

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

July 24, 2019

7:00 P.M.

- I. CALL TO ORDER:** Commissioner Macino called the workshop meeting of the Board of Commissioners to order at 7:00 P.M.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL:

BOARD

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

STAFF

Chuck Means, Solicitor - Absent
Kevin Brett, Engineer - Absent
Craig Campbell, Police Chief – Absent
Robert Caun, Planning Director – Absent
Sean Gramz, Bldg./Codes Officer - Absent
Jeff Hinds, Finance Director – Absent
Bob Palmosina, PW Director – Absent
Rochelle Barry, Parks Director – Absent
Kyle Thauvette, Twp. Manager - Present
Valerie Salla, Twp. Secretary – Present

- C. EXECUTIVE SESSION:** Executive session was held prior to the meeting.

II. PUBLIC COMMENT ON NEW BUSINESS ITEMS:

There were no public comments.

III. NEW BUSINESS:

There was no new business.

IV. DISCUSSION:

- A. Administrative Committee/Public Affairs:** Commissioner Ruffennach reported the following:

1. ***Basketball Hoops.*** Public Works installed basketball hoops at the Chartiers Valley primary school. A ribbon cutting took place which Commissioner Durisko attended.

Commissioner Durisko stated the kids were extremely happy.

Commissioner Williams-Zabicki also thanked Mrs. Durisko for doing a fantastic job putting that together.

2. **Glass Recycling.** Will be held on August 24, 2019 from 9:00 a.m. to 2:00 p.m. in the Chartiers Valley Shopping Center parking lot of the old Kmart building. This will be easy for people to get in and out of plus more visibility.
3. **New Locks.** The Township building will become more secure with new locks.
4. **Parks & Recreation Comprehensive Plan.** Mr. Thauvette, Rochelle Barry, Paschek and MTR met to start the update to the 10-year plan. We are putting together a list of members they feel will be beneficial on a steering committee. If anyone is interested in being on this committee, they should let Mr. Thauvette or Ms. Barry know. The committee will not be bigger than 15 people and we are looking for a wide range of people from senior citizens to teenagers. We are looking for a late Spring of 2020 for the release of this new plan. There will be public meetings for community response.
5. **Manager's Coffee Hour.** Will be held on August 12th at 9:30 a.m. at the Community Center.

B. COG Committee: No report. Summer Break.

C. Finance Committee: Commissioner Macino reported the following:

1. **List of Liens.** We received a list of liens from Jordan Tax Service that have been filed for non-paid taxes and they will be trying to collect them.
2. **Budget Process.** The 2020 Budget process will begin next month. The department heads will be receiving paperwork and within the next 60 days the Commissioners should be starting to meet with those individuals to look at what the 2020 Budget will look like.

D. Parks and Recreation: Commissioner Durisko reported the following:

1. **Comp Plan Survey.** Ms. Barry and staff will be handing out surveys at the concerts and CollierFest to help with the Comp Plan. If the survey is completed and submitted they will be entered to win a prize
2. **Movies in the Park.** August 2nd is Dirty Dancing. August 16th is Incredibles II. August 12th is Hocus Pocus.
3. **Walking Path.** Can the big Case Tractor with the cutting arm cut the weeds coming down onto the path from the hillside without damaging the field and path?

Mr. Thauvette will check with Public Works.

4. **Bocce Courts.** Commissioner Macino questioned if a couple of bocce courts can be up in at the park?

Mr. Thauvette stated this is good for the comprehensive plan to see if there is a need. The bocce court at Hilltop Park is underutilized. We are open to additional amenities at Collier Park and would not take this off the list. There has also been talk about having Corn Hole at Webb Park.

- E. Planning and Zoning:** Commissioner Williams-Zabicki reported the following:
1. ***PEDD update.*** A developer is interested in an update to the Planned Economic Development District over by Ridge Road. The Planning Commission did not come to any agree that night but decided to further discuss this at their next workshop meeting.
 2. ***Collier Town Square Signs.*** The owner of this area is asking to have back lite signage like everyone else instead of the current goose lite sign. They are losing potential renters because you cannot see the businesses in the back at night. This will come before the Board of Commissioners.
 3. ***Cluster Mailboxes.*** The set standards for these boxes will come before the Board of Commissioners.

Commissioner Durisko questioned if the cluster mailbox area is considered green space in the developments.

Commissioner Williams-Zabicki stated she will have to ask this question at the next Planning Commission meeting.

Commissioner Macino stated the Commissioners will be voting at the next meeting to set a date to hold public hearings for those items.

4. ***Preliminary and Final.*** There was a suggestion to allow both preliminary and final plans to be submitted at the same time. The Planning Commission had a lot of discussion on the criteria for this. This will not be allowed for residential developments.

- F. Public Safety Committee:** Commissioner Macino reported on the following:
1. ***Vanadium Road business.*** Commissioner Macino stated he spoke to the owner of the company, Dan Farrow about the parking issue of his employees of the cleaning authority in the morning backing up Vanadium Road or the Kirwan Heights Fire Department access road. We will see if this helps with the problems.

Commissioner Williams-Zabicki questioned if Chief Campbell stopped by this area to see the problem.

Mr. Thauvette stated he did not know but Chief Campbell did investigate the issue at Thoms Run Road and Forsythe Road. Mr. Thauvette will follow up on this and let the Commissioners know.

2. ***Fire Study Report.*** This report is looking at all three (3) of our fire departments and is in the final stage of completion. The Board will then get copies to be reviewed and decisions will be made on what to do next.
3. ***Thoms Run and Forsythe Road.*** Commissioner Durisko added the Chief did look at this intersection and agrees there is a problem and little can be done to keep traffic from backing up. They are County and State Roads that meet up. There is a traffic light and the major issue is vehicles trying to make a left turn at

the intersection. One suggestion was to ask the County and State to make no left turns during peak hours, but this will make more problems further down the road. There needs to be a total re-design of the intersection. It is already supposed to be in the works. Intersections have not been keeping up with new construction and businesses in the area to improve the traffic flow. Commissioner Durisko suggested the Township contact the State and County about this intersection re-design to be accelerated.

Commissioner Williams-Zabicki questioned what the process is to get the State and County to coordinate this and make it a high priority.

Mr. Thauvette stated this has been done over the past three (3) years. The State and County's comments are they will move forward with it once Newbury finishes phase 2.

Commissioner Durisko stated he didn't understand why we aren't reacting to a problem instead of being proactive.

Commissioner Ruffennach questioned if they are repaving that section on Thoms Run Road?

Mr. Thauvette stated he asked that question at the pre-construction meeting and the County Official said that sounded like a good idea, but he didn't think they get to make that decision.

Commissioner Ruffennach questioned who makes that decision?

Mr. Thauvette stated he felt getting some County Commissioners to support this would be beneficial and from a State standpoint, Representative Ortity could also encourage the re-design of the intersection.

Commissioner Williams-Zabicki questioned what the best way is to have those Officials help us.

Mr. Thauvette stated this is already in the proposed traffic plans for Newbury. He will reach out to those Officials to see if we can accelerate this.

G. Public Works Committee: Commissioner Durisko reported the following:

1. Three (3) new catch basins on English Turn.
2. New tractor came in.
3. Summer workers are doing well.
4. Ridge Road catch basins will be fixed before paving.
5. Steen Road catch basins to be fixed before paving.

Commissioner Ruffennach questioned when paving will start.

Mr. Thauvette stated there was a pre-construction meeting last week and they are currently doing work in Mt. Lebanon, They will then move to Scott Township, to South Fayette Township and then to Collier Township. Collier Township is last on

the list with start either the third or fourth week in August and then have 55 days to complete the paving.

Commissioner Macino thanked the Public Works Department for getting rid of the signs around the Township.

Commissioner Macino asked Mr. Thauvette to contact the owner of Peters Place property regarding the road they are allowing the DDI traffic to use. The potholes are getting very deep plus to tell their landscaper to clean up the property. It is an eye sore.

Mr. Thauvette stated the Township was contacted by PennDot. They explained those holes are allowing stormwater to flow into them which is short circuiting the traffic signal at Vanadium Road and Route 50 which leads to a traffic nightmare when the traffic lights must be reset. This is private property now and the developer has been notified that he must fix this repair.

H. Township Manager / Township Business: Mr. Thauvette reported the following:

1. **Hearings.** There are three (3) hearings scheduled for September 11th. They should not take a long time. What time would the Board like to start the hearings?

The Commissioners agreed to start them at 5:30 p.m. on September 11, 2019.

2. **Township Building Security.** All doors will have fob access. There will be a camera and a push button entrance system for the office. The cost is split between the budget years 2019 and 2020. This gives us better control over who is in the building and when. This has been an issue with people renting the community room. We have trusted people renting the room that they use it to the times they paid for. With the key fob, we can activate just that community room door for the time they have rented it. This gives us control on the usage and if anything should be vandalized.

Commissioner Ruffennach questioned if the fobs can be activated and de-activate.

Mr. Thauvette stated yes.

3. **Smart Board.** Next Wednesday, we will be trained on an Aqua Smart Board for this Board room. Presentations can be streamed to this Board for everyone to see. These boards are just a demo for us to try.
4. **Dog Park.** Pittsburgh Fence is installing the poles at the dog park. Before the fencing goes up, we were gifted clean topsoil from a resident for the dog park. Pittsburgh Fence has been overly kind by taking down the old fence and holding it in storage for us along with getting us new gates and additional security fencing for the dog park. Jeff for Pittsburgh Fence has been great to work with.
5. **Green Light Go Project.** We will be working with Scott Township and Heidelberg for the Route 50 traffic signalization. This project helps with getting traffic to flow freely through Route 50. This does not address the Route 50 section of Vanadium Road.

6. **Mr. Jordanoff's flooding issue.** Mr. Thauvette spoke to Kevin Brett of LSSE who has a preliminary timeline for this project. If we bid out this project, it could be completed by October or the November at the latest with the closeout in December. He recommends we bid out the job because the money has been set aside to do this work and this will not tax our Public Works employees in having to set aside three (3) or four (4) other projects. Mr. Thauvette did speak to Mr. Jordanoff regarding this and he is happy that we are going to complete the work.
7. **Veteran Banner Program.** Commissioner Durisko and Mr. George Coppola have been a component of this program. A lot of communities that border us have these banners to salute the veterans. Mr. Thauvette has been reaching out to this program to get this started and has not gotten any response back from them.

Commissioner Macino stated his business has done these banners and will help wherever he can.

Mr. Thauvette stated the people that want a banner pay for the banner and the Township will put them up. In the past we have talked about putting the banners on the poles at the Community Center since Collier does not have a main road through it like other communities.

Commissioner Durisko questioned if we have a template for the banners.

Mr. Thauvette stated he has seen Kennedy Township's which they have on their website.

Mr. Thauvette and Commissioner Macino will talk regarding the banners.

8. **Dogs in the Collier Park.** We have held to this being true for Collier Park. This Park has infants to senior citizens and is not an off-leash park. We have put up signs that say not pets allowed in the park. We do have an ordinance that allows dogs in Collier Park if they are leashed, have ID and pick up after them. This Ordinance was passed on September 11, 2013. Does the Board want to amend the Ordinance to preclude dogs or pets from Collier Park for safety purposes?

Commissioner Williams-Zabicki questioned if there have been issues with dogs or other pets.

Commissioner Macino stated it is mostly that people do not pick up after them. It is also a safety issue. Everyone thinks their dog is the best dog in the world and will never do anything, but you just never know if something could happen. We do not need pets in our community park.

Mr. Thauvette agreed because we do offer specific places in the Township that you are encouraged to walk your dog. Discovery Path and Hilltop Park being location and the Panhandle Trail and the soon to be open dog park.

Commissioner Macino questioned how we are going to control that. Who is going to go up to the person walking their dog and tell them pets are not allowed in the Park?

Commissioner Durisko stated the five (5) signs they pass while they walk should give them a clue and we should put on the sign it is governed by Township Ordinance and the number it is. He suggested this be part of Ms. Barry's duty and she can instruct the staff of this.

Mr. Thauvette stated the staff is currently making contact with the resident with the animal and politely lets them know that no pets are allowed in the park and the residents have disagreed. If the person does not want to listen, the police can be called since it is an Ordinance.

Commissioner Durisko stated ever since the ground was broken for Collier park, it was no pets allowed. It is a park for the kids and kids and dogs sometimes do not always mix. We do offer other areas for pets to go and Collier Park should be a kid park with no pets. He does not want his kid to be afraid to go and play because someone is walking their pet.

Ms. Salla questioned what about service dogs.

Commissioner Durisko stated that is totally different.

Commissioner Macino stated service dogs can not be restricted from restaurants and

Commissioner Ruffennach questioned how do you know if it is a service dog.

Ms. Salla stated they must where their vests marked service dogs.

Commissioner Williams-Zabicki asked Mrs. Zymroz who works at the park her input.

Mrs. Zymroz stated she felt one of the reasons there should not be dogs at the park is, you have kids playing soccer, dogs' poop in the grass, you have kids sliding in the grass and will slide into the feces. She was at the concert on Sunday, two (2) people had their dogs going to the bathroom over by the pavilion and neither one picked it up. She worked last Thursday and there was a couple that had two (2) big dogs they were walking. They walked them on the sidewalks and went to the bathroom and didn't pick it up. We get called saying they are running the track and should not have to watch where they are running, walking or stepping because of dog feces.

Commissioner Durisko stated it is not the pet's fault, it is the owners.

All other Commissioners agreed.

Commissioner Durisko was at Collier Park and he watched a guy walking his pet and the guy watched his pet poop, looked at him and then back at the pet and never picked it up. He was very furious.

Commissioner Ruffennach people do this at the dog park also.

Mr. Thauvette asked the Board if they want to amend the current Ordinance to remove the allowance of pets in the park.

Commissioner Macino questioned if we have gotten any other complaints from other parks.

Ms. Salla stated she has witnessed same thing at Kelly Park.

Commissioner Williams-Zabicki questioned what authority they would give Ms. Barry.

Commissioner Durisko stated Ms. Barry can approach the person with the pet and tell them no pets are allowed per the ordinance.

Mr. Thauvette will put together the language to amend the ordinance for pets.

9. ***Nepotism Policy.*** Mr. Thauvette questioned the Board how they want to move forward with this and how strict they want it to be.

Commissioner Williams-Zabicki stated one Commissioner should put together the proposal for all the Board to look at and then decide.

Commissioner Durisko stated he would spear head the policy and put together an example for the Board.

Mr. Thauvette and Commissioner Durisko will meet to discuss the policy.

10. ***CONNECT Meeting.*** Mr. Thauvette and Commissioner Williams-Zabicki attended the CONNECT meeting and they both felt it was beneficial and extended the invitation to the other Commissioners to attend the meeting as well.

V. OTHER BUSINESS:

Commissioner Ruffennach questioned if the Township was waiting for the CTMA to take over the sewer line or is the CTMA waiting on the Township.

Mr. Thauvette stated the CTMA did provide the Township with a two (2) page agreement. The agreement raised a lot of questions from the Township's Solicitor. The Township will be providing a response to the CTMA. The concerns were around payment associated with it and where that number came from and the Township remaining liable for certain aspects.

Commissioner Ruffennach questioned when the Township received the letter from the CTMA.

Mr. Thauvette stated before last Thursday.

Commissioner Ruffennach stated then you have the letter and it is in the Township Solicitor's hands.

Mr. Thauvette stated yes. Mr. Means is away and will give us a response when he gets back.

Commissioner Durisko questioned is the Township will give them a counter proposal.

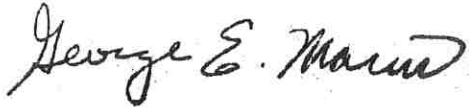
Mr. Thauvette stated yes and no. We asked the CTMA to provide us with an agreement since they will be the buyer.

Commissioner Ruffennach questioned who will write the Resolution.


Mr. Thauvette stated the Township will write the Resolution. Securities and protections must be in place for both parties.

VI. ADJOURNMENT:

Motion was made by Commissioner Durisko; seconded by Commissioner Ruffennach; to adjourn the workshop meeting at 8:05 p.m. By unanimous vote of the Board the motion passed.



George E. Macino – President
Board of Commissioners



Valerie A. Salla
Township Secretary