

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS
WORKSHOP MEETING**

January 9, 2023

7:00 P.M.

- I. CALL TO ORDER:** Commissioner Chiurazzi called the workshop meeting of the Board of Commissioners to order at 7:00 P.M.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL:

BOARD

Tim Young – Present
Dawnlee Vaughn – Present
Debra Zymroz – Present
MaryAnn Cupples – Present
Wayne Chiurazzi, Esq.– Present

STAFF

Kate Diersen, Solicitor – Absent
Travis Stanczyk, 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
George Macino, Twp. Mgr. – Present
Dana Slizik, Asst. Twp. Mgr. – Present
Valerie Salla, Twp. Secretary – Present

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

II. APPOINTMENT OF BOARD COMMITTEES FOR 2023

- a. Administration/Public Affairs (*Debbie Zymroz, Dawnlee Vaughn*)
- b. Building and Codes (*Wayne Chiurazzi and MaryAnn Cupples*)
- c. Council of Governments (COG) (*Dawnlee Vaughn, Wayne Chiurazzi*)
- d. Finance (*Tim Young and Wayne Chiurazzi*)
- e. Parks & Recreation (*Debbie Zymroz and MaryAnn Cupples*)
- f. Planning and Land Use Development (*MaryAnn Cupples and Debbie Zymroz*)
- g. Public Safety (Fire and Police) (*Tim Young and Debbie Zymroz*)
- h. Public Works (*Dawnlee Vaughn and MaryAnn Cupples*)
- i. Sewer Department (*MaryAnn Cupples and Tim Young*)

III. Board Discussion for Committees

A. Administrative/Public Affairs

Commissioner Zymroz reported the following:

1. *Internal Staff Meeting Dates.* Will be once a month.
2. *Manager's Coffee Hour.* Will be once every quarter and posted on the website.

3. *Parks and Recreation Event Calendar*. Is updated and can be viewed on the website.
4. *Glass Recycling Bin*. Is now available at the Township Building in the back parking lot past the police station.

Mr. Macino stated the bin will have a top and a lock on it. There will be times posted on it for people to drop off glass only during the day. We can not leave it open all the time because people put trash in it, grass clippings and tree branches.

Commissioner Zymroz questioned when the garbage schedule will be out.

Mr. Macino stated it should be within the next couple of days.

Commissioner Cupples questioned who picks it up and how often is it picked up.

Mr. Macino stated Republic Services will empty it when we call them to let them know it is full.

A discussion took place on notifying people of changes in garbage/recycling service changes.

B. Building/Codes

Commissioner Cupples reported the following:

1. *American Cancer Society*. Is a new business coming into Collier and will be located in the Settlers Business Center.
2. There were 11 building permits issued and 3 occupancy permits issued.
3. Year end totals for the building department are, 320 building permits, 49 permits for new residential homes and 16 occupancies for new businesses.
4. *Code Enforcement/Sewers*. 8 tenant inspections, 7 plumbing inspections, 11 code infractions, attended CBO training and backflow recertification issues.
5. *Year-end code enforcement/sewer* issues were 113 tenant registrations and 268 plumbing inspections.

C. COG

Commissioner Young reported the following:

1. *Next COG Meeting*. Will be on January 19th. The Commissioner will decide who attends.

2. Finance

Commissioner Young reported the General Fund ended the year 2022 with a net surplus of \$513,000.00 and of that was the Federal Cares Act money of \$432,000.00. All revenues exceeded the budgeted amounts in 2022. The total general fund expenditures before transfers exceeded the budget by \$90,191.00. We were in good shape for the end of 2022.

3. Parks & Recreation

Commissioner Zymroz reported the following:

1. *Basketball*. Started and there are 30 teams and over 260 kids participating.
2. *Concerts in the Park*. There are four (4) bands schedule so far.
3. *Futsal*. Starting January 29th and there are 30 kids signed up.
4. *Zumba*. Will be starting up again.
5. *6 Weeks of Wellness*
6. *Painting with a Twist*.
7. *Self Defense Class*. By Collier Police Department.
8. *Gun Control*.
9. *Line Dancing*. Starting soon.

4. Planning and Land Use Development

Commissioner Cupples reported the following:

1. Planning Commission to meet on January 19th to review the Giant Eagle Wet Go Car Wash located at the corner of Steen Road and Route 50.
2. Zoning Hearing Board will meet on January 17th to discuss the variance application of Presto VFD proposed building addition.

5. Public Safety

Commissioner Young reported the following:

1. Rennerdale VFD and Kirwan Heights VFD both elected new fire chiefs. Rennerdale elected Aston Grumont and Kirwan Heights elected Ryan Pollak. Presto VFD Fire Chief, Dan Wauthier, has another two (2) years. December had a lot of calls especially around Christmas with frozen pipes.
2. Last Monday night, millions of people watched a football player collapse on the field but what also happened last Monday was a Police Chief was murdered in Breckenridge. All week the football player was paid attention to and went home this week because of the great medical response he was given. The Police Chief got very little notoriety. His name was Justin McIntire and his funeral was this Wednesday. There was also another Officer injured. We had 8 to 10 of our own Police Officers go up to Breckenridge on their own time and volunteered to cover that community because of the pain and the problems that community is going through. On Wednesday, at least 6 of our Police Officers will go up for the funeral as well as the Collier EMS. It is amazing the coverage the football player got and went home healthy because of the quick medial service that was given. The Police Chief they are burying.
3. Collier EMS. Twice in the last couple of months, the EMS has two (2) heart attack calls and one was over on Cubbage Hill and one in Providence Pointe. The three (3) EMS employees that responded to that are here at the meeting tonight. In two (2) weeks, UPMC will be at the meeting to honor the three (3) EMS employees as well as the Police Officers that helped. The Commissioners thanked them and everyone applauded the first responders.

Commissioner Cupples thanked Chief Wauthier for responding to a call in Neville Park/ Collier Gardens on Christmas Day for a sprinkler system that broke and caused \$175,000.00 in damage to that home. There is another example of him being called away from his family to come help us.

Commissioner Zymroz thanked Rennerdale VFD and Kirwan Heights VFD for showing the Girl Scouts all about the Fire Department and EMS. Boy Scouts were at Rennerdale VFD. Also, in December, Shop with a Cop was shopping for food for the Bridgeville Food Bank and with the purchases, they were able to feed 137 families from the Bridgeville Food Bank. She thanked the Police Officers for all they do and for going up to Breckenridge. She then asked for people to donate to the Breckenridge Police Department and asked for prayers for the Tarentum Police Officer that got shot.

Commissioner Young thanked the Collier EMS for their quick responses to calls they receive.

Commissioner Chiurazzi thanked all the first responders.

6. Public Works

Commissioner Vaughn reported the following:

1. *Kelly Park*. Cut back trees and bushes over hanging the fence onto a residents property.
2. *Christmas Decorations* removed.
3. *Pot Holes*. Patched throughout the Township.
4. *Litter pick up* throughout the Township.
5. *Removed deris* from stockyard and took to Wood waste.
6. *Trails*. Cut back overgrowth.
7. *Truck repairs*. Done to three (3) that broke down during snow event.
8. *Discovery Trail Signs*. Six (6) signs were installed.
9. *Creekside Development*. Signs installed.

7. Sewer Department

Commissioner Young reported the following:

1. *Sewer Budget*. Is in good condition going into 2023. There is money in reserve that we will be using to make repairs in 2023.
2. *Alcosan*. Is raising the sewer rates in 2023 and for the next two (2) to three (3) years. The Township is not raising the sewer rates.

IV. PUBLIC COMMENT ON NEW BUSINESS ITEMS:

There were no public comments.

V. NEW BUSINESS:

1. Consider action to set a public hearing date of Monday, February 13, 2023, at 6:00 PM for the Conditional Use application of Giant Eagle, Inc. for a proposed WetGo Car Wash at the corner of Steen Road and Route 50.
A motion was made by Commissioner Chiurazzi, seconded by Commissioner

Young to set a public hearing as stated above. By unanimous vote, the motion passed.

2. Consider action to approve Resolution 010923-01; A Resolution to revise the sewage usage rate of \$16.50 and an account service fee of \$8.08.

Mr. Macino stated this is the adjusted rate we have to do because of Alcosan raising the rates.

A motion was made by Commissioner Vaughn, seconded by Commissioner Cupples to approve Resolution 010923-01 as stated above. By unanimous vote, the motion passed.

3. Consider action to advertise for sewer repair proposals.

A motion was made by Commissioner Young, seconded by Commissioner Cupples to advertise for sewer repair proposals. By unanimous vote, the motion passed.

4. Consider action to set 2023 compensation for all non-bargaining unit employees as set forth in the 2023 adopted budget.

A motion was made by Commissioner Cupples, seconded by Commissioner Chiurazzi to set 2023 compensation for all non-bargaining unit employees as stated above. By unanimous vote, the motion passed.

5. Consider action to re-appoint Mark C. Turnley and Associates as the Collier Township Auditor for audit year 2023.

A motion was made by Commissioner Chiurazzi, seconded by Commissioner Vaughn to re-appoint Mark C. Turnley and Associates as stated above. By unanimous vote, the motion passed.

6. Consider action to re-appoint Goehring, Rutter and Boehm as the Collier Township Solicitor for 2023 as per the rate schedule submitted.

A motion was made by Commissioner Zymroz, seconded by Commissioner Vaughn to re-appoint Goehring, Rutter and Boehm as stated above. By a 4 to 1 vote, the motion passed. Commissioner Young was abstained.

7. Consider action to re-appoint Gibson-Thomas Engineering Co., Inc. as the Collier Township Engineer 2023 as per the rate schedule submitted.

A motion was made by Commissioner Young, seconded by Commissioner Zymroz to re-appoint Gibson-Thomas Engineering Company, Inc. as stated above. By unanimous vote, the motion passed.

8. Consider action to hire Rob Shazer as the Director of Parks and Recreation effective January 1, 2023 at the rate of \$65,000 annually.

A motion was made by Commissioner Chiurazzi, seconded by Commissioner Young to hire Rob Shazer as the Director of Parks and Recreation as stated above. By unanimous vote, the motion passed.

9. Consider action to hire Nichole Giroski to the full-time position of Assistant Program Coordinator/ Front Desk Manager effective January 1, 2023, at the rate of \$45,000 annually.

A motion was made by Commissioner Vaughn, seconded by Commissioner Cupples to hire Nichole Giroski to the full-time position of Assistant Program Coordinator/Front Desk Manager as stated above. By unanimous vote, the motion passed.

VI. Account Transfer(s)

1. Approval of the transfer of \$831,000.00 from the General Fund Account to the Capital Fund Checking Account.
2. Approval of the transfer of \$236,000.00 from the Cares Act Account to the General Fund Checking Account.

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

III. Approval of General, Capital and Sewer Fund Operating Account items:

- Invoices Paid, Checks Written and Bills Requested December 13, 2022, to January 9, 2023:
 - General Fund in the amount of \$1,365,916.29
 - Capital Fund in the amount of \$779,085.78.
 - Sewer Fund in the amount of \$28,611.17

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

VII. ADJOURNMENT:

Commissioner Chiurazzi wished everyone to have a great year.

Motion was made by Commissioner Zymroz; seconded by Commissioner Vaughn; to adjourn the workshop meeting at 7:38 p.m. By unanimous vote of the Board the motion passed.

Wayne M. Chiurazzi, President
Board of Commissioners

Valerie A. Salla
Township Secretary