

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

WORKSHOP MEETING

September 11, 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 moment of silence took place in honor of those lives lost on September 11, 2001.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL:

BOARD

Ethan Styche – Present
Tim Young – Present
Dawnlee Vaughn – 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 – Absent

- 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. *Paper Shredding Event.* On September 30th at the Collier Township Community Center. This is hosted by State Representative Anita Kulik.
2. *Senior Fair.* Still waiting on a date for this to take place. It will be hosted by Senator Devlin Robinson and State Representative Anita Kulik. More information will be provided when finalized.
3. *Parade.* A Collier Parade. The Township is getting information and assessing it with the County and PennDot.
4. *Employee Handbook.* A Committee was formed and they are working on updating the handbook for the Township employees.

5. *Collier Library Update.* Working on the potential need for a Collier Library. Calls will be made to the AC Library Association, Carnegie Library and RAD (Regional Assessts District).
6. *2023 ALOM Banner Community.* Reviewing the application and finalizing details before submittal.
7. *CPR/AED Training.* Township Employees attended recertification training at the end of August. The remaining employees that did not attend will be scheduled for the next session. A special thank you to Collier EMS for certifying the employees.
8. *DCNR Grant Workshop.* DEP and PA American Water Training and certified programs. Recommending workshops and training for Directors.
9. *Local Share Grant.* Administration is working with Presto VFD and Senator Robinson's Office on a potential grant for an addition to the fire station.

Chief Wauthier of Presto VFD informed the Board that the Local Share Grant is Casino money. This Grant is a Statewide Grant. Counties that have their own Casino's can apply for grant money. The Casino that is in Pittsburgh, only serves the City of Pittsburgh. We had to apply for the Statewide grant application. Once the Resolution is passed, we will need to finalize the application and send it in. He spoke to Representative Kulik and she is 110% behind us applying for the grant.

Commissioner Chiurazzi stated this would be a great fundraiser for someone to help raise money for the fire department.

Mrs. Slizik stated Representative Kulik and Senator Robinson are in the process of putting together support letters for this project.

10. *Budget.* Preparing for the 2024 Budget.
11. *Meetings.* Attending ALOM Benefits seminar and NPS Benefits webinar for the Township.
12. *Engineer Meeting.* Items needed for various departments.

B. Building/Codes

Commissioner Cupples reported the following:

1. Building Department:
 - There have been 21 permits issued.
 - 2 permits for new residential construction.
 - 2 residential occupancies.
 - 0 businesses.
2. Code Enforcement:
 - 6 Tenant inspections completed.
 - 17 Code enforcement items.
 - 2 hearing attended at the Magistrates Office.

Mr. Macino added he received a request from a resident to investigate a property on Prestley, of what appears to be an ongoing yard sale with tents sent up in the yard. We did check and we do not have anything in our Ordinance that prevents this if it is run by the people that live there. We have also investigated permanency for a yard sale. A yard sale can not run more than 3 days. We are in the process of getting more clarification so the codes department can enforce a code violation if necessary.

Commissioner Cupples questioned if this means another new Ordinance.

Mr. Macino said yes, it could be.

Commissioner Chiurazzi stated there are big white trucks that pull up there every Friday and unload.

Commissioner Styche stated it is multiple families that go there and questioned if there is a stipulation for a permit for signage. The signs are getting bigger and bigger.

Commissioner Chiurazzi stated it is a business. This goes on every weekend and it is packed.

Mr. Macino stated he has Mr. Caun checking into this.

C. COG

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

D. Finance

Commissioner Young reported the following:

1. *Real Estate Taxes.* People had until the end of August to pay their taxes with the 2% discount. As of September 7th, we received a little over 3 million dollars in real estate taxes. We project about 4 million dollars.
2. *Personal Income Tax.* This is due 4 times a year. April 15, June 15, September 15 and January 15. So far, we have received almost 2 million 700 thousand dollars. We project about 3 million 600 thousand.
3. *Budget.* Our Township budget is 10 million, 279 thousand dollars a year. So far, we have received 7 million 500 thousand in revenues.
4. *Expenditures.* We have spent a little over 6 million dollars. We are financially in good shape.
5. *Debt.* We will be paid off with all our debt in (8) eight years on August 1st.

E. Parks & Recreation

Commissioner Cupples reported the following:

1. *Webb Park Damage.* We are in the process of getting cameras.

Commissioner Cupples stated Mr. Palmosina feels the County may pay for part and the Township can pay for part of the cameras.

Mr. Macino stated we just saw the pictures. It is a damaged urinal.

2. *Friends of Collier*. Raised over \$1,700.00 at the concerts in the park. Thanks went out to the Parks and Recreation Department for providing a table for them and a tent.
3. *Collierfest*. Is September 22 and 23rd. The Car Cruise is on Friday and also from 3pm to 10pm on Saturday, Friends of Collier will be there selling baskets which is their big fundraiser. Last year Friends made over \$4,000.00 and we hope everyone comes to support Collierfest.

F. Planning/Zoning and Land Use Development

Commissioner Cupples reported the following:

1. *Planning Commission*. Will meet on Tuesday, September 12th to review the following:
 - *TAJ Property Enterprises LLC*, has an application in for a major land development for land on Prestley across from St. Barbara's Church. It is to be a Tia Restaurant.
 - *Woodville Associates* application for a preliminary major subdivision. This may be tabled.
 - *Comprehensive Plan Meeting*. Will be on September 25th with Mackin Associates and the Planning Commission. They are doing the 10-year plan.

Commissioner Chiurazzi explained the Planning Commission is an advisory Board to the Commissioners to bring us positive or negative views of development going on in the Township.

G. Public Safety

Commissioner Young reported the following:

1. *Public Safety*. Involves three (3) Volunteer Fire Departments, one (1) EMS and Police.
2. *Police*.
 - *Camera Software*. We need to get software for the Township to pair up with the cameras that are already around the Township. We need to get cameras at the two (2) major intersections in the Township which are at Interstate 79.
 - *Unsolved 19 Incidents*. Include fraud, theft and unauthorized use of motor vehicles. They are still under investigation.
 - *Vehicles*. Four (4) fleet vehicles are in for routine maintenance and two (2) vehicles have minor repairs. As of yesterday, all vehicles are back online.
 - *Texas Roadhouse Shooting*. The Collier Police handled and the case is pending in the Courts.

- *Calls.* There were a total of 842 calls for the month of August and for the year we have 10,280.

Commissioner Cupples questioned if we received the paperwork to activate the cameras.

Mr. Macino stated we got the quote today, but we need to get the camera installer to make sure we have the whole plan set up.

Commissioner Cupples questioned if this is before Nevillewood can activate the cameras.

Mr. Macino stated Nevillewood cannot operate their cameras until the Township tells them they can do it.

Commissioner Cupples questioned if we are going to wait until the two (2) cameras are installed at 179 first.

Mr. Macino stated that once we get the software from Plate Smart, we will be able to move forward with this. We hope to have it this week.

Commissioner Young questioned if we will be able to be in contact with the surrounding communities that have cameras.

Commissioner Cupples stated we will have contact with the whole County. Every time someone goes through there that is a wanted criminal, it will notify the whole County that has this software.

Commissioner Chiurazzi stated the cameras are already up in Nevillewood.

3. *EMS (Ambulance Service).*

- *New Ambulance.* Two (2) years ago a new ambulance was ordered. The projected cost was \$124,500.00. The new ambulance is in and the cost is \$151,000.00. Supplies must be put in it and they also took things off the old ambulance to make it fully functional, which was another \$10,000.00. Medicines must be supplied to it which could cost up to another \$80,000.00.
- *Calls.* Total calls in Collier were 93. Additional calls in other communities and transport calls were made.
- *Accidents on roadways.* When you see an incident on the roadways, please be careful of the Police, EMS, Fire and Tow truck drivers. A tow truck driver was hit and killed in Greentree.

4. *Fire Department Calls.* The three (3) fire departments had a month slower than normal. Kirwan Heights had 26, Presto had 35 and Rennerdale had 23. There was one (1) serious fire that Presto responded to in Scott Township. There were two (2) classic cars in the garage, a 1968 and a 1969 Dodge Chargers. Total calls for the month of July were 42.

H. Public Works

Commissioner Vaughn reported the following:

1. *AED's*. Three (3) AEDs were installed in the Parks bathrooms. One at Little Kelly, Community Center and Webb.
2. *Road cutting*. On Township and State roads.
3. *Cold Patching*. On Township roads.
4. *Little Kelly Play Area and walkway*. Added topsoil and seed.
5. *Grant Closing*. Worked on.
6. *Easements for Dorothy Street*. Working on this with the Solicitor.
7. *Collierfest*. Preparation.

Commissioner Cupples added that a bench was put together in honor of Anna Ewing who was on the Friends of Collier Board, the Parks and Recreation Board and did a lot of other things for Collier Township. A cement slab was poured. Debbie Zymroz is ordering a plaque for the bench. Once everything is in, we will have the family come and do a dedication.

Mr. Macino added we signed the contracts for the 2023 Road Program. El Grande is the contractor doing the roads. We hope to get things started by the end of September and won't be done until mid-October. There are only a few roads being done this year. We are also working on the 2024 Road program and expect to have this in the next six (6) weeks during the budget process.

I. Sewer Department

Commissioner Cupples reported the following:

- 20 inspections completed. Includes 14 dye tests and 6 laterals.
- \$16, 256.69 collected from Jordan Tax for delinquent accounts.
- 1 Developer tap in application received for new construction.
- 1 Residential tap in application received for new construction.
- 14 Sanitary Certification letters were sent for property sale transfers.
- Three River Wet Water SSS Committee virtual meeting attendance.
- Researching PA Clean Water Academy Classes through the DEP site.
- Received video footage for CCTV Contract Project.
- NASSCO Class Completed. Certification was renewed for three (3) years.

III. PUBLIC COMMENT ON NEW BUSINESS ITEMS:

There were no public comments.

IV. NEW BUSINESS:

1. Consider action to approve Resolution 091123-01; A Resolution for Collier Township's application to act on behalf of Presto Volunteer Fire Department for the Statewide Local Share Assessment Grant for \$600,000.00.

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

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

Commissioner Chiurazzi stated there are no numbers to approve.

Mr. Macino stated the Board can approve this as they were submitted. We do not have the numbers in there due to an administrative issue tonight.

- Invoices Paid, Checks Written and Bills Requested _____, 2023, to _____, 2023:
 - General Fund in the amount of \$_____.
 - Capital Fund in the amount of \$_____.
 - Sewer Fund in the amount of \$_____.

Motion was made by Commissioner Cupples, seconded by Commissioner Styche, to approve the General, Capital and Sewer Fund Account items as to what the numbers are to be. By unanimous vote, the motion passed.

Commissioner Young questioned when Mr. Macino expected to get those numbers.

Mr. Macino stated we may get them tomorrow but when we do, we will post them.

Commissioner Chiurazzi stated if anyone has any questions on them, we can re-approve them based upon Mr. Macino telling the Board.

VI. ADJOURNMENT:

Motion was made by Commissioner Vaughn, seconded by Commissioner Cupples; to adjourn the workshop meeting at 7:30p.m. By unanimous vote of the Board the motion passed.

Wayne M. Chiurazzi, President
Board of Commissioners

Valerie A. Salla
Township Secretary