

West Deer Township
Board of Supervisors
15 January 2020
7:00 p.m.

The West Deer Township Board of Supervisors held a Public Hearing at the West Deer Township Municipal Building. Members present at the Public Hearing: Arlind Karpuzi, Chairman; Brandon Forbes.; Shirley Hollibaugh; Beverly Jordan and Shawn Maudhuit. Also present was: William Payne, Code Enforcement Officer

Members present at the Regular Business Meeting: Arlind Karpuzi, Chairman; Brandon Forbes; Shirley Hollibaugh; and Beverly Jordan. Member absent: Shawn Maudhuit. Also present were: Daniel J. Mator, Jr., Township Manager; Barbara Nardis, Finance Officer; and Scott Shoup, representing Shoup Engineering.

6:00 p.m. PUBLIC HEARING – CONDITIONAL USE – PRD: MCINTYRE HEIGHTS PLAN

- Chairman Karpuzi opened the public hearing.
- Pledge of Allegiance.
- Roll call taken by Mr. William Payne – Quorum present.

Mr. Karpuzi announced the McIntyre Heights Plan Conditional Use Public Hearing would be continued next month due to the recent resignation of the Township Solicitor. Because of the resignation, he stated continuing the meeting would be for the benefit of the applicant, the Board, and all those in attendance.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to adjourn and continue this hearing on 19 February 2020 at 6:00 p.m. Motion carried unanimously 5-0.

OPEN REGULAR BUSINESS MEETING

Chairman Karpuzi opened and welcomed everyone to the meeting.

PLEDGE OF ALLEGIANCE

Roll Call taken by Mr. Mator -- Quorum present.

REGISTERED COMMENTS FROM THE PUBLIC

- None

COMMENTS FROM THE PUBLIC

- At this time, Chairman Karpuzi announced the Board will be continuing the Public Hearing for the McIntyre Heights Plan for Conditional Use to 19 February 2020 at 6:00 pm.
- Mr. Adam Fusan, 1914 Saxonburg Boulevard
 - Mr. Fusan commented on the streetlight at McKrell Road and Saxonburg Boulevard. He again requested it be taken down, even though Duquesne Light had installed the slight shield which deflected the light away from his property. More discussion was held.

ACCEPT MINUTES

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Jordan to accept the minutes of the 18 December 2019 and 6 January 2020 meeting as presented. Motion carried unanimously 4-0.

MONTHLY FINANCIAL REPORT

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

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
31 December 2019

I - GENERAL FUND:

	<u>December</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	330,349.79	6,316,322.30	97.47%
Expenditures	873,430.69	6,475,364.04	99.93%

Cash and Cash Equivalents:

Sweep Account		69,385.78	
			69,385.78

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

Sweep Account - Restricted		26,669.19	
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Fire Tax Fund:

Sweep Account - Restricted		27,242.60	
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State/Liquid Fuels Fund:

Sweep Account - Restricted		110,656.91	
			164,568.70

Investments:**Operating Reserve Fund:**

Sweep Account - Reserved		829,345.14	
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Capital Reserve Fund:

Sweep Account - Reserved		1,359,540.63	
			2,188,885.77

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

	0.00		
			0.00

TOTAL CASH BALANCE 10/31/19**2,422,840.25****Interest Earned October 2019****639.66**

	<u>10/1/2019</u>	<u>October</u>	<u>10/31/2019</u>
	<u>Debt Balance</u>	<u>Principal</u>	<u>Debt Balance</u>
		<u>Payment</u>	
Mars National - VFC #3	\$168,757.80	\$2,607.94	\$167,705.19
NexTier Bank VFC #2	\$425,497.07	\$2,680.96	\$424,144.97

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

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

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to approve the Finance Officer’s Report as submitted. Motion carried unanimously 4-0.

LIST OF BILLS

Amerikohl Aggregates Inc.....	2659.35
Amerikohl Transport Inc	1569.03
Bearcom.....	194.97
Best Wholesale Tire Co, Inc.....	267.55
Digital-Ally.....	3455.75
Griffith, McCague & Happel, PC	1496.75
Jordan Tax Service, Inc.	4105.58
Kress Tire	1248.48
Markl Supply	2508.72
Office Depot	453.73
PA Public Safety, LLC	1373.25
Roadsafe Traffic Systems	550.00
Shoup Engineering Inc.	1535.50
Toshiba Financial Services	489.87
Tristani Brothers, Inc.	1162.75

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to pay the List of Bills as submitted, and all approved reimbursable items in compliance with generally accepted accounting practices. Motion carried unanimously 4-0.

TAX REFUNDS

The Board is in receipt of a list from the Tax Collector requesting the issuance of Real Estate Tax refunds due to assessment changes by Allegheny County for the years 2018 and 2019.

2018 REAL ESTATE TAX REFUNDS

<u>NAME</u>	<u>LOT/BLOCK</u>	<u>AMOUNT</u>
Bundy Nancy	1356-D-255	\$275.44

2019 REAL ESTATE TAX REFUNDS

<u>NAME</u>	<u>LOT/BLOCK</u>	<u>AMOUNT</u>
Bundy Nancy	1356-D-255	\$275.44
Darling David & Alfery-Darling	1667-J-17	\$41.32

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Hollibaugh to issue the tax refunds as submitted by the Tax Collector. Motion carried unanimously 4-0.

POLICE CHIEF’S REPORT

Chief Jon Lape was present and provided a summary report on the Police Department for the month of December 2019. A copy of the report is on file at the Township.

- Mr. Forbes questioned the Chief on several items on his report and also commented on State Bill 607 in regard to local radar. The Board agreed to consider support of the bill.

PUBLIC WORKS FOREMAN'S REPORT

Mr. John Yourish was present and provided a summary report on the Public Works Department for the months of December 2019. A copy of the report is on file at the Township.

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:

Development/Projects

- Nike Park Project- DCNR Grant
 - Pavilions
 - Mr. Shoup reported Jeffrey Associates should be starting work on the two pavilions in the Spring of 2020.
 - Restroom/Dumpster Enclosure
 - Mr. Shoup reported that Select Contracting has been awarded this project and will be working on the project this winter.

Development/Subdivision Review

- McIntyre Heights
 - Multiple reviews of this application for tentative approval of a Planned Residential Development have been performed, with the latest review letter dated 2 January 2020.

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 2019. A copy of the report is on file at the Township.

REPORT FROM THE PARKS AND RECREATION BOARD

Mrs. Amy Stark, Chairwoman, was present and provided a summary report on the Parks and Recreation Board. A copy of the report is on file at the Township. Questions and comments followed.

2020 BOARD APPOINTMENTS

As of 31 December 2019, there are vacancies on the Planning Commission, Zoning Hearing Board & The Parks & Recreation Board. Some of the applicants attended the reorganization meeting on 6 January 2020 to meet the Board of Supervisors and to introduce themselves.

PLANNING COMMISSION – 1 APPOINTMENT

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

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

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Jordan to appoint Alan Banks as a member of the Planning Commission for a four-year term to expire 31 December 2023. Motion carried unanimously 4-0.

ZONING HEARING BOARD – 1 APPOINTMENT

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

The Township did not receive any other letters of interest.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to appoint Joseph D. Gizienski as a member of Zoning Hearing Board for a five year to expire on 31 December 2024. Motion carried unanimously 4-0.

PARKS & RECREATION BOARD – 4 APPOINTMENTS

Three members’ terms expired on 31 December 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 31 December 2019. Mrs. Kreidler requested reappointment for a new five-year term.

Both Ms. Restori and Mr. Reiher did not request reappointment, and Mr. Brandon Farster resigned from the Parks & Recreation Board effective 31 December 2019.

The Board received five letters of interest from: Sara Kreidler, Taite Hopwood, Tracy Harrington, Nina Jonnet, & Steven Vance.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to appoint Sara Kreidler as a member of The Parks & Recreation Board for a five-year term to expire 31 December 2024. Motion carried unanimously 4-0.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to appoint Tracy Harrington as a member of The Parks & Recreation Board for a five-year term to expire 31 December 2024. Motion carried unanimously 4-0.

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Jordan to appoint Taite Hopwood as a member of The Parks & Recreation Board for a five-year term to expire 31 December 2024. Motion carried unanimously 4-0.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to appoint Nina Jonnet as a member of The Parks & Recreation Board to fill the unexpired term of Brandon Farster whose term expires on 31 December 2021. Motion carried unanimously 4-0.

OLD BUSINESS

- None

NEW BUSINESS

- Mrs. Jordan mentioned she was contacted by the owner of Palmer’s Pharmacy in regard to a community event they would like to bring to Russellton the night before Trout Season.
- Some discussion was held about updating the Comprehensive Plan.
- Mr. Forbes acknowledged Representative Brooks, who was in attendance at the meeting.

SET AGENDA: REGULAR BUSINESS MEETING

19 February 2020

6:00 p.m. – McIntyre Heights Public Hearing

7:00 p.m. – Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session Held
5. Registered Comments from the Public
6. Comments from the Public
7. Accept Minutes
8. Monthly Financial Report
 - A. Finance Officer’s Report
 - B. List of Bills
 - C. Tax Refunds
9. Police Chief’s Report
10. Public Works Foreman’s Report
11. Engineer’s Report
12. Building Inspector/Code Enforcement Officer’s Report
13. Report from the Parks and Recreation Board
14. Adoption: Resolution (Vacant Property Program)
15. Authorization: Purchase of Public Works Trucks
16. Authorization: 2020 Salvage Yard License Applications
 - A. Blazczak Salvage Inc.
 - B. Catanese Brothers Salvage
 - C. IAA Acquisition Corp.
 - D. Smullin Recycling
17. Old Business
18. New Business
19. Set Agenda / March 18, 2020 Regular Business Meeting
20. Comments from the Public
21. Adjournment

COMMENTS FROM THE PUBLIC

- Representative Bob Brooks commented on West Deer Township, and gave a brief legislative update.
- Mr. Joe Wisniewski, Deer Creek Road thanked Representative Brooks for helping to get PennDOT to repair Deer Creek Road.

ADJOURNMENT

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Hollibaugh to adjourn the meeting at 7:54 p.m. Motion carried unanimously 4-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager