

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS
WORKSHOP MEETING**

December 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. 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 – Present
Travis Stanczyk, Engineer – Present
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 Vaughn reported the following:

1. *Employee Handbook*. Finalizing for review by the Board of Commissioners
2. *License Plate Readers*. Finalizing to be effective December 11, 2023.
3. *Meeting Dates for 2024*. Finalized for advertising for all Boards and Commissions.
4. *Furnaces*. Authorized repairs/replacements of furnaces in the sewer department and police department.
5. *PW Dump Truck*. The final truck was delivered and all vehicles for 2023 excluding the police cars have been delivered.

Commissioner Chiurazzi questioned if BBL Fleet is coming through on all the vehicles.

Mr. Macino said yes. BBL Fleet now has a list of all the vehicles to be traded or sold.

6. *Township Insurances.* Meeting with HUB International regarding selective insurance programs for the Township so quotes can be submitted.
7. *Police Contract.* Signed by all parties and is effective January 1, 2024 through December 31, 2028.

Commissioner Chiurazzi thanked Management for their work on the Police Contract.

B. Building/Codes

Commissioner Cupples reported the following:

1. Building Department:
 - There have been 10 permits issued.
 - 0 permits for new residential construction
 - 5 residential occupancies.
 - 0 new business.
2. Code Enforcement:
 - 4 Tenant inspections completed.
 - 11 Code enforcement items.
 - 1 hearing attended at the Magistrates Office.

C. COG

Commissioner Styche reported the following:

- We are finishing our grants for our community.
- We are hosting the next COG meeting on January 18, 2024.

Commissioner Cupples questioned where this will be hosted.

Mrs. Slizik stated it will be at the Collier Community Center at 6:30p.m. All the details have been arranged. The last time we hosted was September of 2023.

Commissioner Chiurazzi stated we would like to see participation.

Mrs. Slizik stated she will send the information out.

D. Finance

Commissioner Young reported the following:

1. *2023 Budget.* The budget was 10 million 280 thousand dollars. Currently we have spent around 9 million 700 thousand dollars. We are in good shape for 2023.
2. *2024 Budget.* Is posted at 11 million 34 thousand dollars. This is higher due to left over stimulus money. The 2024 Budget will be voted on next Tuesday, December 19th at 4:00p.m.

E. Parks & Recreation

Commissioner Cupples reported the following:

1. *Christmas Time in Collier/Craft Show*. Was a success.
2. *Breakfast with Santa*. Was sold out. Over 120 people signed up. She was there along with Representative Kulik and her husband. There was also an elf present (Joe Zymroz). We helped serve the food.
3. *New Park Project*. Met with the Township Engineers, Travis and Jason, to finalize the new design.
4. *Winter Basketball*. Had coaches meeting. Over 250 children signed up. Grades K to 4.
5. *Personal Trainer*. Will start January 2024.
6. *Met with Baseball, Soccer and Softball Associations* to discuss yearly sponsorship for the new field project.
7. *Met with CVAD* to confirm use of Webb Park for girls' softball in spring of 2024.
8. *Friends of Collier Parks and Recreation*. Donated a \$100 gift card to Jay and Natalie Cruz who did the cooking for the Veteran's Day brunch and for the Breakfast with Santa.

Commissioner Chiurazzi stated it is nice to hear we have a good relationship with the Associations.

Mr. Macino stated the credit goes to Rob Shazer for this.

Commissioner Chiurazzi stated that Friends of Collier does a lot to help as well.

F. Planning/Zoning and Land Use Development

Commissioner Cupples reported the following:

1. *Planning Commission* is tomorrow at 7pm.
 - TAJ Preliminary Land Development. They had to get a variance from the Zoning Hearing Board and are now back to Planning.
 - Woodville Associates application for preliminary major subdivision and major land development.
 - Tidal Wave Car Wash that is going in where Peters Place was is coming in for a preliminary/final major land development.
 - Noblestown Management LLC Conservation Subdivision Woodland Estates has been tabled.
 - Kossman Development primary land development for a store next to 5 below.

Mr. Stanczyk stated this store is PetsMart.

Commissioner Chiurazzi questioned if the Get Go is still happening.

Commissioner Cupples stated she heard they picked up their permit.

Mr. Macino stated he didn't know if anything was submitted. This is a very slow development.

Mr. Stanczyk stated he did not hear anything.

Commissioner Chiurazzi stated the Starbucks is coming along.

Mr. Macino stated the Starbucks will be up before they break ground on the car wash.

G. Public Safety

Commissioner Young reported the following:

1. *EMS Department.* Responded to 832 calls in Collier. Total calls which include other areas is 1,789. Non-emergencies were a total of 3,800 for the year so far.
2. *Fire Departments.* Presto VFD had two (2) major fires. The biggest fire was Roosters Roadhouse which was a total loss of everything. There was one (1) firefighter that got injured by slipping and falling. He hurt his shoulder and is doing physical therapy. There was a total of 76 firefighters from 13 different areas that were on scene and 6 others were on standby. The Police and Public Works had the road blocked. An excavator was used by Independent Enterprises to help dig out the building so the fire could be put out.

Chief Dan Wauthier stated this was the worse fire they had in a couple of years.

The Board thanked the fire departments.

3. *Police Department.* There were several police candidates that have applied. There are still some maintenance issues with the police vehicles.

H. Public Works

Commissioner Vaughn reported the following:

1. *Trucks.* All trucks are ready for winter.
2. *Light Up Night.* Set up.
3. *Tree Contractor.* We are working with the tree contractor that we let park their trucks in the stock yard. The Contractor will cut and trim trees for the Township and Parks. This is about a \$10,000 savings.
4. *Leaf Pick Up.* Continues.
5. *Potholes.* Cold patching throughout the Township.

I. Sewer Department

Commissioner Cupples reported the following:

- Attended Three Rivers Wet Water conference in Monroeville.
- 9 Dye Test inspections.
- 1 Deduct meter inspection was submitted.
- 1 lateral connection inspection.

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- \$1,810.14 collected from Jordan Tax for delinquent accounts.
- 1 Developer tap in application received for new construction.
- 10 Sanitary Certification letters sent for property sales transfers.
- Deduct meter refund checks being processed and mailed out.

Commissioner Young stated the budget for sewers is in good shape. We have money in reserves for projects in 2024 that are planned. He doesn't foresee any problems with the sewer budget.

III. PUBLIC COMMENT ON NEW BUSINESS ITEMS:

There were no public comments.

IV. NEW BUSINESS:

1. Consider action to advertise for all Collier Township Regular Boards and Commissions 2024 meeting schedule.

Motion was made by Commissioner Young, seconded by Commissioner Chiurazzi, to advertise the 2024 Meeting Schedule as stated above. By unanimous vote, the motion passed.

2. Consider action to approve bond reduction Request No. 4 for Gregg Station Residential. Township Engineer LSSE recommends the Township reduce the remaining bond amount from \$159,181.00 to \$13,200.00, which is 110% of the remaining improvements.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Cupples, to approve Bond Reduction Request No. 4 for Gregg Station Residential as stated above. By unanimous vote, the motion passed.

3. Consider action to approve Recreational Amenities Bond Reduction Request No. 4 for Gregg Station Residential. Township Engineer LSSE recommends the Township release the remaining bond amount in its entirety from \$162,835.42 to \$0.00.

Motion was made by Commissioner Vaughn, seconded by Commissioner Young, to approve Recreational Amenities Bond Reduction Request No. 4 for Gregg Station Residential as stated above. By unanimous vote, the motion passed.

4. Consider action to set a public hearing date of Monday January 8, 2024, at 6:30 PM for the intermunicipal liquor license transfer for Scar Scar Taqueria Restaurant located at the Chartiers Valley Shopping Center, 1025 Washington Pike, Collier Township, PA 15017.

Motion was made by Commissioner Vaughn, seconded by Commissioner Cupples, to set a public hearing date of Monday, January 8, 2024, for the intermunicipal liquor license transfer as stated above. By unanimous vote, the motion passed.

5. Consider action to advertise an Ordinance of the Township of Collier accepting the dedication of Arno Drive within the Amalfi Ridge Plan Phase IV as public streets and appurtenant storm sewers.

Motion was made by Commissioner Cupples, seconded by Commissioner Vaughn, to advertise an Ordinance of the Township of Collier accepting the dedication of Arno Drive as stated above. By unanimous vote, the motion passed.

6. Consider action to hire Tyler Prevost as a Collier Township Public Works laborer effective December 11, 2023, at the prevailing contracted wage scale.

Motion was made by Commissioner Styche, seconded by Commissioner Vaughn, to hire Tyler Prevost as stated above. By unanimous vote, the motion passed.

7. Consider action to hire Daniel Makosky as a part time Finance Manager effective December 5, 2023, through December 29, 2023, at \$43.00 per hour.

Motion was made by Commissioner Styche, seconded by Commissioner Young, to hire Daniel Makosky as stated above. By a 4 to 1 vote, the motion passed. Commissioner Chiurazzi abstained.

V. Account Transfers:

- Approval of the transfer of \$275,000.00 from the General Fund Account to the Capital Fund Checking Account.

Motion was made by Commissioner Young, seconded by Commissioner Styche, to approve the transfer of money as stated above. By unanimous vote, the motion passed.

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

- Invoices Paid, Checks Written and Bills Requested November 28, 2023, to December 11, 2023:
 - General Fund in the amount of \$404,186.24,
 - Capital Fund in the amount of \$14,530.00, and
 - Sewer Fund in the amount of \$38,927.68.

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

VII. OTHER BUSINESS:

Commissioner Cupples questioned how the roads are and how did we do.

Mr. Stanczyk stated they completed all the paved portions of the roads which include both sides of Franklin, Nesbitt and Scotts Alley. Unfortunately, they were not able to complete the tar and chip on Scotts Run Road because the oil plants closed October 1st. We will keep this contract open until next year. They still have the curbs, back fills and seeding to complete next year. The actual paving has been completed.

Commissioner Cupples questioned what does this mean, do we pay for part?

Mr. Stanczyk stated the Township will pay for part of what is completed and the other will stay open until next year.

Commissioner Cupples questioned if we have to let this contractor do that work next year.

Commissioner Chiurazzi questioned if the contractor owes the Township anything for not completing all the work.

Mrs. Diersen stated this would be a contract dispute and would prefer to discuss this with the Board in an executive session meeting.

Commissioner Chiurazzi advised management to get an answer on this.

Mr. Macino stated he would.

Mr. Stanczyk stated they physically cannot do it right now.

Commissioner Chiurazzi stated we owe it to our constituents to make sure that if contractual there is an issue, we are not going to wave it. We need the Solicitor to advise us.

Mr. Macino stated he thought one of the considerations would be withholding whatever we need to withhold. They could walk away but, we will discuss this in executive session.

Commissioner Cupples questioned if the contractor did a decent job.

Mr. Stanczyk stated the Township got what they paid for.

VIII. ADJOURNMENT:

Commissioner Chiurazzi thanked all the Commissioners for their work they did in 2023 relative to committees. It was a great and interesting year. There is one more meeting and we are done for 2023.

Commissioner Chiurazzi thanked the Fire Departments, Commissioner Styche, the Managers and Ms. Salla.

Motion was made by Commissioner Young, seconded by Commissioner Styche; 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