

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

WORKSHOP MEETING

August 8, 2022

7:00 P.M.

- I. CALL TO ORDER:** President Chiurazzi called the workshop meeting of the Board of Commissioners to order at 7:00 P.M.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL:

BOARD

Dawnlee Vaughn – Absent
Tim Young – Present
Debra Zymroz –Present
Mary Ann Cupples- Present
Wayne Chiurazzi, Esq.– Present

STAFF

Kate Diersen, Solicitor – Absent
Travis Stanczyk, Engineer – Absent
Craig Campbell, Police Chief – Absent
Bob Caun, Planning Director – Absent
Jeff Hinds, Finance Director – Absent
Tom Plietz – Bldg/Fire Codes – Absent
Bob Palmosina, PW Director – Absent
Josh Werner, Parks Director – Absent
George Macino, Twp. Manager – Present
Dana Slizik, Asst. Twp. Manager - Absent
Valerie Salla, Twp. Secretary – Present

- C. EXECUTIVE SESSION:** Was held prior to the meeting to discuss legal and personnel issues.

II. Board Discussion for Committees

A. Administrative/Public Affairs

Commissioner Zymroz reported the following:

1. *Events.* Preplanning for a calendar of events for 2023. This list will be put together with Josh Werner, Parks Director by the 3rd week in September of 2022.
2. *Communications and Marketing.* We are working on a website that is currently under contract with Civic Plus until the end of 2022. We are waiting on two (2) quotes from other web designers. We are meeting vendors and reviewing their services. We are working on our social media which we currently have two (2) Facebook pages. One is for Collier Township and the other is for Parks and Recreation. We are trying to make this user friendly. We have a twitter account from back in 2014 that we are working on as well.
3. *Employee Training.* All employees will have completed the workplace violence as of August 9, 2022. Other trainings will be on an emergency management plan and office protocol.
4. *ALOM Conferences.* The Fall Conference and other development seminars will be coming up.

5. *Township Computers.* Antivirus software has been installed on all administration office computers and laptops.

B. Building/Codes

There was no report.

C. COG (Char West Council of Governments)

Commissioner Vaughn reported the following:

1. *Next Meeting.* Will be in September because they have taken the summer off.

D. Finance

Commissioner Young reported the following:

1. *Earned Income Tax.* We have received about \$700,000.00 to date and should expect a higher number from September. This year's total should be around 1 million six hundred thousand.
2. *Real Estate Taxes.* We have received around \$500,000.00 as of August 1, 2022. We expect 2 million five hundred thousand by the end of August and by the end of the year we should have 3 million one hundred thousand.

Commissioner Chiurazzi questioned if there is any information on delinquent taxes owed and what are we doing to collect them.

Commissioner Young stated on one of the finance reports, we took in \$50,000.00 so it is not a major problem in Collier Township.

E. Parks & Recreation

Commissioner Zymroz reported the following:

1. *CollierFest.* Still looking for vendors and sponsors. So far, we have 5 sponsors and 11 vendors. The deadline is August 19th. We are adding a Roller Hockey Tournament the day of Collierfest. This will benefit the Malone Family Foundation and the Pittsburgh Warriors.
2. *Helping Hand Effort Award.* Winner is Angie Mondine. Commissioner Zymroz congratulated Angie and stated Angie works really hard. She helps with the summer camp kids and senior luncheons.
3. *Meeting with new Engineers.* Discussed possible plans for the future. A spray pad, pickleball courts and additional fields.
4. *Musical Theater Camp.* Was a great success. We had 34 students and the performance was great.
5. *Planning Events* for the rest of the year flyer has been made however it does not include the programs, classes, or leagues.

Commissioner Zymroz stated there are a lot of events and classes coming up and suggested everyone watch the website for more information. Also, this Friday from 6:00p.m. to 8:00p.m. at the Community Center will be First Responders from the Police, Fire and EMS departments for a meet and greet opportunity and then they will show a superhero movie at 8:30p.m. This is a free, family-oriented event.

F. Planning and Land Use Development

Commissioner Cupples reported the following:

1. *Public Hearing*. Will be held on August 22, 2022 at 5:30p.m. to hear the R-6 Zoning District proposal.
2. *Zoning Hearing Board*. Will meet on Tuesday, August 16th at 7p.m. to hear a request from homeowners located at 1224 Trailside Drive to operate a family daycare from their home.

G. Public Safety

Commissioner Young reported the following:

1. *Police Department*. Is getting closer to selecting and recommending two (2) new Officers for the department.

2. *Fire Departments*. Nothing unusual happened from last months reports.

Commissioners Zymroz and Young attended a training at the Presto VFD on August 1, 2022. Chief Wauthier conducted the training. He spoke about coordinating efforts with Kirwan Heights VFD and what would happen if there was an incident at the Stainless Steel Plant behind Arby's. The main training was on how to vent and enter a house fire properly. Do not break every window and punch a hole in the roof. Try to identify where the fire exist and what degree the smoke is exiting. This is important. Identify the color of the smoke and what room the fire may be located in. If fireman are going to enter the building, make sure there is a vent pathway. This was an excellent training and Commissioner Young thanked Chief Wauthier.

Commissioner Chiurazzi stated there was a smoke situation at the Nevillewood club house the other day. Volunteers are the greatest. There were 20 trucks there. Commissioner Chiurazzi asked Chief Wauthier how this all works.

Chief Wauthier stated when the fire department receives a call, all three (3) Collier fire departments are dispatched. The other surrounding local fire departments are also notified for backup. There may have been 20 trucks there but some of those trucks had one (1) person in it and some had two (2) people in them.

Commissioner Chiurazzi questioned who coordinates all those trucks.

Chief Wauthier stated he was in charge because the fire call was in the Presto VFD fire district.

The Board thanked Chief Wauthier for everything he does.

Chief Wauthier informed the Board that the two (2) daylight fire personnel they have in the station this past month have gone to eight (8) to ten (10) calls and have been out the door within three (3) to four (4) minutes.

The Board said that was excellent.

Commissioner Zymroz stated we appreciated our volunteer fire departments.

H. Public Works

Commissioner Cupples reported the following:

1. *Dog Waste Stations.* New stations were installed at the trail.
2. *Signs.* Newly repainted Collier Township signs were installed throughout the Township. Mr. Martini took the old welcome to Collier signs and repainted them. One is located going up Collier Avenue from Heidelberg on the right-hand side right before the Collier border. There is also one just past the Shop N Save right where the Duquesne Light equipment is located. A special thanks goes out to Mr. Martini for repainting the signs. They look brand new and beautiful.
3. *Webb Field Sign.* Was installed for dedication.
4. *Park Signs.* New Park signs were installed. Skvarca Park bathroom signs were painted.
5. *Kelly Park.* Installed a donated basketball hoop at the park.
6. *Storms.* Debris was cleaned up throughout the Township after the storms.

Commissioner Chiurazzi stated there was a sign dedication for Big Webb Field. There were four (4) Commissioners there, the sign is beautiful and he thanked everyone that was a part of that.

Commissioner Chiurazzi also advised Mr. Macino to send a thank you note to Mr. Martini.

Commissioner Zymroz stated the Collier Township sign by the Public Works Department needs repainted.

Commissioners Chiurazzi and Cupples stated Mr. Martini will be asked to paint this sign also.

I. Sewer Department

Commissioner Young reported the following:

1. *Inspections.* There was a total of 21 sewer inspections done this month which included nine (9) dye tests and twelve (12) lateral inspections. There was also a deduct meter installed. A deduct meter is good to have if you have a pool or water your lawn so you do not have to pay the sewage fee on the water you use for this.

Commissioner Zymroz stated you have to pay for the deduct meter, the water used and a monthly fee.

Mr. Macino stated there is a small monthly fee for the deduct meter. These meters are good if you have a pool to fill and have a sprinkler system. The resident pays for the deduct meter and for an Allegheny County registered plumber to install it.

Commissioner Cupples stated if you have a deduct meter, you will receive a credit at the end of the year.

J. Township Manager / Township Business

Mr. Macino reported the following:

1. *Workplace Violence Protection Program.* All the employees will be going through this program. It is sponsored by the Township Insurance Company, HUB International. It covers everything from an active shooter to one on one physical conflicts.

III. PUBLIC COMMENT ON NEW BUSINESS ITEMS:

Jerry Grubesky of 407 Fairacre Court approached the Board with concerns regarding an outfall that is in disrepair on Pvt. Sawyer Road. It is located 50 feet from his back patio. He moved to Collier in 2019 and every time it rains, more of the road gets undercut and has become a safety issue. He has gone to the Manager's Coffee Hours when Mr. Thauvette was the manager regarding this issue as well as sent Mr. Thauvette pictures of this safety issue. This has gone back and forth through who's responsibility this is. Back then, it was the homeowner's responsibility and a letter was sent to the homeowner to fix the storm sewer in 30 days and it never was. In November of 2021, someone was digging around the sewer. It was Mr. Hackett, who was going to purchase the property in January of 2022. In April 2022, Mr. Grubesky called the DEP and the DEP sent a letter of complaint to the Township. There was nothing done so in July 2022 Mr. Grubesky called the DEP again. On July 10th, there were two (2) men there digging deeper and found a corrugated steel pipe that goes from the outfall on the west side of Pvt. Sawyer to the east side of Pvt. Sawyer. Then there is an underground sewer that goes to the first Township sewer on Fairacre Court. Mr. Grubesky asked the man who he was and he said he was a friend of Mr. Hackett's and was going to fix the sewer and he would fix the slopes. The work would be done to specs. The guy left a hole there which is 8 ft. long, 4 ft. wide and 5 ft. deep. The spade the guy was using is still in the hole. The outlet from the hole is more than halfway covered with mud. There is a big pile of dirt blocking the flow of water. He called the DEP this week again and did not get any satisfaction, so he came to the Township meeting tonight. Mr. Grubesky is concerned of safety because there is a huge hole there.

Commissioner Chiurazzi stated this is on private property and asked if DEP ever said anything in the Dep letter that it was Collier Township's responsibility.

Mr. Grubesky said he got a copy of the complaint letter from DEP to the Township. He did not know who the DEP recognized as owner of the property.

Commissioner Chiurazzi stated the property is owned by Mr. Hackett. The Township is not going to touch the hole on his property.

Mr. Grubesky questioned what happens if the sedimentation that goes down in that hole and ends up in the Township sewers and Chartiers Creek.

Commissioner Chiurazzi stated the Township would sue Mr. Hackett for causing an issue with the Township sewer systems.

Mr. Macino stated that the Township has responded twice to DEP and told DEP the property is not owned by the Township. This is private property and the Township does not have the right to tell the property owner what to do with that. Mr. Macino did tell DEP the Township would monitor the outfall from this hole. Anything that comes down into our outfall, we will clear that manhole. We are also trying to work with Mr. Hackett, the property owner, to get him to fix this. The Township is doing what we can do within our legal bonds to help him to get this done.

Commissioner Chiurazzi stated the Township will contact Mr. Hackett again to try and get him to fix the hole.

Mr. Grubesky stated the Township should be concerned of the sedimentation going down into the hole and someone should look at it.

Commissioner Zymroz stated the Township just switched Engineers and she understands Mr. Grubesky's frustration but needs to be patient.

Mr. Grubesky stated he has been patient and doesn't mean to be nasty, but he doesn't need someone to preach to him about being patient.

Commissioner Chiurazzi stated Mrs. Zymroz is a commissioner and a decision maker and we need to have respect, or this does not work. This is not a Collier issue right now. If sediment goes down into the Township outfall and causes damages, the Township will deal with that. At the same time, as Commissioners', we are telling our Manager, George Macino, to talk to Mr. Hackett to fix this problem and the Township will go from there.

Mr. Grubesky apologized for cutting Commissioner Zymroz off, but he didn't need to be told to be patient because he has been patient.

Commissioner Zymroz stated she was trying to explain that Township just switched Engineers a week ago and the new engineers can not hit everything all at one time.

Commissioner Young stated he stopped by and looked at this and also spoke to Mr. and Mrs. Grubesky and did not make any promises. Commissioner Young also spoke to George, the Manager, who was already aware of this issue.

Mr. Grubesky asked if the Township could have the Engineer watch over the work that is being done because he is not convinced the work will be done properly.

Commissioner Chiurazzi stated the Township cannot spend taxpayers' dollars to have the Township Engineer stand over a private property owner while they are doing work on their own property. The Township is trying to get Mr. Hackett to fix the hole and thanked Mr. Grubesky.

IV. NEW BUSINESS:

1. Consider action to add a motion to the agenda.

A motion was made by Commissioner Zymroz, seconded by Commissioner Young to add a motion to the agenda. By unanimous vote, the motion passed.

2. Consider action to advertise for a vehicle leasing program for the Township.

A motion was made by Commissioner Chiurazzi, seconded by Commissioner Cupples to advertise for a vehicle leasing program. By unanimous vote, the motion passed.

3. Consider action to advertise for requests for proposals of the collection, hauling and disposal for garbage, rubbish, bulk items and recyclables.

Commissioner Chiurazzi stated why can't we recycle glass. He has had residents asking him why.

Mr. Macino stated it is not just our current hauler, Republic Services, that is not collecting glass. It is everyone. The end users for recycling glass decided they will no longer take glass. We do have in the requests for proposals to have glass recycling events and E-Waste events.

Commissioner Cupples asked for the glass to be included in with the recyclables.

A motion was made by Commissioner Young, seconded by Commissioner Zymroz to advertise for requests for proposals of the collection, hauling and disposal for garbage, rubbish, bulk items, glass and recyclables. By unanimous vote, the motion passed.

V. Approval of General, Capital and Sewer Fund Operating Account items:

1. Invoices Paid, Checks Written and Bills Requested July 26, 2022, to August 8, 2022:

- General Fund in the amount of \$584,021.34
- Capital Fund in the amount of \$908.99
- Sewer Fund in the amount of \$699,404.09.

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

VI. ADJOURNMENT:

Motion was made by Commissioner Zymroz; seconded by Commissioner Young; to adjourn the workshop meeting at 7:36 p.m. By unanimous vote of the Board the motion passed.

Wayne M. Chiurazzi, President
Board of Commissioners

Valerie A. Salla
Township Secretary