

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

REGULAR MEETING

August 8, 2018

7:00 P.M.

I. CALL TO ORDER: Commissioner Macino called the meeting of the Board of Commissioners to order at 7:05 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 - Present
Kevin Brett, Engineer - Present
Sgt. Ferrence, Collier Police - Present
Robert Caun, Planning Director - Present
Bob Palmosina, Public Works Director - Present
Rochelle Barry, Parks Director – Present
Jeff Hinds, Finance Director - Present
Kyle Thauvette, Township Manager – Present
Valerie Salla, Township Secretary – Present

C. EXECUTIVE SESSION – Was held prior to the meeting to discuss personnel and legal issues.

II. APPROVAL OF MINUTES:

A. July 11, 2018 – Board of Commissioners Regular Meeting

Motion was made by Commissioner Ruffennach, second by Commissioner Williams-Zabicki to approve all the minutes as submitted above. By unanimous vote the motion carried.

B. July 25, 2018 – Board of Commissioners Workshop Meeting

Motion was made by Commissioner Ruffennach, second by Commissioner Williams-Zabicki to approve all the minutes as submitted above. By unanimous vote the motion carried.

III. REPORTS OF OFFICIALS AND COMMITTEES:

- A. Solicitor:** The Solicitor submitted a written report to the Board for the month of July and would be happy to answer any questions the Board might have.

There were no questions or comments.

- B. Engineer:** The Engineer submitted a written report to the Board for the month of July and would be happy to answer any questions the Board may have.

Commissioner Chiurazzi questioned if the machines parked at Hilltop Park are being used and if the pile of dirt is usable and safe. Can people walk on the Meadow Path trail?

Mr. Palmosina stated we are still working there now and we are using the dirt. The trail is usable and safe for people to walk on.

Commissioner Williams-Zabicki questioned if there will be seeding for wildflowers.

Mr. Palmosina stated yes.

There were no other questions or comments.

- C. Manager:** The Manager submitted a written report to the Board for the month of July and would be happy to answer any questions the Board may have.

Mr. Thauvette added the following:

1. *Meadow Path Trail* – There have been concerns of the height of grass along the trail.

Mr. Thauvette stated we received a letter from the Audubon Society asking we not cut the meadow outside of bird mating season which is September to March for birds that nest on the ground. We are taking their comments to heart and will be cutting it back down to encourage new growth next spring but will we be doing this in late fall or early spring.

2. *MS4 Ordinance* – We have applied for a grant and received \$2,000 to update the MS4 (Stormwater) Ordinance. Act 167 requires that we update the Ordinance to fall in line with the Counties stormwater plan. The \$2,000 will go towards Engineering and Solicitor's costs of drafting the Ordinance.
3. *Grant received.* – We received a \$20,000.00 grant through the CBGB for funding of newer picnic tables at our parks. We will be getting some and building some with materials that are provided and updating our tables as we need to.

4. *Demo Contractor* for Collier Park buildings. Bob Caun, Bob Palmosina and Kyle Thauvette will be meeting with the engineer and the contractor for the pre-demolition of building 37 (the PX and barbershop) Friday morning at 9:00 a.m. We will be discussing what needs to happen to bring those buildings down.

Commissioner Chiurazzi questioned when the buildings were being taken down.

Mr. Thauvette stated we will find out Friday morning.

Commissioner Williams-Zabicki questioned if we can get a grant to repair Scotts Run Road.

Mr. Thauvette stated we have applied for a low volume dirt and gravel road grant for all the roads that have a low travel level. We will have to get a traffic study done by our engineers to make sure we meet the criteria for vehicles that cross this road on a daily basis.

Commissioner Williams-Zabicki questioned what the likelihood of us receiving anything is.

Mr. Thauvette stated it is hard to say.

Commissioner Durisko asked for an update on Enterprise rental cars.

Mr. Thauvette stated he received word from the residents on Beram Avenue that Enterprise Car Rentals were good for about a week and then it went back to cars being parked on the street again and closer to Route 50 making it hard to turn into Beram Avenue. Mr. Thauvette is in the process of pulling wording from other municipality's ordinances for residential parking. He did have a sample ordinance for the Board of Commissioners to look at. The Commissioners will be the ones to adopt this Ordinance.

Commissioner Chiurazzi questioned if Mr. Thauvette has been in touch with Tyler from Enterprise.

Mr. Thauvette stated Tyler is who he talked too initially and he said they would try to do their best and they were looking for a new location to car the cars either at Texas Road House or Colussy Chevrolet. They are also looking for a new location to move.

Commissioner Chiurazzi stated their corporate headquarters is in Collier Township and questioned when the last time Mr. Thauvette spoke to Tyler.

Mr. Thauvette stated around the end of June. They were given a trail period until July 4th to correct the situation or other steps would be taken.

Commissioner Chiurazzi stated he saw Tyler about 3 weeks ago and he said everything was handled.

Mr. Joe Seaman questioned if he was allowed to speak on this.

Commissioner Macino stated yes as a resident of Beram Avenue.

Mr. Seaman stated Kyle was been good to work with and he has taken pictures. The parking situation did get better for about a week and now it is back even worse. It would be helpful if we can do the resident parking and for the past two (2) weeks there was two (2) different residents that backed out of their driveways and hit cars because this situation. The police were not called because there were no injuries. Enterprise is not cooperative and will not do anything for you. Less than two (2) weeks ago when he left for work, there were 12 cars parked there jamming the intersection. Mr. Seaman is concerned that emergency vehicles will be unable to get down the street with all the cars parking there. They say they are getting better and they are not.

Commissioner Macino questioned Sgt. Ferrence if there was any way we could ask for a list of cars scheduled to be parked there overnight.

Sgt. Ferrence stated that part of the problem is the business closes at 5:30pm or 6:00pm. The problem we are having is that people are coming there and either picking up or dropping off at odd hours. There is no one to contact. He doesn't feel a list would benefit us.

Commissioner Macino stated that with a list we could determine if you can't park there overnight, short term parking or long term parking maybe we could ticket those cars.

Sgt. Ferrence stated this has been an ongoing issue for over 15 years and he has dealt with the residents on Beram Avenue on this. Enterprise cars use to park where Texas Road House is now and there was never an issue. They rented those spots. When Texas Road House opened they told Enterprise they had to get their cars out of there.

Mr. Seaman confirmed what Sgt. Ferrence stated and added they the residents have spoken to people renting the cars and the renters said Enterprise told them they are not allowed to park on their property and to car down the road, no one cares.

Commissioner Chiurazzi stated he has rented many cars from there and he parks in the lot all the time and never had any issues. Commissioner Chiurazzi is concerned that no matter how many pictures you take, are they Enterprise's cars. He has never been told to park on the street. They say to put it in the lot. They can house 20+ cars when they pack them in there. He is not advocating for Enterprise. He doesn't want the residents to have these issues. Commissioner

Chiurazzi contacted their head guy and will be contacted again. Tyler told him it was taken care of. The pictures of the cars belong to Enterprise than ok. If they do not belong to Enterprise then what do we say.

Mr. Seaman stated you can't say anything because it is public parking.

Sgt. Ferrence stated part of the problem is as long as there is no signage anyone can park their as long as they are not blocking driveways, parked on the sidewalk or parked the wrong way. He likes the suggestion of residential parking only.

Commissioner Chiurazzi stated we didn't know because the street over can say they want the same thing.

Mr. Thauvette stated some of this Ordinance requires 75% agreement of residents in a block to sign a petition and present it to the Board and the Board then has the option to do a study to determine residential parking is necessary or not in that location.

Commissioner Chiurazzi stated what resident would not want this. He wants to make sure it is a business that is causing this problem. Taking pictures of cars is nothing. They might not be Enterprise cars. They may be cars parking there because Texas Road house is packed. We don't know.

Commissioner Macino stated he knows the owner of the center and you are not allowed to rent parking spaces. He will contact the owner of the center to see if they can help out with allowing Enterprise to have cars park there. If they allow this, we can go to Enterprise and tell them to have cars car at the center. Then, we don't have to get into the residential parking because if you have family come over to visit, where are they going to park. If we get the approval for this, Commissioner Macino and Mr. Thauvette will go talk with Enterprise.

Mr. Thauvette stated he was under the impression that the Board wanted him to look into an Ordinance.

The Board all stated they did.

Mr. Thauvette stated he is more concerned with the safety of the residents. It doesn't change the fact whether it is the business or not, it doesn't change the fact that they have a problem. If there is residential parking, we would be able to know whose car it is.

Commissioner Chiurazzi stated that if Enterprise is parking cars on the street, it is unacceptable but I'm being told it is handled and being taken care of. I don't know who these other cars are. I want to make sure we are blaming the right place. He suggested Mr. Thauvette go and talk to Tyler and tell him we are drafting an ordinance, show him the pictures of the cars and ask if they are his

cars. If he says yes, they can't be blocking the residents. He might say they are not their cars.

Mr. Thauvette and Commissioner Macino stated they will check on these things tomorrow regarding Enterprise.

There were no other questions or comments.

D. Codes/Zoning:

Mr. Caun submitted a written report to the Board for the month of July and would be happy to answer any questions the Board may have.

There were no questions or comments.

E. COG: Commissioner Ruffennach reported there was no meeting. The COG has taken a break for the summer months.

F. Finance: Mr. Hinds submitted a written report to the Board for the month of July and would be happy to answer any questions the Board may have.

Mr. Hinds added the new accounts with Brentwood Bank are now all actively open and this is the first month we will be using the new checking accounts with Brentwood Bank. The majority of the accounts have been moved over and we are starting to earn interest on the new accounts opposed to the old accounts. We are just waiting for checks to clear on the old accounts so we can close the final two (2) accounts at PNC Bank.

Mr. Hinds stated the real estate taxes have started to come in and we have received about \$500,000.00 of real estate taxes.

Commissioner Chiurazzi questioned what percentage do we not collect.

Mr. Hinds stated a little over three (3) million dollars. What gets turned over to collections is between \$50,000 and \$75,000. Unfortunately a large amount of this is for properties that have been abandoned.

Commissioner Chiurazzi questioned what we do then.

Mr. Hinds stated it continues to bill. Mr. Means may have some background on this.

Solicitor Means stated properties we see with value will be put up for Sheriff Sale. The School District regularly looks at these properties.

Commissioner Chiurazzi stated we need to look into this and take actions on these properties.

Solicitor Means stated even though we don't know who they are; we can look into this and get them sold.

A discussion took place on vacant properties and the values of them. Commissioner Chiurazzi was surprised at the number of properties that taxes are not being collected and wonders why the school board is not taking action on them.

Solicitor means stated the School District does regularly looks at the properties and makes a judgement on them to which will bring a return on a sheriff sale.

Commissioner Chiurazzi questioned if it is the school district that has to make the decision on them.

Solicitor Means stated yes because they have the most at stake and it is like that with the tax appeals. The Township does not participate in them. The School District makes the decision and we go along with what they agree to.

Commissioner Chiurazzi stated he thinks there is a better way and he will contact a couple of school board members he knows to look into this.

Mr. Thauvette questioned if Commissioner Chiurazzi was suggesting the Township buy the properties.

Commissioner Chiurazzi stated no. Put the properties up for sale and someone will buy them so they can be put back on the tax roles.

Commissioner Macino questioned when there is property that is land locked with no access, do you have to allow access to that property.

Solicitor means stated it is not the Township's job to allow access for the property to a road. The property owner would have to try to get access through a neighbor or they could take the neighbor to court to force them to allow access to their property through the neighbor's property. This is private property and the Township will not get involved.

Commissioner Chiurazzi stated we need to get these properties back on the tax roles and doesn't know why this is not a debate for the school board. He suggested we look into this.

There were no other questions or comments.

G. Parks and Recreation Report: Ms. Barry submitted a written report to the Board for the month of July and would be happy to answer any questions the Board may have.

Ms. Barry reminded the public on the following:

1. Paint in the Park is this Friday.
2. Sunday is the Concert in the Park – The Clarke's

3. Next Friday is movie in the park, The Incredibles.

Commissioner Williams-Zabicki stated she liked the report on the facility usages at the Community Center and asked if the new system could give a breakdown of all people that checked in and the percentage throughout the day.

Ms. Barry stated yes and she will print out the report.

There were no other questions or comments.

H. Planning/Development Report: Mr. Caun submitted a written report to the Board for the month of July and would be happy to answer any questions the Board may have.

Mr. Caun added the Following:

1. Planning Commission met last Thursday and discussed the Subdivision and Land Development Ordinance amendment regarding the number of entrances, emergency access drives in a housing plan. Sgt. Ferrence, Chief Wauthier and Chief Brown were in attendance. It was a great meeting and great input from public safety officials. Commissioner Williams-Zabicki was in attendance also.
2. The Zoning Hearing Board will meet Tuesday, August 21, 2018. There is a variance request from Collier Towne Square to increase the size of the signage

Commissioner Chiurazzi questioned of the Zoning Hearing Board worked out a meeting with Sheetz.

Mr. Caun stated the Zoning Hearing Board will meet privately on Tuesday, August 14, 2018.

Commissioner Chiurazzi questioned who is up in 2019 on the Zoning Hearing Board.

Mr. Caun stated he didn't know.

Mr. Thauvette stated he did not have the list in front of him.

Commissioner Chiurazzi asked Mr. Thauvette to get the list to him.

There were no other questions or comments.

IV. Public Safety – Fire Department Report: A written report was submitted for the month of July and Andy Giroski, President of the Rennerdale VFD was in attendance to answer any questions the Board may have.

Mr. Giroski stated Kirwan Heights received a grant of \$244,000.00 for defibulators and would not say anything else because they have obtained an attorney.

Commissioner Chiurazzi questioned if it is a grant that was given and is pulled back now.

Mr. Giroski stated not yet.

Commissioner Chiurazzi questioned when they will receive the money.

Mr. Giroski stated he would have to ask Kirwan heights about that.

Commissioner Chiurazzi questioned if there was an issue between the fire departments.

Mr. Giroski stated yes.

Commissioner Chiurazzi stated he was done with these issues between the fire departments. If the money gets pulled and is because someone is causing issues, we, the Commissioners need to know about it. Commissioner Chiurazzi advised Mr. Giroski to have their attorney contact Mr. Means. This is not acceptable. If the money gets rejected, you will never get a grant again.

Chief Wauthier of Presto VFD spoke up and informed the Board of Commissioners that this is a Federal Grant for all three (3) departments. Once you are awarded this grant, you actually have to have the equipment ordered and then you show the Feds the invoice and then they pay out that money. The Feds do not just hand you a check.

Commissioner Chiurazzi questioned if Presto VFD was involved in this.

Chief Wauthier stated no because we do not have EMS.

Commissioner Ruffennach stated you have to prove what you ordered to the Feds to get the money.

Chief Wauthier stated yes.

Commissioner Ruffennach questioned what Presto is having done to the 2004 truck.

Chief Wauthier stated the body is getting re-painted, re-doing the roll up door slats, undercoated, chevrons on the back, rear back up camera for safety, changing the traffic arrows to LED lights, and a bunch of other items to bring it up to NFPA standards. We are hoping by doing this we will get at least another 10 to 12 years out of the truck.

Commissioner Ruffennach questioned how long the vehicle will be out of service.

Chief Wauthier stated 4 to 6 weeks.

There were no other questions or comments.

- V. Public Safety – Police Department Report:** Sgt. Ferrence stated Chief Campbell submitted A written report to the Board for the month of July and he would be happy to answer any questions the Board may have.

Commissioner Ruffennach questioned if anyone new is off on comp.

Sgt. Ferrence stated no.

Commissioner Durisko asked if Sgt. Ferrence could explain the two (2) stop signs at the bottom of Walkers Mill Road and Noblestown Road.

Sgt. Ferrence stated they were put in 20 years ago. It is a double stop.

Commissioner Durisko stated it is very confusing if you are not from around here. One of the signs should be taken down or a stop ahead sign.

Sgt. Ferrence stated the State put up the signs in.

Commissioner Chiurazzi advised Mr. Thauvette to contact the State to see if they can change the signs.

Commissioner Chiurazzi questioned if we ever talked to the State about getting a left turn Signal at the light at Prestley and Thoms Run Road since Top Golf has opened.

Mr. Thauvette stated he hasn't done a letter yet.

Commissioner Chiurazzi advised him to send a letter to the State because this would help ease up traffic if they do it.

There were no other questions or comments.

- VI. Public Works Report:** Mr. Palmosina submitted a written report to the Board for the month of July and would be happy to answer any questions the Board may have.

Mr. Palmosina added the following:

1. The summer guys are coming to an end and thanked the Commissioners for the help this year. Every one of the kids were great and learned a lot.
2. We are in the process of cutting back all the roads including the State and County Roads.
3. Meeting with Chartiers Valley School Districts Superintendent. She was very appreciative and we discuss snow delays and cancellations. The policy is when he is out during the snow, he will call her cell phone to give updates and tell her if there should be a two (2) hour delay or cancellation.
4. The trees have been cut down in front of the Township Building due to them being dead.

Mr. Thauvette stated we are working on replacement trees that Sheetz is donating.

5. Working on Rock the Quarry for Kay Downey-Clarke.

Commissioner Williams-Zabicki questioned if we work on the part of Noblestown Road that is starting to collapse.

Mr. Palmosina stated no, that is the State. They have a new boss and he will have to email him.

Mr. Thauvette stated he received a letter from Jason Ortity's Office that stated from Republic Services all the way down this fall, they are doing remediation of all the hillsides and hope to be done by winter this year.

Commissioner Chiurazzi questioned if Scotts Run Road was ours and if we have to fix it.

Mr. Thauvette yes.

Commissioner Williams-Zabicki stated we need to consider that in the next budget.

Mr. Palmosina stated the school is aware of this road being closed and they will change their routes.

There were no other questions or comments.

Motion was made by Commissioner Durisko, seconded by Commissioner Williams-Zabicki to approve all the above reports as submitted. By unanimous vote the motion carried.

VII. PUBLIC COMMENT / COMMENT ON NEW BUSINESS:

Kay Downey-Clarke of the Friends of the Panhandle Trail approached the Board to thank all of the personnel for the help given for set of the Rock the Quarry. She also thanked Solicitor Means and the Engineer, Kevin Brett for their contributions. After Rock the Quarry is over, we would like to get going on the drainage problems before resurfacing. We have been promising our users for several years that this will be done. We received three (3) grants of monies that have allowed us to come up with the money for the resurfacing. Grant monies have time limits and we want to make sure Collier's portion for work on the drainage issues gets done in a timely fashion.

Frank Noble 500 Azalea Lane approached the Board thanking the Police Officers that were in his community for the past several days dealing with some issues. The residents are still uncomfortable and on edge and asked the Board if they could please keep the police presence there. He has been in the community for about a year and things are kind of shaky. The quick response has helped and lets the neighbors know there will be action there and not be afraid.

Commissioner Chiurazzi questioned what was going on.

Commissioner Macino stated there is an ongoing investigation so it is hard to say anything.

Commissioner Macino thanks Mr. Noble.

VIII. NEW BUSINESS:

1. Consider action on Bond Reduction request #1 for Nevilleside PRD. The Township Engineer recommends the Township reduce the bond amount from \$323,256.01 to \$62,166.51, which is 110% of the remaining items and 10% retainage of the completed items.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Williams-Zabicki, to approve the Bond Reduction for Nevilleside PRD as stated above. By unanimous vote the motion carried.

2. Consider action on Bond Reduction request #2 for Amalfi Ridge Phase One. The Township Engineer recommends the Township reduce the bond amount from \$447,392.24 to \$353,509.49, which is 110% of the remaining items and 10% retainage of the completed items.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Ruffennach, to approve the Bond Reduction for Amalfi Ridge Phase One as stated above. By unanimous vote the motion carried.

3. Consider action on Bond Reduction request #5 for Centennial Pointe Phase 1. The Township Engineer recommends the Township reduce the bond amount from \$18,798.54 to \$12,982.54, which is 110% of the remaining items and 10% retainage of the completed items.

Commissioner Williams-Zabicki asked if there were any issues with this.

Mr. Caun stated no.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Macino, to approve the Bond Reduction for Centennial Pointe Phase 1 as stated above. By unanimous vote the motion carried.

4. Consider action on Bond Reduction request #6 for Centennial Pointe Phase 1A. The Township Engineer recommends the Township reduce the bond amount from \$1,746.80 to \$770.00, which is 110% of the remaining items.

Motion was made by Commissioner Ruffennach, seconded by Commissioner Durisko, to approve the Bond Reduction for Centennial Pointe Phase 1A as stated above. By unanimous vote the motion carried.

5. Consider action on Bond Reduction request #3 for Centennial Pointe Phase 1C. The Township Engineer recommends the Township reduce the bond amount from \$13,047.60 to \$0.00.

Mr. Brett confirmed all the work is completed.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Macino, to approve the Bond Reduction for Centennial Pointe Phase 1C as stated above. By unanimous vote the motion carried.

6. Consider action to hire Lisa Mascellino as a part-time front desk employee at the Community Center at a rate of \$9.00 effective July 30, 2018.

Motion was made by Commissioner Williams-Zabicki, seconded by Commissioner Durisko, to hire Lisa Mascellino as stated above. By unanimous vote the motion carried.

7. Consider action to approve Agreement between Collier Township and Woodville Associates, LTD., substantially in the current form, subject to changes approved by the Manager and Solicitor.

Motion was made by Commissioner Williams-Zabicki, seconded by Commissioner Durisko, to approve the Agreement between Collier Township and Woodville Associates, LTD as stated above. By unanimous vote the motion carried.

8. Consider action to do the following transfer:
 1. Approval of the transfer of \$25,000.00 from the General Fund Checking Account to the Capital Fund Checking Account.

Motion was made by Commissioner Williams-Zabicki, seconded by Commissioner Ruffennach to authorize the transfer as stated above. By unanimous vote the motion carried.

IX. APPROVAL OF GENERAL FUND OPERATING ACCOUNT ITEMS:

1. Invoices paid and checks written from July 12, 2018 to August 7, 2018 in the amount of \$308,616.49.
2. Bills requested for payment for August 8, 2018 in the amount of \$180,033.57.

Motion was made by Commissioner Williams-Zabicki seconded by Commissioner Ruffennach, to approve the report and authorize payments as stated above. By unanimous vote the motion carried.

X. APPROVAL OF CAPITAL INVESTMENT ACCOUNT ITEMS:

1. Bills requested for payment for August 8, 2018 in the amount of \$28,421.52.

Motion was made by Commissioner Williams-Zabicki, seconded by Commissioner Ruffennach, to approve the report and authorize payments as stated above. By unanimous vote the motion carried.

XI. ADJOURN:

Motion was made by Commissioner Durisko, seconded by Commissioner Macino to adjourn the meeting at 8:05 p.m. By unanimous vote the motion carried.

George E. Macino – President
Board of Commissioners

Valerie A. Salla
Township Secretary