



**BOARD OF  
SUPERVISORS  
MEETING**

**April 20, 2022**

**6:30pm: Executive Session  
7:00pm: Regular Business Meeting**

Members present:

Mr. Frey  
Mrs. Hollibaugh  
Dr. Mann  
Mr. Smullin  
Mrs. Jordan

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West Deer Township Board of Supervisors  
April 20, 2022

6:30pm: Executive Session

7:00pm: Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session
5. Comments from the Public
6. Accept Minutes
7. Monthly Financial Report
  - A. Finance Officer's Report
  - B. List of Bills
8. Police Chief's Report
9. Public Works Foreman's Report
10. Engineer's Report
11. Building Inspector/Code Enforcement Officer's Report
12. Parks & Recreation Board Report
13. West Deer #1 VFC Report
14. West Deer #2 VFC Report
15. West Deer #3 VFC Report
16. West Deer EMS Report
17. Adoption: Resolution No. 2022-08 (Svoboda Subdivision Sewage Planning Module)
18. Appointment: Parks and Recreation Committee Member
19. Authorization: Advertisement (Sale of Public Works Truck)
20. Award: 2022 Road Program
21. Award: Municipal Complex Architect
22. Discussion: Charter Commission
23. Old Business
24. New Business
25. Adjournment

1 Call to Order

2 Pledge of Allegiance

3 Roll Call

- Mr. Mator

4 Executive Session

- Mr. Robb

## **COMMENTS FROM THE PUBLIC**

THE BOARD WILL HEAR COMMENT ON AGENDA AND PUBLIC-RELATED ITEMS AT THIS TIME. PLEASE APPROACH THE MICROPHONE, CLEARLY STATE YOUR NAME AND ADDRESS, AND LIMIT YOUR COMMENTS TO FIVE (5) MINUTES.

## **ACCEPT MINUTES**

ATTACHED ARE THE MINUTES OF THE MARCH 16, 2022 REGULAR BUSINESS MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO ACCEPT THE MINUTES OF THE MARCH 16, 2022 REGULAR BUSINESS MEETING.

	MOTION	SECOND	AYES	NAYES
MR. FREY	_____	_____	_____	_____
MRS. HOLLIBAUGH	_____	_____	_____	_____
DR. MANN	_____	_____	_____	_____
MR. SMULLIN	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____

West Deer Township  
Board of Supervisors  
16 March 2022  
7:00 p.m.

The West Deer Township Board of Supervisors held their Regular Meeting at the West Deer Township Municipal Building. Members present were: Beverly Jordan, Chairperson; Shirley Hollibaugh, Vice Chairperson; Vernon Frey; and James Smullin. Member absent: Jennifer Mann. Also present were: Jodi French, Township Secretary; Chris Voltz, Township Solicitor; and Sandy Nelko of Shoup Engineering.

### **OPEN REGULAR BUSINESS MEETING**

Chairperson Jordan opened the meeting and welcomed everyone to the meeting.

Pledge of Allegiance

Roll Call taken by Ms. French – Quorum present

### **COMMENTS FROM THE PUBLIC**

Scott Woloszyk of 16 Shuster Road

- Mr. Woloszyk requested that an Adopt-A-Road Program be implemented within the Township and offered to help organize it. Mrs. Jordan supported the idea and asked Mr. Woloszyk to contact Mr. Mator to discuss.

### **ACCEPT MINUTES**

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to accept the minutes of the 16 February 2022 regular business meeting as presented. Motion carried unanimously 4-0.

### **MONTHLY FINANCIAL REPORT**

#### **TOWNSHIP OF WEST DEER** **FINANCE OFFICER'S REPORT** **28 February 2022**

#### **I - GENERAL FUND:**

	<b><u>February</u></b>	<b><u>YTD</u></b>	<b><u>% of Budget</u></b>
<b>Revenues</b>	394,588.14	1,237,158.43	17.21%
<b>Expenditures</b>	384,892.86	729,624.63	10.15%

#### **Cash and Cash Equivalents:**

Sweep Account

1,452,805.38

**1,452,805.38**

#### **II - SPECIAL REVENUE FUNDS**

#### **Cash and Cash Equivalents:**

#### **Street Light Fund:**

Restricted

42,524.51

<b>Fire Tax Fund:</b>		
Restricted	10,361.78	
<b>State/Liquid Fuels Fund:</b>		
Restricted	<u>2,935.11</u>	
		<b><u>55,821.40</u></b>
<b>Investments:</b>		
<b>Operating Reserve Fund:</b>		
Reserved	776,365.35	
<b>Capital Reserve Fund:</b>		
Reserved	<u>962,990.40</u>	
		<b><u>1,739,355.75</u></b>
<b>III - CAPITAL PROJECT FUNDS:</b>		
<b>Cash and Cash Equivalents:</b>		
	<u>0.00</u>	
		<b><u>0.00</u></b>
<b>TOTAL CASH BALANCE 2/28/22</b>		<b><u><u>3,247,982.53</u></u></b>

Interest Earned February 2022

14.33

	<b>2/1/2022 Debt Balance</b>	<b>November Principal Payment</b>	<b>2/28/2022 Debt Balance</b>
<b>Mars National - VFC #3</b>	\$95,158.42	\$2,607.94	\$92,877.85
<b>NexTier Bank VFC #2</b>	\$389,466.33	\$2,680.96	\$388,046.99

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

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

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

**FEBRUARY LIST OF BILLS**

Amerikohl Aggregates Inc .....	4138.86
Amerikohl Transport Inc. ....	1904.62
Bearcom .....	292.47
Best Wholesale Tire Co. ....	502.16
Dell Marketing LP.....	3913.52
Hei-Way, LLC.....	1244.68
Jordan Tax Service, Inc.....	1716.59
Kress Tire .....	972.52
Mark C. Turnley .....	3200.00
Office Depot.....	1300.32
Shoup Engineering Inc .....	7281.75
Toshiba Financial Services.....	1532.53
Tucker/Arensberg Attorneys .....	7941.72

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Frey 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.

### **POLICE CHIEF'S REPORT**

Sergeant Michael Shurina was present and provided a summary report of Police Department activities for the month of February 2022. A copy of the report is on file at the Township Building.

Mrs. Jordan expressed her thanks to the Police, Firefighters, and EMS for the great job of handling the Cedar Ridge incident. She added the community was appreciative of the how quickly the school district was notified to reroute the school buses away from the incident.

### **PUBLIC WORKS FOREMAN'S REPORT**

Mr. Kevin Olar provided a summary report on the Public Works Department for the month of February 2022. A copy of the report is on file at the Township Building.

### **ENGINEER'S REPORT**

The Board received the Engineer's Report submitted by Shoup Engineering, Inc. Ms. Sandy Nelko represented Shoup Engineering, Inc., and summarized the details of their formal report:

#### **Projects**

- Stream Restoration Project
  - The contractor, Sure Shot Excavating, has completed streambank work on the West Branch of Deer Creek at the David Turner property along Route 910 at the Richland Township border. The work on Dawson Run (Mischen property) has been put on hold until Spring of 2022.
- Bairdford Park Pavilion Project
  - The contractor, Santamaria Landscape and Cement Contractors, has repaired and replaced the roof on the pavilion. Excavating of the existing footings revealed unexpected findings. An alternative method of installing the posts and anchoring to the existing footings has been developed and a change order will need to be approved.

Development/Subdivision Review -The following subdivision and land development plan projects had been reviewed, and review letters were issued to the Township as noted:

- Passerello-Schaaf Plan
  - Reviews for this Lot Line Revision Plan were performed and review letters were issued to the Township on 31 January 2022 and 1 February 2022.
- Beacom Plan
  - A review for this three lot plan was performed and a review letter was issued to the Township on 23 February 2022.
- Rose Ridge
  - A review for this final PRD Development was performed and a review letter was issued to the Township on 24 February 2022

Ms. Nelko reported the Stream Restoration Project will begin the middle of April.



### **BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER'S REPORT**

Mr. Bill Payne was present and provided a summary report on Code Enforcement for the month of February 2022. A copy of the report is on file at the Township Building.

### **PARKS AND RECREATION BOARD REPORT**

The Board received the Parks and Recreation report for the month of February 2022. A copy of the report is on file at the Township Building.

Mrs. Stark reported she was still waiting to hear back from the ride vendor on the available dates for Community Days.

Mrs. Jordan added that due to the end of September weather being cold and rainy, the Parks & Recreation Committee were trying to hold the event on September 9<sup>th</sup> and 10<sup>th</sup>. She asked for the date of the Easter Bunny event.

Mrs. Stark responded Easter Event was scheduled for Sunday, April 10<sup>th</sup> but with the Bairdford Pavilion being rehabbed during this time, the event will be moved to another location. She added that the exact location will be advertised once it has been decided.

Mrs. Jordan requested Public Works block off the Pavilion from residents to the best of their ability. She stressed the need for the Township website and Facebook pages to advertise that the Pavilion is unsafe and should be avoided.

### **WEST DEER #1 VFC REPORT**

The Board received the West Deer #1 VFC's Report for the month of February 2022. A copy of the report is on file at the Township Building.

### **WEST DEER #2 VFC REPORT**

The Board received the West Deer #2 VFC's Report for the month of February 2022. A copy of the report is on file at the Township Building.

### **WEST DEER #3 VFC REPORT**

The Board received the West Deer #3 VFC's Report for the month of February 2022. A copy of the report is on file at the Township Building.

### **WEST DEER EMS REPORT**

The Board received the West Deer EMS Report for the month of February 2022. A copy of the report is on file at the Township Building.

**ACCEPTANCE: RETIREMENT OF BRIAN DOBSON**

On January 14, 2022, Police Officer Brian Dobson submitted his formal notice of retirement effective 25 March 2022.

Sergeant Shurina reported that Officer Dobson had a prior engagement and was unable to attend the meeting. He stressed his sincere thanks for Officer Dobson's years of service and all he had taught the officers.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to accept the notice of retirement from Police Officer Brian Dobson effective 25 March 2022, thank him for his service to our community, and wish him the best for his future. Motion carried unanimously 4-0.

**ADOPTION: ORDINANCE NO. 440 (ON-STREET PARKING)**

ORDINANCE NO. 440

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, PROHIBITING THE PARKING OF VEHICLES ON CERTAIN TOWNSHIP STREETS; AND FURTHER, TO INCREASE THE FINES FOR ALL PARKING VIOLATIONS IN THE TOWNSHIP.

Mr. Smullin asked if the Board would prefer to table this.

Mrs. Jordan responded this ordinance has been tabled for six months.

Mr. Smullin questioned how the residents were to contact the Police to report on-street parking.

Mrs. Jordan answered that a previous discussion was held prior to Mr. Smullin becoming a supervisor, and it was decided that once the ordinance was adopted it will be determined how the resident calls will be handled.

More discussion was held.

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Hollibaugh to adopt Ordinance 440 prohibiting the parking of vehicles on certain Township streets; and further, to increase the fines for all parking violations in the Township. Motion carried unanimously 4-0.

**ADOPTION: POLICY AND PROCEDURES MANUAL (EMPLOYEE HANDBOOK)**

As per the direction of the Board, East Coast Risk Management revised the Employee Policy and Procedures Manual (Employee Handbook). A draft was distributed to the Board and staff for review, and the draft was vetted by the Township's Labor Counsel.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to adopt the revised Employee Policies and Procedures Manual/Employee Handbook as presented. Motion carried unanimously 4-0.

**ADOPTION: RESOLUTION NO. 2022-04 (PUBLIC WORKS COLLECTIVE BARGAINING AGREEMENT)**

RESOLUTION NO. 2022-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, APPROVING THE TENTATIVE AGREEMENT BETWEEN WEST DEER TOWNSHIP AND THE SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL

NO. 668 FOR A COLLECTIVE BARGAINING AGREEMENT WITH THE TOWNSHIP'S PUBLIC WORKS EMPLOYEES FOR A TERM EFFECTIVE FROM 1 JANUARY 2022 TO 31 DECEMBER 2024.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to adopt Resolution No. 2022-04 ratifying the tentative agreement by and between West Deer Township and the Service Employees International Union Local No. 668 (Public Works Union), and approving and authorizing the execution of a new agreement which incorporates the terms of the aforementioned tentative agreement into the last agreement between the parties. Motion carried unanimously 4-0.

**ADOPTION: RESOLUTION NO. 2022-05 (C2P2 GRANT AUTHORIZATION)**

RESOLUTION NO. 2022-05

RESOLUTION NO. 2022-05 AUTHORIZES THE TOWNSHIP MANAGER TO APPLY FOR AND SIGN (IF APPROVED) A DCNR C2P2 GRANT FOR THE BAIRDFORD PARK PORTION OF THE WEST DEER TOWNSHIP MASTER PARK PLAN.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to adopt Resolution No. 2022-05 to adopt Resolution No. 2022-05 authorizing the Township Manager to apply for and sign (if approved) a DCNR C2P2 Grant for the Bairdford Park portion of the West Deer Township Master Park Plan. Motion carried unanimously 4-0.

**ADOPTION: RESOLUTION NO. 2022-06 (NOISE RESOLUTION SUBSTITUTION: DEER LAKES BOWL)**

RESOLUTION NO. 2022-06

RESOLUTION NO. 2022-06 CONFIRMS THE TOWNSHIP'S SUPPORT OF THE PETITION TO SUBSTITUTE THE TOWNSHIP'S NOISE ORDINANCE NO. 434 FOR SECTION 493 (34) OF THE PENNSYLVANIA LIQUOR CODE (47 P.S. § 4-493 (34) IN ACCORDANCE WITH 40 PA. CODE § 5.36.

Mr. Frey requested an explanation of this resolution.

Mr. Voltz explained this resolution permitted Deer Lakes Bowl to follow the Township Noise Ordinance in place of the Liquor Control Board.

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Frey to adopt Resolution No. 2022-06 confirming the Township's support of the petition to substitute the Township's Noise Ordinance for Deer Lakes Bowl. Motioned carried unanimously 4-0.

**APPROVAL: HIRING OF ASSISTANT TOWNSHIP MANAGER**

The Township advertised for the Assistant Township Manager Position in the newspaper and on the Township website.

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to approve the hiring of Joseph Shook as the Assistant Township Manager. Motion carried unanimously 4-0.

**APPROVAL: HIRING OF PLANNING/ZONING ADMINISTRATOR**

The Township also advertised and interviewed for a Planning and Zoning Administrator.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to approve the hiring of Harmit Bedi as the Planning and Zoning Administrator. Motion carried unanimously 4-0.

**APPROVAL: PROMOTION OF PART-TIMER POLICE OFFICER TO FULL-TIME POLICE OFFICER**

The process for promoting one current Police Officer from part-time to full-time status has been completed.

The Board received a memorandum from Chief Loper recommending the promotion of Officer Bret Vulakovich to the position of Full-Time Police Officer.

Mrs. Jordan congratulated and thanked Officer Vulakovich for his dedication to West Deer.

Officer Vulakovich emphasized how incredibly grateful he was for the opportunity to work part-time for the department, and that he looked forward to serving in a full-time capacity. He thanked Sergeant Shurina for the opportunity to work within the school DARE Program.

Sergeant Shurina thanked the Board for hiring Officer Vulakovich. He congratulated Officer Vulakovich on his promotion.

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Hollibaugh to approve the promotion of current Part -Timer Police Officer Bret Vulakovich to the position of Full-Time Police Officer effective 26 March 2022. Motion carried unanimously 4-0.

**AUTHORIZATION: BEACOM PLAN OF LOTS**

The Planning Commission recommended approval of the Beacom Plan of Lots Preliminary and Final Subdivision Plan at their 24 February 2022 meeting.

Property Location: 107 Superior Road Tarentum, PA  
Zoning District: R-3 Suburban Residential

Three-Lot Subdivision:

Lots to measure a minimum of 1.592, 6.440, and 4.725 acres.  
Total parcel to measure 13.43 acres.

The Planning Commission recommended approval of the Beacom Plan of Lots subject to following conditions:

1. Fulfillment of any outstanding issues in Scott Shoup's Engineering letter dated 23 February 2022.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to approve the preliminary and final subdivision of the Beacom Plan of Lots as per the recommendation by the Planning Commission. Motion carried unanimously 4-0.

**AUTHORIZATION: CHANGE ORDER (PAVILION POSTS)**

The Board of Supervisors awarded the Bairdford Park Pavilion Project to Santamaria Landscape & Cement Contractors, Inc.

Upon replacing the posts, it was found additional work was required.

Ms. Nelko explained in detail the reason for the change order to repair the pavilion posts.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Smullin to authorize the change order for the Bairdford Park Pavilion Project in the amount of \$60,342.49 to Santamaria Landscape & Cement Contractors, Inc. as per the recommendation of the Township Engineer. Motion carried unanimously 4-0.

**AUTHORIZATION: TRANSFER OF POLICE VEHICLE TO WEST DEER VFD #3**

In lieu of selling retired Police vehicles, the Board of Supervisors agreed to donate them to Township Emergency Services if they so requested one on a first-come/first-serve basis.

West Deer VFD #3 requested a Police SUV, and a transfer agreement was created.

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Hollibaugh to authorize the transfer of a Police SUV to the West Deer VFD #3 as specified in the Transfer Agreement. Motion carried unanimously 4-0.

**AWARD: 2022 ROAD PROGRAM**

Plans, specifications, and bid documents were prepared by Shoup Engineering for the 2022 Road Program.

The Project was advertised and sealed bids were received until 1:30 P.M. on Monday, March 14, 2022, at which time they were opened and read aloud.

**CONTRACT 22-01** – Work consists of milling of existing asphalt, installation of hot mix super pave binder and wearing courses, base repair, backfilling and other miscellaneous work on eleven (11) Township Roads totaling approximately 17,000 feet in length.

**CONTRACT 22-02** – Work will consist of the installation of cold mix FB modified binder leveling course with CMS-2 emulsion, base repair, backfilling and other miscellaneous work on two (2) Township Roads totaling approximately 10,600 feet.

**CONTRACT 22-03** – Work will consist of the application of a double bituminous seal coat on four (4) Township Roads totaling approximately 29,000 feet in length.

The bid results were presented to the Board of Supervisor prior to the Regular Business Meeting.

Ms. Nelko reported she recommended that the Board award Contract 2022-01 but table the other two contracts - Contract 2022-02 and Contract 2022-03- for further review.

**CONTRACT 22-01 HOT MIX ASPHALT**

**Base Bid:** Partridge Run Road, Pintail Road, Ringneck Court, Squirrel Hollow Road, Lager Drive, Woodlands Trail, Night Hawk Road, Rachel Court, Raccoon Way and Steeplechase Circle

<b><u>BIDDERS:</u></b>	<b><u>BASE BID</u></b>
A. Liberoni, Inc.	\$1,080,974.61
Youngblood Paving	\$1,099,037.25
Shields Paving	\$1,106,452.75
Mele & Mele & Sons Inc.	\$1,316,551.35
A. Folino Construction, Inc.	\$1,402,698.86

MOTION BY Supervisor Frey and SECONDED BY Supervisor Smullin to award the 2022 Road Program Hot Mix Asphalt Paving Contract 22-01 to A. Liberoni, Inc. in the amount of \$1,080,974.61 for the Base Bid. Motion carried unanimously 4-0.

### **CONTRACT 22-02 COLD MIX ASPHALT**

**Base Bid:** Superior Road and West Starz Road (Mountain View Road to Nagy Lane)

<b><u>BIDDERS:</u></b>	<b><u>BASE BID:</u></b>
Mele & Mele & Sons, Inc.	\$458,249.00 *
Russell Standard	\$574,125.00
Youngblood Paving, Inc.	\$483,816.00

\* Withdrew their bid 3/15/22

MOTION BY Supervisor Frey and SECONDED BY Supervisor Smullin to table the 2022 Road Program Cold Mix Asphalt Contract 22-02 to for the Base bid. Motion carried unanimously 4-0.

### **CONTRACT 22-03 DOUBLE BITUMINOUS SEAL COAT**

**Base Bid:** Rittman Road, Glasgow Road, Donaldson Road & Shuster Road

<b><u>BIDDERS:</u></b>	<b><u>BASE BID</u></b>
Russell Standard Corporation	\$263,940.00
Youngblood Paving, Inc.	\$254,400.00

MOTION BY Supervisor Frey and SECONDED BY Supervisor Smullin to table the 2022 Road Program Double Bituminous Seal Coat Contract 22-03 to for the Base Bid. Motion carried unanimously 4-0.

**TOTAL OF 2022 ROAD PROJECT APPROVED (NOT INCLUDING CONTRACTS 22-02 & 22-03) : \$1,080,974.61**

### **OLD BUSINESS**

- None

### **NEW BUSINESS**

- None

### **ADJOURNMENT**

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Frey to adjourn the meeting at 7:40 p.m. Motion carried unanimously 4-0. Meeting adjourned.

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Daniel J. Mator Jr., Township Manager

## MONTHLY FINANCIAL REPORT

### A) FINANCE OFFICER'S REPORT

ATTACHED IS THE FINANCE OFFICER'S REPORT.

ARE THERE ANY QUESTIONS ON THE MONTHLY FINANCIAL REPORT?

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO APPROVE THE FINANCE OFFICER'S REPORT AS SUBMITTED.

	MOTION	SECOND	AYES	NAYES
MRS. HOLLIBAUGH	_____	_____	_____	_____
DR. MANN	_____	_____	_____	_____
MR. SMULLIN	_____	_____	_____	_____
MR. FREY	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____

**FINANCE OFFICER'S REPORT**  
**March 31, 2022**

**I - GENERAL FUND:**

	<u>March</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	504,241.78	2,674,274.16	29.66%
Expenditures	179,008.02	1,238,576.24	11.74%

**Cash and Cash Equivalents:**

Sweep Account

1,567,693.23

**1,567,693.23**

**II - SPECIAL REVENUE FUNDS**

**Cash and Cash Equivalents:**

**Street Light Fund:**

Restricted

42,908.27

**Fire Tax Fund:**

Restricted

42,971.66

**State/Liquid Fuels Fund:**

Restricted

194,375.54

**280,255.47**

**Investments:**

**Operating Reserve Fund:**

Reserved

776,372.00

**Capital Reserve Fund:**

Reserved

962,990.65

**1,739,362.65**

**III - CAPITAL PROJECT FUNDS:**

**Cash and Cash Equivalents:**

0.00

**0.00**

**TOTAL CASH BALANCE 3/31/22**

**3,587,311.35**

**Interest Earned March 2022**

**21.85**

	<u>3/1/2022</u> <u>Debt Balance</u>		<u>March</u> <u>Principal</u> <u>Payment</u>	<u>3/31/2022</u> <u>Debt Balance</u>
<b>Mars National - VFC #3</b>	92,722.03	\$	2,607.94	90,114.09
<b>NexTier Bank VFC #2</b>	388,042.27	\$	2,680.96	386,491.91

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

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



## INTEREST EARNED - 2022

	<u>MARCH</u>	<u>YTD</u>
GENERAL FUND	\$7.63	\$24.99
STREET LIGHT FUND	\$0.00	\$0.00
FIRE TAX FUND	\$0.22	\$0.54
OPERATING RESERVE	\$6.60	\$19.75
STATE FUND	\$7.15	\$7.20
CAPITAL RESERVE	<u>\$0.25</u>	\$1,026.47
<b>TOTAL INTEREST EARNED</b>	<b><u>\$21.85</u></b>	<b><u>\$1,078.95</u></b>

B) LIST OF BILLS

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO PAY THE LIST OF BILLS AS SUBMITTED, AND ALL APPROVED REIMBURSABLE ITEMS IN COMPLIANCE WITH GENERALLY ACCEPTED ACCOUNTING PRACTICES.

	MOTION	SECOND	AYES	NAYES
DR. MANN	_____	_____	_____	_____
MR. SMULLIN	_____	_____	_____	_____
MR. FREY	_____	_____	_____	_____
MRS. HOLLIBAUGH	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 10:36 am  
Date: 04/08/2022  
Page: 1

By Name  
Cutoff as of: 12/31/9999

Due Dates: 04/15/2022 thru 04/15/2022

Vendor	Name/Desc	Acct#/Proj Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name:	AMERIKOHL AGGREGATES INC		4110.27				4110.27		
Name:	AMERIKOHL TRANSPORT INC		2666.84				2666.84		
Name:	BEARCOM		292.47				292.47		
Name:	BEST WHOLESALE TIRE CO, INC		389.60				389.60		
Name:	HEI-WAY, LLC		1523.26				1523.26		
Name:	JORDAN TAX SERVICE, INC.		1681.17				1681.17		
Name:	KRESS TIRE		1132.00				1132.00		
Name:	MARKL SUPPLY		5088.65				5088.65		
Name:	OFFICE DEPOT		143.14				143.14		
Name:	PENNSYLVANIA SOIL & ROCK, INC		24840.90				24840.90		
Name:	SHOUP ENGINEERING INC.		969.25				969.25		
Name:	TOSHIBA FINANCIAL SERVICES		498.76				498.76		
Name:	TRISTANI BROTHERS, INC.		397.88				397.88		
Name:	TUCKER/ARENSBERG ATTORNEYS		3218.00				3218.00		
FINAL TOTALS:			46952.19				46952.19		

# ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 10:32 am  
Date: 04/08/2022  
Page: 1

By Name  
Cutoff as of: 12/31/9999

Due Dates: 04/15/2022 thru 04/15/2022

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00337	AMERIKOHL AGGREGATES	430.611	57065	1736.22	04/15/2022	03/22/2022		1736.22		N
Road:	Limestone	0322	03/21/2022							
00337	AMERIKOHL AGGREGATES	430.611	57196	1021.35	04/15/2022	03/29/2022		1021.35		N
Road:	Limestone	0322	03/28/2022							
00337	AMERIKOHL AGGREGATES	430.611	57197	1352.70	04/15/2022	03/29/2022		1352.70		N
Road:	Limestone	0322	03/28/2022							
Name:	AMERIKOHL AGGREGATES INC			4110.27				4110.27		
00338	AMERIKOHL TRANSPORT	430.611	38091	767.60	04/15/2022	03/22/2022		767.60		N
Road:	Delivery of Limestone	0322	03/21/2022							
00338	AMERIKOHL TRANSPORT	430.611	38168	817.08	04/15/2022	03/29/2022		817.08		N
Road:	Delivery of Limestone	0322	03/28/2022							
00338	AMERIKOHL TRANSPORT	430.611	38169	1082.16	04/15/2022	03/29/2022		1082.16		N
Road:	Delivery of Limestone	0322	03/28/2022							
Name:	AMERIKOHL TRANSPORT INC			2666.84				2666.84		
00674	BEARCOM	430.327	5354793	57.47	04/15/2022	04/04/2022		57.47		N
Road:	Radio Equip Maintenance	0422	04/01/2022							
00674	BEARCOM	410.328	5355735	235.00	04/15/2022	04/05/2022		235.00		N
POL:	Radio Equip Maint	0422	04/04/2022							
Name:	BEARCOM			292.47				292.47		
00553	BEST WHOLESale TIRE	410.374	22297	292.40	04/15/2022	04/05/2022		292.40		N
Police:	Car #31-Thermostat/anti0322		03/10/2022							
00553	BEST WHOLESale TIRE	410.374	22343	48.60	04/15/2022	04/05/2022		48.60		N
Police:	Car #37-oil change/filt0322		03/16/2022							
00553	BEST WHOLESale TIRE	410.374	22353	48.60	04/15/2022	04/05/2022		48.60		N
Police:	Car #30-oil change/filt0322		03/17/2022							
Name:	BEST WHOLESale TIRE CO, INC			389.60				389.60		
00005	HEI-WAY, LLC	430.372	10326954	172.89	04/15/2022	03/21/2022		172.89		N
Road:	Cold Patch	0322	03/17/2022							
00005	HEI-WAY, LLC	430.372	10326985	340.87	04/15/2022	03/22/2022		340.87		N
Road:	Cold Patch	0322	03/18/2022							

## WEST DEER TOWNSHIP

## ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

Time: 10:32 am  
Date: 04/08/2022  
Page: 2

By Name  
Cutoff as of: 12/31/9999

Due Dates: 04/15/2022 thru 04/15/2022

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00005	HEI-WAY, LLC Road: Cold Patch	430.372 0322	10327012 03/21/2022	188.46 04/15/2022	03/23/2022			188.46		N
00005	HEI-WAY, LLC Road: Cold Patch	430.372 0322	10327105 03/24/2022	821.04 04/15/2022	03/28/2022			821.04		N
Name: HEI-WAY, LLC				1523.26				1523.26		
00106	JORDAN TAX SERVICE, 403.140 Delinquent R E Tax Commission 0322	2-C-#87 03/14/2022		1681.17 04/15/2022	03/16/2022			1681.17		N
Name: JORDAN TAX SERVICE, INC.				1681.17				1681.17		
00362	KRESS TIRE Police:CAR #36-Mount/balance/d0322	410.374 0322	10309-5 03/14/2022	56.00 04/15/2022	04/05/2022			56.00		N
00362	KRESS TIRE Police:CAR #31-4-Mount/balance0322	410.374 0322	10316-19 03/23/2022	112.00 04/15/2022	04/05/2022			112.00		N
00362	KRESS TIRE Road: Peterbilt-4 TIRES	430.374 0322	10322-37 03/30/2022	652.00 04/15/2022	04/01/2022			652.00		N
00362	KRESS TIRE Park:2-Tires/Disposal	454.374 0422	10324-1 04/05/2022	312.00 04/15/2022	04/06/2022			312.00		N
Name: KRESS TIRE				1132.00				1132.00		
00542	MARKL SUPPLY POL:2-9mm 4.5;in 5.5 lb matte 0322	410.550 0322	134831-0 03/01/2022	537.25 04/15/2022	03/28/2022			537.25		N
00542	MARKL SUPPLY POL:2-9mm 4in 5.5lb white Gloc0322	410.550 0322	134831-1 03/01/2022	858.00 04/15/2022	03/28/2022			858.00		N
00542	MARKL SUPPLY POL:2-9mm 4in 5.5lb matte Gloc0322	410.550 0322	134831-2 03/01/2022	858.00 04/15/2022	03/28/2022			858.00		N
00542	MARKL SUPPLY POL:G45 MOS Pistols by glock 0322	410.550 0322	134831-3 03/01/2022	2835.40 04/15/2022	03/28/2022			2835.40		N
Name: MARKL SUPPLY				5088.65				5088.65		
00657	OFFICE DEPOT Police: Office Supplies	410.210 0322	229034476001 03/14/2022	24.37 04/15/2022	04/01/2022			24.37		N
00657	OFFICE DEPOT Police: Office Supplies	410.210 0322	229042449001 03/12/2022	37.99 04/15/2022	04/01/2022			37.99		N

# ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 10:32 am  
Date: 04/08/2022  
Page: 3

By Name  
Cutoff as of: 12/31/9999

Due Dates: 04/15/2022 thru 04/15/2022

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00657	OFFICE DEPOT	410.210	230229259001	50.79				50.79		
Police:	Office Supplies	0322	03/15/2022	04/15/2022	04/01/2022				N	
00657	OFFICE DEPOT	410.210	230233068001	29.99				29.99		
Police:	Office Supplies	0322	03/17/2022	04/15/2022	04/01/2022				N	
Name:	OFFICE DEPOT			143.14				143.14		
00932	PENNSYLVANIA SOIL & 409.740	21-621-1	24840.90					24840.90		
New Twp Bldg:Drilling/Lab Test	0322	03/23/2022	04/15/2022	03/28/2022					N	
Name:	PENNSYLVANIA SOIL & ROCK, INC			24840.90				24840.90		
00830	SHOUP ENGINEERING IN 408.319	22-85	103.00					103.00		
Engineering:	Rose Ridge	0322	03/31/2022	04/15/2022	04/01/2022				N	
00830	SHOUP ENGINEERING IN 408.319	22-87	51.50					51.50		
Engineering:	Russellton Dollar	0322	03/31/2022	04/15/2022	04/01/2022				N	
00830	SHOUP ENGINEERING IN 408.319	22-89	154.50					154.50		
Engineering:	Michal Plan VIII	0322	03/31/2022	04/15/2022	04/01/2022				N	
00830	SHOUP ENGINEERING IN 408.319	22-90	51.50					51.50		
Engineering:	Passerello-Schaa	0322	03/31/2022	04/15/2022	04/01/2022				N	
00830	SHOUP ENGINEERING IN 408.313	22-92	608.75					608.75		
Engineering:	Miscellaneous	0322	03/31/2022	04/15/2022	04/01/2022				N	
Name:	SHOUP ENGINEERING INC.			969.25				969.25		
00577	TOSHIBA FINANCIAL SE 406.261	5019418263	253.82					253.82		
Lease & Maintenance of Copiers	0322	03/18/2022	04/15/2022	03/28/2022					N	
00577	TOSHIBA FINANCIAL SE 410.261	5019418263	244.94					244.94		
Lease & Maintenance of Copiers	0322	03/18/2022	04/15/2022	03/28/2022					N	
Name:	TOSHIBA FINANCIAL SERVICES			498.76				498.76		
00067	TRISTANI BROTHERS, I 430.374	220328	199.40					199.40		
Road:F550 Dump-Flange bolts/ga	0322	03/29/2022	04/15/2022	04/05/2022					N	
00067	TRISTANI BROTHERS, I 430.374	220329	198.48					198.48		
Road:Hydraulic hose	0322	03/10/2022	04/15/2022	04/05/2022					N	
Name:	TRISTANI BROTHERS, INC.			397.88				397.88		

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 10:32 am  
Date: 04/08/2022  
Page: 4

By Name  
Cutoff as of: 12/31/9999

Due Dates: 04/15/2022 thru 04/15/2022

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00813 Legal	TUCKER/ARENSBERG ATT Services:General	404.111 0322	632071 03/31/2022	1426.00 04/15/2022	04/08/2022			1426.00		N
00813 Legal	TUCKER/ARENSBERG ATT Services:2022 Litigation	404.111 0322	632072 03/31/2022	238.00 04/15/2022	04/08/2022			238.00		N
00813 Legal	TUCKER/ARENSBERG ATT Services:Dionysis Appeal	404.111 0322	632073 03/31/2022	1054.00 04/15/2022	04/08/2022			1054.00		N
00813 Legal	TUCKER/ARENSBERG ATT Services:Retainer	404.111 0322	6320734 03/31/2022	500.00 04/15/2022	04/08/2022			500.00		N
Name: TUCKER/ARENSBERG ATTORNEYS				3218.00				3218.00		

FINAL TOTALS:

46952.19

46952.19

## **POLICE CHIEF'S REPORT**

ATTACHED IS THE POLICE CHIEF'S REPORT.

ARE THERE ANY QUESTIONS REGARDING THE POLICE CHIEF'S REPORT?



## OFFICER'S MONTHLY REPORT

To: Robert J. Loper, Chief of Police  
From: Jennifer Borczyk, Administrative Assistant  
Subject: Officer's Monthly Report  
Date: April 12, 2022

Attached is the Officer's Monthly Report for March 2022.

JB

CC: D. Mator, Manager  
B. Jordan, Chairwoman  
S. Hollibaugh, Vice Chairwoman  
Dr. J. Mann  
J. Smullin  
V. Frey

**OFFICER'S MONTHLY REPORT**  
**March 2022**

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	61	113	174
CALLS FOR SERVICE/FIELD CONTACTS	463	855	1318
ALL OTHER CALLS	503	976	1479
TOTALS CALLS FOR SERVICE	1027	1,944	2971
 <u>ARRESTS</u>			
ADULT	10	16	26
JUVENILE	2	1	3
TRAFFIC CITATIONS	23	11	34
NON TRAFFIC CITATIONS	0	5	5
PARKING CITATIONS	0	2	2
WARNINGS	28	48	76
 <u>PERSONNEL</u>			
GRIEVANCES FILED BY POLICE OFFICERS	0	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0	0
LETTERS COMMENDING POLICE OFFICERS	0	0	0
 <u>VEHICLE REPORTS</u>			
TOTAL MILES TRAVELED	10,157	16,791	26,948
GALLONS OF GASOLINE USED	906.2	1,685.90	2592.1
REPAIRS/MAINTENANCE	3,221.40	866.37	4,087.77
 <u>OVERTIME PAID</u>			
COURT (OFF DUTY)	28	48.00	76
PRELIMINARY HEARINGS	4	0.00	4
PRETRIAL	0	0.00	0
INVESTIGATIONS	1	4.50	5.5
ARRESTS	8	5.50	13.5
SPEED CHECKS	0	0.00	0
PRIVATE CONTRACTS	0	0.00	0
MISC. HOURS - FILLED SHIFTS	16	16.00	32
MISC. HOURS - ADMIN. HOURS	0	0.00	0
MISC. HOURS	26.5	21.00	47.5
TOTAL HOURS	83.5	0.00	178.5

## Points of Interest

March 2022

Budget Figure YTD – 25.83%

### Chief Robert Loper

- March 3- Administered interviews to all part time officers for a full time position.
- March 9- Met with Dr. Abate with Deer Lakes School District regarding a grant.
- March 16-18- Attended PELRAS Conference in State College
- March 23- Met with Deer Lakes Superintendent (Sgt. Shurina attended)
- March 24- Met with EMS Chief Humes in reference to an assisted living facility.

### K9 Officer Edward Newman

- March 2- Training held at West Deer K9 Training area
- March 10- K9 Maintenance training
- March 18- Assisted with a school search of Butler High
- March 25- Training held at Butler Township Park

### Sergeant Mikus & Sergeant Petosky

- March 2- Sgt. Petosky & Sgt. Mikus were involved in an incident in West Deer Twp and requested NHSRT to assist for a barricaded male.
- March 11- Sgt. Petosky attended training at the Hampton Township Range. Operators trained on breaching equipment, various low and no light drills on the range, and exterior movements with night vision.
- March 19- Operators were called to a situation in Ross Township, but were disregarded just prior to arrival.
- March 25- Training held at Ross Township Annex and Monastery. Operators worked on ladder operations, ropes, breaching, and armor rescue techniques.

### EMA- Sergeant Shurina

- See attached EMA report

### Deer Lakes School District

- See attached SRO report

### Explorers

- March 9- Officers Evan and Elza instructed students as they worked on Airsoft Safety class and Use of Force Scenarios.
- March 23- Sergeant Shurina and Officer Rigous instructed students on police defensive tactics. Officer Fedunok attended as well.

### Misc. Details

- March 1- Sergeant Burk performed a car seat install for a resident.
- March 7- Officer Fedunok attended mandatory Updates training
- March 9- Sgt. Shurina attended mandatory Updates training
- March 14- Sgt. Shurina attended Defensive Tactics Instructor recertification training
- March 16- Officer Lindner attended mandatory Updates training
- March 17- Roving DUI Checkpoint performed in Ross, McCandless, Pine, etc.  
(Sgt Petosky, Officer Dobson, Officer Trocki, Officer Rigous)
- March 21- Officer Elza attended mandatory Updates training
- March 23- Officer Wikert attended mandatory Updates training
- March 25- Officer Wikert performed an Aggressive Driving traffic detail
- March 29- Officer Trocki performed an Aggressive Driving traffic detail
- March 30- Officer Trocki attended mandatory Updates training



**West Deer**  
TOWNSHIP  
ALLEGHENY COUNTY PA

# POLICE DEPARTMENT

**Monthly Report**  
**Deer Lakes School District**  
**SRO / Security Detail & Logs**

**MARCH 2022**

**WDPD INCIDENT REPORTS**

**TOTAL: 4**

- 1 Theft – Other
- 1 Sex Crimes – Indecent Exposure
- 1 Harassment – General
- 1 Disorderly Conduct – General

**0 TOTAL ARRESTS / CITATIONS FROM ABOVE INCIDENTS**  
(Summary, Misdemeanor, Felony)

**SRO / SECURITY DETAILS & LOGS**

**TOTAL: 109**

- 70 Security General
- 5 Security Cafeteria
- 1 Security Parking Lot
- Instruct SRO Student Program
- 1 Instruct SRO Faculty Program
- 4 Instruct DARE Program
- Attend Court
- 4 Attend Meeting
- Attend Training
- 1 Assist Student
- 1 Assist Teacher
- 10 Assist Administrator
- Assist Juv. Prob. Officer
- 2 Assist Nurse / EMS
- 3 Assist Other
- Student Transport
- Student Missing / Search
- 1 Student Monitoring
- 1 Suspicious Incident / person
- K-9 Drug Search
- 4 School Safety Drill
- 1 Other / Miscellaneous

**TOTAL ACTIVITY**

**TOTAL: 113**



**West Deer**  
TOWNSHIP  
ALLEGHENY COUNTY PA

# POLICE DEPARTMENT

## TOTAL ACTIVITY BY SCHOOL

HIGH SCHOOL	27	ADMIN. BUILDING	5
MIDDLE SCHOOL	31	BUS GARAGE	0
E.U. INTERMEDIATE	18	OTHER	2
CURT. PRIMARY	30		

## FREQUENT STUDENT INVOLVEMENT

DL School / Student ID #: None

TOTAL INVOLVEMENTS THIS PERIOD: None

## DARE / SRO CLASSES AND PROGRAMS

### DARE

#### CLASSES INSTRUCTED DURING THIS PERIOD

Number of Classes

24

Grade Level

5<sup>TH</sup> Grade DARE

### SRO Programs

#### INSTRUCTED DURING THIS PERIOD

Program

ALICE Active Shooter Drills

School

All Schools

Date

March 29 – 30, 2022

Submitted by:

**Sgt. Michael J. Shurina**  
**West Deer Township Police Department**  
**Deer Lakes School District SRO**

*See attached WDPD reports for more detail and/or any notes regarding specific incidents.*

**EMATeam**

Robert Loper  
Joshua Wiegand  
Mark Lovey  
Gary Borsuk

John Krauland  
Donald Gerlach  
Aaron Skrbini

# EMERGENCY MANAGEMENT

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Monthly Report

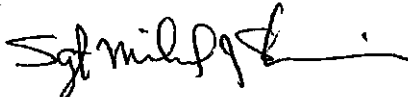
**MARCH 2022**

Listed below are the activities which the West Deer Township Emergency Management Coordinator and/or Deputies (EMA Team) participated in and/or responded to.

---

**INCIDENT:**            **EMA Quarterly Training/Meeting**  
**DATE:**                March 8, 2022  
**MISC. INFO:**        Mike Shurina attended an Allegheny County EMA Quarterly Training/Meeting online session as required by Allegheny County EMA.

**Submitted by:**



**Sgt. Michael J. Shurina**  
**West Deer Township Police Department**  
**West Deer Township EMA Coordinator**

## West Deer Township Police Department Calls For Service Activity Report

This report lists all Calls For Service within a given time period.

Report Start Date:

3/1/2022

Report End Date:

3/31/2022

### Calls For Service:

ALARM ACTIVATION - BUSINESS	1
ALARM ACTIVATION - BUSSINESS/FALSE	5
ALARM ACTIVATION - MEDICAL	1
ALARM ACTIVATION - RESIDENTIAL	1
ALARM ACTIVATION - RESIDENTL/FALSE	2
ANIMAL - COMPLAINT	12
ASSAULT - WEAPON	1
ASSIST - EMS	12
ASSIST - EMS (DOA)	3
ASSIST - EMS (NARCAN)	1
ASSIST - POLICE	4
ASSIST - RESIDENT	5
ASSIST - WELFARE CHECK	10
BURGLARY - FORCE (RESIDENTIAL)	1
CHILD - CHILD LINE REPORTS	6
CIVIL - COMPLAINT	5
COURT - WARRANT SERVICE	3
CRIMINAL MISCHIEF - GENERAL	1
CRIMINAL MISCHIEF - RESIDENTIAL	1
DISABLED VEHICLE - GENERAL	1
DISORDERLY CONDUCT - GENERAL	2
DOMESTIC - PHYSICAL	4
DOMESTIC - VERBAL	4
DRUG LAWS - GENERAL	1
DUI - OVER LEGAL AGE	1
DUI - UNDER LEGAL AGE	1
FIRE - BRUSH	1
FIRE - STRUCTURE (RESIDENCE)	1
FORGERY - OTHER	1
FRAUD - GENERAL	7
HARASSMENT - COMMUNICATIONS	2
HARASSMENT - GENERAL	3
HARASSMENT - TERRORISTIC THREATS	1
HAZARDOUS CONDITION - ROAD HAZARD	3
HAZARDOUS CONDITION - TREE DOWN	1
HAZARDOUS CONDITION - UTILITY COMP	3
HAZARDOUS CONDITION - WIRE DOWN	1
LOCAL ORDINANCE - DUMPING	1
MENTAL COMMITMENT - INVOLUNTARY	1
MENTAL COMMITMENT - VOLUNTARY	2
MVA - DUI	1
MVA - LEAVING THE SCENE	3
MVA - NON REPORTABLE	3
MVA - REPORTABLE	2



## Calls For Service:

NOT ASSIGNED	1
PARKING COMPLAINT - BUSINESS	1
PARKING COMPLAINT - RESIDENTIAL	13
PATROL - GENERAL	107
PFA - SERVICE	2
PHONE CALLS - GENERAL	8
POLICE INFORMATION - FOLLOW UP INVEST	8
POLICE INFORMATION - GENERAL	25
PREMISES CHECK - BUSINESS	2
PREMISES CHECK - RESIDENTIAL	1
<del>PUBLIC INTOX - GENERAL</del>	1
<del>SEX CRIMES - INDECENT EXPOSURE</del>	1
SOLICITATION COMPLAINT - GENERAL	1
SPECIAL DETAIL - ADMINISTRATIVE	18
SPECIAL DETAIL - CHILD SEAT INSTALLATIO	1
SPECIAL DETAIL - OTHER / MISC.	3
SPECIAL DETAIL - PATROL	1
SRO DETAIL - ASSIST ADMINISTRATOR	10
SRO DETAIL - ASSIST NURSE / EMS	2
SRO DETAIL - ASSIST OTHER PERSON	3
SRO DETAIL - ASSIST STUDENT	1
SRO DETAIL - ASSIST TEACHER	1
SRO DETAIL - ATTEND MEETING	4
SRO DETAIL - INSTRUCT DARE PROGRAM	4
SRO DETAIL - INSTRUCT SRO PROGRAM (FA	1
SRO DETAIL - OTHER / MISC.	1
SRO DETAIL - SCHOOL SAFETY DRILL	4
SRO DETAIL - SECURITY (CAFETERIA)	5
SRO DETAIL - SECURITY (GENERAL)	70
SRO DETAIL - SECURITY (PARKING LOT)	1
SRO DETAIL - STUDENT MONITORING	1
SRO DETAIL - SUSPICIOUS INCIDENT / PERS	1
SUSPICIOUS - NOISE	1
SUSPICIOUS - OTHER	3
SUSPICIOUS - PERSON	5
SUSPICIOUS - VEHICLE	4
<del>THEFT - BUSINESS</del>	1
<del>THEFT - OTHER</del>	2
<del>THEFT - RESIDENTIAL</del>	1
TRAFFIC - AGGRESSIVE DRIVING DETAIL	4
TRAFFIC - COMPLAINT	6
TRAFFIC - DETAIL	45
TRAFFIC - RADAR SPEED SIGN	1
TRAFFIC - SCHOOL ZONE	5
TRAFFIC - STOP	17

TOTAL CALLS FOR SERVICE: 524

## West Deer Township Police Department Total Arrest Report

This report lists all adult and juvenile arrests made within a given time period.  
(Note: This report only includes Misdemeanor and Felony arrests.)

Report Start Date: 3/1/2022

Report End Date: 3/31/2022

ARREST DATE	D I #	SIGNAL CODE	JUVENILE ARREST
3/1/2022	20220100	MVA - DUI	
3/2/2022	20220117	ASSAULT - WEAPON	
3/6/2022	20220141	BURGLARY - FORCE (RESIDENTIAL)	
3/9/2022	20220058	DRUG LAWS - GENERAL	JUVENILE ARREST
3/9/2022	20220059	DRUG LAWS - GENERAL	JUVENILE ARREST
3/11/2022		TRAFFIC - STOP	
3/17/2022	20220154	DUI - UNDER LEGAL AGE	
3/18/2022	20220078	DRUG LAWS - GENERAL	
3/20/2022	20220158	DOMESTIC - PHYSICAL	
3/20/2022	20220158	DOMESTIC - PHYSICAL	
3/24/2022	20220163	DOMESTIC - PHYSICAL	
3/25/2022	20220165	DUI - OVER LEGAL AGE	

TOTAL ARRESTS: 12

TOTAL ADULT ARRESTS:           

TOTAL JUV. ARRESTS:

## **PUBLIC WORKS FOREMAN'S REPORT**

ATTACHED IS THE PUBLIC WORKS FOREMAN'S REPORT.

ARE THERE ARE ANY QUESTIONS REGARDING THE PUBLIC WORKS FOREMAN'S REPORT?

**2022**  
**MONTHLY REPORT FOR MARCH**  
**PUBLIC WORKS DEPARTMENT**

**ROADS**

- Install 450' of 6" French drain pipe on Superior Road.
- Install 450' of 12" pipe and 5 catch basins on Superior Road.
- Install 60' of 15" pipe on Superior Road.
- Berm Superior Road.
- Clean up debris after storm.
- Snow removal.
- Patch various roads & alleys.

**TRUCKS & EQUIPMENT**

- Change battery in skid steer.
- Repair auger on Truck #4.
- Replace hose on auger on Truck #2.
- Change batteries on Truck #5.
- Clean & grease trucks.

**MISCELLANEOUS**

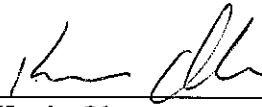
- Clean out in front of pipe on Cedar Lane Alley and place R-5's.
- Base repair at Bairdford Park parking lot.
- Repair fence at 3564 Hunteertown Road due to SWAT incident.
- Clean up tree on Mountain View Road.
- Trained on Vactor Trailer.
- Rehung fallen Veteran Banners.
- Install signs for Easter Egg Hunt.
- Add gravel to 4268 Clendenning Road due to plow trucks turning around.
- Excavate area for batting cage at Bairdford Park and added stone.
- Open bathrooms at Moscala and Bairdford Park.
- Repair pipe at Cedar Glenn Drive.
- Lawn repair from winter maintenance at Magill Drive, Deer Park Drive & Logan Road.
- Insulate ceiling at Moscala bathroom mechanical room.
- Place concrete barriers on Crest Street bridge.
- Remove old pipe at EMS Building due to rusting.

**PA1 Calls**

78

**OT**

155 hrs

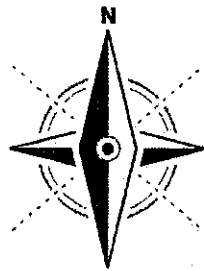
  
\_\_\_\_\_  
Kevin Olar

4-5-22  
\_\_\_\_\_  
Date

**ENGINEER'S REPORT**

ATTACHED IS THE ENGINEER'S REPORT SUBMITTED BY SHOUP  
ENGINEERING, INC.

ARE THERE ANY QUESTIONS REGARDING THE ENGINEER'S  
REPORT?



# SHOUP ENGINEERING

FOR OVER 50 YEARS

329 Summerfield Drive, Baden, PA 15005

Phone: 724-869-9560

info@shoupengineering.com

## MARCH 2022 ENGINEER'S REPORT WEST DEER TOWNSHIP

Prepared April 12, 2022

VIA EMAIL

### 1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

Board of Supervisors Meeting – March 16, 2022

Planning Commission Meeting – March 24, 2022

### 2. DEVELOPMENTS/PROJECTS

Shoup Engineering has provided input into the following developments/projects:

#### Projects:

- Stream Restoration Project – The contractor, Sure Shot Excavating, has completed streambank work on the West Branch of Deer Creek at the David Turner property along Route 910 at the Richland Township border. The work on Dawson Run (Mischen property) has been put on hold until Spring of 2022.
- Bairdford Park Pavilion Project – The contractor, Santamaria Landscape and Cement Contractors, has repaired and replaced the roof on the pavilion. The contractor is awaiting materials for the project and work is set to resume on the post replacements soon.
- Bairdford Park – DCNR Grant Project – On April 12, 2022, a virtual meeting was held with DCNR to discuss the requirements and logistics of implementing a project which primarily includes the main parking lot and sports courts.
- 2022 Road Improvement Project – The hot mix asphalt paving contract was entered into with A. Liberoni, Inc. and a schedule for that work is pending. Further evaluation of the cold mix asphalt bids was performed and possible action of the low bid from Youngblood Paving, Inc. may be needed by the Board of Supervisors.

Development/Subdivision Reviews: The following subdivision and land development plan projects had been reviewed, and review letters were issued to the Township as noted:

- Rose Ridge – A review for this final PRD Development was performed and a review letter was issued to the Township on February 24, 2022.

Respectfully Submitted,  
SHOUP ENGINEERING, INC.

Scott A. Shoup, P.E.  
Township Engineer

**BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER'S REPORT**

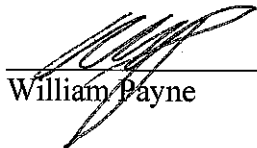
ATTACHED IS THE BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER'S REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

# Code Enforcement

March 31, 2022

1. Issued 13 Occupancy Permits
2. Issued 31 Building Permits
3. Performed 42 site inspections
4. See attached Project Status report.
5. Planning commission held a workshop meeting to discuss Zoning Map update.
6. Zoning Hearing board granted dimensional variance for lot width and lot area for a 12.18 acre parcel located off of Cedar Ridge Road with the following conditions
  - A. Density shall not exceed 2 units per acre.
  - B. At least 80% of lots shall have side yards setbacks of 20' on each side. The remaining 20% of lots shall have side yard setbacks of at least 15' on each side.
7. Initiated 13 complaint investigations.
8. Issued 5 notices of violation
9. Attended court for 6 citations.
10. Continued revisions/comments on the Zoning Ordinance.



---

William Payne



**West Deer Township  
Occupancy Permit Report  
March 2022**

Permit Date	Permit Number	Lot Block	Applicant Name	Street Address	Use	New Construction
03/11/2022	O22-038	2013-S-10	Benjamin and Heather Paholich	123 Tarentum Culmerville Road	Single Family Home	Yes
03/17/2022	O22-039	1512-M-145	WGWKT LP	27 MCKRELL RD	Business	Yes
03/22/2022	O22-040	2013-B-73	P & B Realty Holdings, LLC	5046 BAKERSTOWN CULMERVILLE	Rental	No
03/22/2022	O22-041	2014-J-149	Kirk Voeckel & Lisa Kondrick	52 MILLERSTOWN CULMERVILLE RD	Miscellaneous	No
03/22/2022	O22-042	1356-S-275	Michael and Andrea Hilliard	5249 MIDDLE RD.	Miscellaneous	No
03/22/2022	O22-043	1357-K-132	Robert I. and Kathy Dougherty Will	503 LEAH CT	Duplex/Carriage House	No
03/22/2022	O22-044	1667-J-163	Jason Sun & Shuang Ma	603 WHISPERING PINES DR	Townhome	No
03/22/2022	O22-045	2014-J-172	Kirk Voeckel & Lisa Kondrick	52 MILLERSTOWN CULMERVILLE	Miscellaneous	No
03/30/2022	O22-046	1838-R-287	Justin W. Baker	151 BESSEMER ST	Single Family Home	No
03/30/2022	O22-047	1360-D-372	JOHN WHITESITT & ANNE MARIE BRNARDIC	172 EAST UNION RD.	Single Family Home	No
03/30/2022	O22-048	1508-A-19	Robert Clyde & Julie Claire Fagan	237 HYTYRE FARMS DR	Single Family Home	No

**West Deer Township  
Occupancy Permit Report  
March 2022**

03/31/2022	022-049	1511-B-76	Lisa Zappa	2022 SAXONBURG BLVD	Single Family Home	No
03/31/2022	022-050	1511-P-125	Cassandra Berteotti	26 MAGILL DR	Single Family Home	No

**Total Fees Collected by Month**

**March-      \$275**

**Total Fees Collected**

**Grand Total - \$275**

**West Deer Township  
Building Permit Report  
March 2022**

Permit Date	Permit Number	Type	Owner	Address	Parcel ID	Construction Cost	Fees Collected
03/02/2022	P22-024	Addition	BRICKYARD HOLDINGS	942 LITTLE DEER CREEK VALLEY RD.	1219-A-25	\$36,000.00	\$1,280.20
03/03/2022	P22-025	Addition	LUCAS & DANIELLE GODINEZ	36 FARM LANE	1671-S-388	\$125,000.00	\$468.95
03/07/2022	P22-026	Solar Panel	MELADEE GEYSER	209 MCCLURE RD	1511-P-278	\$20,000.00	\$375.00
03/10/2022	P22-027	Shed	FREDERICK D & JOY N MARKS	110 OAKWOOD CIRCLE	1669-S-019	\$2,899.99	\$51.00
03/10/2022	P22-028	Solar Panel	Melissa and Todd Harmon	4822 SPRING VALLEY DR	1213-M-257	\$12,000.00	\$375.00
03/10/2022	P22-029	Solar Panel	GEORGE H & MARY MATTHEWS	4737 BAYFIELD RD	1214-J-057	\$12,000.00	\$375.00
03/10/2022	P22-030	Solar Panel	Chantal Tabib	198 RUSSELLTON-DORSEYVILLE	1217-G-317	\$28,915.00	\$525.00
03/18/2022	P22-031	Demolition	BRUNO MORELLI	7 KELLY CT.	1510-L-282	\$	\$100.00
03/18/2022	P22-032	Pole Building/Barn	BRUNO MORELLI	7 KELLY CT.	1510-L-282	\$68,000.00	\$506.00
03/21/2022	P22-033	Above Ground Pool	TINA LEIGHT	245 SHOAF ST	1838-N-314	\$6,000.00	\$50.00
03/21/2022	P22-034	Addition	DEREK & LAURIE MARUSKI	2030 MARSHALL ST	1671-J-380	\$103,460.00	\$414.00

**West Deer Township  
Building Permit Report  
March 2022**

03/23/2022	P22-035	Fence	Michael & Cynthia Feil	3419 E STAG DR	1356-D-378	\$13,120.04	\$
03/23/2022	P22-036	Deck	EUGENE H. & JENNIFER J. KURZ	4714 SHERBROOKE CT	1214-N-392	\$15,500.00	\$142.00
03/24/2022	P22-037	Awning	Lawrence & Joyce SCOTT	36 DEER PARK DR	1360-M-165	\$21,250.00	\$184.00
03/24/2022	P22-038	Antenna	JOSEPH E MICALE	41A BLUE ROW ST	1361-M-027	\$40,000.00	\$606.50
03/28/2022	P22-039	Fence	Cassandra Welsh & Carl Stephen Criss, IV	287 GLASGLOW RD	2383-K-184	\$8,574.56	\$93.00
03/28/2022	P22-040	Single Family Dwelling	GLASSO BUILDERS	918 COPPER CREEK TRAIL	1508-A-60-A	\$165,000.00	\$645.00
03/28/2022	P22-041	Single Family Dwelling	GLASSO BUILDERS	920 COPPER CREEK TRAIL	1508-A-60-B	\$165,000.00	\$645.00
03/28/2022	P22-042	Single Family Dwelling	GLASSO BUILDERS	922 COPPER CREEK TRAIL	1508-A-62-A	\$165,000.00	\$645.00
03/28/2022	P22-043	Single Family Dwelling	GLASSO BUILDERS	924 COPPER CREEK TRAIL	1508-A-62-B	\$165,000.00	\$645.00
03/28/2022	P22-044	Single Family Dwelling	GLASSO BUILDERS	926 COPPER CREEK TRAIL	1508-A-64-A	\$165,000.00	\$645.00
03/28/2022	P22-045	Single Family Dwelling	GLASSO BUILDERS	928 COPPER CREEK TRAIL	1508-A-64-B	\$165,000.00	\$645.00

**West Deer Township  
Building Permit Report  
March 2022**

03/28/2022	P22-046	Single Family Dwelling	GLASSO BUILDERS	923 COPPER CREEK TRAIL	1508-A-94-A	\$165,000.00	\$645.00
03/28/2022	P22-047	Single Family Dwelling	GLASSO BUILDERS	925 COPPER CREEK TRAIL	1508-A-94-B	\$165,000.00	\$645.00
03/30/2022	P22-048	Solar Panel	JASON & MICHELE CANNON	160 PINTAIL RD	1357-A-225	\$33,040.00	\$375.00
03/30/2022	P22-049	Solar Panel	EMILY KORAN & EDWARD BAOTT	447 PARTRIDGE RUN RD	1356-H-12	\$18,719.30	\$375.00
03/30/2022	P22-050	Addition	DAVID L & JANET FLORA	4 MICHAEL RD	1218-A-121	\$45,000.00	\$398.60
03/31/2022	P22-051	Above Ground Pool	ANDREA & SAMUEL WHITE	54 EAST UNION RD	1511-K-056	\$1,000.00	\$50.00
03/31/2022	P22-052	Single Family Dwelling	JOHN WHITESITT & ANNE MARIE BRNARDIC	172 EAST UNION RD.	1360-D-372	\$362,000.00	\$1,113.30
03/31/2022	P22-053	Chicken/Rabbit coop	PATRICK & AMY STARK	115 Hemphill Road	2197-R-146	\$1,200.00	\$37.00
03/31/2022	P22-054	Shed	BRIAN PFLUMM	119 FORD ST	1838-P-310	\$800.00	\$30.00
<b>Totals: 31</b>						<b>\$2,294,478.89</b>	<b>\$13,084.55</b>

Permit Type	Count	Construction Cost	Fee Total
Above Ground Pool	2	\$7,000.00	\$100.00

**West Deer Township  
Building Permit Report  
March 2022**

Addition	4	\$309,460.00	\$2,561.75
Antenna	1	\$40,000.00	\$606.50
Awning	1	\$21,250.00	\$184.00
Chicken/Rabbit coop	1	\$1,200.00	\$37.00
Deck	1	\$15,500.00	\$142.00
Demolition	1	\$	\$100.00
Fence	2	\$21,694.60	\$93.00
Pole Building/Barn	1	\$68,000.00	\$506.00
Shed	2	\$3,699.99	\$81.00
Single Family Dwelling	9	\$1,682,000.00	\$6,273.30
Solar Panel	6	\$124,674.30	\$2,400.00

Permit Status	Count	Construction Cost	Fee Total
Issued	31	\$2,294,478.89	\$13,084.55

**West Deer Township**  
**109 East Union Road**  
**Cheswick, PA 15024**

**WD Inspection Report**  
**From 03/01/2022 To 03/31/2022**

**Count by Type**

TYPE	COUNT
Complaint Follow Up	13
Drywall	1
E/S Control Inspection	1
Electrical/Plumbing	1
Final	1
Footer	4
Framing	3
Occupancy Inspection	14
Site Inspection	4
Total:	42

**West Deer Township**  
**109 East Union Road**  
**Cheswick, PA 15024**

**WD Inspection Report**  
**From 03/01/2022 To 03/31/2022**

**Count by Status**

Status	Count
Completed	28
Open	1
Passed	13
Total:	42



## **PARKS AND RECREATION BOARD REPORT**

ATTACHED IS THE PARKS AND RECREATION BOARD REPORT.

ARE THERE ARE ANY QUESTIONS REGARDING THE REPORT?

## **Parks & Recreation Report**

**April 20<sup>th</sup>, 2022**

### **Planned 2022 Events**

- May 24th - Senior Lunch at The Senior Center
- June 3rd – Movie in the Park at Bairdford Park
- June 7th - Food Truck Event at Nike Site
- June 10th - Family Fishing Event at Deer Lakes Park
- July 1st - Movie in the Park at Bairdford Park
- July 5th - Food Truck Event at Nike Site
- August 2nd - Food Truck Event at Nike Site
- August 5th - Movie in the Park at Bairdford
- September 2nd - Movie in the Park at Bairdford Park
- September 6th - Food Truck Event at Nike Site
- September 24-25th- Community Days at Bairdford Park
- October 15th - Trunk or Treat at East Union Church
- December 11th - Breakfast with Santa at #1 VFD

Bluebird house building was canceled due to low participation. We will be rescheduling this later in the year. The Family Fishing Event has been scheduled for June 10th and the Fish and Boat Commission will be handling registration for this.

The Egg Hunt was a success with almost 250 children attending with their parents and grandparents. A very big thank you to Supervisor Jordan for once again being our amazing Easter Bunny!!!

Our next meeting will be April 27th, 2022.

## West Deer Township Parks &amp; Recreation 2022 Accounting

[illegible]

# **West Deer Community Festival**

## **September 24-25, 2022**

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### **Saturday, September 24th**

10:00-Run/Walk Registration

10:30-Run/Walk Start

11:00-9:00PM - Rides

12:00-9:00PM - DJ

2:00-6:00PM - Petting Zoo

3:00-9:00PM - Hay rides

3:00-5:00PM - Balloon Artist

3:00-5:00PM - Face Painting

5:00-6:00PM - Wild Animals

6:30PM - Pie Eating Contest

7:00-9:00PM - Karaoke

### **Sunday, September 25th**

11:00-7:00PM-Rides

12:00-7:00PM - DJ

2:00-6:00PM - Petting Zoo

3:00-7:00PM - Hay Rides

2:00-4:00PM - Face Painting

2:00-4:00PM - Balloon Artist

**WEST DEER #1 VFC REPORT**

ATTACHED IS THE WEST DEER #1 VFC REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

# West Deer VFD #1

1520 Saxonburg Blvd Tarentum PA 15084

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## March 2022

- 13 fire calls
- Ground ladder training
- 3 company training - walked through DLMS & DLEU INTERMEDIATE CENTER
- completed fire study
- Had two hall rentals
- Started renovating meeting room with updated HVAC

**WEST DEER #2 VFC REPORT**

ATTACHED IS THE WEST DEER #2 VFC REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

West deer #2 monthly report for March 11th 2022 to April 13th 2022

For the month of march/April we responded to 15 calls

- 5 false fire alarms
- 2 possible residential fire
- 1 tree and wires down call
- 4 vehicle crashes
- 1 gas leak outside
- 1 cover the area/stand by for west deer and Richland twp
- 1 assist police with road closures

West deer # 2 has responded to a total 49 calls for 2022.

Crews trained on ropes, hose line deployment, tanker operations and pump operation.

We certified 1 new driver for our utv and trailer and 2 new driver for our brush truck.

We were denied the fire house subs grant for new pagers.

We are currently receiving bid for refurbishment of our 02 Engine and bids on a new mini pumper. if the bids for the refurbishment out way the cost of a new mini pumper we might proceed with the mini pumper.



**WEST DEER #3 VFC REPORT**

ATTACHED IS THE WEST DEER #3 VFC REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

# West Deer Twp. VFC # 3

## FIRE CHIEF'S REPORT

April 2022

Call Report for March – 64 total calls

45- QRS Calls with response, 5 - QRS calls with no response (10%)

14 - Fire Calls

- 0 - Commercial Structure Fire
- 2 - Commercial Fire Alarm
- 3 - Residential Structure Fire
- 0 - Residential Fire Alarm
- 5 - MVC
- 0 - MVC w/ entrapment
- 0 - Rescue, other than MVC
- 3 - Misc. (flooding/wires down/trees down)
- 0 - CO Alarm
- 1 - Brush Fire
- 0 - Natural Gas
  - 2 - Richland
  - 1 - Middlesex
  - 11 - West Deer
  - 7 - 0500-1700
  - 7 - 1700-0500

- Equipment/truck checklists – Need completed this week

- Operations meeting held in April 4<sup>th</sup>

Upcoming events:

- 4/12 – Training
- 4/19 – Training
- 4/26 – Work Night

Fire Station project

- Work details held 3/13 & 3/27 (9am-3pm), 3/22 (630p-930), demolish concrete block walls in social hall/walls in showroom
- Met with 2 general contractors, 2 plumbing contractors, 2 electrical contractors and 1 HVAC contractor
- New rope bags and rope equipment placed in service
- Hazmat recert, SCBA donning and gear inspection need completed by 4/15/22
- Hose testing needs completed – will schedule to be completed through North Hills COG
- Rescue recertification submitted
- Engine headset not charging - fixed and reinstalled
- Engine cab fan broken - replaced
- Rescue backup alarm not working - replaced
- Rescue motor oil leaking – fixed by Mike Beacom – replaced oil seals and hoses
- Command vehicle struck a deer while responding to call – need quote for repairs – still drivable
- Township Fire Study submitted to township
- ISO Fire Study pending
- Fire Prevention – Early Years employee training completed March 9<sup>th</sup>
- 3 Company training held 3/29 – walk through of DL Middle School and Intermediate School
- Fire Inspection completed at West Deer Senior Center
- Radios were ordered through County – awaiting delivery
- Township donated an old police SUV for company business and backup to QRS vehicle
- COVID mitigation – Current policy – N-95 masks required for medical calls, patient care and entering structures.
- 3 Company meeting will be held in April

Respectfully submitted by:

Josh Wiegand, Fire Chief

**WEST DEER EMS REPORT**

NO REPORT WAS RECEIVED.

**ADOPTION: RESOLUTION NO. 2022-08 (SVOBODA SUBDIVISION  
SEWAGE PLANNING MODULE)**

RESOLUTION NO. 2022-08

RESOLUTION 2022-08 APPROVES THE PA DEP SEWAGE FACILITIES PLANNING MODULE FOR THE PLAN LOCATED AT LOGAN ROAD GIBSONIA, PA IN THE R-3 SUBURBAN RESIDENTIAL ZONING DISTRICT.

(SEE ATTACHED)

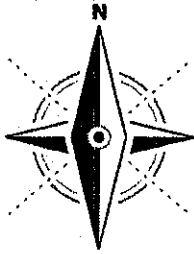
MR. SHOUP REVIEWED THE PA DEPARTMENT OF ENVIRONMENTAL PROTECTION PLANNING MODULE DOCUMENTS AND FOUND THE PLANNING MODULE TO BE IN PROPER ORDER. MR. SHOUP THEREFORE RECOMMENDED THAT IT BE APPROVED BY THE TOWNSHIP BY RESOLUTION.

MR. SHOUP.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ADOPT RESOLUTION 2022-08 APPROVING THE PA DEP SEWAGE FACILITIES PLANNING MODULE FOR THE SVOBODA SUBDIVISION SEWAGE PLANNING MODULE PLAN.

	MOTION	SECOND	AYES	NAYES
MR. SMULLIN	___	___	___	___
MR. FREY	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
DR. MANN	___	___	___	___
MRS. JORDAN	___	___	___	___



# SHOUP ENGINEERING

FOR OVER 50 YEARS

329 Summerfield Drive, Baden, PA 15005

Phone: 724-869-9560

info@shoupengineering.com

April 8, 2022

Mr. Bill Payne  
West Deer Township  
109 East Union Road  
Cheswick, PA 15024

Via Email

Re: Svoboda Subdivision  
Sewage Facilities Planning Module

Dear Mr. Payne,

I have reviewed the DEP Sewage Facilities Planning Module submitted by Gibson-Thomas Engineering for the above-referenced subdivision and have found the same to be proper and complete.

I therefore am recommending that the Township Board of Supervisors approve the enclosed Resolution approving the planning module.

If you should have any questions, please do not hesitate to contact me at your convenience.

Sincerely,

SHOUP ENGINEERING INC.

Scott A. Shoup, P.E.

Enclosure(s)

cc: Daniel Mator, via email  
Jodi French, via email  
Sean Palmer, Gibson-Thomas, via email - sean.palmer@gibson-thomas.com



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BUREAU OF WATER STANDARDS AND FACILITY REGULATION

TRANSMITTAL LETTER  
FOR SEWAGE FACILITIES PLANNING MODULE

DEP USE ONLY				
DEP CODE #	APS ID #	CLIENT ID #	SITE ID #	AUTH. ID #

TO: Approving Agency (DEP or delegated local agency)

Date April 20, 2022

PENNSYLVANIA DEP  
400 WATERFRONT DRIVE  
PITTSBURGH PA 15222

Dear Sir:

Attached please find a completed Sewage Facilities Planning Module prepared by Sean Palmer

Project Manager

for Svoboda Subdivision

(Name)

(Title)

(Name)

a subdivision, commercial, or industrial facility located in West Deer Township

Allegheny

County.

(City, Borough, Township)

Check one

- ☒ (i) The Planning Module, as prepared and submitted by the applicant, is approved by the municipality as a proposed ☒ revision ☐ supplement for new land development to its "Official Sewage Facilities Plan", and is ☒ adopted for submission to the Department of Environmental Protection ☐ transmitted to the delegated local agency for approval in accordance with the requirements of Chapter 71 and the Sewage Facilities Act, OR
- ☐ (ii) The Planning Module will not be approved by the municipality as a proposed revision or supplement for new land development to its "Official Sewage Facilities Plan" because the project described therein is unacceptable for the reason(s) checked below.

Check Boxes

- ☐ Additional studies are being performed by or on behalf of this municipality which may have an effect on the Planning Module as prepared and submitted by the applicant. Attached hereto is the scope of services to be performed and the time schedule for completion of said studies.
- ☐ The Planning Module as submitted by the applicant fails to meet limitations imposed by other laws or ordinances, officially adopted comprehensive plans and/or environmental plans (e.g., zoning, land use, Chapter 71). Specific reference or applicable segments of such laws or plans are attached hereto.
- ☐ Other (attach additional sheet giving specifics)

Municipal Secretary: Indicate below by checking appropriate boxes which components are being transmitted to the Approving Agency.

- ☐ 2. Individual Onlot Disposal  
☒ Adoption Resolution

- ☒ 3. Sewage Collection/Treatment  
☐ 3s Small Flow Treatment Facility

- ☒ 4.A. Municipal Planning Agency Review  
☐ 4.B. County Planning Agency Review  
☒ 4.C. Health Department Review

Daniel J. Mator, Jr.

April 20, 2022

Municipal Secretary (print)

Signature

Date

Note: Please remove and recycle the Instructions portion of the Sewage Facilities Planning Module prior to mailing the appropriate completed components and supporting documents to the approving agency.



## RESOLUTION FOR PLAN REVISION FOR NEW LAND DEVELOPMENT

Resolution No. 2022-8

RESOLUTION OF THE **SUPERVISORS** (COMMISSIONERS) (COUNCILMEN) of West Deer Township  
(TOWNSHIP) (BOROUGH) (CITY), Allegheny COUNTY, PENNSYLVANIA (hereinafter "the municipality").

**WHEREAS** Section 5 of the Act of January 24, 1986, P.L. 1535, No. 537, known as the "Pennsylvania Sewage Facilities Act", as Amended, and the rules and Regulations of the Pennsylvania Department of Environmental Protection (Department) adopted thereunder, Chapter 71 of Title 25 of the Pennsylvania Code, require the municipality to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters of the Commonwealth and/or environmental health hazards from sewage wastes, and to revise said plan whenever it is necessary to determine whether a proposed method of sewage disposal for a new land development conforms to a comprehensive program of pollution control and water quality management, and

**WHEREAS** Marty and Rudy Svoboda has proposed the development of a parcel of land identified as  
land developer

Svoboda Subdivision, and described in the attached Sewage Facilities Planning Module, and  
name of subdivision

proposes that such subdivision be served by: (check all that apply), ☒ sewer tap-ins, ☒ sewer extension, ☐ new treatment facility, ☐ individual onlot systems, ☐ community onlot systems, ☐ spray irrigation, ☐ retaining tanks, ☐ other, (please specify).

**WHEREAS**, West Deer Township finds that the subdivision described in the attached  
municipality

Sewage Facilities Planning Module conforms to applicable sewage related zoning and other sewage related municipal ordinances and plans, and to a comprehensive program of pollution control and water quality management.

**NOW, THEREFORE, BE IT RESOLVED** that the **Supervisors** (Commissioners) (Councilmen) of the **Township** (Borough) (City) of West Deer hereby adopt and submit to the Department of Environmental Protection for its approval as a revision to the "Official Sewage Facilities Plan" of the municipality the above referenced Sewage Facilities Planning Module which is attached hereto.

I \_\_\_\_\_, Secretary, West Deer Township  
(Signature)

Township Board of Supervisors (Borough Council) (City Councilmen), hereby certify that the foregoing is a true copy of the **Township** (Borough) (City) Resolution # 2022-08, adopted, April 20, 2022.

Municipal Address:

WEST DEER TOWNSHIP  
109 E. UNION ROAD  
CHESWICK, PA 15024  
Telephone 724-265-3680

Seal of  
Governing Body

**APPOINTMENT: PARKS AND RECREATION COMMITTEE MEMBER**

THE BOARD IS IN RECEIPT OF THE ATTACHED E-MAIL FROM AMY STARK STATING THAT ARJONA KARPUZI HAS RESIGNED FROM THE PARKS AND RECREATION BOARD EFFECTIVE JANUARY 26, 2022.

MS. KARPUZI'S TERM EXPIRES DECEMBER 31, 2022, SO THERE IS A VACANCY TO FILL HER UNEXPIRED TERM.

THE BOARD RECEIVED TWO LETTERS OF INTEREST FROM DAVE KINNIBURGH AND JASIN OWENS, AND THEIR LETTERS OF INTEREST ARE ATTACHED.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPOINT \_\_\_\_\_ AS A MEMBER OF THE PARKS & RECREATION BOARD TO FILL THE UNEXPIRED TERM OF ARJONA KARPUZI, WHICH EXPIRES DECEMBER 31, 2022.

	MOTION	SECOND	AYES	NAYES
MR. FREY	_____	_____	_____	_____
MRS. HOLLIBAUGH	_____	_____	_____	_____
DR. MANN	_____	_____	_____	_____
MR. SMULLIN	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____



**From:** Amy Stark <amygazzo@yahoo.com>  
**Sent:** Wednesday, January 26, 2022 9:35 PM  
**To:** Jodi French <jfrench@westdeertownship.com>  
**Subject:** Fwd: Parks & Rec

Amy D. Stark  
412-651-5033  
Sent from my iPhone

Begin forwarded message:

**From:** Arjona Karpuzi <arjonakarpuzi@gmail.com>  
**Date:** January 26, 2022 at 9:04:34 PM EST  
**To:** amygazzo@yahoo.com  
**Subject:** Parks & Rec

Hello,

I resign from the parks and rec board.

Best regards,  
Arjona (Arianna) Karpuzi  
(724) 841-5711

## Jodi French

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**From:** Daniel Mator <dmator@westdeertownship.com>  
**Sent:** Wednesday, March 30, 2022 6:03 AM  
**To:** Jodi French  
**Subject:** Fwd: Letter of Interest- West Deer Township Parks & Recreation Board

FYI

Sent from my iPhone

Begin forwarded message:

**From:** Jasin Owens <owensjasin@gmail.com>  
**Date:** March 29, 2022 at 10:26:11 PM EDT  
**To:** info@westdeertownship.com  
**Subject:** Letter of Interest- West Deer Township Parks & Recreation Board

Dear whomever it may concern,  
Hello my name is Jasin and I just moved to Bayfield in December. I would like to get involve in the community. I currently work for a bank till 5 Mon-Fri and I'm also an adult student at Penn State. I was hoping to be considered for the West Deer Township Parks & Recreation Board.

I used to own a couple pizza stores in the Pittsburgh area but sold them just recently. I have an accounting background from my almost 10 years working at a bank. I'm working on my bachelors currently as a Software Engineer.

Jasin Owens

412-889-5429  
4822 Bayfield rd

Allison Park, PA 15101

**From:** [dave@kinniburghsgraphics.com](mailto:dave@kinniburghsgraphics.com)  
**Date:** April 6, 2022 at 1:22:20 PM EDT  
**To:** Amy Stark <[amygazzo@yahoo.com](mailto:amygazzo@yahoo.com)>  
**Subject: RE: Parks & Rec signs**

I would like to join Parks and rec

**Dave Kinniburgh**  
*Kinniburgh's Graphics*  
724-265-8000  
[dave@kinniburghsgraphics.com](mailto:dave@kinniburghsgraphics.com)

**AUTHORIZATION: ADVERTISEMENT (SALE OF PUBLIC WORKS TRUCK)**

PUBLIC WORKS FOREMAN KEVIN OLAR REQUESTED THE BOARD AUTHORIZE THE ADVERTISEMENT OF THE SALE OF THE FOLLOWING PUBLIC WORKS TRUCK:

2014 F350 1-TON DUMP TRUCK WITH SALT BOX, AND PLOW.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE ADVERTISEMENT FOR THE SALE OF ONE 2014 F350 1-TON DUMP TRUCK IN AS-IS CONDITION.

	MOTION	SECOND	AYES	NAYES
MRS. HOLLIBAUGH	_____	_____	_____	_____
DR. MANN	_____	_____	_____	_____
MR. SMULLIN	_____	_____	_____	_____
MR. FREY	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____

**AWARD: 2022 ROAD PROGRAM**

PLANS, SPECIFICATIONS, AND BID DOCUMENTS WERE PREPARED BY SHOUP ENGINEERING FOR THE 2022 ROAD PROGRAM.

THE PROJECT WAS ADVERTISED AND SEALED BIDS WERE RECEIVED UNTIL 1:30 P.M. ON MONDAY, MARCH 14, 2022, AT WHICH TIME THEY WERE OPENED AND READ ALOUD.

**CONTRACT 22-02 (COLD MIX ASPHALT)** – WORK WILL CONSIST OF THE INSTALLATION OF COLD MIX FB MODIFIED BINDER LEVELING COURSE WITH CMS-2 EMULSION, BASE REPAIR, BACKFILLING AND OTHER MISCELLANEOUS WORK ON TWO (2) TOWNSHIP ROADS TOTALING APPROXIMATELY 10,600 FEET.

THE FOLLOWING BIDS WERE RECEIVED:

<u>BIDDERS</u>	<u>TOTAL AMOUNT</u>
1) YOUNGBLOOD PAVING, INC.	\$483,816.00
2) RUSSELL STANDARD	\$574,125.00

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE 2022 ROAD PROGRAM COLD MIX ASPHALT PAVING CONTRACT 22-02 TO \_\_\_\_\_ IN THE AMOUNT OF \$\_\_\_\_\_ FOR THE BASE BID.

	MOTION	SECOND	AYES	NAYES
DR. MANN	_____	_____	_____	_____
MR. SMULLIN	_____	_____	_____	_____
MR. FREY	_____	_____	_____	_____
MRS. HOLLIBAUGH	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____

*Continued on next page.....*

**CONTRACT 22-03 (DOUBLE BITUMINOUS SEAL COAT)** – WORK WILL CONSIST OF THE APPLICATION OF A DOUBLE BITUMINOUS SEAL COAT ON FOUR (4) TOWNSHIP ROADS TOTALING APPROXIMATELY 29,000 FEET IN LENGTH.

THE FOLLOWING BIDS WERE RECEIVED:

<u>BIDDERS</u>	<u>TOTAL AMOUNT</u>
1) YOUNGBLOOD PAVING, INC.	\$254,400.00
2) RUSSELL STANDARD	\$263,940.00

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE 2022 ROAD PROGRAM DOUBLE BITUMINOUS SEAL COAT CONTRACT 22-03 TO \_\_\_\_\_ IN THE AMOUNT OF \$ \_\_\_\_\_ FOR THE BASE BID.

	MOTION	SECOND	AYES	NAYES
MR. SMULLIN	_____	_____	_____	_____
MR. FREY	_____	_____	_____	_____
MRS. HOLLIBAUGH	_____	_____	_____	_____
DR. MANN	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____

## BID TABULATION

### West Deer Township 2022 Road Improvement Project (#10137)

#### Contract 22-01

Partridge Run Road, Pintail Road, Ringneck Court, Squirrel Hollow Road, Lager Drive, Woodlands Trail, Night Hawk Road, Rachel Court,  
Raccoon Way and Steeplechase Circle

Bidder	Bid Amount
A. Liberoni, Inc.	\$1,080,974.61
Youngblood Paving	\$1,099,037.25
Shields Paving	\$1,106,452.75
Mele & Mele & Sons Inc.	\$1,316,551.35
A. Folino Construction, Inc.	\$1,402,698.86

### West Deer Township 2022 Road Improvement Project (#10137)

#### Contract 22-02

Superior Road and West Starz Road (Mountain View Road to Nagy Lane)

Bidder	Bid Amount
Mele & Mele & Sons, Inc. *	\$458,249.00
Youngblood Paving, Inc.	\$483,816.00
Russell Standard	\$574,125.00

\*Verbal confirmation that they were going to withdraw their bid today by letter (3-15-22).

### West Deer Township 2022 Road Maintenance Project (#10137)

#### Contract 22-03

Rittman Road, Glasgow Road, Donaldson Road and Shuster Road

Bidder	Bid Amount
Youngblood Paving Inc.	\$254,400.00
Russell Standard	\$263,940.00

It would be Shoup Engineering's recommendation to award Contract 22-01 at this time. After discussion with Gavin Robb we would recommend holding off on Contract 22-02 until next month. We would recommend that Contract 22-03 not be rejected until after issues with Contract 22-02 are resolved.

## **AWARD: MUNICIPAL COMPLEX ARCHITECT**

AS THE NEXT STEP OF THE TOWNSHIP'S MUNICIPAL COMPLEX CONSTRUCTION PROJECT, THE TOWNSHIP ENGINEER AND TOWNSHIP MANAGER WERE CHARGED WITH RECEIVING PROPOSALS FROM ARCHITECTS FOR THE DESIGN OF THE COMPLEX.

A REQUEST FOR PROPOSAL WAS ADVERTISED, WITH A DEADLINE OF 3:30PM ON WEDNESDAY, APRIL 13<sup>TH</sup>.

THE FOLLOWING BIDS WERE RECEIVED:

<u>BIDDERS</u>	<u>TOTAL AMOUNT</u>
1) RSSC ARCHITECTURE	\$398,000.00
2) HHSDR ARCHITECTS	\$419,900.00
3) ENTASIS INC.	\$464,100.00

MR. SHOUP AND MR. MATOR....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE MUNICIPAL COMPLEX ARCHITECT BID TO \_\_\_\_\_ IN THE AMOUNT OF \$\_\_\_\_\_.

	MOTION	SECOND	AYES	NAYES
MR. FREY	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
DR. MANN	___	___	___	___
MR. SMULLIN	___	___	___	___
MRS. JORDAN	___	___	___	___



## **DISCUSSION: CHARTER COMMISSION**

A FEW YEARS AGO, THE TOWNSHIP FORMED A CHARTER COMMISSION TO REVIEW THE TOWNSHIP CHARTER, DRAFT AMENDMENTS, AND PRESENT THEM TO THE VOTERS.

THERE IS STILL A GREAT DEAL THAT NEEDS UPDATED, AND THE BOARD NEEDS TO DISCUSS WHETHER A NEW COMMISSION SHOULD BE FORMED, OR IF THE PAST RECOMMENDATIONS SHOULD BE DRAFTED INTERNALLY THROUGH THE TOWNSHIP SOLICITOR AND TOWNSHIP MANAGER. EITHER OPTION INVOLVES A DRAFT BEING SENT TO THE BOARD OF SUPERVISORS FOR APPROVAL TO SEND TO THE VOTERS.

MR. MATOR AND MR. ROBB...

## **OLD BUSINESS**

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## **NEW BUSINESS**

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## ADJOURNMENT

I MOVE TO ADJOURN AT \_\_\_\_\_ P.M.

	MOTION	SECOND	AYES	NAYES
MRS. HOLLIBAUGH	_____	_____	_____	_____
DR. MANN	_____	_____	_____	_____
MR. SMULLIN	_____	_____	_____	_____
MR. FREY	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____