

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

WORKSHOP MEETING

January 13, 2020

7:00 P.M.

I. CALL TO ORDER: Commissioner Williams-Zabicki called the workshop meeting of the Board of Commissioners to order at 7:03 P.M.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL:

BOARD

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

STAFF

Chuck Means, Solicitor - Absent
Kevin Brett, Engineer - Absent
Craig Campbell, Police Chief – Absent
Robert Caun, Planning Director – Absent
Jeff Hinds, Finance Director – Absent
Tom Plietz – Bldg/Fire Codes – 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 and legal issues.

D. ASSIGNMENT OF COMMITTEE CHAIRS:

Committee	Chair	Vice-Chair
Administrative & Public Affairs	Debbie Zymroz	Dawn Williams-Zabicki
COG	Rick Ruffennach	Dan Styche
Finance	Dawn Williams-Zabicki	Debbie Zymroz
Parks & Recreation	Dan Styche	Wayne Chiurazzi
Planning & Land Use Development	Dawn Williams-Zabicki	Wayne Chiurazzi
Public Safety	Rick Ruffennach	Dawn Williams-Zabicki
Building Inspection & Code Enforcement	Wayne Chiurazzi	Rick Ruffennach
Public Works	Debbie Zymroz	Dan Styche

E. 2020 AGENDA SETTINGS:

Commissioner Williams-Zabicki informed the public the Board will plan as a group as to what they would like on the Workshop Agenda's going forward. Each Board member provided input for a plan of accomplishments they would like to do for 2020. The following items were discussed:

1. The need to share and refresh the emergency preparedness in the Township and to assign a new emergency management person.
2. Fire Department functional consolidation per the fire study.
3. Sewage management maintenance. Moving all sewers to the CTMA or to dissolve the CTMA.
4. Identify key projects in the Township that are priority from a Board prospective so the manager can identify Grants that might be available to be more strategic and proactive in our planning.
5. Comprehensive Plan for the Township. When this plan was put together there was a list of recommendations. Most of the recommendations have already been implemented. The one that is not is a Community and Economic Development Council that needs put together.
6. Collier Branding. This includes our Ordinance for truth in advertising.
7. Comprehensive Plan for the Parks. This is currently being developed and will be accomplished in 2020.
8. Updates from other Collier Boards.
9. November Workshop will be focused on Budgets.
10. Environmental Advisory Board.

Commissioner Williams-Zabicki asked for any thoughts and comments from other Board members and the Manager.

All other Commissioners were fine with the list.

Mr. Thauvette asked for the Boards support on helping to identify short term and long-term projects they would like to see occur in the Township before applying for Grants.

Commissioner Chiurazzi stated they are an Advisory Board and he didn't want to tell Mr. Thauvette what to do and did not want to get into the micro-management of this Township.

Mr. Thauvette explained he didn't want to put together a grant that when it comes to the Board, the Board members say they don't want this.

Commissioner Chiurazzi informed Mr. Thauvette to bring the ideas to the Board and the Board can vote yes or no on it.

Commissioner Styche stated if the Parks Board or Friends bring an idea to Mr. Thauvette, Mr. Thauvette would bring the idea to the Commissioners before he applies for the grants.

Commissioner Zymroz stated she feels that Mr. Thauvette wants the Board to decide or determine an idea before he applies for the Grant. This way, the Board can't say they never decided or never said to apply for the Grant.

Mr. Thauvette stated that was correct.

Commissioner Williams-Zabicki stated the Board can share ideas with Mr. Thauvette so he can be more proactive and be more strategic on going after those Grants to help see the Boards agenda items completed.

II. PUBLIC COMMENT ON NEW BUSINESS ITEMS:

Frank Noble of 500 Azalea Lane approached the Board stating he didn't feel that agenda item number two (2) for public comment on agenda items only should not be on it. This is the only time people have a chance to voice something going on in the Township without getting emails and phone calls. The public should have the right to mention anything they want to mention limited to three (3) minutes. We have brought a lot of things to the Board's attention that was not on the agenda.

Dan Furman of 111 Maclaine Drive approached the Board with a safety concern. The concern is with a construction vehicle/company vehicle that is parking on the street. This has been a problem for a couple years and the HOA has tried to address this with the resident and cannot get it resolved. MacLaine Manor is one entrance in and out. This vehicle causes issues with other vehicles, buses, delivery vehicles and emergency vehicles getting around it. The HOA is seeking help from the Commissioners with this issue of maybe having a parking ordinance or weight limit signs.

Commissioner Chiurazzi questioned if this resident was violating any HOA bylaws.

Mr. Furman stated there is a bylaw for no trucks parking on the street at any time. The size of the vehicle is making it a safety issue. The HOA has been lenient but this vehicle is parked on the street every day of the week, evenings and weekends.

Commissioner Williams-Zabicki questioned if it is difficult getting around this vehicle.

Mr. Furman stated yes and the school buses have a difficult time. We have a concern with emergency vehicles getting around it.

Commissioner Zymroz stated an eyesore.

Mr. Furman stated it is a visible eyesore, but it is mostly safety.

Commissioner Chiurazzi questioned if the vehicle is properly registered and inspected.

Mr. Furman stated he didn't know. The resident does not own the vehicle. It is a company truck that he works for.

Commissioner Williams-Zabicki advised Mr. Thauvette to put this on the list of things we need to talk about internally and then advise Mr. Furman.

Mr. Thauvette stated yes.

Chris Burek of 138 Maclaine Drive approached the Board regarding the same issue with the truck and asked if this could be a police issue because the guy has made threats and told people that he is carrying a gun when people try to approach him peacefully. We need help from the Township at this point.

Mr. Thauvette stated that at this point, when you feel threatened or in danger in anyway, you should call 911 immediately. This will help the Board and Township out if they are going to take any action on this, there is a history on this issue.

III. NEW BUSINESS:

Commissioner Williams-Zabicki informed the public the MPC (Municipal Planning Code) states that when a developer requests a bond to be reduced, the engineer has a certain amount of time to go out and inspect what is on the list to be bonded and to determine if those items have been completed or not. Once the engineer has completed that report, then in the code, the Township has fifteen (15) days to vote and that is to either approve or deny. Otherwise, it automatically gets approved.

1. Consider action on The Villages of Neville Park Prestley Glenn Bond Reduction Request #7 from Woodville Associates. The Township engineer has reviewed and recommends the Township reduce the bond amount for Prestley Glenn from \$104,677.83 to \$29,287.70, which is 10% of the total cost for the completed improvements.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Styche to approve the bond reduction for The Villages of Neville Park Prestley Glenn as stated above. By unanimous vote the motion carried.

2. Consider action on The Villages of Neville Park Collier Gardens Bond Reduction Request #6 from Woodville Associates. The Developer has requested release from the bond in its entirety. The Township Engineer has reviewed and recommends the Township increase the bond amount by 10%. The recommended bond amount is \$71,265.07.

Motion was made by Commissioner Styche, seconded by Commissioner Zymroz to approve the bond reduction for The Villages of Neville Park Collier Gardens as stated above. By unanimous vote the motion carried.

3. Consider action on Resolution 011320-01; A Resolution entering into an intergovernmental cooperation agreement with North Fayette Township and Moon Township to provide for a multi-municipal joint paving program for year 2020.

Motion was made by Commissioner Ruffennach, seconded by Commissioner Zymroz to approve Resolution 011320-01 as stated above. By a 4 to 1 vote the motion carried. Commissioner Styche was opposed.

4. Consider action to approve the settlement agreement and general release and honorably discharge Officer Franz Zygmuntowicz from the Collier Township Police Department due to a work-related disability.

Motion was made by Commissioner Styche, seconded by Commissioner Ruffennach to approve the settlement agreement and general release and honorably discharge Officer Zygmuntowicz as stated above. By unanimous vote the motion carried.

IV. Account Transfers:

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

V. Approval of General Fund Operating Account items:

- Invoices paid and checks written from December 17, 2019 to January 12, 2020 in the amount of \$295,807.06.
- Bills requested for payment for January 13, 2020 in the amount of \$304,302.54.

VI. Approval of Capital Investment Account items:

- Invoices paid and checks written from December 17, 2019 to January 12, 2020 in the amount of \$15,506.19.
- Bills requested for payment for January 13, 2020 in the amount of \$8,164.82.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Styche to approve the Account Transfer(s), General Fund Operating Account items and the Capital Investment Account items as stated above. By unanimous vote the motion carried.

VII. ADJOURNMENT:

Motion was made by Commissioner Zymroz; seconded by Commissioner Ruffennach; to adjourn the workshop meeting at 7:35 p.m. By unanimous vote of the Board the motion passed.

Dawn Williams-Zabicki, President
Board of Commissioners

Valerie A. Salla
Township Secretary