

West Deer Township
Board of Supervisors
Summary of January 20, 2021
Regular Business Meeting

Members present at the Regular Meeting: Arlind Karpuzi, Chairman; Beverly Jordan, Vice-Chair; Shirley Hollibaugh; Jennifer Mann and Brandon Forbes. Shirley Hollibaugh joined meeting for the 2021 Board Appointments.

OPEN REGULAR BUSINESS MEETING

ACCEPT MINUTES

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Forbes to accept the minutes of the December 16, 2020 and January 4, 2021 meeting as presented. Motion carried unanimously 4-0.

MONTHLY FINANCIAL REPORT

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

LIST OF BILLS

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Jordan 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.

2021 BOARD APPOINTMENTS

DEER CREEK DRAINAGE BASIN AUTHORITY – 2 APPOINTMENTS

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Jordan to appoint Richard Parks as a member of the Deer Creek Drainage Basin Authority to fill the unexpired term of David Trocki which expires 31 December 2023. Motion carried unanimously 5-0

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to appoint Susan Pastura as a member of the Deer Creek Drainage Basin Authority for a five year term to expire 31 December 2025. Motion carried unanimously 5-0.

PLANNING COMMISSION – 2 APPOINTMENTS

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Mann to appoint Katharine Rojik and Robert Bechtold as members of the Planning Commission for a four year term to expire 31 December 2024. Motion carried unanimously 5-0.

ZONING HEARING BOARD – 1 APPOINTMENT

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Jordan to appoint Scott Woloszyk as a member of Zoning Hearing Board for a five year to expire on 31 December 2025. Motion carried unanimously 5-0.

PARKS & RECREATION BOARD – 1 APPOINTMENT

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to appoint Amy Stark as a member of the Parks & Recreation Board for a five year term to expire 31 December 2025. Motion carried unanimously 5-0.

ADOPTION: RESOLUTION NO. 2021-1 (COVID POLICY RESOLUTION)

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Jordan to adopt Resolution No. 2021-1 extending a personnel policy and application for the administration of personal leave during the COVID-19 Pandemic through 31 March 2021. Motion carried unanimously 5-0.

ADOPTION: ORDINANCE NO. 439 (VERIZON CABLE FRANCHISE)

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Mann to adopt Ordinance No. 439 authorizing the execution of a cable franchise agreement between the Township and Verizon Pennsylvania, LLC. Motion carried unanimously 5-0.

ADOPTION – ORDINANCE NO. 440 (PARKING ORDINANCE)

MOTION BY Supervisor Mann and SECONDED BY Supervisor Jordan to table Ordinance No. 440 prohibiting the parking of vehicles on certain municipal streets. Motion carried unanimously 5-0.

AUTHORIZATION: ADVERTISEMENT – ORDINANCE NO. 441-445 (DEER LAKES YOUTH SPORTS LEASES)

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to authorize the advertisement of Ordinance No. 441 through 445 authorizing the execution of ground leases between the Township and the Deer Lakes Youth Sports Associations. Motion carried unanimously 5-0.

AUTHORIZATION: ADVERTISEMENT – PENSION PLAN REQUEST FOR PROPOSAL (RFP)

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Mann to authorize the advertisement of the request for proposal for the Township's Pension Plan Management as presented, with the minimum requirements to reflect a minimum of five or more Municipal entities managed, at least one of which must be a Pennsylvania Municipality. A roll call vote was taken. Members voting yes, Mr. Forbes, Mrs. Jordan, Dr. Mann, and Mr. Karpuzi. Member voting no, Mrs. Hollibaugh. Motion carried, 4-yes and 1-no.

AUTHORIZATION: DRAFTING AND ADVERTISEMENT – BUILDING FEASIBILITY STUDY RFP

MOTION BY Supervisor Mann and SECONDED BY Supervisor Jordan to authorize the Township Manager to draft and advertise a request for proposal for a Municipal Building Complex Feasibility Study. Motion carried unanimously 5-0.

AUTHORIZATION: DRAFTING AND ADVERTISEMENT – HUMAN RESOURCES CONSULTANT RFP

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Jordan to authorize the Township Manager to draft and advertise a request for proposal for the hiring of an Independent Human Resources Consultant. Motion carried unanimously 5-0.

ADJOURNMENT

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to adjourn the meeting at 8:03 p.m. Motion carried unanimously 5-0. Meeting adjourned.