corner Store for safety at requests from residents.

I. Sewer Department

Commissioner Young reported the following:

1. Inspections. There were a total of 32 inspections in April. Twenty-three (23) of them were dye tests and eight (8) were new constructions.

J. Township Manager / Township Business

Mr. Macino reported the following:

1. Audit. Is 90% completed.
2. Liquid Fuels. Came back and there are no problems.
3. Road Program. We will be talking to Young Blood Paving about adding the Tennis Courts at Webb Park to be paved and it will depend on the costs.

III. PUBLIC COMMENT ON NEW BUSINESS ITEMS:

There were no public comments.

IV. NEW BUSINESS:

1. Consider action on Resolution 050922-01; A Resolution designating Wayne Chiurazzi and George Macino as the officials to execute all documents for the Watershed Restoration and Protection Program grant.

A motion was made by Commissioner Zymroz, seconded by Commissioner Young to approve Resolution 050922-01 as stated above. By unanimous vote, the motion passed.

2. Consider action on Resolution 050922-02; A Resolution designating Wayne Chiurazzi and George Macino as the officials to execute all documents for the Shadow Drive Stormwater Pond Project grant.

A motion was made by Commissioner Cupples, seconded by Commissioner Vaughn to approve Resolution 050922-02 as stated above. By unanimous vote, the motion passed.

3. Consider action to hire Joshua DiMatteo as an intern for the Parks and Recreation Department at \$11.00 per hour effective May 16, 2022.

A motion was made by Commissioner Chiurazzi, seconded by Commissioner Zymroz to hire Joshua DiMatteo as stated above. By unanimous vote, the motion passed.

4. Consider action to hire Zainab Al Taie as a custodian for the Community Center at \$13.00 per hour effective May 16, 2022.

A motion was made by Commissioner Chiurazzi, seconded by Commissioner Young to hire Zainab Al Taie as stated above. By unanimous vote, the motion passed.

V. Approval of Transfer(s):

- Approval of the transfer of \$28,000.00 from the General Fund Account to the Capital Fund Checking Account.

Motion was made by Commissioner Zymroz, seconded by Commissioner Vaughn, 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 April 26, 2022 to May 9, 2022 in the amount of \$442,032.70.

Motion was made by Commissioner Zymroz, 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 April 26, 2022 to May 9, 2022 in the amount of \$27,794.66.

Motion was made by Commissioner Chiurazzi, 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 April 26, 2022 to May 9, 2022 in the amount of \$666,558.38.

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

IX. ADJOURNMENT:

Commissioner Chiurazzi wished everyone a Happy Mother's Day! He also thanked the Collier Businesses that have responded so wonderfully to our program that they are located in Collier Township.

A discussion took place on sending the businesses that responded a thank you card or even some sort of sticker to be placed in their window or door.

Motion was made by Commissioner Zymroz; seconded by Commissioner Vaughn; to adjourn the workshop meeting at 7:20 p.m. By unanimous vote of the Board the motion passed.

Wayne M. Chiurazzi, President
Board of Commissioners

Valerie A. Salla
Township Secretary