

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

WORKSHOP MEETING

January 23, 2019

7:00 P.M.

- I. CALL TO ORDER:** Commissioner Macino called the workshop meeting of the Board of Commissioners to order at 7:05 P.M.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL:

BOARD

Wilson Durisko – Present
Wayne Chiurazzi, Esq. - Present
Dawn Williams-Zabicki – Present
Rick Ruffennach – Present
George Macino – Present

STAFF

Chuck Means, Solicitor - Absent
Kevin Brett, Engineer - Absent
Craig Campbell, Police Chief – Absent
Robert Caun, Planning Director – Absent
Sean Gramz, Bldg./Codes Officer - Present
Jeff Hinds, Finance Director – Absent
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 prior to the meeting to discuss personnel matters.

D. Pioneers West and Collier Township Historical Society.

Mr. Frank Petrich, Secretary and Mr. Jerry Andres, President of the Pioneers West Historical Society handed the Board of Commissioners a brochure with information on the Log Cabin, this historical society has been in existence for 20 years. Mr. Petrich gave a brief history of the log cabin and the Pioneer's West Historical Society. He would like in combination with the Collier Township Historical Society to donate or have the property acquired by an organization or a municipality that would be willing to continue the mission and the up keep of the property. Mrs. Grace has been giving \$14,000.00 a year for the up keep of the property. Mrs. Grace is now 102 years old and is physically incapacitated and have been told by her counsel that there will be a continuation of those monies by a trust. He has not seen any legal document to reflect this yet and would not until she is deceased. We want it to be continued that people are aware of it and it be a community resource for educational purposes. The history of the Indians in this area are complete with great adventures for people. We don't want to see it just disappear or the mission of education for this area.

Commissioner Chiurazzi questioned who owns the cabin? Is there a Board? Is there a trust or perpetual trust in place?

Mr. Petrich informed the Board that the Pioneer's West Historical Society owns it and is titled in that name and there is a board.

Commissioner Chiurazzi stated then Mr. Petrich's Board could sign the deed over to the Township and the Township would have to adhere to the mission statement.

Mr. Petrich stated that was correct. The \$14,000.00 dollars a year we receive from Mrs. Grace every year comes from a family trust and at the time of her death, that trust or a subsequent trust under her will, will continue to fund us.

Commissioner Chiurazzi questioned if Mr. Petrich knows how much is in the trust or how long it is for.

Mr. Petrich stated he has no idea. It is a private trust and is not privileged to that information.

Commissioner Chiurazzi stated he liked the idea. The \$14,000.00 a year is a good bargaining chip for the Township and if he knew that the trust was going to continue to trust and who ever the owner is and as long as they abide by the mission that Mrs. Grace put forward. He would love to know how long that will last otherwise Collier Township will be spending \$20,000 a year on the upkeep. Maybe we could turn it into something where we could charge people.

Mr. Petrich stated the log cabin is in pretty good shape and we do not expect any major repairs for 2019. The annual cost is about \$8,000.00 which is for grass cutting, insurance costs and utilities.

Commissioner Chiurazzi asked if Mr. Petrich could find out if the trust is a perpetual trust, how long is it funded and maybe we could talk to this attorney because if they want us to do this, these are questions we will need to know.

Mr. Petrich stated they are reasonable questions but is not sure he can get the answers to them.

Commissioner Williams-Zabicki stated she is on the line with Commissioner Chiurazzi. The cabin is a wonderful asset and a treasurer to our Township and would hate to see it disappear. But we need to understand the full financial risks we could be taking on as a Township for our taxpayers before we make an agreement. Is there some way we can have those conversations arranged because this is critical? Otherwise we are assuming a risk that we are going into blindly and we don't want to do that to our residents.

Mr. Petrich could ask the attorney.

Commissioner Chiurazzi questioned if you weren't going to do this, how long does the society expect to be getting \$14,000 a year.

Mr. Petrich stated he has been told, but would like to see it in writing, that this will continue at her death, but I cannot stand here and tell you that. He would like to do with some expressed interest, is to be able to go back to her counsel and say what we are proposing to do, and do you see this as a problem in anyway and have him respond to me.

Mr. Petrich added there are 22 consecutive acres next to the cabin and the society owns the one acre. Those 22 acres are owned by and LLC company that Mrs. Grace established about 15 years ago. The Pioneer's West Historical Society are hoping to convince somebody, maybe a daughter of Mrs. Grace, to somehow tie these two parcels together as a grant on their part. Perhaps even a conservation easement. We still have this acre of ground with a beautiful house that we want to turn over to somebody that is willing to carry out the mission. If that interest exists in Collier Township and/or the historical society, he is willing to proceed ahead and try to firm this up not only for us but for the Township.

Commissioner Williams-Zabicki stated she has the Spirit of Collier in front of her and rule number one is to protect community character. This protects community character. Two is creating connectivity. The 22 acres backs up to the trail. There is so much value in protecting this wonderful asset. We just need to figure out how to go about it at the least risk for the Township.

Commissioner Chiurazzi stated if we had our way it would be nice for it to be a greatly funded trust of \$14,000 a year to cover the overhead cost and to get the 22 acres or at a minimum an easement across the 22 acres that would provide some connectivity to the trail. Even a little path. It would be a real bonus for people in Collier Township to connect that to the botanical gardens. It could be a benefit but, at a minimum though, he feels it is a great asset for the Township if the Township would get that \$14,000 as well. He feels the tax payers would have the real right to say what are you guys doing. However, even with the overhead of \$8,000 a year, it is really meniscal and would probably still vote for it. He can't imagine that if it is funded, it would end.

Commissioner Chiurazzi asked for the address of the 21 acres behind the cabin.

Mr. Petrich stated he did not have that in front of him.

Commissioner Macino stated what we will try to do then is get some investigation on the trust to provide a little more level of confidence on this. He feels it would be a great addition to the Township. What we do with it once we have it, and there are not a lot of events that is done there and asked if that was correct.

Mr. Petrich stated that is correct and part of that reason is we are all volunteers and we have such a limited number. We have had open houses tied in with some

of the other log houses in the area. Two (2) years ago we started photos with Santa in the log house. It lends itself to that kind of opportunity.

Commissioner Chiurazzi asked Mr. Petrich to communicate with Kyle after he talks to the Palm Beach attorney.

Commissioner Macino questioned if there was anything else regarding the cabin.

Mr. Andres gave a list of events that were held in 2018 to the Board.

Commissioner Williams-Zabicki questioned if the scouts have taken advantage of the log cabin and could be a great field trip.

A scout leader in the audience stated it would be a wonderful opportunity for service.

Commissioner Chiurazzi thanked Mr. Petrich and Mr. Andres for putting Collier Township on the brochure and questioned what the significance is of the name Pioneers West Historical Society.

Mr. Petrich stated Pioneers found this area and West is western Pennsylvania.

Commissioner Chiurazzi questioned as far as fundraising, what could Collier Township do to defray any costs. What kind of money has the society made at fundraising from the events that they have done.

Mr. Petrich stated it is fairly limited. The open house was taking donations which was a couple hundred dollars.

Commissioner Chiurazzi stated then nothing that would be sustainable in other words if we got nothing. If the trust money ran out and the Township took this over, can we fund raise doing similar events. If we owned it, we would probably have a lot more events. We would not want to charge the boy scouts or girl scouts or anyone like that. Could we charge anybody that would make a dent in anything and it doesn't sound like it.

Mr. Petrich stated he didn't think it would.

Mr. Sirabella, of the Collier Township Historical Society, approached the Board stating that Mr. Petrich as been a very good member of the historical society. We have talked about the last two (2) years ago this type of thing. It is doable. All the questions you asked, I would ask also. We have talked to Kyle also. The protection on the Townships end is the historical society will help be we can not staff. We only have 5 or 6 members and the same situation as the Pioneer's West does. There is work being down to combine other local historical societies into one. Our point is, this is a valuable piece of property. We could get one or two grants that could be available through the County Infrastructure and Tourism Fund (CITF) for an outreach. The point is this would need to be staffed and programmed and we talked to your Manager about this. We create a plan, adopt

a plan, strategic goals of what we want to do. The Township has the ability to do outdoor maintenance and indoor maintenance in a professional manner which would be part of the normal work of your departments.

Mr. Sirabella thanked the Commissioners for listening to them.

Commissioner Macino asked Ms. Salla as the former past president of the Pioneers West Historical Society if she wanted to add anything.

Ms. Salla stated being past president and even one of the first persons to start this whole thing with the cabin and when we did take it over it was very bad. Mrs. Grace was a lot of help and in her younger days she did come visit the cabin for different presentations. We also had re-enactments at the cabin and guys came dressed in that time period. They had their bayonets without real bullets and allowed people to shoot them which was a lot of fun. We had flea markets, bake sales and things like that. As Frank said, the group is getting older. That cabin is a prize possession and I would hate, hate to see if it would be taken over by anybody else to let it go and let it deteriorate. It is definitely something to learn about. The school district should be having the kids come and visit the cabin just like West Allegheny does with the Wilson log cabin. Get the kids there and teach them about times like that. They are not taught in school and I see that with what my son is learning. They forgot about those times and that is why young people are not interested in this because it's not even taught. My main thing is I would hate to have it taken over and see it in the rest of my life time, deteriorate and not be kept up. There was so much work and love put into it and it has a great history for this area.

Commissioner Macino thanked Ms. Salla and everyone for their comments and input. Once we get to the next step, we will see about moving forward.

II. PUBLIC COMMENT ON NEW BUSINESS ITEMS:

Heather Humbert of Baldwin Road approached the Board stating she is here with Cub Scout Pack 860 and as part of our build a better world adventure, the boys are required to learn about local government. We met with Kyle Thauvette last week and he told us about what he does for the local community and they must come to a meeting to see and learn how local government works. We have a gift for the Township also.

The boys presented to the Board two (2) little library boxes. One for Collier Park and one for Skavarca Park. They will fill the boxes with books and as the community needs something to read, they take a book and bring another book back to replace it. When the weather gets nicer, we will have the boys dig some post holes and install the boxes.

The Commissioners thanked the Cub Scouts. Pictures were taken.

Mrs. Humbert stated she was a Wilson School student and remembers while on the bus passing by the Wilson log cabin and wondered why it was there. It was falling apart.

Eventually, the students raised money to help restore it and it is used for the little log house days and would love to be part of the one in her neighborhood.

Cindy Bonkoski of Old Ewing Road approached the Board to address concerns of people speeding on this road 24 hours a day. Several of us have small children that play in our yards that are not fenced in and was wondering if something can be done about the speeding. Can it be made one way? They have almost been hit a couple of times. There was an accident on Monday where someone came flying up the road and plowed right into the back of a plow truck. There is no reason for a person to come off Ewing road and 60 mph's up this road. This has been going on for the 9 years that she has lived there. There is a sign there that says 20 mph.

Commissioner Chiurazzi questioned if the Township owns this road.

Mr. Thauvette stated yes.

Commissioner Chiurazzi stated we need to get a speed sign out there that tells how fast you are going.

Mrs. Bonkoski stated it is a small road and would be hard to set a police car out there because even if you did, the people will not speed.

Commissioner Chiurazzi advised Mr. Thauvette to tell the Police Chief to get a car down there.

Mrs. Bonkoski stated it would be better to put an unmarked car there. There is a slight grade in the road that you can not see another car coming over it. We have been walking up and down that road and have almost gotten hit.

Commissioner Macino stated we will have the Police Chief take a look at this.

Mrs. Bonkoski thanked the Board.

Sandra Calloway currently of Baldwin Road Ext. approached the Board with concerns of the speeding on Old Ewing road. They are building a house on old Ewing Road and has three (3) small children and her husband is active duty. It has become the Indy 500. She filed a complaint with the police department a few weeks ago about the buses having issues with speeding traffic specifically on Baldwin Road ext. There have been almost near accidents on multiple occasions. The police came and sat but unfortunately it is not a high traffic area, so they are not going to catch a lot of people. It is pretty dangerous with the bus situation where we actually had a truck go up over the hillside to miss a bus. There was an accident on Old Ewing a couple of years going from someone coming up off of Ewing flying over the blind hill.

Commissioner Chiurazzi questioned who is they? Does this road get you somewhere else that would get traffic that otherwise would not be on that street or do you know the people flying up the street?

Mrs. Calloway stated it is the majority of neighbors, friends or family. There is specifically one neighbor who hit the plow truck last week. She is a main issue and can easily say she does 60 mph on our road and we have it on video tape. We used to be able to walk on our road and can't anymore. Also, at the stop signs where Trinity Acres is, it is a free for all. Nobody stops at those stop signs. You have to play chicken.

Commissioner Ruffennach stated he has seen this himself and there is more traffic going to Centennial Pointe.

Mrs. Calloway said there is McClain Manor and Centennial Pointe and it is just a much busier area. The last thing is the new stop signs at Settler's Ridge and McMichael Roads. She has lived in this area for 32 years and she herself has almost flown threw them beside she is not used to them being there. Can we get some flashing lights on them or white lines on the road? She has seen people not realizing those stop signs are there because they are new.

Mr. Thauvette stated these are State Roads and he will make a request to PennDot for flashing lights, white lines down or stop ahead signs up.

The Commissioners thanked Mrs. Calloway and then thanked her for her husband's service in the military.

III. NEW BUSINESS:

A. Branding Collier (Truth in Advertising)

Commissioner Williams-Zabicki spoke to the Board about the Spirit of Collier and the number one recommendation from the Community is under the goal of protective community character and the objective to promote high quality development is to create an organization or an entity to promote economic and community development opportunities in Collier Township. Evaluate various models such as existing local redevelopment agencies, economic development boards and community development corporations. Use the existing South West Communities Chamber of Commerce as a resource for building the organization. Time frame is short term. Short term was supposed to be done in three (3) years. We are a little behind on this. Stake holders are responsible for this. Board of Commissioners along with Planning Commission and some of the other groups too. In her first year being a Commissioner, she started out trying to attend every Planning Commission meeting that she could. We went through this and of all the recommendations that were made, that had Planning Commission as the lead to take ownership of has been done. This is amazing and how often do you have consultants come in and make recommendations that are done. It is usually put on the shelf and never looked at again. Planning Commission and other groups we have has done so much of this already. However, we did not do number one, the top recommendation. We need to put together an economic and community development organization to fulfill the mission.

The presentation showed talks about how she wants to align achieving this objective and how we can also bring together some of the other opportunities. Out of this plan there are development zones, identified areas of growth that the residents are comfortable with, so we still maintain our character and some rural elements of our community. A counsel will help us be more proactive and strategic towards developing those areas that we have zoned to be new types of villages and mixed-use type of areas where there is living and entertainment. One of the problems we have is and we see, if you say your in Collier Township, everyone says where is Collier Township and we say its near Bridgeville. We have a fantastic community and she thinks that we have the opportunity to bring together a counsel that is going to allow us to sell it and to brand it. This will attract the type of development that we want instead of waiting for someone to come in and say we want to put a Sheetz in here. We now can be strategic and proactive and control the growth that we want and the development that we want.

Commissioner Williams-Zabicki suggests the following:

- We want our residents to feel proud that they are in Collier Township and to all feel connected whether you are in Presto, Bridgeville, Rennerdale, etc. We also want our business residents to recognize they are in Collier Township. For instance, Fresh Thyme came in and had their grand opening. They had the mayor of Bridgeville cut the ribbon. Fresh Thyme is not in Bridgeville, it is in Collier Township. It would have been nice for a Collier official to cut that ribbon. The point is, they have a Bridgeville mailing address but is located in Collier Township. We as a Board need to start to brand out that we are Collier. We need to start to recognize the businesses that are in Collier Township, so they recognize they are in Collier. A campaign like Shop, Dine and Play Collier. It's a week of promoting shopping in Collier. A week of dining in all the restaurants in Collier. A week for all of the Collier residents to see all of the things you can do to play in Collier. Whether it is going to the log cabin, the trampoline park, the Woodville House, or golfing at Nevillewood. There are so many opportunities. This will also help the businesses. We want the businesses to feel good about being here.
- Pass and Ordinance that says if you are in Collier Township, even if your mailing address is Bridgeville, Carnegie, or Presto, we want you to say "Planet Fitness Collier Township, Bridgeville PA. Something to that effect.
- To get the economic and community development counsel off the ground.

Commissioner Williams-Zabicki asked for any feedback from the other Commissioners.

Commissioner Durisko agreed but with the Ordinance, he hesitates to force a business to do that but when you are going to show them a benefit of promoting them and he would not require it as the second line being Collier Township but somewhere in their advertisement it should has Collier Township. It could say "Planet Fitness, Bridgeville location, Collier Township. As long as we are showing them a benefit and that we are going to help promote them, they have to help promote us.

Commissioner Williams-Zabicki questioned if the Ordinance recommendation is a little to rigid.

Commissioner Durisko stated he did not have a problem with the Ordinance as long as it has some leniency. He would not institute a fine because they did not put Collier Township on it.

Commissioner Ruffennach agreed with Commissioner Durisko.

Commissioner Macino stated that Scott Township has had this problem with the old raceway plaza with Shop N Save. What they worked out with them is they say Shop N Save Scott Township Heidelberg. Both communities are mentioned but Scott is mentioned first. As a business owner in Collier Township, when you talk to someone and give them your zip code, they come back and say, you are in Bridgeville. No, I'm in Collier Township. There are some things that will just not change but we always try to say we are located in Collier Township. He feels most business would be willing to do this. Changing all your marketing material especially on the national businesses will take some time to get done.

Commissioner Chiurazzi stated that is where we have failed. When a business comes in, they need to be told this. For four (4) out of the five (5) years he has been here, he has been crazy about this. He even wanted to change the name of Hilltop Road. It starts in Heidelberg and is called Collier Avenue and you come up the street and all of a sudden it changes to Hilltop Road. How is it not Collier Avenue the whole way up? It is through Collier. At the beginning of a new business, we need to say to the business they are located in Collier Township. Newbury in South Fayette has a big sign that it is located in South Fayette Township and it has a Bridgeville address. We have failed. We need to tell the businesses they are in Collier Township. They can keep there addresses as Bridgeville, etc. but put that you are located in Collier Township. Who doesn't want to live in Collier Township? There are so many great things in this 41.1 square mile, and we do not get branding out of it. We get nothing and we have been trying.

Commissioner Williams-Zabicki stated we have been trying. The street signs have been changed to show Collier Township. There was some momentum and we need to get a little more aggressive in carrying on the economic and community development counsel. This could be guidance from Sean Gramz and Bob Caun with the new businesses.

Mr. Thauvette stated this does happened now. If it is a new building, we absolutely mention Collier. However, if the business is going into an old building space like at Kossman's, they deal with the building owner and not the Township. With these, we are only dealing with the contractors.

Commissioner Williams-Zabicki stated to wrap things up it is not just about branding our Township, but part of our Spirit of Collier plan talks about building that spirit that it is Collier Township. It is also about our residents and feeling a part of the community that we all are proud of the community that we live in and to consider best how we can pull in and attract in a proactive and strategic manor, how

we want to develop the areas that have been deemed mixed use, etc. so that we can bring in new businesses to add to our tax base and to continue to keep Collier beautiful, growing and green and connected.

Commissioner Chiurazzi stated that is another committee and would be all for listening to that committee. The committee is the next step and should have been done a while ago.

Commissioner Williams-Zabicki stated a lot has been done in this plan and has been achieved.

Commissioner Chiurazzi stated and we have the greatest staff and people here.

Commissioner Macino stated to Commissioner Williams-Zabicki that she had excellent recommendations.

B. Fee Schedule and Code Ordinance Change

Commissioner Macino asked Mr. Gramz to explain what his plan is for the fee schedule.

Mr. Gramz informed the Board he is looking at Ordinance updates for property maintenance, contractor registration, to fire safety systems annual and bi-annual inspections.

- 1. Fire Inspections.** Currently with the fire inspections, the UCC (Uniform Construction Code) will issue a permit to put in the system or to re-work that system. Once the system is put in and inspected, it is done. There are no more operational test or no more follow up inspections mandated by the UCC nor in the Township ordinances. He presented an ordinance to start a bi-annual inspection for the life saving systems for anybody that has these systems. They will be identified, documented and inspected by a third-party agency. For those businesses that do not have a full-fledged system, maybe we can inspect those ourselves.
- 2. Property Maintenance Issues.** This is everything to tenant registration. Tenant registrations is so we can collect the earned income tax from those tenants that the Township is entitled too. This normally falls under the code enforcement department. He has done this before and has had great success in identifying those types of properties. Right now, he has 15 or 16 properties identified as rentals properties with about 40 units and there is no record of in our database or Geoplan. Last year's collection of tenant registration was new. We have an apartment complex with 306 units. He wants to get into, take part of it and take charge of it and get it facilitated. In addition to this, we have a rental property inspection program that is a side by side unit of this. We actually go in and look at these properties when there is a tenant change and/or a property transfer change. When someone sells their private residence to another owner, through the lien letters we would be notified of an occupancy change. We would have to go in and inspect in accordance with the ordinance. The ordinance which is not a building code, is a minimum basic fundamental of life. Does the place have heat, does it have cooking facilities, egress, lighting, handrails or safety issues?

These are all the things we will be looking at and getting done.

All these come with fees and requirements for us to do.

Commissioner Durisko questioned according to these papers you gave us, if you have someone renting a house or unit, they are going to come in and pay a \$65 inspection fee and a \$25 registration fee. That is \$90 right from the beginning. Then you will go in and do an inspection and tell them they don't have three (3) smoke detectors and now they have to do that.

Mr. Gramz stated with the lack of smoke detectors it warrants an immediate revocation of the occupancy permit because it is a life saving issue. That is something that can be taken care of in a matter of 2 or 3 hours. They can run down to the store, pick them up, put them up, make sure they work, and we come back and re-inspect. This is for the health, safety and welfare of the community. It is widely used all over and at least out in eastern Pennsylvania. When he worked for another municipality, he went up to Allentown and spent a day and a half with his counterparts up there. They have such a large rental population. They have 14 code officers that all they do is rental inspections.

Commissioner Durisko questioned if this is an annual or a one-time inspection.

Mr. Gramz stated it would be an annual and/or tenant change. The way these ordinances are put together, the ordinances will tell on each other. If someone does a rental without an occupancy permit, it will get caught or if you do an occupancy permit without a tenant registration, we will find it.

Mr. Gramz stated based on records available for the property transfers in 2016 was 369. Out of the 369 there were only 72 were applicable to inspections. Some were just lots, business to business which is under the business registration that we already have in place. Some of these maybe refinances. Some municipalities do an inspection on a refinance and this is something we can grow into.

Commissioner Durisko stated the rentals will be difficult to tackle and how are you going to do this. Is this just on your honor and you will get resident to say I am renting out my place.

Mr. Gramz stated with the experience that he has and the short period of time that he has been here he has been out looking for them.

Commissioner Durisko questioned if there is a way, he can track this maybe through Jordan Tax Services that can see this.

Mr. Gramz stated there are some data bases out there that the Allegheny County Real Estate Department has and wants to go down to their office to see if he can acquire some of the information. They have a lot of their properties broke out into single family, one and two units, etc. This will help identify the properties. It is going out and being proactive with a mobile office. It takes experience on how to identify these properties.

3. **Abandon, Blighted Properties.** Mr. Gramz has seven (7) identified potential abandon property. There maybe four (4) of them that comes back as deceased and there may not be a record and has not had the time to start looking a deed searches to find out if there is an estate or anything like that. We can reach out to the County to get these properties on their list for available properties or the vacant properties recovery program.

Mr. Gramz asked for questions from the Board.

Commissioner Macino stated this is all fine but how are you going to do all this and questioned how Mr. Gramz came up with some of the adjusted fees for instance the dumpsters fee.

Mr. Gramz stated that he and Bob Caun had conversation on the fees. The dumpster fees are associated with the single-family developments, the developers and the builders. They are averaging four (4) to six (6) dumpsters through the course of their construction. We have not collected one dumpster permit prior to him being here. He could not find any information on it. Since he has been here, he was permitted 10 or 12 dumpsters as he is finding and locating them. He is now putting them on the placards to make them aware of the dumpster ordinance. With this program we will be associating the dumpster fees in accordance with the building permits. There will be a \$250 flat fee. He spoke to a couple of different builders and they do not have a problem paying the \$250 because they do not have to worry about getting caught. If we see them overflowing, we call them and tell them to get them taken care of.

Commissioner Macino questioned if he and Bob just sat down and said.....

Mr. Gramz stated it was on an average. Four (4) dumpsters are \$100 itself. Our ordinance currently reads \$100 for a 30-day extension. Single family custom building you are looking at six (6) months of building and four (4) to six (6) dumpsters and that is how we cam about those numbers. We took those numbers and associated them with the construction and some of our construction history from our current data. Anything less than 5,000 sq. ft. associated with the \$250 and any more that 5,000 sq. ft. is \$500 fee. The DMV has four (4) dumpsters sitting there. Where are the permits? We got them but it was after the fact. This program will smooth everything out and have a higher efficiency in collecting the fees the Township is entitled to by the ordinances.

Commissioner Macino questioned if our ordinance requires a permit now for a dumpster?

Mr. Gramz stated yes.

Commissioner Macino questioned if we are enforcing that.

Mr. Gramz stated when he finds them, he is.

Commissioner Macino stated until Mr. Gramz got here, we were not enforcing them.

Mr. Gramz stated apparently not.

Commissioner Durisko stated the dumpster is relatively new like within the last 3 or 4 years.

Commissioner Williams-Zabicki questioned if these fees are bench marked with other local communities.

Mr. Gramz stated he did a study this evening and handed papers to the Board. A lot of these fees are not associated with other municipalities because they do not have the ordinances that we are looking at. He has not been able to study each municipalities specific ordinances calling these specific fees out.

Commissioner Chiurazzi questioned what do we do with these fees and where to they go?

Mr. Thauvette stated into the general fund.

Commissioner Williams-Zabicki questioned if there are fees that are going to help offset costs to what the Township is paying. For instance, are the fees and fines that are going to help enforce a safety issue that would be reasonable. She wants to make for we are not just feeling to fee. To charge to charge. How does she get a better sense of what is being recommended for safety purposes and this is for use to benefit covering our own costs versus this will bring in this amount of money for us?

Commissioner Williams-Zabicki questioned if there is a way to break down the fees as to why we are getting them. Are they for safety concerns for the Township? Aesthetic issue?

Mr. Gramz stated he could go line by line if the Board would like. The zoning permit application fees are enabled by the Pennsylvania Planning Code. Any action that a municipality does for a resident you can access for your time and effort. He doesn't want to say this is a revenue generator and make it look good in the numbers and as Commissioner Macino said he is a one person show. He will not be able to do this in a year or two. He will get everything going but the Township will have to find some other assets or some other assistance to come in to help cover the inspection requirements. Either be a part time or whatever. What we can do with the zoning permit application fee is waive the permit fee with an approved zoning application permit. The application fee can be waived if the permit is approved or do a reduced amount.

Mr. Thauvette suggested Mr. Gramz tackle the information from the fee schedule as opposed from the diagram.

Mr. Thauvette stated he understands Commissioner Williams-Zabicki concern of are we charging fees just to charge.

Commissioner Williams-Zabicki stated this looks intimidating and I'm thinking if I want to come into Collier, do I really want to pay all these fees and stay in Bridgeville.

Commissioner Chiurazzi stated this does not brand Collier the way we want. The fire inspections should stay because it is crazy, we do not have a follow up inspection which is a safety issue. With all these fees, we want to be business friendly. If they don't pay \$250 or \$500 then you cite them and go to the magistrates. He does not want our residents to feel that we are not in the same game with them. He has had this experience in another community where he had to go after a codes person because they treated a resident terribly and that is where it leads to court. We do not want that and doesn't know where all these fees are going to fit in. We want it to be fair. We raised everyone of these fees. From the other codes people that have been here, Mr. Gramz has taken on more already in our short time and gives him a ton of credit on this. The commercial developers where things get passed on, he is fine with but the resident fees he is not in favor of. We need to work on the numbers. Whether or not they are fair or not and some maybe we can eliminate. We do not count on this money.

Mr. Thauvette stated that he, Sean and Bob have sat down together and went over the numbers and think they are reasonable and to industry standards. The dumpster permit is a good example of this. If someone has a dumpster, they have 30 days before it needs to be emptied.

Commissioner Chiurazzi stated he gets the dumpster permit but maybe lessen it. He wants them to be happy and not hate when Sean comes walking by.

Mr. Thauvette stated this is why it changes from Sean needing to set a reminder on his calendar to 30 days to go check to make sure the dumpster is removed. If the dumpster is not then he has to fill out paperwork, give them a notice of violation and so on. It is \$250 flat fee to set it and forget it.

Commissioner Chiurazzi stated he doesn't want to make Sean's job harder. He did hire you to go out and enforce out codes.

Mr. Gramz stated we are just trying to bring some efficiency into the entire operation with fairness and collectivity through all.

Mr. Thauvette stated he feels the tenant registration is really beneficial. It gives us the ability to let us know who is living our Township.

Commissioner Chiurazzi stated he does not want to know who is living here. Who cares about the 370 tenants living down the road. They have an obligation to turn in their earned income tax. We can find out from a government standpoint that they are not doing that. Are we going to track people?

Mr. Thauvette stated it is not tracking people. It is for health and safety issues.

Commissioner Durisko stated let's say someone is renting a house from me and they have a fire, and someone dies. It turns out this is a tenant living in Collier Township that we did not do a fire inspection for. It looks bad because we should have.

Commissioner Chiurazzi stated there are fires everyday that you will be able to cast some blame on someone for something. This is not the issue. We want to get these peoples earned income tax. He wants them to be honest and go it. He doesn't know what the happy medium is and is not saying to cut it out but to track them as a government agency does not make him feel cozy.

Commissioner Williams-Zabicki stated she wants to read this information in more detail, study it and get a better understanding of it. She will look at this information for public safety and aesthetic to make the Township look good. She appreciates Mr. Gramz for doing to his efforts, pushing the boundaries for the Board and pulling the Board along with him. We just have to decide on how far we want to go and as we study this, we will find the right direction to go.

Mr. Gramz stated he is not what the Boards experience is with blight and abandoned and hoarding properties. He used to work with this at former employment looking at properties all over the north east. He asked the Board if they understand what hoarding is, if they ever actually seen it, been in it and smelled it. It's fun. These ordinances prevent that or keeps it under control.

Some of the Commissioners said yes, they have.

Commissioner Macino stated the Board will take a look at this now since we have a better understanding of what Mr. Gramz is trying to do and admires the effort Mr. Gramz did to get it this far.

Commissioner Macino questioned if someone is doing a remodel and put a dumpster in a driveway and throws a bunch of stuff in it, don't they have to have a building permit for what they are doing.

Mr. Gramz stated it depends on what type of building they are doing and the work they are doing. You can do a lot of work on your property without an actual permit. We drive around to see things and stop and ask what type of work they are doing. It is being proactive.

Commissioner Macino questioned if we track when someone buys a house and moves into the Township. It is in the paper and on the rolls. Does anyone keep an accurate list of who buys and sells a house?

Mr. Gramz stated we have property transfer recordings and lien letter request to identify the property and help do these inspections. If they build a new house, they would not get this type of inspection because the UCC Occupancy Permit will fulfill that requirement so there is no double dipping.

Commissioner Macino questioned for the apartments, would you go to the management company and ask for a list of residents.

Mr. Gramz stated that ordinance is already in place and they are required to turn in a list of residents, and it is already on the Township website. There is a tenant application and everyone over the age of 15 needs to be listed on the application.

Commissioner Chiurazzi stated he doesn't know if we have an ordinance that requires it and would be highly suspect of that ordinance.

Mr. Gramz stated the way the ordinance reads is "any tenant by definition, anyone living in a non-ownership capacity is a tenant."

Commissioner Chiurazzi stated that is honesty and they are supposed to contact the Township and set up earned income tax. He doesn't think Waterford Apartments is doing this and doesn't think the Township can go in there and do this. He is concerned that the Township will be going in there telling them we need those names and he doesn't like that. It gives him an uneasy feeling.

Mr. Thauvette stated this has been a great discussion and that is why it is being done at a workshop meeting.

Commissioner Chiurazzi stated why can't we ask Waterford to be honest and you have a local earned income tax requirement. Maybe we will be a 50% return on this. We will not get 100%.

Commissioner Macino stated the Board will look over this and thanked Mr. Gramz.

C. **Joining CONNECT**

Mr. Thauvette stated we have already talked about more multi municipal involvement whether it is a COG or some other type of organization. The dues for the year are \$570 for CONNECT. It is a beneficial group to be part of. When he was in West Homestead, we gathered a lot of useful information for the Borough. Other large Township likes Collier are part of it. It is a tremendous program and would be thrilled to represent the Township as a CONNECT member if the Board wishes to move forward.

Commissioners Chiurazzi and Williams-Zabicki stated they vote yes for it.

Commissioner Durisko questioned what the number one benefit is for joining CONNECT.

Mr. Thauvette stated is a broad forum of other like-minded elected and appointed officials to poll for ideas that are beneficial and detrimental to the community. If you have a problem, you go to a meeting and address the Board, and someone will have an answer for you. A requirement to be part of

CONNECT is to be an active member of COG.

Commissioner Williams-Zabicki would like to try it for a year to see if we get a benefit from it and re-elevate it next year.

Mr. Thauvette stated at every meeting you have two (2) open seats so if anyone would like to attend it welcome. Mr. Thauvette will represent the Township but if two (2) Commissioners want to go that is fine too. The meetings move around. They are not in the same place every time. The meetings are monthly.

Commissioner Macino advised Mr. Thauvette to move forward with joining CONNECT for a year.

D. Recycling Glass

Mr. Thauvette stated he mentioned at the last meeting the possibility of applying for an Act 102 grant that allows for State funding for recycling activities. Republic Services is no longer recycling glass. Residents have been calling us to find out what to do with their glass recyclables. We have been telling them to throw it in your regular garbage because it is not easily recyclable. The Act 102 grant would allow us to get recycling bins and possibly a larger vehicle to transport the recyclable materials to a facility. They can not provide for any actual labor costs associated with recycling program we have set up. Does the Board want to get the money and try to do a recycling program when we know that if we put bins here in the back, people will dump tv's, paint, couches and everything that you are not supposed to in the bins.

Commissioner Durisko stated it won't happen if we have a camera.

Mr. Thauvette stated we would install a camera and lock it up, so people are not dumping non-recycling items in the bins.

Commissioner Macino stated we would put the bins here and people would bring their glass here or just put the glass in the trash.

Mr. Thauvette stated yes and then we would have to find a place to take the glass. There is a factory in Fayette County that is taking glass, but we would have to get it there. We would also have to pay someone to monitor it; whether during the day or on the weekend.

Commissioner Durisko stated everyone will be applying for the grant because everyone is in the same boat we are.

Mr. Thauvette stated at the Manager's meeting on Monday, our neighboring communities do not want to do the glass recycling at all for the reasons we just spoke about. The question is, do you want to be aggressive and give it a try or be safe and frugal because it will probably end up costing the Township money in the long run.

Commissioner Macino questioned if Republic Services is giving us a discount since they are no longer taking glass.

Mr. Thauvette stated no.

Commissioner Durisko stated they are still accepting some plastics.

Commissioner Macino stated we pay the same thing, but they are not going to take all of our garbage.

Mr. Thauvette stated our contract is for single stream recycling which they are still offering that service but not accepting a lot less recycling.

Commissioner Macino stated he is concerned because we signed a contract that all of these recyclables were acceptable and now, they are not.

Mr. Thauvette stated he will look to see if the contract laid out individual items that are acceptable. It is single stream recycling. He will take a look at the contract.

Commissioner Macino stated to change the contract in the middle, hurts us getting money back at the end of the year for recycling. He advised Mr. Thauvette to get Mr. McGoran back to a meeting.

Commissioner Durisko stated we get money back at the end of the year based on the square tonnage of what is collected. It is not a big check, but it is a couple thousand dollars. Weight wise glass is more than plastic.

Mr. Thauvette stated it is \$3,000.00.

Commissioner Williams-Zabicki has seen a couple of posts from other communities. There is Bethel Park glass recycling pilot program. Michael Brothers recycling.

Mr. Thauvette stated that Michael Brothers is doing a three (3) month program. They move around to different areas of Pittsburgh to be a closer option for recycling. Are residents going to travel to recycle glass?

Commissioner Durisko stated why don't we apply for the grant to see if we get it and how long is the grant for.

Mr. Thauvette stated he could apply for the grant with the Boards direction. It is a reimbursable grant. It is 90/10. A onetime grant.
Commissioner Macino questioned how do we ask the residents to collect glass on their own.

Commissioner Ruffennach stated if we get the grant, we could get recycling bins for glass only.

Commissioner Durisko stated now there will be three (3) cans and the resident will have to bring the glass here and drop it off.

Commissioner Ruffennach stated depending on the size of the bin it could be heavy.

Commissioner Durisko stated how do we lift and load that onto a dump truck to take it somewhere.

Mr. Thauvette stated we could see if they would come pick up the recycling bins for here. The glass is valuable to them and maybe we don't charge the company to come pick it up, so they get it for free or charge them very minimal.

Commissioner Macino stated if we apply for the grant and don't use it that will look worse so let's think through what we actually want. There is a lot of logistics in this to work out.

Commissioner Macino asked some of the residents in the audience if they would drive the glass you collected up here to recycle it.

Mrs. MaryAnn Cupples-Wisnoiski stated that her neighbor is holding onto their glass hoping to take it somewhere. She would travel and feels the community she lives in would travel but couldn't answer for the whole Township.

Mr. John Garber stated there is a small percentage in their community that would do this.

Mr. Thauvette asked them to ask their neighbors to see if they would do it.

Mr. Thauvette stated if we do want to apply for the grant, he needs to meet with the grant people by the third week of March. We have to have an onsite meeting and the application is due in April.

Commissioner Durisko stated he feels we still need to contact John McGoran of Republic Services and tell him we are disappointed that this has changed, and we are disappointed with the notice that went out. He got one notice and it was wrong.

Commissioner Williams-Zabicki stated we need to look at everything from start to finish and look at all the costs we will have on a monthly basis.

Mr. Thauvette stated the other question is do we want to offer the service at no costs.

Commissioner Williams-Zabicki stated the benefit is protecting the environmental.

IV. DISCUSSION:

A. **Administrative Committee/Public Affairs:** Commissioner Durisko reported the following:

1. **Veteran Flags.** He was approached about the veteran flags that you see going through all the other communities. Why doesn't Collier have them? Because we do not have a main street. This wasn't a good answer for the person. His thought is to put them at Collier Park or maybe through Rennerdale or where the veteran lives. This veteran said he would be more than happy to pay the cost for them as long as the Township will put them up and take them down. This is something to explore. It is not a money maker, but it is a pride thing and if we want to recognize our veterans then we need to take a step forward and investigate the costs. Carnegie and Kennedy both do it.

Mr. Thauvette stated we did receive literature on this recently.

Commissioner Ruffennach stated the way Carnegie does it is the person purchases the flag and the Borough hangs it. They go up before Memorial Day and comes down before Christmas decorations are hung every year. The only probably there is, is everyone wants theirs hung in the exact same place as someone else does. Also, they say they road around town and cannot find their flag. Carnegie can not hang anymore on the main street, so they have moved into hanging them in the Park.

Commissioner Durisko questioned are they \$85 dollars a piece and how long do they last?

Commissioner Ruffennach stated he didn't know the price and they have had them a long time.

Commissioner Durisko stated we need a time limit on the flags. He doesn't want people to expect the flags last for 50 years.

Commissioner Ruffennach stated the people by a big flag for the Borough to hang and a little flag for themselves. There are package deals.

Commissioner Durisko stated this is like the bricks at our memorial. This is one more good opportunity to recognize our veterans.

Commissioner Ruffennach stated that Carnegie does all the brackets for them to hang. Carnegie is constantly putting them back up if they fall down. If they are not put up high enough, the kids like to jump up and pull down on them. Carnegie has had to reinforce their poles to make them stronger for the flags to hand from.

Commissioner Durisko stated Collier Park would be a good place to start hanging the flags. There needs to be a set structure for this. This is the fee, this is how long they are put up for, this is what you get, do you want to volunteer. Any ideas and suggestions we can go from here.

Commissioner Williams-Zabicki stated we should explore this.

There was discussion about possibly hanging the flags along Route 50 but that is a State road.

Mr. Thauvette stated they could be hung on Nike Site Road also and will get more information for the Board for the next meeting.

B. COG Committee: Commissioner Ruffennach reported the following:

1. **COG has new Officers.** Sam Nucci from Ingram is the President. Todd Miller from Crescent is Vice-President. Kelly Hall is Treasurer. John Novak from Greentree is the Secretary. In the round table discuss every community complained about their garbage. Bridgeville got a new contractor that had problems with trucks breaking down and glass left behind, and it has gotten better since that contractor rented trucks to collect garbage. Greentree is having issues with Republic Services and glass recycling. McKees Rocks received three (3) bids for garbage pick up and they threw them all out and they have 600 abandoned houses.
2. **Presto VFD Officers.** Commissioner Ruffennach had the honor of swearing in the new officers. There were some changes but not a lot.

C. Finance Committee: No report.

D. Parks and Recreation: No report.

E. Planning and Zoning: No report.

F. Public Safety Committee: No report.

G. Public Works Committee: No report.

H. Township Manager / Township Business: Mr. Thauvette reported the following:

1. **Keep Collier Beautiful 2019.** Is usually the Saturday before Earth Day but this year Earth Day is the day before Easter. Because of this, it will be on April 27, 2019 the week after Easter.

Commissioner Durisko questioned if we are doing things ourselves and not at Lane Construction.

Mr. Thauvette stated it was confusing and not good last year.

Commissioner Ruffennach stated it needs to start and the Community Center and end at the Community Center.

2. **Manager's Coffee Hour.** Will be on February 11, 2019 at 9:30 a.m. at the Community Center.

3. **Eagle Scout Projects.** There are two (2) projects happening. One is to put in benches Discovery Path and the other one is to build a flag retirement box to be placed out by the canon. A lot of boys from Troop 860 has made their Eagle Scouts.

V. OTHER BUSINESS:

No other business was discussed.

VI. ADJOURNMENT:

Motion was made by Commissioner Durisko; seconded by Commissioner Macino; to adjourn the work shop meeting at 8:52 p.m. By unanimous vote of the Board the motion passed.

George E. Macino – President
Board of Commissioners

Valerie A. Salla
Township Secretary