

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

WORKSHOP MEETING

April 10, 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
Rob Shazer, Parks 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. Board Discussion for Committees

A. Administrative/Public Affairs

Commissioner Zymroz reported the following:

1. *Meet with Senator Devlin Robinson* regarding infrastructure, roadways and potential development.
2. *Launch of new website and telecommunication plan* on April 20, 2023.
3. *Connecting Collier Businesses* on using Collier Township as physical address.
4. *ALOM Conference in 7 Springs* will be attended.
5. *Memorial Day Services* in planning stage.
6. *Collier Clean Up Day* is April 22, 2023. Register at the Community Center at 9:00a.m.

B. Building/Codes

Commissioner Cupples reported the following:

1. 24 permits issued.
2. 2 residential occupancies
3. 1 new business - Elusive Auto Shine located at 1180 Washington Pike
4. Grist House Craft Brewery submitted their building permit application.
5. At Chartiers Valley Shopping Center we have Ross Dress for Less nearing completion. 5 Below is under construction and Star Bucks is under construction.

Code Enforcement:

1. 17 codes issued.
2. 1 hearing attended.
3. 11 tenant registrations entered.
4. 2 site inspections with the ACCD representative from complaints.

Commissioner Chiurazzi questioned what happened to the signage at the Chartiers Valley Shopping Center.

Mr. Macino stated they are looking into this to see what happened with it plus we are looking at the same type of announcement for Great Southern Shopping Center.

Commissioner Chiurazzi questioned if we could get the same thing that Mt. Lebanon Awning has that proudly says about Collier Township being a banner community on our Kirwan Heights VFD sign.

Mr. Macino stated he will follow up with the Kirwan Heights VFD to see if they will do this.

Commissioner Cupples stated that last week she and Commissioner Zymroz attended the Chamber of Commerce event. We had to go around and introduce ourselves to everyone. We got up and made a statement about the DJ's not being in Bridgeville because a woman there stated they were in Bridgeville and they were so happy. The Commissioners made the correction that DJ's was not in Bridgeville, it is located in Collier Township. They also made the correction for Nautical Bowls being located in Collier Township and not Bridgeville. The Commissioners made it a point about businesses stating they are located in another area when they are really located in Collier Township. There will be a ribbon cutting for a business located on the first floor of the Chamber building and the woman stated she will make sure they state they are located in Collier Township.

Commissioner Chiurazzi stated he loves seeing the Mt. Lebanon Awning sign stating they are in Collier Township. We are a banner community and have been for 11 years now.

Commissioner Cupples and Mrs. Slizik had discussions on having a window cling made that the businesses could put on their door stating Proud business owner of Collier Township with the Collier shield on it.

Mrs. Slizik stated letters have gone out to all the businesses and starting next week she will be calling the business owners to schedule a meeting one on one with them about the window cling.

C. COG

Commissioner Vaughn reported the following:

1. *March Meeting.* Was held on March 16th in McKees Rocks. The topic of discussion was the new cheaper way to pave the roads. She had a pamphlet that she gave to the managers to share with the Public Works Director. Ingram Borough has used this and they are happy to show off the roads which have lasted five (5) years. The next meeting will be on April 20th in Greentree.

2. Finance

Commissioner Young reported the following:

1. We are still looking for a replacement for Jeff Hinds. We do have some applicants which Mr. Macino will be interviewing soon.
2. *Budget.* We are ahead in a lot of our accounts and ahead in total money in 2023. The bad news is things are costing more and we are right on target as far as a balanced budget.

3. Parks & Recreation

Commissioner Zymroz reported the following:

1. *Easter Breakfast.* Commissioners Zymroz and Cupples helped and there was about 100 people there.
2. *Chess Club starting.* July 17th to July 21st.
3. *Music Theater Class.* Is sold out.
4. *Collier Clean Up* is on April 22nd. Registration is at the Community Center Party Room. Lunch is between 12:00pm and 1:00pm
5. *Skvarca Park.* Thanks to the Public Works Department for cleaning it up. Everything looks brand new.
6. *Craft Show.* Is sold out.
7. *New Basketball pads for the poles.* For TJ's Court
8. *Line Dancing.* In May
9. *CPR Class.* April 23rd at the Community Center.

Mr. Macino stated the Public Works Department did an awesome job on cleaning up Skvarca Park.

Commissioner Chiurazzi stated the Public Works Director, Bob Palmosina and the Public Works Department need a big pat on the back. Skvarca park looks excellent.

Commissioner Zymroz questioned when it will be opened to the public.

Commissioner Chiurazzi stated he would like to see the field opened with the condition there is no sliding. We should let everyone know there is no sliding. Put up signs.

Commissioner Cupples stated that as soon as Public Works has completed the shelter cleaning and the drainage finished, we should open it. We could have waivers signed.

Mr. Macino stated that he checked with the Solicitor and the concern was if a waiver was out there, the waiver would be directed towards the association playing on the field. It would not cover anyone else that comes in. When we met with the USDA, he told us the signage up there, the Parks is Closed, we are covered should something happen. Now things are fixed except for the field and when we talk about opening the field, there should be signs up.

Commissioner Chiurazzi stated to put up signs stating NO Sliding and open the field up.

All the Commissioners agreed.

4. Planning and Land Use Development

Commissioner Cupples reported the following:

1. Planning Commission has interviewed two (2) firms, Mackin Engineering and EPD(Environmental Planning and Design) for the 2023 Comprehensive Plan update. This is on the agenda for tonight.
2. Zoning Hearing Board will meet on Tuesday, April 18th for the following:
 - LAD Construction is requesting a variance for a five (5) unit apartment building at 1125 Noblestown Road
 - A variance request for a side yard set back for a vacant parcel on Price Road in Presto. The applicant is requesting a side yard set back of 11.5 feet when the ordinance requires a 15 ft. side yard setback.

5. Public Safety

Commissioner Young reported the following:

1. *EMS*. Responded to 248 emergency calls. 82 of those calls were in Scott Township. No Collier Township calls were turned over to any other communities. There were a total of 660 EMS transports.
2. *Police*. We held a dinner for Sgt. Lamb who retired with 34 years of service. Civil Service had a meeting this evening and have three (3) candidates they ranked.
3. *Police Cars*. The Chief indicated there are three (3) police cars that are constantly breaking down and wondered when the leasing program will start.
4. *Car break ins*. There have been some car break ins in surrounding communities. Nothing major has happened in Collier. Please make sure your cars are locked.

Commissioner Cupples stated that in Carnegie, they have broken into locked cars and if you have a garage, you should put your car in your garage.

5. *Fire Departments.* Last week we had some major winds and there were two (2) transformers that caught on fire.

Commissioner Young reminded people that are walking due to the nice weather to please make sure they are hydrating themselves because of the heat someone could pass out.

Chief Wauthier approached the Board with a handout regarding funds. He also thanked Commissioners Zymroz and Cupples for helping at their fish fries. The fish fries were very successful this year. They made \$18,000.00. If he translates that into a new truck, they would need to have 177 more fish fries.

Chief Wauthier spoke to Commissioner Young regarding funds for the fire departments. The handout showed the calls for the daylight shift. He spoke about the emergency services fee that started back in 2017. It started out as a fire department tax. It was .3 mills to benefit the fire departments. Each receives .1 mill. Somewhere between November of 2016 and January of 2017 it morphed into the Emergency Services Fee at .4 mills. The handout showed the amounts collected for that fee from 2017 to 2020. For those four (4) years the fire departments were line itemed at \$90,000.00. They did not get their 25% of the Emergency Services Fee. The handout shows what the fire departments should have actually gotten from the fees collected. This was discussed previously with the Township and the Township said they saw the point and the fire department money should have gone up every year as the fee was collected. When Commissioner Styche was alive, he said the Township would do one better. He saw the fire departments were shorted \$36,000.00 and said the Township would make up for it by giving the departments an extra \$10,000.00 for the next three (3) years to make up for the shortage. For 2022, they should have gotten \$102,000.00 from the Emergency Services Fee. We received \$112,000.00 which included the extra \$10,000.00 from the shortfall. In discussions with Commissioner Young, this year we should be getting \$108,000.00 plus \$10,000 for a total of \$118,000.00 plus the Township gave \$10,000.00 to go towards the daylight shift making that a total of \$128,000.00.

Commissioner Cupples stated this started with her when she was running for Office and then she took it to Commissioner Styche. The Township has already committed to the extra \$10,000.00 a year for the shortage. That includes \$10,000.00 this year and \$10,000.00 next year.

Commissioner Young stated Chief Wauthier has spoken to him about this and agrees all three (3) fire departments are to get the extra \$10,000.00 to cover the shortfall.

Chief Wauthier stated if it cannot be done this year because the budget is too tight then extend it 2024 and 2025. Build it into the budget. He is not demanding they get it and understands the budget process. It was promised to the fire departments that we would receive the money.

Commissioner Chiurazzi stated he supports this, but things do come up and was given \$10,000.00 for the other issue (daylight crew) and it was not factored in when we did this.

Chief Wauthier stated that when the Commissioners are in the budget time, you meet with all your department heads, but no one ever meets with the fire departments or a representative for the fire departments.

Commissioner Chiurazzi stated someone should meet with you. It is better to talk about this during budget time.

Chief Wauthier stated it is better to be on the same page.

Commissioner Cupples stated the Board would not have known the \$10,000.00 was not received unless Chief Wauthier came and told them.

Chief Wauthier stated he talked to the Finance Director a few times. The money they get from the Emergency Services Fee a year later. Whatever money is collected for 2022, Jeff gives to use in 2023. It is always a year behind because we do not know what the total monies collected will be until the end of the year.

The Commissioners thanked Chief Wauthier for the information.

Commissioner Chiurazzi brought up a safety factor of materials from Wood Waste Recycling being all over the road across from St. Barbara's Church and he spoke to Wilson about it. Wilson has gone down there and told them to clean it up, but it is still bad. There is a mound of stuff that goes 30 feet across the bridge and street. This is not acceptable and needs cleaned up. It should be cleaned up once a month.

Mrs. Slizik stated she would call them tomorrow about cleaning it up.

Commissioner Zymroz stated Collier Stone is the same way. It is all mud coming out onto Noblestown Road.

Mr. Macino stated he will talk to Wilson. We can cite a developer that tracks mud from a development onto a street and is not sure why they are not being cited. He understands that Commissioner Chiurazzi does not want to cite a Collier business but sometimes we do not have any other option when we have already talked to them.

Commissioner Chiurazzi stated that if Wilson said he talked to them 10 times, then we have to cite them. It is that bad. The whole road is brown.

6. Public Works

Commissioner Vaughn reported the following:

1. *Water turned on at Hilltop Park, Webb Park, Skvarca Park and Collier Park.*
2. *Skvarca Park.* New signs put up, play structure painted and power washed, new swings and chains and lighting.
3. *Tree removed.* At Webb field.
4. *Temporary Baseball Fields.* Installed at Collier Park.
5. *Steen Bridge.* Hot patched.
6. *Summer Maintenance.* Performed on all Parks, mowers, tractors and weed wackers.
7. *Hilltop Park.* Painted bathroom doors.

7. Sewer Department

Commissioner Cupples reported the following:

1. There were 15 sewer inspections performed.
2. There were 3 lateral connections.
3. There were 12 dye tests.
4. Second notice was sent for grease trap records were mailed.
5. Final notices were hand delivered on March 29th.
6. Three (3) Rivers Wet Weather virtual training.
7. New Website changes.

Commissioner Cupples asked if the new website has been launched.

Mrs. Slizik stated yes it has but the website team was on a holiday and there are still things that need to be updated and this is why it has not been formally announced.

8. Continued updates to office procedure.
9. Created Sewer form to track complaints and incidents.

Mr. Macino credited Mrs. Slizik for the work she has done with the sewer department that was running around without any kind of direction and bringing it all together.

The Commissioners all thanked Mrs. Slizik.

III. PUBLIC COMMENT ON NEW BUSINESS ITEMS:

Nicole Larrow of 100 Delfred Drive, Carnegie, PA approached the Board with concerns about Skvarca Park. She wanted to see if Collier talked to Carnegie about the geese population. Someone told her the USDA works with North Park and the City of Pittsburgh about the geese population. They go to the nests and shake the eggs. The eggs do not hatch but the geese continue to take care of those eggs to control the population. Collier has something happening right now and our fingers are crossed that it is going to work. When more geese hatch and come back in the fall and poop everywhere, it could be Skvarca Park

again and all the work put into the park may need redone. Did Collier talk to Carnegie about minimizing the population a little bit?

Mr. Macino stated Collier has never considered that.

Mrs. Larrow stated Carnegie is where the geese are.

Commissioner Zymroz stated the geese are in South Fayette also. She sees them every day when she goes to work.

Commissioner Vaughn stated they are at Bishop Canevin too.

Mrs. Slizik stated they are at the Carnegie Municipal Building and have had problems in Scott Township as well.

Mrs. Larrow stated they are nesting along the creek and those areas would have to determine how they want to take care of them.

Commissioner Cupples suggested Mrs. Larrow attend a Carnegie meeting because coming from Mrs. Larrow might be more powerful than coming from us. We will try though.

Mr. Macino stated he would follow up with Carnegie.

Mrs. Larrow then stated that big Webb Field practices take place on the outfield and suggested the outfield of Skvarca Park be used for practices.

Mrs. Larrow questioned if there are any grants to replace Skvarca Park.

Commissioner Cupples questioned what she meant by replace.

Mrs. Larrow stated it was said the play structure is very old and would need to be replaced and it is very expensive.

Commissioner Cupples states it was decided to repair and paint the play structure. It is safe now.

Mrs. Larrow questioned if it is suitable for the long term.

Commissioner Cupples stated she believed so.

Commissioner Zymroz questioned if Mrs. Larrow saw it.

Mrs. Larrow stated yes and that it looks very nice. She walked past it today and there were people playing on the field today.

Mrs. Larrow questioned if there was a timeline for a total fix of the field.

Commissioner Chiurazzi stated no because of the money. We are doing the best we can with what we have.

Commissioner Cupples stated we talked to Rob Shazer today and he said it would cost about \$6,000 to put down infield mix but until the drainage is fixed, it would be a waste of money. They are working on the drainage now and maybe at some point we will put infield mix there. Right now, we do not want to do anything until the drainage is fixed. The Public Works Director, Bob Palmosina has a plan and the Parks Director, Rob Shazer talked to someone who looked at the field. We are being proactive. There have been many talks about ways to fix the problems. Once the drainage issue is resolved and works, we can think about putting a tarp down with infield mix on top of it to be a little safer. She and her husband walked the field last week and found one small piece of glass. She was expecting to find a lot of glass and found very little. We think it is safe but first the drainage problem needs resolved and then we will go from there.

Mrs. Larrow questioned as far as the fixed play structure, how long will it last. She wanted to know if there is a plan to replace it when it needs to be replaced and that there are funds for it and this is being worked on ahead of time.

Commissioner Zymroz stated she did not think they could actually put a time on it. She did not know if the Board could plan out that far. It is just like anything else, you hope it lasts long and if it doesn't, deal with at the time.

Commissioner Cupples stated once it becomes time for that to be replaced, the Commissioners and staff will look for a grant to have the play structure replaced. Right now, everything was power washed, sharp edges fixed and painted. It looks brand new and it should last a while.

Mrs. Larrow stated fair enough.

The Commissioners thanked Mrs. Larrow.

IV. NEW BUSINESS:

1. Consider action to execute an agreement with Mackin Engineering in the amount of \$71,028.00 for the 2023 Comprehensive Plan update as recommended by the Planning Commission.

A motion was made by Commissioner Young, seconded by Commissioner Cupples to execute an agreement with Mackin Engineering as stated above. By unanimous vote, the motion passed.

2. Consider action to authorize and direct the appropriate Township officers to execute a Developer's Agreement for the Hawk Hill Plan of Lots. The appropriate Township officers are further authorized and directed to execute any other documents or take any other steps necessary to implement said Developer's Agreement.

A motion was made by Commissioner Chiurazzi, seconded by Commissioner Vaughn to execute a Developer's Agreement for Hawk Hill Plan of Lots as stated above. By unanimous vote, the motion passed.

Commissioner Chiurazzi stated he wanted to go on record to say that the Commissioners are all in favor and support Hawk Hill. We want them to get moving and build homes. It is going to be a beautiful development and they will follow the guidelines of Collier Township.

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

- Invoices Paid, Checks Written and Bills Requested March 14, 2023, to April 10, 2023:
 - General Fund in the amount of \$499,962.37.
 - Capital Fund in the amount of \$21,745.54.
 - Sewer Fund in the amount of \$833.12.

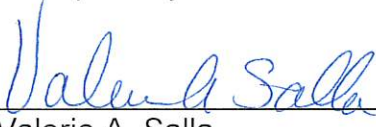
Motion was made by Commissioner Vaughn, seconded by Commissioner Young, to approve the General, Capital and Sewer Fund Account items as stated above. By unanimous vote, the motion passed.

VI. ADJOURNMENT:

Motion was made by Commissioner Zymroz, seconded by Commissioner Vaughn; to adjourn the workshop meeting at 7:52p.m. By unanimous vote of the Board the motion passed.



Wayne M. Chiurazzi, President
Board of Commissioners



Valerie A. Salla
Township Secretary