

# MINUTES

## COLLIER TOWNSHIP BOARD OF COMMISSIONERS

### REGULAR MEETING

February 27, 2023

7:00 P.M.

- I. **CALL TO ORDER:** Vice-President Cupples called the meeting of the Board of Commissioners to order at 7:00 P.M.

A. **PLEDGE OF ALLEGIANCE**

B. **ROLL CALL:**

**BOARD**

DawnLee Vaughn – Present  
Tim Young –Present  
Debra Zymroz – Present  
Mary Ann Cupples – Present  
Wayne Chiurazzi, Esq. – Absent

**STAFF**

Kate Diersen, Solicitor - Present  
Travis Stanczyk, Engineer - Present  
Craig Campbell, Police Chief - Present  
Bob Caun, Planning Director -Present  
Jeff Hinds, Finance Director – Present  
Tom Plietz – Bldg/Fire Codes – Present  
Bob Palmosina, PW Director – Present  
Rob Shazer – Parks Director – Present  
George Macino, Twp. Manager Present  
Dana Slizik, Asst. Manager – Present  
Valerie Salla, Twp. Secretary – Present

- C. **EXECUTIVE SESSION** – Was held to discuss personnel and legal issues.

II. **APPROVAL OF MINUTES**

1. January 9, 2023 – Board of Commissioners Workshop Meeting

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

2. January 23, 2023 – Board of Commissioners Regular Meeting

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

III. **REPORTS OF OFFICIALS AND COMMITTEES:**

- A. Solicitor**
- B. Engineer**
- C. Management**
- D. Building/Codes**
- E. COG**
- F. Finance**
- G. Parks and Recreation**
- H. Planning/Development/Zoning**
- I. Public Safety – Fire**
- J. Public Safety – Police**
- K. Public Works**
- L. Sewer Department**

There were no questions on the reports.

#### **IV. Public Comment/Comment on New Business Items:**

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

There were no public comments.

#### **V. New Business:**

1. Consider action to approve Resolution No. 022723-01; A Resolution approving that the Acquisition and subsequent disposition of parcels of vacant property know as Block and Lot number; 198-S-5 (Price Road) would be in accord with the Comprehensive Plan of the Municipality.

*Motion was made by Commissioner Zymroz, seconded by Commissioner Vaughn, to approve Resolution 022723-01 as stated above. By unanimous vote, the motion passed.*

2. Consider action to approve Resolution 022723-02; A Resolution accepting the sanitary sewers at Legacy Development.

*Motion was made by Commissioner Young, seconded by Commissioner Cupples, to approve Resolution 022723-02 as stated above. By unanimous vote, the motion passed.*

3. Consider action to approve bond reduction request No. 3 from Cozza Enterprises for Sunrise Junction. Township Engineer LSSE has reviewed and recommends the Township reduce the grading bond amount from \$99,357.93 to \$31,922.00 and reduce the performance bond amount from \$260,228.80 to \$159,181.00, which is 110% of the remaining improvements.

*Motion was made by Commissioner Zymroz, seconded by Commissioner*

*Young, to approve the bond reduction request No. 3 from Cozza Enterprises for Sunrise Junction as stated above. By unanimous vote, the motion passed.*

4. Consider action to appoint Kathi Jobkar to the Parks and Recreation Board to fill the unexpired term of Alicia Guarnaccio ending on December 31, 2024.

*Motion was made by Commissioner Vaughn, seconded by Commissioner Cupples, to appoint Kathi Jobkar to the Parks and Recreation Board as stated above. By unanimous vote, the motion passed.*

5. Consider action to approve Resolution No. 022723-03; A Resolution to approve the destruction of records for the Sewer Department.

Commissioner Young questioned how many years back does the destruction of those records go?

Mr. Plietz stated it varies depending on the material.

Mr. Hinds stated the maximum is seven (7) years except for payroll and those kind of items otherwise, it is three (3) to seven (7) years.

Commissioner Young questioned if this is sewer only.

Mr. Hinds stated yes.

Commissioner Young questioned how many years it goes back.

Ms. Salla stated for sewers only, it is one box of 2014 payroll, one box of 2015 payroll, one box of 2013, 2014, 2015, 2016 Occupancy Reports, one box of 2015 and 2016 Real Estate Transfer Reports.

Commissioner Young stated that latest is 2016 and had no arguments.

*Motion was made by Commissioner Vaughn, seconded by Commissioner Zymroz, to approve Resolution 022723-03 as stated above. By unanimous vote, the motion passed.*

6. Consider action to agree to engage in a Memorandum of Understanding with Public Works Collective Bargaining Unit.

*Motion was made by Commissioner Young, seconded by Commissioner Cupples, to engage in a memorandum of understanding with Public Works collective bargaining unit. By unanimous vote, the motion passed.*

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

- Invoices Paid, Checks Written and Bills Requested February 14, 2023, to February 27, 2023:
  - General Fund in the amount of \$290,756.94.

- Sewer Fund in the amount of \$48.33.

There were no Capital Fund account items.

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

## **VII. Adjourn**

Mr. Plietz wanted to recognize the following people:

- Jeff Chilleo – Deputy Coordinator for Emergency Management. He is a fireman for the Presto VFD and a Public Works employee.
- Michael Spurr – a Collier Resident and works as a Homeland Security and Law Enforcement Coordinator for Allegheny County since 2017. He also conducts security and vulnerability assessments for local, federal and law enforcements partners. He also serves as a licensed drone operator for Allegheny County Emergency Services. His training certificates include PEMA (Pennsylvania Emergency Management), Associate Protection Professional, Certificate for ASIS International and FEMA (Federal Emergency Management). Mr. Spurr is a Major in the Army Reserves and he has had deployments to Afghanistan and Africa. He currently serves as the Assistant Professor of Military Science with the University of Pittsburgh ROTC.

The Board was very impressed and thanked everyone.

*Motion was made by Commissioner Vaughn, seconded by Commissioner Cupples, to adjourn the meeting at 7:09 p.m. By unanimous vote, the motion passed.*

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Wayne M. Chiurazzi – President  
Board of Commissioners

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Valerie A. Salla  
Township Secretary