

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

WORKSHOP VIRTUAL MEETING

April 12, 2021

7:00 P.M.

- I. CALL TO ORDER:** Commissioner Chiurazzi called the workshop meeting of the Board of Commissioners to order at 7:00 P.M. This was a virtual meeting due to the COVID-19 regulations.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL:

BOARD

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

STAFF

Chuck Means, Solicitor – Absent
Kevin Brett, 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
Kyle Thauvette, Twp. Manager – Present
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. *Banner Community.* Collier Township was once again named Banner Community of 2021. We have been awarded this every year since 2000. The Commissioners thanked everyone for their hard work with maintaining the Township for a Banner Community.
2. *Keep Collier Beautiful.* Will be held on April 24, 2021 from 10:00AM to 1:00PM. This year will be different due to COVID
3. *Memorial Day.* There will be a Memorial Day event this year on May 31, 2021 at the Veteran’s Monument. Details will be on the Township website and social media as they become available.
4. *Manager’s Coffee Hour.* Will be held on May 3, 2021 at 9:30a.m. at the Community Center. Space is limited due to CDC guidelines and you must pre-register on the Township website.

There were no questions or comments.

B. Building/Codes

Commissioner Cupples has no report.

C. COG

Commissioner Ruffennach has no report and stated the next COG meeting will be on April 15, 2021.

D. Finance

Commissioner Styche reported the following:

1. *Audit 2020.* The Audit is underway and should be completed by July.
2. *Credit/Debit Cards.* The Township credit/debit cards are in the process of being moved from PNC Bank to Brentwood Bank.

There were no questions or comments.

E. Parks & Recreation

Commissioner Styche reported the following:

1. *Webb Park Pickle Ball.* Mr. Thauvette will be meeting with the contractors and should be completed next month. The fence at the pickle ball court at the community center was looked at by the contractor and is getting things laid out to put in.
2. *Grants for Hilltop Park, Kelly Park and the Community Center Electronic Sign.* These are still in the completion stage with DCNR and our Engineers. We are waiting on COSTARS verification on the sign companies. Once DCNR gets all the information they need, we will be given permission for the bidding process.
3. *Grant for Panhandle Trail.* Mr. Thauvette will get back to the Board on this grant.

There were no questions or comments.

F. Planning and Land Use Development

Commissioner Cupples reported the following:

1. The Zoning Hearing Board will be meeting on April 20th, 2021 for a variance request from Chick fil A for parking and signage.
2. Burlington Coat Factory will be going into the old Kmart building.

Commissioner Chiurazzi questioned if they will be taking all of the Kmart building or is it portioned off?

Mr. Thauvette stated they are only taking half of the building. We are not sure of who the other tenant will be.

3. Chick Fil A will go before the Planning Commission in May for land development.

Commissioner Chiurazzi stated at the last meeting we talked about a new sign for one of the shopping centers. The sign at the Chartiers Valley Shopping Center has a digital sign at the bottom. Will they be putting Collier Township on that sign because it needs to be on there?

Mr. Thauvette stated the rendering we saw for the Chartiers Valley Shopping Center sign has Collier Township at the top of the sign.

There are no other questions or comments.

4. Public Safety

Commissioner Ruffennach reported the following:

1. *Fire Department Meeting.* The next meeting with the three (3) fire departments will be on April 13, 2021 about bylaws. Nick Sohyda will be there to clarify anything that is needed.
2. *Fish Fries.* Both Presto and Rennerdale's fish fries went well with having the drive through pickups.

There were no questions or comments.

5. Public Works

Commissioner Zymroz reported the following:

1. *Catch Basins.* Installed throughout the Township.
2. *Piping* done on Fort Pitt Road.
3. *Ballfields.* Installed pitchers' mounds and dragged fields.
4. *Remodeling.* The downstairs community room is being remodeled into an Emergency Management Office.
5. *Grass cutting* throughout the Township.

There were no other questions or comments.

6. Sewer Department

Commissioner Styche reported the following:

1. *Sewer Billing.* The transfer of billing to Jordan Tax Services has gone smoothly. The first month's payment will be two (2) separate payments because Jordan wanted to make sure those with account credits were billed properly for the first bill. All future payments will come into the Township in one lump sum. He used the billing system and it worked great and there was no fee for using your checking account.
2. *Grease Trap letters have gone out* to businesses that are required by code to have grease traps installed. We are encouraging proper inspection of the grease traps from the last two (2) years. Documentation from the businesses are due to the Township by May 1, 2021.
3. *Tap Allocations.* Reminders to Developers have been sent out that tap allocations from the DEP will expire at the end of June 2021. The hope is the Township will be able to review and sign onto the DEP's consent order.

Commissioner Styche questioned if this is part of the Township taking over part of the reconstruction of the main line.

Mr. Thauvette stated not so much on the tap allocations from the DEP. This is more that the DEP requires that a certain amount of EDU's for the flow within the community and within any line. The Township needs to be able to account for those, so we are awarded a certain amount of taps twice a year. This is not part of the transfer but still a requirement.

4. *Alcosan Regionalization Transfer Agreement.* Lennon, Smith, Souleret Engineers will be providing recommendations about completing this agreement for the C45A Cabbage Hill trunk line and the C50 South Fayette trunk line.

There were no other questions or comments.

7. Township Manager / Township Business

Mr. Thauvette reported the following:

1. *Western Pennsylvania Conservancy.* We are working with the Conservancy to get a planting off Interstate 79 and Noblestown Road coming off the exit near the sign that says welcome to Collier. They will be planting a garden there on May 13th in the median area in the morning. This will be advertised on the Township website asking for volunteers. To volunteer you must rsvp on the website so we will know how many volunteers to expect.

Commissioner Zymroz asked what will be planted.

Mr. Thauvette stated different types of flowers. The Conservancy will be bringing the flowers. They will need help with planting them and watering them.

2. *Presto VFD* will be doing renovations to their building and are applying for a low interest loan. Part of the requirement for that low interest loan is an evidence of community support letter. They are asking for a letter from the Township. Some of the improvements they are looking to do is, making the entrance and exiting for all vehicles onto Thoms Run Road safer, provide indoor parking for all five (5) fire vehicles, provide space and facilities for hose equipment and gear to be properly cleaned and be decontaminated after an incident, to provide separate bathroom facilities for the male and female fire fighters, to provide shower facilities for the fire fighters to decontaminate themselves after an incident and not take home to their families, to provide a day room and bunk area for personnel manning the station and to provide a vehicle exhaust extraction system. Mr. Thauvette asked the Board for a motion to approve him to draft a letter for the Presto VFD.

A motion was made by Commissioner Styche, seconded by Commissioner Ruffennach, to provide the Presto VFD with an evidence of community support letter. By unanimous vote, the motion carried.

There were no other questions or comments.

III. Topics of Discussions:

None currently.

IV. PUBLIC COMMENT ON NEW BUSINESS ITEMS:

From:

Sent: Monday, April 12, 2021 4:16 PM

To: Collier Public Meetings

Subject: 100 Neville park BLVD

Good evening all,

My name is Frank Nogal, I live at 500 Azalea Lane in Collier Township. I am speaking tonight to inform you that the land and building at 100 Neville Park BLVD , parcel (0144-A-00050-0000-00). Owned by Woodville Associates Limited , as of Friday April 9TH, 2021 is now being classified as Lodge/amusement park on the county website. You may have already received your notice from them. It now has a tax value that for sure would benefit the Township and more importantly the School district of C. V. Checking the county website back in March of 2021 it was listed as vacant land on the county website and more importantly had a tax code of TAXABLE with no value. I have informed your tax collector on different occasions about this matter through the years. I am glad that it has finally been addressed. Most of you know that the building on the above listed parcel has been used for at least the past 6 + years and have even been in the building itself. This should be an easy request to follow. I am asking that you please work with the C.V. school board to get all of the current , back and future taxes that are due to both of you.

Just for the record this parcel along with others in community are still owned by Woodville Associates Limited. It may benefit the township to see if any other properties are misclassified. Eventually the above building will change ownership to a CSA that I am a member of. This should have happened years ago because of a developers agreement that was signed by Collier Township and the property owner. So with that being said I would appreciate you doing everything in your power to help make the turn over happen. I have attached 2 documents , one is how the property was listed on the county website back from when I provided ownership of the sidewalks in the village of Collier Gardens to the township a few months ago. The 2nd is the status of the Parcel as of Friday April 9Th 2021. Please present the 2 documents to the commissioners for review.

In closing I would like to thank you for taking care of this and for always putting the residents of Collier Township first.

Thank you

Frank

Commissioner Chiurazzi stated the School Board controls these types of things relative to filing for appeals on assessments. The deadline was March 31, 2021. He trusts that the school Solicitors have done this. Commissioner Chiurazzi advised Mr. Thauvette to forward Mr. Nogal’s email and information to the School Superintendent for the School Board to determine.

From: Tina B
Sent: Monday, March 29, 2021 5:21 PM
To: Collier Public Meetings
Subject: Ridge Road Development

Hello,

My name is Christina Bergonzi. My husband and I live at [REDACTED], next door to where the new plan of townhouses are set to be built.

I was wondering if there are any updates to this development, as we have not heard anything about meetings happening about it. Thank you for any information you can provide!

-Christina Bergonzi

Mr. Thauvette stated that the Planning Director, Bob Caun, will contact her with an update.

V. NEW BUSINESS:

1. Consider action to hire Cian Malcolmand Joe Zymroz for Public Works Summer help.

A motion was made by Commissioner Chiurazzi, seconded by Commissioner Ruffennach, to hire Public Works summer help as stated above. By a 4 to 1 vote, the motion passed. Commissioner Zymroz was abstained.

VI. Account Transfers:

- Approval of the transfer of \$25,000.00 from the General Fund Account to the Capital Fund Checking Account.

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

VII. Approval of General Fund Operating Account items:

- Invoices paid and checks written March 23, 2021 to April 11, 2021 in the amount of \$325,249.79.
- Bills requested for payment for April 12, 2021 in the amount of \$117,366.11.

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

VIII. Approval of Capital Investment Account items:

- Invoices paid and checks written from March 23, 2021 to April 11, 2021 in the amount of \$20.88.
- Bills requested for payment for April 12, 2021 in the amount of \$24,455.33.

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

IX. Approval of Sewer Account items:

- Invoices paid and checks written from March 23, 2021 to April 11, 2021 in the amount of \$2,953.09.

Motion was made by Commissioner Cupples, seconded by Commissioner Ruffennach, to approve the Sewer Fund Account items as stated above. By unanimous vote, the motion carried.

X. ADJOURNMENT:

Motion was made by Commissioner Styche ; seconded by Commissioner Zymroz; to adjourn the workshop meeting at 7:25 p.m. By unanimous vote of the Board the motion passed.

Wayne M. Chiurazzi, President
Board of Commissioners

Valerie A. Salla
Township Secretary