

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

WORKSHOP MEETING

November 8, 2021

7:00 P.M.

- I. CALL TO ORDER:** Commissioner Chiurazzi called the workshop meeting of the Board of Commissioners to order at 7:02 P.M.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL:

BOARD

Mary Ann Cupples – Present
Daniel Styche – Present
Debra Zymroz – Present
Rick Ruffennach – Present
Wayne Chiurazzi, Esq. – 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
Josh Werner, Parks Director – Absent
Kyle Thauvette, Twp. Manager – Present
Valerie Salla, Twp. Secretary – Present

- C. EXECUTIVE SESSION:** Was held prior to the meeting to discuss legal and personnel issues.

Commissioner Chiurazzi stated this is the last meeting to be virtual however; the meeting will be virtual for the swearing in of the new commissioners in January 2022. He then congratulated all those who ran in the election.

II. Board Discussion for Committees

A. Administrative/Public Affairs

Commissioner Zymroz reported the following:

1. *Veterans Brunch.* Will be held on Wednesday, November 10, 2021 at the Community Center from 9:00a.m. to 11:30a.m. There will be music and guest speakers throughout the event.
2. *Manager's Coffee Hour.* Will be held at the Community Center on Monday, December 6th at 9:30a.m.

Commissioner Chiurazzi stated he would like to keep promoting Collier. The businesses located in Collier need to put up a sign and advertise they are located in Collier Township.

There were no other questions or comments.

B. Building/Codes

Commissioner Cupples reported the following:

1. *Burlington*. Was issued a Certificate of Occupancy and is open for business.
2. *Ross Dress for Less*. Kossman Development is still waiting on their lease agreement.
3. *2022 Business Registrations*. The registration letters will be mailed out starting mid-November.

Commissioner Chiurazzi stated again that he would like the Collier businesses to promote that they are located in Collier Township. Burlington opened up and the Commissioners and Manager were not even invited. Napoli's is open and didn't invite them either. They advertise they are in Bridgeville because of the mailing address but when they have a problem, the Bridgeville Police are not going to come. Collier Police will come.

Commissioner Chiurazzi suggested the Building and Codes department put something on the Business Registration letters that they need to promote they are located in Collier Township.

There were no other questions or comments.

C. COG

Commissioner Ruffennach reported the following:

1. *Liz Delgado*. McKees Rocks Council woman and member of the COG passed away on November 3rd. Prayers and thoughts to her family.
2. *Next Meeting*. There will be nominations for Officers will be at the November meeting and elections will be at the December meeting.
3. *Membership*. This was talked about in Executive Session.

Commissioner Chiurazzi questioned what the Board would like to do.

Commissioner Styche stated we want to switch to SHACOG. We need to see if the Fire Departments want to stay with COG or switch to the SHACOG.

Dan Wauthier, Chief of Presto VFD, was in attendance. He stated the Chief's Committee which includes surrounding fire departments are with Char West COG. This will end up being a dual membership if the Township goes to the SHACOG. The Township will pay the SHACOG dues for the Fire Department and we will come to the Township to pay the \$500.00 to stay in the Char West COG.

Commissioner Chiurazzi questioned if the fire departments will get any benefits out of SHACOG?

Chief Wauthier stated probably about the same as they do with Char West COG. The SHACOG would give us more options for trainings, etc.

Commissioner Chiurazzi stated the Township already uses SHACOG for a lot of things and we are the big fish in the small pond at the COG. He feels the Township would improve SHACOG but they might feel differently but he feels it would be a bonus for SHACOG to have Collier Township as a member.

Commissioner Zymroz stated the SHACOG has a SWAT Team.

Mr. Thauvette stated it is a Critical Incident Response Team (CERT Team) which is an additional \$2,500 fee to belong to. The fee is dedicated to the CERT Team.

Commissioner Styche questioned if a motion is needed to change.

Mr. Thauvette stated official action will need to be taken at the regular public meeting on November 22nd to move to the SHACOG. We also need to discuss that both the Police Chiefs and Fire Chiefs belong to the COG separately. If they decided to stay with the Char West COG, there would be no obligation for them to join the SHACOG group. The Police Chief is interested in moving to the SHACOG because they do the testing for the Police Officers and the Township would not have to find their own testing group.

There were no other questions or comments.

D. Finance

Commissioner Styche reported the following:

1. *2022 Budget*. All Committee Chairs should have met with the Directors. The Manager and Finance Director are finalizing the draft budget. We should be able to pass a balanced budget with most of the department projects and equipment requests funded. We hope to pass the draft budget at the November 22nd public meeting.

There were no questions or comments.

E. Parks & Recreation

Commissioner Styche reported the following:

1. *Budget 2022*. Was submitted and being reviewed.
2. *Ghouls and Goblins*. Was a success. There were 20 kids signed up.
3. *Veterans Brunch*. Is on November 10th
4. *Light Up Night*. Will be on December 3rd from 6:00p.m. to 8:00p.m.
5. *Hilltop Park Playground*. Replacement has begun. We will be the only one in the area having a zip line.
6. *Electronic Sign*. Met with the electrician for the sign at Collier Park.

Commissioner Styche questioned when the sign will be started.

Mr. Thauvette stated the equipment has been ordered for the sign and has not come in yet. If the weather permits, the concrete could be poured for the base board.

7. *Pickle ball.* Commissioner Styche questioned where we are at with the Pickle ball.

Mr. Thauvette stated we were waiting until registration passed to determine how many people signed up for the first session of Pickle ball. Mr. Werner did speak to one of the leaders of the Pickle ball group, Diane Frampton, to find out why there was a low sign up number. There are a lot of things the Pickle ball group is asking for that the Township is not ready to accommodate such as putting physical lines down on the courts. One of the sticking points with the Pickle ball group is prior to this, to play Pickle ball it was free because the membership covered the cost. If you were not a member, you had to pay a fee to drop in. The way it is set up now is more structured and requires a cost for members and non-members. Mr. Werner has currently re-done the flyer making the changes of lowering the age from 50 and over to 18 and over. Adjusted the drop in fee for members will be free but still having a cost for non-members. This is because the goal is to encourage membership to the Community Center. Mr. Werner has moved the hours of Monday, Wednesday and Friday from 7:00a.m. to 10:00a.m. to 8:00a.m. to 11:00a.m. There was also confusion on the number of courts that would be available. There will be four (4) courts on the whole gym floor.

Mr. Thauvette gave the Board a copy of the pickle ball flyer to review.

Commissioner Chiurazzi expressed that Mr. Thauvette and Mr. Werner should handle this and felt the Board should not be spending so much time on this.

Commissioner Styche stated he asked Mr. Werner to re-do the flyer at the last meeting because there were not a lot of people signed up.

Mr. Thauvette stated Pickle ball is popular and we want to accommodate them the best we can and prevent them from complaining or bringing their concerns to the Board.

Commissioner Zymroz felt this is going to be a never ending thing. We give them 4 out of the 5 things and then they come back with 5 more things. It is never going to end. She agrees to accommodate some of the things but.....

Commissioner Cupples stated what the Board is going to find out is the pickle ball players are going other places and personally think that is terrible. If they are Collier residents and they can't play here then that is a problem for her because this is where they live and they should be able to play here. She also found out that Upper St. Clair does put tape down and we need to look into this. She doesn't see why she is hearing they are all going to Upper St. Clair now to play because it is more accommodating. She doesn't want to hear this.

Commissioner Chiurazzi stated this Board has talked so much about Pickle ball and it is unbelievable.

Commissioner Cupples stated she spoke to a woman who wants to help us raise to get money to build a bridge at the bottom of Marigold Court to Discovery Trail so we could have connectivity in this area.

There were no other questions or comments.

F. Planning and Land Use Development

Commissioner Cupples reported the following:

1. For the Zoning Hearing Board. Will meet on November 16th to hear the following variances:
 - Eat-N-Park is proposing a new restaurant in place of the existing restaurant. They are asking for relief on setbacks due to widening and road construction of Vanadium Road which is scheduled for the spring of 2022.
2. For Planning Commission: Meet on November 18th to review the following:
 - *Grist House* Preliminary Development
 - *Nickels Supply* Preliminary Development for a showroom addition.
 - *Creekside Meadows* Final land Development for 50 Maronda Homes at the corner of Thoms Run Road and Steen hollow Road.
 - *Steen Road Partners* text amendment to add a car wash and a bank in the R4 zoning district. This is across from the new Sheetz.

Commissioner Chiurazzi questioned who the developer was.

Mr. Thauvette stated it is V Hightower.

Commissioner Chiurazzi questioned if the developer worked out the situation with DDI.

Mr. Thauvette stated no, the original plan included a land swap or the purchase of a certain property from DDI in order to do his initial development. Since then, the developer has decided to keep the development on the property he owns. This is why Eat-N-Park is able to move forward.

There were no other questions or comments.

G. Public Safety

Commissioner Ruffennach reported the following:

1. *By Law Meeting.* The fire departments will be meeting November 9th. The bylaws are completed. They will review them on last time tomorrow night before it gets sent to the Attorney to be written up. The bylaws will then come back to get voted and a copy should be in the Township's hands by February 2022.
2. *Fire Chief's Meeting.* Will be on December 14th
3. *Police Department.* Commissioner Ruffennach gave a shout out to the Chief Campbell and Police Department for handling a situation in the Township very well. It was something that could have been significant but it turned out it wasn't.

Commissioner Chiurazzi thanked Commissioner Ruffennach for being very involved with the fire departments process and procedures and he hopes someone on the next board will be as active as Commissioner Ruffennach is.

There were no other questions or comments.

H. Public Works

Commissioner Zymroz reported the following:

1. *Hilltop*. Drainage work.
2. *Discovery Trail*. Repairs due to heavy rains.
3. *Trucks*. Being prepped for winter.
4. *Leaf removal*. Continues until December 3rd on Mondays and Fridays.

Mr. Thauvette stated leaf removal may continue longer weather permitting.

5. *Asphalt complaints* have been taken care of.
6. *Winterizing of the Parks* has begun. The restrooms will be locked once winterized.

Commissioner Chiurazzi asked for the Public Works Department to start picking up any campaign signs or any other signs up around the Township.

There were no other questions or comments.

I. Sewer Department

Commissioner Styche reported the following:

1. *2021 Sanitary Sewer O and M Program Task* is underway. LSSE has developed a project scope of work for the Township's sanitary sewer system. The scope of work includes a visual inspection, cleaning, and CCTV for approximately 20,000 linear feet of sewer and 125 manhole physical surveys in the Centennial Pointe area.
2. *Sewer shed bids* for the project will open later this month.
3. *Alcosan* released their updated rate for 2022 to 2026. Each year, Alcosan rate increase will be 7%. The rates are going up because of Alcosan. The Township did not raise the rates.
4. *Three Rivers Wet Weather Conference*. Mr. Thauvette went to this conference which was held in Monroeville. The topics discussed were implementing a lateral inspection program, how CSO programs have been developed in the region, updates to Alcosan's grow grant funding program and how to successfully develop multi-municipal projects.

Commissioner Styche questioned if the Township has or will apply for any Alcosan grants.

Mr. Thauvette stated we did have a grant meeting with Tim Prevost, Alcosan's grow grant coordinator, and we do not have any projects that will eliminate eye and eye to the level in which they would like a program too. Our pipes are in good shape and there is not any filtration getting into our pipes. Since our pipes are in good shape Alcosan will give the money to someone else. We will look at this each year. There was the upper Scott's Run Road project that was done a couple years ago and we were hoping to apply for reimbursement of that project and because CTMA did not need to apply for grant money for this project, they did not do the necessary flow monitoring prior to the program to apply for it.

There were no other questions or comments.

J. Township Manager / Township Business

Mr. Thauvette reported the following:

1. *Resolution* on the Agenda is for a CDBG Grant for demolition of blight structures in the Township.
2. *Sewer Tap Reimbursement*. Is on the Agenda for approval. This is from the CTMA. When Mr. Javornik built his home, he had to build a portion of the sanitary sewer main line to connect to his house because there were no sewers and because he was constructing a portion of the pipe that the Township will take over as their own, the CTMA offered a credit to Mr. Javornik to be reimbursed since the Township will own the main that he installed and was inspected and approved by the Township Engineers. He still had to pay the tap in fee.
3. *Advisory Board Meeting*. Will be held on December 9th at the Community Center. Invitations will be going out next week. Dinner will be available and spouses are invited as well.

There were no other questions or comments.

III. PUBLIC COMMENT ON NEW BUSINESS ITEMS:

There were no public comments.

IV. Old BUSINESS:

1. Backflow Preventer Program

Mr. Thauvette informed the Board that we provided Lennon, Smith, Souleret (LSSE) a list of residents that live in flood prone areas that include about 33 homes. The estimate from LSSE is about \$8,000 to \$10,000 per home to do the program. There will be an agreement that the Township installs the backflow preventer for the resident and then it becomes the resident's responsibility to properly maintain it. If it is not maintained properly and the resident has an issue with flooding, the Township will not be held responsible. LSSE recommends the Board authorize the Township Manager to send letters to the residents in the flood prone areas to see what the interests are and if they want to participate in this program or not. If the residents indicate they want to participate in the program, an agreement will be sent to the resident and permit to Township to come onto their property to install the backflow preventer.

Commissioner Chiurazzi questioned if the Board should talk to the Solicitor about this. And do we have to do this? What is the exposure to Collier Township if we don't do this program? We need to be careful that we are not making this a Collier issue. What is our standard? We need to be covered.

Commissioner Styche questioned what happens if there are five (5) houses in a row and the first three do have the backflow preventers installed and the other two don't, how does this affect the backflow into the basement that don't install the backflow preventers?

Commissioner Cupples questioned why does the Township have to pay the whole \$10,000 and why doesn't the homeowner pay something?

Commissioner Chiurazzi stated like a 50/50 share.

Mr. Thauvette stated he will look into getting answers to the questions from LSSE and if they are able to be answered by the next meeting date; does the Board still want this on the Agenda for the November meeting?

Commissioner Styche didn't think there was a rush right now and the rainy season is over. He felt the Board should wait to get more information.

V. NEW BUSINESS:

1. Consider action on Resolution 110821-01; A Resolution for Demolition of Slums and Blight structures within the Township.

A motion was made by Commissioner Cupples, seconded by Commissioner Styche, to approve Resolution 110821-01 as stated above. By a unanimous vote, the motion passed.

2. Consider action to approve reimbursement for a partial sewer tap of \$1,400.00 to Vince Javornick.

A motion was made by Commissioner Chiurazzi, seconded by Commissioner Zymroz, to approve the reimbursement as stated above. By a unanimous vote, the motion passed.

3. Consider action to appoint Frank K. Robinson to the Parks and Recreation Board to fill the unexpired term of Eric Ives until December 31, 2023.

A motion was made by Commissioner Styche, seconded by Commissioner Cupples, to advertise for proposals as stated above. By a unanimous vote, the motion passed.

VI. Approval of General Fund Operating Account items:

- Invoices Paid, Checks Written and Bills Requested October 26, 2021 to November 8, 2021, in the amount of \$94,133.62.

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

VII. ADJOURNMENT:

Motion was made by Commissioner Styche; seconded by Commissioner Ruffennach; to adjourn the workshop meeting at 7:50 p.m. By unanimous vote of the Board the motion passed.

Wayne M. Chiurazzi, President
Board of Commissioners

Valerie A. Salla
Township Secretary