

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

WORKSHOP MEETING

December 9, 2019

7:00 P.M.

- I. CALL TO ORDER:** Commissioner Macino called the workshop meeting of the Board of Commissioners to order at 7:04 P.M.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL:

BOARD

Debra Zymroz – Present
Wayne Chiurazzi, Esq. - Present
Dawn Williams-Zabicki – Present
Rick Ruffennach – Present
George Macino – Present

STAFF

Chuck Means, Solicitor - Present
Kevin Brett, Engineer - Absent
Craig Campbell, Police Chief – Absent
Robert Caun, Planning Director – Present
Jeff Hinds, Finance Director – Present
Bob Palmosina, PW Director – Absent
Rochelle Barry, Parks Director – Absent
Kyle Thauvette, Twp. Manager - Present
Valerie Salla, Twp. Secretary – Present

- C. EXECUTIVE SESSION:** Executive session was held last week and prior to the meeting on personnel issues.

II. PUBLIC COMMENT ON NEW BUSINESS ITEMS:

There was no public comment.

III. NEW BUSINESS:

1. Consider action on Ordinance No. 710; An Ordinance to amend the Collier Township Zoning Ordinance to designate a PEDD Residential Overlay District, within the existing PEDD District, in which residential only Planned Residential Developments (PRD's) with a minimum site area of 10 to 30 acres will be permitted, and to amend the Zoning Map to delineate such Overlay District and to make various other amendments incidental thereto. The Planning Commission has reviewed and recommends approval.

Motion was made by Commissioner Chiurazzi, second by Commissioner Williams-Zabicki to adopt Ordinance 710 as stated above. By unanimous vote the motion carried.

2. Consider action to pass the final 2020 Operating Budget and the final 2020 Capital Budget.

Roll Call was made. Commissioners Chiurazzi, Williams-Zabicki, Ruffennach and Macino voted yes to pass the final 2020 Operating and Capital Budgets. Commissioner Zymroz was abstained and stated the following:

“To avoid any conflict of interest that may arise from serving as a Recreation Department employee and as a Township Commissioner, I hereby abstain from voting on the annual budget and on any motion regarding the compensation for the employment position I hold, or approval of pay for my services as an employee, and where a list of bills/payments to be approved includes my pay along with others, my vote shall not apply to my pay and is intended to apply to all payments other than my pay. This Memorandum shall remain in effect from meeting to meeting, until I withdraw it, and shall be attached to the minutes of each meeting.”

By a 4 to 1 vote the motion carried.

3. Consider action to set 2020 compensation for all non-bargaining unit employees as set forth in the 2020 adopted budget.

Roll Call was made. Commissioners Chiurazzi, Williams-Zabicki, Ruffennach and Macino voted yes to pass the final 2020 Operating and Capital Budgets. Commissioner Zymroz was abstained and stated the following:

“To avoid any conflict of interest that may arise from serving as a Recreation Department employee and as a Township Commissioner, I hereby abstain from voting on the annual budget and on any motion regarding the compensation for the employment position I hold, or approval of pay for my services as an employee, and where a list of bills/payments to be approved includes my pay along with others, my vote shall not apply to my pay and is intended to apply to all payments other than my pay. This Memorandum shall remain in effect from meeting to meeting, until I withdraw it, and shall be attached to the minutes of each meeting.”

By a 4 to 1 vote the motion carried.

IV. Approval of General Fund Operating Account items:

- Invoices paid and checks written from November 26, 2019 to December 8, 2019 in the amount of \$701,887.13.
- Bills requested for payment for December 9, 2019 in the amount of \$111,103.50.

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

V. Approval of Capital Investment Account items:

- Invoices paid and checks written from November 26, 2019 to December 8, 2019 in the amount of \$272.00.
- Bills requested for payment for December 9, 2019 in the amount of \$4,945.82.

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

Commissioner Chiurazzi had to leave the meeting early but thanked everyone for the best process on the budget we have had in six (6) years

VI. DISCUSSION:

A. Administrative Committee/Public Affairs

Commissioner Ruffennach thanked everyone for their work on the Budget and reported the following:

1. *Light Up Night*. December 6, 2019. December 6, 2019 starting at 6:00 p.m.
There was a great turnout. We had Santa, Fireworks, free hot chocolate, cookies, crafts and Christmas carols.
2. *Leaf Collection*. Ends on December 10, 2019.
3. *Manager's Coffee Hour*. January 20, 2020 at 9:30a.m. at the Community Center.
4. *Eagle Scout Project*. There is a flag retirement box, planter boxes and a tree planted here at the end of the parking lot. If you have an old torn flag, you can place it in the box so the boy scouts can dispose of it properly.

B. COG Committee

Commissioner Ruffennach reported the next meeting is in Bridgeville and will have a report at the next meeting.

C. Finance Committee

Commissioner Macino thanked Mr. Thauvette and Mr. Hinds for their work on the Budget and was pleased to announce there was no tax increase.

Mr. Hinds thanked the Board for their input and support with the budget.

D. Parks and Recreation

*****See Manager's Report*****

E. Planning and Zoning

Mr. Caun reported the following:

1. The Planning Commission will meet on December 19th to review plans for Bank of America and Chase Bank.

F. Public Safety Committee

Commissioner Macino reported the following:

1. Hired a new Police Officer (Michael Benney) on November 25, 2019.
2. Police Chief Campbell is working on a new list with the Civil Service Board.
3. Fire Study needs to be stepped up in the new year.
4. EMS transition is going very well with the transfer of Rennerdale EMS to Kirwan Heights EMS.

G. Public Works Committee

*****See Manager's Report*****

H. Township Manager / Township Business:

1. *Light Up Celebration.* Was outstanding and everyone liked the Fireworks. There was one (1) room for people to complete the comp plan survey. Mr. Thauvette thanked the Police and Fire Departments and the Parks and Recreation Staff for helping.
2. *Community Center Lobby.* Is open to everyone at no charge.
3. *Youth Basketball.* Will be starting soon.
4. *Leaf Collection.* Will be done on December 10, 2019. Stockyard is open for leaves and debris. They can be loose or in brown paper bags.
5. *Chartiers Valley Middle/High School.* Had a ribbon cutting and tours were given.
6. *Chartiers Valley Flood Control Authority.* The Township does pay dues to this on a yearly basis and Mr. Thauvette explained why we pay dues to this Authority. Moving forward in 2020, the Managers from the surrounding communities will meet as a Board to make decisions on how to help with issues of flooding to the communities that flood near the Chartiers Creek.
7. Commissioner Williams-Zabicki and Mr. Thauvette participated in a meeting regarding the RT 50 corridor traffic congestion.

VII. ADJOURNMENT:

Commissioner Macino informed everyone that Mr. Bob Caun became a new grandfather.

Motion was made by Commissioner Williams-Zabicki; seconded by Commissioner Macino; to adjourn the workshop meeting at 7:30 p.m. By unanimous vote of the Board the motion passed.

George E. Macino – President
Board of Commissioners

Valerie A. Salla
Township Secretary