

**MINUTES  
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

**REGULAR MEETING**

**January 27, 2020**

**7:00 P.M.**

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

**A. PLEDGE OF ALLEGIANCE**

**B. ROLL CALL:**

**BOARD**

Dan Styche – Present  
Debra Zymroz –Present  
Rick Ruffennach – Present  
Wayne Chiurazzi, Esq.– Absent  
Dawn Williams-Zabicki – Present

**STAFF**

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

**C. EXECUTIVE SESSION** – Was held prior to the meeting to discuss legal and employment matters.

Commissioner Williams-Zabicki informed the public that today was National Holocaust Day and the importance to never forget.

**II. APPROVAL OF MINUTES:**

A. December 9, 2019 – Board of Commissioners Workshop Meeting

*Motion was made by Commissioner Styche, second by Commissioner Zymroz to approve the minutes as submitted above. By unanimous vote the motion carried.*

B. December 16, 2019 – Board of Commissioners Regular Meeting

*Motion was made by Commissioner Ruffennach, second by Commissioner Styche to approve the minutes as submitted above. By unanimous vote the motion carried.*

### III. REPORTS OF OFFICIALS AND COMMITTEES:

- A. Solicitor:** The Solicitor submitted a written report to the Board for the month of December and would be happy to answer any questions the Board may have.

There were no questions or comments.

- B. Engineer:** The Engineer submitted a written report to the Board for the month of December and would be happy to answer any questions the Board may have.

Mr. Brett added the following:

1. Listing of streets from the road tour and street map that shows the based bid roads and add alternates where given to the Board.
2. Joint Municipal Road Agreement with Moon Township and North Fayette Township.

Mr. Thauvette stated we approved that at the January 13<sup>th</sup> meeting.

Mr. Brett then explained the bid and the roads on the list to the Board. Scotts Run Road currently has a slide on it and had a Geotech engineer look at the slide and are waiting for the report and plan to come back. We should be ready in April to put out bids to repair the slide.

Commissioner Williams-Zabicki stated Scotts Run Road is a separate project from the road paving project and it is on the agenda to be repaired this year.

3. Township Retention Pond. Mr. Brett stated the advertisement for bids was sent over to Mr. Thauvette to be placed in the paper. The bid documents will be opened before the next months meeting.

There were no other questions or comments.

- C. Manager:** The Manager submitted a written report to the Board for the month of December and would be happy to answer any questions the Board may have.

Mr. Thauvette added the following:

1. *Banner Community*. We applied for the Allegheny League of Municipalities (ALOM) Banner Community Program. This program highlights communities within Allegheny County that go above and beyond with good government, transparency and excellent services provided to their residents. There is a list of criteria that you must meet in order to be considered and accepted into this program. Collier Township is one of the originating members of the banner community program and we should hear back from ALOM in February.
2. *Keep Collier Beautiful*. Is scheduled for April 25<sup>th</sup> from 9:00a.m to 1:00p.m. More information will be provided on sponsorships, route options, etc.

3. *Manager's Coffee Hour.* Will be held on February 3<sup>rd</sup> at 9:30a.m. at the Community Center. They will be held on the first Monday's of each month going forward.

There were no questions or comments.

- D. Building/Codes:** Mr. Plietz submitted a written report to the Board for the month of December and would be happy to answer any questions the Board may have.

Mr. Plietz thanked Commissioner Styche for orchestrating a meeting with the Neville Park Community Group/HOA to discuss the reasonings behind the questions of the hood system that is required for their clubhouse. Hopefully there is a better understanding for the new HOA members and what was withheld from the previous members that did not disclose the reasons behind the push for the hood system. Hopefully we come to some closure on this and the HOA seeks whatever avenue they are going to take.

There were no other questions or comments.

- E. COG Report:** Commissioner Ruffennach reported the meeting was held at Ingram Borough. It was a meet and greet night and election of Officers took place. All the Officers stayed the same. Sam Nucci of Ingram Borough is still the President and he runs a good meeting. The guest speaker was Matt Brown from the Allegheny County 911 Emergency Services which is now located in a brand-new facility in Moon Township. The next meeting will be on February 20<sup>th</sup> at Crafton's Community Center.

Commissioner Williams-Zabicki stated at the last meeting we held up on sending the membership dues to the COG. We still need to determine if Collier wants to remain a member of the COG.

Commissioner Styche questioned if there was an alternate.

Commissioner Williams-Zabicki stated there is and the Board needs to have a discussion on this.

There were no other questions or comments.

- F. Finance:** Mr. Hinds submitted a written report to the Board for the month of December and would be happy to answer any questions the Board may have.

Commissioner Williams-Zabicki thanked Mr. Hinds for the end of year reporting he did.

There were no questions or comments.

**G. Parks and Recreation Report:** Ms. Barry submitted a written report to the Board for the month of December and would be happy to answer any questions the Board may have.

There were no questions or comments.

**H. Planning/Development/Zoning Report:** Mr. Caun submitted a written report to the Board for the month of December and would be happy to answer any questions.

Mr. Caun added there are motions on the Agenda this evening that we can discuss then if the Board would like.

Commissioner Williams-Zabicki stated the Board will wait till the motions on the agenda to discuss them.

**I. Public Safety – Fire Department Report:** Mr. Andy Giroski, President of the Rennerdale VFD was in attendance to answer any questions the Board may have for the December report.

Commissioner Ruffennach stated there were two (2) structure fires in Collier the month of December and the fire companies did a great job.

There were no other questions or comments.

**J. Public Safety – Police Department Report:** Chief Campbell submitted a written report to the Board for the month of December and would be happy to answer any questions the Board may have.

The Police Chief added the following:

1. *Shop with a Cop Event.* This was held in December and was a wonderful event. Ever year it gets bigger and better due to Officer Oslick's effort that he puts into the event. This year he had Santa, a sleigh and live reindeer.

Commissioner Ruffennach questioned where the reindeer came from.

It was stated from the North Pole.

There were no other questions or comments.

**K. Public Works Report:** Mr. Palmosina submitted a written report to the Board for the month of December and would be happy to answer any questions the Board may have.

Commissioner Ruffennach questioned if we still have enough salt.

Mr. Palmosina stated yes. It has been a mild winter and we have been concentrating on cleaning up all the rooms at the Public Works building.

Commissioner Zymroz questioned if the trucks have been starting okay in this cold.

Mr. Palmosina stated there has been no problems. There is one (1) truck down now but is due back any day now.

There were no other questions or comments.

Commissioner Williams-Zabicki thanked all the Directors for the great effort in the first month of the new year.

*Motion was made by Commissioner Styche, seconded by Commissioner Ruffennach to approve all the above reports as submitted. By unanimous vote the motion carried.*

#### **IV. Collier Township Municipal Authority (CTMA) Discussion:**

Commissioner Williams-Zabicki asked Mr. Thauvette to give a summary on the CTMA discussion.

Mr. Thauvette stated the CTMA has been an on and off topic of discussion for about the last 10 years. Currently the CTMA handles 95% of the Township sewage lines as a separate entity from Collier Township. The CTMA does reside in this same building on the bottom floor and have their own Board of Directors, Solicitor and Engineer. They set the sewage rates independently from the Township and operate independently in terms of the work they do, the projects that they plan, etc. Collier Township owns 5% of the sewage lines they we do operation and maintenance on in the Neville Park Community and the Collier Town Square area. It has long been discussed to either transfer all the lines that the Township owns to the municipal authority or the Township take over the 95% the CTMA owns. This initially begin as an opportunity for the CTMA to take over all of the sewers and during this conversation there was a change in mood from the Board of Commissioners of the ability for the Township to run the sewer program for all of its residents under one roof. It would be a separate line item in the budget. The discussion went to how would the Township go about transferring the CTMA, their billing and their lines under the Township ownership. Mr. Thauvette has heard arguments for both, keeping it the way it is, turn it all over to CTMA, or turn it all over to the Township. They were all valid points.

Commissioner Williams-Zabicki stated since we have two (2) new Board members, she wanted to give them a chance to voice their opinion and have public discussion on the pros and cons so we could come to a decision whether or not to transfer the 5% of the lines the Township owns over to the CTMA, or dissolve the CTMA and bring this in house.

Commissioner Williams-Zabicki asked the other Commissioners to make a statement or present a case to help get to a decision making around this issue.

Commissioner Styche stated he felt the Township should consider taking the CTMA over. We are the elected body and feels the residents of the Township should have their elected officials set any rates than an independent body. Also, him being in contact with Mr. Thauvette, he feels the Public Works can handle any aspects of taking this responsibility on. The CTMA subs everything out. They do not do anything outside of the office work. All the work is currently being subbed out to someone and asked Mr. Thauvette if that was correct.

Mr. Thauvette stated that was correct.

Commissioner Styche spoke to Public Works and they feel they could take on this responsibility. It is a good point that our workers can do the work on our sewer system. Public Works and the sewer system can work together as long as the equipment is being used on both, we can purchase equipment that is being used on both.

Mr. Thauvette stated that was correct and this has been a common misunderstanding. The sanitary sewer system is separate from the general fund. The residents/rate payers pay a fund to maintain the sewer lines. However, if we would need a vactor truck to clean out sanitary sewer lines, we could also use it to clean out storm sewer lines therefore the cost would be split between the general fund and the sewer fund. The Township can not buy police cars with the sewer fund money. We can purchase shared equipment.

Commissioner Styche stated he felt it would be beneficial for the residents of Collier for the Township to take over the CTMA for the reasons discussed above.

Commissioner Williams-Zabicki quested the Solicitor if the rates are governed by the public utility commission or can the elected officials set the rates.

Solicitor Means stated the rates are not governed by the public utility commission (PUC). The rates for any area served by the CTMA are currently set by the CTMA Board. The rates for the area served by the Township are set by the Township. The PUC does not get involved in the local rates.

Commissioner Williams-Zabicki questioned if there would be a contract impact if the Public Works Department would do the sewer line work.

Mr. Thauvette stated the current contract language allows for one of the areas of work to be sanitary sewer systems and it would not be outside of their job description.

Commissioner Williams-Zabicki stated currently the maintenance of the CTMA is being handle by NIRA and asked if that was correct.

Mr. Thauvette stated he did not know if NIRA handled the maintenance as such as the administration of the maintenance.

Commissioner Williams-Zabicki stated that Commissioner Ruffennach is a member of the CTMA Board and is not allowed to comment on any CTMA issues or this topic due to a conflict of interest. However, today, Commissioner Ruffennach submitted his resignation from the CTMA Board. The Board needs to accept his resignation which is on the Agenda this evening and we will do this motion now so Commissioner Ruffennach can voice his opinion.

**Consider action to accept the resignation of Rick Ruffennach from the CTMA (Collier Township Municipal Authority) effective immediately.**

*A motion was made by Commissioner Zymroz, seconded by Commissioner Styche, to accept the resignation of Rick Ruffennach from the CTMA effective immediately. Commissioner Ruffennach was abstained. By unanimous vote the motion passed.*

Commissioner Williams-Zabicki stated Commissioner Ruffennach is no longer conflicted and can speak on this topic.

Commissioner Ruffennach stated some of the work will still have to be contracted out no matter what. The vector truck through the COG that we belong to is \$5,000 a week and prices are going to go up. If we need that truck to come in and clean a sewer it will have to be contracted out. A new vector truck is about \$300,000.00 which is a lot of money. There are yearly items that need done every year. Certain sewers need cleaned, grease traps need checked, etc. and when there are violations, the Solicitor sends out violation letters.

Commissioner Styche stated he realizes right now we do not have the manpower but that is something we can over time hire more staff.

Commissioner Ruffennach stated he agreed that Public Works can handle it. The administration, it would be smart to bring the girls downstairs on board up here because they know what they are doing and have been there since 2008 and 2009. The CTMA was established in 1947 and as far as he could find out, the CTMA has never come to the Township itself for money. The CTMA has always funded itself 100% and at one point it was really bad money wise and now the Chairman, Dan Oberleitner, likes to sit on money and the CTMA Board told him they are sitting on too much money and have to start getting some of the projects done that the CTMA wants to do. The money that comes in, turns around and pays for the secretaries, engineer, solicitor plus the projects that are getting done without ever coming to the Township for anything. He doesn't understand why the Township wants to take something over that "why fix it, if it's not broke." Up until a couple of months ago there was a Commissioner that did not even know the CTMA existed and did not know what it was, but he wants to take it over. Something that has been here since 1947 and has never down anything to hurt a taxpayer in this Township. We never had to raise taxes to keep the CTMA going and we never had to do anything for it. The CTMA funds itself. It is downstairs all by itself. That Commissioner didn't even know where the office was. He didn't even know it was in this building, but yet he

wants to close something. Commissioner Ruffennach knows we could take the CTMA on and knows Bob Palmosina and the Public Works can handle it and we can grow with it. We are still going to have to outsource some work. We are still going to have to take on the girls' downstairs because they know what is going on. He doesn't understand why we want to take the CTMA over. If anything, why couldn't we turn the CTMA into an advisory board. If the Township is so worried about the money and overseeing what the CTMA does, turn it into an advisory board and be in control of the money and the projects but, keep the Board itself downstairs. Let the girls do the billing and take the day to day phone calls. They could become Township employees. The Commissioners can say the first of the year what needs done and give it to the CTMA. The CTMA could say okay or come to us saying what needs done and it's going to cost this much money and the Commissioners could say they don't want to spend that much money and to do this project. Keep the CTMA in place and be in control of the money.

Commissioner Styche stated he is guessing that Commissioner Ruffennach is referring to the Commissioner that is not here and he doesn't know what Commissioner Chiurazzi's viewpoints are in discussions to what was in the past.

Commissioner Styche is looking forward to going forward. If we look at the aspect of, we are the elected officials and we should be setting the rates for our residents and not an independent body.

Commissioner Ruffennach stated as an advisory board the Commissioners can do that. The Commissioners could control the money. It is like any other advisory board and they will have to answer to the Commissioners. Turn the CTMA into an advisory board instead of getting rid of it all together.

Commissioner Zymroz questioned if the Township Solicitor and Engineer can do the sewage or would we need new ones.

Commissioner Ruffennach questioned Mr. Brett if the engineering firm could handle it.

Mr. Brett stated the engineers could do the sewage. They currently do this work for many Townships/Boroughs and some are Collier's surrounding Townships/Boroughs. We do both municipal and sewage.

Solicitor Means stated all the municipalities that his firm works for, the sewage is done in house, so it is just part of the work we do for that Township or Borough.

Commissioner Zymroz stated she spoke to the lady's downstairs and feels they do a lot of work. They do not just answer the phone. Commissioner Zymroz has been a secretary before and knows it is not an easy job no matter where you are at. Those ladies do a lot of work downstairs and try to handle as much on their own as possible if they can. Would we want to add that work to Val and Louann? The girl's downstairs have been here since 2008 and 2009 and now you want to put more work

on Val and Louann. Could we bring those girls up and hire them and let them do what they do and keep doing it? She does not want to put the work on Val and Louann. Especially with something they have never done before.

Commissioner Styche agreed that he doesn't want anyone to lose their job.

Commissioner Williams-Zabicki stated this was not an inditement on the CTMA and no one has said they are doing a bad job and she gives credit to the CTMA Board and staff. She then highlighted the following:

#### Benefits of Dissolving Sewer Authority

- Align with Spirit of Collier Comprehensive Plan and the strategic direction and growth of the township as led by the BOC
- Minimize administrative overhead
- Reduce redundancies (Engineering / Legal Fees, office supplies)
- Ensure rate payers are paying lowest rate
- Focus by Township Management to leverage resources, grants, etc. (GROW money)
- Regionalization
- Cost savings
- Sharing of cost of equipment

#### Risks

- Loss of expertise of Dan Oberleitner
- ALCOSAN will increase rates 7% each year over next 4 years – will have to manage perceptions
- Capacity of township to absorb additional responsibilities
- Will focus on well-managed projects be at risk

Commissioner Williams-Zabicki stated with Alcosan raising the rates over the next four (4) years, she hesitates to take over the sewers because the public will think the Township is raising the rates when it is Alcosan. She would like the public to understand it is Alcosan raising the rates. There has been discussion of Alcosan regionalizing and taking over all the sewers.

Mr. Thauvette stated that was correct for Alcosan. There has been a decent decree given to Alcosan by the State to make their best effort to regionalize and consolidate the trunk sewers in our region. Before Alcosan does this they want to be sure the sewers are in good operational condition and in good shape. If the Township or Borough has to make repairs to the sewers, Alcosan has a program called Alcosan Grow Program which has funding to help offset the cost for communities to bring their sewer lines up to an adequate spec that Alcosan is willing to take over. There is a lot of money available for these types of projects and our neighboring communities are taking advantage of this.

Commissioner Williams-Zabicki questioned if the Board wants to put forth the advertisement that has been prepared that states that the Township is advertising, we would be voting to dissolve the CTMA. Then a decision would need to be made within the next 30 days on the advertisement.

Commissioner Ruffennach stated he felt the Board was not ready to decide and that more discussion is needed. He would like to turn the CTMA into an advisory board.

Solicitor Means stated the Township could have an advisory board. If it is an advisory board, it does not spend the money and it does not sign the contracts. It will study, input and ask for things to be done or the Commissioners will ask the advisory board what it would recommend. The Commissioners would have to direct an Ordinance to include an advisory board provision, Solicitor Means would add this. The draft currently given to the Commissioners and Manager does not have an advisory board in the description but can be put into place.

Commissioner Styche questioned if that would mean we are dissolving the CTMA but making it an advisory board as part of the new ordinance.

Solicitor Means stated the Township would take over the sewer systems. The Township would own and operate the sewer systems including the lines and accessory parts of the lines. The Township could establish a board that makes recommendations.

Commissioner Styche stated he would not be opposed to that.

Commissioner Ruffennach questioned if there are any other communities that Solicitor Means and the engineer, Kevin Brett serve that have an advisory board for sewers.

Solicitor Means stated the places he has done work for do not have an advisory for sewage but has seen advisory boards for different purposes.

Commissioner Williams-Zabicki questioned if there are other ways that we can keep Dan Oberleitner expertise.

Solicitor Means stated the Commissioners could authorize an establishment of an advisory board and the Commissioners will appoint the members and how many to serve on the advisory board.

A discussion took place on the current members of the CTMA, advisory board and voting on the advertisement.

The Board post-poned voting on the advertisement until all the Commissioners were present at the meeting. Solicitor Means will update the Ordinance by adding an advisory board. This will be discussed at the Workshop meeting.

## V. PUBLIC COMMENT / COMMENT ON NEW BUSINESS:

**Terry Bell** of 793 Marigold Court approached the Board with a question for the engineer, Kevin Brett. Mr. Bell stated he is having a hard time keeping track of all the revisions of the stormwater management proposal. Is the most recent revision have the level spreader that is located on the north side of Marigold Court?

Mr. Brett stated it does not have it.

Mr. Bell questioned what it was replaced with.

Mr. Brett stated a pipe beyond that cul-de-sac down over the hill.

Mr. Bell stated the Commissioners need to look at the bond for the Valley Fill grading permit number 2019-0248. Then original permit done in 2013 was for 850,000 cubic yards and the bond was for \$267,650.00. The application submitted six (6) years later has the exact amount of fill (850,000 cubic yards) and a bond currently posted is \$267,650.00. There is no cost for increase and for inflation. The current grading ordinance requires a bond of 110% of the cost of effort. The bond of \$267,650.00 should be more and the Commissioners need to revisit this calculation.

Commissioner Williams-Zabicki stated the calculations will be looked into.

Mr. Bell then stated the sewer systems work and it doesn't make sense to transfer 95% of something to 5% rather than transferring 5% to 95%. The sewer system is working. Let them take the 5%.

Commissioner Williams-Zabicki Thanked Mr. Bell.

**Dan Furman** of 111 Maclaine Drive approached the Board thanking Mr. Thauvette and the Public Works Department for repairing the storm sewer on his street. He then asked for any follow up from the parking issue concern that was brought to the Board's attention at the last meeting.

Commissioner Ruffennach questioned if there have been any changes with the truck parking on the street.

Mr. Furman stated no.

Mr. Thauvette stated we talked with the codes department and the police department and the Township does not have any thing in the vehicle code or the Township codes currently that restrict that type of vehicle from parking on the road. The Township will have to discuss if there should be an amendment to an Ordinance that restricts certain vehicles from parking on the streets or no parking during certain times of the day or night.

Commissioner Styche questioned if this vehicle is blocking driveways.

Mr. Furman stated the truck is being parked in front of the homeowner's residence. It is a safety concern for the other homeowners getting around this vehicle and for snow removal and salting.

Commissioner Styche mentioned at the last meeting it was brought up that the homeowner parking the truck on the street has threatened bodily harm and questioned if the Chief has heard anything and the Board advised the residents to call 911.

Chief Campbell stated this is the first he has heard about it.

Commissioner Williams-Zabicki stated currently there is not an Ordinance that would help us to remove this vehicle from the street. We have had other communities ask for a parking ordinance. This will need some discussion as to whether or not the decisions should be made at a Township level or community level/homeowners associations. This will be discussed at a workshop meeting.

Commissioner Zymroz questioned what the HOA rules state for vehicles parking on the streets.

Mr. Furman stated it says no parking of trucks in general on the road. The HOA sent the homeowner several notices, the realty management company was contacted and they said there was nothing they could do to help re-enforce the rules and regulations. There is nothing we can enforce from a legal standpoint that would hold up in any court.

Commissioner Zymroz questioned if the homeowner was asked to park the drive in their own driveway.

Mr. Furman stated that has been done and this has been going on for a long time. It has been 18 months to 2 years and we have tried to solve this internally.

## **VI. NEW BUSINESS:**

1. Consider action on the application for Preliminary Land Development of Chase Bank. The applicant is requesting a modification from Zoning Ordinance Section 27-2102.7 Maximum Light Intensity on the ground, to allow for light intensity from installed lighting to be more than the required 5-foot candles maximum, and also a modification from the Subdivision/Land Development Ordinance Section 22-804 requiring sidewalks along the roadways. The Planning Commission has reviewed and recommends preliminary land development approval with the conditions noted in the Township Engineers review letter dated January 10, 2020. The Planning Commission also recommends granting of both requested modifications.
  - a. Motion to grant preliminary approval conditioned on satisfactorily addressing all items listed in the Township Engineers letter dated January 10, 2020.

- b. Motion to grant a modification from Zoning Ordinance Section 27-2102.7 Maximum Light Intensity on the ground, to allow for light intensity from installed lighting to be more than the required 5-foot candles maximum.
- c. Motion to grant a modification from the Subdivision/Land Development Ordinance Section 22-804 requiring sidewalks along the roadways.

*Motion was made by Commissioner Zymroz, seconded by Commissioner Styche, to table this due to landscaping issues. By unanimous vote the motion carried.*

- 2. Consider action on the application for Preliminary Land Development of Bank of America. The applicant is requesting a modification from Zoning Ordinance Section 27-2102.7 Maximum Light Intensity on the ground, to allow for light intensity from installed lighting to be more than the required 5-foot candles maximum. The Planning Commission has reviewed and recommends preliminary land development approval with the conditions noted in the Township Engineers review letter dated December 12, 2019. The Planning Commission also recommends granting of the requested modification.
  - a. Motion to grant preliminary approval conditioned on satisfactorily addressing all items listed in the Township Engineers letter dated December 12, 2019.
  - b. Motion to grant a modification from Zoning Ordinance Section 27-2102.7 Maximum Light Intensity on the ground, to allow for light intensity from installed lighting to be more than the required 5-foot candles maximum in the vicinity of the ATM, the vestibule and the drive thru.

Mr. Caun informed the Board that Bank of America is set to build where the old Pizza Hut was on Washington Pike. The Planning Commission worked on this for several months. The items in the Engineers report are out of the control of the developer. The modification is for around the ATM and other areas where the public is. There are other businesses along Washington Pike that have the 5-foot candles.

Commissioner Styche questioned if the Board agrees to this, can the developer do this modification throughout the entire site.

Mr. Caun stated the Board should put a condition in that it is just at the ATM in the Board's approval. The Developer will be held to those conditions.

Mr. Ed Fink, representative for Bank of America, explained to the Board the 5-foot candles will be at the ATM area, the vestibule entrance area and the drive thru.

*Motion was made by Commissioner Styche, seconded by Commissioner Ruffennach, to approve preliminary approval as stated in letter 2(a) above. By unanimous vote the motion carried.*

*Motion was made by Commissioner Styche, seconded by Commissioner Zymroz, to approve the modification for letter 2(b) as stated above. By unanimous vote the motion carried.*

3. Consider action on the O'Patchen Plan of Lots. The Planning Commission recommends approval with the conditions listed in the Township Engineers review letter dated December 31, 2019.

Mr. Caun informed the Board this is a small two (2) lot subdivision that is mainly in South Fayette Township and they are involved with all approvals except for the little section located in Collier Township. The Planning Commission did look at this and want to be sure the Sewer Planning Module is completed and South Fayette is running that through the DEP.

*Motion was made by Commissioner Ruffennach, seconded by Commissioner Styche, to approve the O'Patchen Plan of Lots as stated above. By unanimous vote the motion carried.*

4. Consider action to approve the First Addendum to the Developers Agreement between Collier Township and CE-Gregg Station.

Mr. Caun informed the Board the Township requires an open space/recreation and if you can not meet that the developer can pay a fee in lieu as an option. The Township allowed this Developer to use the fee in lieu for amenities on his site. We do not have the actual recreation plan, but we have the list of items the developer is going to install and the list of the bonded amount which the Township Solicitor reviewed.

Solicitor Means stated the bonded amount is in a letter of credit and is acceptable.

*Motion was made by Commissioner Williams-Zabicki, seconded by Commissioner Styche, to approve the First Addendum to the Developers Agreement as stated above. By unanimous vote the motion carried.*

5. Consider action on Resolution 012720-01: A Resolution for the destruction of specific records in the Police Department.

*Motion was made by Commissioner Ruffennach, seconded by Commissioner Zymroz, to approve Resolution 012720-01 as stated above. By unanimous vote the motion carried.*

6. Consider action to accept the resignation of Debra Zymroz from the Community Center customer service desk employment effective February 6, 2020.

*Motion was made by Commissioner Ruffennach, seconded by Commissioner Styche, to approve the resignation of Debra Zymroz as stated above. By unanimous vote the motion carried. Commissioner Zymroz was abstained.*

7. Consider action to accept the resignation of Rick Ruffennach from the CTMA(Collier Township Municipal Authority) effective immediately.

*This motion was completed during the CTMA discussion. See page 15.*

8. Consider action to hire Morgan Torchia for Community Center customer service desk employment at a rate of \$9.00/hr. effective January 21, 2020.

*Motion was made by Commissioner Zymroz, seconded by Commissioner Ruffennach, to hire Morgan Torchia as stated above. By unanimous vote the motion carried.*

9. Consider action to advertise for the construction of a stormwater management pond at the Township Building Complex.

*Motion was made by Commissioner Ruffennach, seconded by Commissioner Zymroz, to advertise for the construction of a stormwater management pond as stated above. By unanimous vote the motion carried.*

10. Consider action to re-appoint Advisory Board members and terms.
  1. Anthony Bagnato to the Zoning Hearing Board for a 5-year term.
  2. Eric Ives to the Parks and Recreation Board for a 4-year term.
  3. Mike Ahwesh to the Planning Commissioner for a 4-year term.
  4. Kevin Vaughn to the Planning Commissioner for a 4-year term.

*Motion was made by Commissioner Ruffennach, seconded by Commissioner Styche, to re-appoint the above Advisory Board members and terms as stated above. By unanimous vote the motion carried.*

11. Consider action to appoint Anna Ewing to the Parks and Recreation Board for a four (4) year term.

*Motion was made by Commissioner Zymroz, seconded by Commissioner Styche, to appoint Anna Ewing as stated above. By unanimous vote the motion carried.*

12. Consider action to appoint Dan Styche as the Emergency Management Coordinator effective immediately.

*Motion was made by Commissioner Zymroz, seconded by Commissioner Ruffennach, to appoint Dan Styche as stated above. By unanimous vote the motion carried.*

13. Consider action to re-appoint the current members(Nancy Smith and David Birchok) to the Civil Service Commission for a six (6) year term.

*Motion was made by Commissioner Styche, seconded by Commissioner Ruffennach, to re-appoint Nancy Smith and David Birchok as stated above. By unanimous vote the motion carried.*

**VII. APPROVAL OF GENERAL FUND OPERATING ACCOUNT ITEMS:**

- Invoices paid and checks written from January 14, 2020 to January 26, 2020 in the amount of \$58,905.68.
- Bills requested for payment for January 27, 2020 in the amount of \$199,850.56.

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

**VIII. APPROVAL OF CAPITAL INVESTMENT ACCOUNT ITEMS:**

- Bills requested for payment for January 27, 2020 in the amount of \$1,659.28.

*Motion was made by Commissioner Williams-Zabicki, seconded by Commissioner Styche, to approve the Capital Investment Account as stated above. By unanimous vote the motion carried.*

**IX. ADJOURN:**

*Motion was made by Commissioner Styche, seconded by Commissioner Zymroz to adjourn the meeting at 8:22p.m. By unanimous vote the motion carried.*

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Dawn Williams-Zabicki – President  
Board of Commissioners

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Valerie A. Salla  
Township Secretary