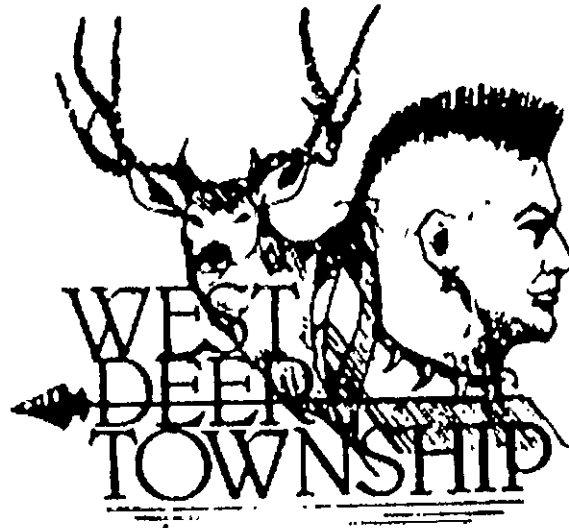


WEST DEER TOWNSHIP SUPERVISORS MEETING



February 21, 2018

6:30 p.m./Executive Session

7:00 p.m./Regular Business Meeting

Members present:
Dr. DiSanti _____
Mrs. Jordan _____
Mr. Karpuzi _____
Mr. Maudhuit _____
Mrs. Romig _____
Mr. Vaerewyck _____
Mrs. Hollibaugh _____

**WEST DEER TOWNSHIP
Board of Supervisors
February 21, 2018**

**6:30 pm: Executive Session
7:00 pm: Regular Business Meeting**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session Held
5. Registered Comments from the Public
6. Comments from the Public
7. Accept minutes
8. Monthly Financial Report
 - A. Finance Officer's Report
 - B. List of Bills
 - C. Tax Refunds
9. Police Chief's Report
10. Building Inspector / Code Enforcement Officer's Report
11. Report from the Parks and Recreation Board
12. Engineer's Report
13. Acceptance: Resignation Letter of Part-time Police Officer
14. Adoption: Resolution No. 2018-3 (Oak Road Plan of Lots No. 2 / Dollar General Planning Module)
15. Authorization: Advertisement of 2018 Road Improvement Project
16. Authorization: Advertisement of Ordinance No. 422 (Acceptance of Streets in Shoff Farms Plan)
17. Award: Cedar Ridge Storm Sewer Rehabilitation Project Bids
18. Award: Police SUV Bids
19. Discussion: Adopt-A-Roadway
20. Discussion: EMS Building Subdivision
21. Discussion: Goals for 2018
22. Committee Reports
23. Old Business
24. New Business
25. Set Agenda: March 21, 2018
26. Comments from the Public
27. Adjournment

1 Call to Order

2 Pledge of Allegiance

3 Roll Call - Mr. Mator . . .

4 Executive Session

REGISTERED COMMENTS FROM THE PUBLIC

- None

5

COMMENTS FROM THE PUBLIC

THE BOARD WILL HEAR COMMENT ON AGENDA AND PUBLIC-RELATED ITEMS AT THIS TIME. PLEASE APPROACH THE MICROPHONE, CLEARLY STATE YOUR NAME AND ADDRESS, AND LIMIT YOUR COMMENTS TO FIVE (5) MINUTES.

6

ACCEPT MINUTES

ATTACHED ARE THE MINUTES OF THE JANUARY 17, 2018 MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACCEPT THE MINUTES OF THE JANUARY 17, 2018 MEETING AS PRESENTED.

MOTION SECOND AYES NAYES

MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

7

West Deer Township
Board of Supervisors
17 January 2018
7:00 p.m.

The West Deer Township Board of Supervisors held their Regular Meeting at the West Deer Township Municipal Building. Members present: Shirley Hollibaugh, Chairwoman; Richard W. DiSanti, Jr., Beverly Jordan, Arlind Karpuzi, Shawn Maudhuit, Joyce A. Romig and Gerry Vaerewyck. Also present were: Daniel J. Mator, Jr., Township Manager; Barbara Nardis, Finance Officer; Douglas Happel, representing Griffith, McCague, & Wallace; and Scott Shoup, representing Shoup Engineering.

PLEDGE OF ALLEGIANCE

Chairwoman Hollibaugh opened and welcomed everyone to the meeting.

Roll Call taken by Mr. Mator – Quorum present.

Chairwoman Hollibaugh announced the Board held an Executive Session at 6:00 p.m. to discuss personnel issues.

REGISTERED COMMENTS FROM THE PUBLIC

- None

COMMENTS FROM THE PUBLIC

- Mr. Scott Woloszyk, Shuster Road
 - Commented on the Township's Annual Clean-Up Day in the spring.
 - Commented and distributed information to the Board regarding an Adopt-A-Highway program.

ACCEPT MINUTES

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to accept the minutes of the December 20, 2017 and January 02, 2018 meetings as presented. Motion carried unanimously 7-0.

MONTHLY FINANCIAL REPORT

Mrs. Nardis read the following Finance Officer's Report:

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
31 December 2017

I - GENERAL FUND:

	<u>December</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	355,446.29	5,914,443.21	96.58%
Expenditures	1,016,305.90	6,061,797.46	98.99%

Cash and Cash Equivalents:

Sweep Account	103,317.38	
		<u>103,317.38</u>

II - SPECIAL REVENUE FUNDS**Cash and Cash Equivalents:****Street Light Fund:**

Sweep Account - Restricted	3,698.26
----------------------------	----------

Fire Tax Fund:

Sweep Account - Restricted	88,136.30
----------------------------	-----------

State/Liquid Fuels Fund:

Sweep Account - Restricted	222,741.82
----------------------------	------------

314,576.38**Investments:****Operating Reserve Fund:**

Sweep Account - Reserved	1,039,755.70
--------------------------	--------------

Capital Reserve Fund:

Sweep Account - Reserved	349,724.73
--------------------------	------------

1,389,480.43**III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:**

0.00	
	<u>0.00</u>

TOTAL CASH BALANCE 12/31/17**1,807,374.19****Interest Earned December 2017****274.99**

	<u>12/1/2017</u>	<u>December</u>	<u>12/31/2017</u>
	<u>Debt Balance</u>	<u>Principal</u>	<u>Debt Balance</u>
		<u>Payment</u>	
Mars National - VFC #3	\$250,697.75	\$2,607.94	\$248,814.23

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to approve the Finance Officer's Report as submitted. Motion carried unanimously 7-0.

LIST OF BILLS

Allegiance Technology Partners.....	1303.94
Amerikohl Aggregates Inc.	824.98
Amerikohl Transport Inc.	303.94
Best Wholesale Tire Co., Inc.....	1025.45
Culverts, Inc.	3360.00
Griffith, McCague & Wallace, PC	1026.00
Jordan Tax Service, Inc.	1862.67
North Hills COG	6500.00
Office Depot.....	271.62
Shoup Engineering Inc.	26139.00
Staley Communications.....	194.97
Toshiba Financial Services.....	482.52
Tristani Brothers, Inc.....	1304.19
Walsh Equipment	930.67

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to pay the List of Bills as submitted, and all approved reimbursable items in compliance with generally accepted accounting practices. Motion carried unanimously 7-0.

UTILITIES AND PAYROLL

At this time, Supervisor Vaerewyck pointed out that the Board passes the motion every month to pay utilities and payroll. He added that the Township is never going to *not* pass this motion, so Mr. Vaerewyck made a motion to pay utilities and payroll from 18 January 2018 to 31 December 2018.

Supervisor DiSanti stated that he felt the timeframe in the motion demonstrated greater transparency, and felt it was a better accounting practice to keep it monitored on the agenda. Dr. DiSanti also indicated that he signs the checks as the Vice-Chair, and that he therefore reviews the bills in a timely matter.

Mr. Mator addressed both supervisors' concerns by stating that Supervisor Vaerewyck was correct in stating that the motion does not need to be made every month – that there is no way to provide bills or paychecks that haven't been paid yet anyhow – and that Dr. DiSanti was also correct in saying the oversight already exists. Mr. Mator therefore assured the Board that whether or not this item was on the agenda, the oversight would occur.

After further comments/discussion, MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Romig to pay utilities and payroll from 18 January 2018 to remainder of the year 31 December 2018. Motion carried unanimously 7-0.

TAX REFUNDS

The Board is in receipt of the list from the Tax Collector requesting the issuance of a real estate tax refund due to assessment changes by Allegheny County for the Year 2017.

2017 REAL ESTATE TAX REFUND

<u>NAME</u>	<u>LOT/BLOCK</u>	<u>AMOUNT</u>
Congalton, Jacob W. /Christina E.	1669-S-39	\$74.14

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Vaerewyck to issue the tax refund as submitted by the Tax Collector. Motion carried unanimously 7-0.

POLICE CHIEF'S REPORT

Chief Jon Lape was present and provided a summary report on the Police Department for the month of December 2017. A copy of the report is on file at the Township. Questions/comments followed.

BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER'S REPORT

Mr. Bill Payne was present and provided a summary report on Code Enforcement for the month of December 2017. A copy of the report is on file at the Township. Questions/comments followed.

PARKS AND RECREATION BOARD REPORT

No meetings were held in November and December. The Parks and Recreation Board will hold their Reorganization and Regular meeting on Wednesday, 24 January 2018 at 7:00 p.m.

ENGINEER'S REPORT

The Board received the Engineer's Report submitted by Shoup Engineering, Inc. Mr. Scott Shoup represented Shoup Engineering, and summarized the meeting attendance and details of his formal report:

Projects

Shoup Engineering provided updates regarding the following engineering projects:

- AVJSA Act 537 Plan Update
 - Mr. Shoup informed the Board that he attended multiple meetings regarding the Act 537 Plan Update. The proposed treatment plant expansion and pump station projects have been given a preliminary cost of \$58,000,000 based on conceptual plans. The Act 537 Plan should be presented to the Township at the beginning of 2018.
- Cedar Ridge Storm Sewers
 - Bid documents and specifications are being prepared, and bid results will be available for the Board's consideration at their February meeting.
- EMS Building Subdivision
 - Mr. Shoup indicated he met with the Solicitor to review the subdivision required to formally create the parcel of land on which the EMS building sits upon. The subdivision will require a survey and plotting of approximately seventeen acres of the School District property. The cost for preparation of the survey subdivision would be \$4,600.00.

Development/Subdivision Reviews

- Oak Road Plan of Lots No. 2
 - A review of this 2 Lot subdivision was performed, and letters were issued to the Township on 11/13/17 and 12/15/17.
- Dollar General
 - A review of this land development plan was performed, and letters were issued to the Township on 11/15/17, 12/15/17 and 1/11/18.

ADOPTION: RESOLUTION 2018-1 (LICK ROAD BRIDGE AND RIGHT-OF-WAY)

A RESOLUTION ACCEPTING THE RIGHTS-OF-WAY AND EASEMENTS ACQUIRED BY ALLEGHENY COUNTY TO DEMOLISH AND RECONFIGURE DAWSON RUN BRIDGE NO. 6 ON LICK ROAD.

Allegheny County maintains the No. 6 Bridge Crossing Dawson Run on Lick Road. Lick Road is owned and maintained by the Township. The County proposes to demolish the bridge.

It may be eliminated by relocating Lick Road to intersect Baird Road north of the County-maintained Dawson Run Bridge No. 3. Lick Road traffic can then use Dawson Run Bridge No. 3 to cross Dawson Run.

Mr. Shoup reviewed the plan and recommended the Township agree to accept the portion of the right-of-way for relocated Lick Road.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to adopt Resolution No. 2018-1 authorizing the Chairperson to sign the drawings and documents necessary to accept and record the rights-of-way and easements required for the Lick Road Bridge Project. Motion carried unanimously 7-0.

ADOPTION: RESOLUTION 2018-2 (OPPOSITION TO HB 1620: CELL TOWER PLACEMENT)

A RESOLUTION IN OPPOSITION TO HOUSE BILL 1620, ENTITLED "THE WIRELESS INFRASTRUCTURE DEPLOYMENT BILL."

PA House Bill 1620 would strip municipalities of their zoning rights over the locations of wireless towers and antennae in the public rights-of-way.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to adopt Resolution No. 2018-2 opposing House Bill 1620, entitled "The Wireless Infrastructure Deployment Bill." A roll call vote was taken. Members voting yes: Mrs. Jordan; Dr. DiSanti; Mr. Karpuzi; Mr. Maudhuit; Mrs. Romig; and Mrs. Hollibaugh. Member voting no: Mr. Vaerewyck. Motion carried, 6-yes and 1-no.

AUTHORIZATION: 2018 SALVAGE YARD LICENSE APPLICATIONS

The Township received the following four applications for a 2018 Salvage Yard License in West Deer Township:

- A) Blazczak Salvage, Inc.
- B) Boulevard Auto & Truck Salvage, LLC
- C) IAA Acquisition Corp.
- D) Catanese Brothers Salvage

All four applicants have paid their fees. Mr. Payne inspected the properties in January and submitted the checklists as per Township Ordinance Number 349.

- A) **BLAZCZAK SALVAGE, INC.**
115 Kaufman Road, Gibsonia, PA 15044

The Board received Mr. Payne's inspection/checklist report of the property, and Mr. Payne commented on his report and answered questions.

ALL ITEMS ON THE CHECKLIST PASSED.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to approve the Blazczak Salvage, Inc., application for the 2018 Salvage Yard License. Motion carried unanimously 7-0.

B) BOULEVARD AUTO & TRUCK SALVAGE, LLC
1813 Saxonburg Blvd., Tarentum, PA 15084

The Board received Mr. Payne's inspection/checklist report of the property, and Mr. Payne commented on his report and answered questions. He mentioned that the proprietors are in the process of selling the property.

ALL ITEMS ON THE CHECKLIST PASSED EXCEPT:

- No storage/trucks located outside of fence (two Volkswagen Beetles are in front parking lot)
- Opaque fence not less than seven feet or more than twelve feet in height (front fence is leaning and will need to be fixed when ground thaws)

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to approve the Boulevard Auto & Truck Salvage, LLC application for the 2018 Salvage Yard License. Motion carried unanimously 7-0.

C) IAA ACQUISITION CORPORATION
49 Baird Road, Gibsonsia, PA 15044

The Board received Mr. Payne's inspection/checklist report of the property, and Mr. Payne commented on his report.

ALL ITEMS ON THE CHECKLIST PASSED.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Karpuzi to approve the IAA Acquisition Corporation application for the 2018 Salvage Yard License. Motion carried unanimously 7-0.

D) CATANESE BROTHERS SALVAGE
663 Little Deer Creek Valley Road, Russellton, PA 15076

The Board received Mr. Payne's inspection/checklist report of the property and Mr. Payne commented on his report. He stated that there is no salvage business at this time, but that the service station does inspections and mechanical repairs.

ALL ITEMS ON CHECKLIST PASSED EXCEPT:

- No storage/trucks located outside fence (red International truck and white pick-up truck, as well as small amounts of debris/scrap are located by a tree near the yard gate)

After some questions, MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to approve the Catanese Brothers Salvage application for the 2018 Salvage Yard License, conditioned on the resolution of all violations before starting any salvage work. Motion carried unanimously 7-0.

AUTHORIZATION: PUBLIC WORKS TRUCK

The Township received the quote from Tri Star Motors and Walsh Equipment for one new 2018 Ford F550 Super Duty 4x4 cab and chassis – and associated equipment – under the PA COSTARS contract.

2018 Ford 550 Super Duty 4x4 cab & chassis	\$45,565.00
Equipment package which includes body, hydraulics, plow & spreader	\$35,883.00
TOTAL:	\$81,448.00

The Township received copies of multiple financing proposals.

Mr. Vaerewyck commented on financing the vehicle. He pointed out that the Township has \$380,000.00 in the Capital Reserve Fund and he feels the Township is in a financial position to buy it instead of financing the vehicle and save the taxpayers' money rather than paying the finance fees.

After some discussion, MOTION BY Supervisor Karpuzi and SECONDED BY Supervisor Maudhuit to authorize the purchase of one (1) new 2018 Ford 550 Super Duty 4x4 cab and chassis to Tri Star Motors and Walsh Equipment in the total amount of \$81,448.00, and the financing through F.N.B. Commercial Leasing for five years at the rate of 3.09%. A roll call vote was taken. Members voting yes: Mrs. Romig; Mrs. Jordan; Dr. DiSanti; Mr. Karpuzi; Mr. Maudhuit; and Mrs. Hollibaugh. Member voting no: Mr. Vaerewyck. Motion carried, 6-yes and 1-no.

AUTHORIZATION: CODE ENFORCEMENT TRUCK

The Township received the quote from Day Chevrolet, Inc., for one new 2018 Chevrolet Traverse AWD SUV under the SHACOG Joint Purchasing Contract.

2018 Chevrolet Traverse	\$33,677.00
Less Trade-In 2008 GMC Pickup Truck 72,000 Miles	- \$ 7,000.00
Total	\$26,677.00

The Township received copies of the financing proposals

Mr. Payne explained the various problems he has been having with the 2008 pickup truck (transmission, rusting, etc.).

After some discussion, MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to authorize the purchase of one new 2018 Chevrolet Traverse to Day Chevrolet, Inc. in the amount of \$33,677.00 – less trade-in of \$7,000.00 – for a total of \$26,677.00, and financing through F.N.B. Commercial Leasing for three years at the rate of 2.79%. Motion carried unanimously 7-0.

APPROVAL: OAK ROAD PLAN OF LOTS NO. 2

The Planning Commission approved the Oak Road Plan of Lots No. 2 Subdivision Plan at their 21 December 2017 meeting. This is a two lot subdivision located on Oak Road in the I-Industrial and V-Village Overlay Zoning Districts.

The Planning Commission recommended approval of the Oak Road Plan of Lots No. 2. The Board received the review letter from Shoup Engineering dated 15 December 2017 indicating the comments contained in his 13 November 2017 review letter have been satisfactorily addressed.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to approve the Oak Road Plan of Lots No. 2 as per the recommendation by the Planning Commission. Motion carried unanimously 7-0.

APPROVAL: GIBSONIA DOLLAR GENERAL SITE PLAN

The Planning Commission approved the Gibsonia Dollar General Site Plan at their 21 December 2017 meeting. The site plan is for the construction of a Dollar General Store on 1.50 acres located on Oak Road in the I-Industrial and V-Village Overlay Zoning Districts.

The Planning Commission recommended approval with the following conditions:

1. Subject to addressing all items in the 15 December 2017 letter from Shoup Engineering.
2. Add note to site plan that sign is off when the store is closed.
3. Revise landscaping plan to match recommendations noted on plan per Mr. Banks.

4. Add note to site plan that the landscaping and plantings will be maintained.
5. Install bike rack.

The Board received review letters from Shoup Engineering dated 15 December 2017 and 12 January 2018.

Mr. Shoup commented on the plan and his review.

Mr. Timothy Weinman, President of PennTex Ventures – private developer for the Dollar General – was present and commented on the sign lighting and items raised at the Planning Commission meeting and in Mr. Shoup's letters. He also answered additional questions from the Board.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to approve the Gibsonia Dollar General Site Plan as per the Planning Commission's recommendation subject to the conditions as listed above and Shoup Engineering review letter dated 12 January 2018. Motion carried unanimously 7-0.

DISCUSSION: GOALS FOR 2018

Chairwoman Hollibaugh commented on two of the goals that the Board is working on: The Road Program and the Storm Water System.

At this time, Supervisor Vaerewyck distributed a document he created listing what he felt were potential priorities and committees: Roads; Parks; New municipal building/community center; Five-year plan; Housing/derelict properties; Russellton park entrance enhancements; Bairdford community enhancements; Traffic management; Public Water/Sewage; EMS/Fire Protection; and Cataloging assets.

A discussion was held on the list, with Mr. Mator and Supervisor DiSanti stating that the items mentioned are already priorities/projects in process.

Mr. Vaerewyck responded on the topic of water lines, and an argument over the water line process and responsibility between he and Mr. Mator again ensued. Mr. Mator, as in the past, contended that water lines are the responsibility of the water authorities, and that the Township will gladly serve as an intermediary for the residents interested in having water lines installed, and added that the Township has done that in the past – most recently for the residents of Miller, Rittman, and Henry Roads.

Supervisor Vaerewyck disagreed, and stated that the Township should be reaching out to the residents in an effort to install water lines.

Mr. Vaerewyck stated that he felt the Board should choose a few goals and move forward.

After a lengthy discussion, Mrs. Hollibaugh recommended the Board take the information on the goals into consideration, then discuss them at the next meeting.

Supervisor Jordan agreed, as she stated she just received the list and had no time to review it.

Dr. DiSanti indicated he would also like to see the Board continue to work with the Deer Lakes School District / Frazer and East Deer Townships.

DISCUSSION: FORMATION OF COMMITTEES

Chairwoman Hollibaugh read her proposed 2018 Committees:

EMS Committee

Mr. Vaerewyck, Mr. Maudhuit, and Mrs. Romig
Chairman – Mr. Vaerewyck

Engineering & Public Works Committee

Mrs. Romig, Mrs. Hollibaugh, and Mr. Maudhuit
Chairwoman – Mrs. Romig

Financial, Legal & Human Resources Committee

Dr. DiSanti, Mrs. Hollibaugh, and Mr. Karpuzi
Chairman – Dr. DiSanti

Parks and Recreation Committee

Mrs. Jordan, Dr. DiSanti, and Mr. Maudhuit
Chairwoman – Mrs. Jordan

Zoning, Planning, & Code Committee

Mr. Karpuzi, Mrs. Jordan, and Mr. Vaerewyck
Chairman – Mr. Karpuzi

Charter Commission

Mrs. Hollibaugh, Dr. DiSanti, and Mrs. Jordan

Mrs. Hollibaugh asked if there were any comments or concerns, but the Board was in agreement with the list she presented.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to adopt the list, as read. Motion carried unanimously 7-0.

OLD BUSINESS

- Dr. DiSanti questioned the status on the lighting in Russellton.
 - Mr. Mator reported the Township is officially in the LED Program with West Penn Power, and at no cost to the Township. Mr. Mator explained that LED lighting is directional, uses less electricity, and is brighter. He added that Russellton is in the West Penn service area – and is therefore in line for the retrofitting – but that he was informed there are 4,000 light fixtures to be done before they start in the Township.
 - Dr. DiSanti requested that Mr. Mator send a letter to the Owl's Club updating them with the status, and Mr. Mator agreed.

NEW BUSINESS

- Mrs. Jordan commended the Road Crew on the great job they did during the terrible weather, and pointed out that social media also indicated they did a great job with keeping up with the snow and ice.
- Dr. DiSanti commented that the new Board members did an excellent job at their first meeting.
- Mr. Maudhuit commented on the 80's Party in the Park event held each year.
 - He asked the solicitor – because he is a member of the band (Ferris Bueller's Revenge) that plays during the event – whether the band could play, and how payment could be handled without violating the Charter or the Ethics Act.
 - Mr. Maudhuit pointed out that he will personally do the event for free, but that he would want his bandmates to be paid.
 - Mr. Happel indicated that it was legal for the other members to be paid either individually, or to a designated band member.

SET AGENDA: REGULAR BUSINESS MEETING

21 February 2018

6:30 p.m. – Executive Session

7:00 p.m. – Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session Held
5. Registered Comments from the Public
6. Comments from the Public
7. Accept Minutes
8. Monthly Financial Report
 - A. Finance Officer's Report
 - B. List of Bills
 - C. Tax Refunds
9. Police Chief's Report
10. Building Inspector/Code Enforcement Officer's Report
11. Report from the Parks & Recreation Board
12. Engineer's Report
13. Authorization: Cedar Ridge Storm Sewer Lining Bids
14. Authorization: Demolition/71 Norris Lane Bids
15. Authorization: Purchase of Police Vehicle
16. Committee Reports
17. Old Business
18. New Business
19. Set Agenda: 21 March 2018
20. Comments from the Public
21. Adjournment

Items Added:

*Adopt-A-Highway

*Act 537 Plan

*EMS Building Subdivision

*2018 Goals

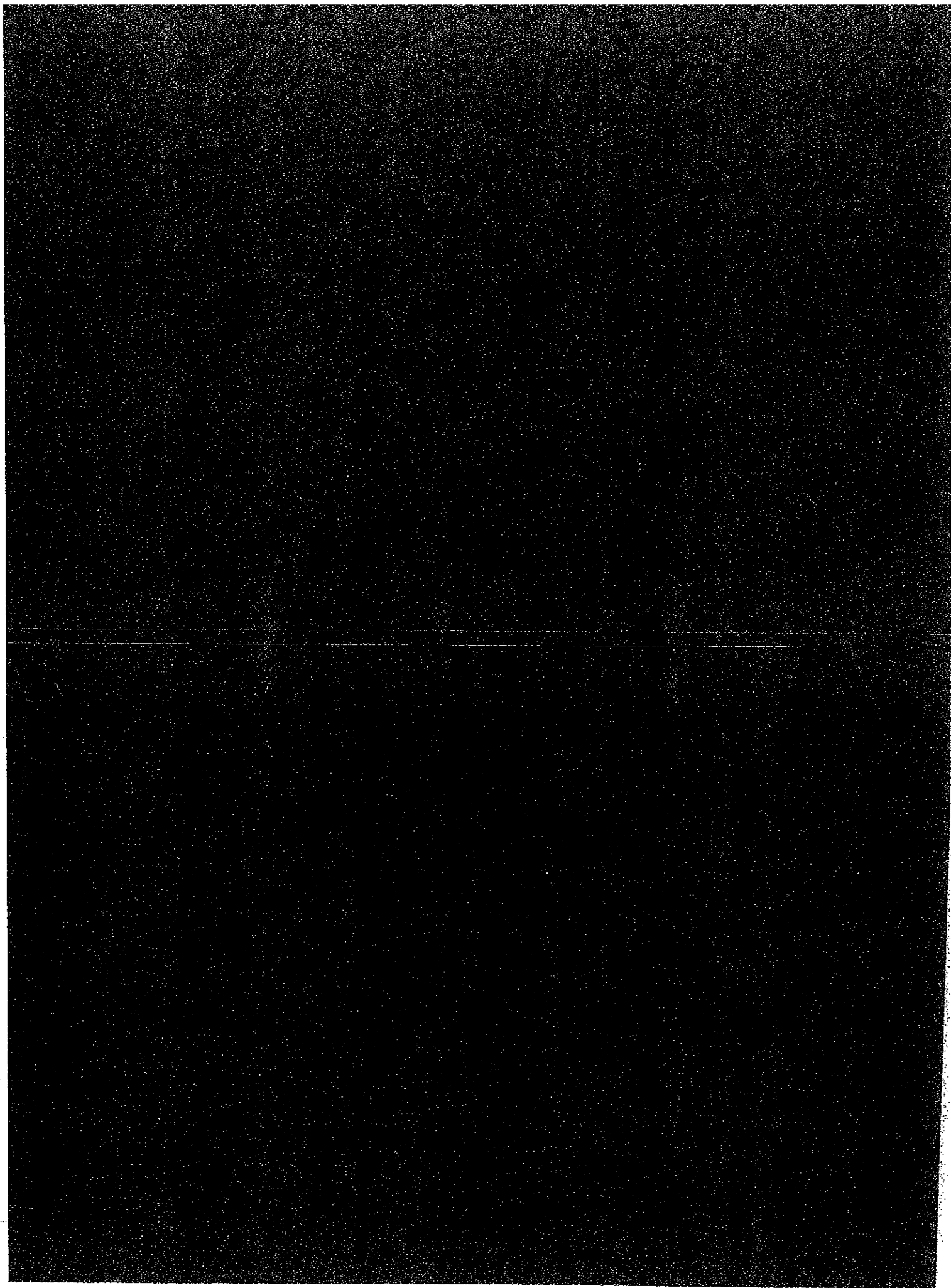
COMMENTS FROM THE PUBLIC

- Mr. Scott Woloszyk, Shuster Road
 - Commented on the water line issues and indicated the water authority attended a meeting last year and their opinion was that there wasn't any money for installing water lines in the Township.
- Dr. DiSanti
 - Recognized the Boy Scouts in attendance. Mr. Earl Fish, Jr., Troop Leader of Troop 169, introduced the scouts in attendance and working towards their merit badges.

ADJOURNMENT

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to adjourn the meeting at 8:40 p.m. Motion carried unanimously 7-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager



MONTHLY FINANCIAL REPORT

A) FINANCE OFFICER'S REPORT

MRS. NARDIS.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPROVE THE FINANCE OFFICER'S REPORT AS SUBMITTED.

	MOTION	SECOND	AYES	NAYES
DR. DISANTI	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS.HOLLIBAUGH	___	___	___	___

8-A

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
January 31, 2018

I - GENERAL FUND:

	<u>January</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	320,519.40	320,519.40	5.51%
Expenditures	365,584.24	365,584.24	6.28%

Cash and Cash Equivalents:

Sweep Account	145,250.68	145,250.68
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II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted	7,609.18
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Fire Tax Fund:

Sweep Account - Restricted	26,693.21
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State/Liquid Fuels Fund:

Sweep Account - Restricted	185,524.03	219,826.42
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Investments:

Operating Reserve Fund:

Sweep Account - Reserved	805,940.89
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Capital Reserve Fund:

Sweep Account - Reserved	349,728.58	1,155,669.47
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III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

0.00	0.00
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TOTAL CASH BALANCE 1/31/18

1,520,746.57

Interest Earned January 2018

279.94

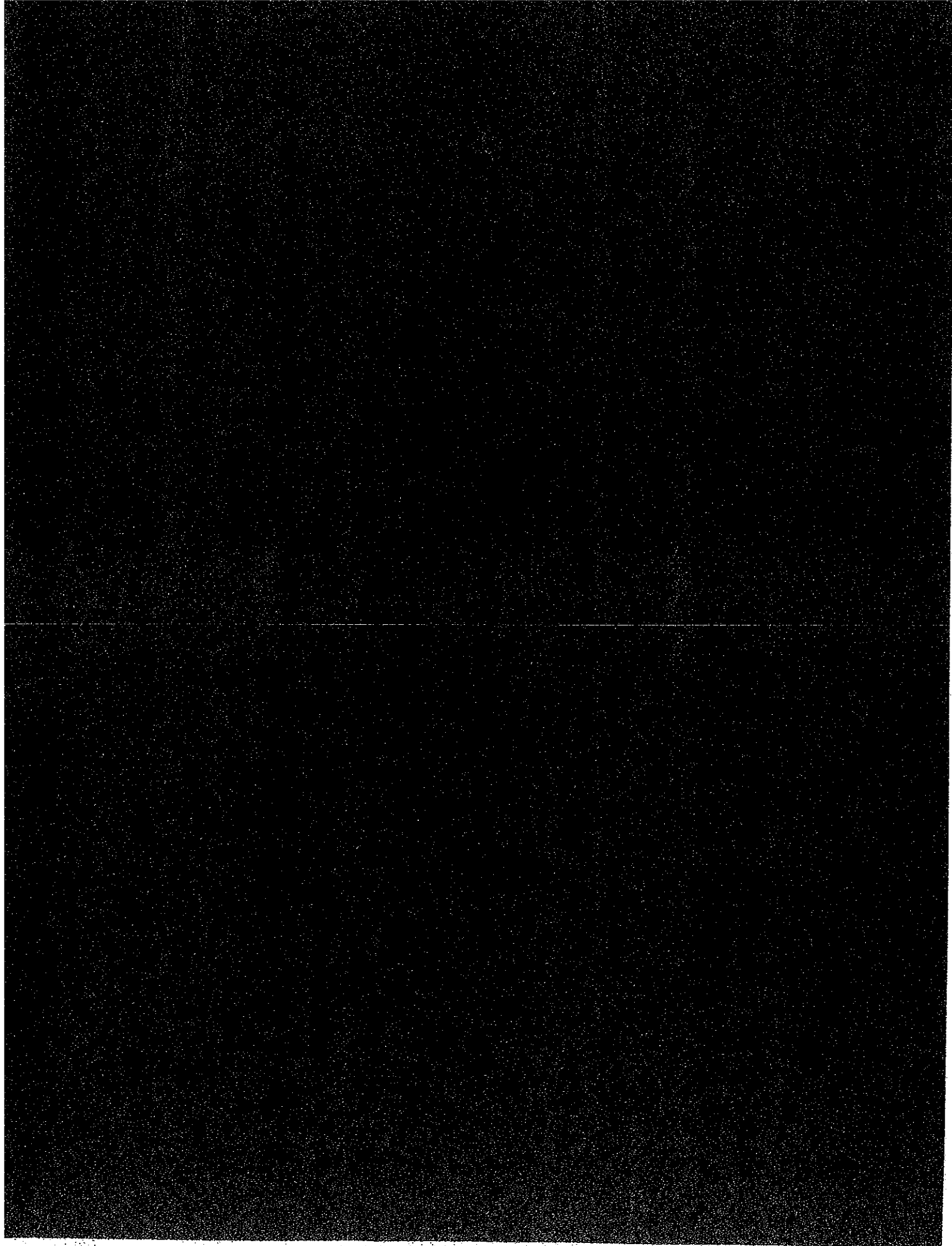
	<u>1/1/2018</u> <u>Debt Balance</u>		<u>January</u> <u>Principal</u> <u>Payment</u>	<u>1/31/2018</u> <u>Debt Balance</u>
Mars National - VFC #3	246,648.22	\$	2,607.94	244,687.05

Restricted - Money which is restricted by legal or contractual requirements.

Reserved - Money which is earmarked for a specific future use.

INTEREST EARNED - 2018

	<u>JANUARY</u>	<u>YTD</u>
GENERAL FUND	\$9.40	\$9.40
STREET LIGHT FUND	\$0.33	\$0.33
FIRE TAX FUND	\$23.90	\$23.90
OPERATING RESERVE	\$35.22	\$35.22
STATE FUND	\$207.24	\$207.24
CAPITAL RESERVE	<u>\$3.85</u>	<u>\$3.85</u>
TOTAL INTEREST EARNED	<u>\$279.94</u>	<u>\$279.94</u>



B) LIST OF BILLS

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO PAY THE LIST OF BILLS AS SUBMITTED, AND ALL APPROVED REIMBURSABLE ITEMS IN COMPLIANCE WITH GENERALLY ACCEPTED ACCOUNTING PRACTICES.

MOTION SECOND AYES NAYES

MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS. JORDAN	___	___	___	___
DR. DISANTI	___	___	___	___
MR. KARPUZI	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

8-B

WEST DEER TOWNSHIP

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

By Name

Cutoff as of: 12/31/9999

Time: 2:17 pm
Date: 02/15/2018

Page: 1

Due Dates: 02/15/2018 thru 02/15/2018

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00337	AMERIKOHL AGGREGATES Road: Limestone	430.372 0118	29282 01/29/2018	1311.15 02/15/2018 01/30/2018				1311.15		N
Name: AMERIKOHL AGGREGATES INC										
00338	AMERIKOHL TRANSPORT Road: Delivery of Li	430.372 0118	22498 01/29/2018	692.29 02/15/2018 01/30/2018				692.29		N
Name: AMERIKOHL TRANSPORT INC										
00553	BEST WHOLESALE TIRE Police: Car#39-R&R Fr	410.374 0118	10837 01/16/2018	998.55 02/15/2018 02/07/2018				998.55		N
00553	BEST WHOLESALE TIRE Police: Car#33-Batter	410.374 0118	11107 01/02/2018	200.00 02/15/2018 02/07/2018				200.00		N
00553	BEST WHOLESALE TIRE Police: Car#38-clean/	410.374 0118	11173 01/10/2018	130.00 02/15/2018 02/07/2018				130.00		N
00553	BEST WHOLESALE TIRE Police: Car#36-grease	410.374 0118	11178 01/10/2018	52.65 02/15/2018 02/07/2018				52.65		N
00553	BEST WHOLESALE TIRE Police: Car#35-brea	410.374 0118	11208 01/16/2018	45.00 02/15/2018 02/07/2018				45.00		N
00553	BEST WHOLESALE TIRE Police: Car#31-rotati	410.374 0118	11239 01/18/2018	60.68 02/15/2018 02/07/2018				60.68		N
00553	BEST WHOLESALE TIRE Police: Car#38-air fl	410.374 0118	11258 01/22/2018	319.78 02/15/2018 02/07/2018				319.78		N
00553	BEST WHOLESALE TIRE Police: Car#37-real r	410.374 0118	11298 01/26/2018	414.70 02/15/2018 02/07/2018				414.70		N
Name: BEST WHOLESALE TIRE CO, INC										
10315	GRIFFITH, MCCAGUE & Legal Services-Gener	404.111 0118	272500 01/31/2018	912.00 02/15/2018 02/13/2018				912.00		N
10315	GRIFFITH, MCCAGUE & Legal Services-W D A	404.111 0118	272501 01/31/2018	38.00 02/15/2018 02/13/2018				38.00		N
10315	GRIFFITH, MCCAGUE & Legal Services-Home	404.111 0118	272502 01/31/2018	180.50 02/15/2018 02/13/2018				180.50		N
Name: GRIFFITH, MCCAGUE & HAPPEL, PC										
				1130.50				1130.50		

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Page: 2

Due Dates: 02/15/2018 thru 02/15/2018

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00005	HEI-WAY, LLC Road: Cold Patch	430.372 0118	80110004 01/11/2018	161.42	02/15/2018	01/12/2018		161.42		N
00005	HEI-WAY, LLC Road: Cold Patch	430.372 0118	80111004 01/12/2018	247.46	02/15/2018	01/17/2018		247.46		N
Name: HEI-WAY, LLC				408.88				408.88		
00737	INTECH WORLDWIDE Police:Support Contr	407.273 0118	2017503 01/12/2018	3495.00	02/15/2018	01/23/2018		3495.00		N
Name: INTECH WORLDWIDE				3495.00				3495.00		
00106	JORDAN TAX SERVICE, INC. Delinquent R E Tax C	403.140 0118	1-C-#134 01/19/2018	647.00	02/15/2018	01/22/2018		647.00		N
Name: JORDAN TAX SERVICE, INC.				647.00				647.00		
00362	KRESS TIRE Road:Mount/Dismount	430.374 0118	9683-42 01/15/2018	40.00	02/15/2018	01/17/2018		40.00		N
00362	KRESS TIRE Road Backhoe:TIREs	430.372 0118	9691-7 01/23/2018	606.00	02/15/2018	01/24/2018		606.00		N
Name: KRESS TIRE				646.00				646.00		
00481	MARK C TURNLEY Progress Billing-y/E	402.311 0118	1/30/18 01/30/2018	2600.00	02/15/2018	02/01/2018		2600.00		N
Name: MARK C TURNLEY				2600.00				2600.00		
00657	OFFICE DEPOT Police: Task Force S	410.550 0118	102099835001 01/29/2018	43.90	02/15/2018	02/13/2018		43.90		N
00657	OFFICE DEPOT Police: office Suppl	410.210 0118	102100729001 01/29/2018	52.47	02/15/2018	02/13/2018		52.47		N
00657	OFFICE DEPOT Office Supplies	406.210 0218	104923389001 02/06/2018	180.73	02/15/2018	02/15/2018		180.73		N
00657	OFFICE DEPOT Police: office Suppl	410.210 0118	994708268001 01/08/2018	146.41	02/15/2018	01/22/2018		146.41		N
00657	OFFICE DEPOT Police: office Suppl	410.210 0118	994708269001 01/08/2018	49.68	02/15/2018	01/22/2018		49.68		N

WEST DEER TOWNSHIP

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

By Name
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Page: 3

Due Dates: 02/15/2018 thru 02/15/2018

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00657	OFFICE DEPOT Police: office suppl	410.210 0118	998649026001 01/18/2018	40.15 02/15/2018	01/26/2018			40.15		N
00657	OFFICE DEPOT Office Supplies	406.210 0118	999403964001 01/22/2018	233.99 02/15/2018	02/01/2018			233.99		N
00657	OFFICE DEPOT Cleaning Supplies	409.226 0118	999403964001 01/22/2018	65.87 02/15/2018	02/01/2018			65.87		N
Name: OFFICE DEPOT				813.20				813.20		
00830	SHOUP ENGINEERING IN Engineering: Calvert	408.316 0118	18-32 01/31/2018	75.00 02/15/2018	02/05/2018			75.00		N
00830	SHOUP ENGINEERING IN Engineering: Dollar	408.316 0118	18-33 01/31/2018	175.00 02/15/2018	02/05/2018			175.00		N
00830	SHOUP ENGINEERING IN Engineering: Hampshi	408.316 0118	18-34 01/31/2018	50.00 02/15/2018	02/05/2018			50.00		N
00830	SHOUP ENGINEERING IN Engineering: Miscel1	408.313 0118	18-35 01/31/2018	1075.00 02/15/2018	02/05/2018			1075.00		N
00830	SHOUP ENGINEERING IN Engineering: Shoff F	408.316 0118	18-36 01/31/2018	25.00 02/15/2018	02/05/2018			25.00		N
Name: SHOUP ENGINEERING INC.				1400.00				1400.00		
00674	STALEY COMMUNICATION POL:Radio Equipment	410.328 0218	89556 02/02/2018	137.50 02/15/2018	02/05/2018			137.50		N
00674	STALEY COMMUNICATION Road:Radio Equipment	430.327 0218	89557 02/02/2018	57.47 02/15/2018	02/05/2018			57.47		N
Name: STALEY COMMUNICATIONS				194.97				194.97		
00067	TRISTANI BROTHERS, I Road:Trk#4-trans cod	430.374 0118	180120 01/31/2018	376.00 02/15/2018	02/06/2018			376.00		N
00067	TRISTANI BROTHERS, I Road:Trk#3-steer col	430.374 0118	180121 01/31/2018	942.96 02/15/2018	02/06/2018			942.96		N
00067	TRISTANI BROTHERS, I Road:Trk#8-clutch ca	430.374 0118	180122 01/31/2018	707.42 02/15/2018	02/06/2018			707.42		N
00067	TRISTANI BROTHERS, I Road:Misc-hyd hose/p	430.374 0118	180123 01/31/2018	562.38 02/15/2018	02/06/2018			562.38		N

By Name
Cutoff as of: 12/31/9999

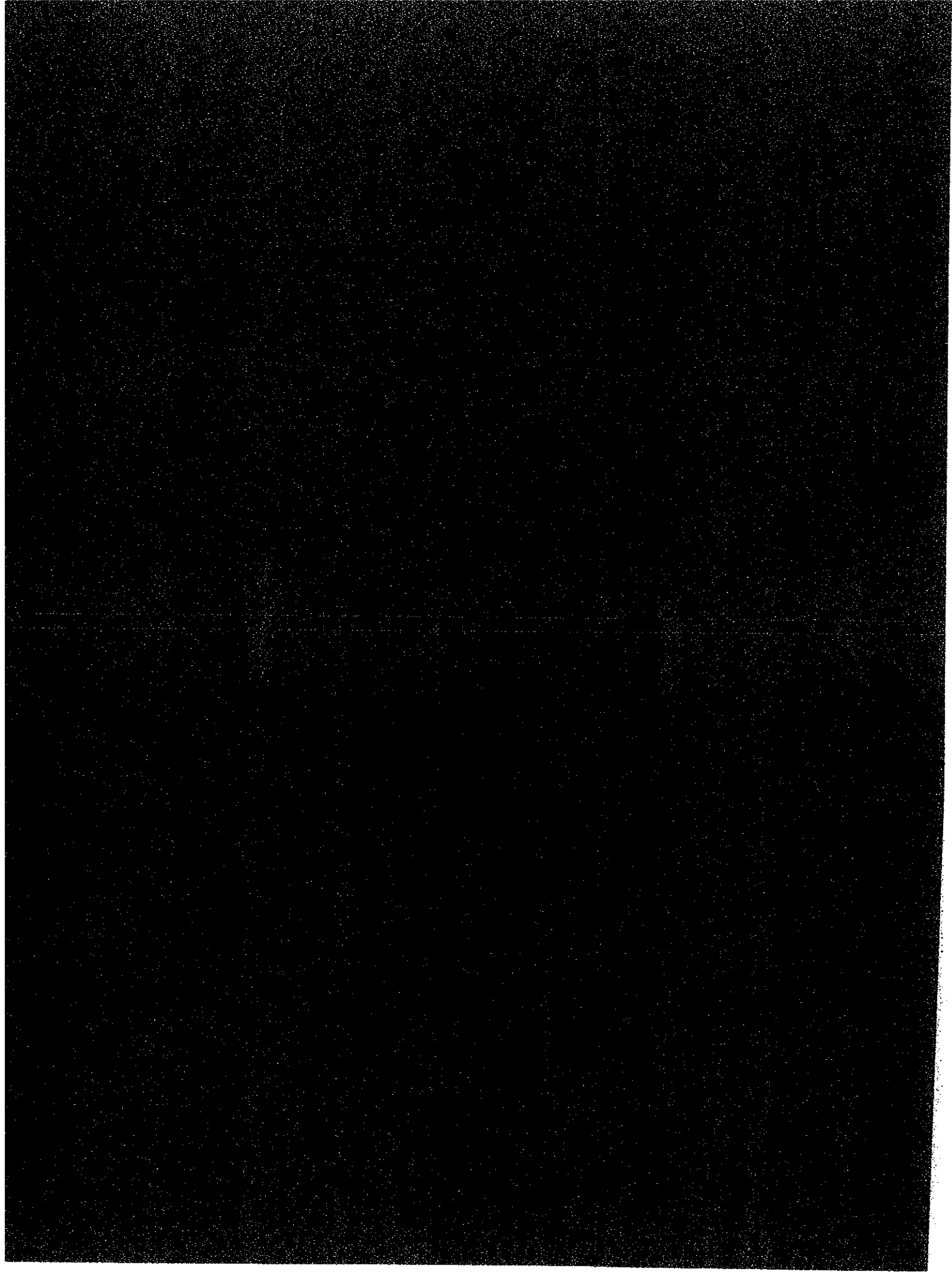
Due Dates: 02/15/2018 thru 02/15/2018

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: TRISTANI BROTHERS, INC.			2588.76				2588.76		
00074 WALSH EQUIPMENT	430.374	P98094	914.07				914.07		
Road:: lift frame/pl	0118	01/24/2018	02/15/2018	01/29/2018				N	
00074 WALSH EQUIPMENT	430.374	P98568	129.00				129.00		
Road:: seal kit/auger/	0218	02/06/2018	02/15/2018	02/08/2018				N	
00074 WALSH EQUIPMENT	430.374	P98697	1455.79				1455.79		
Road:: Parts/auger/car	0218	02/09/2018	02/15/2018	02/13/2018				N	
Name: WALSH EQUIPMENT			2498.86				2498.86		

FINAL TOTALS:

20647.97

20647.97



C) TAX REFUNDS

THE BOARD IS IN RECEIPT OF THE ATTACHED LIST FROM THE TAX COLLECTOR REQUESTING THE ISSUANCE OF A REAL ESTATE TAX REFUND DUE TO ASSESSMENT CHANGES BY ALLEGHENY COUNTY FOR THE YEAR 2017.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ISSUE THE TAX REFUND AS SUBMITTED BY THE TAX COLLECTOR.

(You do not have to read the listthe names, lot & block, & amounts will be typed in the minutes.)

	MOTION	SECOND	AYES	NAYES
--	--------	--------	------	-------

MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

8-C

WEST DEER TOWNSHIP

te: 01/23/18

REAL ESTATE TAX REFUNDS FOR BOARD APPROVAL

Page: 1

me: 11:16:39

January 2018

Refunds Due to County Change Orders

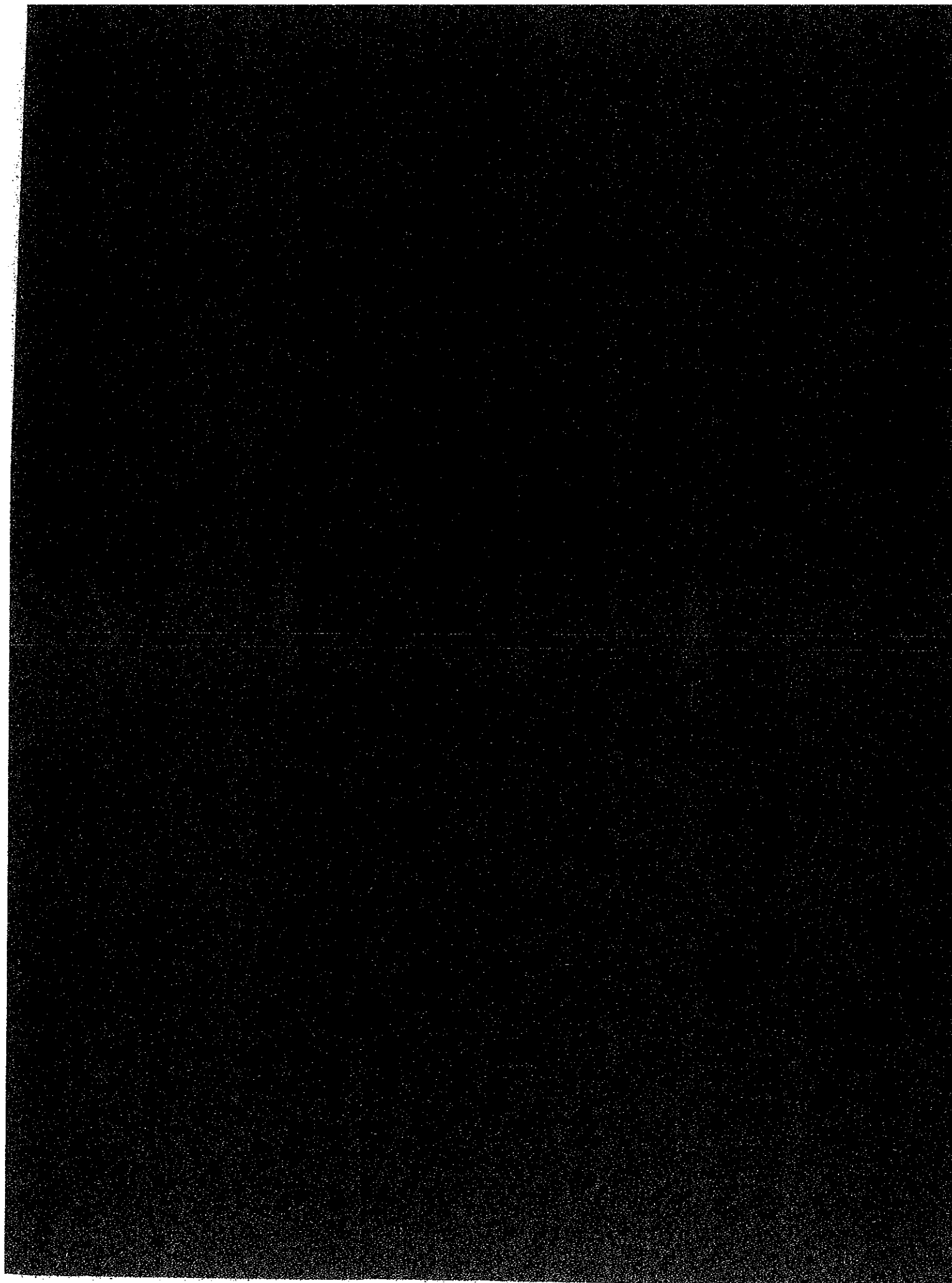
Payable to: SMITH KENNETH B | DONNA M (W)
143 REAGHARD DR
CHESWICK PA 15024

Lot & Block 1511-F-121
143 REAGHARD DR
CHESWICK PA 15024

Refund of 344.75 due for tax year: 2017

Orig Value:	115,300	Orig Tax:	337.85
New Value:	0	New Tax:	-6.90
Exoneration:	115,300	Refund:	344.75

January 2018



POLICE CHIEF'S REPORT

CHIEF LAPE.....

9

OFFICER'S MONTHLY REPORT

TO: Jonathan D. Lape, Chief of Police
FROM: Pam Tedesco, Administrative Secretary
SUBJECT: OFFICER'S MONTHLY REPORT
DATE: February 7, 2018

Attached is the Officer's Monthly Report for January 2018.

PT

Attachment

cc: D. Mator, Manager
S. Hollibaugh, Chairwoman
R. DiSanti
B. Jordan
A. Karpuzi
S. Maudhuit
J. Romig
G. Vaerewyck

OFFICER'S MONTHLY REPORT
JANUARY 2018

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	58		
CALLS FOR SERVICE/FIELD CONTACTS	292		
ALL OTHER CALLS	452		
TOTALS CALLS FOR SERVICE	802		
<u>ARRESTS</u>			
ADULT	8		
JUVENILE	0		
TRAFFIC CITATIONS	2		
NON TRAFFIC CITATIONS	0		
PARKING CITATIONS	0		
WARNINGS	0		
<u>PERSONNEL</u>			
GRIEVANCES FILED BY PLICE OFFICERS	0		
CITIZENS COMPLAINTS ON POLICE OFFICERS	0		
LETTERS COMMENDING POLICE OFFICERS	1		
<u>VEHICLE REPORTS</u>			
TOTAL MILES TRAVELED	9820		
GALLONS OF GASOLINE USED	990.8		
REPAIRS/MAINTENANCE	2221.36		
<u>OVERTIME PAID</u>			
COURT (OFF DUTY)	17		
PRELIMINARY HEARINGS	10		
PRETRIAL	0		
INVESTIGATIONS	4		
ARRESTS	5		
SPEED CHECKS	0		
PRIVATE CONTRACTS	0		
MISC. HOURS - FILLED SHIFTS	0		
MISC. HOURS - ADMIN. HOURS	0		
MISC. HOURS	0		
TOTAL HOURS	36		

Points of Interest

Month of January 2018

Budget as of January 2018 – 8.56%

CHIEF JONATHAN LAPE –

January 11 – Chief Lape, Daniel Mator and John Yourish met with Penn DOT to address state related road issues, one being Russellton/Dorseyville Road

January 11 – Chief Lape/Officer Brian Dobson met the manager and Chief of Police of Millvale to discuss the possibility of their department joining the DUI Task Force

January 12 – Chief Lape/Officers Gizienski/Shurina attended a meeting at Highpoint @ Rebecca Residence relative to community relations

January 16 – attended a Western Chiefs of Police meeting

January 24 – attended a parks & recreation meeting; Chief, Sgts. Loper/Mikus attended a meeting with East Union Church to discuss safety issues

January 29/30 – attended mandatory updates

OFFICER EDWARD NEWMAN – K9 REPORT – January 25 – training West Deer - Drug training – prepared throughout the month for the Explorer's Program

SGT. DARREN MIKUS/OFFICER ROBERT PETOSKY – SRT TRAINING –

January 12 – Training was held at the Harmar Township Port Authority Bus Garage. An inventory of all NHSRT vehicles, munitions and equipment was conducted. Functionality of all equipment was reviewed as well as the need for updating equipment.

January 26 – Training was held in Cranberry Township and consisted of the use of breaching equipment, i.e., exothermic torch, concrete saw and hydraulic spreader/cutters. Additionally drills were conducted on interior movements.

SCHOOL DISTRICT DETAILS –

Ten DARE classes were taught in fifth grade and 14 were taught in 4th grade

January 9/16 – traffic/crowd control school board meeting

January 4, 11, 22 – traffic/crowd control girls basketball games

January 12, 23, 30 – traffic/crowd control boys basketball games

SPECIAL DETAILS/MISCELLANEOUS DETAILS –

January 17/18 – Officers Petosky/O'Connor attended mandatory updates

CORRESPONDENCE:

January 26 – letter to Allegheny County Public Works relative to a drainage matter on Tarentum-Culmerville Road – see below

NOTE: January 31st - Chief Lape received a message from the county that they would inspect the area. The same day Mr. Crnjarich, the complainant, contacted this office and advised that the county stopped by his son Brian's residence and advised Tarentum Culmerville Road is the first road that's to be paved this year. At that time they were already patching the potholes. Hopefully the drainage problem will be addressed when the paving is done.

February 1 – the county called Mr. Crnjarich again to update on paving plans. Not sure if this road will be done this year or not.



STEPHEN A. ZAPPALA, JR.
DISTRICT ATTORNEY

COUNTY OF ALLEGHENY

OFFICE OF THE DISTRICT ATTORNEY

1444 HILLSDALE AVENUE
PITTSBURGH, PENNSYLVANIA 15216
PHONE (412) 388-5300 • FAX (412) 388-5324

RECEIVED
11/17/2017
11/17/2017

December 8, 2017

Chief Jonathan Lape
West Deer Township Police
Municipal Building, Box 2
Russellton, PA. 15076-0002

Dear Chief Lape,

I would like to pass on my thanks and gratitude to you and your department for your attendance at the funeral service for Assistant Chief Rick EALING on December 6th.

Your department's show of professionalism, dedication, and respect to a fellow law enforcement professional was truly moving and appreciated.

Your genuine caring and helpfulness was on display during this sad and difficult day as we laid our brother EALING to rest.

Your assistance was greatly welcomed and appreciated.

Sincerely,

Dennis Logan
Chief- County Detectives
Allegheny County District Attorney's Office



TOWNSHIP OF WEST DEER POLICE DEPARTMENT



JONATHAN D. LAPE
Chief of Police

109 East Union Road • Box 2 • Russellton, PA 15076
www.westdeertownship.com / wdpd@westdeertownship.com

Emergency: 911
Office: 724-265-1100
Fax: 724-265-1140

11/31/2018 Jon said there was a violation
about this. They will check into it.

January 26, 2018

Mr. Stephen Shanley, Director
Allegheny County Public Works Department
542 Forbes Avenue
Pittsburgh, PA 15219

Dear Mr. Shanley:

I'm writing on this occasion to bring to your attention a matter that involves a county owned roadway. A continual drainage problem occurs in the vicinity of 284 Tarentum Culmerville Road. The berm of the road has an uphill grade which does not permit water runoff to make its way to the catch basins causing flooding at this location. Additionally the poor drainage creates many potholes that in turn creates a hazardous condition for motorists driving in this area. It would seem if the berm was graded, the water would then be able to make its way to the catch basin. They were patching

I would like to request the area be inspected to determine what measures can be taken to alleviate this problem. Your assistance in this matter is very much appreciated.

Sincerely,

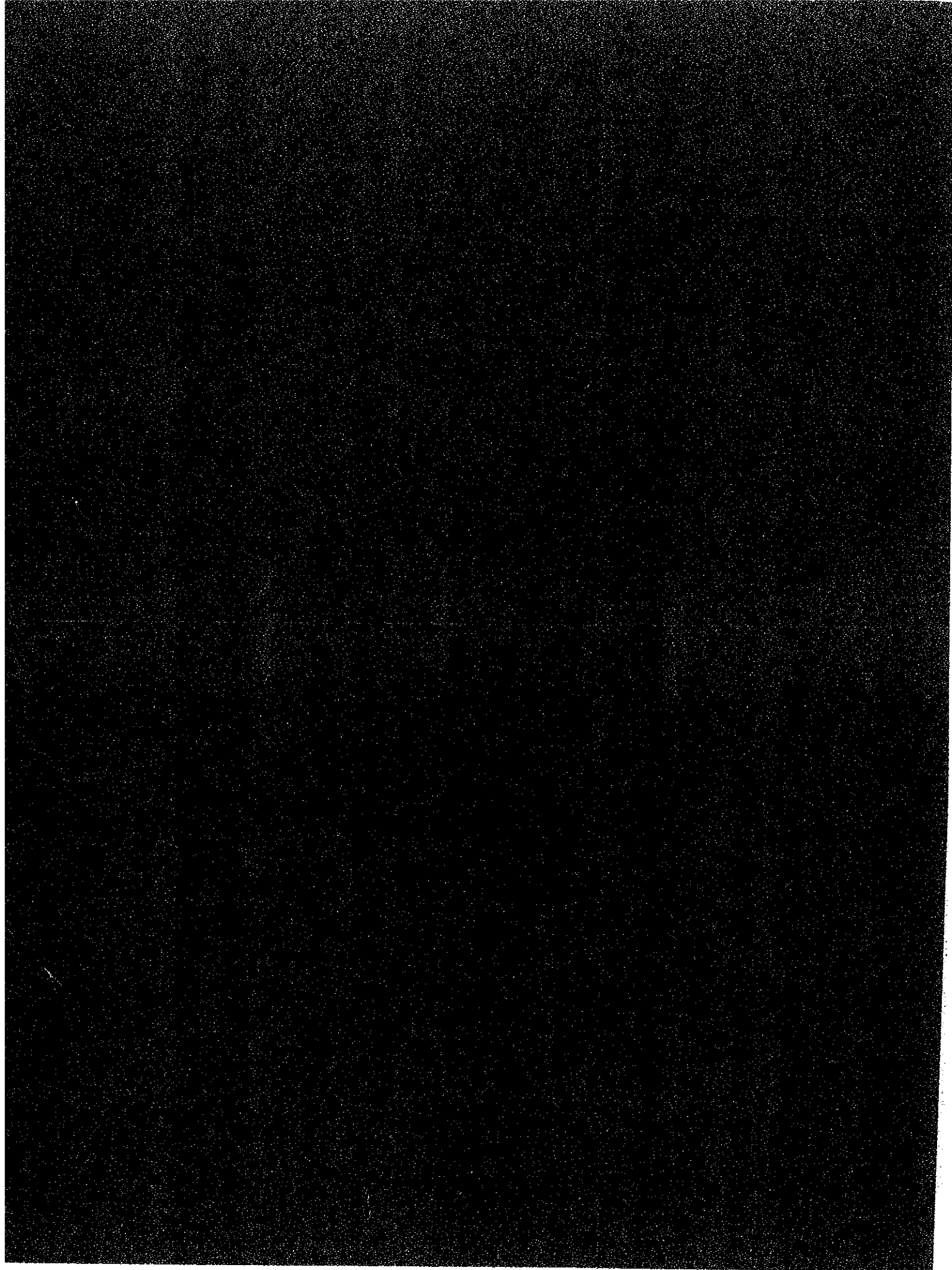
Jonathan D. Lape
Chief of Police

JDL/PT

cc: Daniel Mator, Manager
West Deer Township Board of Supervisors
John Yourish, Road Foreman
Brian Crnjarich, Resident

211 - MR. BUCH CRNJARICH CALLED & SAID STEVE
CALLED HIM TODAY & WASN'T POSITIVE WHEN
PAVING WILL BE DONE. DRAINAGE QUESTIONABLE.

POT HOLES. Hopefully
they address the drainage
when paving.



BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER'S REPORT

MR. PAYNE.....

10

1. Issued 21 Occupancy Permits
2. Issued 8 Building Permits
3. Performed 21 site inspections
4. Planning Commission reviewed recommendations for revisions of the Zoning Ordinance. The planning commission will be reviewing the ordinance piece by pieces and making suggestions for the revision. While the current zoning ordinance made great improvements over the previous one it is also apparent that it was not user friendly in many sections. The main intent of making the revisions is to provide clarity not only to administrative personal but to any residents who may need to reference it. The revisions will provide this clarity as well as correct many grammatical errors, update terminology, and provide standards for new uses/situations not currently addressed.

Outline of the review process

- a. Zoning Officer makes initial review with input from the Zoning Secretary.
- b. Mr. Shoup reviews the portion to be discussed in the next Planning Commission meeting and provides a review letter.
- c. Zoning Officer provides a response letter to Mr. Shoup's letter.
- d. Planning Commission reviews initial review, Mr. Shoup's review letter, and has Zoning Officer's response letter and have an open discussion in the planning commission meeting.
- e. Planning Commission makes suggestions based on information and discussion.
- f. Changes are summarized by zoning officer and reviewed by Mr. Shoup and zoning secretary to ensure they are correct.
- g. Once confirmed they will be put into a red line copy of the ordinance.
- h. After Planning Commission is finished with revisions a red line copy will be provided to the Board of Supervisors to ensure they know exactly what is changed.
- i. There will also be a binder with a table of contents grouping all sections with review letter from Mr. Shoup, Zoning officer response letter, Planning commission minuets and recommended changes for those specific section.

This will provide a document that will be easily referenced by all why a section was changed and the reasons for the change included.

The Board of Supervisors is welcome and encouraged to be a part of any of the review stages if they are available to do so. The binder will be complied as the process progresses and will be available in the Zoning Office for review at any time.

5. No Zoning Hearing Board meeting was held.
6. Update of the property located at 71 Norris Lane. I have talked to the owner of the property who requested a time extension on the demolition of the structures. The owners need for the extension is there is a very large honey bee colony located inside of the floor cavity of the 2nd floor. She has reached out to Honey Bee removal organizations and was informed that if the bees are attempted to be moved while in a dormant stage they will die. I have confirmed with the removal company she talked with that it is in fact true and have been told that typically bees should not be removed until spring (after April 1st.) Since honey bees are so beneficial to the environment and are not active during their dormant stage I would like to make the recommendation to wait until spring to advertise for the Demolition of the structures.



William Payne
Code Enforcement Officer

Occupancy Permits - West Deer Township
109 East Union Road
Cheswick, PA 15024

Date	Permit #	Lot Block	Applicant Name	Street Address	Use	New Construction	Deleted
1/2/2018	O18-001	1216-D-116	GREG & DARLENE JONES	2391 SAXONBURG BLVD	Business	No	
1/3/2018	O18-002	1510-H-241	DAVID N & DIANE HOLLINGER JR	1020 YORK WAY	Single Family Home	Yes	
1/8/2018	O18-003	2011-E-85-1311	GEORGE & DONNA COULSTON	1311 PLAYER WAY	Quad	No	
1/8/2018	O18-004	1507-H-102	JESSE & NICOLE PERESTOCK	4044 CRESTWOOD DR	Single Family Home	No	
1/8/2018	O18-005	1507-S-134	JOHN CUCHTA	3438 E STAG DR	Single Family Home	No	
1/8/2018	O18-006	1214-K-160	BRANDON & ALEXANDRA MIKULIS	3432 CEDAR GLEN DR	Single Family Home	No	
1/11/2018	O18-007	1219-A-25	BRICKYARD HOLDINGS	940 LITTLE DEER CREEK VALLEY RD.	Miscellaneous	No	
1/11/2018	O18-008	1219-J-75	BRICKYARD HOLDINGS	0 LITTLE DEER CREEK VALLEY RD	Miscellaneous	No	
1/12/2018	P17-132	1666-R-100-29C	BRENNAN BUILDERS, INC.	385 SADDLEBROOK RD	Single Family Home	Yes	
1/17/2018	O18-009	2013-C-32	SMG Development	1488 SAXONBURG BLVD	Business	No	
1/22/2018	O18-010	2194-K-204	ALBERT & VIRGINA MEINERT	4609 BAKERSTOWN CULMERVILLE	Single Family Home	No	
1/22/2018	O18-011	1214-E-311	DEBORAH JANKOWSKI	3542 Cedar Ridge Road	Duplex/Carriage House	Yes	
1/22/2018	O18-011	2194-K-204	ALBERT & VIRGINA MEINERT	4609 BAKERSTOWN CULMERVILLE			DELETED
1/24/2018	O18-012	1213-H-128	TRAVIS SUMPTER	3463 CEDAR RIDGE RD	Single Family Home	No	
1/24/2018	O18-013	2014-M-275	CHERI NOTO	188 MILLERSTOWN CULMERVILLE RD	Single Family Home	No	
1/29/2018	O18-014	1507-H-223-3A	BERNADETTE CASCIATO	5035 FOXWOOD COURT	Townhome	No	
1/31/2018	O18-017	1512-S-110	GEORGE BEDILLION	731 LITTLE DEER CREEK RD	Single Family Home	No	
1/31/2018	O18-018	1667-J-19	BRAD & SHANNON WALDSCHMIDT	505 SHADOW CT	Single Family Home	No	
1/31/2018	O18-019	1669-N-61	PAUL ZACHARY	131 CEDAR LANE	Single Family Home	No	
1/31/2018	O18-020	1360-H-186	JOSEPH RULLI	419 LINDEN DR	Single Family Home	No	
1/31/2018	O18-021	1361-H-156	JAZO PROPERTIES II, LLC	1 GARDEN ST	Single Family Home	No	
Total Fees Collected by Month							

Total Fees Collected by Month

January - \$425.00

Total Fees Collected

Grand Total - \$425.00

West Deer Township
109 East Union Rd.
Cheswick, PA 15024
WD Permit Report
from 1/1/2018 to 1/31/2018

Permit Date	Permit Number	Permit Type	Parcel Owner	Address	Parcel ID	Cost of Construction	Fee Collected
1/2/18	P18-001	Shed	David & Catherine Darling.	507 Shadow Ct.	1667-J-17	\$4,000.00	\$35.00
1/9/18	P18-002	Single Family	James & Tammy Calvert	396 W. Starz Rd.	1510-G-14	\$305,000.00	\$855.00
	P18-003	DELETED					
1/18/18	P18-004	Single Family	Dan Ryan Builders	881 Ashley Rd.	1510-D-10	\$183,563.00	\$888.90
1/22/18	P18-005	Single Family	Dan Ryan Builders	889 Ashley Rd.	1510-D-2	\$239,500.00	\$726.60
1/22/18	P18-006	Grading	Sal Zottola	10 Grubbs Rd.	1359-D-201	N/A	\$50.00
1/22/18	P18-007	Shed	David & Diana McCloskey	4736 Bayfield Rd.	1214-J-145	\$3,477.50	\$35.00
1/23/18	P18-008	Structural Alter.	James & Brittany Farmer	470 Bairdford Rd.	1669-K-364	\$425.00	\$5.00
1/30/18	P18-009	Patio Enclosure	Richard & Frances Hensel	224 Hytyre Farms Dr.	1508-A-29	\$24,000.00	\$149.70

TOTALS... **\$759,965.50** **\$2,745.20**



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< > today refresh

January 2018

month week day

S M T W T F S
28 29 30 31 1 2 3
4 5 6 7 8 9 10
11 12 13 14 15 16 17
18 19 20 21 22 23 24
25 26 27 28 1 2 3
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Today

Search

Calendars

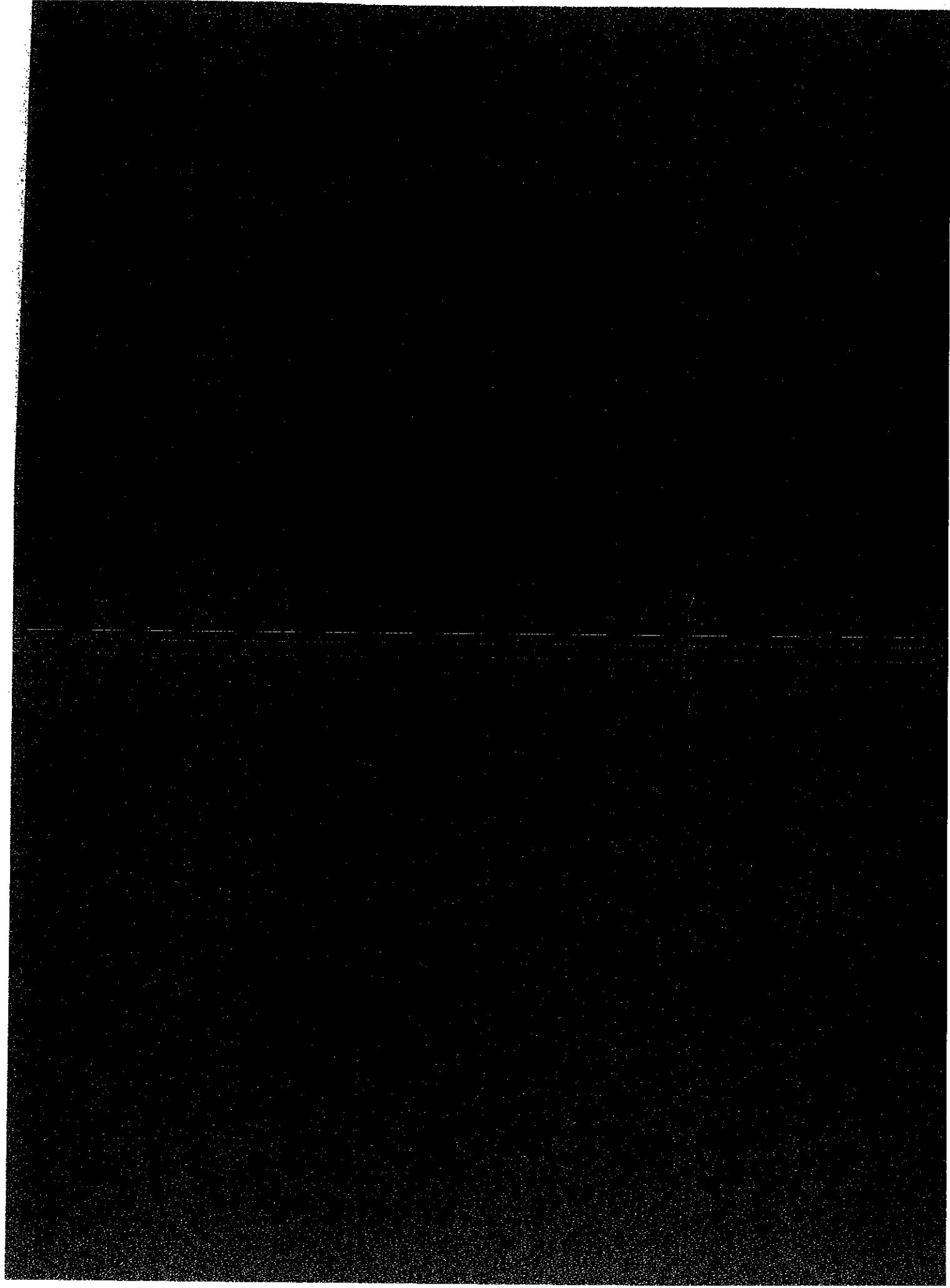
Add User

William Payne
Denise Teorsky



Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	
	<div>🔍 [Event: 2018-01-01]</div> <div>🔍 [Event: 2018-01-01]</div> <div>🔍 [Event: 2018-01-01]</div>	<div>🔍 [Event: 2018-01-02]</div> <div>🔍 [Event: 2018-01-02]</div> <div>🔍 [Event: 2018-01-02]</div>	<div>🔍 [Event: 2018-01-03]</div> <div>🔍 [Event: 2018-01-03]</div> <div>🔍 [Event: 2018-01-03]</div>	<div>🔍 [Event: 2018-01-04]</div> <div>🔍 [Event: 2018-01-04]</div> <div>🔍 [Event: 2018-01-04]</div>		
		8	9	10	11	12
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		<div>🔍 [Event: 2018-01-16]</div> <div>🔍 [Event: 2018-01-16]</div> <div>🔍 [Event: 2018-01-16]</div>	<div>🔍 [Event: 2018-01-17]</div> <div>🔍 [Event: 2018-01-17]</div> <div>🔍 [Event: 2018-01-17]</div>			
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		<div>🔍 [Event: 2018-01-23]</div> <div>🔍 [Event: 2018-01-23]</div> <div>🔍 [Event: 2018-01-23]</div>	<div>🔍 [Event: 2018-01-24]</div> <div>🔍 [Event: 2018-01-24]</div> <div>🔍 [Event: 2018-01-24]</div>			
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<div>🔍 [Event: 2018-01-21]</div> <div>🔍 [Event: 2018-01-21]</div> <div>🔍 [Event: 2018-01-21]</div>	<div>🔍 [Event: 2018-01-22]</div> <div>🔍 [Event: 2018-01-22]</div> <div>🔍 [Event: 2018-01-22]</div>	<div>🔍 [Event: 2018-01-23]</div> <div>🔍 [Event: 2018-01-23]</div> <div>🔍 [Event: 2018-01-23]</div>	<div>🔍 [Event: 2018-01-24]</div> <div>🔍 [Event: 2018-01-24]</div> <div>🔍 [Event: 2018-01-24]</div>			
28	29	30	31	1	2	
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				<div>🔍 [Event: 2018-01-08]</div> <div>🔍 [Event: 2018-01-08]</div> <div>🔍 [Event: 2018-01-08]</div>		

Settings



REPORT FROM THE PARKS AND RECREATION BOARD

MRS. AMY STARK, CHAIRWOMAN.....

//

ENGINEER'S REPORT

ATTACHED IS THE ENGINEER'S REPORT SUBMITTED BY SHOUP
ENGINEERING, INC.

MR. SHOUP.....

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SHOUP ENGINEERING

FOR OVER 50 YEARS

329 Summerfield Drive, Baden PA 15005
Phone: 724-869-9560 Fax: 724-869-7434
shoupeng@comcast.net

JANUARY 2018 ENGINEER'S REPORT WEST DEER TOWNSHIP Prepared February 12, 2018

VIA EMAIL

1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

- Board of Supervisors Meeting – January 17, 2018
- Planning Commission Meeting – January 25, 2018
- Public Works Committee – January 29, 2018

2. DEVELOPMENTS/PROJECTS

Shoup Engineering has provided input into the following developments/projects:

- AVJSA Act 537 Plan Update – The Act 537 Plan Update has been submitted to the Township for review and consideration of adoption. The Plan Update proposes treatment plant and conveyance system upgrades which have a preliminary cost estimate of \$65,000,000 and would have completion occur in 2022. The project as currently estimated would see the rate for a typical Township customer using 12,000 gallons per quarter raise from \$25 per month (\$75 per quarter) to \$46 per month (\$146 per quarter). The Deer Creek Drainage Basin Authority will be issuing a recommendation soon to both West Deer Township and Indiana Township regarding the Plan Update.
- Cedar Ridge Storm Sewers – Bids for the project will be opened on February 15th and will be available for consideration at the Board of Supervisors Meeting on February 21st.
- EMS Building Subdivision – I have met with the Solicitor to review the subdivision required to formally create the parcel of land on which the EMS building sits upon. The subdivision will require a survey and plotting of approximately 17 acres of the School District property. The cost for preparation of the survey subdivision would be \$4,600.00.

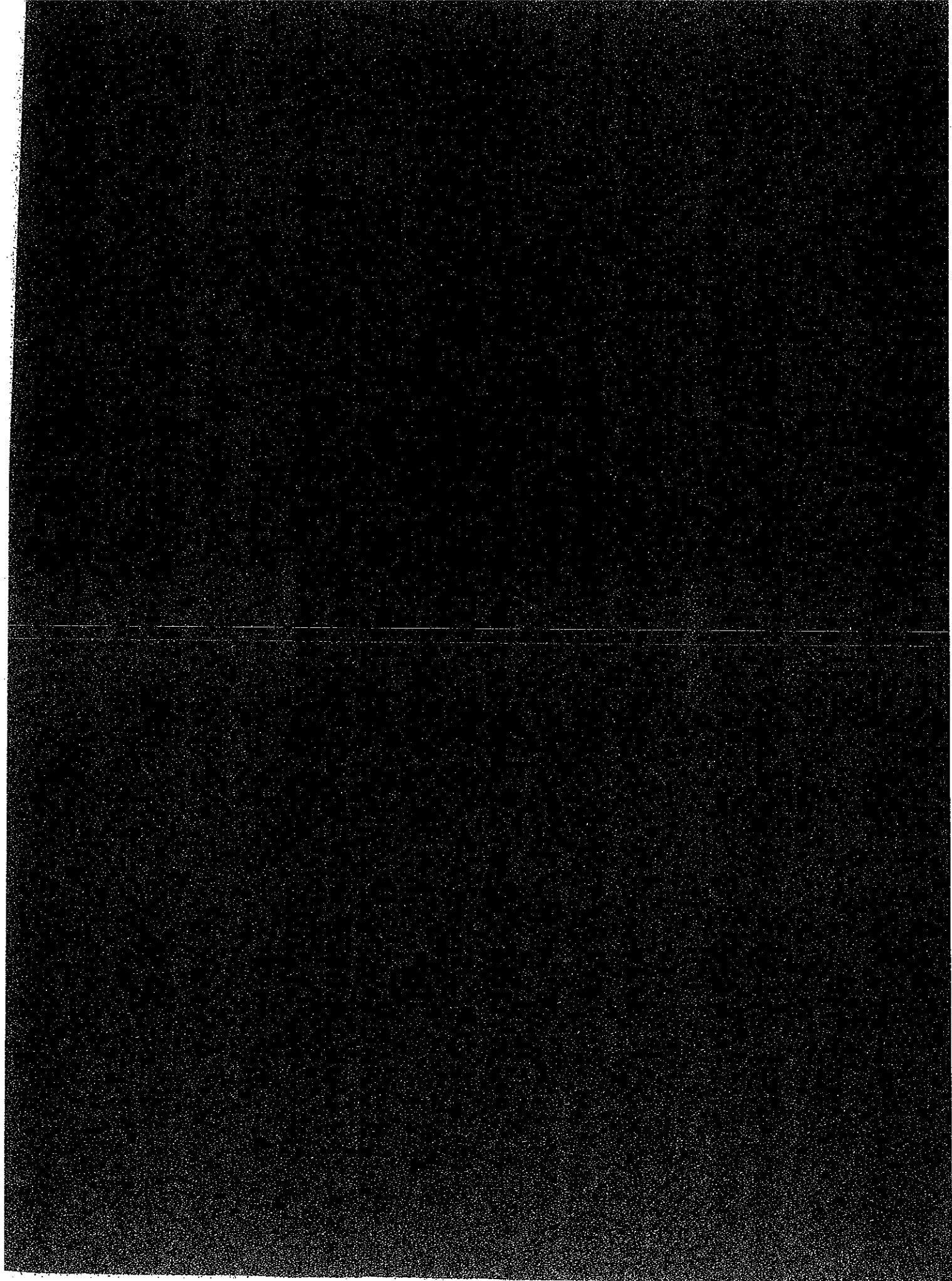
Development/Subdivision Reviews: The following subdivision and land development plan projects had been reviewed, and review letters were issued to the Township as noted:

- None.

Respectfully Submitted,

SHOUP ENGINEERING, INC.

Scott A. Shoup, P.E.
Township Engineer



ACCEPTANCE: RESIGNATION LETTER OF PART-TIME POLICE OFFICER

THE BOARD IS IN RECEIPT OF THE ATTACHED RESIGNATION LETTER FROM OFFICER WILLIAM DOBSON AS A PART TIME POLICE OFFICER EFFECTIVE FEBRUARY 5, 2018.

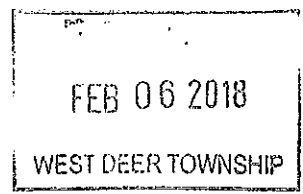
WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACCEPT THE RESIGNATION OF OFFICER WILLIAM DOBSON AS A PART-TIME POLICE OFFICER FOR WEST DEER TOWNSHIP EFFECTIVE FEBRUARY 5, 2018, AND WISH HIM THE BEST OF LUCK.

MOTION SECOND AYES NAYES

DR. DISANTI	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

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William Dobson

Patrolman

West Deer Township Police Department

Dear Chief Lape,

I would like to inform you that I am resigning from my position as a patrolman for the West Deer Township Police Department, effective as of February 5th, 2018.

Thank you very much for the opportunities for professional and personal development that you have provided me during the last two years of my employment. I have enjoyed working for the department and appreciate the support you provided me during my tenure with the department.

If I can be of any help during this transition, please let me know.

Sincerely,

William Dobson



ADOPTION: RESOLUTION NO. 2018-3 (OAK ROAD PLAN OF LOTS NO. 2 / DOLLAR GENERAL PLANNING MODULE)

RESOLUTION NO. 2018-3 IS A RESOLUTION FOR THE PA DEP SEWAGE FACILITIES PLANNING MODULE FOR THE OAK ROAD PLAN OF LOTS NO. 2 / DOLLAR GENERAL LOCATED AT OAK ROAD, GIBSONIA, PA 15044.

(RESOLUTION & TRANSMITTAL LETTER ATTACHED)

ATTACHED IS A LETTER FROM MR. SHOUP INDICATING HE HAS REVIEWED THE SEWAGE FACILITIES PLANNING MODULE, FOUND IT TO BE ACCEPTABLE, AND RECOMMENDS THE BOARD ADOPT THE RESOLUTION.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ADOPT RESOLUTION NO. 2018-3 AUTHORIZING THE PA DEP SEWAGE FACILITIES PLANNING MODULE FOR THE OAK ROAD PLAN OF LOTS NO. 2 (DOLLAR GENERAL).

	MOTION	SECOND	AYES	NAYES
MR. VAEREWYCK	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

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RESOLUTION FOR PLAN REVISION FOR NEW LAND DEVELOPMENT

RESOLUTION OF THE (SUPERVISORS) (COMMISSIONERS) (COUNCILMEN) of West Deer Township
(TOWNSHIP) (BOROUGH) (CITY), Allegheny COUNTY, PENNSYLVANIA (hereinafter "the municipality").

WHEREAS Section 6 of the Act of January 24, 1966, P.L. 1535, No. 537, known as the *Pennsylvania Sewage Facilities Act*, as Amended, and the rules and Regulations of the Pennsylvania Department of Environmental Protection (DEP) adopted thereunder, Chapter 71 of Title 25 of the Pennsylvania Code, require the municipality to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters of the Commonwealth and/or environmental health hazards from sewage wastes, and to revise said plan whenever it is necessary to determine whether a proposed method of sewage disposal for a new land development conforms to a comprehensive program of pollution control and water quality management, and

WHEREAS PTV 1018, LLC has proposed the development of a parcel of land identified as
land developer

Oak Road Plan of Lots No. 2, and described in the attached Sewage Facilities Planning Module, and
name of subdivision

proposes that such subdivision be served by: (check all that apply), ☒ sewer tap-ins, ☐ sewer extension, ☐ new treatment facility, ☐ individual onlot systems, ☐ community onlot systems, ☐ spray irrigation, ☐ retaining tanks, ☐ other, (please specify).

WHEREAS, West Deer Township finds that the subdivision described in the attached
municipality

Sewage Facilities Planning Module conforms to applicable sewage related zoning and other sewage related municipal ordinances and plans, and to a comprehensive program of pollution control and water quality management.

NOW, THEREFORE, BE IT RESOLVED that the (Supervisors) (Commissioners) (Councilmen) of the (Township) (Borough) (City) of West Deer Township hereby adopt and submit to DEP for its approval as a revision to the "Official Sewage Facilities Plan" of the municipality the above referenced Sewage Facilities Planning Module which is attached hereto.

I, _____, Secretary, West Deer

(Signature)

Township Board of Supervisors (Borough Council) (City Councilmen), hereby certify that the foregoing is a true copy of the Township (Borough) (City) Resolution # 2018-3, adopted, February 21, 2018

Municipal Address:

109 East Union Road

Cheswick, PA 16024

Telephone 724-265-3680

Seal of

Governing Body



pennsylvania
DEPARTMENT OF ENVIRONMENTAL
PROTECTION

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF CLEAN WATER

**TRANSMITTAL LETTER
FOR SEWAGE FACILITIES PLANNING MODULE**

DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP) USE ONLY				
DEP CODE #	CLIENT ID #	SITE ID #	APS ID #	AUTH. ID #

TO: Approving Agency (DEP or delegated local agency)

Date _____

DEP Southwest Regional Office

400 Waterfront Drive

Pittsburgh, PA 15222-4745

Dear Sir/Madam:

Attached please find a completed sewage facilities planning module prepared by Christopher J. Remley

Senior Project Manager _____ (Name)

(Title)

for PTV 1018, LLC

(Name)

a subdivision, commercial, or industrial facility located in West Deer Township

Allegheny

(City, Borough, Township)

County.

Check one

- ☒ (i) The planning module, as prepared and submitted by the applicant, is approved by the municipality as a proposed ☐ revision ☒ supplement for new land development to its Official Sewage Facilities Plan (Official Plan), and is ☐ adopted for submission to DEP ☐ transmitted to the delegated LA for approval in accordance with the requirements of 25 Pa. Code Chapter 71 and the *Pennsylvania Sewage Facilities Act* (35 P.S. §750).

OR

- ☐ (ii) The planning module will not be approved by the municipality as a proposed revision or supplement for new land development to its Official Plan because the project described therein is unacceptable for the reason(s) checked below:

Check Boxes

- ☐ Additional studies are being performed by or on behalf of this municipality which may have an effect on the planning module as prepared and submitted by the applicant. Attached hereto is the scope of services to be performed and the time schedule for completion of said studies.
- ☐ The planning module as submitted by the applicant fails to meet limitations imposed by other laws or ordinances, officially adopted comprehensive plans and/or environmental plans (e.g., zoning, land use, 25 Pa. Code Chapter 71). Specific reference or applicable segments of such laws or plans are attached hereto.
- ☐ Other (attach additional sheet giving specifics).

Municipal Secretary: Indicate below by checking appropriate boxes which components are being transmitted to the approving agency.

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Resolution of Adoption | <input checked="" type="checkbox"/> 3 Sewage Collection/Treatment Facilities | <input checked="" type="checkbox"/> 4A Municipal Planning Agency Review |
| <input checked="" type="checkbox"/> Module Completeness Checklist | <input type="checkbox"/> 3s Small Flow Treatment Facilities | <input type="checkbox"/> 4B County Planning Agency Review |
| <input type="checkbox"/> 2 Individual and Community Onlot Disposal of Sewage | | <input checked="" type="checkbox"/> 4C County or Joint Health Department Review |

Daniel J. Mator, Jr.

Municipal Secretary (print)

Signature

Date



SHOUP ENGINEERING

FOR OVER 50 YEARS

329 Summerfield Drive, Baden PA 15005
Phone: 724-869-9560 Fax: 724-869-7434
shoupeng@comcast.net

January 23, 2018

Mr. Daniel Mator
West Deer Township
109 East Union Road
Cheswick, PA 15024

Via email

Re: Oak Road Plan of Lots No. 2 / Dollar General
Sewage Facilities Planning Module

Dear Mr. Mator,

I have reviewed the sewage facilities planning module documents submitted for the above referenced project and have found the same to be acceptable.

I would recommend that the Board of Supervisors adopt the Resolution accompanying the planning module.

If you should have any questions, please do not hesitate to contact me at your convenience.

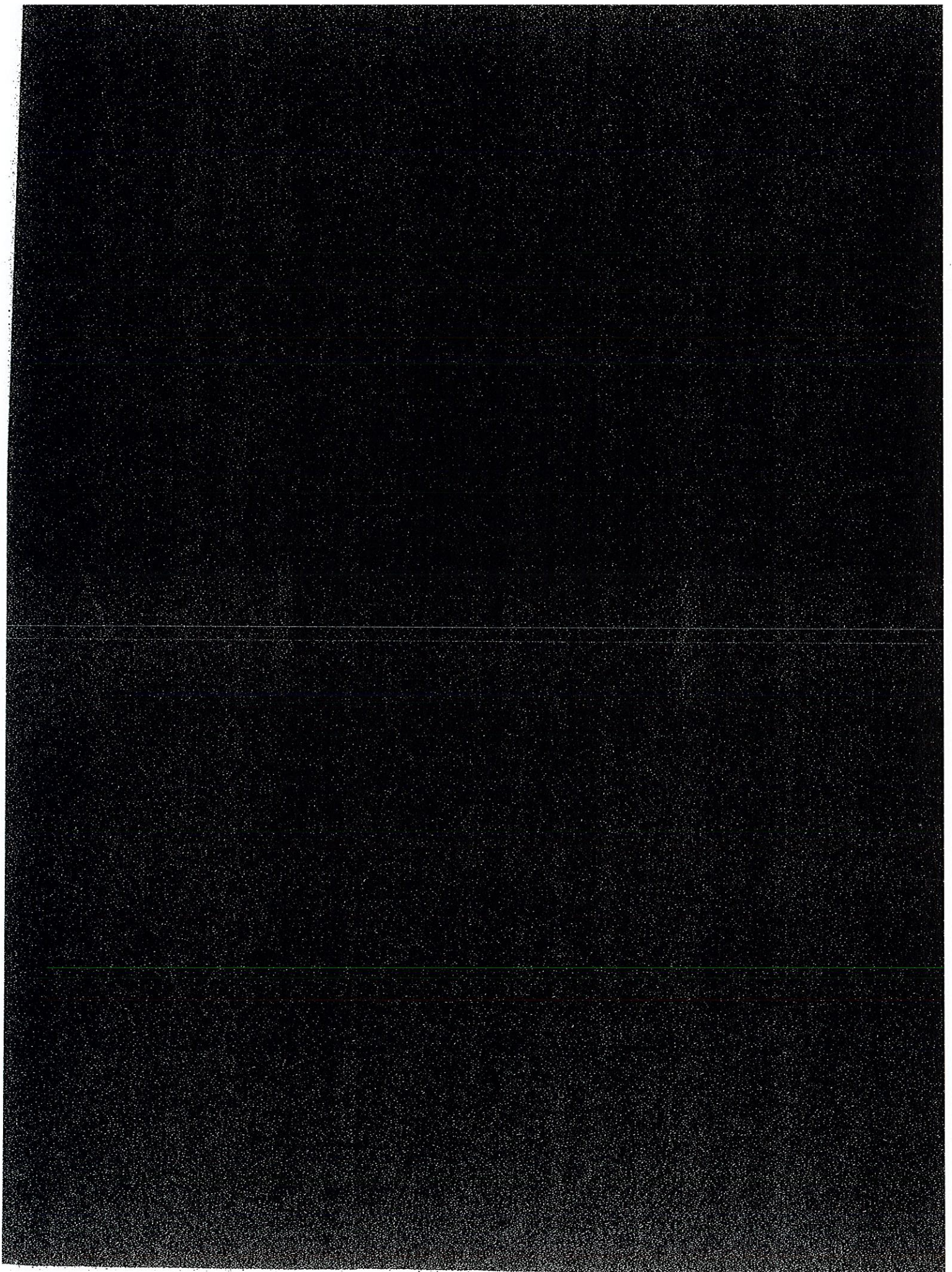
Sincerely,

SHOUP ENGINEERING INC.



Scott A. Shoup, P.E., P.L.S.

cc: Bill Payne, via email
Cathy Sopko, via email



AUTHORIZATION: ADVERTISEMENT OF 2018 ROAD IMPROVEMENT PROJECT

ATTACHED IS THE MEMORANDUM RECEIVED FROM THE TOWNSHIP ENGINEER IN REGARD TO THE 2018 ROAD IMPROVEMENT PROJECT.

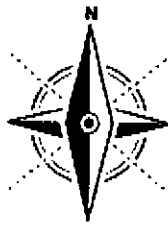
MR. SHOUP.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE TOWNSHIP ENGINEER TO ADVERTISE AND SOLICIT BIDS FOR THE 2018 ROAD IMPROVEMENT PROJECT.

	MOTION SECOND AYES NAYES			
MRS. JORDAN	___	___	___	___
DR. DISANTI	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

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SHOUP ENGINEERING

FOR OVER 50 YEARS

329 Summerfield Drive, Baden PA 15005
Phone: 724-869-9560 Fax: 724-869-7434
shoupeng@comcast.net

MEMORANDUM

February 1, 2018

TO: West Deer Township Board of Supervisors
FROM: Scott A. Shoup, P.E.
RE: 2018 Road Improvement Project

2018 Road Improvement Project

The Public Works Committee has recommended that the following roads be included in the 2018 Road Improvement Project bid letting:

Hot Mix Asphalt

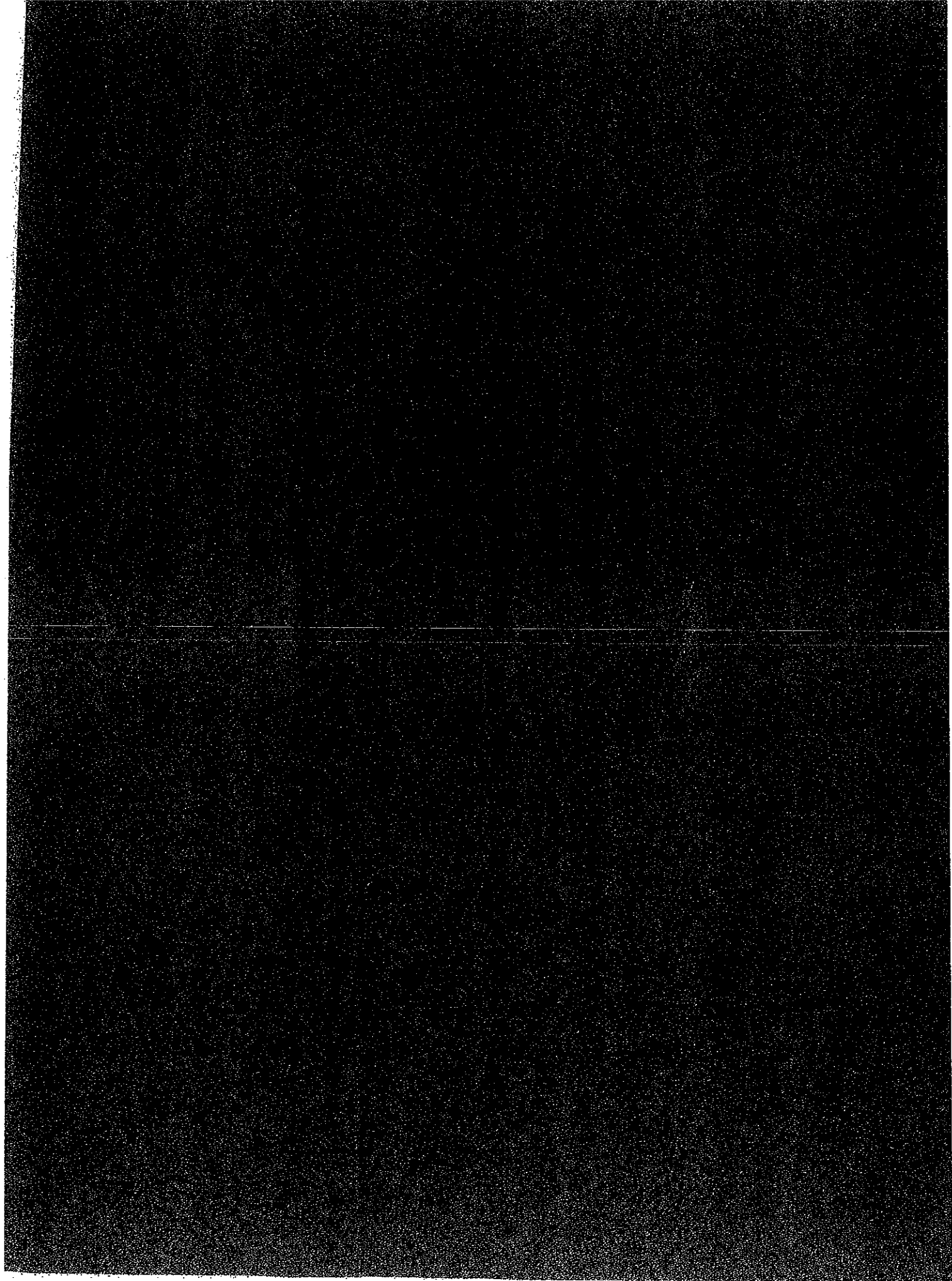
Bayfield Road
Cedar Glen Drive
Cottonwood Court
Huntertown Road (east portion)
North Ridge Drive
Tremont Drive
Valleyfield Drive
McClure Road (Overlook Drive to Saxonburg Boulevard)
Oakwood Circle

Cold Mix Asphalt

McKalloff Road
Old Bakerstown Road
Dawson Road
Blanchard Road
Hemphill Road

Bituminous Seal Coating

Lick Road
Trump Road
Carl Lane



AUTHORIZATION: ADVERTISEMENT OF ORDINANCE NO. 422
(ACCEPTANCE OF STREETS IN SHOFF FARMS PLAN)

THE FINAL PAVING FOR THE SHOFF FARMS PLAN HAS BEEN COMPLETED. THE TOWNSHIP CAN ACCEPT THE STREETS: LEX LANE AND RIDGE VIEW COURT.

ORDINANCE NO. 422

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING THE FOLLOWING STREETS IN THE SHOFF FARMS PLAN – LEX LANE AND RIDGE VIEW COURT – AND AMENDING ORDINANCE NO. 351 TO INCLUDE THE SAME.

(ORDINANCE ATTACHED)

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE ADVERTISEMENT OF ORDINANCE NO. 422 ACCEPTING THE STREETS IN THE SHOFF FARMS PLAN. THE BOARD WILL CONSIDER ADOPTION OF THE ORDINANCE AT THEIR MARCH 21, 2018 MEETING.

MOTION SECOND AYES NAYES

MR. KARPUZI	_____	_____	_____	_____
MR. MAUDHUIT	_____	_____	_____	_____
MRS. ROMIG	_____	_____	_____	_____
MR. VAEREWYCK	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____
DR. DISANTI	_____	_____	_____	_____
MRS. HOLLIBAUGH	_____	_____	_____	_____

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OFFICIAL

**WEST DEER TOWNSHIP
County of Allegheny
Commonwealth of Pennsylvania**

ORDINANCE NO. 422

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING THE FOLLOWING STREETS IN THE SHOFF FARMS PLAN: LEX LANE AND RIDGE VIEW COURT; AND AMENDING ORDINANCE NO. 351 TO INCLUDE THE SAME.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Board of Supervisors of West Deer Township, regularly assembled, and IT IS HEREBY ORDAINED AND ENACTED by the authority of the same, that:

WHEREAS, Richland Holdings, LLC is the owner of certain tracts of land situated in West Deer Township, Allegheny County, Pennsylvania, which have been subdivided into the Shoff Farms subdivision, with frontage along a certain public right-of-way known as Cedar Ridge Road; and

WHEREAS, Richland Holdings, LLC desires to dedicate to West Deer Township for public use and enjoyment two certain right-of-ways within the Shoff Farms subdivision plan: Lex Lane and Ridge View Court; and

WHEREAS, West Deer Township, upon recommendation of the Township Engineer and administration, feels that accepting and recording the Deeds of Dedication for the two aforementioned rights-of-way improves the Township's infrastructure, public access, and public safety; and

WHEREAS, West Deer Township maintains Ordinance No. 351, which lists all dedicated public rights-of-way/Township roads.

NOW, THEREFORE, West Deer Township does hereby ordain that the Board of Supervisors accepts the Deeds of Dedication for Lex Lane and Ridge View Court within the Shoff Farms subdivision plan to have and to hold as public roads/rights-of-way, together with the storm sewer systems constructed thereunder (if any), and with the same effect as if said roadways had been opened by a Decree of the Court of Common Pleas in and for the County of Allegheny after proceedings duly held for that purpose under and in compliance with the laws of the Commonwealth of Pennsylvania, and hereby amends Ordinance No. 351 to include the same.

DULY ORDAINED AND ENACTED this 21st day of March 2018.

ATTEST:

WEST DEER TOWNSHIP

Township Manager

Chairwoman of the Board of Supervisors

SEAL

CERTIFICATE

I, the undersigned, hereby certify that the foregoing and attached is a true copy of an Ordinance which was duly enacted at a meeting of the Board of Supervisors of West Deer Township on 21 March 2018 and that at such meeting a quorum was present and acting throughout, after due notice to the members of the Board of Supervisors of West Deer Township and to the public and such meeting was at all times open to the public; that the Ordinance was duly recorded in the West Deer Township Minutes Book and that a summary thereof was published as required by law in a newspaper of general circulation in the Township. I further certify that the Township met the advance requirements of Act No. 1998-93 by advertising the date of the meeting and posting a notice of the meeting at the public meeting place of the Board of Supervisors; that the total number of members of the Board of Supervisors is seven; and the vote upon the Ordinance was called and duly recorded upon the minutes and that the members voted in the following manner:

<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
------------	-----------	----------------	---------------

Shirley Hollibaugh, Chairwoman

Richard W. DiSanti, Jr., Vice Chair

Beverly S. Jordan

Arlind Karpuzi

Shawn Maudhuit

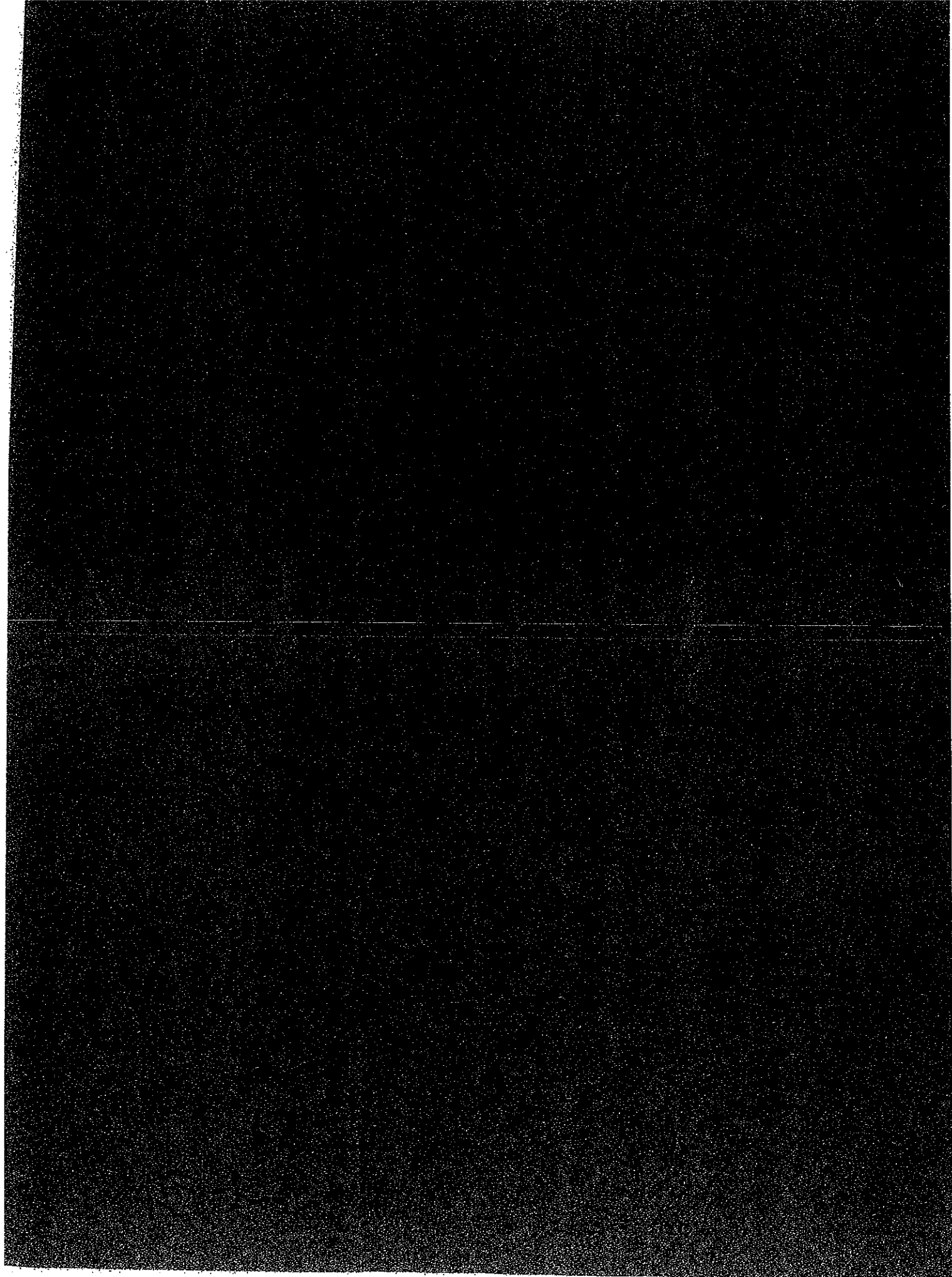
Joyce Romig

Gerry Vaerewyck

WITNESS my hand and the seal of the Township on this 21st day of March 2018.

[SEAL]

By: _____
Daniel Mator
Township Manager



AWARD: CEDAR RIDGE STORM SEWER REHABILITATION PROJECT BIDS

SEALED BIDS WERE RECEIVED AND OPENED ON FEBRUARY 15, 2018 AT 1:00 P.M., AT THE TOWNSHIP BUILDING FOR THE CEDAR RIDGE STORM SEWER REHABILITATION PROJECT.

THE WORK CONSISTS OF THE CURED IN PLACE PIPE (CIPP)/REPLACEMENT OF APPROXIMATELY 4,600 FEET OF STORM SEWER (VARIOUS SIZES), REPAIR OF EXISTING INLETS AND OTHER MISCELLANEOUS WORK.

<u>BIDDERS</u>	<u>TOTAL</u>
JET JACK, INC.	\$292,350.00
INSIGHT PIPE CONTRACTING, LLC	\$308,912.00
INSITUFORM TECHNOLOGIES, INC.	\$366,500.00

MR. SHOUP.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE CEDAR RIDGE STORM SEWER REHABILITATION PROJECT TO _____ IN THE AMOUNT OF \$_____.

MOTION SECOND AYES NAYES

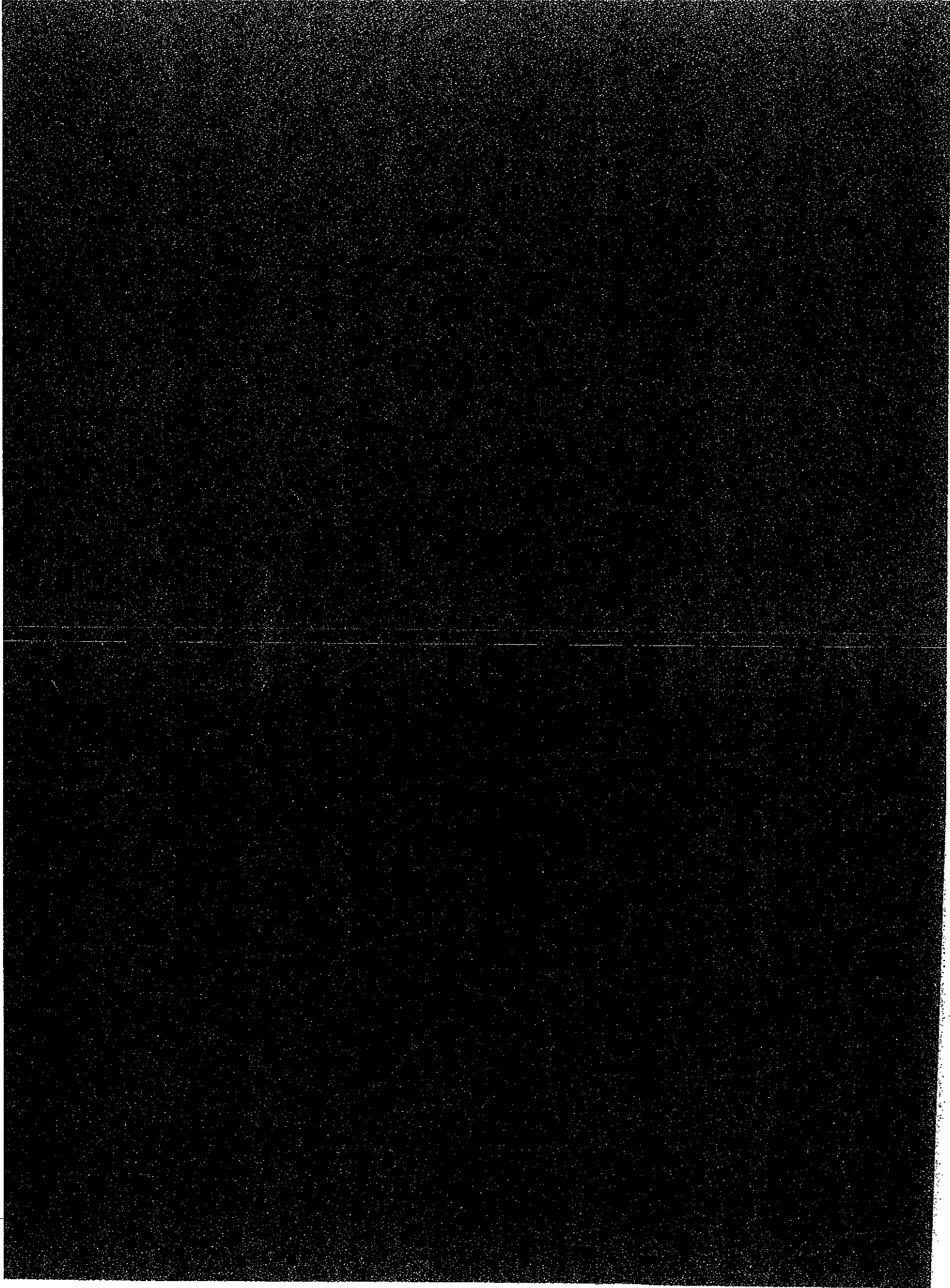
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS. JORDAN	___	___	___	___
DR. DISANTI	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

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BID TABULATION

West Deer Township (#9599)
Cedar Ridge Storm Sewer Rehabilitation Project

Bidder	Bid Amount	Bid Order
Jet Jack, Inc.	\$292,350.00	1
Insight Pipe	\$308,912.00	2
Insituform Technologies, LLC	\$366,500.00	3



AWARD: POLICE SUV BIDS

ATTACHED IS THE QUOTE FROM TRI STAR MOTORS FOR A 2018 FORD POLICE INTERCEPTOR EXPLORER AWD AND UPFITTING AT A TOTAL COST OF \$38,571.20 UNDER THE COSTARS CONTRACT.

ATTACHED ARE THE FINANCING PROPOSALS.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE PURCHASE OF ONE (1) 2018 FORD POLICE INTERCEPTOR EXPLORER AWD TO TRI STAR MOTORS IN THE TOTAL AMOUNT OF \$38,571.20, WITH THE FINANCING THROUGH F.N.B. COMMERCIAL LEASING FOR FIVE YEARS AT THE RATE OF 2.79%.

MOTION SECOND AYES NAYES

MR. VAEREWYCK	___	___	___	___
MRS. JORDAN	___	___	___	___
DR. DISANTI	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

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930 Route # 22 West, Box # 307

Blairsville, PA 15717

412-558-0448

724 459 9300 X 239

724 459 0307 FAX

CJEFFERSON@TRISTARMOTORS.COM

CHUCK JEFFERSON

West Deer Township

1/18/2018

Attn.: Chief Jonathan Lape

jlape@westdeertownship.com

2018 Ford Police Interceptor Explorer AWD	\$	28,425.00	
112.6" Wheelbase			
Ignot Silver Exterior Color			
Cloth Buckets / Vinyl Rear			
Black Interior			
Equip Group 500A.:			
3.7 L V-6 TIVCT			
6 Speed Automatic Transmission			
SYNC System		295.00	
Cargo Dome Light		50.00	
Rear Window Delete		25.00	
California Emissions			
Drivers Side LED Spot Light		395.00	
Power Mirror Heated		60.00	
Keyless W/O Pad		340.00	
Grill Wiring		50.00	
Noise Suppression		100.00	
18" Painted Wheels		475.00	
RR Dr/Lk Inop		35.00	
Reverse Sensing		275.00	
Front Headlamp Housing Prep		125.00	
Rear View Mirror Camera		-	
E Marked Solar	120.00		*Vehicle Must Be Ordered
Dark car Feature (Courtesy Disabled)	20.00		*No Tax w/ Tax Exempt Cert.
			*No Charge for Title & License
			*Ford K or Q FIN Code Required
Vehicle Priced @	\$	<u>30,790.00</u>	
TEAM FORCE UPFIT		\$7,781.20	
TOTAL COST OF COMPLETE POLICE SUV	\$	38,571.20	

Signature: West Deer Township

Date

Acquisition Notice: No vehicle shall be acquired, shipped or altered prior to sign off plus payment.



COSTAR VENDOR # 190860
COSTAR CONTRACT # 013-146

Team Force Inc
148 Platt Dr.
Johnstown, PA 15904
(814)262-0004
mike@teamforceinc.com
www.teamforceinc.com



ESTIMATE

ADDRESS

TOWNSHIP OF WEST DEER
POLICE DEPT

ESTIMATE # 2282

DATE 02/05/2018

P.O. NUMBER

ACTIVITY	QTY	RATE	AMOUNT
295SLSA6 WHELEN SIREN WITH 9 SWITCH LIGHT CONTROL 17 SCAN LOCK TONES WITH SIREN CONTROL	1	415.00	415.00
SA315P COMPACT 100W COMPOSITE SPEAKER 122DB	1	200.00	200.00
SAK1 SA315 MOUNT KIT, UNIVERAL	1	41.00	41.00
MCRNTJ FORD SUV GRILL STUD MOUNT MICRON RED/BLUE	2	115.00	230.00T
IONJ ION SPLIT RED/BLUE	8	118.00	944.00T
FHLTAIL TAIL LIGHT FLASHER	1	95.00	95.00T
IX**UFZ Ten 3-LED Lamps, Upper Front 2-piece (Driver/Passenger), with Flashing Takedowns, Vehicle Specific	1	662.00	662.00T
P4704UINT13A 2015-2017 FORD UTILITY INTERCEPTOR PARTITION	1	470.00	470.00T
RP47UINT13 RECESSED PANEL	1	78.00	78.00T
SP47BS13 PAIR,20",14 GAUGE STEEL EXTENSION PANELS	1	71.00	71.00T
B4702UINT13 REAR CARGO BARRIER 2015-2017 Ford SUV Poly Window	1	375.00	375.00T
GVPM4713D-H TRI-LOCK VERTICAL DUAL GUN RACK SYSTEM WITH BARREL LOCK TO FIT ALL MAKES OF FIREARMS	1	395.00	395.00T
Gamber-CONSOLE PARTS 7160-0821 7160-0757 7300-0031	1	735.20	735.20T

ACTIVITY	QTY	RATE	AMOUNT
Team Force Console Pack CONSOLE WITH ARM REST, CUP HOLDER, 2-12 VOLT POWER PLUGS, ALL MIC CLIPS, ALL FILLER PLATES, AND RADIO FILLER PLATES	1	650.00	650.00T
Team Force Computer Kit COMPUTER CONSOLE PACK FOR CONSOLE; INCLUDES MOTION DEVICE, LAPTOP STAND, AND MOUNTING ARM	1	355.00	355.00T
FREIGHT ESTIMATED FREIGHT CHARGE	1	255.00	255.00
Installation Supplies SHOP PARTS, WIRE, FUSE BLOCK, CIRCUIT BREAKER, ANTENNA COAX CABLE KITS	1	185.00	185.00T
CAMERA-LABOR INSTALL AND LABOR AND PRICE FOR CAMERA INSTALL	1	250.00	250.00T
Labor	1	1,375.00	1,375.00T

We look forward doing business with you!!!
also if you have any questions please call
mike Jenkins (814-262-0004) office (814-322-6669) cell
fax#(814-262-7151)
mike@teamforceinc.com
all invoices after 30days are subject to late fee

SUBTOTAL	7,781.20
TAX (0%)	0.00
TOTAL	\$7,781.20

Accepted By

Accepted Date



F.N.B. Commercial Leasing

1853 Highway 315
Pittston, PA 18640

February 9, 2018

Daniel Mator
West Deer Township
Allegheny County, PA

Re: New 2018 Ford Explorer Police Interceptor

Daniel Mator:

Thank you for allowing us to quote your upcoming Lease purchase of the New 2018 Ford Explorer Police Interceptor. Please see the details below:

Finance Amount: **\$38,571.20**

Rate: **2.79%**

Term:	3 Annual Payments	5 Annual Payments
	\$13,216.98	\$8,150.07

Purchase Option: **\$1.00 Buy Out**

Payment First: **First payment is due at signing.**

Additional terms are available.

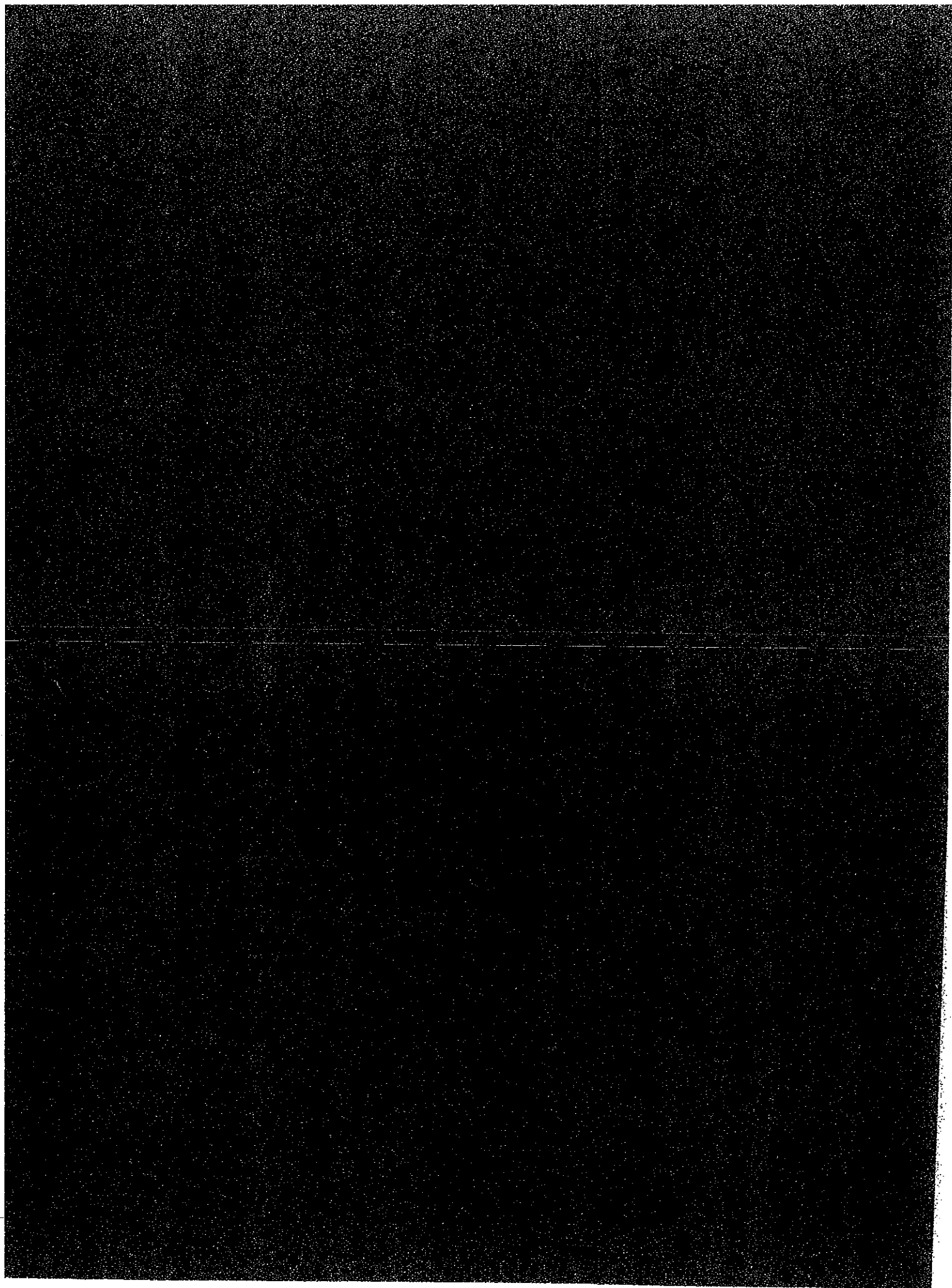
This letter does not imply credit approval. FNB Commercial Leasing will require the following for final approval:
**Meeting Minutes or Resolution approving this purchase and financing through F.N.B. Commercial Leasing.

Thank you for the opportunity to provide you with this lease quotation. Please call me at 570-883-0881 with any questions. I look forward to being of service to you.

Sincerely,

Kris Cool
Supervisor of Equipment Finance Operations
570-883-0881
Cool@fnb-corp.com

Voice – (800) 278-6259
Fax – (800) 278-6265
www.FNBLeasing.com



DISCUSSION: ADOPT-A-ROADWAY

DISCUSSION: EMS BUILDING SUBDIVISION

20

DISCUSSION: GOALS FOR 2018

21




Chairwoman of the Board
Shirley A. Hollibaugh

Vice-Chairman of the Board
Richard W. DiSanti, Jr.

Township Manager
Daniel J. Mator, Jr.

MEMORANDUM

TO: Board of Supervisors
FROM: Daniel Mator 
DATE: 16 February 2018
SUBJECT: **Supervisor Vaerewyck's List of Goals**

As you know, at the last meeting Gerry handed out a list of "Potential priorities- committees" prior to the meeting commencing. He went over that list when the "2018 Goals" agenda item came up.

If you recall, I stated that almost all of those items listed are already "priorities." Therefore Mrs. Hollibaugh asked me to create a memo to inform the supervisors of where each of those items stand.

Roads

Roads are always a priority – and have been since I've gotten here. One of the first things I did after being hired was to implore the Board to create formal road and stormwater programs. We didn't have any; everything was being done "by the seat of our pants."

It was not an easy sell – the argument at the time was "Why are we going to pay Scott \$20,000 to create a road program? Why not put that \$20,000 into the roads?" But Scott and I explained that the Township would actually be saving much more than that \$20,000 by taking a systematic approach to road paving in the Township.

I was hired in September of 2009, and my first budget was for the 2010 calendar year. These are the actual budget figures for roads and stormwater:

2008: \$ 10,000	2014: \$ 450,000
2009: \$ 70,000	2015: \$ 650,000
2010: \$ 440,000	2016: \$1,200,000
2011: \$ 450,000	2017: \$1,100,000
2012: \$ 450,000	2018: \$1,400,000
2013: \$ 650,000	

As you can see, roads – and stormwater – *are* priorities. We have gone from \$10,000 (!) in 2008 to \$1.4 million just ten years later.

Parks

In 2008 the Township received a matching grant to complete the first phase of a DCNR funding program by creating a "Comprehensive Recreation, Parks, and Open Space Plan." This – in actuality – was nothing more than a comprehensive list of what park amenities we had in the Township, but it was necessary to move onto (and receive funding for) the second phase.

The second phase was to take that whole list and focus on one or two major parks. Those two major parks were Bairdford Park and the Nike Site. I had applied for the DCNR's C2P2 matching grant in April of 2010, and we received the award later that year.

A varied commission was created, and was comprised of: myself as the Township Manager; Jeff Fleming as the Chair of the Parks and Recreation Committee; Mike Coletta as a School Board representative; Tom DeMartini from the Parks and Rec Board; Amy Flanders from Youth Soccer; Craig Hasley from Youth Baseball; Angela Pogel from Youth Football; Shari Smallwood from Youth Softball; and Barbara Thompson representing the Senior Center.

We first began meeting with our consultant, Environmental Planning and Design (EPD), in 2012 and met monthly for the next two-plus years, including public workshops intended to solicit public opinion. These meetings culminated in the "Parks for All: Bairdford Park and Nike Site Park Master Site Plan." I commonly refer to this as the "Master Park Plan."

The Master Park Plan called for maintaining the green, non-developed status of both parks, but intended to "enhance" what was already there and make it more usable. The Bairdford Park portion's estimated budget was \$2.4 million, while the Nike Site's was estimated at \$1.4 million.

Once this process was complete, I applied for yet another round of C2P2 grant funding. We decided to focus on the Nike Site, so I applied for the full \$1.4 million. Despite "support" from our state officials, we were only awarded a matching grant in the amount of \$400,000 (\$200,000 from us, and \$200,000 from the State). This was used – in addition to Township funds – to pave the parking lots, roads, and build the new pavilion.

We also were awarded a \$200,000 GEDF (Gaming) Grant to address the sewer line going to the Senior Center and handle fieldwork at the Nike Site, and a few CDBG grants to pave the handicap-accessible walking trails. Both the C2P2 and GEDF grants are currently being closed out and – as you can see on your March agenda-setting – I intend to apply for the next round of C2P2 funding in April.

This is the capital improvement budget for Parks and Recreation over the years:

2008: \$	0	2014: \$	250,000
2009: \$	20,000	2015: \$	400,000
2010: \$	0	2016: \$	382,500
2011: \$	0	2017: \$	600,000
2012: \$	39,000	2018: \$	70,000
2013: \$	37,000		

Now in Gerry's list, he had "Lesser parks and playgrounds- Blanchard, etc." Over the years the smaller "neighborhood parks" have received upkeep, but not major renovations. We have replaced mulch, swings, basketball hoops, etc., but we have found that these parks do not receive significant usage. Because of this – and the lack of state assistance as you saw above

– we have focused on Bairdford Park and the Nike Site. If the Board wants to upgrade the neighborhood parks, you can direct me to do that, but we have a hard enough time keeping up with completing the Park Master Plan for Bairdford and the Nike Site – the two parks identified in providing *all* residents their “biggest bang for the buck.”

New Municipal Building

Our current building was built in 1953. It used to be a public works garage, and was converted into the administrative and police facility we see today.

In 1983 it was determined that this building had met the end of its useful life, and when the School District gave us Curtisville Primary, the Township moved into that building. However, it was found to be much too large for our use, and the Township was moved back into this building and the building was renovated.

In 2001, the Board took on an ambitious plan of building a new municipal building along with a giant park with copious amenities next to it. The plan was to create a complete complex. A study was done, and drawings were devised, but I have not yet been able to find a cost estimate.

As an option, in 2007 the Board commissioned a feasibility study to see how much money it would take to totally renovate our current building and bring it up to modern code requirements. That study resulted in an estimated cost of around \$800,000 to do so. Nothing was done, and the Board continued with its “municipal complex” idea.

In the summer of 2010 we had a massive, one-hour rainstorm, and I was called to the building by Sgt. Bailey at 2:13am. Sewage had backed up and covered the floors in the entry way, office carpets, and the police department. We turned this in as an insurance claim, and FireDex was contracted to remove and replace everything, and to sanitize the building. In addition, Jeff Fleming’s company volunteered its services to fix the sanitary and stormwater lines so this wouldn’t happen again.

This event was an eye-opener for the Board, and they realized that – while this building still served our purposes – we needed to at least *plan* for the future. So the Board hired a consultant to meet with the Board and staff to design a new municipal building and public works garage (the current garage is built on School District property, which is always a wildcard). The design was completed, and the estimates were as follow:

<u>Building</u>	<u>Cost</u>	<u>Soft Costs</u>	<u>Total</u>
Municipal	\$2,523,500	\$252,350	\$2,775,850
Public Works	\$ 657,200	\$ 65,720	\$ 722,720

I was asked to look into bond issues, and the rates were around 1.4% at the time. Because of this low rate, Jeff Fleming recommended that the Township float a bond for the construction of both buildings. He did not have the support of the majority of the Board, however.

It was decided to put more into maintenance and upkeep – especially in the roof – and we did that. Over each of the subsequent years, our annual risk assessment has openly reported that health and safety concerns exist in both buildings, but – despite what has been said in public – the employees themselves have not complained about the building.

In 2013 the Township contracted with MC Enterprises to perform a renovation of the entryway and restrooms. This was at a cost of around \$35,000. Later that year, Jon Lape, Cathy Sopko, and I were talking about how cramped the police were, and how much wasted space was in areas like the meeting room – a room used once a month and rarely, if ever, had more than ten people in attendance, yet took up the majority of the building. We started coming up with conceptual sketches, and eventually brought them to the Board. The Board viewed this as an opportunity to extend the life of the building, and decided to have a committee work with the staff, Scott, and myself into bringing the conceptual drawings to life.

In 2014 bids were attained, and they came for a vote before the Board. The low bid – Jeff Fleming's company – caused consternation for two reasons: 1) it was a supervisor's company, and 2) some supervisors felt it was foolish to dump \$50,000+ into this building, and thought it better to put that money toward a new building. When it was said-and-done, the supervisors reached a compromise by agreeing that we would award the bid now – thus giving the police more space and extending the life of the building – but that they would instruct me to save money annually over a ten-year period to build a new building.

Since then we have been saving money annually, but not at the necessary pace to build a new building in 2024. I have been looking into other methods of making that happen – bond issuances, public/private partnerships, etc. – but we have been addressing the savings process and maintaining this building as necessary in the meantime.

In 2017 we were approached by the School District, and were asked if we would be interested in a joint municipal/school "community center" complex. The Board authorized me to work with the District in inviting East Deer and Frazer to join the discussion, but those two municipalities – especially Frazer – were opposed to the idea, as they did not feel it benefitted them. This rubbed many West Deer people the wrong way, as West Deer students make up 84% of the Deer Lakes population, and West Deer supervisors were supportive of Frazer's Mills Mall plan despite having the ability to kill the entire development.

That plan – according to the School Board President – is "on hold."

Comprehensive Plan

Gerry stated in his list and at the meeting that there is a "5 year plan," but that "the current 5 year plan was done 15 years ago." I would ask him to clarify, but I believe he is talking about our Comprehensive Plan.

In 2009, West Deer and Indiana Townships began working on a "Joint Comprehensive Plan." That plan was worked on jointly by the Boards, Planning Commissions, and the Managers and staff both municipalities, and was adopted late in 2010 and put into effect in 2011 (seven years ago).

A little background: Comprehensive plans are normally ten-year – not five-year – plans that allow municipal officials to create a vision of where they would *like* to see their municipality in the future. That future can be ten years, twenty years, or whenever, but the comprehensive plans lay a groundwork from which to work off of. They are NOT checklists. They list how land use and growth will be managed, and general capital projects the drafters would like to see occur in the next decade.

Housing/Derelict Properties

A few years Gary Bogan had approached me and said there were a number of unsafe structures throughout the Township; and even more homes that were *falling* into disrepair, but were still salvageable. He and I worked together and came up with a plan to present to the Board: demolish structures deemed to be unsafe and irreparable, and find legal ways of either getting owners to repair their properties or – failing that – finding new buyers to take care of these properties and place them back on the tax rolls.

This caused a battle amongst supervisors. Some supervisors were adamantly opposed to spending taxpayer dollars – even if it was funded by grants – to demolish properties. They also felt that the vacant lots would be used by neighbors without their paying taxes for it. Other supervisors viewed these properties as dangerous structures which brought down the value of the neighborhoods. The majority of the Board supported the demolitions.

Gary Bogan explained to the full Board that he felt the Demolition Program would eventually go away on its own as property owners saw the Township was being serious. I would say that his assessment was correct, as demos are now down to a trickle. The Program still exists, but many owners now respond to Bill Payne's requests – and citations if needed – and repair their property as necessary.

When it came to property sales, we were working with the School District in an effort to kick-start sheriff sales. Gary and I created a spreadsheet listing priority structures, but the School District backed out. However, our delinquent tax collector uses that list to this day, and we are showing improvement.

A great innovation was the County's Vacant Property Program. That program has been wonderful for getting abandoned properties back in use and back on the tax rolls.

Gerry Vaerewyck also raised the possibility of the Township being part of a land bank. Land banking is a great idea, but it seems that the concept has taken a back seat to the Vacant Property Program and sheriff sales for the meantime. It is always worth looking back into it, however.

Russellton Park Entrance Enhancements

I would again have to defer to Mr. Vaerewyck on this one. He and Larry McManus went down on their own and met with officials from Allegheny County. They immediately came to my office and told me they had secured the Township \$2 million in Deer Lakes Park entrance enhancements, and stated the same at a "Town Hall" meeting they held at the municipal building.

When I reached out to the County for guidance, however, they vehemently denied this funding was available and/or promised. I do not know where the truth lies on this one, but I know that Deer Lakes Park is a County park, Creighton-Russellton Road is a State road, and that Russellton is privately-owned. The only property we own nearby is Blue Row. I was not at that meeting with the County, so I am not privy to what was said.

Bairdford- community enhancements

I do not know what this one means. The Park, or the neighborhood?

Bairdford Park, as mentioned, is part of the Master Park Plan. The roads of the largest section of Bairdford have been paved, and the remaining roads should be done in the next two or three years, so I do not know what other enhancements the Township has the authority to make.

Traffic Management

Sorry, but I again do not know what this means. Infrastructure, or enforcement?

Public Water/Sewage/Utilities

This one has been beat to death, and I know from my conversations with Board members and committees that the Board still backs my last marching orders: "We are not in the water line business." I extend "water line" to all other utilities. If the Board wants that changed, please let me know.

Yes, the Comprehensive Plan lists "Residential Infrastructure" as a capital improvement goal. But as I mentioned, the Comprehensive Plan is not a checklist that must be followed *precisely*. It is a roadmap. The Board could decide that supporting residential infrastructure means acting as a liaison, or working *with* authorities or companies. And that is exactly what the Board did on 12 October 2011 when they made the aforementioned statement at a meeting with Oakmont Water and the residents of Rittman and Henry Roads.

Not paying for it does not make it less of a priority for the Township.

EMS/Fire Protection

As has been said many times, the EMS is turning things around. In addition, our fire departments are solid.

Probably the only thing the departments – and myself – would like to see is more communication. Now please remember this: There are four different entities with four different ideas as to what communication means. I can tell you now I have heard from members of these entities that there are feelings ranging from "We want everyone to know exactly what we are doing; we're an open book!" to "Stay the hell out of our business; don't worry about what we're doing!"

It is my advice that we ask all four for quarterly financial and activity reports.

Cataloging assets

This is ongoing, as well. We pay a company once a year to come in and update our assets as part of our insurance coverage. They did a very thorough job when they started, and come every year to update that report. It is in my office in a binder if anyone wants to see it.

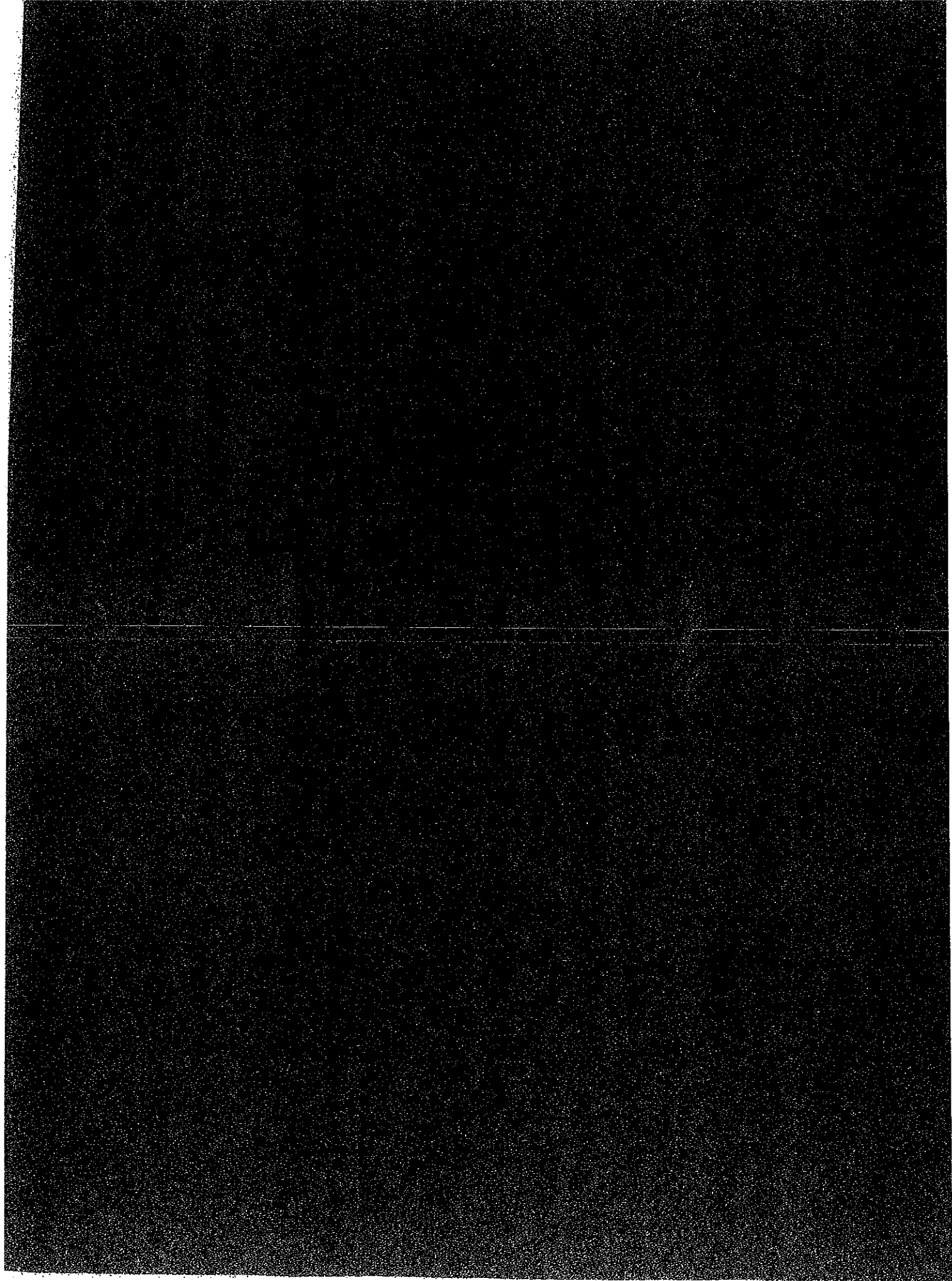
The gentleman visits each room, compares to contents to what he had in his list last year, and interviews each of us.

If there is an insinuation that theft is occurring, I would ask the supervisors to come right out and say so. I heard the stories about what happened back in the 1970s of people stealing lawnmowers, etc., but I honestly do not see anything like that happening. And – to be frank – is it wise to spend \$20,000 for a system so we can make sure a \$10 hammer isn't being stolen? Who runs and monitors *that* program? A new hiree?

I think it goes without saying that – as a manager – I am opposed to employee theft. I just question the benefit versus the cost. If the Board feels otherwise, I will do everything in my power to implement that policy, though.

When it comes to cataloging buildings and land, we already have a comprehensive list of that.

If there are any questions, please do not hesitate to reach out to me. I have plenty of documents in my office – and more information – to support what I have reported in this memo. So there is a lot more that can be said about each issue. I just wanted to keep this as brief as possible while still being informative as the Chairwoman directed.



COMMITTEE REPORTS

EMS COMMITTEE:

Chairman – Mr. Vaerewyck

ENGINEERING & PUBLIC WORKS COMMITTEE

Chairwoman – Mrs. Romig

FINANCIAL, LEGAL & HUMAN RESOURCES COMMITTEE

Chairman – Dr. DiSanti

PARKS AND RECREATION COMMITTEE

Chairwoman – Mrs. Jordan

ZONING, PLANNING, & CODE COMMITTEE

Chairman – Mr. Karpuzi

NORTH HILLS COG REPORT

Mr. Karpuzi

OLD BUSINESS

NEW BUSINESS

24

SET AGENDA / Regular Business Meeting
March 21, 2018

6:30 p.m. – Executive Session

7:00 p.m. – Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session Held
5. Registered Comments from the Public
6. Comments from the Public
7. Accept Minutes
8. Monthly Financial Report
 - A. Finance Officer's Report
 - B. List of Bills
 - C. Tax Refunds
9. Police Chief's Report
10. Building Inspector/Code Enforcement Officer's Report
11. Report from the Parks and Recreation Board
12. Engineer's Report
13. Award: 2018 Road Improvement Project Bids
14. Adoption: Resolution No. 2018-4 (Act 537 Sewage Facilities Plan Update)
15. Adoption: Ordinance No. 422 (Acceptance of Streets in Shoff Farms Plan)
16. Authorization: C2P2 Grant Application
17. Committee Reports
18. Old Business
19. New Business
20. Set Agenda/April 18, 2018
21. Comments from the Public
22. Adjournment

25

COMMENTS FROM THE PUBLIC

THE BOARD WILL HEAR COMMENT ON AGENDA AND PUBLIC-RELATED ITEMS AT THIS TIME. PLEASE APPROACH THE MICROPHONE, CLEARLY STATE YOUR NAME AND ADDRESS, AND LIMIT YOUR COMMENTS TO FIVE (5) MINUTES.

ADJOURNMENT

I MOVE TO ADJOURN AT _____ P.M.

	MOTION	SECOND	AYES	NAYES
MR. MAUDHUIT	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____
MR. KARPUZI	_____	_____	_____	_____
DR. DISANTI	_____	_____	_____	_____
MRS. ROMIG	_____	_____	_____	_____
MR. VAEREWYCK	_____	_____	_____	_____
MRS. HOLLIBAUGH	_____	_____	_____	_____