

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

WORKSHOP MEETING

August 14, 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 – Absent
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
Amy O’Neill, 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 Vaughn reported the following:

1. *Jordan Tax Service.* They will be at the Township Office collecting taxes on August 25th and August 31. For more information can be found on the Township’s website.
2. *Paper Shredding Event.* Will be on September 30th at the Community Center. This event is sponsored by State Representative Anita Kulik. More information can be found on the Township’s website.
3. *Senior Fair.* Potential plans are being made for a senior fair in October and hosted by Senator Devlin Robinson and State Representative Anita Kulik. More information will be provided when it is finalized.
4. *BBL Update.*
5. *Road Update for 2023 and preplanning for 2024.*
6. *Employee CPR/AED Training will be on August 22nd.*
7. *Preplanning a Grant Workshop and Training for Directors.*

8. *Website*. Since the new website was launched, there have been 38,000 visitors.

Commissioner Chiurazzi questioned if we are still doing branding of Collier when new businesses start.

Mrs. Slizik and Mr. Macino stated yes.

B. Building/Codes

Commissioner Cupples reported the following:

1. Building Department:
 - There have been 33 permits issued.
 - 7 permits for new residential construction which includes one (1) townhouse building of four (4) units.
 - 1 residential occupancy
 - 2 businesses: Ross Dress for Less at 1025 Washington Pike and JT Thorpe & Sons, Inc. at 27 Noblestown Road (formerly Reftech)
2. Code Enforcement:
 - 12 Tenant inspections completed.
 - 18 Code enforcement items
 - 1 hearing attended at the Magistrates Office
 - 1 Zoning Hearing Board attended – 2619 Hilltop Road.

C. COG

Commissioner Vaughn reported the COG is on summer break and will resume in September.

D. Finance

Commissioner Young reported the following:

1. *Jordan Tax Service*. Reported an amount of over \$570,000.00 in real estate taxes collected in July. We should receive 90% of the real estate taxes by August 31st. We should have a better number of taxes collected by September 30th and we should expect over 4 million dollars.

E. Parks & Recreation

Commissioner Vaughn reported the following:

1. *Concerts in the Park*. Jenkins and Crum rescheduled for August 20th. Hewlett Anderson is scheduled for August 27th.
2. *Movie in the Park*. Will be on August 18th at 6:00p.m. at Collier Park. The movie is the Mario Brothers. This is also Community Day.
3. *First Responder Day*. Is scheduled for September 9th.

Commissioner Chiurazzi questioned what this was.

Chief Riddle stated that the Parks Director sets this up. It is like Touch a Truck. EMS, Fire, Public Works and Police vehicles are on display for people to look at and kids to touch.

4. *Chess Camp*. Scheduled for August 21st through December 11th.
5. *CSI Class*. Scheduled for October 7th.
6. *Flag Football*. Scheduled for September 10th through October 15th.
7. *Employee CPR Class*. Scheduled for August 22nd.
8. *Michael Christopher*. Scheduled for the main act for the car cruise/bike night.
9. *Black Dog Hollow*. Scheduled for the main act for Collierfest.
10. *Eddie and the Bruiser will be the opening act for Collierfest*.
11. *Danger from Froggy* will mc Collierfest.
12. *Parks and Recreation Accounting report*. Year to date profit is \$194,710.17. The 2022 year to date was \$153,610.50.

Commissioner Chiurazzi asked for an update on having a parade.

Mrs. Slizik informed the Board she sent them an email of a couple different options and some preplanning such as a when, a time and a location.

A discussion took place on possible places like Washington Pike and also Thoms Run Road. Possibly for Memorial Day or Flag Day. The Board will discuss this at a later meeting.

F. Planning/Zoning and Land Use Development

Commissioner Cupples reported the following:

1. *Planning Commission*. Met on Tuesday, August 8th to review the following:
 - *Legacy Development*. Ordinance requires sidewalks to be set back 2 feet from the road. Legacy Development is requesting to eliminate the 2-foot set back and have the sidewalks about the roadway therefore eliminating the small grass strip along the road and between the road and the sidewalk. The Planning Commission reviewed this and recommended approval. This request will be on the August 28th Board of Commissioners agenda.
 - *Comprehensive Plan*. Th Planning Commission continues to meet on the 4th Tuesday of each month for the update of the Comprehensive Plan.

G. Public Safety

Commissioner Young reported the following:

1. *Police*.
 - *Nevillewood Cameras*. They have begun installation of their cameras. We need to act on this quickly, so we have access to their system.
 - *Cameras*. We should also install cameras at the intersection of Washington Pike and Interstate 79 and Noblestown Road. Bids have been reviewed and Chief Campbell is waiting on the Board approval to begin participation in this program.
 - *Incidents*. The police responded to 592 calls in the last three (3) weeks. There was a shooting in the Texas Roadhouse parking lot on July 28th. None of the people involved were from Collier or the surrounding areas. There was a fatal motorcycle accident two days after the shooting on a

Sunday on Washington Pike. On August 10th, there was a five (5) vehicle accident on Campbell's Run Road. The motorcycle accident is being investigated by the Allegheny County Homicide Department.

2. *Fire/EMS*. The fire/ems departments were overwhelmed with multiple calls.

Chief Wauthier of Presto VFD stated it was a busy weekend with a truck accident on Interstate 79, a structure fire at Sherwin Williams on Washington Pike, a transformer fire at Home Depot, and then a search for a missing boy.

Chief Wauthier then stated Presto VFD is still trying to get their building built and have identified a funding source which is a grant opportunity through DCED. The only issue with this grant is the Fire Department cannot apply for it. The Township has to apply for it and the fire department can use the money because the fire department will own and maintain the project. Chief Wauthier has already spoken to Senator's Robinson Office about the grant. Chief Wauthier asked for \$500,000.00 towards the building.

Commissioner Young questioned if this is a matching grant.

Chief Wauthier stated the maximum is 1 million and the lowest is \$25,000.00. The Township will need to do an official Resolution.

Commissioner Chiurazzi asked what the time frame was so we can do this.

Mr. Macino stated Mrs. Slizik is already working on this.

Mrs. Slizik stated she will get with Chief Wauthier regarding the grant paperwork.

Commissioner Young stated the EMS responded to a heart attack and saved the life. Scott Township will be recognizing them and he also congratulated them.

Commissioner Cupples questioned the incident at Texas Roadhouse and that she understood the EMS saved the women's life.

Chief Riddle of Collier EMS stated one of the EMS employees (TJ) put a tourniquet on the women's leg.

Commissioner Cupples would like TJ recognized for saving the woman.

Chief Riddle stated there were three (3) EMS employees there and he will get the names to management.

Commissioner Young stated the motorcycle accident that ended with a

death, the fire departments had to stay with the motorcycle until Allegheny County Homicide showed up.

Chief Riddle informed the Board that all three (3) fire departments had to stay there for three (3) to four (4) hours because the police only had two (2) guys working and had to call the midnight shift in early because they were so busy and couldn't stay there.

Commissioner Chiurazzi stated we are lucky to have everyone and questioned if we advertise for the fire department's fund raising on our boards and sites.

Mr. Macino stated we have not been.

Commissioner Chiurazzi stated we really should and it is really important to help them in any way we can.

H. Public Works

Commissioner Vaughn reported the following:

- *Brook Street in Fort Pitt.* Catch basin repair and new pipe laid down the street.
- *Franklin Street in Gregg Station.* Catch basin repair and new pipe laid down the street.
- *State Road Agility Program.* Cutting back weeds along the roads. Noblestown Road and McMichael Road.
- *Skvarca Park.* Powered washed basketball court and all areas of goose droppings.
- *Ballfields.* Weekly cutting and dragging of all ballfields.
- *PA One Calls.* All answered.
- *Cold Patching.* West Noblestown Road and Mayer Street.
- *Parks and Community Center.* Weekly cutting of grass.
- *Community Center Maintenance Job.* Public Works employee, Eric Schrader, is learning the inside maintenance job to prepare for Buzz (Ron Cadez) retiring.
- *Monument.* Installed new pond pump.
- *Bees.* Sprayed for bees in all parks.

Commissioner Chiurazzi questioned if we are following up on Skvarca Park regarding the geese problem. We need to do these every two (2) months, or something needs to be followed up on.

Mr. Macino stated we are doing this more frequently than every two (2) months. It is that time of year for the geese and we are spraying and powering washing every two (2) weeks to try to keep the geese down.

I. Sewer Department

Commissioner Cupples reported the following:

- 34 inspections completed.
- 17 dye tests
- 14 laterals
- 3 deduct meters.
- \$1,428.23 collected from Jordan Tax for delinquent accounts.
- 7 Developer tap in applications received for new construction.
- 17 Sanitary Certification letters were sent for property sale transfers.
- New generator installed at the Hilltop pump station.
- Electrical and gas line finished and initial startup completed.

Commissioner Chiurazzi questioned if Hawk Hill is moving along. Is there a bond yet?

Mr. Macino stated there is not a bond yet. Collier Township is not holding anything back on this project.

III. PUBLIC COMMENT ON NEW BUSINESS ITEMS:

Tim Downey, Jr. of the Panhandle Trail approached the Board to request assistance from the Public Works Department for Rock the Quarry. Assistance is needed before the event as well as during the event. He also thanked them for their continued support for this event.

Commissioner Chiurazzi stated we will do whatever is needed.

Mr. Downey stated he will coordinate with the Public Works Department for grass cutting, weed wacking and putting up tents.

Mrs. Slizik advised Mr. Downey to contact the Public Works Director and the Public Works Foreman.

Mr. Downey then introduced Girl Scout Troop 52340 who is working on their Silver Award doing work on the Panhandle Trail.

Ishi Gupta, Anagha Sreejith and Kennison Laing introduced themselves to the Board.

The Girl Scouts informed the Board the Silver Award is a service project that we have to do with the community and hope to upgrade and encourage people to learn things. They decided to upgrade the 911 Memorial for the children that passed on the flight that is located on the Panhandle Trail. They need to move the site and would like the assistance of the Public Works Department to help move the site.

Commissioner Chiurazzi questioned where the site is being moved to and is it staying in Collier Township.

Mr. Downey stated the site is staying in Collier and needs to be moved because it was placed over a sanitary line and a storm water line. It needs to be moved about 20 feet over. They did place a PA One Call for it. We also found out that Public Works is moving those lines and we need to coordinate with them to see where to place the new site. The girls want to place a stone wall around the posts signs.

Commissioner Chiurazzi questioned if there are benches there or does it need benches there?

Mr. Downey stated there are three (3) benches in proximity to the site but none at the actual site.

Commissioner Cupples stated Friends is trying to do a fund raiser on benches and they could put a couple there. They will be memorial benches and Friends will talk about it at their meeting on August 21st. Commissioner Cupples will need to get with Public Works to see if they can install the benches for them. She currently has three (3) people that want to buy benches.

Commissioner Chiurazzi questioned when the site needs to be moved.

The Girl Scouts stated they would like to get it done by the end of August.

Commissioner Chiurazzi questioned what the girl scouts will do once the memorial is moved.

The Girl Scouts stated they put the posts back in, put a wall around it to make it more stable, make it like a garden and they are also putting a free library in so people can read a book while they are there at the memorial.

Commissioner Chiurazzi advised the Girls Scouts to work with the Township and we will accommodate anything they need.

Commissioner Cupples agreed with Commissioner Chiurazzi.

The Board thanked the Girl Scouts.

IV. NEW BUSINESS:

1. Consider action to execute the Developers Agreement with WetGo Operating, LLC for the project known as WetGo Collier on the corner of Steen Road and Washington Pike.

Motion was made by Commissioner Cupples, seconded by Commissioner Young, to approve the Developers Agreement with WetGo Operating, LLC as stated above. By unanimous vote, the motion passed.

2. Consider action to advertise request for proposals (RFP's) for the following vendors: auditor, copiers/printers, cybersecurity/IT support, phones/phone systems, security systems and Sanitary pumpstation maintenance.

Motion was made by Commissioner Young, seconded by Commissioner Chiurazzi, to advertise request for proposals (RFP's) as stated above. By unanimous vote, the motion passed.

3. Consider action to rescind award paving contract inclusive of base bid and all add alternates to A. Liberoni, Inc.

Commissioner Chiurazzi stated this was done because we did not have the budget when this was originally voted on.

Motion was made by Commissioner Young, seconded by Commissioner Vaughn, to rescind award paving contract of base bids and all add alternates to A. Liberoni, Inc. By unanimous vote, the motion passed.

4. Consider action to award paving contract inclusive of base bid and add alternate (Scotts Run Road) in the amount of \$269,627.50 to El Grande Industries as recommend by the Township Engineer.

Motion was made by Commissioner Young, seconded by Commissioner Cupples, to award paving contract inclusive of base bids and add alternate (Scotts Run Road) in the amount of \$269,627.50 to El Grande Industries as recommend by the Township Engineer. By unanimous vote, the motion passed.

Motions added during the August 14th meeting are items number 5 and 6:

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Cupples, to add the below motions to the agenda. By unanimous vote, the motion passed.

5. Consider action to accept the resignation of Commissioner Debbie Zymroz effective August 14, 2023.

Motion was made by Commissioner Cupples, seconded by Commissioner Young, to accept the resignation of Commissioner Debbie Zymroz effective August 14, 2023. By unanimous vote, the motion passed.

6. Consider action to hire Debbie Zymroz as the Parks & Recreation Assistant effective September 4, 2023, at an annual salary of \$49,500.00.

Motion was made by Commissioner Cupples, seconded by Commissioner Young, to hire Debbie Zymroz as the Parks and Recreation Assistant effective September 4, 2023, at an annual salary of \$49,500.00. By unanimous vote, the motion passed.

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

- Invoices Paid, Checks Written and Bills Requested July 25, 2023, to August 14, 2023:
 - General Fund in the amount of \$359,637.48.
 - Capital Fund in the amount of \$5,019.51.
 - Sewer Fund in the amount of \$731,615.33.

Motion was made by Commissioner Young, seconded by Commissioner Vaughn, 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 Vaughn, seconded by Commissioner Young; to adjourn the workshop meeting at 7:32p.m. By unanimous vote of the Board the motion passed.

Wayne M. Chiurazzi, President
Board of Commissioners

Valerie A. Salla
Township Secretary