

West Deer Township
Board of Supervisors
Summary of March 16, 2022 Meeting

Members present: Beverly Jordan, Chairwoman; Shirley Hollibaugh, Vice-Chair, Vernon Frey, and James Smullin.
Member absent: Jennifer Mann

ACCEPT MINUTES

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

MONTHLY FINANCIAL REPORT

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

LIST OF BILLS

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.

ACCEPTANCE: RETIREMENT OF BRIAN DOBSON

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to accept the Notice of Retirement from Police Officer Brian Dobson effective March 25, 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)

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Hollibaugh to adopt Ordinance No. 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)

MOTION 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)

MOTION 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 2022-05 (C2P2 GRANT AUTHORIZATION)

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh 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)

MOTION 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. Motion carried unanimously 4-0 .

APPROVAL: HIRING OF ASSISTANT TOWNSHIP MANAGER

MOTION 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

MOTION 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-TIME POLICE OFFICER TO FULL-TIME POLICE OFFICER

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

AUTHORIZATION: BEACOM PLAN OF LOTS

MOTION 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)

MOTION 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

MOTION 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 attached Transfer Agreement. Motion carried unanimously 4-0 .

AWARD: 2022 ROAD PROGRAM (CONTRACTS 22-01, 22-02 AND 22-03)**CONTRACT 22-01 – HOT MIX ASPHALT**

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

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Smullin to table the 2022 Road Program Cold Mix Asphalt Paving Contract 22-02. Motioned carried unanimously 4-0.

CONTRACT 22-03 – DOUBLE BITUMINOUS SEAL COAT

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Smullin to table the 2022 Road Program Double Bituminous Seal Coat Contract 22-03. Motioned carried unanimously 4-0.

ADJOURNMENT

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