

West Deer Township
Board of Supervisors
Reorganization Meeting
4 January 2021
6:30 p.m.

The West Deer Township Board of Supervisors held their Reorganization Meeting at the West Deer Township Municipal Building. Members present: Arlind Karpuzi; Shirley Hollibaugh; Beverly Jordan; Brandon Forbes; and Jennifer Mann. Also present were: Daniel J. Mator, Jr., Township Manager; Barbara Nardis, Finance Officer; and Jon Lape, Chief of Police.

Mr. Mator opened and welcomed everyone to the Reorganization Meeting.

Roll Call taken by Mr. Mator – Quorum present.

NOMINATE AND ELECT CHAIRPERSON FOR THE YEAR 2021

Nominations opened for Chairperson:

- Supervisor Shirley Hollibaugh nominated Arlind Karpuzi.

No other nominations. Nominations closed.

A roll call vote was taken to appoint the 2021 Chairperson of the West Deer Township Board of Supervisors. Members voting for Mr. Karpuzi: Mrs. Hollibaugh; Mrs. Jordan; Mr. Forbes; and Dr. Mann. Member abstaining: Mr. Karpuzi. Motion carried: 4-yes, 0-no, 1-abstention.

2021 Chairperson – Arlind Karpuzi

Arlind Karpuzi thanked the Board.

NOMINATE AND ELECT VICE CHAIRPERSON FOR THE YEAR 2021

Nominations opened for Vice Chairperson:

- Supervisor Shirley Hollibaugh nominated Beverly Jordan

No other nominations. Nominations closed.

A roll call vote was taken to appoint a nominee as 2021 Vice Chairperson of the West Deer Township Board of Supervisors. Members voting for Mrs. Jordan: Mrs. Hollibaugh; Mr. Forbes; Dr. Mann; and Mr. Karpuzi. Member abstaining: Mrs. Jordan. Motion carried: 4-yes, 0-no, 1-abstention.

2021 Vice Chairperson – Beverly Jordan

Mrs. Jordan thanked the Board.

APPOINTMENT: TOWNSHIP AUDITOR

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Jordan to appoint Mark C. Turnley, Certified Public Accountant, as the Township Auditor of West Deer Township for the Year 2021. Motion carried unanimously 5-0.

FURNISH BONDS

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to furnish bonds for the Township Manager and the Administrative personnel for the Year 2021. The bonds will be paid from the General Fund. Motion carried unanimously 5-0.

RE-ESTABLISH ROBERT'S RULES OF ORDER

Mr. Mator informed the Board that Mr. Gavin Robb, Township Solicitor, advised this motion to be removed from future Reorganization Meetings, for it is not required.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to re-establish the Robert's Rules of Order for the Year 2021. Motion carried unanimously 5-0.

DEPOSITORY FOR FUNDS

MOTION BY Supervisor Mann and SECONDED BY Supervisor Jordan to designate PNC Bank and PLGIT (PA Local Government Investment Trust) as depositories for the Township funds for the Year 2021. Motion carried unanimously 5-0.

FACSIMILE SIGNATURE

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to authorize the use of the facsimile stamp signature on all of the West Deer Township accounts. Motion carried unanimously 5-0.

SET MONTHLY MEETING DATE AND TIME

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Mann to set the Township meeting on the third Wednesday of each month at 7:00 p.m. for the year 2021 and Executive Session at 6:30 p.m., as needed, and to advertise in accordance with applicable laws. Motion carried unanimously 5-0.

APPOINTMENT: DELEGATE AND ALTERNATE TO THE NORTH HILLS COUNCIL OF GOVERNMENTS FOR THE YEAR 2021

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Jordan to appoint Arlind Karpuzi as the Delegate to the North Hills Council of Governments for the Year 2021. A roll call vote was taken. Members voting for Mr. Karpuzi: Mrs. Hollibaugh; Mrs. Jordan; Mr. Forbes; and Dr. Mann. Member abstaining: Mr. Karpuzi. Motion carried: 4-yes, 0-no, 1-abstention.

DELEGATE: Arlind Karpuzi

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Mann to appoint Brandon Forbes as the Alternate Delegate to the North Hills Council of Governments for the Year 2021. Motion carried unanimously 5-0.

ALTERNATE: Brandon Forbes

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

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Mann to appoint Shirley Hollibaugh as the Voting Delegate to the Allegheny County Association of Township Officials for the Year 2021. Motion carried unanimously 5-0.

DELEGATE: Shirley Hollibaugh

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Mann to appoint Beverly Jordan as the Voting Alternate Delegate to the Allegheny County Association of Township Officials for the Year 2021. Motion carried unanimously 5-0.

ALTERNATE: Beverly Jordan

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

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to appoint Daniel Mator as Delegate to the Allegheny North Tax Collection Committee for the Year 2021. Motion carried unanimously 5-0.

DELEGATE: Daniel Mator

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Jordan to appoint Jennifer Mann as Alternate to the Allegheny North Tax Collection Committee for the Year 2021. Motion carried unanimously 5-0.

ALTERNATE: Jennifer Mann

CONFERENCES

The Allegheny County Association of Township Officials 2021 Conferences are held in the spring and fall.

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Jordan 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 carried unanimously 5-0 .

APPLICANTS: BOARD VACANCIES

As of 31 December 2020, there are vacancies on the Deer Creek Drainage Basin Authority, Planning Commission, Zoning Hearing Board, and the Parks & Recreation Board. The Township advertised for all of the vacancies, and all applicants were invited to attend the Board's meeting to present any information they would like the Board to consider during their selection at the Regular Business Meeting.

DEER CREEK DRAINAGE BASIN AUTHORITY (TWO APPOINTMENTS)

In 2020, West Deer Township had four members and Indiana Township had five members serve on the Deer Creek Drainage Basin Authority.

In 2021, West Deer Township will have five members and Indiana Township will have four members serve on the Deer Creek Drainage Basin Authority.

Due to the unfortunate passing of member, David Trocki, the Board of Supervisors must appoint a person to fill Mr. Trocki's unexpired term, which expires 31 December 2023.

The Township received four letters of interest from the following residents:

- 1.) Daniel Loughlin
- 2.) Richard Parks
- 3.) Susan Pastura
- 4.) Geno Stello

All four applicants attended the meeting and spoke on their candidacy.

PLANNING COMMISSION (TWO APPOINTMENT)

Two members' terms expired on 31 December 2020: Katharine M. Rojik and Robert S. Bechtold. Ms. Rojik and Mr. Bechtold requested reappointment.

The Township did not receive any other letters of interest.

Ms. Rojik was not in attendance.

Mr. Bechtold attended the meeting and spoke on his candidacy.

ZONING HEARING BOARD (ONE APPOINTMENT)

One members' term expired on 31 December 2020: Scott Woloszyk. Mr. Woloszyk requested reappointment.

The Township did not receive any other letters of interest.

Mr. Woloszyk attended the meeting and spoke on his candidacy.

PARKS & RECREATION BOARD (ONE APPOINTMENT)

One members' term expired on 31 December 2020: Amy Stark. Mrs. Stark requested reappointment.

The Township did not receive any other letters of interest.

Mrs. Stark attended the meeting and spoke on her candidacy.

NEW BUSINESS

- Mr. Forbes suggested extending the Paid Leave Policy - under the Families First Coronavirus Response Act – for Township employees which had expired on 31 December 2020. He reported that Allegheny County had extended paid leave for their employees through the end of March. Mr. Forbes asked if the Board would be open to Mr. Mator contacting Mike Palombo and researching this option further.

Dr. Mann and Mr. Karpuzi agreed.

Mr. Mator informed the Board the extension was already discussed with Mike Palumbo, and that he would both get them a memo detailing the Policy, and place the Resolution on the next Regular Business Meeting agenda.

ADJOURNMENT

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Mann to adjourn the reorganization meeting at 7:05 p.m. Motion carried unanimously 5-0. Meeting adjourned.

Daniel J. Mator, Township Manager