

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

REGULAR MEETING

March 13, 2019

7:00 P.M.

I. CALL TO ORDER: President Macino called the meeting of the Board of Commissioners to order at 7:07 P.M.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL:

BOARD

Wilson Durisko – Present
Wayne Chiurazzi, Esq. - Present
Dawn Williams-Zabicki- Present
Rick Ruffennach –Present
George Macino – Present

STAFF

Chuck Means, Solicitor - Present
Shawn Wingrove, Engineer - Present
Craig Campbell, Chief of Police - Present
Robert Caun, Planning Director - Present
Bob Palmosina, Public Works Director - Present
Sean Gramz – Bldg./Codes Officer - Present
Rochelle Barry, Parks Director – Present
Jeff Hinds, Finance Director - Present
Kyle Thauvette, Township Manager – Present
Valerie Salla, Township Secretary – Present

C. EXECUTIVE SESSION – Was held prior to the meeting.

D. David Nervo was sworn in as a member of the Rennerdale VFD Fire Police by the Honorable Maureen McGraw-Desmet.

Mr. Nervo was congratulated by all.

E. Promotion – Officer Kris Sabin to Sergeant. Consider action to promote Officer Kris Sabin to Sergeant Kris Sabin effective March 13, 2019.

Motion was made by Commissioner Williams-Zabicki, second by Commissioner Ruffennach to promote officer Kris Sabin to Sergeant Kris Sabin effective March 13, 2019. By unanimous vote the motion carried.

F. Sgt. Kris Sabin was sworn in by the Honorable Maureen McGraw-Desmet. His wife pinned his badge on and Sgt. Lamb and Sgt. Ferrence pinned his sergeant pins on.

Sgt. Sabin was congratulated by all.

II. APPROVAL OF MINUTES:

- A. February 13, 2019 – Board of Commissioners Regular Meeting
- B. February 27, 2019 – Board of Commissioners Workshop Meeting

Motion was made by Commissioner Williams-Zabicki, second by Commissioner Durisko to approve the minutes as submitted above. By unanimous vote the motion carried.

III. REPORTS OF OFFICIALS AND COMMITTEES:

- A. Solicitor:** The Solicitor submitted a written report to the Board for the month of February and would be happy to answer any questions the Board might have.

Commissioner Williams-Zabicki questioned what the family trust was for.

Solicitor Means stated it was a tax appeal.

There were no other questions or comments.

- B. Engineer:** The Engineer submitted a written report to the Board for the month of February and would be happy to answer any questions the Board may have.

Mr. Wingrove added the following:

1. The road paving program bids will be open in April.

Commissioner Chiurazzi questioned if anyone knows when Thoms Run Road will be started.

Mr. Palmosina stated it went out for bid.

Commissioner Chiurazzi questioned how long that process takes.

Mr. Thauvette stated probably by the end of April and then start the project in June.

Commissioner Chiurazzi questioned if Steen Road is getting paved and when will it happen.

Mr. Thauvette stated yes and once the bids are opened and approved it will probably be the beginning of June.

Mr. Wingrove stated once the bids are opened, it will probably be the beginning of June.

Commissioner Chiurazzi questioned if we asked PennDot to put a left turn signal in at the light at the end of Prestley and Thoms Run Road.

Mr. Thauvette stated that is part of Phase II of the Newbury Plan and their traffic improvement plan involves the turning lane. They are currently in Phase I according to South Fayette Township and in Phase II they will put in the lights at Presto Sygan and Thoms Run Road intersection and then put in the turning lane. It is going to be awhile before the turning light is in.

There were no questions or comments.

- C. Manager:** The Manager submitted a written report to the Board for the month of February and would be happy to answer any questions the Board may have.

Mr. Thauvette added the following:

1. ***Panhandle Trail*** is being resurfaced this week. A. Folino Construction is doing the work. Mr. Thauvette encouraged the Board to stop down and see the work that has been done.

Mr. Thauvette questioned Mr. Palmosina how far along he thought they were.

Mr. Palmosina stated they are at the last bench going towards along the wall.

Mr. Thauvette stated about a mile.

Mr. Thauvette thanked the Board of Commissioners and we received some grants for a portion of the trail and the Friends of the Panhandle Trail which worked hard fundraising for the work to be done on the trail.

2. ***Glass Recycling.*** Collier Township will be hosting a glass recycling drop off event on May 18th from 9:00 a.m. to 2:00 p.m. here at the Township building. We are working with SPC to provide some type of glass recycling for our residents. The only items that will not be accepted is stem ware and drinking glasses. Bottles and jars clear or colored will be accepted.

Commissioner Macino stated you can save your glass and bring it to this event, but you can throw it in your trash.

Mr. Thauvette stated that was correct. There is no obligation to recycle.

Mr. Thauvette stated this event is not only for Collier residents. Other communities can bring their glass here as well.

Commissioner Chiurazzi stated the Banner Community is a big deal and we did that this week. This goes out the Kyle and everyone sitting here. It is nice that Collier is recognized. Commissioner Chiurazzi asked Mr. Thauvette to tell the public what a banner community is.

Mr. Thauvette stated a Banner Community is an award that is put out for communities within Allegheny County that meet certain criteria that exemplify good and transparent local government. It is making sure the pensions are properly funded, that you attend multi-municipal cooperation events through COG, that the employees and board members are trained and the newly elected officials attend classes. It holds communities to higher standards throughout Allegheny County. Collier has been a member since the very beginning of the program. This is a testament to the Board and they put those people in places to continue to move the Township forward.

Commissioner Chiurazzi stated it is all the employees. We are one of 16 or 17 communities that have gotten this every year and hopefully we keep going. It is a real nice honor. County Council and Fitzgerald were there and we are happy to be part of that group.

There were no other questions or comments.

- D. Building/Codes:** Mr. Gramz submitted a written report to the Board of Commissioners for the month of February and would be happy to answer any questions the Board may have.

Commissioner Macino stated he sees some additional information was added.

Mr. Gramz stated yes, he added two (2) more areas of criteria being one for commercial permitting and one for residential permitting. This shows the tasks and how it is broke out, evaluations and fees that we are administering. There are also issues in there that we are not getting any resources from for our actions and services which are being documented as well.

Mr. Gramz asked the Commissioners to take into consideration for renaming the building and codes enforcement department to building and codes administration department. We would like to take the department into an educational forum to promote the codes and disciplines of the Township.

Commissioner Macino asked the Board if anyone was opposed to doing this and thought it was a much more attractive name and fits more on what Mr. Gramz is trying to do and for now on, we will move the name to building and codes administration department.

There were no other questions or comments.

- E. COG:** Commissioner Ruffennach stated the last meeting was held in Coraopolis and the number one goal this year is to try and promote the COG to get more communities to join. They are looking into grants that will be available to communities for different things.

There were no questions or comments.

F. Finance: Mr. Hinds submitted a written report to the Board for the month of February and would be happy to answer any questions the Board may have.

Mr. Hinds added that external Auditors are on site and have started the 2018 Audit.

There were no questions or comments.

G. Parks and Recreation Report: Ms. Barry submitted a written report to the Board for the month of February and would be happy to answer any questions the Board may have.

Ms. Barry added we put in \$41,000.00 for the Webb Park playground for the first phase. If we do it all right now, it would be \$43,000.00 instead of breaking it up for a very good deal on equipment and wanted to see if this could be approved for this year instead of next year.

Commissioner Chiurazzi questioned what it was structured out to be and how much time did we give it.

Ms. Barry stated it was \$41,000.00. compared to next year if it is put in the budget for next year.

Commissioner Williams-Zabicki stated we approved \$41,000.00 for 2019 and you want \$43,000.00 instead for 2019. Where can we get the \$2,000.00 from or what can we cut from.

Ms. Barry stated she can show the Board where she can take money from. We always plan over for contractors.

Commissioner Macino stated then Ms. Barry can come up with that \$2,000.00 then.

Ms. Barry stated yes.

The Commissioners were ok with this as long as it was taken from Ms. Barry's own budget.

Commissioner Macino advised Mr. Thauvette to oversee this and make sure it is good to go.

Mr. Thauvette agreed.

Commissioner Williams-Zabicki questioned what the mobile clinic was.

Ms. Barry stated Highmark brings the clinic here and promotes it to their clients. It is set up in our parking lot. It brings people in that do not normally come to the Community Center. People come there for their check-ups or whatever they need.

Commissioner Williams-Zabicki questioned if it is just for Highmark or open to the public.

Ms. Barry stated it is just for Highmark insurance carriers and Highmark promotes the Community Center.

Commissioner Williams-Zabicki stated she likes how Ms. Barry spelled out all the programs. It is a nice update.

There were no other questions or comments.

H. Planning/Development/Zoning Report: Mr. Caun submitted a written report to the Board for the month of February and would be happy to answer any questions the Board may have.

Mr. Caun added that on the agenda tonight is the Carpenter's Union, the Dwinga Subdivision and the Sheetz Final Land Development.

Commissioner Macino stated the Board may have questions as those approvals come up.

There were no questions or comments.

IV. Public Safety – Fire Department Report: A written report was submitted for the month of February and would be happy to answer any questions the Board may have.

Chief Dan Wauthier of the Presto VFD was in attendance to answer any questions.

Chief Wauthier added

1. The weekend of the strong winds we are all busy with downed trees.
2. The fish fries are going strong. Both Presto and Rennerdale ran out of food their first nights.

There were no questions or comments.

V. Public Safety – Police Department Report: Chief Campbell submitted a written report to the Board for the month of February and would be happy to answer any questions the Board may have.

There were no questions or comments.

VI. Public Works Report: Mr. Palmosina submitted a written report to the Board for the month of February and will be happy to answer any questions the Board may have.

Commissioner Macino questioned how the Public Works Department did with the wind storms.

Mr. Palmosina stated everything went well. There were a couple of trees down. There was mainly damage on County and State roads and if they couldn't get to them, we cut them up. There were no major damages.

Commissioner Macino questioned if there were any power outages in the Township.

Mr. Palmosina stated yes and over towards Cabbage Hill area.

Mr. Palmosina stated the Panhandle Trail looks great and suggested the Commissioners look at it.

Commissioner Chiurazzi stated he saw a car driving on the Discovery Trail about a month ago.

Mr. Palmosina stated we are having problems with cars driving on the Discovery Trail. We need to install bollards and he and Mr. Thauvette have already spoke about this.

Commissioner Durisko stated he has noticed a couple of road signs down like "Share the Road" signs and questioned if we have an active track of where those signs are and when we are going around to put those signs back up.

Mr. Palmosina stated if we see them and know about them we can and asked Commissioner Durisko to email him or Mr. Thauvette to let us know where they are down and we can get them up that day if we have them or if we have to order them in.

There were no other questions for comments.

Motion was made by Commissioner Durisko, seconded by Commissioner Ruffennach to approve all the above reports as submitted. By unanimous vote the motion carried.

VII. PUBLIC COMMENT / COMMENT ON NEW BUSINESS:

Mrs. Carmie Cole of 518 Prestley Street approached the Board stating she called a while ago and talked to Commissioner Chiurazzi and Mr. Thauvette and has never heard back. She was told the flashing speed sign would be fixed and is still not fixed.

Mr. Thauvette questioned Chief Campbell if we have batteries for that sign.

Chief Campbell stated we just got all new batteries. It was \$1,500.00 for batteries.

Mrs. Cole stated it has been months when I called and no one has called me back to tell me what was going on.

Commissioner Chiurazzi stated he got back to her.

Mrs. Cole stated he did not.

Commissioner Chiurazzi stated when she called, he called Mr. Thauvette about the signs and questioned if Mr. Thauvette called her back.

Mrs. Cole questioned, why does Commissioner Chiurazzi have to call Mr. Thauvette to tell him to call me.

Commissioner Chiurazzi stated next time Mrs. Cole calls him, he will call her back.

Mrs. Cole questioned if anyone has heard about the traffic safety study.

Mr. Thauvette stated if he could get Mrs. Cole's email before she left the meeting, he will send her the amount of times he has requested the traffic study be done.

Mrs. Cole thanked the Board and then gave Mr. Thauvette her email.

Mrs. Kay Downey-Clarke approached the Board thanking the Township, Bob Palmosina and the Public Works Department for all their work on the Panhandle Trail. The trail has always been a partnership with the Township and we couldn't do it without the maintenance and the money that the Township sets aside for the Panhandle Trail. In order to keep the trail nice, we are going to try to keep all cars, trucks, etc. off the surface. They are going to get signs. They are going to have their vendors and port a john trucks keep to the side because vehicle tracks will ruin the trail surface again. They are going to have a nice Rock the Quarry again this year so they can build their funds back up.

The Commissioners thank Mrs. Downey-Clarke.

VIII. NEW BUSINESS:

1. Consider action on the Sheetz Final Land Development application. The Planning Commission recommends approval with the conditions listed in the Township Engineers review letter dated February 14, 2019.

Motion was made by Commissioner Durisko, seconded by Commissioner Ruffennach, to approve the Sheetz Final Land Development with the conditions as stated above. By unanimous vote the motion carried.

2. Consider action to enter into a Developers Agreement with Sheetz with the condition that the language is acceptable to the Township Solicitor and Township Engineer.

Motion was made by Commissioner Ruffennach, seconded by Commissioner Durisko, to enter into a Developer's Agreement with Sheetz as stated above. By unanimous vote the motion carried.

3. Consider action on the Greater Pennsylvania Regional Council of Carpenters Final Land Development application. The Planning Commission recommends approval with the conditions listed in the Township Engineers review letter dated January 29, 2019.

Motion was made by Commissioner Williams-Zabicki, seconded by Commissioner Durisko, to approve the Greater Pennsylvania Regional Council of Carpenters Final Land Development as stated above. By unanimous vote the motion carried.

4. Consider action to enter into a Developers Agreement with The Greater Pennsylvania Regional Council of Carpenters, with the condition that the language is acceptable to the Township Solicitor and Township Engineer.

Motion was made by Commissioner Durisko, seconded by Commissioner Ruffennach, to enter into a Developers Agreement with the Greater Pennsylvania Regional Council of Carpenters as stated above. By unanimous vote the motion carried.

5. Consider action on the Dwinga Plan of Lots subdivision application. The Planning Commission recommends approval with the conditions listed in the Township Engineers review letter dated February 1, 2019.

Commissioner Macino questioned where this was located.

Mr. Caun stated this is a three (3) lot subdivision on Dorrington Road.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Macino, to approve the Dwinga Plan of Lots as stated above. By unanimous vote the motion carried.

6. Consider action on Resolution #031319-01; A Resolution approving a revision to the Official Sewage Facilities Plan to include “The Dwinga Plan of Lots”.

Motion was made by Commissioner Ruffennach, seconded by Commissioner Durisko, to approve Resolution #031319-01 as stated above. By unanimous vote the motion carried.

7. Consider action on Resolution #031319-02; A Resolution approving joining the Congress of Neighboring Communities (CONNECT).

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Ruffennach, to approve Resolution #031319-02 as stated above. By unanimous vote the motion carried.

IX. ACCOUNT TRANSFERS:

1. Approval of the transfer of \$10,000.00 from the General Fund Account to the Capital Fund Checking Account.

Motion was made by Commissioner Williams-Zabicki, seconded by Commissioner Durisko to authorize the transfer as stated above. By unanimous vote the motion carried.

X. APPROVAL OF GENERAL FUND OPERATING ACCOUNT ITEMS:

1. Invoices paid and checks written from February 14, 2019 to March 12, 2019 in the amount of \$465,254.68.
2. Bills requested for payment for March 13, 2019 in the amount of \$206,594.39.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Macino, to approve the report and authorize payments as stated above. By unanimous vote the motion carried.

XI. APPROVAL OF CAPITAL INVESTMENT ACCOUNT ITEMS:

1. Bills requested for payment for March 13, 2019 in the amount of \$6,588.31.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Macino, to approve the report and authorize payments as stated above. By unanimous vote the motion carried.

XII. ADJOURN:

Motion was made by Commissioner Durisko, seconded by Commissioner Williams-Zabicki to adjourn the meeting at 7:45p.m. By unanimous vote the motion carried.

George E. Macino – President
Board of Commissioners

Valerie A. Salla
Township Secretary