

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

WORKSHOP MEETING

August 22, 2018

7:00 P.M.

- I. CALL TO ORDER:** Commissioner Macino called the workshop meeting of the Board of Commissioners to order at 7:03 P.M.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL:

BOARD

Wilson Durisko – Present
Wayne Chiurazzi, Esq. - Absent
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:** Executive session will be held after the close of the Workshop meeting.

II. PUBLIC COMMENT ON NEW BUSINESS ITEMS:

There were no public comments.

III. NEW BUSINESS:

There was no new business.

IV. DISCUSSION:

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

1. *Stormwater Management* – Commissioner Ruffennach asked Mr. Thauvette to explain this.

Mr. Thauvette informed the Board we are required by the County's Act 167 to update our Stormwater Management (MS4) Ordinance. In his last report we were applying for funding to assist us with the engineering and legal cost associated with updating this ordinance. We were successful in receiving a \$2,000 mini grant to help offset the costs. We have been working with the Solicitor and the Engineer drafting an updated ordinance. There are a lot of communities moving toward a stormwater fee. The ordinance does not force a Township to institute a fee. This is an option but not a requirement.

2. *Rock the Quarry*. August 24th and 25th on the Panhandle Trail. There are a lot of vendors and bands.
3. *Collierfest*. Is September 22nd from 2:00pm to 9:00pm.
4. *CBDG Grant received* in the sum of \$20,000 to update picnic tables throughout the Township parks. Some will be handicap accessible.
5. *Police and Public Works Contracts* are being worked on.
6. *Cameras* are being installed on roads throughout the Township to catch people illegally dumping.
7. *Manager's Coffee Hour*. The next one is Monday, September 10, 2018 at 9:30 a.m. at the Community Center.

Commissioner Macino questioned how things were going with the flag depository. This will be a drop off area for people to bring their used flags.

Mr. Thauvette stated this is an Eagle Scout project and it will be placed at the last parking spot by the walkway leading up to the gun and gazebo. There will be a cement slab and some landscaping around it plus he will be making this a Purple Heart parking space. We get a lot of Veterans coming to look at our monument. At 84 Lumber, there is a parking space for Purple Heart veterans that are painted purple. We are a community that appreciates the veterans in the community and we thought that would be a nice touch added to the Eagle Scout project. We submitted everything he needs and was approved for the project and he has until April 2019 to complete the project. Our public works department will be putting in the concrete slab for him.

The Commissioners thought this was a nice project.

B. COG Committee: There was no report. Summer Break.

C. Finance Committee: Commissioner Macino reported the following:

1. Taxes are starting to come in.
2. Mr. Thauvette and Commissioner Macino signed the letter from the Auditor. There were no red flags at all for us.

- D. Parks and Recreation:** Mrs. MaryAnn Cupples-Wisnioski stated there was not a meeting and they meet next week.

Mr. Thauvette adding the following:

1. *The Boy Scouts* are looking for additional storage now that building 37 is going to be demolished and they can no longer store their equipment in there. They still have storage at Webb Park but cannot fit anything else there. They have approached the Township requesting we build off of the existing building at Webb or build them a stand-alone structure at Webb Park.
2. *Collierfest 201*. Rochelle is working on Collierfest. Stephanie Quail is going to be the head liner again this year and we will have fireworks this year. Also, all the people serving alcohol have to pass a serving course according to the liquor control board. Tim Ault will be taking this \$25 course and will actually be serving the beer. We also have to cut people off prior to the end of the event because this is by regulation and it is a chance to give people time to sober up before going home. We talked about games of chance and government agencies are not eligible to apply for a license through the County. It has to be through a non-profit organization. Rochelle will be working on that to see if anyone is interested on doing the application on behalf of the Township and possibly split the profits. Also Stephanie Quail has become so popular that she requires a getting ready package which includes a bottle of Jack Daniels, George Clooney's Tequila, one bottle of cold water, one bottle of room temperature water, a full length mirror, a makeup mirror, etc., etc., etc. She asked us to perform at Collierfest. We did not seek her out. We are not paying for any of that stuff. If Froggy radio feels she needs that stuff than they can pay for it.
3. *Building 37*. Lutterman Excavating has begun the excavating of building 37. Today they were cutting the electrical and communication lines to the wooden poles that run across Nike Site Road. The wooden poles will be taken down as well. There will no longer be overhead wires throughout the park but we will lose electricity to the back pavilion. Ms. Barry stated that pavilion is not rented enough to cause an issue for the need of electricity. It currently only had a pop machine and a spot light. Asbestos abatement begins next Monday which will take about two (2) weeks to complete and then they will start taking down the building itself.

Commissioner Macino stated with the land being cleared where the building was, there were a couple of suggestions for land type games in that space.

Mr. Thauvette stated this is a possibility and passed along the information to Ms. Barry to look into the concrete corn hole game and bocce court. Ms. Barry has a vision from the Community Center to the back field on how we could better use that.

Commissioner Macino questioned what the completion date would be for the demolition.

Mr. Thauvette stated they have 60 days from the start date and they are hoping to be done by Collierfest. The finishing part will not be complete but they have assured us that the parking area can be used for Collierfest and his equipment will be roped off. Mr. Thauvette feels they will be completely done by the end of October.

Commissioner Macino stated he thought in previous years we had something or made an effort to get people home that had too much to drink and drive at Collierfest.

Mr. Thauvette stated we have not done that since he has been here but is sure if that is the case, one of our police officers would be happy to make sure they get home safe. He will check with both the police and fire departments to see if they offer those services.

4. *Meadow Path.* Good progress has been made on the Meadow Path. We have finished the drainage work on the large slide. There is a little more dirt to move and we need to feather in the rest of the crushed limestone and we should be done. Once the engineers approve the design, we get DCNR out to look over everything and then they release the rest of the grant money we have set aside for that project. We will also be using the rest of the reclaim materials on the bottom half of the trail going down towards the pond. In two (2) weeks we should have all the heavy equipment out of there and we should be completely done by October 1st. After all this is done, we will have a nice ribbon cutting ceremony this fall.

Commissioner Macino asked Mrs. Cupples-Wisnioski if she had anything to add for the Friends of Collier group.

Mrs. Cupples-Wisniowski stated they will be having a bake sale on Election Day (November 6th) at the Community Center and whatever proceeds we make, will go to the dog park. We want to try and raise as much money as we can. We cannot use the municipal building because Eat-N-Park does a bake sale so we asked Ms. Barry to use the Community Center and she said yes.

E. Planning and Zoning: Commissioner Williams-Zabicki informed the Board on the following:

1. *Planning Commission.* Still working on the SALDO for the number of entrances to be required in housing plans based on the number of units. They brought in the Police Department and members of all three (3) fire departments to get their opinions on what would be most appropriate. An incident was shared about a domestic in a plan with one way in and out. The person told the police he would see them coming up the hill. This pointed out the police had limited options to get to where they needed to be. This would be the same thing with the fire department. Both fire and police provided insight for the need to have two (2) entrances/exits. So the frame will be all residential developments greater than five (5) lots will require an emergency access road and constructed to minimum standards. Developments greater than 100 lots will require two (2) full entrances/exits and an emergency access road and the configuration and

access points shall be supported by a signed and sealed traffic study prepared by a qualified traffic engineer. These changes will be for any development moving forward.

F. Public Safety Committee: Commissioner Macino reported the following:

1. *Fire Departments.* For anyone that was at the last meeting when our fire chief got up to speak he said a few words and for clarification we found out what they were talking about and they do have some legitimate issues the fire departments will have to work their way through. There are no safety or health risks for any of the community. Eventually it will work itself out. The issues are with the Ambulance services only.
2. *Police.* There are still two (2) Officers off on worker's compensation. School is starting back up and there will be two (2) Officers back on as School Resource Officers. The Chief is due back from training in three (3) weeks and has a good plan in place for who is in charge while he is away.
3. *Negotiations.* Commissioner Macino and Mr. Thauvette were involved with the first round of negotiations. Mr. Thauvette has a pretty good plan in place and the Police are pretty good to work with. There are a couple issues to work through but are workable issues that we will get through. Our police have done a great job on working with delicate issues throughout the community.
4. *Motorcycle.* Fox News on Sunday morning reported on a bike ride for the 911 Memorial. Officer Bill Oslick rode one of our motorcycles in the parade in New York. The ride was for support for the survivors/causalities of the 911 attack and also for the Officers in California that lost their homes to fires while they were helping others save their homes from fire.

Commissioner Durisko added that all of the participating police departments were entered into a raffle for a chance to win a motorcycle for the police department and we won.

Mr. Thauvette stated Collier was the only one to win the motorcycle out of hundreds around the country that participated. We will have a big unveiling of the motorcycle at Collierfest this year. We will bring the news out and the 911 committee out.

Commissioners Durisko and Ruffennach stated we need to have a special wrap put on the bike stating where it came from and not the standard Collier decals on it.

Mr. Thauvette stated we will see what kind of value we can get out of the motorcycle we sell and put it towards some graphics for the new bike.

G. Public Works Committee: Commissioner Durisko the following:

1. *Meadow Path.* Trail is nearing completion with reclaim being put down, using up all the straw netting and the dozer will be returned soon.

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

1. *Fire Study.* The DCED is providing funding for this study. The fire departments called Mr. Thauvette to see if they were safe and won't close them down. This is not a study for consolidating the fire departments. This is just a fire services study to determine what they could be doing better as volunteer units and what we as a Township could be doing better. The State provides the consultant for us and also asked our opinion if we wanted to move forward with their consultant or if we wanted to find our own consultant. After talking with the Board, the Township wants to use a third party non-partial person that doesn't know any history. The DCED said they are providing the funding so we have to use the person they have chosen.

Commissioner Macino questioned if they provided us with an estimated cost of this study and is there an index of what is included in the study

Mr. Thauvette stated DCED does not provide us the cost of the study. The index will come out of our first discussion with them. They will ask the departments what they are expecting out of this study and they will ask the Township what we are expecting out of the study. Mr. Thauvette has been very clear with the fire departments that this is not a consolidation study.

Commissioner Macino stated this is an opinion and not a mandate.

Mr. Thauvette stated that is correct.

2. *Griest House.* They have officially closed on the property at the Nike Site. Mr. Caun and Mr. Thauvette met with the owners of the Griest House and want to get started as soon as possible. They want to give it a military feel and anything they can salvage out of the building they will use to decorate and anything they do not want will be given to our Historical Society. Mr. Thauvette also spoke to them about advertising business being in Collier rather than Oakdale due to the mailing address. They will advertise the business being located in Collier and will put it on their zip code as long as their mail gets to them. They are eager to get started and hope to open in 2019.
3. *Gregg Station Development.* A meeting has been set up with the Township, CTMA and Cozza to start the infrastructure.
4. *Building/Code Officer.* We have extended an offer this past week. Through negotiation we have come to an agreement on a salary and benefits package. We are looking at an end of September start date and waiting for the background check and drug screen testing to be returned before a name is announced.

V. OTHER BUSINESS:

No other business was discussed.

VI. ADJOURNMENT:

Commissioner Macino stated the Board will have an Executive Session following this meeting.

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

George E. Macino – President
Board of Commissioners

Valerie A. Salla
Township Secretary