



COLLIER TOWNSHIP

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

COLLIER TOWNSHIP - BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES

December 15th, 2025

5:30 P.M.

I. CALL TO ORDER

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

The following Commissioners were present for this meeting:

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

Commissioner Chiurazzi was **absent** for this meeting. Commissioner Cupples as Vice-President of the Board chaired the meeting in his stead.

Additionally present were the following members of Township staff:

George Macino, Township Manager
Amy Medway, Township Secretary
Greg Butler, Finance Director
Robert Caun, Planning Director
Thomas Plietz, Building and Fire Code Official
Robert Shazer, Parks and Recreation Director
Mitch Montani, Public Works Director
Michael Santicola, Township Solicitor
Shawn Wingrove, Township Engineer
Kris Sabin, Acting Chief of Police



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Wilson Durisko, Code Enforcement Officer

C. EXECUTIVE SESSION

Executive session was held from 4:30 PM to 5:30 PM for the purpose of discussing legal and personnel issues.

II. Swearing in of Officer Aaron Nero, Officer Michael Smolka III, and Officer Kevin Prince by Magistrate Maureen McGraw-Desmett.

III. Review of completed 2024 audit by Scott Grant from Case-Sabatini.

Audit was reviewed in summary and is still a few days away from being finalized as of the date of this meeting. Discussion was held concerning account transfers and protocols being followed to best document when they occur. Overall, the Township's cashflow is good and the accounts are fiscally healthy, and due to the return to consistent staffing levels in the Finance department for 2025 (when the 2024 audit was conducted) it should be easier to reconcile accounts and track account transfers. One recommendation by the auditor to improve speed and processing of the 2025 audit was to improve the reconciliation of accounts to track the ledgers up through December of 2025, double-check journal entries and make corrections where needed.

Discussion was held concerning the Township's pension plans and the plan performance as seen by the audit. Notes from the board included that in the future the audit will need to be produced sooner to serve as a tool to assist with creating a budget for the 2027 fiscal year, ideally being finalized in May or June to aid the Finance department in the creation of the Township's budget. Case Sabatini will be working with the Finance department for more expeditious production and finalization of the 2025 audit.

IV. Board Discussions for Committees (2025)

A. Manager's Report

A statement was read by Commissioner Vaughn from Commissioner Chiurazzi to the residents of the Township. Statement is attached in full.

B. Building/Codes Report

C. Council of Governments Report



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- D. Finance Report
- E. Parks & Recreation Report
- F. Planning/Zoning Report
- G. Public Safety Report
- H. Public Works Report
- I. Sewer Department Report

No questions were posed by the board concerning the department reports. No vote was held to accept the reports; reports deemed accepted as presented.

V. Public Comment/Comment on New Business Items

Tim Ragaller of 70 Baldwin Road Extension: Commentary concerning the budget line item for the Neville House. This budget line was consolidated into the Historical Society funding so that it reads \$4000 for the year instead of being split into \$2000 for the Historical Society and \$2000 for the Neville House. Mr. Butler confirmed that it would not be problematic to add an account.

Terry Bell of 793 Marigold Court: Questions concerning the ballfields' pricing. Mr. Macino confirmed that the funding has not been confirmed and thus any loan amounts or other pricing has not yet been finalized. Estimates were received from several banks months ago, when interest rates were different. It is difficult to predict a debt service on a loan that has not been secured and does not at this time have a definitive start date; the current amount is in the budget as a projection. Second question posed for solid waste collection concerning the use of the payments collected from the residents. The money collected for the trash fee is collected in the general fund, and the payments to Republic Services for their waste collection contract is paid directly from the general fund.

Mark Fiorelli of 3005 Amalfi Drive: Commentary concerning the current state of the ballfields and the use of money to improve them to leave Collier a better community and give kids a place to play.

Matt Rieder of 155 Centennial Drive: Commentary made as the President of Collier Baseball and Softball Association, field maintenance and the importance of new fields for their participating kids and for the kids and residents of the Township.

Tim Young of 520 Azalea Lane: Commentary on letter to the board that was not read by



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Commissioner Chiurazzi at a prior meeting, commentary on debts on Nike Site building and perceived shortfalls in the non-police pension plan.

Suzanne DePilka of 36 Ellen Avenue: Commentary on trash fees and on receiving a tax increase in conjunction with the trash fee of \$180 per household; both will be in effect for 2026. Commentary on ballfields and applying for grants and other state and federal funding; grants, sponsorships, and additional avenues of funding are all being explored to help offset costs for Collier's parks as well as for the ballfield project. Commentary concerning budget line items and 2026 spending amounts on certain items.

VI. New Business

1. Approval of October 13th workshop meeting minutes, October 27th regular meeting minutes, and November 10th workshop meeting minutes.

Motion to approve made by Commissioner Vaughn, seconded by Commissioner Suter. All ayes, motion carries.

2. Motion to approve Ordinance No. 737 regarding the proposed tax increase of 1.3 mills as advertised in the Pittsburgh Post-Gazette on November 20th for the stated purpose of funding increased capital project expenditures and increased operating costs. This will increase the Township's real estate tax millage rate from 3.7 mills to 5.0 mills.

Motion to approve made by Commissioner Vaughn, seconded by Commissioner Suter. Three ayes, one nay, one absence, motion carries with the following vote:

Commissioner Wayne Chiurazzi: Absent

Commissioner Mary Ann Cupples: Aye

Commissioner Dawnlee Vaughn: Aye

Commissioner Gabriel Benvenuti: Nay

Commissioner Kari Suter: Aye

3. Motion to approve final version of the Township's 2026 general, capital, and sewer budgets based on the approved tax increase to 5 mills as noted in Ordinance No. 737.

Motion to approve made by Commissioner Vaughn, seconded by Commissioner Suter. Three ayes, one nay, one absence, motion carries with the following vote:



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Commissioner Wayne Chiurazzi: Absent
Commissioner Mary Ann Cupples: Aye
Commissioner Dawnlee Vaughn: Aye
Commissioner Gabriel Benvenuti: Nay
Commissioner Kari Suter: Aye

4. Consider action to approve the preferred and eligible candidates list to hire a police patrol officer for the Collier Township police department, effective December 15th, 2025. This will allow for selection from the approved list of two candidates with final hiring dependent upon successful testing completion as required by the Township's Civil Service Commission. The provided list recommends the hiring of Sydney Micko, the hiring of which candidate is additionally dependent upon successful completion of the MPOETC examination.

Motion to approve made by Commissioner Suter, seconded by Commissioner Vaughn. All ayes, motion carries.

5. Consider action on bond reduction request No. 3 from the Grist House Brewery. The Township Engineer has reviewed and recommends the Township release the remaining bond amount in its entirety from \$21,646.45 to \$0.00.

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

6. Motion to approve 2024 audit as presented and to make any necessary corrections as recommended by Case-Sabatini to ensure the full compliance of the Township with all standardized accounting practices.

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

7. Motion to approve the hiring of Kristin Colabrese for the position of Police Administrative Assistant/Evidence Technician effective December 15th, 2025, with an starting wage of \$26.44 per hour.

Motion to approve made by Commissioner Suter, seconded by Commissioner



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Vaughn. All ayes, motion carries.

8. Consider action to approve a waiver of a portion of the buffer area at Settlers Pointe in accordance with Section 2103.1 of the Collier Township Zoning Ordinance.

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

9. Consider action to approve the 2025 third quarter payment from the Collier Township Sewer Department to the Allegheny County Sanitary Sewer Authority (ALCOSAN) in the amount of \$797,240.62.

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

Addition to agenda: Motion was made to add a personnel item to the agenda. Motion was made by Commissioner Vaughn, seconded by Commissioner Cupples. All ayes, motion carries.

Added Motion to confirm the conclusion of the employment of employee no. 94700 as of July 31, 2025.

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

VII. Approval of General, Sewer and Capital Account items.

Invoices Paid, Checks Written and Bills Requested from November 10th, 2025, to December 15th, 2025:

- General Fund in the amount of \$609,598.22
- Capital Fund in the amount of \$94,985.95
- Sewer Fund in the amount of \$822,891.71

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



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VIII. Adjournment

**Motion to adjourn made by Commissioner Vaughn, seconded by Commissioner Benvenuti.
All ayes, meeting adjourned at 6:30 PM.**