

Members present at the Regular Business Meeting: Arlind Karpuzi, Chairperson; Shirley Hollibaugh, Vice Chair; Brandon Forbes; Beverly Jordan; and Shawn Maudhuit. Also present were: Daniel Mator, Township Manager; Gavin Robb, Township Solicitor; and Scott Shoup, Township Engineer.

OPEN REGULAR BUSINESS MEETING

Chairman Karpuzi opened and welcomed everyone to the meeting.

PLEDGE OF ALLEGIANCE

Roll Call taken by Mr. Mator – Quorum present.

COMMENTS FROM THE PUBLIC

- Steven Victor, Victor-Wetzel Associates
 - Mr. Victor spoke on behalf of the Pittsburgh National Golf Course. He pointed out he had sent a letter to the Township dated 14 September 2020 identifying the arguments as to why the Pittsburgh National Golf Course Rezoning should be permitted to have a public hearing. Mr. Victor emphasized that he would like the opportunity to both discuss the positive points of the plan, and to respond to any concerns of the Board and residents.
- Beth Passerrello, 861 Ashley Road
 - Ms. Passerrello suggested that the Township look into traffic control for the planned intersection of Ashley Road and Dana Drive. She stressed road safety concerns with the addition of the Oakwood Heights Plan.
- Jim Elson, 119 Monier Road
 - Mr. Elson requested the Township take into consideration the increased traffic if the Pittsburgh National Golf Course rezoning was approved. Mr. Elson also stressed that the noise will be a nightmare for farms in the area, and asked the Board to deny the request.
- Joe Gray, 1220 Nicklaus Way
 - Mr. Gray urged the Board to reject the request for Pittsburgh National Golf Course rezoning. He voiced he would like to see the golf course owner sell the property to another individual that would maintain it as a golf course.
- Nelson Crooks, 1240 Nicklaus Way
 - Mr. Crooks expressed concerns over the Pittsburgh National Golf Course rezoning – specifically the additional traffic on Monier Road and the rezoning permitting the site to be developed for conditional uses which could include the building of apartments, nursing home, townhomes, funeral homes, or hospitals. Mr. Crooks stressed that this would change the character of the neighborhood. He requested the Board deny the request.
- John Alcorn, 242 Monier Road
 - Mr. Alcorn spoke on the possible Pittsburgh National Golf Course rezoning, as well. He mentioned the safety concerns of increased traffic on Monier Road, and stated that he bought his home to live in a rural area.

- James McCormick, 1315 Player Way
 - Mr. McCormick stated that he is opposed to the Pittsburgh National Golf Course rezoning. He acknowledged that the current owner has the option to sell to whomever he wishes, but said he agreed with the previous resident comments regarding increased traffic, increased noise, and the rezoning permitting the building of apartments, hospitals, etc.
- Mary Kay Giarrusso, 1305 Player Way
 - Ms. Giarrusso asked the Board to reconsider the rezoning of Pittsburgh National Golf Course. She emphasized that she moved to this area for the open spaces and less traffic, and that the community is beautiful and quiet.

CHAIRMAN'S REMARKS

- Chairman Karpuzi thanked residents for their comments.
- He thanked Mrs. Borczyk and everyone that helped with the blood drive.
- Chairman Karpuzi shared a story told to him by Mr. Humes, Executive Director of EMS, about a 911 call that EMS staff and Fireman Volunteers had taken heroic measures to save a life. He wanted to acknowledge the individuals that were involved and congratulate them for all that they do.
- He stated that every single meeting since COVID-19, the Board has attempted to react quickly and appropriately to best act as of aid for so many members of our projects directly related to the Coronavirus and how it's impacting our resident. Chairman Karpuzi emphasized moving forward how the Township will be taking a pivoting role on helping individuals. He listed the projects that have been approved and the ones currently being worked on.

ACCEPT MINUTES

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Maudhuit to accept the minutes of the 19 August 2020 meeting as presented. Motion carried unanimously 4-0.

MONTHLY FINANCIAL REPORT

TOWNSHIP OF WEST DEER FINANCE OFFICER'S REPORT 31 August 2020

I - GENERAL FUND:

	<u>August</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	622,811.15	4,562,725.57	70.41%
Expenditures	404,255.27	3,430,531.24	52.94%
 Cash and Cash Equivalents:			
Sweep Account		1,358,128.48	
			1,358,128.48

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted

64,265.46

Fire Tax Fund:			
	Sweep Account - Restricted	75,333.79	
State/Liquid Fuels Fund:			
	Sweep Account - Restricted	148,432.52	
			<u>288,031.77</u>
Investments:			
Operating Reserve Fund:			
	Sweep Account - Reserved	630,337.10	
Capital Reserve Fund:			
	Sweep Account - Reserved	1,461,650.86	
			<u>2,091,987.96</u>
III - CAPITAL PROJECT FUNDS:			
Cash and Cash Equivalents:			
		0.00	
			<u>0.00</u>
TOTAL CASH BALANCE 08/31/20			<u><u>3,738,148.21</u></u>

Interest Earned August 2020 70.87

	8/1/2020 Debt Balance	August Principal Payment	8/31/2020 Debt Balance
Mars National - VFC #3	\$136,735.21	\$2,607.94	\$134,446.26
NexTier Bank VFC #2	\$414,694.94	\$2,680.96	\$413,313.24

Restricted – Money which is restricted by legal or contractual requirements.
 Reserved – Money which is earmarked for a specific future use.

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Maudhuit to approve the Finance Officer’s Report as submitted. Motion carried unanimously 5-0.

AUGUST LIST OF BILLS

Amerikohl Aggregates Inc	4491.73
Amerikohl Transport Inc	2068.28
Bearcom	194.97
Best Wholesale Tire Co, Inc.....	283.80
Culverts, Inc	1954.00
Jordan Tax Service, Inc.....	237.35
Kress Tire	717.00
MRM Workers’ Comp Fund	20145.00
Northwest Paving	2905.83
Office Depot.....	106.17
Roadsafe Traffic Syst.....	390.00
Shoup Engineering Inc.....	1045.50
Toshiba Financial Services.....	489.87
Tucker/Arensberg Attorneys.....	5432.27

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Maudhuit 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.

POLICE CHIEF'S REPORT

Acting Chief Robert Loper was present and provided a summary report on the Police Department for the month of August 2020. A copy of the report is on file at the Township.

PUBLIC WORKS FOREMAN'S REPORT

Mr. Kevin Olar provided a summary report on the Public Works Department for the month of August 2020. 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:

September Development/Projects

- Bairdford Park – GEDF Grant – B-1 Ballfield Project
 - The project was awarded to Santamaria Landscape & Cement Contractors, Inc. and contract documents have now been executed. The contractor is expected to begin in the last week of September.

September Development/Subdivision Review

- The following subdivision and land development plan projects had been reviewed, and review letters were issued to the Township as noted:
 - Leto and Dionysus Well Pads
 - Multiple reviews of Land Development Plan(s) have been performed on these gas well developments, which are scheduled for additional review by the Planning Commission as conditions permit.
 - Oakwood Heights Plan – Phase 2 and 3
 - A review of the revised preliminary and final subdivision plans for this development was prepared and a review letter was issued on 26 August 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 August 2020. A copy of the report is on file at the Township.

REPORT FROM THE PARKS AND RECREATION BOARD

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

Mrs. Jordan reported that the Movie in the Park will be held in Bairdford Park on 26 September 2020 at 7:00 p.m. She mentioned a Food Truck Event, tentatively for 3 October 2020 at the Nike Site, and stated that Mrs. French will post on Township website and social media site if it is able to be scheduled.

APPOINTMENT: PENSION PLAN MANAGEMENT PROCESS STEERING COMMITTEE

At its last meeting, the Board of Supervisors discussed the possibility of evaluating the Township’s pension plan management in comparison to other providers. As per Act 44 of 2009 and Resolution No. 2011-6, a process must be followed to complete this task. This process involves the assembly of “a committee to oversee the request for proposal process.”

Mr. Forbes explained the purpose of the Pension Plan Management Process Steering Committee.

Mrs. Hollibaugh suggested that all members of the Board be seated on the Committee. Mr. Karpuzi asked for Mr. Robb to explain why having all the Board members on the committee is not good practice. Mr. Robb explained that three or more Board members would be considered a quorum, and would require advertising and public meetings that would hinder the Committee unnecessarily.

Mrs. Hollibaugh moved that Mr. Forbes and Mrs. Jordan be on the committee.

Mrs. Jordan voiced that Mrs. Hollibaugh has more experience with this, having been on the Board longer – whereas she would need guidance – so she felt that Mrs. Hollibaugh would be better suited if she is willing to accept.

Mr. Karpuzi moved for Mr. Forbes and Mrs. Hollibaugh to be on the committee.

More discussion was held.

Chairman Karpuzi in his role as Chairperson appointed the following individuals to the Pension Plan Management Process Steering Committee: Brandon Forbes, Shirley Hollibaugh, Daniel Mator, and a representative from Mockenhaupt (West Deer Township’s actuary).

AUTHORIZATION: ADVERTISEMENT OF ORDINANCE NO. 437 (FALSE ALARM ORDINANCE)

At its last meeting, the Board of Supervisors discussed a False Alarm Ordinance to combat the proliferation of false alarm calls taking valuable public safety personnel time and resources.

ORDINANCE NO. 437

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING CHAPTER 72 (“FALSE ALARMS”) OF THE CODE OF ORDINANCES OF THE TOWNSHIP OF WEST DEER, TO ADD A DEFINITION OF WHAT SHALL BE CONSIDERED AN “ACCIDENTAL FALSE ALARM;” TO INCREASE THE CHARGE ISSUED FOR MULTIPLE FALSE ALARMS OCCURRING AT A PROPERTY DURING A CALENDAR YEAR; AND TO PROVIDE THAT THE VOLUNTEER FIRE COMPANY RESPONDING TO ANY FALSE ALARM SHALL RECEIVE THE PROCEEDS FROM THAT FALSE ALARM CHARGE COLLECTED BY THE TOWNSHIP

Mrs. Jordan stated that she has been on the Public Safety Committee with Mr. Forbes. She acknowledged that this ordinance was Mr. Forbes’ idea to help decrease the amount of false alarm calls so volunteers are able to focus on the alarm calls that really need the attention.

Mr. Forbes informed the Board that this will standardize the ordinance, and that the volunteer fire companies will now receive the proceeds from the fines that are obtained from the false alarm calls to which they are dispatched.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Maudhuit to authorize the advertisement of Ordinance No. 437 amending the False Alarm Ordinance of West Deer Township. Motion carried unanimously 5-0.

AUTHORIZATION: ADVERTISEMENT OF ORDINANCE NO. 438 (REAL ESTATE TAX DEFERRAL ORDINANCE)

At its last meeting, the Board of Supervisors discussed a Tax Deferral Ordinance to lessen the burden on lower-income property owners in the Township.

ORDINANCE NO. 438

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, CREATING A NEW ARTICLE XIV OF CHAPTER 189 OF THE WEST DEER TOWNSHIP CODE OF ORDINANCES TO ESTABLISH AN ANNUAL REAL ESTATE TAX DEFERRAL PROGRAM FOR ELIGIBLE HOMESTEADS WITHIN WEST DEER TOWNSHIP

Mr. Robb stated that the only added provision is clarifying that Township Manager or his designee will set up the rules, regulations, and applications, and verify if the resident qualifies for the benefit.

Mr. Forbes reiterated the ordinance details and thanked everyone who had helped with organizing it.

Mrs. Jordan asked for clarification due to some misconception of deferring increased real estate tax affecting the resident's credit. Mr. Forbes explained that the State allows the Township to go into agreement with the resident/homeowner if taxes are increased, and this does not affect their credit.

Mr. Robb added that there is no interest or penalties as long as the taxes are paid at the time the house is transferred to a third party.

More discussion was held.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Maudhuit to authorize the advertisement of Ordinance No. 438 creating a new article XIV of Chapter 189 of the West Deer Township code to establish an annual Real Estate Deferral Program for eligible homesteads in the Township. Motion carried unanimously 5-0.

AUTHORIZATION: ADVERTISEMENT – PITTSBURGH NATIONAL GOLF COURSE REZONING

The Township is in receipt of a zoning change request from Victor-Wetzel Associates on behalf of Leslie Road Associates, LLC, owner by contact of tax parcel 2011-E-58 in West Deer Township, also known as parcel C-Revised, Revision 1 of the Links of Deer Run.

The owner is requesting the zone change from R-1 Rural Residential and R-2 Semi-Suburban Residential to R-3 Suburban Residential.

The request has been forwarded to the West Deer Planning Commission for their review. The Planning Commission reviewed the request at their 23 July 2020 meeting and is recommending denial. At this time the Board of Supervisors has the option of authorizing the advertisement of a Public Hearing for the rezoning of tax parcel 2011-E-58.

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Hollibaugh to not authorize the advertisement of the Pittsburgh National Golf Course Rezoning Public Hearing. Motion carried unanimously 5-0.

AUTHORIZATION: OAKWOOD HEIGHTS PLAN (PHASES II AND III)

The developer of the Oakwood Heights Planned Development is seeking pre-approval of the preliminary plan for Phases II and III, and final plan approval for both phases. The Township originally granted preliminary approval of the plan in 2004, and phase one was completed.

The design for Phase II is nearly identical to the 2004 design and continues Ashley Road as an interconnecting road. The two cul-de-sacs in Phase III have been slightly adjusted from their 2004 design. The plan before the Board will have 33 lots in Phase II and 44 lots in Phase III.

Property Location: Parcel # 1510-F-175 (46 acres)
Zoned: R-3 Suburban Residential

The Planning Commission reviewed the preliminary plan for Phase II and III and final plan for both phases at their 27 August 2020 meeting. The Planning Commission is recommending approval.

Mr. Karpuzi proposed that the Board table until there is more clarification.

Mr. Robb suggested that any concerns that the Board wants to review beyond what the Planning Commission and Township Engineer recommend be communicated to the administration.

Mr. Karpuzi stated that the Board of Supervisors is generally supportive of the plan, but that after a discussion with Mr. Mator there were some slight errors that need to be corrected - nothing of substance – before a vote takes place.

MOTIONED BY Supervisor Jordan and SECONDED BY Supervisor Maudhuit to table the approval of Oakwood Heights pre-approval of the preliminary plan for Phases II and III and final plan approval for both phases for the purpose of clarification. Motion carried unanimously 5-0.

DISCUSSION: SHORT-TERM RENTAL ORDINANCE

Mr. Forbes briefly described the Short-Term Rental Ordinance, which is intended to permit residents in certain zoned areas to have air bed and breakfasts (commonly known as Airbnb). He explained that Mr. Robb has been preparing the wording of the ordinance.

Mrs. Jordan asked for clarification that these short-term rentals would not be permitted in Grouse Run, Lager Farms, Stonecrest, and Cedar Ridge type plans.

Mr. Forbes stated that Mrs. Jordan was correct. He explained that R-2 and R-3 zones have higher density populations, so short-term rentals would not be permitted in those areas.

Mr. Robb mentioned that C-2 districts are also not permitted, and listed other districts that are permitted only as conditional uses. He stated the conditional use requires an application, public hearing before the Board, and an affirmative decision to verify that request is in the correct location. Mr. Robb informed the Board that a draft will be completed in October, and to look at December for a public hearing.

Mr. Karpuzi thanked Mr. Robb for preparing this.

DISCUSSION: WI-FI HOTSPOTS/CELL SERVICE IN THE TOWNSHIP

Mr. Karpuzi stated that the Township had been researching having free wi-fi hotspots in the Township to help with those in the Township that do not have wi-fi – or strong enough wi-fi – for everyone in their household.

Mr. Mator mentioned a dead spot for Verizon phone service in Russellton, and asked the residents to contact the Township if there are any other dead zones in the community.

Mrs. Jordan asked if there was a way to get better service everywhere.

Mr. Mator explained that internet is not part of West Deer Township's cable franchise agreements. He put forward that internet companies may focus more on the urban areas. Mr. Mator added that – even if a resident pays for and has a strong internet connection – too many concurrent connections at the same time could slow or drop service.

Mr. Karpuzi pointed out that the main goal is to provide internet service to those that do not have the best access at home. He informed the Board that he found a company named Information Technology Disaster Resource Center - also known as ITDR -which works with small towns to get them free public wi-fi at community centers and parks.

Mr. Forbes mentioned wi-fi in the park would be a good idea since it could be used for Community Days and applauded Mr. Karpuzi for looking into this.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

- Mr. Karpuzi announced that Halloween trick-or-treating will not be cancelled. He asked residents to continue the safety guidelines per CDC, stay safe and enjoy.

Mrs. Jordan added that Trunk or Treat was going to be cancelled this year.

Mr. Mator reported that Sergeant Loper was in contact with Chief Lape, and that it was decided that the Police will patrol as usual for Halloween, but will not be distributing any candy.

- Mr. Forbes acknowledged the County for providing grants through the Coronavirus Relief Fund (also known as the CARES ACT that was passed by Congress). He stated that the Township is actively pursuing the reimbursement for the funds that the Township has paid out for COVID-19. Mr. Forbes acknowledged the work the Township administration, Allegheny County, and West Deer Volunteer Firemen.

- Mr. Forbes announced State Senator Lindsey Williams is hosting a free shredding event on Saturday, 10 October 2020 from 10:00 AM to 1:00 PM at the Hampton Community Center in Allison Park. He emphasized residents need to pre-register due to COVID-19 guidelines.

ADJOURNMENT

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Jordan to adjourn the meeting at 8:23 p.m. Motion carried unanimously 5-0. Meeting adjourned.

Daniel J. Mator Jr., Township Manager