

**WEST DEER  
TOWNSHIP  
SUPERVISORS  
REORGANIZATION  
MEETING**



**Monday  
January 6, 2020  
8:00 p.m.**

Members present:  
Mr. Forbes \_\_\_\_\_  
Mrs. Hollibaugh \_\_\_\_\_  
Mrs. Jordan \_\_\_\_\_  
Mr. Karpuzi \_\_\_\_\_  
Mr. Maudhuit \_\_\_\_\_

**West Deer Township Board of Supervisors  
REORGANIZATION MEETING  
January 6, 2020 – 8:00 p.m.**

***MAGISTRATE SWAN – SWEAR-IN NEWLY ELECTED SUPERVISORS SHIRLEY  
HOLLIBAUGH AND BRANDON FORBES***

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Nominate and Elect Chairperson for the Year 2020
5. Nominate and Elect Vice Chairperson for the Year 2020
6. Appointment: Township Auditor
7. Furnish Bonds
8. Re-establish Robert's Rules of Order
9. Depository for Funds
10. Facsimile Signature
11. Set Monthly Meeting Date and Time
12. Appointment: Delegate and Alternate (NHCOG)
13. Appointment: Delegate and Alternate (ACATO)
14. Appointment: Delegate and Alternate (ANTCC Committee)
15. Conferences
16. Applicants: Board Vacancies
17. New Business
18. Set Agenda: January 15, 2020
19. Adjournment

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL

**NOMINATE AND ELECT CHAIRPERSON FOR THE YEAR 2020**

OPEN NOMINATIONS:

\_\_\_\_ NOMINATES \_\_\_\_\_  
\_\_\_\_ NOMINATES \_\_\_\_\_ (OPTIONAL)  
\_\_\_\_ NOMINATES \_\_\_\_\_ (OPTIONAL)

CLOSE NOMINATIONS.

WE WILL NOW TAKE A ROLL CALL VOTE – BY STATING A NOMINEE  
BY NAME – TO APPOINT A NOMINEE AS CHAIRPERSON OF THE WEST  
DEER TOWNSHIP BOARD OF SUPERVISORS FOR THE YEAR 2020.  
MEMBERS ARE PERMITTED TO VOTE FOR THEMSELVES.

MR. FORBES	_____
MRS. HOLLIBAUGH	_____
MRS. JORDAN	_____
MR. KARPUZI	_____
MR. MAUDHUIT	_____

4

**NOMINATE AND ELECT VICE CHAIRPERSON FOR THE YEAR 2020**

OPEN NOMINATIONS:

\_\_\_\_ NOMINATES \_\_\_\_\_  
\_\_\_\_ NOMINATES \_\_\_\_\_ (OPTIONAL)  
\_\_\_\_ NOMINATES \_\_\_\_\_ (OPTIONAL)

CLOSE NOMINATIONS.

WE WILL NOW TAKE A ROLL CALL VOTE TO APPOINT A NOMINEE AS VICE-CHAIRPERSON OF THE WEST DEER TOWNSHIP BOARD OF SUPERVISORS FOR THE YEAR 2020.

MRS. HOLLIBAUGH \_\_\_\_\_  
MRS. JORDAN \_\_\_\_\_  
MR. KARPUZI \_\_\_\_\_  
MR. MAUDHUIT \_\_\_\_\_  
MR. FORBES \_\_\_\_\_

5

**APPOINTMENT: TOWNSHIP AUDITOR**

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPOINT MARK C. TURNLEY, CERTIFIED PUBLIC ACCOUNTANT, AS THE TOWNSHIP AUDITOR OF WEST DEER TOWNSHIP FOR THE YEAR 2020.

MOTION SECOND AYES NAYES

MRS. JORDAN	_____	_____	_____	_____
MR. KARPUZI	_____	_____	_____	_____
MR. MAUDHUIT	_____	_____	_____	_____
MR. FORBES	_____	_____	_____	_____
MRS.HOLLIBAUGH	_____	_____	_____	_____

6

## FURNISH BONDS

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO FURNISH BONDS FOR THE TOWNSHIP MANAGER AND THE ADMINISTRATIVE PERSONNEL FOR THE YEAR 2020. THE BONDS WILL BE PAID FROM THE GENERAL FUND.

MOTION SECOND AYES NAYES

MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MR. FORBES	___	___	___	___
MRS.HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___

7

**RE-ESTABLISH ROBERT'S RULES OF ORDER**

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO RE-ESTABLISH THE ROBERT'S RULES OF ORDER FOR  
THE YEAR 2020.

MOTION SECOND AYES NAYES

MR. MAUDHUIT	___	___	___	___
MR. FORBES	___	___	___	___
MRS.HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUI	___	___	___	___

8



## DEPOSITORY FOR FUNDS

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO DESIGNATE:

PNC BANK AND  
PLGIT (PA LOCAL GOVERNMENT INVESTMENT TRUST)

AS DEPOSITORIES FOR THE TOWNSHIP FUNDS FOR THE YEAR  
2020.

MOTION SECOND AYES NAYES

MR. FORBES	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUI	___	___	___	___
MR. MAUDHUIT	___	___	___	___

9

**FACSIMILE SIGNATURE**

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE USE OF THE FACSIMILE STAMP  
SIGNATURE ON ALL OF THE WEST DEER TOWNSHIP ACCOUNTS.

MOTION SECOND AYES NAYES

MR. FORBES	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___

10

## SET MONTHLY MEETING DATE AND TIME

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO SET THE TOWNSHIP MEETING ON THE THIRD WEDNESDAY OF EACH MONTH AT 6:30 P.M. FOR THE YEAR 2020 AND EXECUTIVE SESSIONS AT 6:00 P.M., AS NEEDED, AND TO ADVERTISE IN ACCORDANCE WITH APPLICABLE LAWS.

MOTION SECOND AYES NAYES

MRS. HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MR. FORBES	___	___	___	___

//

**APPOINTMENT: DELEGATE AND ALTERNATE TO THE NORTH HILLS  
COUNCIL OF GOVERNMENTS FOR THE YEAR 2020**

**DELEGATE**

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPOINT \_\_\_\_\_ AS THE  
DELEGATE TO THE NORTH HILLS COUNCIL OF GOVERNMENTS FOR  
THE YEAR 2020.

MOTION SECOND AYES NAYES

MRS. HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MR. FORBES	___	___	___	___

**ALTERNATE**

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPOINT \_\_\_\_\_ AS THE  
ALTERNATE DELEGATE TO THE NORTH HILLS COUNCIL OF  
GOVERNMENTS FOR THE YEAR 2020.

MOTION SECOND AYES NAYES

MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MR. FORBES	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

12

**APPOINTMENT: DELEGATE & ALTERNATE TO THE ALLEGHENY  
COUNTY ASSOCIATION OF TOWNSHIP OFFICIALS**

**DELEGATE**

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPOINT \_\_\_\_\_ AS THE VOTING  
DELEGATE TO THE ALLEGHENY COUNTY ASSOCIATION OF  
TOWNSHIP OFFICIALS FOR THE YEAR 2020.

	MOTION	SECOND	AYES	NAYES
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MR. FORBES	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___

**ALTERNATE**

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPOINT \_\_\_\_\_ AS THE VOTING  
ALTERNATE DELEGATE TO THE ALLEGHENY COUNTY ASSOCIATION  
OF TOWNSHIP OFFICIALS FOR THE YEAR 2020.

	MOTION	SECOND	AYES	NAYES
MR. MAUDHUIT	___	___	___	___
MR. FORBES	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___

**APPOINTMENT: DELEGATE AND ALTERNATE TO THE ALLEGHENY  
NORTH TAX COLLECTION COMMITTEE**

**DELEGATE**

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPOINT DANIEL MATOR AS DELEGATE TO THE ALLEGHENY NORTH TAX COLLECTION COMMITTEE FOR THE YEAR 2020.

	MOTION	SECOND	AYES	NAYES
MR. FORBES	_____	_____	_____	_____
MRS. HOLLIBAUGH	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____
MR. KARPUZI	_____	_____	_____	_____
MR. MAUDHUIT	_____	_____	_____	_____

**ALTERNATE**

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPOINT \_\_\_\_\_ AS AN ALTERNATE TO THE ALLEGHENY NORTH TAX COLLECTION COMMITTEE FOR THE YEAR 2020.

	MOTION	SECOND	AYES	NAYES
MRS. HOLLIBAUGH	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____
MR. KARPUZI	_____	_____	_____	_____
MR. MAUDHUIT	_____	_____	_____	_____
MR. FORBES	_____	_____	_____	_____

14

## CONFERENCES

THE ALLEGHENY COUNTY ASSOCIATION OF TOWNSHIP OFFICIALS  
2020 CONFERENCES ARE HELD IN THE SPRING AND FALL.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE BOARD MEMBERS TO ATTEND THE  
SPRING AND FALL CONFERENCES OF THE ALLEGHENY COUNTY  
ASSOCIATION OF TOWNSHIP OFFICIALS AND EXPENSES TO BE  
REIMBURSED FOR THE BOARD MEMBERS.

MOTION SECOND AYES NAYES

MRS. HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MR. FORBES	___	___	___	___

15

## **APPLICANTS: BOARD VACANCIES**

AS OF DECEMBER 31, 2019, THERE ARE VACANCIES ON THE PLANNING COMMISSION, ZONING HEARING BOARD, AND THE PARKS & RECREATION BOARD. ALL APPLICANTS WERE INVITED TO ATTEND THE BOARD'S MEETING THIS EVENING.

THE TOWNSHIP ADVERTISED FOR ALL OF THE VACANCIES.

### **PLANNING COMMISSION – 1 APPOINTMENT**

One members' term expired on December 31, 2019 – Tim Phelps  
Mr. Phelps requested reappointment.

The Board also received letters of interest from  
Chris Higgins & Alan M. Banks.

Is Mr. Phelps present.....  
Is Mr. Higgins present.....  
Is Mr. Banks present.....

### **ZONING HEARING BOARD – 1 APPOINTMENT**

One members' term expired on December 31, 2019 – Joseph D. Gizienski  
Mr. Gizienski requested reappointment.

The Township did not receive any other letters of interest.

Is Mr. Gizienski present.....

**CONTINUE ON NEXT PAGE (PARKS & REC)**

16



## **PARKS & RECREATION BOARD – 4 APPOINTMENTS**

Three members' terms expired on December 31, 2019  
Sara Kreidler, Kristen Restori & Chris Reiher

Mrs. Kreidler was appointed by the Board in September to fill the unexpired term of Leslie Petrosky whose term expired 12/31/19 and Mrs. Kreidler is now requesting reappointment for a new five year term.

Both Ms. Restori and Mr. Reiher does not want reappointed and Mr. Brandon Farster resigned from the Parks & Recreation Board effective December 31, 2019.

The Board received five letters of interest from:

Sara Kreidler, Taite Hopwood, Tracy Harrington, Nina Jonnet, & Steven Vance.

Is Mrs. Kreidler present.....

Is Mr. Hopwood present.....

Is Mrs. Harrington present.....

Is Ms. Jonnet present.....

Is Mr. Vance present.....

THANK YOU FOR COMING THIS EVENING. THE BOARD WILL DO  
THEIR APPOINTMENTS AT THEIR JANUARY 15<sup>TH</sup> MEETING.

## WEST DEER TOWNSHIP

**BOARD MEMBERS APPOINTMENTS****PLANNING COMMISSION:**      **TERM EXPIRES:** **NEW TERM:** **NEW DATE:**

Timothy D. Phelps	12-31-2019	4 year	12-31-2023
Katharine M. Rojik	12-31-2020	4 year	12-31-2024
Robert S. Bechtold	12-31-2020	4 year	12-31-2024
Mark Schmidt	12-31-2021	4 year	12-31-2025
John Butala	12-31-2021	4 year	12-31-2025
Suzanne L. Garlena	12-31-2022	4 year	12-31-2026
Patrick D. Stark	12-31-2022	4 year	12-31-2026

**ZONING HEARING BOARD:**

Joseph D. Gizieski	12-31-2019	5 year	12-31-2024
Scott Woloszyk	12-31-2020	5 year	12-31-2025
Neil Tristani	12-31-2021	5 year	12-31-2026
James Smullin/Alternate:	12-31-2021	5 year	12-31-2026
George Hollibaugh	12-31-2022	5 year	12-31-2027
Sean Parkinson	12-31-2023	5 year	12-31-2028

**PARKS & RECREATION BOARD:**

Kristen A. Restori	12-31-2019	5 year	12-31-2024
Chris Reiher	12-31-2019	5 year	12-31-2024
Sara Kreidler	12-31-2019	5 year	12-31-2024
Amy Stark	12-31-2020	5 year	12-31-2025
Carol McCaskey	12-31-2021	5 year	12-31-2026
Brandon J. Farster	12-31-2021	5 year	12-31-2026
Arjona Karpuzi	12-31-2022	5 year	12-31-2027

**DEER CREEK DRAINAGE BASIN:**

Michael A. Sutter	12-31-2019	5 year	12-31-2024
Donald Simonetti	12-31-2021	5 year	12-31-2026
Daniel Coluccio	12-31-2021	5 year	12-31-2026
Ronald Plesh	12-31-2022	5 year	12-31-2027
David Trocki	12-31-2023	5 year	12-31-2028

**DCDBA -- Number of members for West Deer**

2016 – 4 members

2017 – 5 members

2018 – 4 members

2019 – 5 members

2020 – 4 members

2021 – 5 members

2022 – 4 members

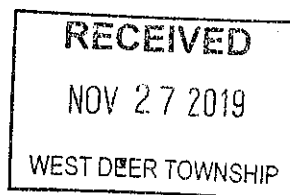
2023 – 5 members

# **PLANNING COMMISSION**

Tim Phelps

1726 Saxonburg Blvd.

Curtisville Pa 15032



Attn: To the Board of Supervisors

I, Tim Phelps, would like to renew my position on the West Deer Township Planning Board. Giving back to the township where I have live is something which I enjoy. Working with the public and trying to both help West Deer Township and its citizens achieve their goals.

Thank you for your time.

A handwritten signature in black ink, consisting of a large, stylized 'T' and 'P' followed by a long horizontal line.

Tim Phelps

724-721-1122

RECEIVED

NOV 26 2019

WEST DEER TOWNSHIP

Dear Mr. Mator and West Deer Supervisors:

I am interested in becoming a member of the West Deer Township Planning Commission and would ask that you consider me for one of the current open seats. I am no stranger to the West Deer community, having moved here from Virginia Beach seven years ago. Prior to that, I spent 23 years in the United States Navy serving our country. During my service, I was responsible for depot level maintenance and the planning of several ship overhauls, which involved in-depth logistical planning and strict adherence to the Navy's policies. Although I never held public office during my time in the Navy, I did act as an ambassador for our country in every place we visited. My primary role was as an Electrical/Mechanical Engineer, but I also lead recruits in basic training and recruited future sailors here in the Pittsburgh area. I am currently working at a local company as an Operations Supervisor, where I have been involved in the planning, building, testing and shipping of our products to our customers. I am serious about my commitment to this community and making it better, whether it is this role or another that might open up in the future.

As an interested member of our community, I would like to volunteer my time, skills, and talents to assist in planning the future of our township. During my time in the Navy, I was highly involved in depot level maintenance and the planning of several ship overhauls. My experiences in the Navy, along with my work as Operations Supervisor, have provided me with unique and valuable abilities that I feel could benefit the West Deer Planning Commission.

I have included my resume with this letter, and am happy to answer any questions you may have if given the opportunity.

I respectfully request your support in being appointed to the West Deer Planning Commission.

Thank you for your consideration.

Sincerely,

  
Chris Higgins

**PROFESSIONAL OBJECTIVE**

Professional growth with a company in a role that will continue to positively affect their organization leading to improved quality, efficiency, delivery, training and 5S through my acquired training, expertise and experience.

**SUMMARY PROFILE**

- Plans, prioritizes and manages through the schedule what is needed to meet delivery to customer. Lead Daylight Supervisor at EMD of General Assembly responsible for the assembly, quality, testing and the delivery of several projects. Additional responsibilities are for other product lines in bench assembly and the weld area. Leading the 5S charge in assigned areas and the identification of any process issues along with the corrections required to improve product schedule and delivery to the customer.
- Seasoned mechanical maintenance management professional and subject matter expert in gas turbine engines, auxiliaries and marine propulsion engineering plants. Proven expertise in the implementation and oversight of cutting edge operations techniques and measurement tools to reduce costs, enhance productivity, increase machine availability and optimize man-hour usage.
- Extensive experience in work package planning, scheduling and quality assurance. Streamline and manage associated tag-out, fuel/oil/water control, safety, training, regulatory compliance, technical publications, tools and parts inventory, HAZMAT, and staff morale/counseling programs.
- Journeyman technician in power plant engineering and hydroelectric-machinery mechanic, HVAC& R systems, plant electrical and controls, programmed logic controllers, valves, pumps, compressors, generators, hydraulics/pneumatics, piping, etc.
- Poised, articulate and demonstrative executive team member able to effectively lead staff meetings, present monthly summary reports and serve as point man for formal liaison with contractors as well as departmental policy making issues. Solid problem-solving and organizational turnaround skills.
- In-depth experience in both production control and administrative support functions ranging from routine service to comprehensive planning/coordination of major overhauls. Led teams of up to 30 cross-functional technical and administrative support personnel tasked with operating and accounting for full-scale propulsion/auxiliary plants onboard virtually all surface ship platforms.
- Proven track record of reengineering maintenance programs to streamline efficiency, improve manpower/asset allocation, reduce costs, automate inventory and job tracking functions, and ensure the highest levels of program safety, accountability and service delivery.

**LICENSES, CERTIFICATIONS & FORMAL QUALIFICATIONS**

- Engineering Officer of the Watch
- Secret Security Clearance
- Hydroelectric-Machinery Mechanic Journeyman
- Power-Plant Operator Journeyman
- Counselor (Professional and Kindred) Journeyman
- Master Training Specialist
- Lean Six Sigma Yellow Belt
- Lean Six Sigma Green Belt
- Navy Afloat Maintenance Training Strategy Gas Turbine Repair NEC-4140
- U.S. Navy Gas Turbine Mechanical Maintenance Technician for FFG-7 Class Ships, NEC-4128
- U.S. Navy Gas Turbine Mechanical Maintenance Technician for DDG-51 Class Ships, NEC-4126
- U.S. Navy Gas Turbine Electrical Maintenance Technician for FFG-7 Class Ships, NEC-4129
- U.S. Navy Gas Turbine Electrical Maintenance Technician for DD-963/DDG-993/CG-47 Class Ships, NEC-4123
- U.S. Navy Hazardous Materials Control Management Technician, NEC-9595
- U.S. Navy Instructor, NEC-9502
- U.S. Navy Recruiter Canvasser, NEC-9585

- U.S. Navy Recruiter/Assistant Recruit Company Commander/Recruit Instructor, NEC-9508
- U.S. Navy Functional Support and Administration Trainee, NEC-9750
- U.S. Navy Enlisted Surface Warfare Specialist
- Additional Engineering Operations Qualifications: Quality Control Inspector, Fuel Oil King, Lube Oil King, Water King, Quality Assurance Craftsman, Division Damage Control Leader (Emergency Response Program), Division Safety Program Administrator, JP-5 Aviation Fuel Supervisor and Pump Room Operator, Advanced Damage Control Technician and Incident Investigator, Engineering Duty Officer, 3-M Division Officer, Engineroom Operator, Distilling Plant Operator, Small Arms Marksman, Hazardous Materials/Waste Technician, and others
- Current Motor Vehicle Operator's License, Pennsylvania

## **HIGHLIGHTS OF EXPERIENCE**

### **Curtiss-Wright EMD – Cheswick, Pennsylvania**

**Operations Supervisor** (12/13–Present) Responsible for the supervision of production employees to facilitate the quality assembly, weld, inspection, rework and shipment of a quality product to the customer. Current and past roles at EMD have included lead daylight supervisor of large machines, bearing cell, burr area, storeroom/shipping, general assembly, bench assembly and the weld area. I have also been a member and lead of several Kaizen events to improve our storage, inspection and storeroom capabilities.

### **Pittsburgh Glass Works - Creighton, Pennsylvania**

**Production Supervisor** (07/12–12/13) Responsible for supervising production and or maintenance employees to facilitate the maximum utilization of equipment and work force to meet production requirements at Pittsburgh Glass Works the #1 manufacturer and distributor of automotive glass in the United States. Directly supervises 30 employees in the effective and safe operations in production of automotive glass. Maximizes process performance for two lines increasing product quality by solving process deficiencies through training and leadership contributing to the best quarter in 3 years.

### **U. S. NAVY – Chief Petty Officer Gas Turbine Systems Technician Mechanical/Electrical Norfolk Naval Shipyard/Norfolk Ship Support Activity-Norfolk, Virginia**

**Command Navy Afloat Maintenance Training Strategy JQR Coordinator** (04/11– 07/12) Maintaining and training 426 Norfolk Naval Shipyard personnel in the Navy Afloat Maintenance Training Strategy Job Qualification Requirement. Directly responsible for a staff of 13 to accomplish the goal of training and qualifying 426 personnel in 8 JQR fields of expertise. Training a completely new staff along with during the short time frame of 4 months qualifying 61 personnel more than tripling the number for the past 8 months.

### **USS San Jacinto (CG 56) – Norfolk, Virginia**

**Main Propulsion Manager** (08/10–04/11) In charge of the main propulsion plant onboard a Navy Guided Missile Cruiser. Scheduled, trained, supervised, motivated and evaluated the efforts of 32 junior Sailors and 2 junior Officers. On a daily basis supervised the preventive and corrective maintenance of four LM2500 Gas Turbine Engines, three 501-K17 Allison Gas Turbine Generators, Digital Control Systems and auxiliary support systems. Member of ship's Engineering Training Team and Damage Control Training Team. Supervised the transfer of millions of gallons of fuel and lube oil on and off the ship during a shipyard period with a perfect safety record. As lead Quality Assurance Inspector, personally tracked and managed over 217 jobs during ship's yard period. Noted during ships gage calibration recertification as having the best inspection and program he had seen in the last 10 years.

### **Navy Recruiting District - Pittsburgh, Pennsylvania**

**Zone Supervisor/Recruiter-in-Charge** (3/07–08/10): Directly responsible for 1 medium station, 2 small stations and assistant overall in charge of 1 large, 2 medium and 3 small stations in the Pittsburgh area. On a daily basis planned, organized, trained and lead 7 recruiters in the recruiting of applicants for enlistment along with the mentoring of 48 Delayed entry personnel awaiting the start of their Navy careers. While recruiting was recognized with six Gold Wreaths for personal recruiting excellence and the Chief of Naval Operations Admirals Accelerator Award, also recruiters under direct leadership won several awards and were advanced along with stations being recognized for excellence.

**USS Winston S Churchill (DDG 81) – Norfolk, Virginia**

**Main Propulsion Manager** (10/05-03/07) In charge of the main propulsion plant onboard a Navy Destroyer. Scheduled, trained, supervised, motivated and evaluated the efforts of 38 junior Sailors and 1 junior Officer. On a daily basis supervised the preventive and corrective maintenance of four LM2500 Gas Turbine Engines, three 501-K34 Allison Gas Turbine Generators, Digital Control Systems and auxiliary support systems. Member of ship's Engineering Training Team and Damage Control Training Team. Supervised the transfer of millions of gallons of fuel and lube oil on and off the ship with a perfect safety record.

**USS Porter (DDG 78) - Norfolk, Virginia**

**Supervisor for Main Engine Room #2** (7/03-10/05) In charge of the main propulsion engineering space #2 onboard a Navy Destroyer. Scheduled, trained, supervised, motivated and evaluated the efforts of 11 junior Sailors. On a daily basis supervised the preventive and corrective maintenance of two LM2500 Gas Turbine Engines, two 501-K34 Allison Gas Turbine Generators, Digital Control Systems and auxiliary support systems. Member of ship's Engineering Training Team.

**Shore Immediate Maintenance Activity- Norfolk, Virginia****Enterprise Resource Planning Instructor** (12/02-7/03)

Responsible for the development of curriculum and training for Enterprise Resource Planning and Systems Application Program. Developed, implemented and evaluated various solutions resulting in the adherence to the newly implemented training program. Efforts resulted in the Command-wide increase in the level of knowledge of Systems Application Program and Enterprise Resource Planning.

**EDUCATION & TRAINING**

- Awarded 201 college credits by the American Council on Education for Navy experience credited for Bachelor of Professional Studies in Business and Management, Jan 2012
- Enlisted Navy Recruiting Orientation/Recruiter Canvasser, 5 Weeks, March 2007
- Advanced Leader Development Program, 1 Week, June 2006
- Command Financial Specialist, 1 Week, November 2003
- Joint Quality Assurance Inspector, 4 Days, October 2003
- Primary Leadership Development Program, 2 Weeks, April 2003
- Gas Turbine Console Operator for FFG-7 Class Ships, 3 Weeks, Nov 2002
- Gas Turbine Mechanical Maintenance Technician, 11 Weeks, February 2002
- Gas Turbine Console Operator Training, 4 Weeks, November 2001
- Recruit Division Commander, 13 Weeks, August 1999
- First Line Leadership Development Program, 2 Weeks, December 1998
- Instructor, 4 Weeks, August 1997
- Gas Turbine Console Operator FFG-7, 4 Weeks, December 1993
- Gas Turbine Electrical Phase II C School Strand, 10 Weeks, November 1993
- Gas Turbine Electrical Phase II C School, 10 Weeks, September 1993
- Advanced Operator Training, 4 Weeks, March 1991
- Gas Turbine System Technician, Class A, Hot Plant, 4 Weeks, September 1990
- Gas Turbine Electrical Class A, 26 Weeks, August 1990
- Propulsion Engineering Basics, Class AP, 4 Weeks, February 1990
- Mapletown Jr. Sr. High School, Greensboro, PA High School Diploma, 1989

**SUPPLEMENTAL INFORMATION**

- References furnished upon request.



RECEIVED

DEC 12 2019

WEST DEER TOWNSHIP

December 12, 2019

Alan M. Banks, RLA  
201 Spruce Lane  
Gibsonia, PA 15044

West Deer Township Board of Supervisors  
109 East Union Road  
Cheswick, PA 15024

Re: Planning Commission Seat

To Whom It May Concern:

Please accept this as my letter of intent to obtain a seat on the West Deer Township Planning Commission. As an interested member of our community, I would like to volunteer my time, skills, and talents to assist in planning the future of our township.

As a Registered Landscape Architect in the State of Pennsylvania, my professional experience with both commercial and residential development affords me a unique understanding of planning and land development.

I respectfully request your support in being re-appointed to the West Deer Township Planning Commission.

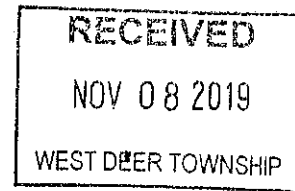
Thank you for your time and consideration.

Sincerely,



Alan M. Banks, RLA

# **ZONING HEARING BOARD**



Joe Gizienski  
1716 Saxonburg Blvd  
Tarentum PA 15084

I Joe Gizienski would like the opportunity to remain on West Deer Townships Zoning Hearing Board for another term.

Sincerely

A handwritten signature in cursive script, appearing to read "Joe Gizienski", written over a horizontal line.

# **PARKS & RECREATION BOARD**

## **Cathy Sopko**

---

**From:** Sara Kreidler <saraekreidler@gmail.com>  
**Sent:** Thursday, November 7, 2019 3:40 PM  
**To:** csopko@westdeertownship.com  
**Subject:** Parks & Recreation Board

Dear Ms. Sopko,

I received your letter dated 11/1/19 regarding the expiration of my term of service on the West Deer Township Parks & Recreation Board. I would like to request appointment for a new five year term. Is this email to you sufficient to make that request, or do I need to submit a separate letter to the Board of Supervisors (and if so, can you please provide me with the email address(es) to which that letter should be sent?

Thank you,  
Sara Kreidler  
412-251-1742

**Subject:** Letter of Interest, West Deer Township Parks & Recreation Board  
**Date:** Thursday, August 15, 2019 at 12:31:25 PM Eastern Daylight Time  
**From:** Sara Kreidler  
**To:** dmator@westdeertownship.com  
**CC:** Toby Kreidler, amygazzo@yahoo.com

West Deer Township Board of Supervisors  
109 East Union Road  
Cheswick, PA 15024

To whom it may concern,

My name is Sara Kreidler, and I am writing to express my interest in joining the West Deer Township Parks & Recreation Board. I had the pleasure of speaking to the Parks and Recreation Board Chairperson, Amy Gazzo, about the outstanding work the Board is doing, and I would be very excited to join the Board as soon as possible.

My husband, Toby, and I live in West Deer at 70 Creighton Russellton Road, just across the road from the main entrance to Deer Lakes Park. We moved here about 2 years ago from O'Hara township, and we really love living in West Deer. Toby is a partner in a small investment banking firm downtown and I am a "retired" lawyer who now stays home full time with the kids. In the time we have lived here we have turned our property, just shy of 5 acres, into a small homestead with a large vegetable garden, a small orchard, and an array of critters -- chickens, turkeys, rabbits and a few dogs. We love spending time outside with our family and friends. We have four children, ages 17, 14, 4 and 3.

Toby and I have been searching for ways to actively become a part of the West Deer community and meet more of our neighbors and community leaders. After speaking with Amy about the Parks & Recreation Board, it sounds like joining the Board would be a great way for me to lend a hand in important community activities, and also meet some more of the folks living around us. Also, Toby would like to join Amy's list of volunteers to help with event-day activities as needed.

I would welcome the opportunity to speak with the Board of Supervisors about my interest in joining the Parks & Recreation Board, and to answer any questions you might have. I can be reached via email or on my cell, 412-251-1742.

Thank you for your time and consideration. I hope to hear from you soon.

Best regards,  
Sara Kreidler

## Cathy Sopko

---

**From:** Taite Hopwood <t8hopwood@comcast.net>  
**Sent:** Tuesday, November 5, 2019 12:46 PM  
**To:** csopko@westdeertownship.com  
**Subject:** Parks and Rec. board positions

Cathy,

My name is Taite Hopwood and Amy Stark had called me to let me know about the vacancies on the board coming up in January, and that there is a need for volunteers. I am a father of 4 children and live very close to Bairdford Park. We thoroughly enjoy the family events that are held and would like to help out. Amy said to formally submit this letter to confirm the fact that I would like to be considered for one of the open positions. If there is anything further I would need to do, please don't hesitate to reach out and let me know. Thanks for your time.

Taite Hopwood

Sent from my iPhone

## Cathy Sopko

---

**From:** Tre Harrington <treharrington1@gmail.com>  
**Sent:** Tuesday, November 5, 2019 8:39 PM  
**To:** csopko@westdeertownship.com  
**Subject:** Parks and Recreation Board opening

November 5, 2019

Tracy Harrington  
4776 Bayfield Rd.  
Allison Park, PA 15101

Dear Chairperson Stark and other Parks and Recreation Board members,

I am writing this letter to express my interest in volunteering for the West Deer Parks and Recreation board. As a mom and a long time member of the West Deer community, I would love the opportunity to assist in further developing the incredible resources our community has.

I am a mom of three who has lived in the school district most of my life. As a parent who lives in West Deer, my family participates in the activities provided by the West Deer Parks and Recreation. I see the drive and passion behind each of them and the reward from the community when they show appreciation after. I would love the opportunity to be a part of that.

For the past two years I have been a nanny and I have twenty years experience as a mom. My motivation to volunteer is to build a better community for our expanding population. Our family is your typical outdoor loving group. We love the parks in our area and we truly appreciate the effort that goes into each event. We teach our children to give back to the community. I believe that volunteering my time to the board will not only enrich me as a person but allow me to give back to many families.

My schedule is flexible so I am available for monthly meetings as well as the community programs.

I truly appreciate your time and consideration. I welcome the opportunity to join your board.

Sincerely,

Tracy Harrington  
[Treharrington1@gmail.com](mailto:Treharrington1@gmail.com)  
724.212.4133



August 18th, 2019

West Deer Township Board of Supervisors  
109 East Union Road  
Cheswick, PA 15024  
[dmator@westdeertownship.com](mailto:dmator@westdeertownship.com)

To Whom it May Concern,

I recently came across a posting for a vacancy on the West Deer Township Parks and Recreation Board. As a resident of West Deer, I am interested in becoming more involved in my community. Serving on the Parks and Recreation Board would give me an opportunity to actively work to better my home.

I am a recent graduate of Clarion University of Pennsylvania. Currently, I am working locally in West Deer Township.

I would welcome an opportunity to further discuss this opportunity as well as to provide more information about myself.

I look forward to speaking with you and thank you for your time and consideration.

Nina Jonnet  
412-584-1002  
[njonnet13@gmail.com](mailto:njonnet13@gmail.com)

# Nina Jonnet

njonnet13@gmail.com • (412) 584-1002  
11 Fiddlers Green Lane, Tarentum, PA 15084

## EDUCATION

---

**Clarion University of Pennsylvania**  
Bachelor of Science in Communication  
Concentration: Strategic Communication  
Minor in Marketing

**Clarion, PA**  
*May 2017*

## PROFESSIONAL EXPERIENCE

---

**Smullin Asphalt & Concrete LLC.**

**West Deer, PA**

*Administrative Assistant*

*May 2018-Present*

- Authored, maintained, and distributed a mix of customer and production reports including invoices, contracts, job files.
- Ensured strict confidentiality regarding all business and client matters.
- Created, managed and organized all file systems and folders; hard copy and on the computer.
- Assisted in creating and managing all social media accounts.
- Performed all general office duties.

**Presbyterian SeniorCare**

**Oakmont, PA**

*Communications Intern*

*May 2016- January 2017*

- Developed promotional and educational materials to advance non-profit's understanding of various events, certifications and resident safety
- Created social media content while working alongside of human resources
- Interviewed various Presbyterian SeniorCare residents and staff for internal publications
- Ensured brand consistency across all materials created
- Assisted Masterpiece Living team in creating promotional resident pieces

## ACTIVITIES/ORGANIZATIONS

---

**American Advertising Federation, Clarion University**

*January 2015 – May 2017*

- Served as the President, lead meetings and kept members informed and involved
- Attended networking functions and planned agency trips to observe the advertising field
- Created advertising campaigns for Pittsburgh Pirates fundraiser

**Public Relations Student Society of America, Clarion University**

*January 2016 – May 2017*

- Attended networking functions and conferences involved with the public relations field
- Organized events and fundraisers to spread awareness of organization

## WORK EXPERIENCE

---

**Longwood at Oakmont**

**Verona, PA**

*Dietary Aide*

*September 2011 – September 2017*

- Perform a variety of tasks in facility neighborhoods, including assisting with meals, remembering specific diets and serving residents
- Uphold safety protocol and best practices in food environments
- Manage 12-20 residents in neighborhood dining rooms
- Work effectively as part of a team and maintained a flexible work schedule

## Cathy Sopko

---

**From:** Daniel Mator <dmator@westdeertownship.com>  
**Sent:** Thursday, November 14, 2019 9:35 AM  
**To:** Cathy Sopko  
**Cc:** Amy Stark  
**Subject:** FW: Parks And Recreation Board

FYI

--  
Daniel Mator  
Township Manager  
West Deer Township  
109 East Union Road  
Cheswick, PA 15024  
724.265.3680  
724.265.2228-fax

---

**From:** Steven Vance <stevenvance@stevenvance.com>  
**Date:** Thursday, November 14, 2019 at 9:01 AM  
**To:** <dmator@westdeertownship.com>  
**Subject:** Parks And Recreation Board

West Deer Township Board Of Supervisors

I would like to be considered for a position on the Parks And Recreation Board when they become open in 2020.  
Qualifications include:

Running my own entertainment business for 30 years. We booked almost 600 performances last year for weddings, corporate events, festivals and special events of all types.  
I have been a performing musician most of my life having played around 4,500 gigs myself.  
24-year resident of West Deer in the Cedar Ridge Plan.  
Both of my children attended Deer Lakes schools.  
Undergrad degree from the University Of Pittsburgh.  
I have clearances - although they may need to be updated.  
My favorite thing to do when I'm not performing is to go to hear someone else play music.

You can reach me via email here or call my business line at 724-444-8400 or call or text my cell at 724-799-0277.

Let me know if there is anything else you need. Thank you for your consideration.

Steve

**STEVEN VANCE**  
**VIOLIN & DJ ENTERTAINMENT**

**Pop/Rock Electric Violin**  
**One-Of-A-Kind Violin & DJ Package**  
**String Ensembles**  
**Strolling Violin**

**Keysting Violin & Piano Duo  
SlickPic PhotoBooth  
Uplighting and  
Monograms  
... and Everything From Steel Drums To Sinatra Impersonators**

***"We Love Making Special Events ... Extraordinary !"***

**The Wedding Wire "Couples Choice" Award**

**2019, 2018, 2017, 2016, 2015, 2014, 2013 and 2012**

**The Knot "Best of Weddings" Award**

**2019, 2018, 2017, 2016, 2015, 2013, 2012, 2011**

**The Knot Hall Of Fame Inducted in 2014**

**PHONE**

**724-444-8400 800-303-1947**

**EMAIL**

**[stevenvance@stevenvance.com](mailto:stevenvance@stevenvance.com)**

**WEB SITE**

**<http://www.stevenvance.com/>**

**TWITTER**

**@StevenVance**

**FACEBOOK**

**<https://www.facebook.com/StevenVanceEntertainment>**

**YOUTUBE**

**<http://www.youtube.com/user/svenjorgenson>**

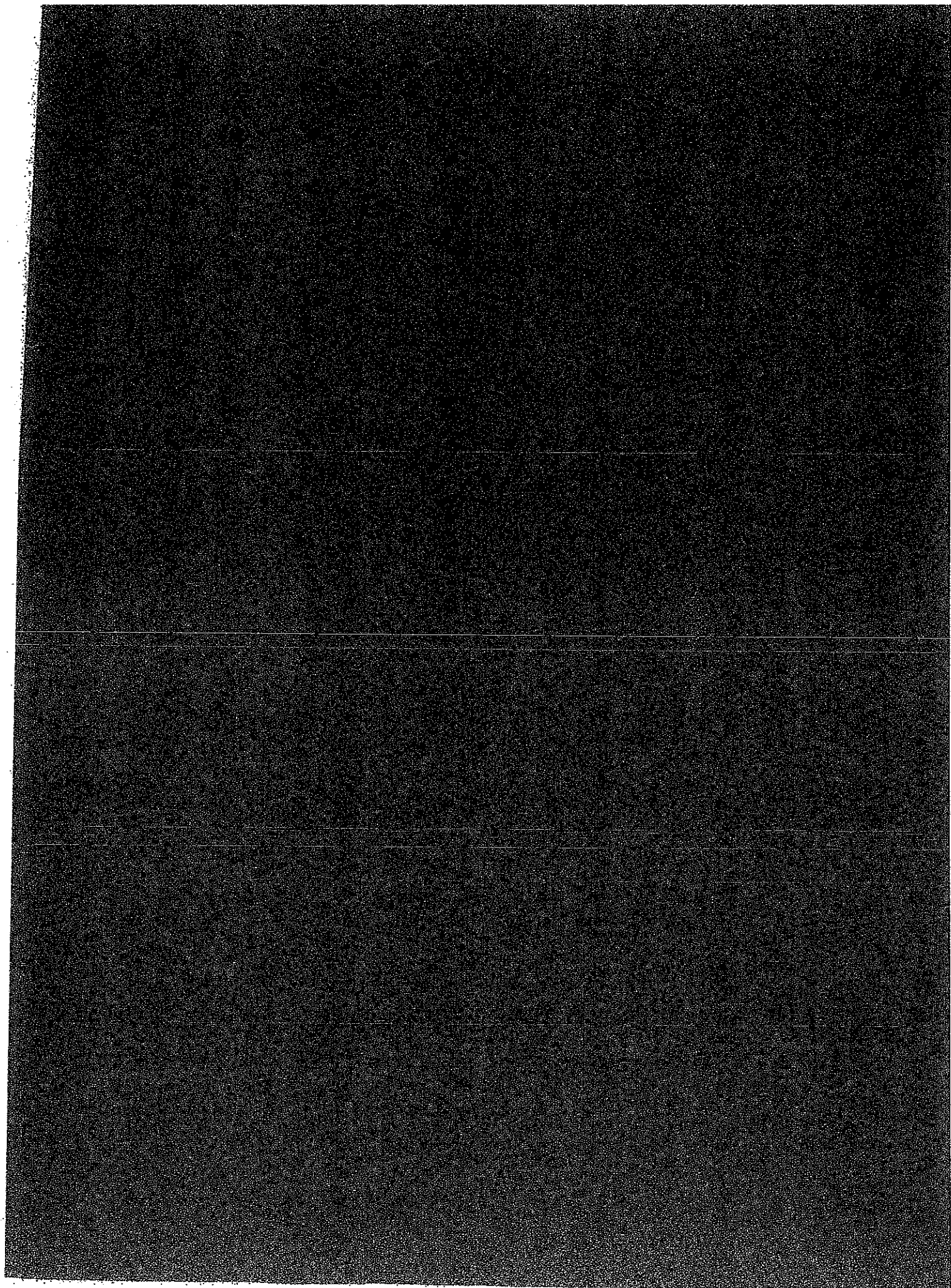
**PINTEREST**

**<http://pinterest.com/stevenvancevln/pins/>**

**INSTAGRAM**

**<http://instagram.com/pittsburghweddingmusic/>**

**SVENTERTAINMENT LLC**



**NEW BUSINESS:**

---

---

---

---

---

---

---

---

## **SET AGENDA: JANUARY 15, 2020**

6:00 p.m. – Public Hearing/McIntyre Heights Conditional Use/PRD

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. Public Works Foreman's Report
11. Engineer's Report
12. Building Inspector/Code Enforcement Officer's Report
13. Report from the Parks & Recreation Board
14. Authorization: Two 2020 Peter Bilt 10 Ton Dump Trucks
15. 2020 Board Appointments
  - A – Planning Commission - 1
  - B – Zoning Hearing Board - 1
  - C – Parks & Recreation - 4
16. Old Business
17. New Business
18. Set Agenda: February 19, 2020
19. Comments from the Public
20. Adjournment

**ADJOURNMENT**

I MOVE TO ADJOURN THE REORGANIZATION MEETING  
AT \_\_\_\_\_ P.M.

MOTION   SECOND   AYES   NAYES

MR. FORBES	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUI	___	___	___	___
MR. MAUDHUIT	___	___	___	___