

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

**May 23, 2018**

**7:00 P.M.**

- I. CALL TO ORDER:** Commissioner Macino called the workshop meeting of the Board of Commissioners to order at 7:04 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  
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:**

There were no public comments.

**III. NEW BUSINESS:**

- A. Consider action to authorize partial payment #2 to JASE Construction Services, LLC. in the amount of \$38,934.00 for the Carol Drive project as recommended by W.E.C., Inc. Engineers.

*Motion was made by Commissioner Williams-Zabicki, second by Commissioner Ruffennach, to authorize partial payment #2 to JASE Construction Services LLC as stated above. By unanimous vote the motion passed.*

- B. Consider action to approve the conditional use for Sheetz based on the conditions outlined in the Lennon Smith Souleret Engineers review letter and that the applicant secures the requested variance approvals.

*Motion was made by Commissioner Williams-Zabicki, second by Commissioner Chiurazzi, to approve the conditional use for Sheetz as stated above. By unanimous vote the motion passed.*

#### **IV. DISCUSSION:**

- A. Administrative Committee/Public Affairs:** Commissioner Ruffennach reported the following:
1. *Memorial Day Event.* Will be on Monday, May 28<sup>th</sup> at 8:45 a.m.
  2. *Monument Pond.* Girl Scouts will be donating Koi fish and pond plants.
  3. *Summer Help.* You must be a High School or College Student and the start date will be June 4<sup>th</sup>, 2018.
  4. *Manager's Coffee Hour.* Will be on June 11th at 9:30 a.m. at the Community Center.
  5. *Hilltop Trail.* Renovation and pond work will begin.
- B. COG Committee:** Commissioner Ruffennach informed on the following:
1. Meeting was held at the Community Center. Commissioner Ruffennach thanked the Community Center employees for help setting things up for the meeting.
  2. COG is working on changing the wording in the bylaws.
  3. There were personnel discussions.
  4. A company called Robotics presented information on filming streets and showing the comparison of before winter and after winter pictures of the roads.
  5. Commissioner Ruffennach thanked Commissioner Durisko and Kyle Thauvette.
- C. Finance Committee:** Commissioner Macino reported the following:
1. *Audit.* We received the Auditor's overview report and are now waiting for the final report.
  2. *Banking.* We are looking at our current bank options.
- D. Parks and Recreation:** Commissioner Durisko reported the following:
1. We are still looking for Parks and Recreation Board members.
- E. Planning and Zoning:** Commissioner Williams-Zabicki informed the Board on the following:
1. In June, the Planning Commission will be reviewing the Zoning and Subdivision Ordinances and will be making recommendations of changes to the Board of Commissioners.

Commissioner Durisko spoke about the parking issues on Beram Avenue from Enterprise Rental Cars and suggested there be permit parking for residents.

- F. Public Safety Committee:** Commissioner Macino reported the following:
1. There is another Officer off on Worker's Compensation making it a total of four (4) Officers off.
  2. Both School Resource Officers (SRO's) will be back in two (2) weeks when school is out.
  3. There will need to be discussion on people living on site at the fire stations and how it will benefit the Township and residents. Mr. Thauvette has met with one of the Chiefs to discuss exactly how they want to do this.

Commissioners Williams-Zabicki and Chiurazzi both questioned since there is now an emergency services tax, where is that tax money being spent. Both fire and police need to account for that money.

Mr. Thauvette stated the fire departments are audited and a copy is given to the Township. The Police are in our budget. This year have had to separate the Emergency Services Tax out of the whole budget.

- G. Public Works Committee:** Commissioner Durisko the following:
1. Bob Palmosina met with PEMA regarding the landslides with the Township to see if any money could be given to help repair the slides.
  2. Work has begun on the Discovery Trail again.
  3. Helping prepare for the Memorial Day event.

- H. Township Manager / Township Business:** Mr. Thauvette reported the following:
1. *Chartiers Valley Magazine*. The magazine will be doing an article on Hilltop Park and the outdoor exercise equipment.
  2. *Washington Wild Things*. The game started a little after 9 p.m. It was a late night but the kids there still had fun.
  3. *Summer Concerts*. Started May 20<sup>th</sup>. The band was Christian Beck and JD Green. They played Country music. The next concert is on June 17<sup>th</sup> at 6:30 p.m. It is an 80's rock band called Live Wire.
  4. *Dump truck*. The old dump truck bed is being put on the new chassis. A gentleman submitted a sealed letter and wants buy the old dead truck. The Commissioners advised Mr. Thauvette to open the letter. It was from JH Ferry and Company, Carnegie, PA and they are offering to buy the 2007 F550 truck with no dump bed for \$750. He will tow the truck at no cost to Imperial Truck Body and offering additional contracted services to Collier Township of the following:
    - One (1) 60 ft. national crane with basket value for day \$700 dollars.
    - One (1) versa lift bucket truck with a 42 ft. lift value per day \$680 dollars.

This makes a total value of \$2,100.00.

The Board discussed this offer.

The Commissioners advised Mr. Thauvette to talk to Bob Palmosina and make a decision.

5. *Collier Park Building.* Bids for the demo of the buildings at the park came in and the lowest bid is \$148,500 to remove the buildings. There is money in the budget for this project. The Board discussed this project.

There will be a motion on the June 13<sup>th</sup> meeting agenda. Commissioner Chiurazzi is all for approving this bid.

6. *Audit.* If the Board has any questions regarding the recent Audit, they should be given to Mr. Jeff Hinds as soon as possible.

## **V. OTHER BUSINESS:**

Commissioner Chiurazzi brought up the following:

1. Port Authority recognizes their business as being in Collier Township. Can we do something about the businesses in Bridgeville? Have them advertise they are located in Collier Township.
2. Advised Mr. Thauvette to send the minutes to the Zoning Hearing Board, the Zoning Heard Board Attorney and copy him (Mr. Chiurazzi) especially the beginning of the meeting with the motion.
3. Commissioner Chiurazzi informed the public that Mr. Jack Cargnoni requested a continuance of the hearing at the Magistrate's Office and advised the public they need to go to the magistrate to try and stop the continuance. We are all against it and feel the public voices will be heard.

Mr. John Garber stated he stopped at the Magistrate's Office today and asked if Mr. Cargnoni returned his citation. One woman was like a deer in headlights and the other women said he has been notified. They would not answer anything and I knew something was up.

Mr. Garber questioned what the residents can do to. Is there a legal recourse or does she have a boss.

Commissioner Chiurazzi stated to maybe do a petition and hand it in before the hearing date.

Commissioner Macino informed the public the Township is seeking applications for a Building/Codes Director. The job description is posted on the website.

The Commissioners also advised Mr. Thauvette to have the Public Works Department remove signs that are posted throughout the Township. When they are driving by them they can stop and pick them up.

Commissioner Williams-Zabicki stated couldn't we do something with their payment of \$100 for the sign permit.

Commissioner Macino stated that permit is only for political signs.

**VI. ADJOURNMENT:**

Motion was made by Commissioner Durisko; seconded by Commissioner Williams-Zabicki; to adjourn the work shop meeting at 7:40 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