

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

WORKSHOP MEETING

May 11, 2020

7:00 P.M.

- I. CALL TO ORDER:** Commissioner Williams-Zabicki called the workshop meeting of the Board of Commissioners to order at 7:00 P.M. This was a virtual meeting due to the COVID-19 regulations.

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
Bob 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 to discuss legal and employment issues.

- D. PRESENTATION: Allegheny County Public Works – Campbells’ Run Road Project.** In attendance from the County are Mr. Jason Molinero, Deputy Director of Public Works; Steve Shanley, Director; Megan Sexton, Asst. Director; and Brian Long, Project Manager from SAI Consulting Engineers for this project.

Mr. Molinero informed the Board this is a very important project for Allegheny County and has a lot of great benefits for the communities. This project is for the re-construction and widening of Campbell’s Run Road from Keiners Lane to McMichael Road to create a center lane, left turn lanes, new traffic signals, concrete walkway, retaining walls, new drainage system and stormwater facilities, new signage and pavement markings. Campbell’s Run has about 15,000 vehicles a day traveling it. The project is scheduled to be awarded to a contractor in the Spring of 2021. For the first year of the project will be utility relocation. The cost of the project is approximately 28 million. It has Federal Funds and PennDot

oversees the project and offers support. We are hoping to make traffic flow better and be a little safer with the turning lanes.

Commissioner Williams-Zabicki questioned what the start date is, the end date and the total cost of the project?

Mr. Molinero stated the start date would be the summer of 2021 maybe in July and the end date would be about early 2024. The overall cost is \$28 million.

Commissioner Chiurazzi questioned what percent of this project is Collier Township and what percent is Robinson?

Mr. Molinero stated Collier is everything on the southern side east until you get to Boyce. Robinson is west and north or south of Boyce.

Commissioner Chiurazzi questioned if the businesses and homes affected are being told now or are any in trouble of eminent domain?

Mr. Molinero stated the Outlet Barn will be gone and we are working with them. All 37 parcels affected have been notified. The other business that will need relocated is Hunter Truck.

Commissioner Chiurazzi questioned if the County will help the Township at all with the result of losing tax dollars on those parcels lost.

Mr. Molinero stated we are looking for alternative sites to relocate them as close as possible to their current site.

Commissioner Chiurazzi suggested Mr. Molinero meet with Commissioner Williams-Zabicki who is big on economic development.

Commissioner Chiurazzi questioned if Collier can get a left turn light on Thoms Run Road at the intersection of Forsythe and Prestley Roads. We have been asking for this for years and would appreciate getting a turning light.

Mr. Molinero stated we appreciate the cooperation of both Collier and Robinson Townships and think this project will be very beneficial to the Townships.

Commissioner Williams-Zabicki asked for a list of the business that are being affected by this project.

Mr. Molinero will provide that. He has also met with Mr. Thauvette and Mr. Bob Palmosina to discuss other issues going on. All the businesses and homes will still be accessible. He will investigate a left turning light.

The Board thanked Mr. Molinero and the others for the information they provided.

Mr. Thauvette informed the Board there will be an upcoming Resolution cooperation agreement with the County for this project.

II. Board Discussion for Committees

A. Administrative/Public Affairs

Commissioner Zymroz reported the following:

1. *Thoms Run Road*. Allegheny County will be doing work from Forsythe Road to Dutch Hill Road. They will be doing slide repairs, drainage repairs, milling and resurfacing of the road. This will start on May 18, 2020 and last a week. Check the Township website for updates.
2. *Township employees work schedule*. Governor Wolf is moving Allegheny County from red to yellow this Friday and we will be bringing all Township employees back to work full time. The Public Works Department has already started back to a normal schedule last week with safety precautions in place. The Township hopes to be at full staff by June 1, 2020. The Township will also take the necessary measures to ensure a clean and sanitized workspace while encouraging social distancing in the office.
3. *COVID 19 hazard mitigations*. While getting back to a normal way of life, Collier is taking best practices and participating in programs that assist municipalities in navigating through uncharted territories. Collier is participating in hazard mitigation meetings with the County and the PEMA in collaborating budgeting and best practices. We will continue to keep the public updated on what the Township is doing to be good stewards with taxpayers' dollars to keep you safe and healthy.

B. Building/Codes

Commissioner Chiurazzi has to exit the meeting. There was no report.

C. COG

Commissioner Ruffennach reported the following:

1. The COG is going to try a webinar and there have been no details yet.

D. Finance

Commissioner Williams-Zabicki reported:

1. *COVID 19*. We continue to monitor the impact on the finances.
2. *Act 511*. Tax receipts ended for the quarter ended on March 31, 2020 and will be provided at our next meeting.
3. *Connect meeting*. She and Mr. Thauvette attended this meeting to see how other communities are dealing with COVID 19 and the impact on finances.
4. *2019 Financial Audit*. This is coming to a conclusion and at the June 8, 2020 Workshop meeting, the Auditors will be attending to give the Board presentation of the Audit.
5. *CTMA*. Mr. Thauvette and Mr. Hinds are making inquires to various vendors collecting information on the Municipal Authority making transitions, pension plans and payroll, etc.

E. Parks & Recreation

Commissioner Styche reported the following:

1. *Community Center*. Remains closed. We are still doing mitigation with the water by flushing the water lines on a regular basis because we do not want stagnant water throughout the building.
2. *Mileage Challenge*. Anyone can take part in walking or exercising so many miles per fifteen minutes.
3. *Discovery Trail trees*. We have received trees to be planted along the discovery trail and will be installed the next couple of days.

F. Planning and Land Use Development

Commissioner Williams-Zabicki reported the following:

1. The Planning Commission meeting will be held on May 21st, 2020 and will be discussing the final land development of *Bank of America* located on Washington Pike where Pizza hut used to be located.
2. The *Legacy Development* PRD of 122 townhomes planned for Ridge Road will be discussed.
3. *Amalfi Ridge Phase 4*. Developers Agreement is being executed. The Developers will begin infrastructure build out shortly.
4. *Gregg Station Residential Plan*. The first building permit has been issued for the model home.

G. Public Safety

Commissioner Ruffennach reported the following:

1. *Meeting*. He, Commissioner Styche and Mr. Thauvette met with all the Directors and Chiefs have everything under control. The fire departments had not had anything of concern. Chief Riddle of the Kirwan Heights VFD/EMS said ambulance calls are down to less than 100. We will all meet again next Monday to make sure everything is still going well.

Commissioner Williams-Zabicki questioned if we will be getting back into the fire study report soon.

Commissioner Ruffennach stated we would like to wait until how the COVID 19 situation will go and when we might get back to more normal way of living. He may set up a webinar in June.

H. Public Works

Commissioner Zymroz reported the following:

1. *Work Schedule*. Public Works have started back full-time last week. They are getting their temperatures taken every morning before work starts and go directly to their trucks. They eat lunch in their trucks.
2. *Sign placement*. COVID 19 signs were placed on the trail.
3. *Locks*. We replaced locks on the batting cages.
4. *Waste*. They hauled 35 loads of debris to Wood Waste Recycling.
5. *Tractors*. Repaired arms on tractors.

I. Township Manager / Township Business

Mr. Thauvette reported the following:

1. *Meeting Issues.* At the last meeting there were comments that some people could not hear the meeting. Technology is not perfect and never is. It fails when we need it the most. To provide as much information to our residents as we can, the video recording of our meetings are available on the website the following day after the meeting. On the website, you go to the agenda/minutes section, go to the meeting date. There is a download document icon which looks like a little tv icon. You click on the tv icon and it will pull up the video from the specific meeting.
2. *COVID 19.* This has created a butterfly effect that has affected our daily lives and work lives. One of the areas affected is our eblast system. Because so many companies and businesses are unable to peddle their items door to door, a lot of people have been sending out additional junk mail and spam. Microsoft has restricted the ability through our email service to send large email lists out to our public. When Valerie administers our eblast list and sends out the eblasts in groups of 100, the system automatically kicks her out and does not allow her to send out any emails. It freezes her account. She has been a trooper and gets it back up and running when she comes into the office, but we are going to work with a bulk email specialist. Microsoft recommended a company called Mail Chimp which specializes in sending out large masses of emails without flagging them as spam or junk mail. We are in the process of getting a free account set up with them. He just wanted to let the eblast list people know we still have their information and should not see any changes in the way you receive the emails but there will be a delay. If you haven't gotten anything recently, it doesn't mean that we are excluding you. We found out today that this has been the issue of why the emails are not working.
3. *Township Building.* When you come to the Township Building, you will see that one of the Eagle Scouts, Christoph Barns, has installed a beautiful flag retirement box. The only item he needs to finish is planting flowers in the flower boxes in this area. Old flags can be disposed of in the box and they will dispose of properly.
4. *Managers Coffee Hour.* A May virtual meeting was held last Monday and it went well. We will do this again on June 1, 2020 at 9:30a.m. The information for this meeting will be on the website if you want to participate in the meeting. Any questions for the meeting should be submitted by 9:00 a.m. prior to the start of the meeting.
5. *Pittsburgh Resource Council (PRC).* Last year we partnered with them to do a glass recycling event. They are looking at a new way to offer this service to the public. Communities can rent the glass collection container for a week. People can drop off their glass recycling and PRC will monitor it daily. The cost to rent the collection container is \$1,200.00 for the week. The Board will have to determine whether this is an essential expense within our budget.

Commissioner Williams-Zabicki stated we will wait to look at the May numbers and maybe we can go together with other communities to rent the glass collection container and place it in a central location.

II. PUBLIC COMMENT ON NEW BUSINESS ITEMS:

Commissioner Williams-Zabicki reminded residents they need to submit any comments or questions to Mr. Thauvette by 4:00p.m. the day of the meeting.

Mr. Thauvette informed the Board on the following resident comments:

1. **Tom and Debbie Burton** of 301 Wesley Lane in Summit Ridge. For the past four (4) years, a motorcycle school has been allowed to operate at Collier Community Park, on the old Nike Site property. The motorcycles show up in April and run through October. This year it started today at 9:00 a.m., May 11, 2020. No consideration was ever taken to the constant noise generated from this. Today no less than seven (7) Harley Davidsons motorcycles were running at the same time. A City of Pittsburgh trailer is set up on the Parks grounds. I have a copy of the Quick Claim Deed from the Secretary of the Interior National Parks Service U.S. Army to Collier Township for the 71.84 acres. The first paragraph states, the perpetual use of the here and after described premises for a public park and public recreation. We fail to see any exemption for a motorcycle school to be run yearly from April to October with half the park closed and parking shut off. I wonder if the Township is being compensated from the City of Pittsburgh Police or from anyone else that shows up. Our taxes help pay for this Park and part 5 of Agreement states all revenues received on the property shall be used only for operation of the Park. We invite any or all the Commissioners to come and sit in our kitchen or on our patio when they are up and running. We did not purchase our condominium and retire to listen to this. Who gave the permission for this in the first place without any local residents input and the noise that it will generate? We and our neighbors will be waiting for an answer on this problem.

Commissioner Williams-Zabicki stated she did not know anything about this motorcycle school and asked Mr. Thauvette to provide information on this to the Board.

Commissioner Zymroz questioned if this school is for the guys to get their license and certifications and they have been using the Parks back parking lot.

Mr. Thauvette stated yes. It is a closed course to law enforcement motorcycle training only. It is not for public use. They must be a Police Officer to participate in the class. This has been going on since 2015. The City has partnered with the Township at no cost to the City to use the space and it is not continual throughout the summer. It has been an opportunity to allow our police officers to get the training for free as well as other local agencies getting the training for free. There were some issues last year when the buildings were being demolished at the Park and could not hold the classes at the Park. The City signed a contract with the property owner across the Street to hold those classes there. We know that created a lot of issues with the residents especially in Summit Ridge because their properties were adjacent to the location where that training was taking place. We welcomed the City of Pittsburgh Police back over to Collier Park in the back-parking lot. This is a large area and the Township employees, and first responders stand to benefit from this training as well. It has been taking place for several years now and we have tried to

keep it tucked away in the back-parking lot to limit the noise as much as possible. Some of the law enforcement motorcycles do have bafflers on them to try and limit the sound. We understand that Harley Davidsons are not a quiet motorcycle available to law enforcement or the public.

Commissioner Williams -Zabicki questioned if this was all day, every day, from April to October? Or is there a schedule to let the residents know when this is taking place.

Commissioner Zymroz stated the class is not the whole entire time.

Mr. Thauvette stated he can make a schedule available.

III. NEW BUSINESS:

1. Consider action on Resolution 051120-01; A Resolution approving a revision to the Official Sewage Facilities Plan to include JP Morgan Chase Bank, N.A.

Motion was made by Commissioner Zymroz, seconded by Commissioner Ruffennach to approve Resolution 051120-01as stated above. By a unanimous vote, the motion carried.

2. Consider action to set a public hearing date of Monday June 22, 2020 at 6:00 pm for the proposed application for tentative approval of a Planned Residential Development from Legacy Homes. The applicant proposes to construct a PRD consisting of 122 Townhomes on Ridge Road.

Motion was made by Commissioner Ruffennach, seconded by Commissioner Zymroz to set a public hearing on June 22, 2020 as stated above. By a unanimous vote, the motion carried.

3. Consider action to advertise 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.

Motion was made by Commissioner Styche, seconded by Commissioner Ruffennach to advertise Ordinance 712 as stated above. By a unanimous vote, the motion carried.

IV. Account Transfer(s):

- Approval of the transfer of \$46,500.00 from the General Fund Account to the Capital Fund Checking Account

Motion was made by Commissioner Styche, seconded by Commissioner Williams-Zabicki to approve the Account Transfer(s) as stated above. By unanimous vote, the motion carried.

V. Approval of General Fund Operating Account items:

- Invoices paid and checks written from April 28, 2020 to May 10, 2020 in the amount of \$198,101.79.
- Bills requested for payment for May 11, 2020 in the amount of \$87,459.36.

VI. Approval of Capital Investment Account items:

- Invoices paid and checks written from April 28, 2020 to May 10, 2020 in the amount of \$41,625.44.
- Bills requested for payment for May 11, 2020 in the amount of \$4,827.17.

Motion was made by Commissioner Williams-Zabicki, seconded by Commissioner Zymroz to approve the General Fund Operating Account items and the Capital Investment Account items as stated above. By unanimous vote, the motion carried.

VII. ADJOURNMENT:

Commissioner Williams-Zabicki reminded everyone that the Board of Commissioners regular meeting will be moved to Monday, May 18th, 2020 at 7:00p.m. due to May 25, 2020 being the Memorial Day holiday.

Motion was made by Commissioner Styche; seconded by Commissioner Ruffennach; to adjourn the workshop meeting at 8:19 p.m. By unanimous vote of the Board the motion passed.

Dawn Williams-Zabicki, President
Board of Commissioners

Valerie A. Salla
Township Secretary