

**MINUTES  
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

**WORKSHOP MEETING**

**February 13, 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 – Present  
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  
Rob Shazer, Parks Director – Absent  
George Macino, Twp. Mgr. – Absent  
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 & 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 Vaughn reported the following:

- 1. *HR Staff Training* – in all departments.

2. *Communications and Marketing* – paper shredding event in late spring or early summer in 2023. Working on Township newsletter, website and social media.
3. *Grants and Funding* – Currently looking for park safety and sewers.
4. *Staff Workshop Meeting – With Senator Devlin Robinson*
5. *Named Banner Community for 2023.*

## **B. Building/Codes**

Commissioner Cupples reported the following:

1. *Tom Plietz* – Attended the National Fire Academy for the fire plan review.
2. *Emergency Management and Planning Meeting* – Met last Thursday. Fire, Police, Commissioners Cupples and Zymroz were in attendance.
3. *Fire Safety Inspections* – of Township businesses are ongoing.
4. *Sunrise Junction Plan* – Received Final Occupancy Certificate.
5. *Code Enforcement and Sewers* – There were 14 tenant inspections, 14 plumbing inspections and 16 code items.

## **C. COG**

Commissioner Vaughn reported the following:

1. *January Meeting*. Was on January 19<sup>th</sup> and there was no attendance at this meeting because it was the same night at the ALOM legislative reception. The next meeting will be on Thursday, February 16<sup>th</sup> at the Kennedy Township firehall and Commissioner Vaughn will be attending.

## **2. Finance**

Commissioner Young reported the following:

1. *Real Estate Taxes* – Collected over 4 million
2. *Other Taxes collected (Income, Business Privilege)* about 3 .5 million.
3. *Monies on hand* – a little over 10 million
4. *Liabilities money (actually in the bank)* are up around 13% compared to last year.

Commissioner Chiurazzi questioned if we contacted the cable company about reimbursement to us and hiring a firm.

Mrs. Slizik stated Mr. Macino is working on this. It is the franchise fees.

Commissioner Chiurazzi advised Mrs. Slizik to have Mr. Macino update the Commissioners at the next meeting.

## **3. Parks & Recreation**

Commissioner Zymroz reported the following:

1. *Valentine's Social*. Over 50 people attended.
2. *Line Dancing*. Has 20 people signed up for this.
3. *Summer Camp Registration*. Has opened.
4. *Parks Director Meetings*. Recreation software and field maintenance

and resources.

5. *Contractor Meeting.* Mr. Shazer will be meeting with three (3) contractors to update Big Webb Field and the possibility of converting it into a couple of smaller fields.
6. *Meeting with Tom Cannon* to have boy scouts paint the dug outs at Big Webb.
7. *Met with all Sports Associations* about field permits on Sunday, February 12<sup>th</sup> from 10:00am to 12:30pm.
8. *Blood Drive on February 13<sup>th</sup> went well and the next one is on June 9<sup>th</sup> from 2:00pm to 7:00pm at the Community Center.* They prefer people to sign up but will accept walk ins.

Commissioner Chiurazzi stated there are now two (2) fields on big Webb. That field needs to be left alone and if Mr. Shazer is meeting with someone, he needs to tell them he is not meeting with them.

Commissioner Cupples stated she thought we told Mr. Shazer we did not want that done.

Commissioner Chiurazzi stated big Webb is Big Webb and asked of the Commissioners agreed it leave Big Webb as it is.

Commissioners Zymroz and Vaughn thought the other fields are to be at the Community Center.

Commissioner Chiurazzi stated he is fine with other fields but big Webb is a signature of our area and we have little Webb.

Commissioner Chiurazzi advised Mrs. Slizik to tell Mr. Shazer to not look at big Webb because it is a waste of time. If he is going to meet with someone, he needs to take them to the Community Center and not big Webb.

Commissioner Cupples stated the fields are to be at the Community Center and we did talk to Devlin Robinson this morning and to let us know if there is any funding available. We do have some money in the fee in leu of fund and should be able to use that money.

#### **4. Planning and Land Use Development**

Commissioner Cupples reported the following:

1. Planning Commission to meet on February 16<sup>th</sup> for the Presto VFD land development. Commissioner Cupples saw this on Facebook and it looks very exciting and is looking forward to that presentation.
2. Zoning Hearing Board will meet on February 21<sup>st</sup> for the following:
  - 78 Ridge Road set back variances
  - 4004 Coast Circle set back variance for a shed.
  - 51 Boyds Run set back variance for a shed.

## 5. Public Safety

Commissioner Young reported the following:

1. *Fire Departments.* He met with 2 of the 3 fire departments and they both said the past month there has been nothing serious. There was an accident on Thoms Run Road by the school exit.
2. *Fish Fries.* Presto VFD will be starting with their fish fries on February 22 and March 3, 17 and 31. It is take out only from 3:30pm to 7:00pm. Rennerdale VFD is not doing fish fries this year.

Commissioner Zymroz stated that was correct. Rennerdale VFD is not doing fish fries this year.

3. *Police Officers.* There were two (2) police officers shot in McKeesport. The funeral for the one officer is tomorrow, February 14<sup>th</sup>. The other officer was wounded. Chief Campbell and several of our other Officers will be attending the funeral tomorrow.
4. *EMS.* The EMS will be covering in McKeesport tomorrow afternoon during the funeral.
5. *Police Station Visit.* There were 8 to 10 cub scouts that visited the police station on February 8<sup>th</sup>. Sgt. Ferrence gave the cub scouts a tour of the station. Officers Votjko and Blum were also there. Officer Blum gave a demonstration on bicycle safety.
6. *Chief Campbell.* Was elected the President of the Allegheny County Police Chiefs Association. There was a inauguration and dinner for him last week. WTAE news and Stephen Zappala were in attendance.

## 6. Public Works

Commissioner Vaughn reported the following:

1. *Pickleball poles and nets.* New poles and nets being installed at Webb Park.
2. *All Terrain Vehicle.* A roof was fabricated for this vehicle from an old steel sign.
3. *Old Sign usage.* An old sign from Skavarca Park was redone and made into a new Discovery Trial sign and installed at the lower entrance off of Hilltop Road.
4. *Cold Patching.* Done on Township roads.
5. *Cut Back.* Along Township roads.
6. *Maintenance.* On summer equipment has begun.

## 7. Sewer Department

Commissioner Cupples reported the following:

1. *MS4 Categories. Assessments done by township Engineers.*
2. *Pump Stations.* Reviewed.
3. *CCTV Map.* Updated for the Consent Order.
4. *Sewer Monitoring.* For the Consent Order.

Commissioner Young reported the following:

1. *Finances.* The Finance Director, Jeff Hinds informed Commissioner Young that we should hopefully have enough finances in the budget to cover the cost of any emergency that may come up in 2023.

#### **IV. PUBLIC COMMENT ON NEW BUSINESS ITEMS:**

There were no public comments.

#### **V. NEW BUSINESS:**

1. Consider action to approve the conditional use application of Giant Eagle Inc. for the construction of a WetGo Car Wash on the corner of Route 50 Washington Pike and Steen Road. The Planning Commission has reviewed and recommends approval with the conditions of the Township Engineer letter dated January 13, 2023.

*A motion was made by Commissioner Chiurazzi, seconded by Commissioner Young to approve the conditional use application of Giant Eagle Inc., as stated above. By unanimous vote, the motion passed.*

2. Consider action to approve the Preliminary Land Development application of Giant Eagle Inc. for the construction of a WetGo Car Wash on the corner of Route 50 Washington Pike and Steen Road. The applicant is requesting a modification from the Grading Ordinance to allow grading and the construction of a retaining wall within five (5) feet of the property line. The Planning Commission has reviewed the application and recommends approval of the Preliminary Land Development application with the conditions of the Township Engineer letter dated January 13, 2023 and also the grading modification request.

Commissioner Chiurazzi reminded the developer to make sure Collier Township is adding on the branding.

*A motion was made by Commissioner Chiurazzi, seconded by Commissioner Cupples to approve the Preliminary Land Development application of Giant Eagle Inc. as stated above. By unanimous vote, the motion passed.*

3. Consider action to advertise a change in the Planning Commission meeting dates to the second (2<sup>nd</sup>) and (4<sup>th</sup>) Tuesday of each month beginning at 7:00 PM.

*A motion was made by Commissioner Cupples, seconded by Commissioner Young to advertise a change in the Planning Commission Meeting dates as stated above. By unanimous vote, the motion passed.*

4. Consider action to approve the request of Legacy Development to reduce the Recreation Open Space one-time fee-in-lieu payment from \$177,600.00 to \$100,000.00 due to the Developers commitment to construct a Community Center, Sports Court and Swimming Pool in the Legacy Plan of Lots.

*A motion was made by Commissioner Zymroz, seconded by Commissioner Vaughn to approve the request of Legacy Development as stated above. By unanimous vote, the motion passed.*

5. Consider action to approve Gibson Thomas Engineering to review the current township stormwater ordinance and suggest possible revisions.

*A motion was made by Commissioner Young, seconded by Commissioner Vaughn to approve Gibson Thomas Engineering to review the current township stormwater ordinance as stated above. By unanimous vote, the motion passed.*

## **VI. Account Transfer(s)**

1. Approval of the transfer of \$9,000.00 from the General Fund Account to the Capital Fund Checking Account.

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

## **VII. Approval of General, Capital and Sewer Fund Operating Account items:**

- Invoices Paid, Checks Written and Bills Requested January 24, 2023, to February 13, 2023:
  - General Fund in the amount of \$769,726.93
  - Capital Fund in the amount of \$8,814.20
  - Sewer Fund in the amount of \$137,930.03

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

**VIII. ADJOURNMENT:**

*Motion was made by Commissioner Vaughn; seconded by Commissioner Cupples; to adjourn the workshop meeting at 7:17 p.m. By unanimous vote of the Board the motion passed.*

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Wayne M. Chiurazzi, President  
Board of Commissioners

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Valerie A. Salla  
Township Secretary