

MINUTES

COLLIER TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING

June 26, 2023

7:00 P.M.

- I. **CALL TO ORDER:** President Chiurazzi 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. – Present

STAFF

Kate Diersen, Solicitor - Present
Travis Stanczyk, Engineer - Present
Craig Campbell, Police Chief - Present
Bob Caun, Planning Director - Present
Jeff Hinds, Finance Director – Present
Amy O’Neill, 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. May 8, 2023 – Board of Commissioners Workshop Meeting

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

2. May 22, 2023 – Board of Commissioners Regular Meeting

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

III. AUDITOR'S REPORT– Kim Turnley, CPA

Mrs. Turnley summarized the 2022 Audit for the Commissioners and there were no findings. Letters were given to the Township for reminders and recommendations on the fund balances. The Township is in good shape. The Township's principles are the highest.

Commissioner Zymroz asked for an update on the EMS Audit.

Mrs. Turnley stated that back when Mr. Hinds sent the information to her, her husband had an emergency health issue that put him out of work for two (2) months. He is the major player in the business and it set us back. She had to pick up his responsibilities and she completely overlooked the EMS audit. Mr. Macino reached out to her about this and she could not find the information in her email. She recently received the information from the EMS auditors and we have been working on it. She anticipates having the report to the Commissioners by Monday, July 3rd or Wednesday, July 5th at the latest. She will email it to Mr. Macino, Mrs. O'Neill, Mr. Riddle and anyone else that wants it. It can also be forwarded. We can have email communication about it, or she could come into the office. This report is not an Audit, it is a review. A review is a lot less in scope. We do not look at internal controls or send confirmations. It is a lot of analytics and we look at the prior and current year. She will not be looking at invoices and receipts. Mr. Hinds and her discussed this engagement. This is an 18-month time period that Mr. Hinds wanted the engagement for. She can try to put in a schedule for the full year of 2020 versus 2021. The exhibit will be an 18-month report. Any covid monies hurt with trying to do comparisons just like in the Township's audit. There were also PPE loans that were forgiven.

The Board thanked Mrs. Turnley for coming.

Commissioner Chiurazzi stated we need to keep the Township's principles at the highest.

Commissioner Young stated he spoke to Mrs. O'Neill today and the Township is on target for the 10 million in revenues and we will know better after taxes come in around September 15.

IV. REPORTS OF OFFICIALS AND COMMITTEES:

A. Solicitor

B. Engineer

Commissioner Young questioned what the Community Center Comprehensive plan is.

Mr. Stanczyk stated he is working with the staff to install ballfields.

Commissioner Young asked what kind of fields.

Mr. Shazer stated it is for two (2) T-ballfields, two (2) little league fields and two (2) multi-purpose fields. There is not enough room for larger fields.

Commissioner Young questioned where we are with the cell tower.

Mr. Macino stated we have been in touch with the representative from Verizon and the company that builds the tower. They contacted the Moretti's about putting the tower on their property. We have not had any updates since our last session.

Commissioner Young asked for an update on Steen Road bridge.

Mr. Macino stated we just received word from PennDot that our recommendation for the consulting engineer will be GTE (Gibson Thomas Engineering). We are now in the process of waiting for PennDot to get back to us with the next steps. We will have a meeting and work with GTE and PennDot on this 2-million-dollar project.

Commissioner Young questioned where the 2 million dollars was coming from.

Mr. Macino stated, PennDot. Very little will come from the Township.

Commissioners Young and Cupples asked for an update on Dorothy Street flooding.

Mr. Stanczyk stated he is working with some of the staff on past history of flooding on Dorothy Street. He has not made a lot of progress and has made some recommendations for inspections of the existing pipe that is there. We are looking at where the problem is and whose responsibility it is. The Township does not own any property there and there have been questions on right of entry.

Commissioner Cupples asked where this is located.

Commissioner Young stated at the bottom of Cabbage Hill.

Mr. Stanczyk visited this site and has seen where the water comes from and goes to. There is an 18-inch pipe there that sticks out of the ground and water should enter it. There is a grate there to try to keep the debris out of the pipe. This pipe is not on Township property. We are looking for some direction of ownership and to see what we need to do there.

Commissioner Cupples stated if this is not on Township property, then it is not a Township issue.

Mr. Macino asked Mr. Plietz to comment.

Mr. Plietz stated there was a gentleman here a few years back asking what the Township was going to do about the flooding issue onto his property and his house. He showed a video and pictures to the Board. LSSE Engineers look at

this as well as Mr. Stanczyk. There hasn't been any direction for the engineers to pursue this and there has not been any other complaints or events to expedite this.

Commissioner Chiurazzi questioned what we are doing? We need to have an answer to this. We do not want these issues. This should have been taken care of years ago. Let's get an answer to this and be done with it.

Mr. Plietz stated we do not know where the problem is coming from to be investigated. Being that they are CCTVing in this area, we could use them to investigate the pipe to see what is causing the problem.

Mr. Macino stated we will look into this and have an answer at the next meeting.

Commissioner Cupples stated she was told there would be a light at the corner of Thoms Run Road, Forsythe Road and Prestley Road. This is supposed to be in the Developer's Agreement for Newbury. She asked for someone to look into this.

Mr. Caun stated that in the original Newbury plan 10 years ago, there was supposed to be a left turn lane off Thoms Run Road onto Prestley, so it doesn't back up. Newbury went through several revisions because they changed developers many times. He brought this up to the South Fayette Commissioners and South Fayette's Planning Department and they have the plan. We also talked to Allegheny County and Penndot about it. This is a Newbury issue but have to wait until so much development happens at Newbury before it has that left turn being needed. We thought it would be BJ's that warranted the light, but it was not.

Commissioner Cupples stated it is not the homes to the right of Thoms Run Road/Presto Sygan Road but the development on the left will determine whether we get the turning lane.

Mr. Caun stated the development by BJ's and Tesla will determine when a turning lane gets installed.

Commissioner Cupples stated she heard Bass Pro Shops is going in there.

Mr. Caun stated that is just speculation.

C. Management

Commissioner Chiurazzi asked for an update on the road program.

Mr. Macino stated we have everything over with GTE and the schedule is there. The ads for bids will get out next week. We anticipate awarding the bid by the end of July.

Commissioner Cupples stated the Board will have to vote on this.

Mr. Macino stated the Board only voted on running the ad.

Commissioner Cupples stated that once Mr. Macino has everything together, we hope to be voting on accepting the bids at the end of July and asked if that was correct.

Mr. Macino stated probably the meeting of the 24th if all goes as planned.

Commissioner Zymroz stated this is taking a long time.

Commissioner Cupples stated we had this done a lot earlier before.

Mr. Macino stated it has taken a long time but in the past, we did not look at top coating. This took a lot more time and energy to do what we are doing. We had the manufacturer from Ohio come here and we, Mr. Macino and Mr. Palmosina, rode around looking at the roads to make sure this would work. We do not want to do the roads this way and find out we made a bad decision. We do have a couple of roads we feel this product will work on. We will see what comes back on the bids.

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

Commissioner Chiurazzi questioned if we got Forsythe Road handled per the joint agreement with PennDot. The weeds cut.

Mr. Macino stated he spoke to Mr. Hand of PennDot this morning and District 11 has approved it and he did agree if we take pictures of that area in advance of getting the signed agreement back from Harrisburg, we can cut the weeds and when the agreement is received, we can submit for payment.

Commissioner Chiurazzi stated we need to get it cut. It is dangerous and blinding.

Mr. Palmosina stated if we go and cut it and do any damage to a car or cause an accident, we will be liable.

Commissioner Chiurazzi questioned why the line painting of the roads is still not done and stated, "no pavement markings is unacceptable."

Commissioner Chiurazzi wanted on record "Do not tar and chip our roads up here". "Period, end of story." "They should never do tar and chipping." "We have no control over this, but they should never do it."

Commissioner Chiurazzi stated Dorrington needs lines painted also and the gentleman has his truck back.

Commissioner Chiurazzi stated "Hilltop Road is an embarrassment. Forsythe Road has two (2) lines painted down the middle, one line on the right (depending which direction you are looking at it) and nothing on the other side."

Commissioner Zymroz stated there was an accident on Hilltop Road because of the stones.

Commissioner Chiurazzi stated he has had many complaints about the stones this year and hopes PennDot never do these roads up here again. People are more upset about it than ever. "Esthetically we have the least attractive roadways anywhere."

Mr. Macino stated he talked to Nate from PennDot and Nate said the option for the roads was to tar and chip them. They will not mill and pave them. It is not just Collier roads. PennDot also did tar and chipping in South Fayette, Bridgeville and part of Scott Township. Nate did not have any control over the decision to do this. The decision comes out of Harrisburg. He explained to Nate about getting numerous complaints about cars. District 11 only has so much control over what they can do here.

Commissioner Chiurazzi stated PennDot did mill Hilltop and then they did tar and chipping on it. They need to pave it. There is enough cash flow that is justified in this. We need to contact Devlin Robinson. It does not make sense that a crew is sent up to do line painting and doesn't finish it.

L. Sewer Department

Commissioner Chiurazzi asked for a motion to admit all the reports of the officials and committees.

Motion was made by Commissioner Zymroz, seconded by Commissioner Young, to admit all the reports of the officials and committees. By unanimous vote, the motion passed.

V. Public Comment/Comment on New Business Items:

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

There were no public comments.

VI. New Business:

1. Consider action on Resolution 062623-01; A Concurring Resolution to designate Michele L. Lutz (Char-West COG, Executive Director) to perform the required duties between the Township and Allegheny County Economic Development Act 152 Grant application. This is for slums and blight property demolition.

Motion was made by Commissioner Young, seconded by Commissioner Vaughn, to approve Resolution 062623-01 as stated above. By unanimous vote, the motion passed.

2. Consider action on Resolution 062623-02; A Resolution approving that the Acquisition and subsequent disposition of parcels of vacant property known as Block and Lot number; 331-F-2 (Noblestown Road) would be in accord with the Comprehensive Plan of the Municipality.

Motion was made by Commissioner Zymroz, seconded by Commissioner Cupples, to approve Resolution 062623-02 as stated above. By unanimous vote, the motion passed.

3. Consider action on Resolution No. 062623-03; A Resolution amending The Collier Township Fee Schedule Article IX, Subdivision Review Fees, Item A: Application Fees for 1-3 lots from \$150.00 to \$300.00 and Item C: Method of Payment, to increase the initial escrow deposit from \$350.00 to \$1000.00.

Commissioner Young stated he spoke to Mr. Caun regarding this and by doing this, we get the money up front and if we do not use it all, the money goes back to the person.

Motion was made by Commissioner Young, seconded by Commissioner Vaughn, to approve Resolution 062623-03 as stated above. By unanimous vote, the motion passed.

4. Consider action to approve amending the Collier Township Public Works contract to be effective July 1, 2023 through December 31, 2027.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Cupples, to approve amending the Collier Township Public Works contract as stated above. By unanimous vote, the motion passed.

Commissioner Cupples thanked everyone that helped make this happen.

5. Consider action to restore the Collier Township Historical Society with the following Acting Officers:
President – Tim Ragaller
Vice-President – Mark Lewis
Secretary – Margaret Feitt
Treasurer – Sue Stoker

Commissioner Zymroz thanked Commissioner Young for taking time and stepping up to do this and continuing the legacy of the Historical Society.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Vaughn, to approve amending the Collier Township Public Works contract as stated above. By unanimous vote, the motion passed.

Commissioner Young stated he had three (3) meetings and sometimes he couldn't get anyone to come. At the last meeting, Sal Sirabella came. Four (4) people at the meeting said they want to get the Historical Society started again. The goal is to get people nominated and elected for the Officers positions by December to serve a full term. We are still recruiting people.

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

- Invoices Paid, Checks Written and Bills Requested June 13, 2023 to June 26, 2023:
 - General Fund in the amount of \$146,482.97
 - Capital Fund in the amount of \$0, and
 - Sewer Fund in the amount of \$10,247.48.

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

VIII. Adjourn

Commissioner Zymroz stated we decided to have an Employee Appreciation Day that will be on July 13th at the Community Center for lunch from 11:00a.m. to 1:00p.m. We would like all the employees to come and thank everyone. She would like the Commissioners to come also.

Motion was made by Commissioner Young, seconded by Commissioner Zymroz, to adjourn the meeting at 7:55 p.m. By unanimous vote, the motion passed.

Wayne M. Chiurazzi – President
Board of Commissioners

Valerie A. Salla
Township Secretary