

MINUTES

COLLIER TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING

June 28, 2021

7:00 P.M.

I. CALL TO ORDER: Vice-President Styche called the meeting of the Board of Commissioners to order at 7:00 P.M. This meeting was held both publicly and virtual.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL:

BOARD

Mary Ann Cupples – Present
Debra Zymroz – Present
Rick Ruffennach – Present
Daniel Styche – Present
Wayne Chiurazzi, Esq. – Absent

STAFF

Kay Diersen, 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
Josh Werner, Parks Director – Present
Kyle Thauvette, Twp. Manager - Present
Valerie Salla, Twp. Secretary – Present

C. EXECUTIVE SESSION – Was held to discuss legal and personnel issues.

II. APPROVAL OF MINUTES

- A. May 10, 2021 – Board of Commissioners Workshop Meeting
- B. May 24, 2021 – Board of Commissioners Regular Meeting

Motion was made by Commissioner Zymroz, seconded by Commissioner Ruffennach, to approve both sets of minutes as stated above. By unanimous vote, the motion passed.

III. AUDITOR'S REPORT: Kim Turnley, CPA

Mrs. Kim Turnley, CPA informed the Board on the following:

- All reports were filed.
- Extra lines included due to taking over the Municipal Authority
- There were no controlled findings.
- Highlight areas of account balances
- No GASBY reports were due to COVID19.
- Thanked Mr. Hinds and the staff for their help

IV. REPORTS OF OFFICIALS AND COMMITTEES:

All reports were submitted to the Board prior to the meeting.

A. Solicitor:

B. Engineer:

C. Manager's:

D. Building/Codes:

E. COG: *(COG on summer break. Remove from Agenda until September 2021)*

F. Finance:

G. Parks and Recreation:

H. Planning/Development/Zoning:

I. Public Safety – Fire:

J. Public Safety – Police:

K. Public Works:

L. Sewer Department:

A motion was made by Commissioner Cupples, seconded by Commissioner Ruffennach to approve all the Directors reports as submitted. By unanimous vote, the motion passed.

Commissioner Styche informed the Public that he and Commissioner Cupples attended an event over the weekend and Collier Township was awarded the Banner Community for 2021. All of the Collier Townships employees, staff, and Directors helped the Township receive this award.

Commissioner Styche questioned the following:

1. *Animal Control Fee. What it is and how often is it used?*

Mr. Thauvette explained the Township has a contract with Animal Control for the assistance in certain animal types and situations in which they are needed to remove a dog running at large, or cats that are loose. For an additional fee, sometimes they will deal with wild animals or possibly animals killed on the road. The services the Township pays for are basically the kenneling of dogs that are loose for a certain amount of time. The reason we have a person we contract with is because the Township has an Ordinance in place that allows for an animal control representative to provide those services. We do not use animal control a lot but could not speak for the Police Department on the number of times they need to call Animal Control. In the past couple of years, there were times that residents have had dead animals in their back yards or other issues and the Township has put that resident in contact with a private animal control to deal with their issue on private property. Mr. Thauvette could not say if the Township was getting the services the Township pays for.

Commissioner Styche suggested the Township put out a request for bids on Animal Control Services and questioned if the Township needs an Animal Control Officer.

Mr. Thauvette stated he will do this and the Ordinance stated the Township “shall” have an Animal Control Officer.

Solicitor Diersen stated “shall” means the Township has to have an Animal Control Officer.

2. *Neville Manor Garbage Collection. Has this situation been rectified?*

Mr. Thauvette stated at the beginning of the year 2021, the Township (through Republic Services) began garbage collection for the Neville Manor community. It was brought to the attentions of the Board and the Solicitor that because those roadways are private and maintained privately, it is also the responsibility for those homeowners to pay for their own garbage and recycling collection. The Township did notify the Management Company of the ceasing of the garbage collection beginning July 1, 2021. They are in receipt of that letter and there has been a request from those residents for the Township to reconsider and possibly provide this service.

3. *Road Projects. Prestley Street.*

Commissioner Styche and the Public Works Director, Bob Palmosina, went over to Prestley Street and it is a narrow road and the culvert at the bottom of the road needs repair. There is also a steep incline to the road and as they were there addressing the situation with the resident, cars were speeding past us going up and down the hill. This is one of the concerns of the residents. Commissioner Styche suggested a survey be done to try and make this a one-way road. It is a narrow road and there are issues with the speeding.

Mr. Thauvette stated we talked about this internally at the staff meeting this morning he spoke to the Solicitor last week. The Township would first need to complete a traffic study to determine if a one way for that section of road is warranted.

Mr. Brett stated a traffic analysis to determine if one way can be done on a road that has always been two ways or what other alternatives for the residents and safety vehicles and are those roads appropriate to take the traffic. He has looked at this culvert on Prestley numerous times in the past on how to fix the culvert and we provided cost estimates.

Commissioner Ruffennach stated if the road is made one-way, what about the business at the bottom of the hill?

Commissioner Styche stated it would make more sense making the road one-way going towards the hill because of that business. It could start one-way right at that business going up the hill. There is definitely a safety issue here and we need to do the study.

Commissioner Ruffennach stated maybe stop signs could be put in to alternate the traffic. It is a narrow road. For years, this road was closed and all traffic went up Cabbage Street.

Mr. Thauvette stated even for stop signs we would need a traffic study.

Mr. Brett stated his office can do the traffic study to see if it can be a one-way street and give options and cost estimates for the Board to review.

4. *Steen Road.*

Commissioner Styche stated line painting, weight restrictions and bridge repairs have been talked about in the past. Has any of this been done.

Mr. Thauvette stated lines have been painted.

Commissioner Styche stated the upper section of the road has not been line painted once you cross the bridge.

Mr. Thauvette stated we can look into this being done as part of our paving program this year. We have been looking through historical documentation to determine if the weight restriction for Steen Road was ever lifted from a 10-ton weight restriction. There is a sign that says bridge 33-ton, 1,000 ft. ahead. The bridge was weighted at 33 ton because of the heavy truck traffic using the road when the bridge was fixed. The risk of doing another core sampling it could come back as 33 ton and we cannot lower the weight down. We have not been able to find anything stating the weight restriction was lifted and we have not found any engineering report stating what the restricted ton should be. We are continuing to research this.

Mr. Thauvette stated regarding the bridge repairs, this bridge is inspected annually by both PennDOT and the Township engineers (Lennon, Smith, Souleret) for stability purposes. We have been attempting to get it on the SPC's (Southwestern Pennsylvania Commission) tip program for funding. The SPC will be meeting over the summer to line up programs for the fall this year. We have not heard back on anything yet but will continue to try to make this a project.

5. *Margaret Street.*

Commissioner Styche asked if there are any updates on the new entrance from West Main on to West Noblestown Road and is there anything we can do to help move this along. This is a safety issue for the residents on Margaret Street and getting a new entrance would be better for those businesses.

Mr. Thauvette stated there are no new updates other than we have been trying to talk to our elected officials at the State level to gain support for this.

Commissioner Styche advised Mr. Thauvette to set up a meeting with them.

6. *Scotts Run Road.*

Commissioner Styche asked for an update.

Mr. Thauvette stated we just opened bids on July 8th for this project and is part of Mr. Brett's report.

Mr. Brett stated the bids were opened and LM&R Excavating was the low bidder of \$371,900.00. Only two (2) people bid on this project. LM&R have been numerous projects in the area and if it fits within the Township's budget, Mr. Brett recommends this company to the Board. The Board has 90 days to consider the award. This type of

work needs completed in the driest of weather because the slope repair starts at the stream and works its way up to the top. Construction can start any time this Fall.

7. *Gate at Community Center.*

Commissioner Styche asked for an update on the gate to restrict pickle ball.

Mr. Thauvette stated the company was going to be in town on Wednesday to start the fence work. He tried to clarify if this meant the pickleball fencing at Webb Park or the gate up at Collier Park or both. He has not heard back yet.

Commissioner Styche stated this is starting to be a credibility of this Board because the Board is being questioned by residents if this work was even approved by the Board because it is taking so long to get done. How hard is it to put a gate in? Can Public Works put the gate it? It has been 18 months.

Mr. Thauvette stated we have approved Allegheny Fence to do this work through a contract. We have an obligation to allow Allegheny Fence to complete the work. The Township has done everything on our end to insure a smooth start to this project. Public Works has marked out where to put the asphalt section leading to the gate. It is frustrating that this is taking so long and we hope this project will be completed at the same time.

8. *McMichael Road.*

Commissioner Zymroz questioned when McMichael Road will be completed.

Mr. Thauvette stated PA American Water informed him they are turning over the water serve line officially last week and their paving contractor should follow shortly after however they have not provided the Township with a date. He will follow up again with PA American Water to see if a date can be provided.

Commissioner Zymroz questioned if there is anything the Township can do to get them to complete this quicker and can they be fined or threaten them with their bond. Someone is going to ruin their car or an accident.

Mr. Thauvette stated no, McMichael Road is not a Township road. It is a State road. We continue to ask when it will be completed but we have to be patient and try to avoid that road if possible.

9. *Concerts in the Park and Collierfest*

Commissioner Cupples questioned what the dates are of the concerts and Collierfest.

Mr. Werner stated the following:

- July 11th is Eddie and the Bruisers (Classic Rock)
- July 18th is I-80's (80's Tribute)
- July 25th is West Hills Symphonic band (Wind Ensemble)
- August 8 is The Hillbilly Way (Country)

- August 22 is Rob, Greg and Scott of the Clarks (Rock)

All concerts start at 6:30 p.m. at Collier Park.

Collierfest will be held on September 24th and 25th.

Commissioner Styche stated Mr. Werner is the new Parks and Recreation Director and asked him to tell the public a little bit about himself.

Mr. Werner stated he comes from Peters Township. He was their Assistant Parks and Recreation Director for two (2) years. He has a bachelor's in science Degree in Sports Management. He was an Intern for the Washington County Parks and Recreation. He spent a summer doing summer camps. He got hired at Peters Township to be their Tennis Center facility Manager and spent 1 ½ years there and got promoted to facilities Supervisor for the Peters Township Recreation Center where he spent six (6) years and then was promoted to Peters Township Assistant Parks and Recreation Director which then led me to Collier Township.

V. Public Comment/Comment on New Business Items:

3-minute duration to each signed up participant. Any comments were submitted via email to the manager prior to the meeting and by 4:00 p.m. the day of the meeting.

Mr. Thauvette stated there were no emailed public comments.

Ed Smith of 1086 Gregg Station Road approached the Board with concerns of a rooster problem with his neighbor. He played a recording of roosters crowing in which he said happens 2 or 3 hours every day. The Police Chief has come out for other issues and has seen the roosters and chickens and said it is an enforcement issue. Mr. Durisko in the codes department said it is a police issue. It is somebody's issue and he is just trying to get some sleep and get rid of the roosters on his neighbors' property. Roosters are banned in Collier Township and would like some action taken on getting rid of these roosters from his neighborhood. Also, his dog was assaulted by 2 pit bulls on the Panhandle Trail last week and would like the Township to consider that all pit bulls have to be muzzled. In my case, his dog was lucky because the pit bulls only got a mouth full of fur. The pit bulls got out of their collars and attacked his Collie dog. He would like the Township to have an Ordinance that pit bulls have to be muzzled. Pit bulls are dangerous. The state of Colorado has banned pit bulls from their state. Also, the Township is not going to get a better animal control person than what the Township has now. Kim Secreet is the best and very dedicated. Ms. Secreet is on to of his Pit bull cases and we are pressing charges against the pit bull owners. She is the best in western Pennsylvania.

VI. Other Business:

1. Discussion regarding Firework usage in the Township.

Chief Campbell informed the Board the Township does not have a Fireworks Ordinance and should consider passing an ordinance. State law governs Fireworks. Pennsylvania State law states you must be 150 ft. from an occupied structure and be on private property or with permission you can be on public property. We follow the State law. We have not had many calls yet but feels the police department will start receiving more calls as July 4th gets closer.

Commissioner Zymroz questioned if there is a time the Fireworks have to be over.

Chief Campbell stated no. For fireworks that explode with a very loud sound and done late at night, they could be charged with disorderly conduct.

VII. New Business:

1. Consider action to grant Preliminary and Final Subdivision approval of the Chartiers Valley Shopping Center Redevelopment Plan Revision No.1 with the conditions of the Township Engineers review letter dated June 4, 2021 and hereby granting a modification of Section 907.B.1 to allow the creation of a new lot with frontage on a private street.

Motion was made by Commissioner Cupples, seconded by Commissioner Zymroz, to approve the Preliminary and Final Subdivision for the Chartiers Valley Shopping Center Redevelopment Plan revision no. 1 as stated above. By unanimous vote, the motion carried.

2. Consider action to grant Preliminary and Final Major Land Development approval to Chick-Fil-A at the Chartiers Valley Shopping Center with the conditions listed in the Township Engineers review letter dated May 24, 2021, and that any traffic items be resolved with the Township Traffic Engineer, and hereby granting a waiver of Section 910.1.A.1 regarding light spillover on adjacent properties.

Motion was made by Commissioner Zymroz, seconded by Commissioner Cupples, to approve the Preliminary and Final Major Land Development for Chick-Fil-A as stated above. By unanimous vote, the motion carried.

The attorney for Chick-Fil-A approached the Board to thank them for the approval and also stated he didn't anticipate any issues with the traffic report and if they are unable to resolve any differences with the traffic consultant, we will come back to the Board and ask for a final determination.

Mr. Caun stated to wait to see what the traffic study says.

Commissioner Styche stated the Township is willing to work with you.

3. Consider action on bond reduction request No.2 from the South Hills Bible Chapel. The Township Engineer recommends the Township reduce the bond amount from \$56,774.42 to \$0.00.

Motion was made by Commissioner Cupples, seconded by Commissioner Ruffennach, to approve bond reduction request No.2 from the South Hills Bible Chapel as stated above. Be unanimous vote, the motion carried.

4. Consider action to set a public hearing date of Monday July 26, 2021 at 6:00 PM for the proposed School Use Ordinance.

Motion was made by Commissioner Cupples, seconded by Commissioner Zymroz, to set a public hearing on July 26, 2021 as stated above. By unanimous vote, the motion carried.

5. Consider action on Resolution 062821-01; A Resolution to accept the Corrective Deed of Dedication for the road names to Cambridge Drive and Fairacre Court.

Motion was made by Commissioner Zymroz, seconded by Commissioner Cupples, to approve Resolution 062821-01 as stated above. By unanimous vote, the motion carried.

6. Consider action on Resolution 062821-02; A Resolution to accept the sanitary sewers for Phase II of the Sunrise Junction Development

Motion was made by Commissioner Cupples, seconded by Commissioner Ruffennach, to approve Resolution 062821-02 as stated above. By unanimous vote, the motion carried.

7. Consider action to transfer the Township's credit cards from PNC Bank to Brentwood Bank. The Township will maintain 4 credit card accounts with individual transaction limits as follows: Kyle P. Thauvette, (\$1,000), Craig Campbell, (\$500), Robert Palmosina, (\$500) and Josh Werner, (\$500) and to update the Township's Credit and Debit card policy accordingly.

Motion was made by Commissioner Zymroz, seconded by Commissioner Ruffennach, to transfer the Township's credit cards from PNC Bank to Brentwood Bank as stated above. By unanimous vote, the motion carried

8. Consider action to hire Daniella Lacek and Faith Gratzmiller for the Community Center front desk employees at a rate of \$9.00 per hour effective immediately pending the passing of a background check.

Commissioner Zymroz questioned if they both were in high school.

Mr. Werner stated yes.

Motion was made by Commissioner Cupples, seconded by Commissioner Zymroz, to hire Daniella Lacek and Faith Gratzmiller as stated above. By unanimous vote, the motion carried

VIII. Account Transfer:

- Approval of the transfer of \$15,000.00 from the General Fund Account to the Capital Fund Checking Account.

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

IX. Approval of General Fund Operating Account items:

- Invoices paid and checks written June 15, 2021 to June 27, 2021 in the amount of \$227,393.30.
- Bills requested for payment for June 28, 2021 in the amount of \$47,138.25.

Motion was made by Commissioner Zymroz, seconded by Commissioner Cupples, to approve the General Fund Operating Account items as stated above. By unanimous vote, the motion passed.

X. Approval of Capital Investment Account Items:

- Bills requested for payment for June 28, 2021 in the amount of \$14,836.35.

Motion was made by Commissioner Cupples, seconded by Commissioner Zymroz, to approve the Capital Fund Account items as stated above. By unanimous vote, the motion passed.

XI. Approval of Sewer Account items:

- Invoices paid and checks written from June 15, 2021 to June 27, 2021 in the amount of \$223.67

Motion was made by Commissioner Styche, seconded by Commissioner Cupples, and carried, to approve the Sewer Account items as stated above. By unanimous vote, the motion passed.

XII. Adjourn

Motion was made by Commissioner Zymroz, seconded by Commissioner Cupples, to adjourn the meeting at 7:50p.m. By unanimous vote, the motion passed.

Wayne M. Chiurazzi – President
Board of Commissioners

Valerie A. Salla
Township Secretary