

**MINUTES  
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

**REGULAR MEETING**

**March 23, 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. This meeting was held via telephone conferencing due to the COVID-19 (aka CoronaVirus) pandemic social distancing orders by the President of the United States, Donald Trump and the Pennsylvania State Governor Wolf.

**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 - Present  
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 – Absent

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

**II. Account Transfer(s)**

1. Approval of the transfer of \$20,000.00 from the General Fund Account to the Capital Fund Checking Account.

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

**III. Approval of General Fund Operating Account items:**

1. Invoices paid and checks written from March 10, 2020 to March 22, 2020 in the amount of \$130,553.47.

2. Bills requested for payment for March 23, 2020 in the amount of \$78,037.00.

*Motion was made by Commissioner Chiurazzi, seconded by Commissioner Ruffennach, to approve the General Fund Account items as stated above. By unanimous vote the motion passed.*

#### **IV. Approval of Capital Investment Account items:**

1. Bills requested for payment for March 23, 2020 in the amount of \$19,116.05.

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

- V. Consider action to continue this March 23<sup>rd</sup> Board of Commissioners Regular meeting and all remaining business items until April 27, 2020 at 7:00pm.

*Motion was made by Commissioner Ruffennach, seconded by Commissioner Chiurazzi, to continue the March 23<sup>rd</sup> Board of Commissioners Regular meeting and all remaining business items stated above. By unanimous vote the motion passed.*

#### **VI. Public Comment/Comment on New Business Items:**

3-minute duration to each signed up participant. Please sign in to talk and state subject.

Solicitor Means asked if any public was in attendance.

Mr. Thauvette stated no.

#### **VII. Other Business:**

Commissioner Chiurazzi stated and questioned, in light of the Corona Virus situation, can local government get funding from the Federal government to help with payments that are due.

Mr. Thauvette stated we will be looking at securing Federal funding long term for our rates for the bonds. Commissioner Williams-Zabicki, Mr. Thauvette and Mr. Hinds, Finance Director will be discussing what this situation yields for Collier Township with revenues and expenditures for 2020 and 2021. More information will be given at the April 27<sup>th</sup> Board of Commissioners Regular meeting.

Commissioner Chiurazzi advised Mr. Thauvette to investigate the bonds and rates.

**VIII. Approval of Minutes -- *No approval of minutes.***

- A. February 10, 2020 – Board of Commissioners Workshop Meeting
- B. February 24, 2020 – Board of Commissioners Regular Meeting

**IX. Report of Officials and Committees – *No Reports given.***

- A. Solicitor
- B. Engineer
- C. Manager
- D. Building/Codes
- E. COG
- F. Finance
- G. Parks & Recreation
- H. Planning/Development/Zoning
- I. Public Safety - Fire
- J. Public Safety-Police
- K. Public Works

**X. New Business: -- *No new business took place.***

1. Consider action to adopt Ordinance 711; An Ordinance of the Township of Collier amending Chapter 18 of the Township Code of Ordinances to add a new part 3, conveyance of sanitary sewer system to township, directing the Collier Township Municipal Authority, pursuant to the municipality authorities act, 53 PA.S.A. § 5622, to convey its entire sanitary sewer system collection project to the Township of Collier and to dissolve after doing so, and directing certain actions to be taken or not taken to assist in the implementation of such conveyance, and authorizing and directing the Township to accept the conveyance of the said sanitary sewer system project and the assumption of all obligations incurred by the Collier Township Municipal Authority with respect to said project.
2. Consider action on Ordinance 712: An Ordinance of the Township of Collier amending Chapter 16, Section 103 of the Township Code of Ordinances to regulate the presence of dogs in Township Parks and prohibiting dogs in certain parks.
3. Consider action on Resolution 032320-01; A Resolution for the destruction of specific records in the Township Administration Office.
4. Consider action on Resolution 032320-02: A Resolution for the destruction of specific records in the Police Department.
5. Consider action to approve Sgt. Richard Lamb entering into the Drop Pension Program.

**XI. ADJOURN --*Not adjourned. Meeting is continued to April 27, 2020.***

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Dawn Williams-Zabicki – President  
Board of Commissioners

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Valerie A. Salla  
Township Secretary