

**MINUTES
COLLIER TOWNSHIP BOARD OF COMMISSIONERS**

REGULAR MEETING

September 23, 2019

7:00 P.M.

I. CALL TO ORDER: President Macino called the 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. - Present
Dawn Williams-Zabicki- Absent
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
Rochelle Barry, Parks Director – Absent
Jeff Hinds, Finance Director - Present
Kyle Thauvette, Township Manager – Present
Valerie Salla, Township Secretary – Present

C. EXECUTIVE SESSION – There were two(2) held prior to the meeting for personnel and legal matters.

II. APPROVAL OF MINUTES:

A. August 14, 2019 – Board of Commissioners Regular Meeting

Motion was made by Commissioner Durisko, second by Commissioner Ruffennach 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 August and would be happy to answer any questions the Board might have.

Solicitor Means added the following:

1. *Road Litigation*. Preliminary objections and agreements are due October 9th at 10:30 AM.
2. *Cargnoni Law Suite*. Pleadings have now all been filed as the end of last week.

There were no questions or comments.

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

Mr. Wingrove stated the road program is ongoing and making progress.

Commissioner Durisko questioned what the estimate date of completion will be.

Mr. Wingrove stated it will probably be a couple more weeks.

There were no other questions or comments.

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

Mr. Thauvette added the following:

1. *Paving*. He spoke to one of the owners of Young Blood Paving today. He will be taking a crew to Steen Road tomorrow if possible. The Public Works wrapped up today on Steen Road. Steen Road binder should be started later this week. This leaves Fort Pitt Road as an outstanding item for the road paving program. The oil and chip season is pretty much over or nearing the end. The options are to extend and leave the contract open for next year and finish Fort Pitt in the Spring or we can close out the contract, save some money and re-bid the project depending what the Board would like to do.
2. *Vanadium Road*. There has been a lot of confusion with when Vanadium Road is closing for construction. Originally it was to be closed today. The railroad is repairing the tracks at the bottom of the hill. Due to poor communication between the railroad, PennDot and the County, they have pushed that back to the week of October 7th to October 11th. Our Police Department will be working the traffic signal during rush hour times. Avoid this area during that week if you can.
3. *Thoms Run Road*. There has been confusion with the County on a section of Thoms Run Road that was to be closed in October. The County Public Works put the wrong signs up in the wrong location for the wrong days for the road to be closed for the wrong amount of time. He still hasn't gotten any conformation from the County what work is being done or when it is being done. Once he is given the information from the County. He will put it on the website.

4. *Collierfest*. Kick off party on Friday from 6:00p.m. to 10:00p.m. There will be music, food, adult and youth beverages for purchase. Tim Earl is the main attraction for music. There will also be a charity bike night for motorcycles. Then Saturday from 2:00p.m. to 9:00p.m. there will be fun for the whole family and fireworks at the end of the night.

Commissioner Durisko questioned if there are any foreseen closures for Steen Road for paving.

Mr. Thauvette stated Youngblood Paving would like to keep it closed if possible so they can get it done quicker. It would be closed during the day and opened back up at dusk.

Commissioner Chiurazzi stated they close Steen Road and what is happening on Vanadium Road.

Mr. Thauvette stated they are replacing the railroad crossing.

Commissioner Chiurazzi questioned if this was in Collier and is it the rail company.

Mr. Thauvette stated yes, it was right on the border of Scott and Collier.

Commissioner Chiurazzi questioned what is being done on Thoms Run Road.

Mr. Thauvette stated he didn't know.

Commissioner Chiurazzi stated they were going to pave it, but they saved that to do in 2020.

Mr. Thauvette stated they saved that for 2020, it was a little more expensive than they thought.

5. *Smart Board*. Should be in later this week and ready for the next meeting. All Sharp products were held up in customs earlier this month.

Commissioner Chiurazzi asked Mr. Thauvette if he could get a text message of the events happening in Collier Township so he doesn't show up late for the events. He needs reminders.

Mr. Thauvette replied absolutely.

There were no other questions or comments.

D. Building/Codes: Since there is not a Building and Codes Officer, Mr. Caun stated he would answer any questions the Board may have.

Commissioner Macino advised Mr. Caun to go ahead with his report for the Planning/Development/Zoning.

There were no questions or comments.

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

Mr. Hinds added the following:

- Budget worksheet papers have been delivered to all the Directors. If they have not been in touch with you yet they probably will within the next couple of days to set up a meeting to go over their individual budgets.
- Taxes have been coming in as expected. We are about \$18,000 short right now for taxes paid at discount which we should easily make that by the end of this month.
- There are some large disbursement in this month's requests for funding the MMO's for the 2019 Pension Plans for Police and the Non-Uniform.

There were no questions or comments.

- F. Parks and Recreation Report:** Ms. Barry was unable to attend the meeting and submitted a written report prior to the meeting to the Board for the month of August.

Mr. Thauvette added the following:

- It's **CollierFest** week and everyone over at the Community Center are working on it. One of the front desk ladies has been running around picking up donations for the gift baskets. Bob Palmosina has been working with Rochelle and Rob getting things set up including the tents and booths. One of the vendor's coming purchased the log jammer from Kennywood and they are bringing a log for people to sit in and take pictures.
- **Dog Park.** It was to be under construction. He went to check on the progress of the fence being put up and saw it was not started yet. He is trying to coordinate a start date for them because we are ready for the fence to be installed.

There were no questions or comments.

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

Mr. Caun added the following:

- The Planning Commission reviewed the proposed overlay District for a PRD (Planned Residential Development) in the PED (Planned Economic District) Zoning District for property between 10 and 30 acres. We are still waiting for the County review letter which should be here later this week. The 30th day review was September 21st. There is no time deadline on this and will probably be voted on at their next meeting.

- *Gregg Station Conservation Subdivision.* The original Court approval was for 70 lots. At the time of approval before this Board, they could only fit 68 lots due to some wetland concerns. They met with the Dep and worked out those issues and now they can add those additional two (2) lots which the Commissioners will see on a future agenda. The Planning Commission met with them on September 19th and the only items is they are requesting a grading ordinance waiver for a bench below one of the walking trails. The Planning Commission does recommend approve the waiver. The other is the recreation open space. Last time this went to amenities to be on the Panhandle Trail and to date, Mr. Caun did not have any information that they have an agreement with the Panhandle Trail Association, so the Planning Commission is waiting to see that agreement before they move on. The extra two (2) lots will add \$3,200.00 making the total \$112,000 so the Board will have to decide if you want that to keep going to the amenities or should that be a lump fee in lieu to the Township.

Commissioner Durisko stated there was never a requirement for there to be a trail association agreement for that money to be spent originally.

Mr. Caun stated they planned amenities for that.

Commissioner Durisko stated the amenities for planned for the development which happened to be located next to or adjacent to the Panhandle Trail and not on the Panhandle Trail.

Mr. Caun stated he will look at it again and from what he understood they were going to enter into an agreement with the Trail Association to have those amenities on the trail.

Commissioner Durisko stated that was never done to your knowledge.

Mr. Caun replied not the he knows of. The engineers have somewhat of a plan.

Mr. Wingrove stated they have a plan that there are still some outstanding comments regarding the required financial security, the location of the amenities and the amount of the amenities as it is proposed now. There is some on their property and some that go over across the Panhandle Trail.

Commissioner Durisko stated that will definitely require an agreement with the Trail Association before that will proceed.

Mr. Wingrove stated that is one of the requirements that needs to happen through either an easement or an agreement that they can have those improvements encroach across the line

Commissioner Durisko questioned by them applying for the two (2) additional houses, this reopens the \$108,000 question of whether this money should be spent for that housing complex or come to the Township to be disbursed towards the parks. It is a new application.

Mr. Caun stated the Solicitor should answer whether we can go back on that or not.

Solicitor Means stated he can not answer that now and needs to go back and see what the terms of the approval were, the Ordinance and the testimony. He does not have those in front of him.

Commissioner Chiurazzi stated there is nothing new about it. The Judge granted 70 lots.

Commissioner Durisko stated he was not talking about that. He is only talking about the \$108,000.00 going towards a bike repair station.

Commissioner Chiurazzi stated “and now we are going to get \$120,000.00.

Commissioner Durisko and that is the question as to where that money gets allocated too. If an agreement were not reached with the Trail Association, now you have far less room to build a bike repair shop.

Commissioner Chiurazzi stated he is not building a bike repair shop.

Commissioner Durisko stated that is what is proposed.

- *Steen Road Partners.* The sit-down restaurant was tabled. The applicant was not ready with the application.

Commissioner Chiurazzi questioned if it is tabled because they are not going to do it or is it because they need to come more prepared.

Mr. Caun stated they need to be a little more prepared. There were some storm water problems trying to find where all the stormwater is located. The Planning Commission will not move on a plan that is not complete unless it is something that is out of the developer’s control such as other governmental permits.

- ***Zoning Hearing Board.*** Will meet on October 15th. Ladd Construction was approved a few years ago for a townhouse building on the corner of Hilltop and Dorrington Roads. It has a 50 ft. set back from Hilltop and Dorrington. In the lay out of the building there is a first floe master and they can’t make it work and are going to request a 30ft front yard setback. The adjacent townhouse lots have a 20ft front yard setbacks.
- ***Zoning Hearing Board.*** Will also here on October 15th a request from the Bank of America to construct a bank at the old pizza hut location on

Washington Pike. Pizza Hut currently sits 9ft from the side yard. We have a 20ft. requirement and Bank of America is requesting to keep that 9ft. side yard because the lot is very narrow and they will have a drive through ATM.

Commissioner Macino questioned if they are going to demolish the pizza hut building.

Mr. Caun stated yes. Pizza Hut will be moving to Collier Town Square to be more of a take-out service.

Commissioner Chiurazzi questioned if there is any news on the Taco Bell building all boarded up.

Mr. Caun stated there has been nothing yet.

Commissioner Macino asked Mr. Caun to briefly state what happened at the public hearings this evening.

Mr. Caun stated Sheetz applied for an inter-municipal liquor license transfer. The hearing was at 6:30p.m. today and was advertised two (2) weeks in the paper, not less than 7 days and not more than 30 days. There was a question about will it strictly be take out. Sheetz did mention they will have tables and chairs. The PA Liquor Control Board requires liquor licenses to all for consumption on the property. Sheetz itself limits its customers to two (2) beers, per day, per customer. Their experience is little to none. No one sits in a Sheetz store to drink beer. They generally take it out.

Commissioner Macino stated he thinks that is consistent with the supermarkets that have secured any kind of liquor license locally here. They have tables and they limit the purchase on site consumption to two (2) beers.

Mr. Caun stated that is correct and Sheetz will not have a bar with taps for drafts. It is strictly six (6) pack types take it and go.

There were no other questions or comments.

- H. Public Safety – Fire Department Report:** A written report was submitted for the month of August prior to the meeting. Andy Giroski, President of the Rennerdale VFD was present to answer any questions the Board may have.

The Commissioners commented on the nice report and how thorough it was.

Mr. Giroski stated they assisted with the fire in Carnegie, PA at the Honas Wagner Apartments. High rise apartments are the most dangerous and difficult to fight and help evacuate residents because they must be carried down the stairs because the elevators are shut down.

Commissioner Macino thanked Mr. Giroski.

There were no questions or comments.

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

Chief Campbell added the following:

- Officer Elway had his first full month as an SRO at the primary school. He is working well with the administrators, school staff and parents. There has been nothing but glowing reports about him.
- Safety Coordinator/School Police Officer started and our SRO's have been doing their best to get him acclimated and make him feel welcome so we can work in harmony with him in the future.
- Tentative schedule for October 4th between 9:00a.m. and 11:00 a.m. we are doing Coffee on the Cops. The Police Association has partnered with Star Bucks and we provide free coffee. The information will be on the Facebook page. There was a very good response last time.

Commissioner Chiurazzi stated that Officers Oslick and Elway are owed our gratitude for what they do. They are not there to look for crime, they are there to help and assist. If a crime occurs, then they will do something. He is really proud of them. If there are any issues with the SPO (School Police Officer) as it relates to our SRO's please come to this Board

Chief Campbell stated we are very fortunate to have these two (2) Officers as SRO's. He doesn't anticipate any problems. He has a good relationship with the Superintendent. He met with the SPO and he knows what his job is and knows what our job is, so I do not see any problems.

Commissioner Chiurazzi stated if there is a crime and the SPO and the SRO are there, is it clear who is taking over?

Chief Campbell stated yes. It is very clear whose job is what. He doesn't want to create a problem where there isn't one. He doesn't see any problems occurring.

There were no other questions or comments.

- J. Public Works Report:** Mr. Palmosina submitted a written report to the Board for the month of August and would be happy to answer any questions the Board may have.

Commissioner Ruffennach stated the Public Works did a nice job on Steen Road.

Commissioner Chiurazzi stated nice job on everything. Public Works received a nice thank you card.

Mr. Palmosina stated Young Blood has done a nice job on the paving program.

Commissioner Macino stated all the Directors have stepped up improving their reports and putting much more information on them so we can see what is actually going on.

There were no other questions or 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.

IV. PUBLIC COMMENT / COMMENT ON NEW BUSINESS:

Kay Downey-Clarke of 2520 Hilltop Road representing the Friends of the Panhandle Trail approached the Board thanking everyone sitting at the tables for their great support. They had an excellent Rock the Quarry 19 this year with the most outside vendors they have ever had and a huge crowd both nights. From the Township particularly the Administration, Val, Kyle and the other workers there, the Police who were there and were invaluable with the lost and found and arranging transportation for handicapped people. We really appreciated that and of course the Public Works. We really could not have done it without their help. She thanked Chuck Means of Goehring, Rutter and Boehm and Lennon, Smith, Souleret Engineers for their donations. She thanked the fire departments of Rennerdale, Presto and Kirwan Heights. She informed the Board that her Son Tim Downey Jr. will be taking over next year. She and Tim presented a picture of "The Old Man in the Quarry" to be hung at the Community Center and explained where the area and location this picture was taken.

The Board thanked Kay and Tim.

Sadie Restivo of 561 Thomas St. Ext. approached the Board with concerns on the development on Steen Road and Route 50 as it pertains to Thomas Street Ext. Thomas Street ext. is zoned a residential gateway district; purpose being to protect the established single family neighborhoods that are located adjacent to the non-residential properties along Route 50. She and her neighbors fully understand the need for business and development but want to be sure safety and the safety of our children are at the top of our Collier Township Commissioners agenda. They are concerned with the traffic that will be using their street as a short cut like they do now to get back to Route 50. They requested a traffic analysis of Thomas Street Ext. be done before construction of any development (Sheetz, Napoli's or whatever it may be) begins as requested by Zoning Ordinance 1902, Traffic Impact Analysis. Other concerns were continued development along Route 50. She acknowledged the Manager for assisting the neighbors having a meeting with the Steen Road Developers to address their concerns about the project. All of the neighbors have requested they be part of conservations regarding the esthetics of the buildings, the

right of ways, the access roads or potential of access roads, the distance of parking and trash from our residents back yards, any liquor license and thing of that nature as development moves forward. They have concerns and want to be a good partner to the neighborhood, the Township and the Developments that come our way.

Commissioner Chiurazzi asked if we are doing that. He would like the same as them.

Mr. Thauvette stated yes, there is a meeting set up.

John King of 1 Summer Drive asked when the Sheetz project will start to build and when the new traffic light is going in at the end of Steen Road.

Commissioner Macino asked Bob Caun to give an update on dates.

Mr. Caun: He did not have an update on dates, but he and Mr. Thauvette spoke to Sheetz last week. They are trying to get PennDot and the utility relocations worked out for the final design. There is a lot of utility work that must be done. We may see some piping and staging on the Sheetz property and maybe a little bit of earth moving. The utility work will be first and hope to start in the Fall and the building beginning in the Spring. PennDot had approved the traffic signal and the traffic improvement plan. Hopefully within the next month or two the utility work will start to happen and the light to be installed by the end of the year.

Commissioner Macino stated we will keep everyone posted as we can when we get the information. This is a big investment on the developer's part and are trying to be good neighbors too. We will pass updated information along at our meetings as we get it.

Mr. King questioned if the Township knows what development might be brought in across from Steen Road and Sheetz.

Mr. Caun stated we do not know of anything yet.

V. NEW BUSINESS:

1. Consider action on Settlers Pointe Phase 2 bond reduction #1. The Township Engineer recommends the Township reduce the bond amount from \$607,544.85 to \$177,068.85, which is 110% of the total cost for the remaining improvements plus 10% of the completed items.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Durisko, to approve the Settlers Pointe Phase 2 bond reduction #1 as stated above. By unanimous vote the motion carried.

2. Consider action on Settlers Pointe Phase One bond reduction #12. The Township Engineer recommends the Township reduce the bond amount from \$366,815.12 to \$335,715.12, which is 110% of the total cost for the remaining improvements plus 10% of the completed items.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Ruffennach, to approve the Settler's Pointe Phase One bond reduction #12 as stated above. By unanimous vote the motion carried.

3. Consider action to contribute the amount of \$18,475.00, to be taken as a reduction of the Sheetz Traffic Impact Fee, for Steen Road & Route 50 Intersection improvements. Improvements to this intersection are noted in the Collier Township Traffic Impact Capital Improvements Plan.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Durisko, to contribute the amount of \$18,475.00 to be taken as a reduction of the Sheetz Traffic Impact Fee as stated above. By unanimous vote the motion carried.

4. Consider action on Resolution 092319-01; A Resolution approving the transfer of Restaurant liquor license No. R-12734 to Sheetz, Inc.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Ruffennach, on Resolution 092319-01 as stated above. By unanimous vote the motion carried.

5. Consider action on Resolution 092319-02; A Resolution approving a Nepotism Policy.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Ruffennach, to approve Resolution 092319-02 as stated above. By unanimous vote the motion carried.

6. Consider action to accept the resignation of Sean Gramz, Zoning/Code Enforcement Officer.

Motion was made by Commissioner Ruffennach, seconded by Commissioner Chiurazzi, to accept the resignation of Sean Gramz as stated above. By unanimous vote the motion carried.

7. Consider action to advertise for the position of Zoning/Code Enforcement Officer.

Motion was made by Commissioner Ruffennach, seconded by Commissioner Chiurazzi, to advertise for the position of Zoning/Code Enforcement Officer. By unanimous vote the motion carried.

VI. ACCOUNT TRANSFERS:

1. Approval of the transfer of \$7,000.00 from the General Fund Account to the Capital Fund Checking Account.

Motion was made by Commissioner Chiurazzi, seconded by Commissioner Durisko, to approve the transfer as stated above. By unanimous vote the motion carried.

VII. APPROVAL OF GENERAL FUND OPERATING ACCOUNT ITEMS:

1. Invoices paid and checks written from September 10, 2019 to September 22, 2019 in the amount of \$207,985.92.
2. Bills requested for payment for September 23, 2019 in the amount of \$567,328.51.

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

VIII. APPROVAL OF CAPITAL INVESTMENT ACCOUNT ITEMS:

1. Invoices Paid from September 10, 2019 to September 22, 2019 in the amount of \$500.00.
2. Bills requested for payment for September 23, 2019 in the amount of \$6,801.16.

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

IX. ADJOURN:

Motion was made by Commissioner Durisko, seconded by Commissioner Macino to adjourn the meeting at 7:46p.m. By unanimous vote the motion carried.

George E. Macino – President
Board of Commissioners

Valerie A. Salla
Township Secretary