

# MINUTES

## COLLIER TOWNSHIP BOARD OF COMMISSIONERS

### REGULAR MEETING

July 26, 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 both publicly and virtual.

**A. PLEDGE OF ALLEGIANCE**

**B. ROLL CALL:**

#### BOARD

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

#### STAFF

Kay Diersen, Solicitor - Present  
Shawn Wingrove, 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  
Josh Werner, Parks Director – Absent  
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. June 14, 2021 – Board of Commissioners Workshop Meeting

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

B. June 28, 2021 – Board of Commissioners Regular Meeting

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

## III. REPORTS OF OFFICIALS AND COMMITTEES:

All reports were submitted to the Board prior to the meeting.

**A. Solicitor:**

**B. Engineer:**

**C. Manager's:**

- D. Building/Codes:**
- E. COG:** (*COG on summer break. Remove from Agenda until September 2021*)
- F. Finance:**
- G. Parks and Recreation:**
- H. Planning/Development/Zoning:**
- I. Public Safety – Fire:**
- J. Public Safety – Police:**
- K. Public Works:**
- L. Sewer Department:**

*A motion was made by Commissioner Styche, seconded by Commissioner Cupples to approve all the Directors reports as submitted. By unanimous vote, the motion passed.*

#### **IV. MS4 Training for Elected Officials.**

Mr. Shawn Wingrove of Lennon, Smith, Souleret Engineers educated the Board on the MS4 program. The purpose of the Municipal Separate Storm Sewer System (MS4) program is to maintain and benefit stormwater quality in creeks, streams, and waterways throughout the Township. The stormwater requirements of the federal Clean Water Act are administered under the Pennsylvania Department of Environmental Protection’s Municipal Separate Storm Sewer (MS4) Program and issues MS4 permits.

Under the MS4 Program, the Township is required to incorporate the following six elements (known as minimum control measures, or MCMs) into their stormwater management programs:

- Public education and outreach
- Public involvement and participation
- Illicit discharge detection and elimination
- Construction site runoff control
- Post-construction stormwater management in new development and redevelopment
- Pollution prevention and good housekeeping for municipal operations and maintenance

The Township staff has been doing a great job with yearly inspections of ponds both public and private, sending out notifications to pond owners of any maintenance they need to complete, cleaning and maintenance of the Township ponds, filing reports and MS4 information on the Township’s website.

#### **V. Public Comment/Comment on New Business Items:**

3-minute duration to each signed up participant. Any comments were submitted via email to the manager prior to the meeting and by 4:00 p.m. the day of the meeting.

Mr. Thauvette stated there were no emailed public comments.

**Dave Abbott** of 512 Azalea Lane approached the Board asking for an update on when the roads in Neville Park will be taken over.

Mr. Thauvette stated the developer has a few minor things to complete and there is not a time frame as to when this will be completed.

**Shelby Self** of 300 Greenfield Drive approached the Board stating she was a high school student taking a government class and was attending the meeting to see what is done at a local government meeting.

The Board welcomed her.

**Ed Smith** of 1086 Gregg Station Road approached the Board to thank Mr. Durisko in the codes department for citing his neighbors for the roosters. Roosters are not allowed in the Township per the Ordinance.

He also thanked Chief Campbell and the Officers that helped him with the Pit bulls that attacked his dog on the Panhandle Trail. Pit Bulls are dangerous and he asked the Township to consider having an Ordinance regarding these dogs.

Also, he reminded the Board that the Township is not going to get a better animal control person than what the Township has now and to not to RFP's (Request for Proposals) to find another animal control company. Kim Secreet is the best and very dedicated. Ms. Secreet has been helping with his Pit Bull case.

## **VI. Presentation: Hunter's Sharing the Harvest.**

Commissioner Styche informed the public the Board has decided from time to time, we will be recognizing any non-profit organizations that are located in the Township and spotlight them on our website. Tonight, we are recognizing Hunter's Sharing the Harvest and Kip.

Commissioner Zymroz congratulated Kip and stated she is very proud and honored to be his friend. She was going through Kip's list of people he donates to and noticed he missed a couple. Kip also donates to All Saints Polish National Church and has done chicken and rib dinners for the Church and donates all the proceeds to the Church. Kip has also done Senior Luncheons at the Community Center and is also her own private fund raiser for her and her husband by doing a lot of great things for them. The Collier community is wonderful to have Kip here and we are very blessed and honored to have Kip and thanked Kip for everything he does.

**Kip Padgelek** of 3 St. John's Drive informed the Board it is a pleasure to give back to the community. He has lived at this same address for 30+ years. He has donated almost 400,000 pounds of meat to help feed the hungry.

**Randy Ferguson**, Executive Director of Hunter's Sharing the Harvest approached the Board informing them of this program

The HSH program is a registered 501c3 non-profit charity with funding and support derived from a mix of public and private sources. Individual financial donations come from generous hunters and non-hunters, and the hunting communities, who uphold a strong belief in supporting the effectiveness and outreach of their own brand of social service.

Since 1991 Hunters Sharing the Harvest venison donation program, (HSH) has coordinated the processing and distribution of donated deer meat and wild game from hunters and municipal herd reduction sources to hungry people throughout Pennsylvania. An average-sized deer will provide enough high protein, low fat meat for 200 meals and since 1991, there has been two (2) million pounds of meat donated.

Kip Padgelek is also a director of the HSH and donates 20% of processed deer through his business, Kip's Deer Processing of what is done Statewide.

## **VII. Presentation of Proclamation:**

The Board of Commissioners presented Mr. Kip Padgelek of Kip's Deer Processing with a Proclamation. The Proclamation was read by Mr. Thauvette.

## **VIII. New Business:**

1. Consider action to approve Ordinance #719; An Ordinance amending the Collier Township Code of Ordinances, Chapter 27, Zoning, Sections 27-502.2.a, 27-602.2.a, 27-6a02.2.a, 27-702.2.a, 27-902.2.a and 27-1602.2.a, to remove the school, public and private use as an authorized conditional use in the R-1, R-2, R-2-a, R-3, R-4 and PEDD zoning districts and amending sections 27-1102.2.a and 27-1202.2.a, to add the school, public and private use as a use permitted by conditional use in the B-1 and B-1-a zoning districts.

*Motion was made by Commissioner Styche, seconded by Commissioner Zymroz, to approve Ordinance 719 as stated above. By unanimous vote, the motion carried.*

2. Consider action to approve Resolution 072621-01; A Resolution amending the Sewage Facilities Planning Act to include Chick Fil-A Restaurant.

*Motion was made by Commissioner Chiurazzi, seconded by Commissioner Styche, to approve Resolution 072621-01 as stated above. By unanimous vote, the motion carried.*

3. Consider action to approve Resolution 072621-02; A Resolution to accept the sanitary sewers in the Amalfi Ridge Plan development, Phase IV.

*Motion was made by Commissioner Cupples, seconded by Commissioner Ruffennach, to approve Resolution 072621-02 as stated above. Be unanimous vote, the motion carried.*

4. Consider action to approve the release of performance bond #800036036 for the sanitary sewer at Amalfi Ridge Phase 4. All improvements have been completed and a maintenance bond has been secured.

*Motion was made by Commissioner Styche, seconded by Commissioner Cupples, to approve the release of performance bond #800036036 for sewer at Amalfi Ridge Phase 4 as stated above. By unanimous vote, the motion carried.*

5. Consider action to approve bond reduction request No. 1 from Maronda Homes for Amalfi Ridge Phase 4. The Township Engineer recommends the Township reduce the bond amount from \$1,863,780.05 to \$435,279.45, which is 110% of the remaining improvements and 10% of the completed items

*Motion was made by Commissioner Zymroz, seconded by Commissioner Cupples, to approve bond reduction request No. 1 from Maronda Homes for Amalfi Ridge Phase 4 as stated above. By unanimous vote, the motion carried.*

6. Consider action to approve bond reduction request No. 2 from Stambrosky Homes for Settlers Pointe Phase 2. The Township Engineer recommends the Township reduce the bond amount from \$177,068.85 to \$115,468.85, 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. 2 from Stambrosky Homes for Settlers Pointe Phase 2 as stated above. By unanimous vote, the motion carried.*

7. Consider action to approve bond reduction request No. 13 from Stambrosky Homes for Settlers Pointe Phase 1. The Township Engineer recommends the Township reduce the bond amount from \$335,715.12 to \$320,190.12, which is 110% of the remaining improvements and 10% of the completed items.

*Motion was made by Commissioner Cupples, seconded by Commissioner Ruffennach, to approve bond reduction request No. 13 from Stambrosky Homes for Settlers Pointe Phase 1 as stated above. By unanimous vote, the motion carried.*

8. Consider action to advertise an Ordinance for the acceptance of the streets at Prestley Heights.

*Motion was made by Commissioner Styche, seconded by Commissioner Zymroz, to approve advertising an Ordinance for the acceptance of the streets at Prestley Heights. By unanimous vote, the motion carried.*

9. Consider action to award Contract No. 21-R02 – Scotts Run Road Repair, to LM&R Excavating, LLC in the amount of \$371,900, subject to the contractor obtaining the required insurance certificates, performance bond, and payment bond, and review and approval of same by the Township solicitor.

Commissioner Styche questioned why bonds are not gotten before a contract is awarded.

Mr. Wingrove stated a Contractor needs to have an awarded contract to take to the bank with them to obtain the bonds.

Commissioner Ruffennach questioned when the work will start.

Mr. Wingrove stated he hopes to have a pre-construction meeting in three (3) weeks.

*Motion was made by Commissioner Chiurazzi, seconded by Commissioner Zymroz, to award the Scotts Run Road repair to LM&R Excavating LLC as stated above. By unanimous vote, the motion carried.*

10. Consider action to award Contract No. 21-R02 – 2021 Road Maintenance – Seal Coating, to Youngblood Paving, Inc. in the amount of \$49,180, subject to the contractor obtaining the required insurance certificates, performance bond, and payment bond, and review and approval of same by the Township solicitor.

*Motion was made by Commissioner Styche, seconded by Commissioner Cupples, to award the 2021 Road Maintenance to Youngblood Paving, Inc. as stated above. By unanimous vote, the motion carried.*

**IX. Account Transfer:**

- Approval of the transfer of \$26,000.00 from the General Fund Account to the Capital Fund Checking Account.

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

**X. Approval of General Fund Operating Account items:**

- Invoices paid and checks written July 13, 2021 to July 25, 2021 in the amount of \$221,092.66.
- Bills requested for payment for July 26, 2021 in the amount of \$37,026.87.

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

**XI. Approval of Capital Investment Account Items:**

- Bills requested for payment for July 26, 2021 in the amount of \$25,227.54.

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

**XII. Approval of Sewer Account items:**

- Invoices paid and checks written from July 13, 2021 to July 25, 2021 in the amount of \$6,677.24.

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

**XIII. Adjourn**

*Motion was made by Commissioner Styche, seconded by Commissioner Cupples, to adjourn the meeting at 7:50p.m. By unanimous vote, the motion passed.*

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Wayne M. Chiurazzi – President  
Board of Commissioners

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Valerie A. Salla  
Township Secretary