

# **WEST DEER TOWNSHIP SUPERVISORS MEETING**



**February 20, 2019**

**6:30 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 20, 2019**

**6:30 pm: Regular Business Meeting**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session
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
9. Police Chief's Report
10. Building Inspector/Code Enforcement Officer's Report
11. Parks & Recreation Board Report
12. Engineer's Report
13. Acceptance: Resignation Letter of Part-time Police Officer
14. Approval: Hiring Part-time Police Officer
15. Authorization: Advertisement of 2019 Road Improvement Project
16. Authorization: Motorcycle Bids
17. Discussion: Community Outreach
18. Discussion: Pittsburgh Northeast Airport Status
19. Committee Reports
20. Old Business
21. New Business
22. Set Agenda: March 20, 2019
23. Comments from the Public
24. 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 16, 2019 MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACCEPT THE MINUTES OF THE JANUARY 16, 2019 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  
16 January 2019  
6:30 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; and Joyce A. Romig. Members absent: Shawn Maudhuit and Gerry Vaerewyck. Also present were: Daniel J. Mator, Jr., Township Manager; 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.

#### **REGISTERED COMMENTS FROM THE PUBLIC**

- None

#### **COMMENTS FROM THE PUBLIC**

- Mr. Scott Woloszyk, Shuster Road
  - Mr. Woloszyk commented on the Township's annual Clean-Up Day for the Township.

#### **ACCEPT MINUTES**

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to accept the minutes of the 19 December 2018 and 7 January 2019 meetings as presented. Motion carried unanimously 5-0.

#### **MONTHLY FINANCIAL REPORT**

Mrs. Nardis was not present, but copies of the Finance Officer's Report were submitted.

**TOWNSHIP OF WEST DEER**  
**FINANCE OFFICER'S REPORT**  
**31 December 2018**

**I - GENERAL FUND:**

	<b><u>December</u></b>	<b><u>YTD</u></b>	<b><u>% of Budget</u></b>
<b>Revenues</b>	307,072.45	6,093,859.38	104.69%
<b>Expenditures</b>	1,168,400.48	6,425,911.38	110.40%

**Cash and Cash Equivalents:**

Sweep Account	74,933.79	
		<b><u>74,933.79</u></b>

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

Sweep Account - Restricted	8,226.95
----------------------------	----------

**Fire Tax Fund:**

Sweep Account - Restricted	56,246.06
----------------------------	-----------

**State/Liquid Fuels Fund:**

Sweep Account - Restricted	80,672.96
----------------------------	-----------

**145,145.97**

**Investments:****Operating Reserve Fund:**

Sweep Account - Reserved	1,095,218.13
--------------------------	--------------

**Capital Reserve Fund:**

Sweep Account - Reserved	810,123.90
--------------------------	------------

**1,905,342.03**

**III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:**

0.00

**0.00**

**TOTAL CASH BALANCE 12/31/18**

**2,125,421.79**

**Interest Earned December 2018**

**1,141.86**

	<b><u>12/1/2018</u></b>	<b><u>December</u></b>	<b><u>12/31/2018</u></b>
	<b><u>Debt Balance</u></b>	<b><u>Principal</u></b>	<b><u>Debt Balance</u></b>
		<b><u>Payment</u></b>	
<b>Mars National - VFC #3</b>	\$209,191.40	\$2,607.94	\$206,583.46
<b>NexTier Bank VFC #2</b>	\$441,174.87	\$2,680.96	\$439,872.18

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

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

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to approve the Finance Officer's Report as submitted. Motion carried unanimously 5-0.

### **LIST OF BILLS**

Bearcom .....	194.97
Best Wholesale Tire Co., Inc.....	1095.43
Griffith, McCague & Happel, PC.....	826.50
Intech Worldwide.....	5490.00
Jordan Tax Service, Inc. ....	3984.35
Kress Tire .....	17.00
Lindy Paving Inc. ....	4749.73
North Hills COG .....	6500.00
Office Depot.....	387.90
Shoup Engineering Inc. ....	7161.25
Toshiba Financial Services.....	486.02

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to pay the List of Bills as submitted, and all approved reimbursable items in compliance with generally accepted accounting practices. Motion carried unanimously 5-0.

### **TAX REFUNDS**

The Board is in receipt of the list from the Tax Collector requesting the issuance of real estate tax refunds due to assessment changes by Allegheny County for the year 2018.

#### **2018 REAL ESTATE TAX REFUNDS**

NAME	LOT/BLOCK	AMOUNT
Duncan, Hans Tate & Anna Mae	1839-S-195	\$105.78
Borsuk, Gary A.	1671-B-396	\$ 66.77
Snair, Justin William & Kimberly	1672-N-268	\$ 59.78

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to issue the tax refunds as submitted by the Tax Collector. Motion carried unanimously 5-0.

### **POLICE CHIEF'S REPORT**

Chief Jon Lape was present and provided a summary report on the Police Department for the month of December 2018. A copy of the report is on file at the Township. Questions and comments followed.

Mrs. Jordan thanked the Chief and commended him on a great job on the Christmas Toy Drive.

### **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 2018. A copy of the report is on file at the Township. Questions and comments followed.

### **REPORT FROM THE PARKS AND RECREATION BOARD**

No report – No meeting until 23 January 2019 at 7:00 p.m.

Mrs. Jordan reported on the following items:

- Mrs. Jordan and Mr. Mator have discussed resuming youth athletic association meetings in 2019.
- Deer Lakes Softball would like to install a fence at B7 and B2 ballfields at Bairdford Park. Chief Lape and John Yourish recommended a sliding gate for the purpose of Community Days to make sure vehicles can get in and out of the area. Softball will pay for the cost of the fence but the additional expense for the gate would be paid by the Township. Mr. Mator explained the differences in the styles of gates. If necessary, this item will be on next month's agenda for authorization for payment out of the Budget under Field Maintenance for \$2,000.00.
- Mrs. Jordan and Mrs. Stark would like to implement background checks for all members on the Parks & Recreation Board. It would be as the same as coaches and individuals that deal with children. Everything has been good so far but they feel it's the responsible thing to do because they are dealing with children a lot of the time.

Mr. Mator indicated the Township will need to create/amend the policy and change it by resolution.

### **ENGINEER'S REPORT**

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

#### **Projects**

- 2019 Road Improvement Program
  - Mr. Shoup stated that preliminary design work on roads for the 2019 Road Improvement Project has begun. Public bids will be obtained for the Board of Supervisor's consideration in the next few months.

#### **Development/Subdivision Reviews**

- None

### **APPOINTMENT: ALTERNATE TO THE ALLEGHENY NORTH TAX COLLECTION COMMITTEE**

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to appoint Beverly Jordan as an Alternate to the Allegheny North Tax Collection Committee for the Year 2019. Motion carried unanimously 5-0.

Alternate: Beverly Jordan

### **2019 SALVAGE YARD LICENSE APPLICATIONS**

The Township received the following four (4) applications for the 2019 Salvage Yard License in West Deer Township:

- A) Blazczak Salvage, Inc.
- B) Catanese Brothers Salvage
- C) IAA Acquisition Corp.
- D) Smullin Recycling

All four (4) applicants have paid their fees. Mr. Payne inspected the properties in January and submitted the checklists as per Township Ordinance Number 349.

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

The Board received Mr. Payne's inspection/checklist report of the property.

ALL ITEMS ON THE CHECKLIST PASSED.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to approve the Blazczak Salvage, Inc., application for the 2019 Salvage Yard License. Motion carried unanimously 5-0.

**B) 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 and recommended that no salvage occur until all violations are taken care of.

ALL ITEMS ON CHECKLIST PASSED EXCEPT:

- STORAGE - No storage/trucks located outside fence (Red International truck and white pick-up truck, as well as small amounts of debris/scrap are located on back edge of gravel lot).
- FENCING/SCREENING - Fence shall be surrounded by natural landscaping or Type "A" screening (Section of fencing by main gate on right side of building and end section on left side of building is leaning and should be made sound).

MOTION BY Supervisor Karpuzi and SECONDED BY Supervisor DiSanti to approve the Catanese Brothers Salvage application on condition that they fix the two regulations that have failed while under inspection of Mr. Payne for the 2019 Salvage Yard License. Motion carried unanimously 5-0.

**C) IAA ACQUISITION CORPORATION, 49 Bairdford Road, Gibsonia, PA 15044**

The Board received Mr. Payne's inspection/checklist report of the property.

ALL ITEMS ON THE CHECKLIST PASSED.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to approve the IAA Acquisition Corporation application for the 2019 Salvage Yard License. Motion carried unanimously 5-0.

**D) SMULLIN RECYCLING (FORMERLY BOULEVARD AUTO & TRUCK SALVAGE, LLC), 1813 Saxonburg Blvd., Tarentum, PA 15084**

The Board received Mr. Payne's inspection/checklist report of the property. Mr. Payne commented on his report and recommended to approve it conditional that no salvage operations commence until all violations are taken care of and a new inspection is performed.

ALL ITEMS ON THE CHECKLIST PASSED EXCEPT:

- FENCING/SCREENING – Opaque fence not less than 7 ft. or more than 12 ft. in height (Front fence is partially removed during construction. Owner states no salvage business will occur until fence and screening is replaced).

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to approve Smullin Recycling for the 2019 Salvage Yard License contingent upon they comply with the checklist submitted by Mr. Payne upon re-inspection. Motion carried unanimously 5-0.

#### **AUTHORIZATION: PURCHASE OF PUBLIC WORKS TRUCKS**

The Board received the quote from Suppes Ford and US Municipal for two (2) new 2019 Ford F550 Chassis XL 4x4 SD Regular Cab 145" WB DRW and 2019 Equipment under the PA CoStars contract.

2 – 2019 Ford 550 Super Duty 4x4 Cab & Chassis	\$ 93,448.00
2 – Equipment Packages which includes Body's, Hydraulics, Snow Plows, & Spreaders	\$ <u>64,102.00</u>
Total:	\$ 157,550.00

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to authorize the purchase of two (2) new 2019 Ford 550 Chassis XL 4x4 SD Regular Cab 145" WB DRW and the two 2019 Equipment Packages to Suppes Ford and US Municipal in the total amount of \$157,550.00 and the financing through Laurel Capital for five years at the rate of 3.60%. Motion carried unanimously 5-0.

#### **AUTHORIZATION: PURCHASE 2019 JCB SKID STEER**

The Board received the quote from Stephenson JCB for one (1) new 2019 JCB 300T Tier 4 Final Tracked, Vertical Lift, New Generation, Compact Tracked Loader.

Equipment Total	\$70,828.64
Less Trade-In – 2005 JCB Skid Steer	- \$ <u>11,500.00</u>
Total:	\$59,328.64

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to authorize the purchase of one (1) new 2019 JCB 300T Tier 4 Final Tracked Loader to Stephenson JCB in the amount of \$70,828.64 less trade-in of \$11,500.00 for the total amount of \$59,328.64 and financing through Laurel Capital for five years at the rate of 3.60%. Motion carried unanimously 5-0.

#### **OLD BUSINESS**

- Mrs. Jordan commented on the newsletter.
- Dr. DiSanti commented on the retention ponds at Rock Airport as to whether they are in compliance.

#### **NEW BUSINESS**

- Mr. Karpuzi showed a short video presentation in regard to Little Free Libraries, a non-profit organization providing a free book exchange where one builds small type bookstands for children/people to take a book and share a book throughout different locations/neighborhoods in the Township. Some discussion was held and Mr. Karpuzi will discuss this at the next meeting once he checks for further information on this program.

#### **SET AGENDA: REGULAR BUSINESS MEETING**

20 February 2019

6:00 p.m. – Executive Session

6:30 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. Discussion: Public Outreach
14. Old Business
15. New Business
16. Set Agenda/March 20, 2019
17. Comments from the Public
18. Adjournment

Items Added:

- Accept Part Time Resignation(s)
- Part Time Police
- Authorize Motorcycle Bids
- Ratify Softball Fence (If Needed)
- Volunteer Clearance Policy (If Needed)

**COMMENTS FROM THE PUBLIC:**

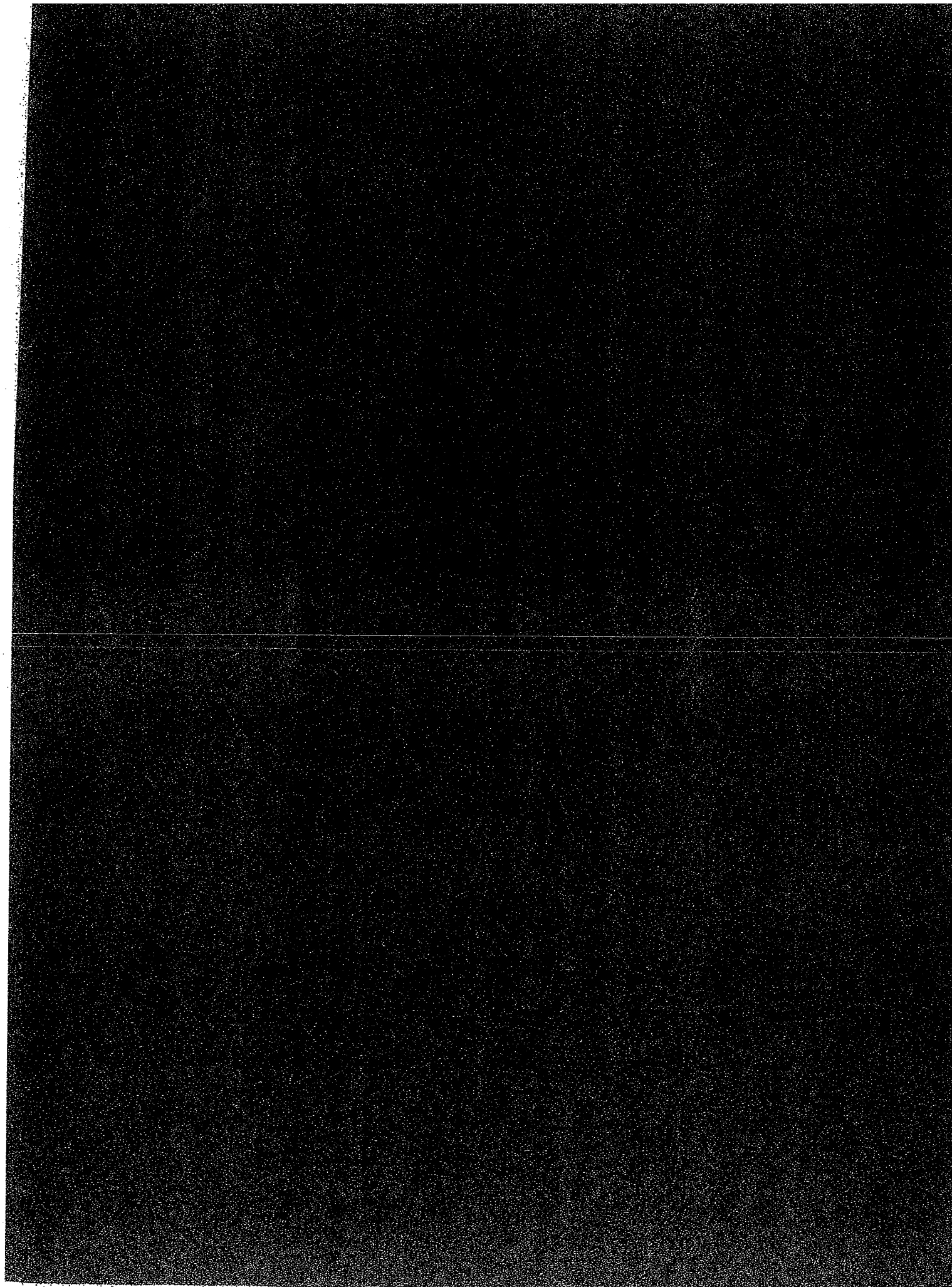
- Mr. Scott Woloszyk, Shuster Road
  - Mr. Woloszyk commented on the asphalt failing on the Benjamin Street Bridge.
- Ms. Allison Sciullo, 1157 Logan Road
  - Ms. Sciullo would like to see a public library in the Township.

**ADJOURNMENT**

MOTION BY Supervisor Karpuzi and SECONDED BY Supervisor DiSanti to adjourn the meeting at 7:31 p.m. Motion carried unanimously 5-0. 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
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. JORDAN	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

8-A

**TOWNSHIP OF WEST DEER**  
**FINANCE OFFICER'S REPORT**  
**January 31, 2019**

**I - GENERAL FUND:**

	<b><u>January</u></b>	<b><u>YTD</u></b>	<b><u>% of Budget</u></b>
Revenues	535,113.96	535,113.96	8.39%
Expenditures	338,409.85	338,409.85	5.31%

**Cash and Cash Equivalents:**

Sweep Account

285,497.16

**285,497.16**

**II - SPECIAL REVENUE FUNDS**

**Cash and Cash Equivalents:**

**Street Light Fund:**

Restricted

6,247.63

**Fire Tax Fund:**

Restricted

23,913.47

**State/Liquid Fuels Fund:**

Restricted

59,828.99

**89,990.09**

**Investments:**

**Operating Reserve Fund:**

Reserved

194,753.67

**Capital Reserve Fund:**

Reserved

1,338,238.20

**1,532,991.87**

**III - CAPITAL PROJECT FUNDS:**

**Cash and Cash Equivalents:**

0.00

**0.00**

**TOTAL CASH BALANCE 1/31/19**

**1,908,479.12**

**Interest Earned January 2019**

**363.16**

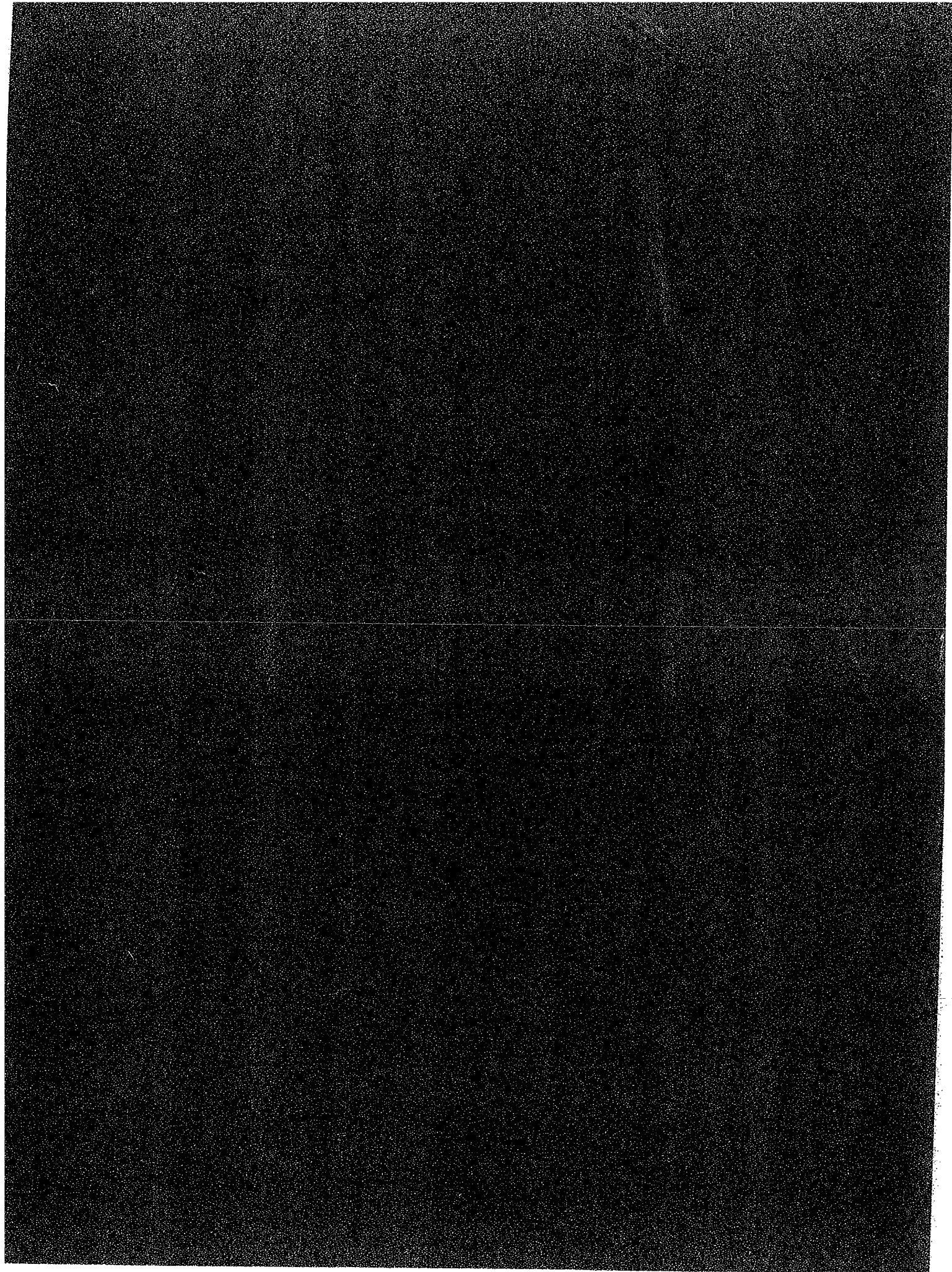
	<b><u>1/1/2019</u></b>		<b><u>January</u></b>		<b><u>1/31/2019</u></b>
	<b><u>Debt Balance</u></b>		<b><u>Principal</u></b>		<b><u>Debt Balance</u></b>
			<b><u>Payment</u></b>		
<b>Mars National - VFC #3</b>	206,583.46	\$	2,607.94		204,644.06
<b>NexTier Bank VFC #2</b>	439,872.18	\$	2,680.96		438,612.32

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

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

## INTEREST EARNED - 2019

	<u>JANUARY</u>	<u>YTD</u>
GENERAL FUND	\$0.57	\$0.57
STREET LIGHT FUND	\$0.00	\$0.00
FIRE TAX FUND	\$9.14	\$9.14
OPERATING RESERVE	\$207.76	\$207.76
STATE FUND	\$141.60	\$141.60
CAPITAL RESERVE	<u>\$4.09</u>	<u>\$4.09</u>
<b>TOTAL INTEREST EARNED</b>	<b><u>\$363.16</u></b>	<b><u>\$363.16</u></b>



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	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUI	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

8-B

By Name  
Cutoff as of: 12/31/9999

Time: 08:57 am  
Date: 02/13/2019  
Page: 1

Due Dates: 02/15/2019 thru 02/15/2019

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00621 A J PRINTING SERVICE 403.215 Tax:Postage/Env for Tax Bills 0119		104503 01/25/2019	2029.87 02/15/2019				2029.87		N
Name: A J PRINTING SERVICES, INC			2029.87				2029.87		
00337 AMERIKOHL AGGREGATES 430.372 Road: Anti-skid 0119		336059 01/31/2019	414.58 02/15/2019				414.58		N
Name: AMERIKOHL AGGREGATES INC			414.58				414.58		
00338 AMERIKOHL TRANSPORT 430.372 Road: Delivery of Anti-skid 0119		246045 01/31/2019	172.81 02/15/2019				172.81		N
Name: AMERIKOHL TRANSPORT INC			172.81				172.81		
00674 BEARCOM 410.328 POL: Labor/Install MCS2000 Rad0119		4780324 01/29/2019	292.65 02/15/2019				292.65		N
00674 BEARCOM 430.327 Road: Radio Equip Maint 0219		4782544 02/01/2019	57.47 02/15/2019				57.47		N
00674 BEARCOM 410.328 POL: Radio Equip Maint 0219		4783013 02/04/2019	137.50 02/15/2019				137.50		N
Name: BEARCOM			487.62				487.62		
00553 BEST WHOLESALE TIRE 410.374 Police:Car #37-filler neck 0119		14061 01/08/2019	239.05 02/15/2019				239.05		N
00553 BEST WHOLESALE TIRE 410.374 Police:Car #34-rear brakes/rot0119		14063 01/08/2019	398.10 02/15/2019				398.10		N
00553 BEST WHOLESALE TIRE 410.374 Police:Car #32-r&r washer nozz0119		14157 01/18/2019	60.85 02/15/2019				60.85		N
Name: BEST WHOLESALE TIRE CO, INC			698.00				698.00		
10315 GRIFFITH, MCCAGUE & 404.111 Legal Services: General 0219		273550 01/31/2019	1035.50 02/15/2019				1035.50		N
Name: GRIFFITH, MCCAGUE & HAPPEL, PC			1035.50				1035.50		
00005 HEI-WAY, LLC 430.372 Road: Cold Patch 0119		9011006 01/11/2019	673.54 02/15/2019				673.54		N
00005 HEI-WAY, LLC 430.372 Road: Cold Patch 0219		90204019 02/05/2019	480.98 02/15/2019				480.98		N

By Name  
Cutoff as of: 12/31/9999

Time: 08:57 am  
Date: 02/13/2019  
Page: 2

Due Dates: 02/15/2019 thru 02/15/2019

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: HEI-WAY, LLC			1154.52				1154.52		
00143 INSIGHT PIPE CONTRAC	430.611	9324	3150.00				3150.00		
Road:Cleaning 12"-30"Storm sew0119		01/28/2019	02/15/2019	01/31/2019				N	
Name: INSIGHT PIPE CONTRACTING			3150.00				3150.00		
00106 JORDAN TAX SERVICE,	403.140	1-11	11239.50				11239.50		
Certifying for liens	0119	01/21/2019	02/15/2019	01/23/2019				N	
00106 JORDAN TAX SERVICE,	403.140	1-C-#114	1460.51				1460.51		
Delinquent R E Tax Commission	0119	01/18/2019	02/15/2019	01/22/2019				N	
00106 JORDAN TAX SERVICE,	403.140	2-19-149	960.00				960.00		
16 Liens-Certifying for liens	0219	02/07/2019	02/15/2019	02/08/2019				N	
Name: JORDAN TAX SERVICE, INC.			13660.01				13660.01		
00481 MARK C TURNLEY	402.311	1/31/19	2600.00				2600.00		
Progress Billing-y/E 12/31/18	0119	01/31/2019	02/15/2019	01/29/2019				N	
Name: MARK C TURNLEY			2600.00				2600.00		
00325 MRM WORKERS' COMP FU 486.354		1819PRJ9870	16749.43				16749.43		
3rd Install of 4-Workmen's Com0219		02/15/2019	02/15/2019	02/06/2019				N	
Name: MRM WORKERS' COMP FUND			16749.43				16749.43		
00657 OFFICE DEPOT	410.210	254701891001	-61.43				-61.43		
Police: Supplies	0119	01/11/2019	02/15/2019	01/31/2019				N	
00657 OFFICE DEPOT	410.210	254701892001	32.40				32.40		
Police: Supplies	0119	01/07/2019	02/15/2019	01/31/2019				N	
00657 OFFICE DEPOT	409.226	2643350260001	15.44				15.44		
Cleaning Supplies	0119	01/24/2019	02/15/2019	01/31/2019				N	
00657 OFFICE DEPOT	406.210	2643350260001	200.94				200.94		
Office Supplies	0119	01/24/2019	02/15/2019	01/31/2019				N	
00657 OFFICE DEPOT	410.210	268502956001	14.87				14.87		
Police: Office Supplies	0219	02/01/2019	02/15/2019	02/08/2019				N	
00657 OFFICE DEPOT	410.210	268502957001	85.30				85.30		
Police: Office Supplies	0219	02/01/2019	02/15/2019	02/08/2019				N	

## WEST DEER TOWNSHIP

## ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

By Name  
Cutoff as of: 12/31/9999

Time: 08:57 am  
Date: 02/13/2019  
Page: 3

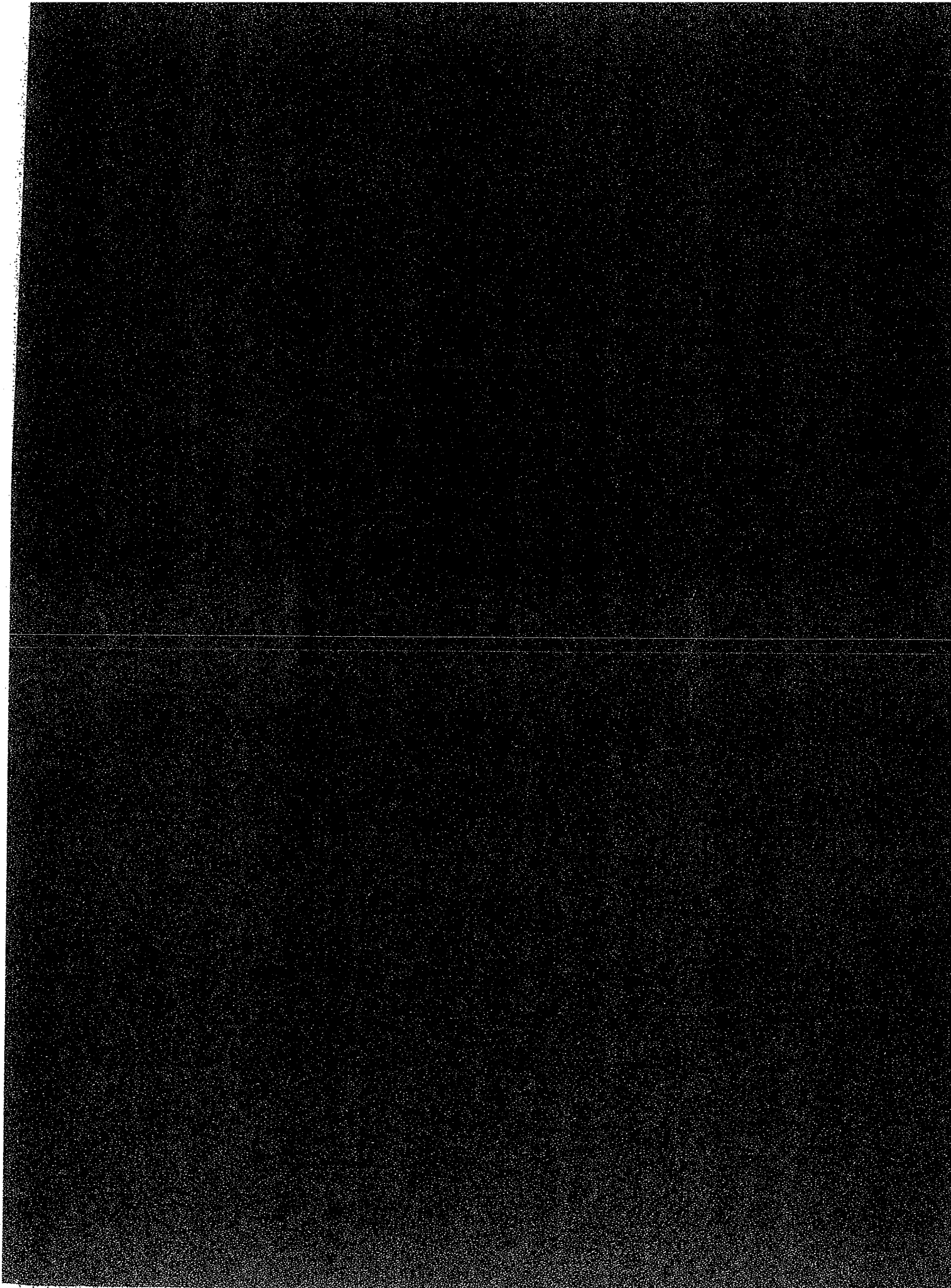
Due Dates: 02/15/2019 thru 02/15/2019

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	check Amt.
Name: OFFICE DEPOT			287.52				287.52		
00830 SHOUP ENGINEERING IN	408.313	19-037	673.50				673.50		
Engineering: Miscellaneous	0119	01/31/2019	02/15/2019	02/05/2019				N	
Name: SHOUP ENGINEERING INC.			673.50				673.50		
00074 STEPHENSON EQUIPMENT	430.374	18011566	215.20				215.20		
Road:shaft spinner/spinner dis	0119	01/14/2019	02/15/2019	01/17/2019				N	
00074 STEPHENSON EQUIPMENT	430.374	18011635	-99.72				-99.72		
Road: spinner disc/return	0119	01/15/2019	02/15/2019	01/17/2019				N	
00074 STEPHENSON EQUIPMENT	430.374	18012411	237.39				237.39		
Road: Blade Guide Assy	0119A	01/31/2019	02/15/2019	02/06/2019				N	
00074 STEPHENSON EQUIPMENT	430.374	18012492	306.54				306.54		
Road: Motor/Spinner	0119A	04/02/2019	02/15/2019	02/06/2019				N	
Name: STEPHENSON EQUIPMENT, INC.			659.41				659.41		
00577 TOSHIBA FINANCIAL SE	410.261	69237353	241.26				241.26		
Lease & Maintenance of Copiers	0119	01/20/2019	02/15/2019	01/25/2019				N	
00577 TOSHIBA FINANCIAL SE	406.261	69237353	447.34				447.34		
Lease & Maintenance of Copiers	0119	01/20/2019	02/15/2019	01/25/2019				N	
Name: TOSHIBA FINANCIAL SERVICES			688.60				688.60		

FINAL TOTALS:

44461.37

44461.37



## POLICE CHIEF'S REPORT

CHIEF LAPE.....

9

## OFFICER'S MONTHLY REPORT

To: Jonathan D. Lape, Chief of Police  
From: Jennifer Borczyk, Administrative Assistant  
Subject: Officer's Monthly Report  
Date: February 6, 2019

Attached is the Officer's Monthly Report for January 2019.

JB

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

OFFICER'S MONTHLY REPORT  
JANUARY 2019

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	72		
CALLS FOR SERVICE/FIELD CONTACTS	592		
ALL OTHER CALLS	505		
TOTALS CALLS FOR SERVICE	1169		
<u>ARRESTS</u>			
ADULT	9		
JUVENILE	0		
TRAFFIC CITATIONS	7		
NON TRAFFIC CITATIONS	0		
PARKING CITATIONS	3		
WARNINGS	0		
<u>PERSONNEL</u>			
GRIEVANCES FILED BY POLICE OFFICERS	0		
CITIZENS COMPLAINTS ON POLICE OFFICERS	0		
LETTERS COMMENDING POLICE OFFICERS	0		
<u>VEHICLE REPORTS</u>			
TOTAL MILES TRAVELED	10271		
GALLONS OF GASOLINE USED	965.7		
REPAIRS/MAINTENANCE	698		
<u>OVERTIME PAID</u>			
COURT (OFF DUTY)	0		
PRELIMINARY HEARINGS	11.5		
PRETRIAL	0		
INVESTIGATIONS	5		
ARRESTS	4		
SPEED CHECKS	0		
PRIVATE CONTRACTS	0		
MISC. HOURS - FILLED SHIFTS	0		
MISC. HOURS - ADMIN. HOURS	0		
MISC. HOURS	0		
TOTAL HOURS	20.5		

## Points of Interest

January 2019

### Chief Jonathan Lape

- January 3,4- Interviews for Secretary position
- January 16- Chief's meeting
- January 18- Safety Meeting with School Administration ( Officer Shurina attended)
- January 24- Lockdown Drill at East Union Intermediate & Curtisville Primary ( Officer Shurina and Officer Elza attended)
- January 25- Drill Middle School ( Officer Gizienski, Sgt. Bailey, & Officer O'Connor attended)
- January 25- Drill High School (Sgt. Bailey, Officer Bartoszewicz, Officer Newman, & Officer Fedunok attended)
- January 28, 29- Updates Training
- January 31- Meeting Early Years Daycare (walkthrough)

### Officer Edward Newman

- K9-Nothing to report

### Officer Robert Petosky

- January 4- attended debrief at Tree of Life Synagogue with North Hills SRT Team Leaders and Command personnel

### Sergeant Mikus & Officer Petosky

- January 25- North Hills SRT Training at Hampton Twp. Firearms Range

### Explorers

- January 10- Use of Force Training
- January 24- CPR Recertification

### School District Details

- See attached SRO/ Security Details and Logs
- January 3, 5, 8, 10, 15, 16, 17, 18, 22, 24, 25, 29- assist with crowd/ traffic control Deer Lakes boys/ girls basketball
- January 8, 15- assist with security School Board Meeting

### Misc. Details

- January 7- Sgt. Mikus & Officer Shurina- LPR Training
- January 11- Sgt Loper, Sgt. Mikus, Officer Dobson, & Officer Petosky- Medical Marijuana Training
- January 17, 18- Officer Petosky & Officer Elza- Mandatory Training
- January 30, 31- Sgt. Loper & Officer Trocki- Mandatory Training



# TOWNSHIP OF WEST DEER POLICE DEPARTMENT



## Monthly Report Deer Lakes School District SRO / Security Detail & Logs

**JANUARY 2019**

**WDPD INCIDENT REPORTS**

**TOTAL: 2**

- 1 Mental Commitment - Voluntary
- 1 Computer Crimes - General

**SRO / SECURITY DETAILS & LOGS**

**TOTAL: 116**

- 71 Security General
- 2 Security Cafeteria
- 3 Security Parking Lot
- Instruct SRO Student Program
- Instruct SRO Faculty Program
- 4 Instruct DARE Program
- Attend Court
- 2 Attend Meeting
- 2 Attend Training
- 6 Assist Student
- 11 Assist Teacher
- 2 Assist Administrator
- Assist Juv. Prob. Officer
- Assist Nurse / EMS
- Assist Other
- 1 Student Transport
- Student Missing / Search
- 1 Student Monitoring
- 1 Suspicious Incident / person
- K-9 Drug Search
- 10 School Safety Drill
- Other / Miscellaneous

**TOTAL ACTIVITY**

**TOTAL: 118**



# TOWNSHIP OF WEST DEER POLICE DEPARTMENT



## TOTAL ACTIVITY BY SCHOOL

HIGH SCHOOL	29
MIDDLE SCHOOL	24
E.U. INTERMEDIATE	36
CURT. PRIMARY	23
ADMIN. BUILDING	1
BUS GARAGE	1
OTHER	4

## FREQUENT STUDENT INVOLVEMENT

DL School / Student ID #:	EU	27124	Total Involvements this period:	1
DL School / Student ID #:	EU	26134	Total Involvements this period:	3
DL School / Student ID #:	EU	26190	Total Involvements this period:	4
DL School / Student ID #:	EU	26003	Total Involvements this period:	2
DL School / Student ID #:	EU	26101	Total Involvements this period:	1
DL School / Student ID #:	CP	31092	Total Involvements this period:	6

## DARE / SRO CLASSES AND PROGRAMS

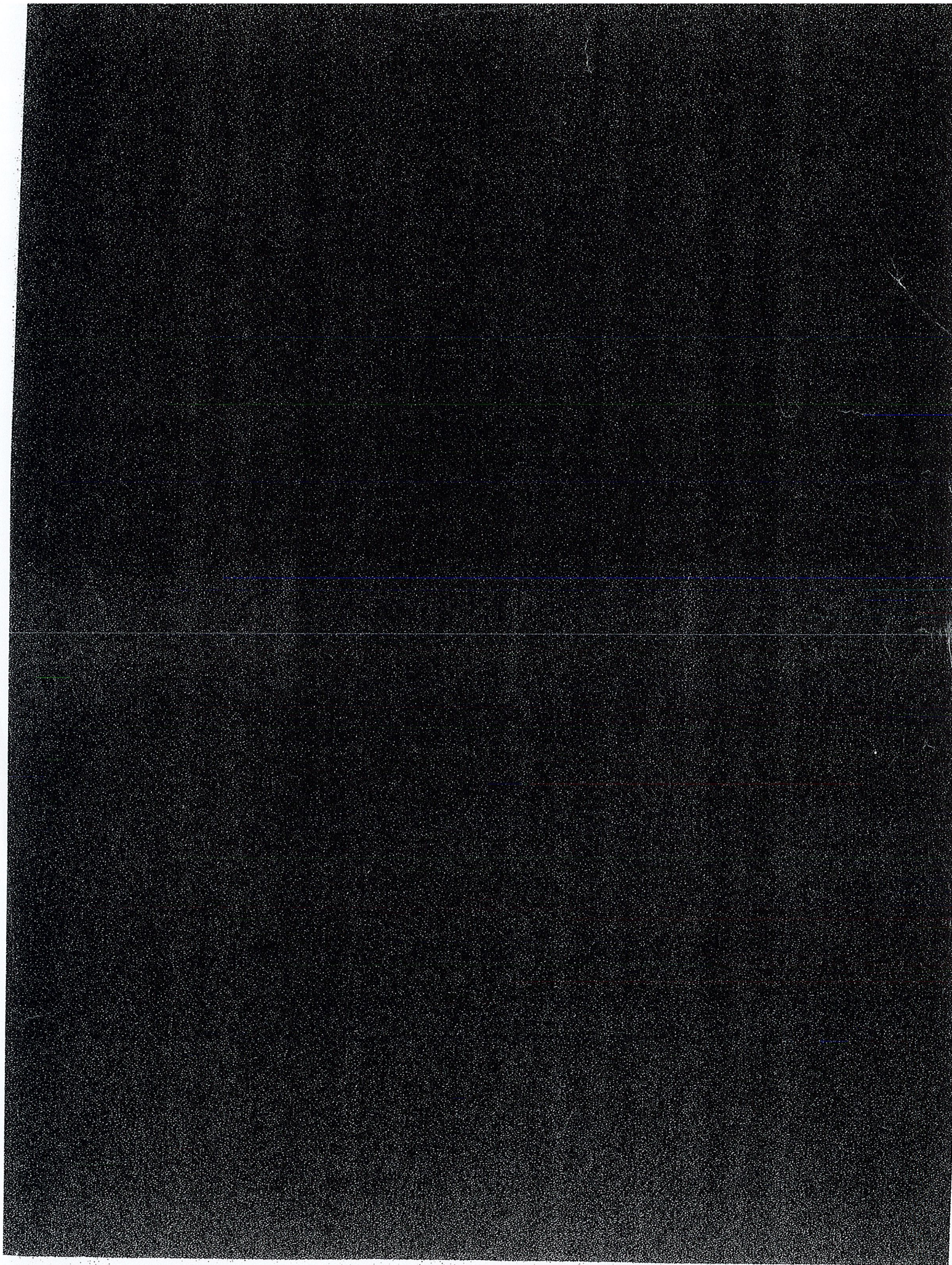
### DARE CLASSES INSTRUCTED DURING THIS PERIOD

<u>Number of Classes</u>	<u>Grade Level</u>	
10	5 <sup>TH</sup> Grade	DARE

### SRO Programs INSTRUCTED DURING THIS PERIOD

<u>Program</u>	<u>School</u>	<u>Date</u>
None		

See attached WDPD reports for more detail and/or any notes regarding specific incidents.



**BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER'S REPORT**


MR. PAYNE.....

10

# Code Enforcement

January 31, 2019

1. Issued 16 Occupancy Permits
2. Issued 11 Building Permits
3. Performed 28 site inspections
4. No Planning Commission meeting was held.
5. A Zoning Hearing Board meeting was held and granted a use variance for a proposed cell tower on Monier Road.
  - a. A request for a side use variance for a building addition to a commercial building on 910 has been submitted and will be heard in March. Date is yet to be confirmed but looks like March 21<sup>st</sup> if our solicitor and stenographer are available.



---

William Payne  
Code Enforcement Officer

**West Deer Township**  
**Occupancy Permit Report**  
 JANUARY, 2019

Permit Date	Permit Number	Lot Block	Applicant Name	Street Address	Use	New Construction
01/03/2019	O19-001	1509-B-326	WILLIAM & BRITTANY DELLER	233 OAK RD	Single Family Home	No
01/03/2019	O19-002	1669-J-158	FADIL KRASNIQI	426 BAIRD FORD RD	Single Family Home	No
01/03/2019	O19-003	1511-C-013	JEREMY & MARCIE PACKER	1218 SANDSTONE CT	Single Family Home	No
01/03/2019	O19-004	1360-P-338	KELLY MORROW	66 SIMON RD	Single Family Home	No
01/14/2019	O19-005	1666-R-100-23A	AMY FLEISSNER	386 SADDLEBROOK RD	Quad	Yes
01/14/2019	O19-006	1220-E-142	CAROL RUSAK	2723 RUSSELLTON AIRPORT RD	Single Family Home	No
01/14/2019	O19-007	1216-S-210	SARA PINILLA	13 CHRISTINE DR	Single Family Home	No
01/14/2019	O19-008	1669-J-146	ROB & ANN ROCK	442 BAIRD FORD RD	Single Family Home	No
01/16/2019	O19-009	1360-B-243	JUSTIN BROWN	170 MCCLURE RD	Single Family Home	No
01/16/2019	O19-010	1666-R-100-23A	AMY FLEISSNER	386 SADDLEBROOK RD	Single Family Home	Yes
01/23/2019	O19-011	1214-E-301	RICHARD & LINDA SUTTER	3532 Cedar Ridge Road	Duplex/Carriage House	Yes

**West Deer Township**  
**Occupancy Permit Report**  
 JANUARY, 2019

01/28/2019	O19-012	2197-P-343	PHILIP & RICHARD KENZIE	1007 WALNUT ST	Single Family Home	No
01/28/2019	O19-013	1507-H-223-3A	BERNADETTE CASCIATO	5035 FOXWOOD COURT	Townhome	No
01/29/2019	O19-014	2192-J-248	WILLIAM & ELEANOR EISENBARTH	136 DONALDSON RD	Single Family Home	No
01/29/2019	O19-015	1216-S-210	SARA PINILLA	13 CHRISTINE DR	Single Family Home	No
01/29/2019	O19-016	1666-R-100-34A	EUGENE & NANCY BUTLER	343 SADDLEBROOK RD	Quad	No

**Total Fees Collected by Month**

**January- \$325**

**Total Fees Collected**

**Grand Total - \$325**

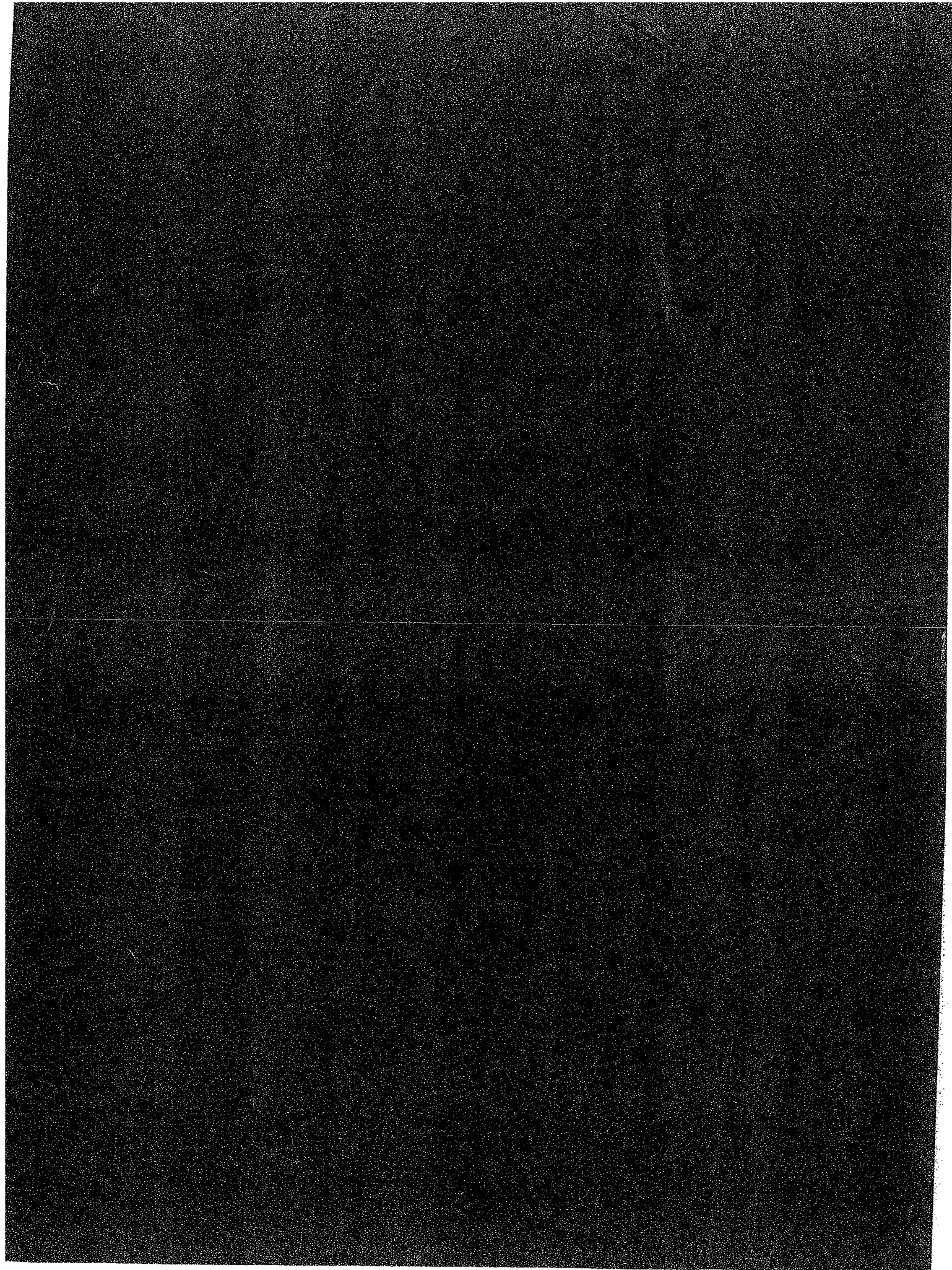
**West Deer Township**  
**Permit Report**  
JANUARY, 2019

Permit Date	Permit #	Type	Owner	Address	Parcel ID	Construction Cost	Fees Collected
01/02/2019	P19-001	Fence	WILLIAM BARNES	470 BAIRD FORD RD	1669-K-364	\$3,200.00	\$35.00
01/03/2019	P19-002	Addition	KIMBERLY SNAIR	23 SUPERIOR RD	1672-N-261	\$40,000.00	\$243.00
01/07/2019	P19-003	Solar Panel	WAYNE & SUSAN SIGMUND	36 MCCLURE RD	1217-A-306	\$11,251.45	\$320.00
01/15/2019	P19-004	Electrical Service cable	PHILIP & RICHARD KENZIE	1007 WALNUT ST	2197-P-343	\$1,000.00	\$20.00
01/17/2019	P19-005	Structural Alteration (dormer)	MICHAEL MADDEEN	99 RUSSELLTON-DORSEYVILLE	1217-J-389	\$16,000.00	\$95.00
01/22/2019	P19-006	Accessory Structure	ELIZABETH J FANCHER	1034 MAC ARTHUR DR	1218-M-68	\$950.00	\$20.00
01/22/2019	P19-008	Repair/alter Cell tower	AT&T	418 Hawthorne lane	2012-S-183-T1	\$31,270.00	\$475.00
01/22/2019	P19-009	Antenna	DONALD & JANE DILLNER	756 Packsaddle Trl	2382-R-232-00T1	\$20,000.00	\$350.00
01/23/2019	P19-010	Addition	CHERYL ZALEWSKY	676 LITTLE DEER CREEK VALLEY RD	1512-M-361	\$26,000.00	\$145.00
01/28/2019	P19-012	Pole Building/Barn	TETONS LP	216 SHUSTER RD	2012-B-269	\$9,800.00	\$65.00
01/31/2019	P19-013	New gas line	WALTER L & MARY F BRODKA	123 FORD ST	1838-N-377	\$1,000.00	\$20.00
<b>Totals: 11</b>						<b>\$160,471.45</b>	<b>\$1,788.00</b>

**West Deer Township**  
**Permit Report**  
 JANUARY, 2019

Permit Type	Count	Construction Cost	Fee Total
Accessory Structure	3	\$33,220.00	\$515.00
Addition	2	\$66,000.00	\$388.00
Antenna	1	\$20,000.00	\$350.00
Fence	1	\$3,200.00	\$35.00
Other	1	\$1,000.00	\$20.00
Pole Building/Barn	1	\$9,800.00	\$65.00
Solar Panel	1	\$11,251.45	\$320.00
Structural Alteration	1	\$16,000.00	\$95.00

Permit Status	Count	Construction Cost	Fee Total
Issued	11	\$160,471.45	\$1,788.00



## **REPORT FROM THE PARKS AND RECREATION BOARD**

MRS. AMY STARK, CHAIRWOMAN.....

11

## **Parks & Recreation Report**

**February 20<sup>th</sup>, 2019**

- Our last meeting was January 23 followed by our first Community Days meeting of the year.
- Elections were held and once again Amy Stark is the Chairwoman, Brandon Farster is the Vice Chairman and Carol McCaskey is the Secretary.
- We did a questionnaire for Community Days to find out what the community thinks. We had 188 responses. Attached you will find the results.
  - Summary
    - Food – 99 written responses – top responses in order are more options, food trucks, tacos, pizza, wings, hoagies (all kinds), and cotton candy
    - Suggestions – 88 written responses – top responses in order are more games, rides, more craft and local vendors, bands/band battle, adult/older children activities and games
- We started to set the calendar of events for the year.
  - Egg Hunt – 4/14
  - Senior Luncheon – sometime in May
  - Movie in the Park – 6/21
  - 80s in the Park – 6/28
  - Community Days – 8/2-3
- Community Days Committee – the Board did not elect a Chairperson or a Vice Chairperson for this committee. We will do that first thing at our next meeting.
- Our next meeting is February 27, 2019 with a Community Days meeting to follow.

## Cathy Sopko

---

**From:** Amy Stark <amygazzo@yahoo.com>  
**Sent:** Tuesday, February 12, 2019 3:31 PM  
**To:** Cathy Sopko  
**Subject:** Fw: Update Questionnaire  
**Attachments:** 1.21.19Questionnaire for Community Days 2019 - Google Forms.pdf

Just this email, not the attachment as it is already in the other email I sent to you.

Thanks!

Amy D. Stark  
412-651-5033

----- Forwarded Message -----

**From:** Arjona Karpuzi <[arjonakarpuzi@gmail.com](mailto:arjonakarpuzi@gmail.com)>  
**To:** "[amygazzo@yahoo.com](mailto:amygazzo@yahoo.com)" <[amygazzo@yahoo.com](mailto:amygazzo@yahoo.com)>  
**Sent:** Monday, January 21, 2019, 8:52:33 PM EST  
**Subject:** Update Questionnaire

Hi,

I've attached the questionnaire as a PDF. Also, I copied and pasted the pie charts because in the PDF some got cut off.

Arjona

## Questionnaire for Community Days 2019

QUESTIONS

RESPONSES 188

188 responses



SUMMARY

INDIVIDUAL

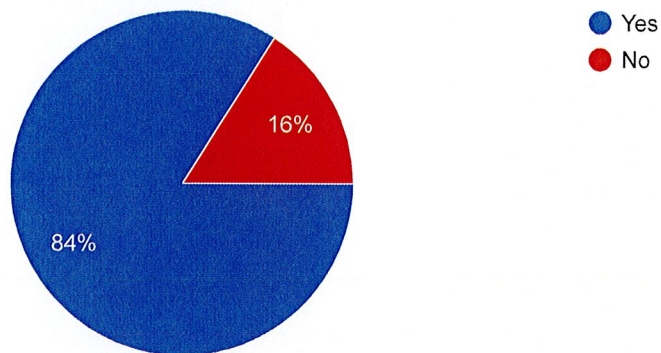
Accepting responses



This questionnaire is designed to get feedback from the community for Community Days 2019. When responding to the questionnaire every response is anonymous.

## Did you go to Community Days 2018

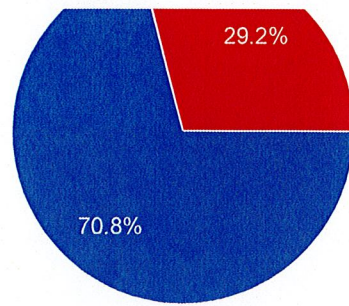
188 responses



## Did you like the food options at Community Days 2018?

168 responses





## What are foods that you would like to see at Community Days 2019?

99 responses

Wings

Pizza

Gyros

Food trucks

Pizza, chicken tenders

All food options were great! Would rather support local organizations at their tents, rather than have outside "carnival food trucks" present.

The wing cook off was fun

Nothing in particular just more options.

Buffalo chicken dip! Thanks baseball booth

Pizza and ice cream

A really good pizza.

Tacos

Gyros. Hot sausage hoagies. More of a selection

Taco truck!

Local food vendors, chefs, and/or food trucks

More fair type foods.

Local

Mixed variety of meats etc.

Pizza, chicken, something more for kids then just hotdogs

Cotton candy

Pizza

Pulled pork philly cheesesteak

Grilled chicken; footling hotdogs with peppers and onions

Mission mahi food truck

Something different it's always the same things

The selection was find just more of it becAuse line was very very long!!!!

Not greasy foods

Maybe some food trucks.

Gyros...popcorn

Healthier options

I was pleased with the food from 2018

Hot sausage, fries, cold drinks

More options,

More selection

Moe's

Food trucks

The assortment of foods provided by township organizations has always been perfect. Let the organizations offer what they do best - it's the culture of our township being reflected

More variety

Ethnic Foods-have churches get involved.

Hoagies, steak and cheese hoagies, pizza

Chinese, tacos, hamburgers

Ethnic

fried Oreos, walking tacos, bbq ribs philly steak hoagie, cotton candy

Pizza, chips, walking taco

BBQ, (pulled pork, ribs, chicken, beef)

Funnel cake, taco salad

Stromboli funnel cakes wings

Tacos

Chicken wing contest, cotton candy

More carnival vendor food

The foods are fine

Perogi and food trucks

Got it all covered!

Funnel cakes, Kilbassa, ham BBQ, fresh cut FF, pierogis

No long lines

Local businesses

Need to have more Food Trucks

Burgers, cheese steak, soft pretzels more ice cream options.

Tacos, burritos

tacos

Beer

Wvfd 288

More booths or food trucks

Pierogies

Chinese

Chicken, fries

Corn dogs, chicken wings & fries, or chicken tenders & fries.

More food trucks.. toco... gyro.. kona ice..

Food trucks to give more variety

Loaded nachos

Chipped ham BBQ

Chicken wings and ribs

Variety

Not have it

Funnel cake

Fries, funnel cake, snow cones, corn dogs

I don't think it's fair that WD #1 is the only booth selling food. I've heard that they have made it so only non profits can sell food. With Mel sitting on the board and also being a member of #1 I think that it creates a conflict of interest. I would love to see the bowling alley, Taton's, Around the Corner, Loughlins or any of the other restaurants in the area be able to see their food. I think it would help promote small business and encourage people to try something new.

I thought there was a good variety last year...

Chinese, more dessert options, diverse sandwiches/subs

I'd like to see the wing competition come back!

More meatless/ healthy options

Wings, bar b que

Loved the wing cook off a few years ago!

Yes and no for good options. Variety has depleted each year used to be great when it first started

Kettle corn, pretzels and cheese, nachos

Food Trucks

Walking tacos 🌮

Would like to see more options

Funnel cakes

corn dogs

Variety of foods, local places, food trucks

Cotton candy, fruits, slushies

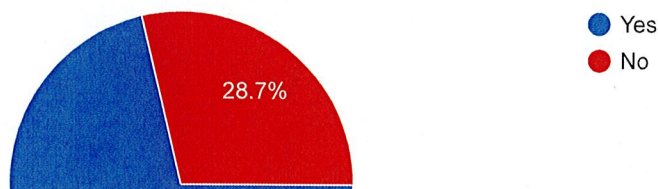
Food trucks; wings

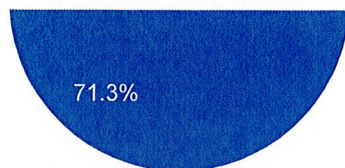
Carnival food

A variety instead of the same stuff every year by the same people.

## Would you like to see carnival rides for Community Days 2019?

188 responses





## Suggestions for Community Days 2019

84 responses

Fireworks are to late for a family with small children.

More games for kids.

Rides would be fun for the kids, as long as they are reasonably priced and safe!!!

Needs to be more kid friendly. I say do away with the fireworks and invest in some carnival rides and games.

One day only

Carnival games and rides were really fun when Community Days was reintroduced, if possible you should bring them back.

I love it the way it is!

How bout more game booths instead of political and none sense booths

Keep the fireworks

More games and carnival day booths. Try to make at fun for children and teens

Possibly carnival type rides for the kids, face painting, kids games where they can earn prizes, a polka night would be interesting and could be held in the main pavilion by the fields, and perhaps extending it into Sunday and making it a 3 day event.

I like it the way it was in 2018

More craft or vendors selling unique things. Would be great to buy some cool local wares. There used to be...and now it is just very bland

More activities like the sounding communities have

More carnival style

Slides ,little more for the kids games for adults rat race or like dart games

Concerts with popular local bands might bring in more people. Maybe battle of the bands. Something to bring in the 20 to 30 year olds

I think we should try a week long carnival where the 3 fire departments help parks and recreation. Also, bingo all day, both days. Thank you for asking for suggestions.

More games (ie - chuckaluck, birthday month game, bowler roller, more stuff like you would see at a church fair or amusement park)

I love it just the way it is!

More things to keep kids busy besides games. Carnival rides only if you can keep the price reasonable

I think the bounce houses and slides are great maybe more of them

Allow commercial booths not just nonprofits, they have the same things every year. You could charge a nominal fee for commercial booths. Maybe a community "trunk sale" flea market PLUS encourage neighboring houses in Bairdford to have community yard sales. Would bring great traffic and \$ benefiting all!!!

Thank you that it's all free! I wouldn't change a thing!

Need to let more Vendors in.

The kids enjoy the inflatables and games. Maybe have a few local bands come and play for a bit to showcase the local talent

Make it fun again like back when Ida Shoop used to run it.

I would not like to see "ticket rides", please, keep the activities free as they have been. This is a great weekend that gets the people of our township together. Don't start putting a price tag on activities for children. Thank you.

Not so many junky stands

Local, live music performances. There is lots of talent in this community!

More participation from the community! Business sponsorship!

For dogs to be allowed

More variety in the booths.

1 day

Carnival rides would be fine, if there wasn't a huge expense I people like that one year, it cost an arm and a leg to take 3 kids. I loved that year they had the crane that the kids could try to knock the balls off of the cones.

The township should explore firework vendors. I attend Hampton Township community day each year and their firework show is a draw that brings people in from all the surrounding townships. West Deer's is it even close to the quality Show that they provide. The supervisors should reach out to the organizers Hamptons and Pine Twp because theirs is much better.

Bring in new things. Getting to be very routine same old stuff

More vendors, petting zoo

Have a back yard BBQ COOK OFF, All day concert with different local bands, Car show. If there is new entertainment people will stay longer. If people stay longer they will spend more money to the local organization. It has been the same shows and demonstrations from the start of Community days its old. Love seeing the police / Fire demonstrations but seeing it every year is getting old lets get something new. Thanks for asking the public for our opinion

More activities for age 10+ Kids

More game tents less organizations selling stuff make it one day only. Parade at noon or 11 people more likely to stay all day after parade till fireworks

More Chinese auctions

Carnival type atmosphere like the old community days use to be like

Make it until Sunday. It's always too short

Community days is fine as is, its Community days not a street fair

Allow food trucks

Control of the mud. More inflatables so less lines for kids, better seating for eating, better advertisements of activity times.

Maybe just 1 more covered tent for more room so people can sit and get out of the hot sun. Possibly over by the bounce fun while kids play.

Like the way it is

Change it up, the same things are happening over and over again either needs new people running it or just stop doing it

Allow for groups or organizations to skip the Friday evening festivities. It's great to set up on Friday, but all is centered around the parade. Maybe just have food vendors Friday evening. When i've participated in the past, Friday evening was kind of a waste of time.

Live Music and Better Food selections

More games. Possibly more of a carnival atmosphere. Cut down on the parade, it's too long.

More booths, but overall run very nice

volleyball, badminton, etc.

Concert

More activities and less things to purchase

More food options, more rides, walk/earlier (too hot) and more activities for people to interact with

Maybe you could bring the West deer nightmare guys to have a haunted house

I love community days! Go every year! Love the bingo! Always enjoyable and nice people!

You're doing a great job!

More vendors... face painting.... more hands on activities ... we love the bird man and animals magic tricks

More games to play. Carnival rides. Entertainment. Local bands performing.

Not have it. Its stupid. You can be there there and gone in 10 minutes. Never have been a fan of it. Its a good fund raiser for some of the sports teams at deer lakes but otherwise its dumb and waste of taxpayers money

More carnival rides and more activities/games for kids to do

People who sell crafts

Our kids love the variety of inflatables and visiting dogs from the shelter.

Please make it only one day. It's too much with the parade on Friday and then the carnival both days. There was hardly anyone at the parade last year. The parade should be Saturday morning followed by a full day of the carnival and fireworks

to finish it off. I think if you shortened it and brought in new food and entertainment ( the karaoke is awful) you would bring back interest in community days.

Go up in hot air balloon, have information about resources available to people (like support for veterans or people confined to their home, elder support, help for people on limited income), contests (like watermelon eating or pie eating), relay races

More advertising of the event. We always miss it but, remember when we hear the fireworks!!! Thank you!!

Every year it seems there are fewer and fewer vendors- would like to see many more! Love the activities for the kids, and the fireworks are amazing!

More groups getting involved. Does not seem like everyone participates anymore.  
Second thought, maybe you do want rides. This way it would keep people more interested in going.

More games

More kid games

Just more vendors overall. However Myself and family always enjoy our community days😊

The Community Days are very child friendly (which is great) but our children are grown and we find that once we take a walk around there isn't much to do. Maybe something for those attending without kids.

More carnival style, something to get the kids to be able to do more

Activities and games for all ages to participate in to draw families to attend. bring back more games if chance, Move the 5K to the am when the temperature is cooler. Shorten the fireworks they are great to have but if they were a little shorter they could save a few dollars to put to use somewhere else.

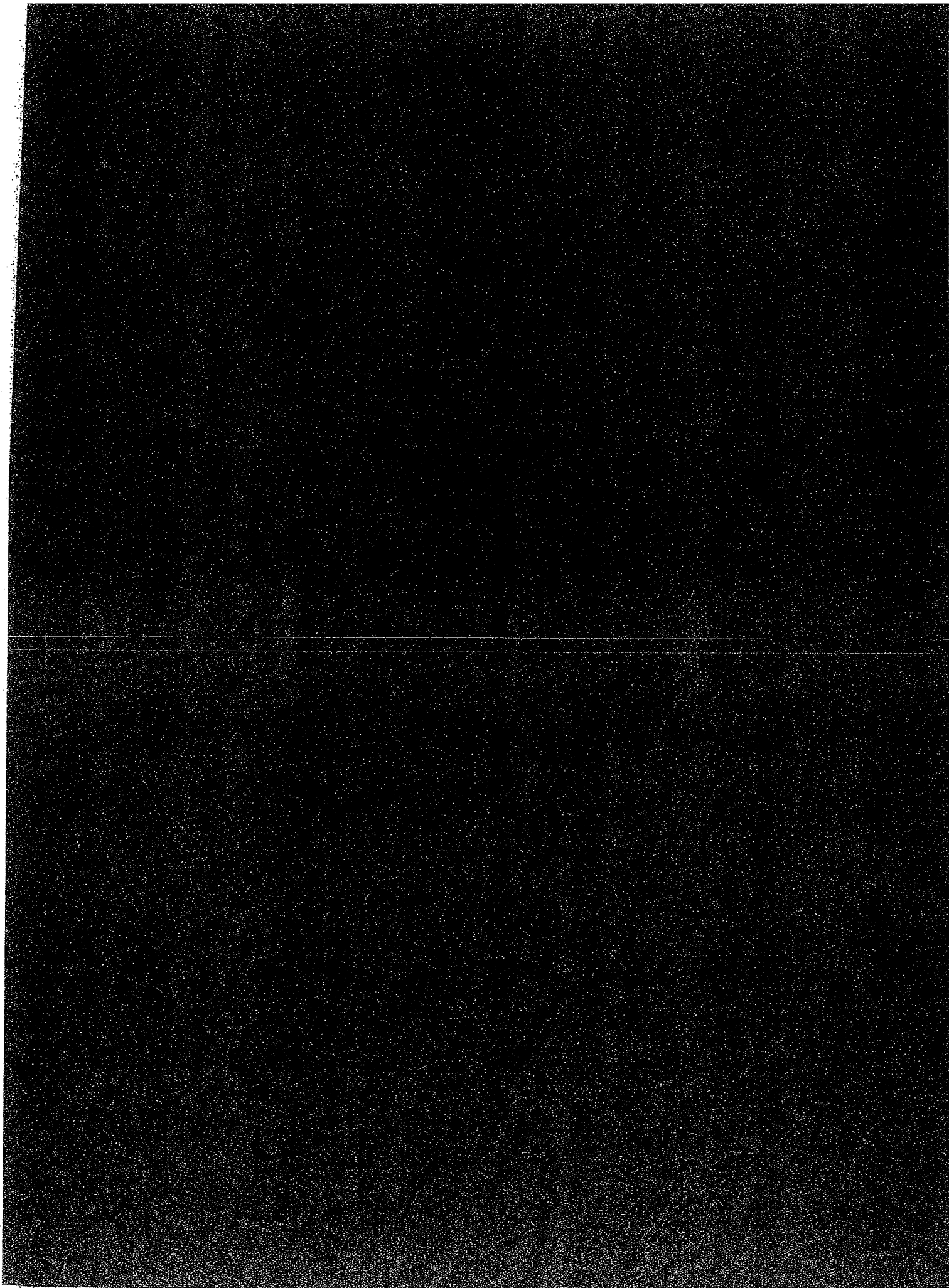
Farmers market, craft show, have local vendors available to sell their products, local honey . Fruit ect.. have a petting zoo. Hay rides, make a craft for kids and adults.

Cornhole tournament , punt pass kick for kids, area bands

Better food; more rides; music/bands

Bigger parade with a longer route

Encourage activity over fundraising. That's all it seems to be is a huge fundraiser.



**ENGINEER'S REPORT**

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

MR. SHOUP.....

12



**SHOUP ENGINEERING**  
**FOR OVER 50 YEARS**

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

**JANUARY 2019 ENGINEER'S REPORT**  
**WEST DEER TOWNSHIP**  
Prepared February 8, 2019

---

**VIA EMAIL**

**1. MEETING ATTENDANCE**

Shoup Engineering attended and participated in the following meetings:

- Board of Supervisors Meeting – January 16, 2019

**2. DEVELOPMENTS/PROJECTS**

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

- 2019 Road Improvement Project – Preliminary design work on roads for the 2019 Road Improvement Project has begun. Public bids will be obtained for the Board of Supervisor's consideration at the Board's March 20, 2019 meeting. On-site review of drainage work on Rittman Road was also performed with the Public Works Director.

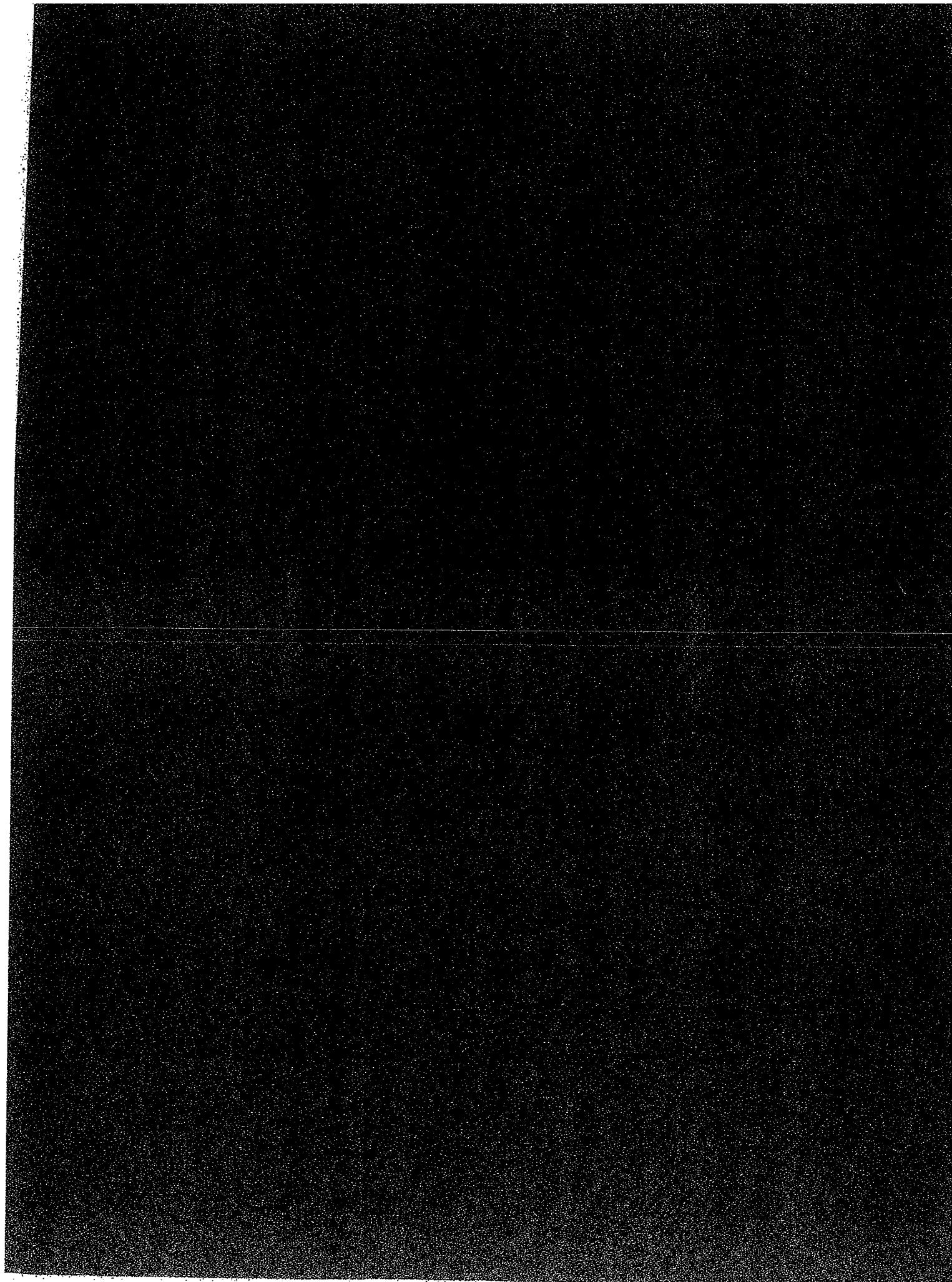
Development/Subdivision Reviews: The following subdivision and land development plan projects had been reviewed, and review letters were issued to the Township as noted:

- 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 TYLER JAMISON AS A PART TIME POLICE OFFICER EFFECTIVE JANUARY 28, 2019.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACCEPT THE RESIGNATION OF OFFICER TYLER JAMISON AS A PART-TIME POLICE OFFICER FOR WEST DEER TOWNSHIP EFFECTIVE JANUARY 28, 2019, AND WISH HIM THE BEST OF LUCK.

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

Please accept this letter as formal notification that I am resigning from my position as Police Officer for the Township. I understand that two weeks' notice is standard; however, personal circumstances require that I leave my position before Jan 28<sup>th</sup> 2019. I am glad to provide any assistance I can during this transition.

Thank you for the opportunities for professional and personal development that you have provided me. I have enjoyed working for the department and appreciate the support provided me during my time here.

Sincerely, Tyler Jamison

cc Barb



# TOWNSHIP OF WEST DEER POLICE DEPARTMENT



**JONATHAN D. LAPE**  
Chief of Police

109 East Union Road • Box 2 • Russellton, PA 15076  
[www.westdeertownship.com](http://www.westdeertownship.com) / [wdpd@westdeertownship.com](mailto:wdpd@westdeertownship.com)

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

February 1, 2019

Officer Tyler Jamison  
412 Topaz Drive  
Allison Park, PA 15101

Dear Officer Jamison,

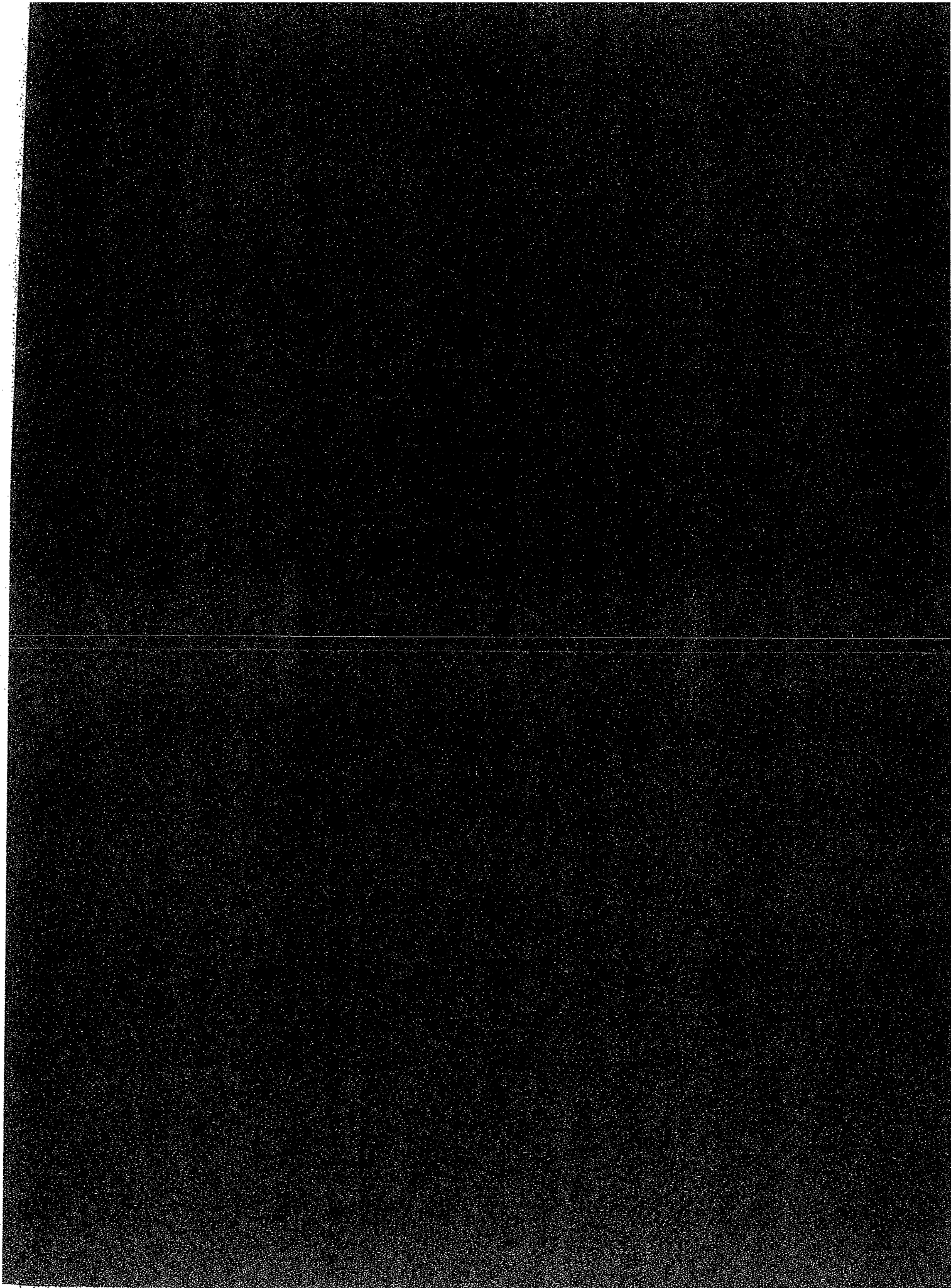
On behalf of the West Deer Township Police Department and Board of Supervisors of West Deer, I would like to take this opportunity to thank you for your hard work and dedication during the time you were employed as a part time officer with our department. During the past few years it has been very difficult finding individuals that possess the excellent qualities as an individual and law enforcement officer that you do. We are sad to see you leave but we wish you the best in your future as an Officer with the Port Authority.

Again, thank you for your service and good luck in your future endeavors.

Sincerely,

Jonathan D. Lape  
Chief of Police

CC: Daniel Mator, Township Manager  
West Deer Township Board of Supervisors



**APPROVAL: HIRING PART-TIME POLICE OFFICER**

THE BOARD RECEIVED THE ATTACHED MEMORANDUM FROM CHIEF LAPE RECOMMENDING THE HIRING OF THE FOLLOWING INDIVIDUAL FOR THE POSITION OF PART-TIME POLICE OFFICER:

- KOREY ZARNICK

A BACKGROUND CHECK WAS PERFORMED. MR. ZARNICK HAS HIS CERTIFICATION NUMBER, AND WOULD BE ABLE TO START IMMEDIATELY AFTER BEING SWORN-IN AT DISTRICT MAGISTRATE SWAN'S OFFICE.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO HIRE KORY ZARNICK AS A PART-TIME POLICE OFFICER OF WEST DEER TOWNSHIP.

MOTION SECOND AYES NAYES

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

14

# ***West Deer Twp. Police***

## **MEMO**

**To:** Daniel Mator, Township Manager  
**From:** Jonathan D. Lape, Chief of Police  
**Subject:** Hiring of Part Time Police Officers  
**Date:** February 7, 2019

---

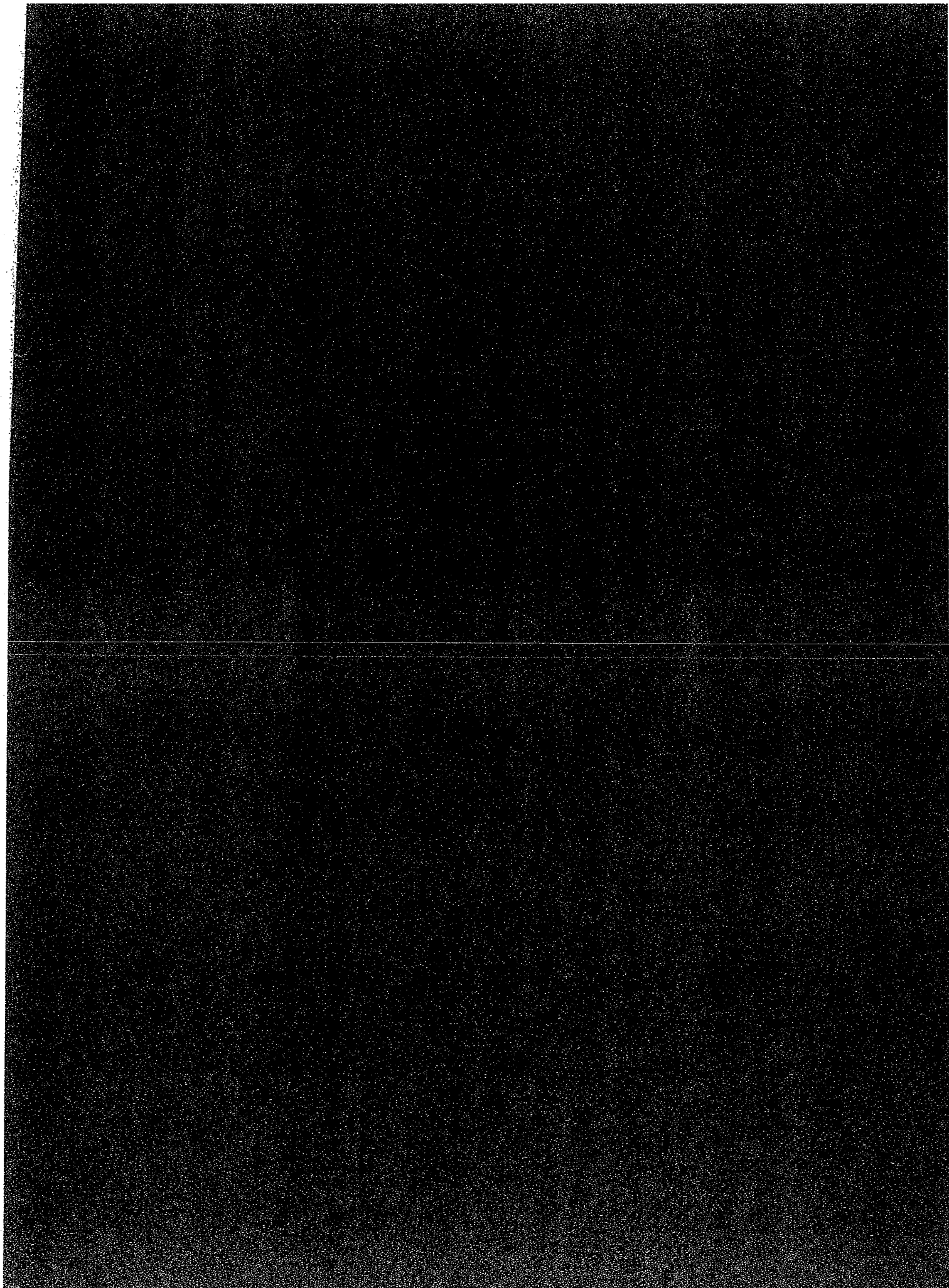
Mr. Mator,

At the January 2019 meeting I asked that the hiring of part time officer(s) be placed on the agenda for the February's meeting. We received five applications. From the five applications two applicants were scheduled interviews.

My recommendation to the Board of Supervisors is to hire Korey Zarnick for the position of a Part Time Police Officer.

Korey is a resident of Sarver. He is a graduate of Freeport High School and Butler County Community where he obtained a Associates degree in Criminal Justice. He graduated from the Allegheny County Police Academy, December 2018. He is currently employed as a part time officer in Ford City. A background check was performed on Mr. Zarnick and nothing was found that would prevent him from working with our department. Korey has is certification number and would be able to start immediately after being sworn in at District Magistrates Swans office.

I would like to recommend to the Board of Supervisors to hire Korey Zarnickas a part time West Deer Township Police Officer.



**AUTHORIZATION: ADVERTISEMENT OF 2019 ROAD IMPROVEMENT PROJECT**

ATTACHED IS THE ADVERTISEMENT FOR BIDS FROM THE TOWNSHIP ENGINEER REGARDING THE 2019 ROAD IMPROVEMENT PROJECT.

**ROADS (HOT MIX BASE BID)**

HAVENCREST DRIVE, RICKENBACH ROAD, CRESTWOOD DRIVE, DAWN ROAD, SKYVIEW TERRACE, PARADISE DRIVE, AND KAUFMAN ROAD.

ALTERNATE BID: WALNUT STREET, BEECHNUT STREET & CHESTNUT WAY.

**ROAD (COLD MIX BASE BID)**

DAWSON ROAD

ALTERNATE BID: BLANCHARD ROAD & HEMPHILL ROAD

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE TOWNSHIP ENGINEER TO ADVERTISE AND SOLICIT BIDS FOR THE 2019 ROAD IMPROVEMENT PROJECT.

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

15

## **REQUEST FOR BIDS**

SEALED BIDS will be received by West Deer Township, Allegheny County, 109 East Union Road, Cheswick, Pennsylvania, 15024, until 1:30 p.m. on Monday, March 18, 2019, at which time they will be opened and read aloud. Bids may be considered and awarded at a meeting held by West Deer Township Supervisors on Wednesday, March 20, 2019, at 6:30 p.m. for the following:

### **Contract 19-01 2019 Road Improvement Project:**

Work consists of profile milling, installation of hot mix superpave binder and wearing courses, base repair, inlet adjustment and other miscellaneous work on 7 Township roads totaling approximately 18,700 feet in length. Alternate bids for similar work will also be received for 3 other Township roads.

### **Contract 19-02 2019 Road Improvement Project:**

Work will consist of the installation of cold mix FB modified binder leveling course, base repair and other miscellaneous work on Dawson Road having a length of approximately 4,500 feet. Alternate bids for similar work will also be received for 2 other Township roads.

Proposals and Bid Documents can be obtained from Shoup Engineering Inc (724-869-9560) from 8:00 a.m. to 5:00 p.m. weekdays (closed 12 to 1), located at 329 Summerfield Drive, Baden, Economy Borough, Pennsylvania 15005 for a non-refundable fee of \$75.00, payable to Shoup Engineering prior to distribution. Call ahead to ensure the documents are ready.

Proposals must be submitted upon the original forms furnished by the Township.

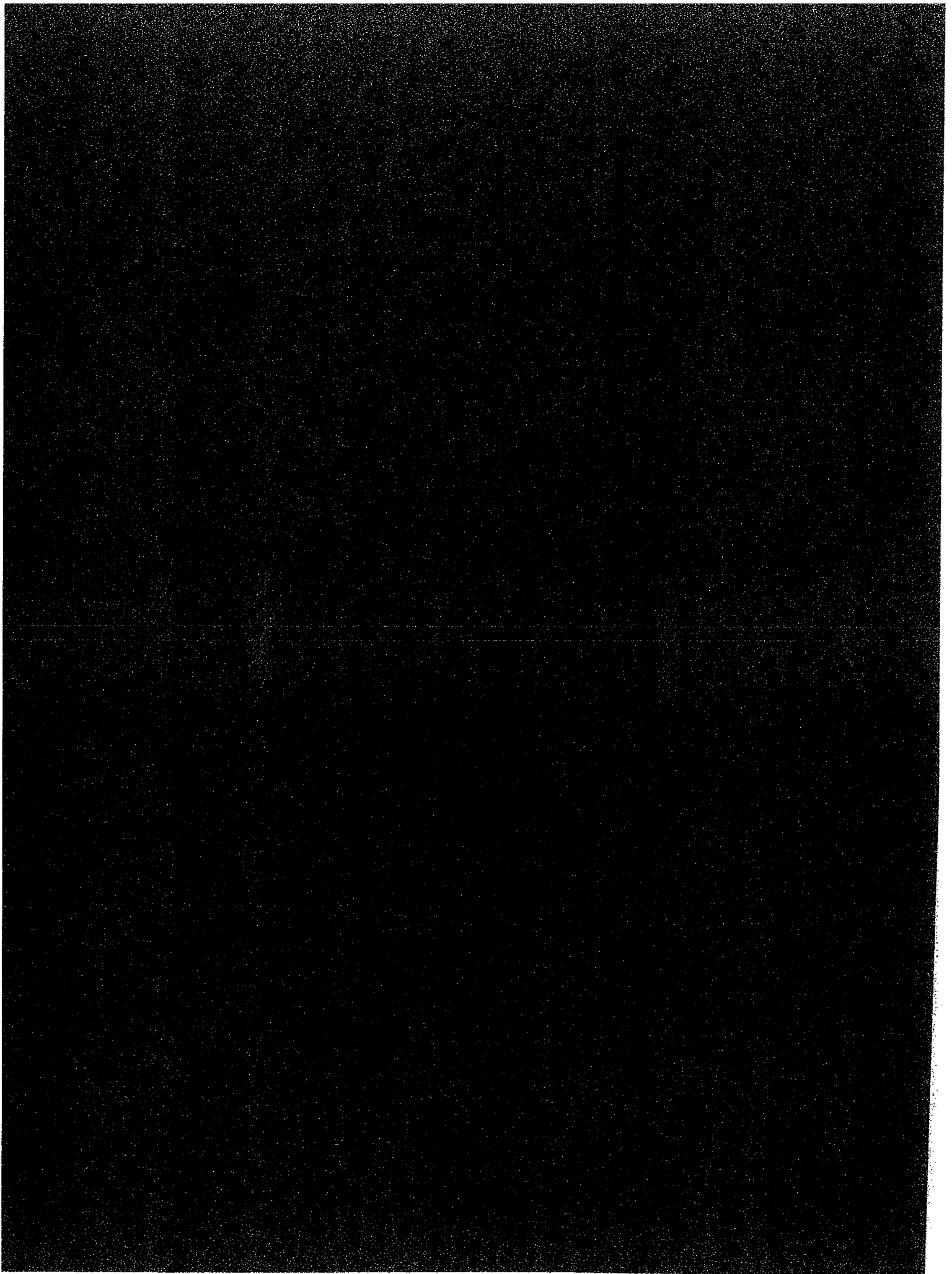
Pennsylvania Prevailing Wage Rates Will Apply.

Each Bidder must submit a bid bond or cashier's check as bid security in the amount of ten percent (10%) of the bid amount made payable to the Township. No bids may be withdrawn within sixty (60) days after the date of opening.

A Performance Bond and a Payment Bond in the amount of 100% of the bid amount, and an 18-month Maintenance Bond in the amount of 100% of the contract amount will be required.

West Deer Township reserves the right to reject any or all bids either in whole or in part, to waive any informalities, and to alter the scope of work.

Daniel Mator, West Deer Township



**AUTHORIZATION: MOTORCYCLE BIDS**

THE WEST DEER TOWNSHIP POLICE DEPARTMENT RECEIVED A DONATION OF A 2001 HARLEY DAVIDSON WILLIE G. MOTORCYCLE.

THE BOARD AGREED TO ADVERTISE AND ACCEPT SEALED BIDS WITH THE PROCEEDS USED TOWARDS THE PURCHASE OF POLICE EQUIPMENT.

2001 Harley Davidson Willie G. Motorcycle

Minimum Bid of \$17,500.00

The motorcycle is in the original packing crate.

Bids Due & Open: Monday, April 8, 2019 at 1:30 p.m.

Township reserves the right to reject any and all bids.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE ADVERTISEMENT TO ACCEPT SEALED BIDS FOR THE SALE OF THE 2001 HARLEY DAVIDSON WILLIE G. MOTORCYCLE.

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

16

# Tina Gizienski

---

12/27/2018

**Dear West Deer Township Police Department:**

I would like to start by saying thank you for the service that you provide keeping our community safe. To help in the process of doing your daily job and to increase the safety of the officers and employees of the West Deer Police Department I would like to donate a 2001 Harley Davidson Willie G Motorcycle ( Vin# 1HD1PBV151Y953348). The value of the motorcycle is \$21,995 as verified by the MSRP according to the NADA website. Please use the proceeds of the sealed bid to go towards the purchase of police equipment such as weaponry, police patrol bicycle(s), trunk organizers for the patrol vehicles, computers and the remainder towards the lease purchase of the 2020 police vehicle at the discretion of Chief Jonathan Lape.

Thank you again for the service that your police force provides.

**Sincerely,**

**Tina Gizienski**

# ***West Deer Twp. Police***

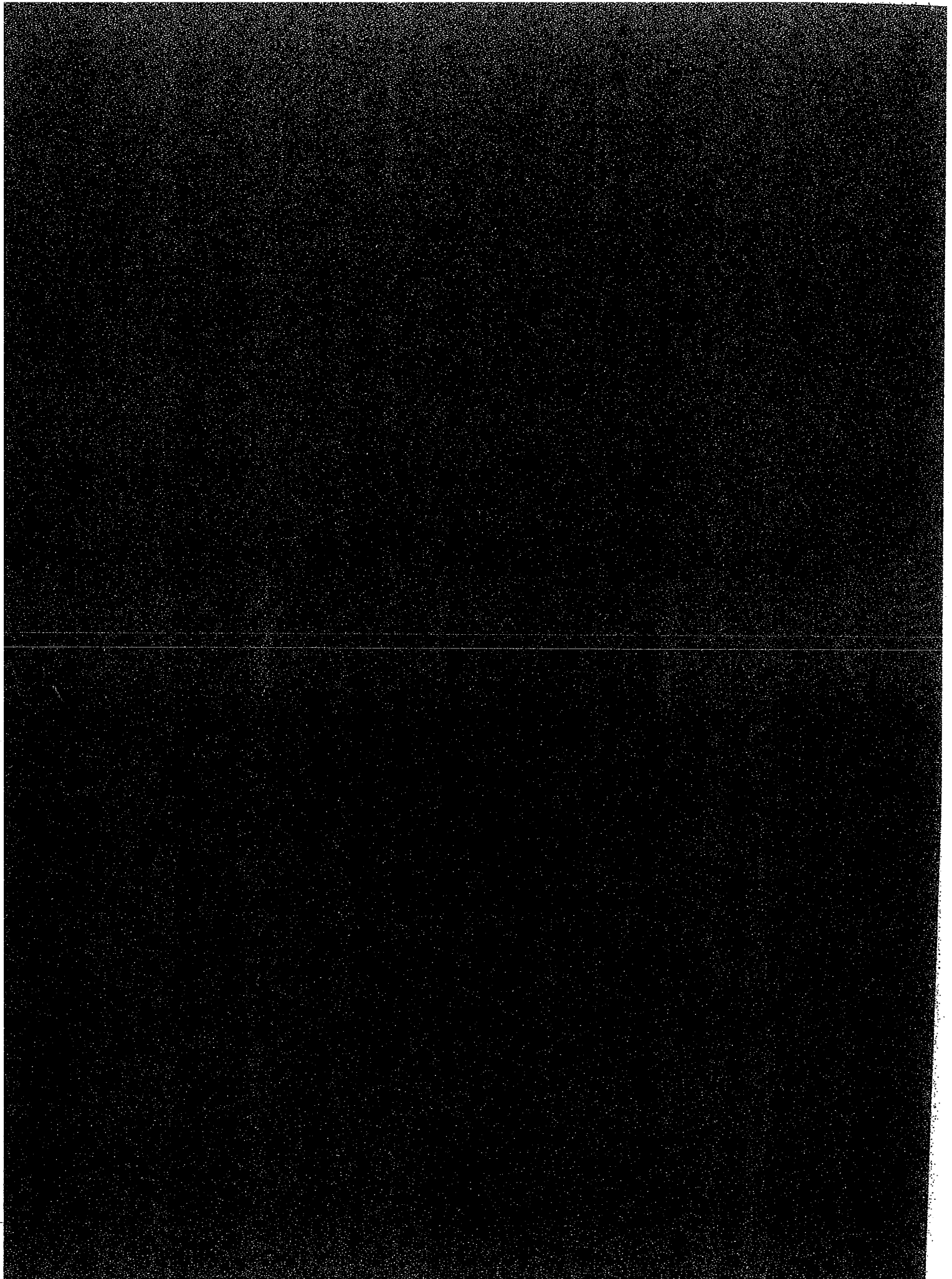
## **MEMO**

**To:** Daniel Mator, Township Manager  
**From:** Jonathan D. Lape, Chief of Police  
**Subject:** Donation  
**Date:** January 10, 2019

---

Daniel,

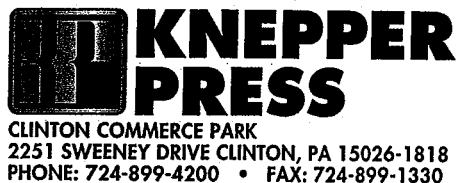
On Thursday December 27<sup>th</sup> we received a letter from Tina Gizienski and the Gizienski family regarding a donation they would like to give the police department. They are donating a new 2001 Harley Davidson Willie G Motorcycle. They are also donating a motorcycle to West Deer #1 fire department and thought we could both raffle the motorcycles. I informed them we were not permitted to participate in a raffle and that we would have to advertise the motorcycle and go through the township bidding process. They specified that the proceeds be used to purchase police equipment, please see the attached letter. The equipment listed in the letter are items we planned on budgeting in the next few years as a part of our equipment replacement plan. Could you please pass this onto the board of supervisors for their consideration?



**DISCUSSION: COMMUNITY OUTREACH**

MR. KARPUZI AND MR. MATOR...

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



Date: 2/11/19

Submitted To: West Deer Township  
ATTN: Daniel Mator

We are pleased to submit our proposal for your consideration. Please note that this proposal is a quotation, and is based upon your specifications provided to us. Any alterations will be charged as an extra cost.

Quote Number: 19-39479

Description: Newsletter

Quantity: 6,000

Trim Size: 8.5 x 11 refold to 8.5 x 5.5

Pages: 20pg self

Paper: 70# gloss text

Artwork: Formatted files supplied to Knepper Press

Proofs: Epson Contract Color - Kodak InSite Proofing

Inks: 4/4 w/ bleeds

Binding/Finishing: Trim, fold, stitch 11" edge, refold, inkjet, 3 waforseals, and mail

Shipping: Pgh Post Office and local

Price: 6,000  
\$2,390  
\$175 Inkjet  
\$25 NCOA

Thank you for the opportunity to quote this project.

Sincerely,

Angela Lutz

Taxes: Pa. Sales Tax

For Resale: Permit No. \_\_\_\_\_

All shipments to be made in accordance with your instructions. This delivery commitment is for production of a printing order exactly as specified above. Changes in size, quantity, complexity, or content will add to the number of days required for production. The given prices are based on the exact specifications listed above, any changes or alterations to these specifications will result in an according adjustment in price. This proposal will be considered valid for a period of 60 days after its submission. After this period we reserve the right to review and revise all quotations. An acceptance of this proposal, within 60 days, shall constitute a contract between us.

Accepted: \_\_\_\_\_ 20\_\_\_\_  
Company: \_\_\_\_\_  
Per: \_\_\_\_\_

Approved By: Angela Lutz

Thank you for considering Knepper Press!

# Molnar Printing, LLC

724-586-9886

www.molnarprinting.com



## **PRICE QUOTE**

February 13, 2019

**Customer:** West Deer Township

**Attention:** Daniel Mator

**Job Title:** **Township Newsletter**

**Pages:** 20-Page Self-Cover

**Artwork Supplied:** Files supplied by customer

**Trim Size (open flat):** 11 X 17

**Finished Size:** 8.5 X 11

**Paper Stock:** 70# Gloss Text

**Ink Colors:** 4/4

**Bleeds:** Yes

**Proof:** Online Proof

**Binding:** Trim, Fold, Collate, Saddle Stitch

**Quantity:** **6,000**

**Price:** **\$2,780.00**

**Mail Prep:** NCOA, Cass Certify, Inkjet, Sort, Deliver & Enter at Postal Facility  
**\$325.00 (6,000 to 6,242 addresses) Plus Postage**

Respectfully Submitted,  
Bert Molnar

**Subject:** RE: CORRECTED West Deer Newsletter Request for Proposal

**Date:** Friday, February 15, 2019 at 11:55:19 AM Eastern Standard Time

**From:** Scott Kelly

**To:** 'Daniel Mator'

Dan – I apologize for not having a more formal proposal prepared for you. I was working on it for you and my software crashed, I didn't want to delay things any further.

Printing: 6000 – 8.5 x 11 - 20pg newsletters printed 4/4 with bleed. Fold, Saddle Stitch, Trim and Carton Pack: \$4275.00

Mailing Service in 8.5 x 11 format: \$455.00

Dan, in my opinion, the postage savings would be minimal in comparison with what I would charge to refold and wafer seal but if you were just to have us do the printing and sent somewhere for the mailing service, the cost for us to refold to 8.5 x 5.5 would be \$210.00.

Please let me know if you have any questions.

Thank you,  
Scott

---

**From:** Daniel Mator [mailto:dmator@westdeertownship.com]

**Sent:** Friday, February 08, 2019 2:39 PM

**To:** Daniel Mator

**Subject:** CORRECTED West Deer Newsletter Request for Proposal

My apologies. I made an error and left off a couple pieces of pertinent information.

Please see the *corrected* parameters below **in bold**.

Daniel

Thank you for replying to my email requesting information. Five printing companies responded, and their input was quite valuable.

After reviewing the recommendations, we are requesting a proposal from your company based on the following requirements:

1. 8.5" x 11" publication (11" x 17" folded)
2. Twenty pages total (**five** sheets of 11" x 17")
3. Full color, **full bleed**
4. Saddle-stitched book (staples on the spine)
5. West Deer responsible for Design and Layout
6. **70#** gloss text sheet
7. **6,000 copies**

We also will need to know the following:



# Print King, Inc.

1688 Evans City Road, Evans City, PA 16033

Phone: 724.776.5552

Fax: 724.776.6444

## Estimate

No. **E#43845**

Date 2/12/2019

Customer P.O. No.

WEST DEER TOWNSHIP  
109 East Union Road  
Cheswick PA 15024  
Daniel Mator

QUANTITY	DESCRIPTION	AMOUNT
6,000	West Deer Newsletter - 20 Pager - 4/4 - Fold in Half - Mails as a Flat to Residents with Database Provided from the Twp. - Postage Additional, 11 x 17 White Gloss Text - 10% PCW 70#, 5 sheets, Printed 2 up 4 colors front in CMYK ink, 4 colors back in CMYK ink 20 Supplied Art Files 10 PDF Color Proof to Client (Includes Hardcopy) 30,000 Saddle Stitch Booklet	5,057.24
6,000	Bulk Mail Preparation - CASS - Address - Sort - Sack - Take to Post Office - Postage is Additional 6,000 CASS Certify & Ink Jet Flat Size	469.33
	Customer Discount	-1,011.45
Sales Rep: Brian Taken by: Brian This estimate is good for 30 days. Please call us if you have any questions.  Thank you!	West Deer Newsletter - 20 Pager - 4/4 - Fold in Half - Mails as a Fla	SUBTOTAL 4,515.12 TAX SHIPPING TOTAL 4,515.12



Payments should be sent to:  
PRINT TECH OF WESTERN PA LLC  
P.O. BOX 5043  
GREENSBURG PA 15601-5058

**ESTIMATE 105008**

Please note that our physical plant location has not changed.  
Contact our accounting department at 412-406-5637 with questions.

**Date:** 01/29/2019  
**Last Revised:** 02/11/2019

**Due Date:**

**Customer**

46371

ATTN: Daniel Mator  
West Deer Township  
109 East Union Road  
Cheswick, PA 15024

**Order Description**

Newsletter- 20 pg 8.5x11 saddlestitched booklet, print and mail,  
postage not included in quote

P (724) 265-3680

**Order Taken By:** pm

**Salesperson:**

**E-mail:** dmator@westdeertownship.com

ORIG	QTY	SIDES	DESCRIPTION	PAPER	PRICE
2	6,000	2	16 pages, 4/4 on 70# gloss text	70lb White Gloss Text	\$2,372.14
1	6,000	2	4 pages, 4/4 on 70# gloss text	70lb White Gloss Text	\$645.80
5	6,000	1	Saddlestitch booklet		\$320.00
1	6,000	1	<u>Mail as a flat.</u>		\$422.42
<i>Approx Postage non Profit = .28 cents each on 1680.00</i>					
Quantity	Total Price	Price/1000	Price/EA	<i>no charge Delivery up to 6 Locations</i>	

**Ship-To**

**SUBTOTAL** \$3,760.36

NOTE: Estimate does not include tax.

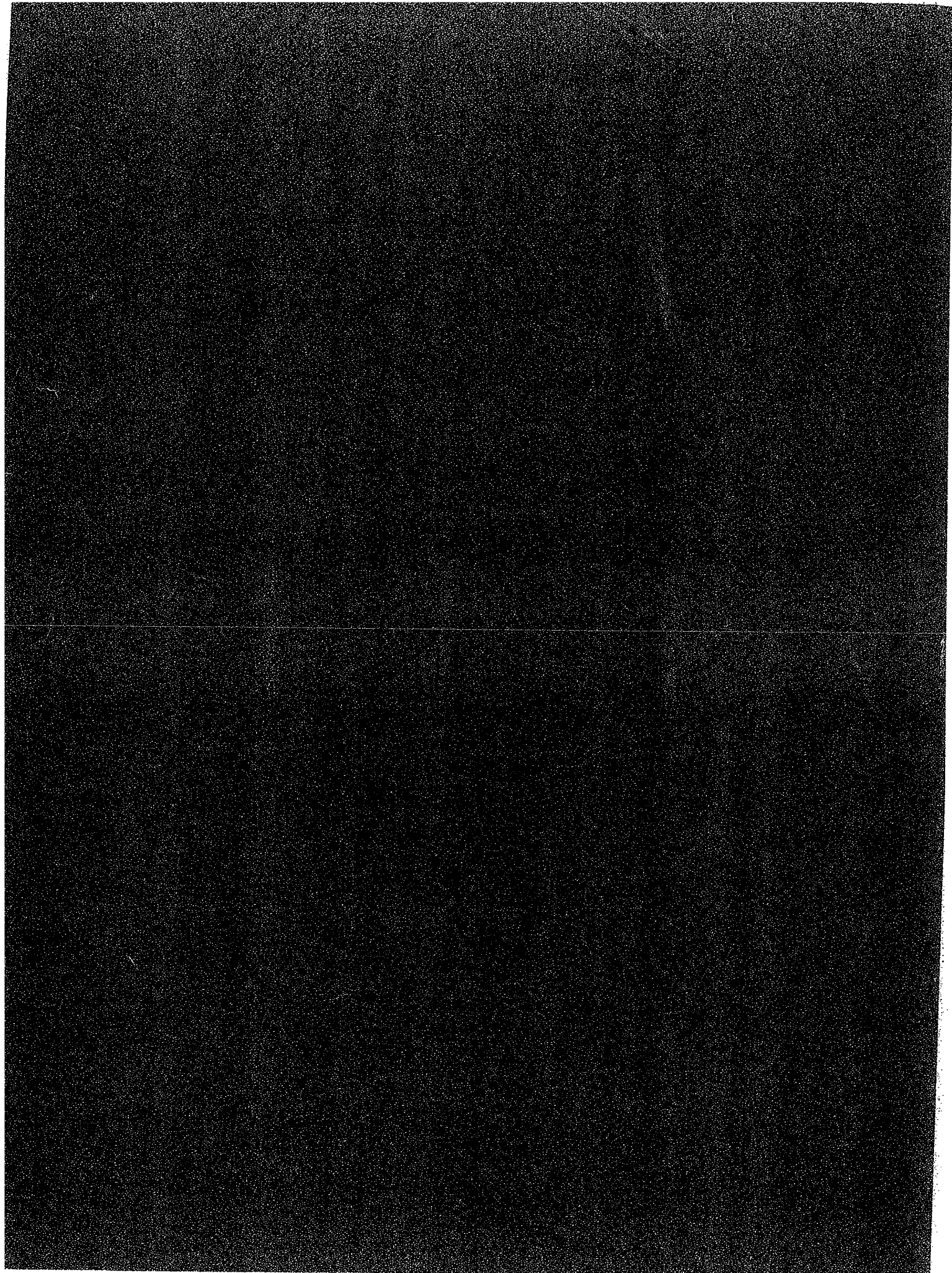
**State Tax** \$0.00

**TOTAL** \$3,760.36

Estimate accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

TERMS: ALL WORK C.O.D. UNLESS PREVIOUS CREDIT  
APPROVED. NET 30 DAYS.  
1-1/2% (18% PER ANNUM) WILL BE CHARGED ON ALL  
ACCOUNTS PAST 30 DAYS.

*\$5,440.<sup>36</sup>*



**DISCUSSION: PITTSBURGH NORTHEAST AIRPORT STATUS**

MR. HAPPEL AND MR. SHOUP...

## **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**

---

---

---

---

---

---

---

---

20

**NEW BUSINESS**

---

---

---

---

---

---

**SET AGENDA / Regular Business Meeting  
March 20, 2019**

**6:00 p.m. – Executive Session**

**6:30 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. Approval: Hiring Part-time Police Officer
14. Authorization: MS4 Program
15. Authorization: Purchase of One 2019 Park Zero Turn Mower
16. Award: 2019 Road Improvement Program Bids
17. Old Business
18. New Business
19. Set Agenda/April 17, 2019
20. Comments from the Public
21. Adjournment

### **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.

23

## ADJOURNMENT

I MOVE TO ADJOURN AT \_\_\_\_\_ P.M.

MOTION SECOND AYES NAYES

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

24