

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

REGULAR VIRTUAL MEETING

January 25, 2021

7:00 P.M.

I. CALL TO ORDER: President Chiurazzi called the meeting of the Board of Commissioners to order at 7:00 P.M. This meeting was held virtual due to the COVID-19 (aka CoronaVirus) Regulations.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL:

BOARD

Mary Ann Cupples – Present
Debra Zymroz – Present
Rick Ruffennach – Present
Dan Styche – Present
Wayne Chiurazzi, Esq. – Present

STAFF

Chuck Means, Solicitor - Present
Kevin Brett, Engineer - Present
Craig Campbell, Police Chief – Present
Robert Caun, Planning Director – Present
Jeff Hinds, Finance Director – Present
Tom Plietz – Bldg/Fire Codes – Present
Bob Palmosina, PW Director – Present
Jim Nordquest, NIRA Engineers - Present
Kyle Thauvette, Twp. Manager - Present
Valerie Salla, Twp. Secretary – Present

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

II. APPROVAL OF MINUTES

A. November 9, 2020 – Board of Commissioners Workshop Meeting

Motion was made by Commissioner Styche, seconded by Commissioner Ruffennach, to approve the minutes as stated above. By unanimous vote, the motion passed.

B. November 23, 2020 – Board of Commissioners Regular Meeting

Motion was made by Commissioner Zymroz, seconded by Commissioner Ruffennach, to approve the minutes as stated above. By unanimous vote, the motion passed.

C. December 14, 2020 – Board of Commissioners Workshop Meeting

Motion was made by Commissioner Styche, seconded by Commissioner Ruffennach, to approve the minutes as stated above. By unanimous vote, the motion passed.

III. REPORTS OF OFFICIALS AND COMMITTEES:

- A. Solicitor:** Solicitor Means submitted a written report prior to the meeting and would be happy to answer any questions the Board may have.

There were no questions or comments.

- B. Engineer:** Mr. Brett submitted a written report prior to the meeting and would be happy to answer any questions the Board may have and added the following:
1. 2021 Road Paving Program/Scotts Run Project. They have begun to put these projects together so they can get the bids out and opened early. Mr. Brett asked the Board to look at the information and let him or Mr. Thauvette know of any changes. Bids can be opened in early March.

There were no questions or comments.

- C. Manager's:** Mr. Thauvette submitted a written report and added the following:
1. Sheetz's Ribbon Cutting. Will be on Friday, January 29, 2021 at 10:00a.m.
 2. DCNR Funding. For Parks improvements in 2021. Lennon, Smith, Souleret will be the design consultants for this project. There will be an electronic sign at the Community Center. Playground equipment at Hilltop and Kelly Parks. ADA improvements at all Parks. We hope to have this in place by mid-summer this year.
 3. Sidewalk repair responsibility. To follow up on the last meetings public comment. The Township policy by Ordinance is to notify the property owner that is adjacent to the sidewalk that would need repairs.

Commissioner Chiurazzi thanked Mr. Thauvette for following up on this.

4. Thank you from Census Bureau. The Township received a thank you from the Census Bureau for Collier Township's participation in the 2020 Census. Mr. Thauvette also thanked the residents as well for completing the census. The Census is important to complete because this is the way the Township receives funding due to its population.

There were no other questions or comments.

- D. Building/Codes:** Mr. Plietz submitted a written report prior to the meeting and highlighted the following:
1. To close out 2020, there were 54 new home structures built.
 2. There have been 15 new residential home building permits issued so far this year.
 3. Codes continues to address items throughout the Township.
 4. Codes Clerk, Janet Wank, has processed 212 business registrations.
 5. There were two (2) new businesses that opened. Guru Dental on Washington Pike in the Great Southern Shopping Center and Sheetz.

Commissioner Chiurazzi asked for an update on Chase Bank.

Mr. Plietz stated there were problems that needed worked out between the developer and Chase Bank. This week they started working on the foundation.

There were no other questions or comments.

E. COG: Commissioner Ruffennach reported the following:

1. Meeting. The COG met on January 21, 2021 and introduced Commissioner Cupples to the Board. Elections were held and there were no changes to the COG Board.
2. Vactor Truck. There are still dates available for use.
3. Next Meeting. Will be a zoom meeting.

There were no questions or comments.

F. Finance: Mr. Hinds submitted a written report prior to the meeting and highlighted the following:

1. Revenue. Even with the loss of revenue due to COVID19, it was a pretty good year. We ended up with a net income of \$265,000.00.

There were no questions or comments.

G. Parks and Recreation: Commissioner Styche reported the following:

1. Parks Director. We are in the process of interviewing. We will have a name submitted to the Board for approval within the next couple weeks.
2. Community Center Restrictions. We are still following the Governor's guidelines.

Commissioner Chiurazzi questioned if there is an activity at the Community Center.

Mr. Thauvette stated there have been people coming in the mornings to walk the inside track and people coming in to use the weight room. There have been a lot of groups asking to be able to start registering for summer and due to the Governor's orders, we can not promote sports at this time. Even at our outdoor facilities. Hopefully, the restrictions will change and we can allow some of these sporting events.

There were no other questions or comments.

H. Planning/Development/Zoning: Mr. Caun submitted a written report prior the meeting and added the following:

1. The Zoning Hearing Board met in December to hear a request from Maronda Homes. They would like to build 50 single family homes on the corner of Steen Hollow and Thoms Run Roads.
2. The Zoning Hearing Board will be Tuesday, February 16th to hear a request for a larger monument sign at the Chartiers Valley Shopping Center. There are new tenants coming in and they need additional space on the sign.
3. In December, the Planning Commissioner met on a proposed zoning ordinance amendment on directional signs. This is on the agenda tonight to set a public hearing on Feb. 22nd.
4. Legacy PRD and Subdivision Plan which is 111 townhomes on Ridge Road is on the agenda tonight for approval.

There are no other questions or comments.

I. Public Safety – Fire: A written report was submitted prior to the meeting. Chief Troy Riddle of Kirwan Heights VFD was available to answer any questions.

Commissioner Zymroz complimented all the local fire departments for a great job done with the fire last week in Collier and in Carnegie.

Commissioner Ruffennach also complimented the fire departments. The fire ended up being a 2-alarm fire with 9 fire departments and 83 firemen. The call came in at 3:00 p.m. The first truck was on the scene in 8 minutes which was great. Some equipment was damaged due to the heat. There were 2 firemen treated and released on the scene. One for dizziness and one for first degree burns on his arm.

Commissioner Ruffennach also met with the three (3) fire departments to start working on a set of bylaws. All three (3) fire departments have agreed this is something they would like to see get done. The next meeting will be on February 11th at the Rennerdale VFD.

Commissioner Chiurazzi stated we need to send our fire departments and the outside fire departments a thank you for the great job they have done with these fires.

There were no other questions or comments.

J. Public Safety – Police: Chief Campbell submitted a written report prior to the meeting and added the following:

1. COVID19 Vaccinations. There were 13 out of 19 Police Officers that have received their first shot of the COVID19 Vaccine. The second dose will be in about 2 weeks.
2. New Police Officer. Is doing excellent and will be off training next month and filling in on the night shift.

Commissioner Chiurazzi asked if the six (6) Officers who did not received the COVID19 vaccine was their own choice.

Chief Campbell stated that was correct. It was their own choice. It is voluntary. There were some valid concerns and are waiting to see if there is another vaccine approved or another method of vaccination. There are some issues with fertility and other things that they are waiting for answers.

Commissioner Chiurazzi stated he was not a fertility doctor, but that issue has been answered and advised the Chief to do some research on this.

There were no other questions or comments.

K. Public Works: Mr. Palmosina submitted a written report prior to the meeting and highlighted the following:

1. Snowstorm. The guys did a great job keeping up with the snowstorm. Salt is in good shape.
2. Equipment. Has been holding up.

Commissioner Zymroz thanked the Public Works Department for the great job they did and for all the long hours they worked. She hears great compliments about the roads.

Commissioner Ruffennach questioned how the snowplow trucks are holding up and how did things go with the winter storm over Christmas?

Mr. Palmosina stated he is still waiting on the delivery of the new truck. We had two (2) trucks go down during the Christmas storm. Right now, we are in pretty good shape. After the snowstorm we do maintenance on the trucks.

Commissioner Chiurazzi questioned if things are working out better when the Police call him first about the roads getting bad.

Mr. Palmosina stated yes. The last storm the Police called us first and we were already on our way in to start on the roads before the County even called us. Mr. Palmosina told Chief Campbell that he appreciated that.

Commissioner Zymroz asked for an update on where we were with the Public Works being able to keep in contact with each other.

Mr. Thauvette stated we are working with Emergency management to try and get a channel dedicated to us in case of an emergency so the Public Works department can communicate with the Police and Departments and vice versa.

Commissioner Zymroz stated this needs to be done soon because she had the opportunity to ride with Bob and it was crazy trying to communicate with others and this is one less thing they need to worry about.

There were no other questions or comments.

L. Sewer Department. Mr. Jim Nordquest submitted a report prior to the meeting and would be happy to answer any questions the Board may have.

There were no other questions or comments.

Motion was made by Commissioner Styche, seconded by Commissioner Cupples, to approve the reports as stated above. By unanimous vote, the motion passed.

IV. Public Comment/Comment on New Business Items:

3-minute duration to each signed up participant. Please sign in to talk and state subject.

Mr. Thauvette stated there were no public comments.

VI. New Business:

1. Consider action to set a public hearing date of Monday February 22, 2021 at 6:30pm for the proposed Zoning Ordinance sign amendment.

Motion was made by Commissioner Ruffennach, seconded by Commissioner Chiurazzi, to set the public hearing as stated above. By unanimous vote, the motion carried.

2. Consider action on final approval of the Legacy PRD and Subdivision Plan with the conditions of tentative approval, all items listed in the Township Engineers review letters dated December 16, 2020 and January 22, 2021, and removal of any text, representation, or reference to a future clubhouse and/or pool depicted on the current plans.

Commissioner Chiurazzi questioned where this was located.

Mr. Caun stated this is the 111 townhomes off Ridge Road.

Commissioner Chiurazzi questioned the removal of the text.

Mr. Caun stated this text removal is for a future clubhouse and pool. This property is zoned R-1 and if they want to put in a clubhouse and pool in the future, they will have to come in for a rezoning first and this will be noted on the plan. Mr. Caun did not want to have a misrepresentation or any confusion down the road that someone might think a clubhouse or pool was approved. This is why it will be removed from the plans and when they want to build this they can come in for the rezoning and once approved, the plan can be amended to state this on the plan.

Motion was made by Commissioner Zymroz, seconded by Commissioner Styche, to approve the final approval of the Legacy PRD and Subdivision Plan as stated above. By unanimous vote, the motion carried.

3. Consider action to approve Bond Reduction Request No.1 from Sheetz, Inc. The Township Engineer has reviewed and recommends the Township reduce the bond amount from \$819,389.18 to \$84,494.93, which is 110% of the remaining improvements and 10% of the completed items.

Motion was made by Commissioner Styche, seconded by Commissioner Cupples to approve Bond Reduction request No. 1 from Sheetz, Inc. as stated above. By unanimous vote, the motion carried.

4. Consider action to approve Bond Reduction No.2 from the Club at Nevillewood regarding the Wellness Center. The Township Engineer recommends the Township release the remaining bond amount in its entirety from \$5,776.25 to \$0.00.

Motion was made by Commissioner Ruffennach, seconded by Commissioner Zymroz to approve Bond Reduction No. 2 from the Club at Nevillewood regarding the Wellness Center as stated above. Commissioner Chiurazzi was abstained. By a 4 to 1 vote, the motion carried.

5. Consider action to approve Bond Reduction No.2 from the Club at Nevillewood regarding the Golf Operations Center. The Township Engineer recommends the Township release the remaining bond amount in its entirety from \$17,718.18 to \$0.00.

Motion was made by Commissioner Cupples, seconded by Commissioner Ruffennach, to approve Bond Reduction No. 2 from the Club at Nevillewood regarding the Golf Operations Center as stated above. By a 4 to 1 vote, the motion carried.

6. Consider action to approve Bond Reduction request No.1 from The Regional Council of Carpenters. The Township Engineer has reviewed and recommends the Township reduce the bond amount from \$71,187.44 to \$10,071.59, which is 110% of the total cost for the remaining improvements plus 10% of the completed items.

Motion was made by Commissioner Styche, seconded by Commissioner Ruffennach to approve Bond Reduction request No. 1 from the Regional Council of Carpenters as stated above. By unanimous vote, the motion carried.

7. Consider action to approve the PRD Modification request of Anthony Rocchio, 1067 Colony Drive to construct a rear porch roof that will encroach into the required thirty-five foot (35') rear yard setback by five (5').

Commissioner Chiurazzi asked for an explanation of this request.

Mr. Caun stated this resident that lives in Settlers Pointe wants to put a back porch on and a 35 feet rear yard set back is required. This resident is asking to encroach 5 feet into this which backs up to a wooded area. He will still be 50 feet away from the boundary of the PRD. The neighbors and the HOA have both been notified. The HOA sent us a letter of approval and support.

Commissioner Styche questioned if any of the neighbors were negative about this.

Mr. Caun stated there were no negative responses.

Motion was made by Commissioner Styche, seconded by Commissioner Zymroz to approve the PRD Modification request of Anthony Rocchio as stated above. By unanimous vote, the motion carried.

VII. Account Transfer:

- Approval of the transfer \$10,000.00 from the General Fund Account to the Capital Fund Checking Account.

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

VIII. Approval of General Fund Operating Account items:

- Invoices paid and checks written from January 12, 2021 to January 24, 2021 in the amount of \$217,161.86.

Motion was made by Commissioner Zymroz, seconded by Commissioner Ruffennach, to approve the General Fund Account items as stated above. By unanimous vote, the motion passed.

- Bills requested for payment for January 25, 2021 in the amount of \$104,393.09.

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

IX. Approval of Capital Investment Account Items:

- Bills requested for payment for January 25, 2021 in the amount of \$9,189.09.

Motion was made by Commissioner Styche, seconded by Commissioner Cupples, to approve the Capital Fund Account items as stated above. By unanimous vote, the motion passed.

X. Approval of Sewer Account items:

- Invoices paid and checks written from January 12, 2021 to January 24, 2021 in the amount of \$8,107.49.

Motion was made by Commissioner Styche, seconded by Commissioner Zymroz, and carried, to approve the Sewer Account items as stated above. By unanimous vote, the motion passed.

XII. Adjourn

Motion was made by Commissioner Zymroz, seconded by Commissioner Ruffennach, to adjourn the meeting at 7:35p.m. By unanimous vote, the motion passed.

Wayne M. Chiurazzi – President
Board of Commissioners

Valerie A. Salla
Township Secretary