

**MINUTES  
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

**REGULAR VIRTUAL MEETING**

**October 26, 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 virtual due to the COVID-19 (aka CoronaVirus) 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 - 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  
Rochelle Barry, 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 matters.

**II. APPROVAL OF MINUTES**

**A. September 14, 2020 – Board of Commissioners Workshop Meeting**

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

**B. September 28, 2020 – Board of Commissioners Regular Meeting**

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

### III. REPORTS OF OFFICIALS AND COMMITTEES:

- A. Solicitor:** Solicitor Means submitted a written report prior to the meeting and would be happy to answer any questions the Board may have.

Mr. Means added the meetings in November can still be virtual per the Governor's plan however it may end in December. We will have to wait and see what happens in December.

The Board asked if Mr. Means could attend the next meeting in person and he stated yes.

There were no questions or comments.

- B. Engineer:** Mr. Brett submitted a written report prior to the meeting and would be happy to answer any questions the Board may have.

There were no questions or comments.

- C. Manager's:** Mr. Thauvette submitted a written report and added the following:

1. Leaf Collection. Will be from October 19<sup>th</sup> to November 30<sup>th</sup>. Leaves must be raked to the curbside or to the edge of your residency. Leaves will be picked up by the Township Leaf-Vac truck along residential streets only. Leaves may be bagged in a brown leaf and garden bag. No plastic bags will be picked up. Residents can call the office to be put on the schedule for leaf pickup and the leaves will be picked up within 24 hours.
2. Collier Cone Situation. Noblestown Road and Thoms Run Road have been under construction. Thoms Run Road paving project has been completed and is back open. There will be construction started back up in the spring to replace culverts near Thoms Run Rd and Forsythe Road. Noblestown Road has started paving and guide rails are being put back up. Michael Road water line installation is still occurring.
3. New Trees. The ten (10) trees have been planted at the Municipal Building along Hilltop Road that Sheetz provided for the tree in lieu of fee.
4. Coffee Hour. Will be indoors on Monday, November 2<sup>nd</sup> at 9:30 a.m. at the Community Center. Residents will need to pre-register on the Township website so we can accommodate social distancing. We currently have seven (7) seats left to fill.

Commissioner Chiurazzi questioned how Sheetz is moving along.

Mr. Thauvette stated Sheetz is doing well. Last week we confirmed with Duquesne Light to power the traffic lights.

Commissioner Chiurazzi questioned if there was any news on Chick-Fil-A.

Mr. Thauvette stated he has not heard anything.

There were no other questions or comments.

- D. Building/Codes:** Mr. Plietz submitted a written report prior to the meeting and highlighted the following:

1. Building Permits. Permits have been consistent with the previous years. There have been two (2) new businesses come into the Township. One is PA Land Titles located on Campbell's Run Road. The other one is C & M Play Studio in Settler's Business Park. There will also be a new business coming in at the end of this month or next month. It is called "New Technology" and will be located on Noblestown Road. This business is technology for autonomous vehicles by Hyundai.

There were no questions or comments.

**E. COG:** Commissioner Ruffennach reported the following:

1. Meeting. We met last Thursday and there was discussion on the Budget. Revenues are down because the vactor truck rentals were cancelled.
2. Vactor Truck. Rental fees will stay the same for 2021 and the schedule is open.

There were no questions or comments.

**F. Finance:** Mr. Hinds submitted a written report prior to the meeting and added the following:

1. Budget 2021. This will be discussed later in the meeting.

There were no questions or comments.

**G. Parks and Recreation:** Ms. Barry was absent and had submitted a written report prior to the meeting. Mr. Thauvette adding the following:

1. Trick or Treat. Collier Township is not prohibiting people from participating in trick or treats events if you want to in your community. This will be from 6:00p.m. to 8:00p.m. on Saturday, October 31, 2020. The Police will be out keeping people safe while trick or treating. If a person does not feel safe participating in trick or treating, they should keep their porch lights off and for a safer daylight event, their will be Trunk or Treat Event at the Community Center from 12:00p.m. to 2:00p.m.
2. Hallolean. Residents can participate in a walking challenge. The information is on the Parks and Recreation website.
3. Collier Township Walking Club. Will be meeting on October 6<sup>th</sup> through October 29<sup>th</sup> from 9:30a.m. to 10:30a.m. at Hilltop Park to walk together at a safe distance on the Collier Trails.

Commissioner Styche asked to get a legal aspect from Solicitor Means when we can start to open the Community Center back up even with some one on one usage of the gym. He understands where COVID19 is right now but are we going to leave it shut down all winter or are there steps we can take to open it up safely for individuals doing one on one basketball or other sports.

Mr. Thauvette stated the Township has been pretty strict up until this point and the Community Centers Occupancy probably could provide for larger groups at the Community Center, we still have to abide by the CDC guidelines and social distancing which makes team sports and group sports that are outside of one's own family more difficult to participate in. We have been watching what other communities are doing and it is still taking reservations, limiting individual play and not a team or group play at this time. As we continue to move forward and guidelines change, we will keep in mind what kind of teams and groups we can have in there. We would open it up first to

our members and then depending on how that goes, we may or may not open it up to the public.

Commissioner Chiurazzi stated unless we have testing, we do not want the Community Center opened.

Commissioner Zymroz questioned if the trunk or treat will be a drive by and not people walking up to get their candy and do you have to make reservations.

Mr. Thauvette stated he you do not leave your car and you do have to make reservations.

There were no other questions or comments.

**H. Planning/Development/Zoning:** Mr. Caun submitted a written report prior the meeting and added the following:

1. The Zoning Hearing Board met last week for an encroachment request for 1 Forsythe Road and was approved.
2. The Planning Commission met in October for Collier Land and Coal rezoning which is on the agenda to set a public hearing. This rezoning request is two (2) part. The first is to rezone the McHugh property next to Barrington Manor. They want to rezone it from R-1 to R-2 for a potential housing development of 50 single family homes from the upper \$400,000 to \$500,000 and all the common areas will be maintained by the Homeowner's Association. The second part is to remove from the R-2, District the ability to build triplex and fourplex. The Planning Commission thinks we have enough townhomes and quad homes in the rural residential districts now and to stay with the single-family homes in those areas.
3. Legacy Development. In November will be back for final approval for the 111 townhomes on Ridge Road.
4. New Subdivision. This is from Maronda Homes. They want to build 50 single family homes on land off of Steen Hollow Road off of Thoms Run Road.
5. Chick Fil A. Mr. Caun has reached out to them and they will give an answer soon.
6. Gregg Station Homes. Mr. Caun received an email from the developer's construction manager that is running the plan explaining why this plan is developing slow and the delays they have been having. By the end of the year they are hoping to start selling lots. Homes should start to be built in the next few months.

Commissioner Chiurazzi questioned how the bank is coming along.

Mr. Caun stated the Bank of America should be ready for us to start issuing permits shortly. Chase Bank is under construction.

There are no other questions or comments.

**I. Public Safety – Fire:** A written report was submitted prior to the meeting. Chief Troy Riddle of Kirwan Heights VFD was available to answer any questions.

There were no questions or comments.

**J. Public Safety – Police:** Chief Campbell submitted a written report prior to the meeting and added the following:

1. Meeting. He attended a meeting on October 20<sup>th</sup> with Allegheny County, State and Federal partners to discuss the possible outcomes of the upcoming elections and he will pass the information along with our local partners so we can be prepared for any actualities.
2. Halloween. There will be several Officers out. The Fire Departments and medics will be out as well in the neighborhoods. The Police Association will be giving out chocolate covered Oreos and slap bands for the kids.
3. New Officer. The new Officer has passed all his pre-employment testing and will start on Monday, November 2<sup>nd</sup>. Chief Campbell thanked the Commissioners for hiring another Officer.

Commissioner Chiurazzi thanked the Chief and all the Officers

Commissioner Williams-Zabicki asked for an update on Officer Neal.

Chief Campbell stated she should be back to work on November 2<sup>nd</sup>.

The Commissioners send a congratulations to Officer Neal on the birth of her daughter.

There were no other questions or comments.

**K. Public Works:** Mr. Palmosina submitted a written report prior to the meeting and highlighted the following:

1. There are no outstanding large projects to be done.
2. Thanked Commissioner Ruffennach and Carnegie Borough for the use of the Vactor truck last week. We cleaned all the catch basins on Mayer Street.
3. Webb Park tennis courts paint is completed and the new nets are up. Two (2) benches were also installed.
4. The new exercise equipment that replaced the damaged equipment at Hilltop Park has been installed.
5. The Tree Services Company needed to park some equipment at the Community Center and in return for us letting them park there, they cut down about six (6) trees for us at Webb Park.
6. Leaf Program. Is currently going on and the Public Works Department have been picking up leaves.

Commissioner Ruffennach questioned if Young Blood Paving Company has been in the Township yet.

Mr. Thauvette stated the Engineer, Kevin Brett, had in his report about the paving.

Mr. Brett stated they are currently working in North Fayette Township and Moon Township. North Fayette will take about a week to complete and then they will come here to complete work which will take about three (3) or four (4) days.

Commissioner Williams-Zabicki questioned what will happen if Young Blood does not complete the work.

Mr. Brett stated that due to COVID19, the Contractors will get until next year to complete the work with no price increase. He does not anticipate any issues of getting the work done as of right now. Young Blood has tried to push the work to next year, but we told them it must get done this year.

**L. Sewer Department.** Mr. Jim Nordquest submitted a report prior to the meeting and highlighted the following:

1. Demolition request. DDI is taking down the last five (5) houses at the parking lot that borders Washington Pike and Murray Avenue. They are having trouble locating the lateral for disconnection of the sewer service on the last house. DDI is requesting to terminate the line at the second to the last house. He did not see an issue granting the contractors request because the sanitary sewer should not be used for anything in the future because it is all being made into a parking lot. He recommends the entire section of the line be abandoned. He would like the Commissioners approval to let the contractor do this.

Commissioner Chiurazzi questioned if they will be a permit to do this.

Mr. Caun stated our office issues demolish permits but for the sewers, Mr. Nordquest will take care of. An abandonment may take an Ordinance and the Solicitor will have to take care of this.

Commissioner Chiurazzi questioned if there is any risk if this is done.

Mr. Nordquest stated the only risk is that you are abandoning an additional 100 feet of sewer that is old six (6) inch clay pipe that nothing is ever going to connect to.

Commissioner Chiurazzi stated he does not want 20 years from now having the property owner come back to Collier asking why this was done approving this because the sewer collapsed.

Commissioner Williams-Zabicki asked for Mr. Brett's and Mr. Mean's thought on this.

Mr. Brett stated he would need to see this on paper because he was not familiar with this.

Mr. Means stated he would like to see this on paper because was not familiar with this as well. He was concerned and would like to have a release from the property owner that does not claim later that we have taken away sewage service to their property that may become a separate parcel.

The Board asked Mr. Nordquest to get more information to them so they can discuss this at the November 9<sup>th</sup> workshop meeting.

There were no other questions or comments.

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

#### **IV. 2021 Budget Discussion**

Commissioner Williams-Zabicki stated at the last discussion on the budget, we left with a deficit of about \$600,000.00. An assumption was made that we will bring in revenues of 8.9 million dollars of tax dollars.

Commissioner Styche stated the Friends of Collier Parks and Recreation is donating \$10,000.00 towards the LED Sign to be located at Collier Park.

Mr. Hinds stated that he and Mr. Thauvette spoke to the Directors of each department and went through the budget and revised line items bringing the deficit down to \$176,549.00.

Commissioner Williams-Zabicki stated the Board and the Directors will need to come up with finding the \$176,549.00.

Mr. Hinds stated there is not a lot of push in the General Fund to take from. The Capital Fund is where the money needs to come from and maybe pushed into the next year.

Commissioner Williams-Zabicki stated she has seen an increase in numbers for the areas of executive department, police protection and health insurance.

Mr. Hinds stated the police protection went up due to hiring a new police officer as well as a health insurance increase.

Mr. Palmosina informed the Board we are good on the amount of salt we have in stock for the winter.

The draft budget numbers were discussed.

Mr. Thauvette discussed money requested to be set aside for the Township building repairs and renovations of \$7,000.00.

Commissioner Williams-Zabicki stated she didn't want to argue over \$7,000.00 for building repairs and renovations and maybe cutting an employee.

Commissioner Ruffennach stated the roof in the police station has been leaking for years and a bucket needs to be placed to collect the water leaking. We might want to save some of that \$7,000 to get the roof looked at.

Mr. Thauvette stated the roof leak is an ongoing issue. We have attempted to find where the water is coming in from and every time, we fix one hole, we find another one.

Commissioner Williams-Zabicki stated before we add things back in, let's find the \$176,000 to take out of the budget first.

Commissioner Williams-Zabicki then moved on to the police protection and asked the Chief if there was anything to take out of there.

Chief Campbell stated it was all mostly contractual items.

Commissioner Williams-Zabicki questioned if two (2) vehicles are necessary verses cutting an employee and having an employee lose their job.

Commissioner Styche informed the Chief that he may not like that one of the items is to reduce one of the vehicles but that is a big ticket item and if it helps us with the budget, we may not be able to purchase two (2) vehicles.

Commissioner Chiurazzi moved to moving some salaries and vehicles to the sewer department account because the departments mix and mingle.

More discussion took place regarding the budget.

Mr. Thauvette stated balancing the budget is going to come down to the Capital Improvements Budget. That is where we need to decide what projects are going to be done this year or wait until another year.

A discussion took place on whether or not to cut the \$15,000 from Fire and Emergency Management. This money is set aside to be used if needed to take a house down.

Mr. Plietz informed the Board he felt the \$15,000 should be kept because to live next to a blighted property is a health and safety issue.

Mr. Caun informed the Board he agreed with Mr. Plietz and would like to see the \$15,000 kept in the budget.

Commissioner Williams-Zabicki moved to the Public Works budget and there is \$350,000.00 for contracted paving. We raised taxes with the sole reason of using this money for paving.

A discussion took place on whether to cut the paving expense out or cut it down some.

Commissioner Williams-Zabicki asked for Mr. Palmosina's opinion on the roads.

Mr. Palmosina stated we could do parts of roads and blow out patches to save some of the money for the following year.

Mr. Brett stated to try and get done this year whatever we can to come in under budget. The Board could lower the paving budget to \$250,000 and then bid the roads as add alternates for pricing.

Commissioner Williams-Zabicki questioned Mr. Palmosina if there is a cheaper truck.

Mr. Palmosina stated all the equipment is getting older. We could trade in the real big truck for a smaller truck.

A discussion took place on what can get taken from the sewer department to share the cost of the truck.

Mr. Hinds stated this year will be difficult to calculate what use the truck would have with sewer department projects. It will be easier next year to calculate this.



Commissioner Williams-Zabicki moved to the Parks and Recreation budget and the largest item is improvements to Hilltop Park in the amount of \$277,000.

A discussion took place regarding Hilltop Park and the necessity for repairs.

Mr. Thauvette informed the Board this is grant money that we have three (3) years to spend it.

Commissioner Williams-Zabicki informed everyone that Mr. Hinds and Mr. Thauvette can take the notes from this meeting and work on the numbers to come back with a balanced budget for the next meeting.

**V. Public Comment/Comment on New Business Items:**

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

Mr. Thauvette stated all the comments received is for the same topic.

**1. Subject: Collier Twp. Park**

*Please do not rescind No dogs in Collier Park. Dog owners already do not abide by that rule. Many times, I see people walking their dogs in the park, generally in the evening! Thank you!*

*Jill Seibel, Summit Ridge*

**2. Subject: Collier Park is not for dogs**

*There is a request on the Nextdoor app to email you about allowing dogs at Collier Park. I am not in favor of this. As I understand, a dog park was created for dog owners and that should be sufficient. There is also a dog park at Settlers Park which is convenient for many Collier residents. People want to make Collier Park dog accessible for their convenience not for any other reason. Many dog owners, will of course, not clean up after their dogs causing issues for all park and recreational users. Many people now ignore the 'no dogs allowed' at the park so why should we enable poor civic behavior? I hope Collier Park will remain dog free... it is a shame to consider ruining a beautiful setting with unleashed dogs and the smell of dog poo in the air as well as having to navigate through dog feces and the smell of dog urine on a walk.*

*D. Augustin*

**3. Subject: Collier Park**

*Hi Kyle,*

*Thanks again for returning my call.*

*I would like the board to reconsider and allow well behaved, leashed dogs to walk in Collier Park.*

*They could be restricted to the path and avoid the soccer field.*

*We live in Summit Ridge and a big draw to move here was the ability to walk to the park with our elderly dog.*

*This pandemic has severely restricted our lives and activities. All creatures benefit from fresh air and exercise.*

*Thanks again!  
Susan Volle*

**4. Subject: In support of the prohibition of dogs in Collier Park...**

*The primary purpose of the park is for the use and enjoyment of the residents. Dogs have always been prohibited in the park. Owners simply chose to ignore the signage since nothing was ever done to enforce a violation. There are many places in Collier, other than Collier Park, where dogs can be walked. Let's keep our parks clean and safe.*

*Anna J. Ewing  
1302 Crest Lane*

**5. Subject: Dogs in Collier Park**

*Please reconsider allowing dogs in the Collier Park. I can understand banning them from the soccer fields, but there are large areas of the park where they could be allowed. Dog owners are taxpayers too.*

*JoAnn Betten  
46 Elwyn Avenue*

**6. Subject: Dogs at Collier Park**

*Please allow leashed dogs at Collier Park.*

*Mary Stellfox*

**7. Subject: Dogs in Collier**

*Hello,  
Please consider allowing dogs back in Collier Park. Of course, there needs to be rules & guidelines so all can enjoy the park. But consider that we are ALL taxpayers & should ALL have the opportunity to enjoy the area especially with so many limitations on other aspects of our lives. Thanks for your consideration.*

*Suzanne Likavec  
122 Cloverleaf Drive*

**8. Subject: Please let dogs back into Collier Park**

*I live in Summit Ridge and when the park first opened, it was so nice to be able to walk across the street with my dog and walk around the park. As my dog and I age, it's more difficult to walk on unpacked, hilly gravel paths. I understand that there have been a few incidents where owners let their dogs off leash, out of their control, and didn't clean up after them. Why are we all punished for the actions of a few?  
MiMi Oliphant*

**9. Subject: Oct 26, 2029 Meeting RE: Dogs in Collier Park**

*Hello Kyle and Board of Commissioners,*

*I am requesting that the following be taken under consideration:*

*Allow Collier Park be open to well-behaved, leashed, licensed, rabies vaccinated dogs and well-behaved (but unleashed) owners including proper disposal of pet waste.*

*Thank You.*

*Deborah Gregory*

*51 Sunnyside Avenue*

**10. Subject: Collier Park**

*Petition that dogs be allowed to walk in Collier Park*

*Dianne Guyton*

**11. Subject: Collier Park**

*Dear Mr. Thauvette,*

*I will add my voice to the request to allow dogs in Collier Park - we also live in the Summit Ridge plan and would like to be able to walk to the park with our dog (currently we drive to Walkers Mill or Greg Station and then walk the trail - kind of silly!). I hope that enough responsible dog owners will speak up - we clean up after our pet and would like to be able to access the park with our pet.*

*Thank you,*

*Nancy & Dean Kaminski*

*1300 Crest Lane*

Commissioner Williams-Zabicki thanked everyone for their comments and the Board will take the comments into consideration.

Commissioner Styche will speak to the Parks and Recreation Board and get their thoughts and come back to the Board with recommendations.

**VI. New Business:**

1. Consider action on Resolution #102620-01; A Resolution amending the Sewage Facilities Planning Act to include the D&D Smith Plan of Lots.

*Motion was made by Commissioner Styche, seconded by Commissioner Chiurazzi, to approve Resolution 102620-01 as stated above. By unanimous vote, the motion carried.*

2. Consider action on Resolution #102620-02; A Resolution amending the Sewage Facilities Planning Act to include the Geoffrey Shorts Sanitary Sewer Extension.

*Motion was made by Commissioner Zymroz, seconded by Commissioner Ruffennach, to approve Resolution 102620-02 as stated above. By unanimous vote, the motion carried.*

3. Consider action to set a public hearing date of Monday, November 23 at 6:00 p.m. for the proposed rezoning application of Collier Land & Coal Company. The proposed Ordinance will amend the text of the Zoning Ordinance related to the R2 Zoning District and rezone the subject property from R1 Rural Residential to R2 Suburban Residential.

*Motion was made by Commissioner Chiurazzi, seconded by Commissioner Zymroz, to set a public hearing date of Monday, November 23<sup>rd</sup> at 6:00 p.m. for the proposed rezoning application of Collier Land and Coal Company as stated above. By a 4 to 1 vote, the motion carried. Commissioner Styche was opposed.*

4. Consider action on Resolution #102620-03; A Resolution to enter into a Municipal Winter Traffic Services Agreement with the Commonwealth of PA Department of Transportation.

*Motion was made by Commissioner Styche, seconded by Commissioner Williams-Zabicki, to approve Resolution 102620-03 as stated above. By unanimous vote, the motion carried.*

5. Consider action on Resolution #102620-04; A Resolution for the destruction of the Township Administration Office Right to Know Records from the years of 2013 through 2017.

*Motion was made by Commissioner Styche, seconded by Commissioner Williams-Zabicki, to approve Resolution 102620-04 as stated above. By unanimous vote, the motion carried.*

6. Consider action to adopt Ordinance No. 714; An Ordinance accepting the dedication of Amalfi Drive, Cortona Drive, Firenze Drive and Livorno Drive, within the Amalfi Ridge Plan Phase I as public streets and appurtenant storm sewers.

*Motion was made by Commissioner Styche, seconded by Commissioner Chiurazzi, to adopt Ordinance 714 as stated above. By unanimous vote, the motion carried.*

7. Consider action on bond reduction request #1 from The Club at Nevillewood for The Golf Operations Center. The Township Engineer has reviewed the request and recommends the Township reduce the bond amount from \$194,899.93 to \$17,718.18, which is 100% of the remaining improvements and 10% of the completed improvements.

Commissioner Chiurazzi recused himself from voting.

*Motion was made by Commissioner Styche, seconded by Commissioner Williams-Zabicki, to approve bond reduction request #1 from the Club at Nevillewood for the Golf Operations Center as stated above. By role call vote, the motion carried.*

*Commissioner Styche -yes*

*Commissioner Zymroz – yes*

*Commissioner Ruffennach – yes*

*Commissioner Chiurazzi – Recused*

*Commissioner Williams-Zabicki – yes*

8. Consider action on bond reduction request #1 from The Club at Nevillewood for The Wellness Center. The Township Engineer has reviewed the request and recommends the Township reduce the bond amount from \$63,538.75 to \$5,776.25, which is 100% of the remaining improvements and 10% of the completed improvements.

*Motion was made by Commissioner Styche, seconded by Commissioner Williams-Zabicki, to approve bond reduction request #1 from the Club at Nevillewood for the Wellness Center as stated above. By role call vote, the motion carried.*

*Commissioner Styche -yes*

*Commissioner Zymroz – yes*

*Commissioner Ruffennach – yes*

*Commissioner Chiurazzi – Recused*

*Commissioner Williams-Zabicki – yes*

## **VII. Other Business:**

1. Voting. Commissioner Williams-Zabicki stated if a person applied for a mail in ballot and you received your mail in ballot and you choose not to use it, and want to vote in person instead, you **must** bring that mail in ballot with you or you will not be able to vote. We do not want people coming to the polls in Collier, having requested a mail in ballot and have to be turned away by an Election Official. Please **read** all the instructions on your mail in ballot and pay attention to them so you do not have a problem on Election Day.

Commissioner Zymroz questioned what would happen if you requested a mail in ballot and did not receive it.

Commissioner Williams-Zabicki stated you will need to call the Allegheny County Elections Board.

Commissioner Zymroz questioned if everyone is voting at their regular assigned polls.

Commissioner Williams-Zabicki stated yes that is correct.

Chief Campbell stated that you cannot bring your mail in ballot to your polling place and drop it off. It must be mailed in and post marked by November 3<sup>rd</sup>.

Commissioner Chiurazzi questioned what Collier Township's rule is on Election Day.

Mr. Thauvette stated the Township's rule is to provide the space only. Allegheny County has trained volunteers working on Election Day that will deal with people not wearing a mask, voter intimidation, etc.

Commissioner Chiurazzi questioned if a Sheriff or Constable will be at the polls.

Chief Campbell stated at the meeting he attended they went over all kinds of issues that may happen. He didn't feel Collier Township would have any problems at the polls. The Sheriff's Department will handle any election related issues.

Mr. Thauvette stated we will make sure that people can get in and out of the building safely at all our locations with as little interaction as possible.

**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 Ruffennach, seconded by Commissioner Williams-Zabicki, 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 from October 14, 2020 to October 25, 2020 in the amount of \$190,318.01.
- Bills requested for payment for October 26, 2020 in the amount of \$20,795.60.

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

**X. Approval of Capital Investment Account Items:**

- Bills requested for payment for October 26, 2020 in the amount of \$14,329.39.

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

**XI. Approval of Sewer Account items:**

- Bills requested for payment for October 26, 2020 in the amount of \$19,035.51.

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

**XII. Adjourn**

*Motion was made by Commissioner Styche, seconded by Commissioner Zymroz, to adjourn the meeting at 8:40p.m. By unanimous vote, the motion passed.*

---

Dawn Williams-Zabicki – President  
Board of Commissioners

---

Valerie A. Salla  
Township Secretary