



# COLLIER TOWNSHIP

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2418 Hilltop Road, Suite 100 • Presto, Pennsylvania 15142 • 412.279.2525 • Fax 412.279.2380

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## COLLIER TOWNSHIP - BOARD OF COMMISSIONERS

### WORKSHOP MEETING MINUTES

August 11th, 2025

5:00 P.M.

#### **I. CALL TO ORDER**

Call to order made at 5:00 PM.

##### **A. PLEDGE OF ALLEGIANCE**

##### **B. ROLL CALL**

The following Commissioners were present for this meeting:

Commissioner Wayne Chiurazzi, President of the Board  
Commissioner MaryAnn Cupples, Vice-President of the Board  
Commissioner Dawnlee Vaughn  
Commissioner Gabriel Benvenuti  
Commissioner Kari Suter

Additionally present were the following members of Township staff:

George Macino, Township Manager  
Amy Medway, Township Secretary

##### **C. EXECUTIVE SESSION**

Executive session was held from 4:15 PM to 4:45 PM to discuss pertinent legal and personnel matters.

#### **II. Board Discussions for Committees (2025)**

**A. Administration/Public Affairs (Dawnlee Vaughn and MaryAnn Cupples)**



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Evaluation of ongoing vendor expenses and some implementation of cost savings through new vendors. Liam Coffey's internship officially ends on 8/15, and the Township has greatly appreciated Liam's presence in the office and his timely and consistent approach with his assigned projects. Review of uniform and non-uniform pension plans was conducted. Public Works interviews are due to be completed on the week of 8/11.

Discussion was held concerning a lead from Commissioner Benvenuti utilizing the Capstone projects at Carnegie Mellon University if the Township should require more interns for projects in the future.

## **B. Building/Codes (MaryAnn Cupples and Kari Suter)**

Review of permits, occupancies, outstanding code enforcement items, magistrate hearings, and grant for the demolition of 4237 Thoms Run Road. The Board commended Mr. Durisko for his continued efforts and dedication to enforcing the Township codes, which is a notably difficult job involving interactions with unhappy and/or dissatisfied residents.

Discussion was held concerning reminding businesses when they utilize marketing materials to publish that they are in Collier Township to expand further on the Township's brand.

## **C. Council of Governments (Gabe Benvenuti and Kari Suter)**

The Council of Governments (COG) is currently still in summer recess. The next meeting is scheduled for 9/18 in Bridgeville.

## **D. Finance (Gabe Benvenuti and Wayne Chiurazzi)**

Overview of operating expenses and revenue for general, capital, and sewer funds. Real estate tax bills went out to residents on July 1st from Jordan Tax Services, which is always a significant source of revenue for the Township's general fund, and residents have until the end of August to pay at a discounted rate. The Township's revenue is expected to increase as taxes come in, with the current submitted taxes at about 15 percent of anticipated year-end revenue.

## **E. Parks & Recreation (Kari Suter and Dawnlee Vaughn)**



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Review of upcoming programs and events for the remainder of summer and into the fall. Review of upcoming and ongoing Community Center maintenance. An inquiry regarding legal and insurance-related concerns about the presence of a train at the upcoming Collierfest event was relegated to an after-meeting executive session.

## **F. Planning/Zoning (MaryAnn Cupples and Kari Suter)**

Planning Commission will meet on 8/12 at 5 PM to review three cases: conditional use application for Lamar advertising on digital billboard, application for preliminary and final land development for Nevillewood Men's Grille addition, and request for waiver from Creekside Meadows for waiver of mailbox shelter and trash receptacle. Zoning Ordinance update for Traffic Impact Capital Improvement Plan update with the Traffic Impact Committee scheduled for 8/26 at 5 PM.

## **G. Public Safety (Wayne Chiurazzi and Dawnlee Vaughn)**

Fire department report was reviewed for routine monthly occurrences. Review of police report and issued citations and occurrences. Review of traffic radar signal generating speeding report. Police visited Allegheny County Police Academy on a recruiting drive. Push bumpers for cars are scheduled for installation to be fully completed by 8/27. Review of current status and continuation of police hiring process. Outline requested for calls from the Board to break down into categories what kinds of calls the police go out on to better understand and appreciate what the police do in their line of work.

## **H. Public Works (MaryAnn Cupples and Kari Suter)**

Review of routine vehicle maintenance, routine building and Community Center repairs, cleanup, pothole patching, PA one calls, and handling of resident complaints. Friends of Collier Parks and Recreation received a bench that was installed at Webb Park by Public Works. Pond maintenance completed for stormwater control. Tree cutting has begun in accordance with the Agility agreement. Landslide repair was completed on Old Noblestown Road.

Proof for signs for the Township should be provided to the Board for approval by the week of 8/18. Discussion was held concerning looking into the purchase of a lift for Public Works, rather than the rental of a lift each time one is needed. Mr. Macino will speak to Mr. Montani concerning this as a potential department need. Presentation of packets from



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Mr. Bob Fryer to the Board.

## I. Sewer Department (Gabriel Benvenuti and Dawnlee Vaughn)

Review of sewer tap applications, dye tests and sanitary certification letters. 3 Rivers Wet Weather meeting was held with Dave Motz concerning sewer lateral inspections for ALCOSAN area.

## III. Public Comment/Comment on New Business Items

**Joe Verduci, Council President of Bridgeville Borough:** Mr. Verduci presented a proclamation honoring Collier Township's 150<sup>th</sup> anniversary as a show of good faith and cooperation between Bridgeville Borough and Collier Township over the years. The Board was very moved by the proclamation and is greatly appreciative of the Bridgeville Borough Council's efforts.

## IV. New Business

1. Motion to approve and certify submitted Financial Requirement and Minimum Municipal Obligation (MMO) budget for 2026 as provided to the Board by Thomas J. Anderson & Associates, Inc.

**Motion to approve made by Commissioner Cupples, seconded by Commissioner Benvenuti. All ayes, motion carries.**

2. Motion to approve payment of the second quarter ALCOSAN bill for 2025 in the amount of \$749,539.01.

**Motion to approve made by Commissioner Chiurazzi, seconded by Commissioner Cupples. All ayes, motion carries.**

## V. Approval of General, Sewer and Capital Account items

Invoices Paid, Checks Written and Bills Requested from July 28th, 2025, to August 11th, 2025:

- General Fund in the amount of \$581,753.24



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- Capital Fund in the amount of \$0.00
- Sewer Fund in the amount of \$1976.10

**Motion to approve invoices, checks and bills made by Commissioner Benvenuti, seconded by Commissioner Suter. All ayes, motion carries.**

## **VI. Adjournment**

Motion to adjourn made by Commissioner Vaughn, seconded by Commissioner Chiurazzi. All ayes, meeting adjourned at 5:30 PM.

## **VII. Post-Meeting Executive Session.**

A post-meeting executive session was held from 5:30 PM to 5:45 PM to discuss legal and insurance concerns regarding the use of a train at the upcoming Collierfest event.