

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

WORKSHOP MEETING

October 10, 2022

7:00 P.M.

- I. CALL TO ORDER:** Vice-President Cupples 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 – Present
Tim Young – Present
Debra Zymroz –Present
Mary Ann Cupples- Present
Wayne Chiurazzi, Esq.– Absent

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 - 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. *Administration.* Is being reorganized. Also busy with budget. She thanked Dana and George for all their help.

B. Building/Codes

Commissioner Cupples reported the following:

1. *Building Permits.* There were thirty-three (33) building permits issued in which of them are new residential. The total fees received are \$12, 248.35.
2. *Occupancy Permits.* There were six (6) residential occupancies and two (2) business occupancies. One is for Choice Factory Direct located on Campbells Run Road which is a factory direct improvement company. The other one is for C&M Prep School located om Merchant Lane. This is an expansion of C&M Daycare which is located in the same building.

3. *Codes.* There were nine (9) new tenant registration inspections. Seventeen (17) signs removed throughout the Township. Tuscany neighborhood reviewed and revealed twenty plus outstanding violations for sheds, fences, decks and hot tubs without permits or completed permits.

C. COG (Char West Council of Governments)

Commissioner Vaughn reported the following:

1. *Next Meeting.* Will either be on October 13th or 20th at 6:30 p.m. He did not get a confirmation on what date it will be or where the meeting will be held.

D. Finance

Commissioner Young reported the following:

1. *Real Estate Taxes.* We have received about \$3.8 million as of October 3, 2022. We project \$4.1 million once everything is turned in.

2. *Earned Income Tax.* We have received \$2.8 million to date and we project to receive \$3.5 million in.

3. *Loans.* The two (2) loans the Township has owing is \$5.5 million and we project to have it paid off by 2032.

E. Parks & Recreation

Commissioner Zymroz reported the following:

1. *Events this Month:*

- Halloween Movie in the Park on October 21st
- Halloween Egg Hunt on October 23rd
- Ghouls and Goblins Night Out on October 28th

2. *Upcoming Events.*

- Salute to Veteran's Brunch on November 10th, this is an appreciation to all our Veteran's who have served and we thank them for their service.
- Light Up Night on December 2nd
- Movie in the Community Center on December 18th

3. *Collier Fest.* Was a great success. We thank the police, fire, EMS, workers, volunteers and Commissioners. The Dek hockey tournament turned out great with RMU winning the first "Warrior Cup."

4. *Friends of Collier.* Last week lost a very sweet soul, Anna Ewing. She was a big part in the Township. She worked at the Community Center for a few years. She was also part of the Friends Board and also on the Parks and Recreation Board. Anna's number one goal was always serving the community. She was the lady that walked up and down Nike Site Road cleaning up the garbage on her own. She was the Secretary of Friends and helped with every fundraiser Friends had. She will be sadly missed.

A moment of silence took place.

F. Planning and Land Use Development

Commissioner Cupples reported the following:

1. *Planning Commission*. Meeting will be held on October 20th to review the following minor subdivisions; Testa, Moretti and Cory. There is also a proposed zoning amendment for event facilities for weddings, etc.
2. *Zoning Hearing Board Meeting* on October 18th has been cancelled.

G. Public Safety

Commissioner Young reported the following:

1. *EMS*. They had a busy month and had one heart attack that passed away. The EMS Audit should be completed and sent to the Township by Friday, October 14th.
2. *Training*. Small quarters training was done at Presto VFD in the event that someone would be stuck in a ditch or maybe a kid would fall into a well.
3. *Fire*. There was a fire in Bridgeville Borough. Presto VFD was the first to respond to this fire. There were other fire companies that did respond.

H. Public Works

Commissioner Vaughn reported the following:

1. *Catch Basins*. All catch basins have been repaired for the asphalt contractors and paving program.
2. *CollierFest*. Set up and take down.
3. *Ballfields*. Have been aerated and continue to cut and drag fields for Fall Ball.
4. *Berm cutting*. Continues throughout the Township.
5. *Leaf Collection*. To start on Monday, October 17, 2022

Commissioner Zymroz stated the leaves need to be at the curb or put on brown bags.

I. Sewer Department

Commissioner Young reported the following:

1. *MS4 Work*. A lot of MS4 work is going on and we are working closely with our new engineers, Gibson-Thomas, to find solutions and modernize.

J. Township Manager / Township Business

Mr. Macino reported the following:

1. *Budget Meetings*. Have been scheduled with the Directors of each Department.
2. *New Law*. The Governor passed a law that will prevent communities from collecting delinquent taxes once a property has been transferred. The Township Solicitor will be here on Friday, October 14th and we will review this new law. A resolution will need to be approved for Jordan Tax Services to no longer be able to collect delinquent taxes on property transfers. There are guidelines that need to be followed. The Resolution should be ready for the November meeting.
3. *Trash Bid Openings*. This Friday, October 14th at 10:00 a.m. the trash bids will be opened.

Commissioner Zymroz stated she saw on Facebook that Carnegie Borough had a glass recycling event done by Republic Services. This would have been something that Collier would have liked to jump on board with and made announcements.

A motion was made by Commissioner Zymroz, seconded by Commissioner Young, to accept all the reports. By unanimous vote, the motion passed.

III. Public Comment(s) on New Business Items:

There were no public comments.

IV. New Business:

1. Consider action to hire Tony Zupancic as a part time custodian at the Municipal Building at a rate of \$16.00 per hour effective October 3, 2022.

A motion was made by Commissioner Young, seconded by Commissioner Vaughn to hire Tony Zupancic as stated above. By unanimous vote, the motion passed.

V. Account Transfer(s)

- Approval of the transfer of \$6,000 from the General Fund Account to the Capital Fund Checking Account.

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

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

1. Invoices Paid, Checks Written and Bills Requested September 27, 2022, to October 10, 2022:
 - General Fund in the amount of \$452,965.29.
 - Capital Fund in the amount of \$5,824.11.
 - Sewer Fund in the amount of \$52,745.75.

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

VII. ADJOURNMENT:

Commissioner Zymroz stated that if anyone is interested in purchasing pumpkins, they can be purchased at Chief Dan Wauthier's house. It is an honor system. It is \$5.00 a pumpkin.

Commissioner Zymroz also stated the Night Walk on the Panhandle Trail was rescheduled to October 22nd. If anyone would like to volunteer or donate candy or chips for the Halloween bags would be greatly appreciated. Donations can be dropped off at the Community Center or Municipal Building.

Motion was made by Commissioner Cupples; seconded by Commissioner Young; to adjourn the workshop meeting at 7:18 p.m. By unanimous vote of the Board the motion passed.

Wayne M. Chiurazzi, President
Board of Commissioners

Valerie A. Salla
Township Secretary