



**BOARD OF  
SUPERVISORS  
MEETING**

**June 21, 2023**

**6:30pm: Moving Forward Realty Public Hearing**

**7:00pm: Regular Business Meeting**

Members present: Mr. Frey \_\_\_\_\_  
Mr. Harrison \_\_\_\_\_  
Mrs. Hollibaugh \_\_\_\_\_  
Mr. Smullin \_\_\_\_\_  
Mrs. Jordan \_\_\_\_\_

West Deer Township Board of Supervisors

June 21, 2023

6:30pm: Moving Forward Realty Public Hearing

7:00pm: Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Comments from the Public
5. Accept Minutes
6. Monthly Financial Report
  - A. Finance Officer's Report
  - B. List of Bills
7. Police Chief's Report
8. Public Works Foreman's Report
9. Engineer's Report
10. Engineer's Annual MS4 Report
11. Planning, Zoning, and Code Enforcement Report
12. Parks and 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. Approval/Denial: Conditional Use Application – Olympus Energy, LLC Leto Well Pad
18. Approval/Denial: Land Development Application – Olympus Energy, LLC Leto Well Pad
19. Approval/Denial: Land Development Application – Brickyard Holdings Concert Venue
20. Authorization: Advertisement – Crest Street Bridge Project
21. Authorization: Advertisement – Ordinance No. 452 (Charter Elected Auditor Amendment)
22. Authorization: Advertisement – Ordinance No. 453 (Charter Fire Tax Amendment)
23. Authorization: Advertisement – Sale of Public Works Truck
24. Authorization: New Municipal Building Invoice Payment
25. Old Business
26. New Business
27. Adjournment

1 Call to Order

2 Pledge of Allegiance

3 Roll Call

— Mr. Mator

## **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.

5

## ACCEPT MINUTES

ATTACHED ARE THE MINUTES OF THE APRIL 11, 2023 PUBLIC HEARING, MAY 17, 2023 REGULAR BUSINESS MEETING, AND JUNE 7, 2023 SPECIAL BUSINESS MEETING.

DO I HAVE A MOTION TO ACCEPT THE MINUTES OF THE APRIL 11, 2023 PUBLIC HEARING, MAY 17, 2023 REGULAR BUSINESS MEETING, AND THE JUNE 7, 2023 SPECIAL BUSINESS MEETING?

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

**April 11, 2023**

**Public Hearing**

**Minutes**

West Deer Township  
Board of Supervisors  
11 April 2023  
7:00pm

The West Deer Township Board of Supervisors held a Public Hearing at the West Deer Township Municipal Building. Members present were: Beverly Jordan, Chairperson; Shirley Hollibaugh, Vice Chairperson; Vernon Frey; David Harrison; and James Smullin. Also present were: Daniel Mator, Township Manager; Joseph Shook, Assistant Manager; Gavin Robb, Township Solicitor; and Scott Shoup, Township Engineer.

**6:00 p.m. – PUBLIC HEARING– BRICKYARD HOLDINGS LLC**

Township Solicitor Gavin Robb opened the meeting.

Roll Call taken by Mr. Mator – Quorum present.

The court stenographer was present.

The purpose of this public hearing was for the Board to review testimony and evidence in order to make a determination as to whether to approve a concert venue and associated parking at 940 & 982 Little Deer Creek Road Russellton, PA 15076.

Lot/Block Numbers: 1219-A-25 & 1219-J-75  
Zoning District: I Industry

Mr. Robb opened the meeting by announcing there were some preliminary matters to be addressed. He proceeded by asking Mr. Shook to confirm this public hearing was advertised in compliance with the Municipality's Planning Code.

Mr. Shook confirmed and stated it was advertised March 23<sup>rd</sup> and April 2<sup>nd</sup>.

Mr. Robb summarized the conditional use request.

The hearing was then turned over to the development company, Hampton Technical Associates, who was represented by Mr. Jerry Nist.

Mr. Nist outlined the current use of the property that the proposed concert venue would be built on and then turned the presentation over to property owner, Mr. Charles Vrabel and facilities manager Mr. Joe Voloch.

Mr. Vrabel explained that the proposed concert venue would be utilized during the off season of the youth sports events.

Mr. Voloch added how the idea evolved and explained that the tickets would be purchased as parking passes. He also explained a second option to purchase a ticket was as an Uber drop-off.

Mrs. Jordan asked what the plan was for the traffic entering and exiting the events.

Mr. Voloch requested that Mr. Joshua Haydo, of David E. Wooster and Associates answer the traffic questions.

Mr. Haydo reported having a meeting with PennDOT and the Township to solicit input to finalize a traffic plan to address any issues.

Mrs. Jordan asked if there is a solution yet.



Mr. Haydo responded that it was a work in progress. He explained how there would be a separation of the traffic so the two types - the parking pass tickets and the Ubers, Lyfts or any type of ride sharing services – would not negatively impact one another.

More discussion was held.

Mr. Robb asked Mr. Scott Shoup, the Township Engineer and Mr. Robert Goetz, the principal of Trans Associates - Township Traffic Engineer – to report on their findings.

Mr. Shoup summarized his Letter of Recommendations to the Board and Mr. Goetz outlined his findings.

More discussion was held.

The Board had requested that Chief Robert Loper look over the plans, traffic circulation, and public safety issues and Chief Loper spoke on those issues.

Chief Loper reported reading the narrative and having an onsite visit with Assistant Township Manager, Joseph Shook and Facilities Manager Joe Voloch. He voiced his concerns regarding the Township police staffing such large events, and recommended that other police departments be asked to be part of the security detail.

More discussion was held.

Mr. Robb opened the hearing up to the public for comment.

#### **PUBLIC COMMENTS**

Don Colton of Bakerstown Culmerville Road

- Mr. Colton voiced his approval of the proposed concert venue. He explained that he has been a long time Township resident and owns a development company in West Deer. Mr. Colton took the view that this venue would be a bonus to the community.

Clyde Vitale of Little Deer Creek Road

- Mr. Vitale stressed that the sports fields were approved and are still not completed, so he did not feel the concert venue should be permitted until the other projects are finished. He complained about the dust that ends up on the Little Deer Creek Road due to the traffic coming out of the sporting events. There was much discussion between Mr. Vitale and Mr. Vrabel.

Ron Osinski of Little Deer Creek Road

- Mr. Osinski expressed the view that the proposed concert venue will take away the small town feel for the residents of Russellton. He brought up about how he currently hears the referee whistle and the sound of a bat hitting a ball on his property, so he knew he would hear the music coming from the proposed venue. Mr. Osinski reiterated the fact that the current sports fields were not completed, so he asked that the Board not approve something new without that being finished first. He also expressed his concern over the speeding on the Little Deer Creek with increased traffic.

Lee Gornick of Little Deer Creek Road

- Ms. Gornick voiced her concern over the noise of the proposed venue since she currently heard the spectators cheering for the sports. She stressed her dislike of all the dust and dirt on Little Deer Creek Road. Ms. Gornick also mentioned that she has young children and does not feel comfortable knowing that there will be alcohol on the premise, and in such close proximity of her property.

Guy Gornick of Little Deer Creek Road

- Mr. Gornick asked how the event traffic will be handled if a tractor trailer gets stuck trying to turn around in front of the one lane tunnel on Little Deer Creek Road.

Paul Kneib of York Way

- Mr. Kneib took the view that – in his professional opinion – the venue raised many concerns. He explained the resale of the properties near the proposed venue could be affected and the Township's modest public safety resources could become overwhelmed handling any incidents that may occur such as fighting, DUIs, and drug use.

Guy Gornick of Little Deer Creek Road

- Mr. Gornick asked if there have been complaints about JB's concerts that can hold hundreds of people, whereas this proposed venue will hold thousands of people.

More discussion was held.

Mr. Robb stated the Board has 45 days from the closing of the hearing to issue it's written findings and decision on this matter.

Public Hearing was closed at 8:20 p.m.

**May 17, 2023**

**Regular Business**

**Meeting Minutes**

West Deer Township  
Board of Supervisors  
17 May 2023  
7:00pm

The West Deer Township Board of Supervisors held their Regular Business Meeting at the West Deer Township Municipal Building. Members present were: Beverly Jordan, Chairperson; Shirley Hollibaugh, Vice-Chairperson; Vernon Frey; David Harrison; and James Smullin. Also present were: Daniel Mator, Township Manager; Joseph Shook, Assistant Manager; Gavin Robb, Township Solicitor; and Scott Shoup, Township Engineer.

### **OPEN REGULAR BUSINESS MEETING**

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

Pledge of Allegiance

Roll Call taken by Mr. Mator -- Quorum present

### **COMMENTS FROM THE PUBLIC**

Scott Woloszyk, Shuster Road

- Mr. Woloszyk brought up that delinquent taxes are being accounted for, but the homes that are uninhabited are not. He stated that in time these become blighted, and asked if they also could be monitored.

### **ACCEPT MINUTES**

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to accept the minutes of the 19 April 2023 regular business meeting and the 10 May 2023 special business meeting as presented. Motion carried unanimously 5-0.

### **MONTHLY FINANCIAL REPORT**

#### **TOWNSHIP OF WEST DEER** **FINANCE OFFICER'S REPORT** **30 April 2023**

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

	<b><u>April</u></b>	<b><u>YTD</u></b>	<b><u>% of Budget</u></b>
<b>Revenues</b>	560,860.96	2,482,724.17	26.48%
<b>Expenditures</b>	376,534.99	2,000,941.22	21.34%

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

Sweep Account

0.00

**683,213.42**

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

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

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

Restricted

66,513.56

<b>Fire Tax Fund:</b>		
Restricted	30,315.66	
<b>State/Liquid Fuels Fund:</b>		
Restricted	<u>496,563.13</u>	
		<b><u>593,392.35</u></b>
<b>Investments:</b>		
<b>Operating Reserve Fund:</b>		
Reserved	951,770.67	
<b>Capital Reserve Fund:</b>		
Reserved	<u>983,664.80</u>	
		<b><u>1,935,435.47</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 4/30/23</b>		<b><u><u>3,212,041.24</u></u></b>

<b>Interest Earned April 2023</b>	<b>5,633.95</b>		
	<b>4/1/2023</b>	<b>April</b>	<b>4/30/2023</b>
	<b>Debt Balance</b>	<b>Principal</b>	<b>Debt Balance</b>
		<b>Payment</b>	
<b>Mars National - VFC #3</b>	\$61,339.25	\$2,607.94	\$58,893.35
<b>NexTier Bank VFC #2</b>	\$368,702.02	\$2,680.96	\$357,211.15

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 Harrison to approve the Finance Officer's Report as submitted. Motion carried unanimously 5-0.

#### **APRIL LIST OF BILLS**

Bearcom .....	292.47
Best Wholesale Tire Co. Inc.....	1417.04
Hei-Way, LLC.....	843.10
Intech Worldwide.....	3495.00
Jordan Tax Service, Inc.....	1063.19
Kress Tire .....	1470.00
Mark C. Turnley.....	2750.00
MRM Trust Workers Comp Fund.....	27003.78
Office Depot.....	121.35
Shoup Engineering Inc.....	11006.00
Stephenson Equipment, Inc.....	69.88
Toshiba Financial Services.....	656.60
Tristani Brothers, Inc.....	1690.39
Tucker/Arensberg Attorneys.....	9059.89

MOTION BY Supervisor Frey and SECONDED BY Supervisor Smullin to pay the List of Bills as submitted, and all approved reimbursable items in compliance with generally accepted accounting practices. Motion carried unanimously 5-0.

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

Chief Bob Loper was present and provided a summary report of Police Department activities for the month of April 2023. A copy of the report is on file at the Township Building.

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

Mr. Kevin Olar provided a summary report on the Public Works Department for the month of April 2023. 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.

#### **Projects**

- Municipal Building Project
  - Site plans, grading plans, utility plans, and storm sewer plans have all been prepared. Work on the stormwater management plan, and erosion and sedimentation control plan has also been completed. An application for an NPDES Permit to the Allegheny County Conservation District has been filed.
- Bairdford Park
  - Plans, specifications, and bid documents have been prepared for an improved parking lot, new sports courts, and other features at Bairdford Park. The main project has been awarded to Youngblood Paving. Various other projects have been awarded to COSTARS vendors.
- Crest Street Bridge
  - Design of a replacement bridge for Crest Street is ongoing. Core borings to determine bearing capacity for bridge foundations have been performed.
- 2023 Road Improvement Project
  - Specifications and bid documents have been prepared and contracts have been awarded to Shields Asphalt Paving and Youngblood Paving. Youngblood Paving is scheduled to begin milling and paving work commencing on the week of May 15<sup>th</sup>.

#### **Development/Subdivision Review**

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

- Moretti Realty Plan
  - Reviews of this lot consolidation plan and land development plan located on Saxonburg Boulevard were performed and review letters dated 20 March 2023 and 26 April 2023 were sent to the Township.
- Hyperion Midstream
  - A review of this land development plan and conditional use application located on Gibsonia Road was performed and a review letter dated 27 April 2023 was sent to the Township.

**COMMUNITY DEVELOPMENT REPORT**

The Board received the Community Development Report for the month of April 2023. A copy of the report is on file at the Township Building.

**PARKS AND RECREATION BOARD REPORT**

The Board received the Parks and Recreation Board Report for the month of April 2023. A copy of the report is on file at the Township Building.

**WEST DEER #1 VFC REPORT**

The Board received the West Deer #1 VFC's Report for the month of April 2023. 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 April 2023. 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 April 2023. 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 April 2023. A copy of the report is on file at the Township Building.

Mrs. Jordan reported on attending the last EMS meeting since Mr. Frey was unable to. She expressed that she felt there had been good conversations and progress made.

**AUTHORIZATION: ADVERTISEMENT OF A PUBLIC HEARING FOR AN ANIMAL KENNEL (MOVING FORWARD REALTY)**

Application: Don Murphy  
Moving Forward Realty

Location: Middle Road Ext.  
5.2193 acres

Zoning District: SU – Special Use

Request: To construct a dog kennel.

The applicant is requesting a Conditional Use in a Special Use (SU) Zoning District.

Mr. Robb announced the Board received a letter that granted an extension to the month of June for a Public Hearing. He explained the hearing is not expected to be lengthy, and asked Mr. Mator for a recommendation of when to hold the hearing.

Mr. Mator recommended prior to the June Regular Business Meeting.

The Board agreed.

MOTION BY Supervisor Frey and SECONDED BY Smullin to authorize the advertisement of the Conditional Use Public Hearing for the proposed dog kennel to be scheduled 21 June 2023 at 6:30 pm. Motion carried unanimously 5-0.

#### **AUTHORIZATION: MORETTI REALTY PLAN – STORAGE AND LAND DEVELOPMENT PLAN**

The Planning Commission recommended approval of the Moretti Realty Plan at their 27 April 2023 meeting.

Property Location: 1515 Saxonburg Blvd.  
Zoning District: C-2 Highway Commercial

The purpose is for a Land Development Plan for the applicant, Moretti Realty Plan to consolidate two parcels to construct a self-storage facility with twenty-eight storage units on 0.9468 acres located on Saxonburg Boulevard, Tarentum, PA.

The Planning Commission recommended approval of the Moretti Realty Self-Storage Facility Land Development Plan subject to the following conditions:

1. Satisfactorily address all items in Mr. Shou's comments letter dated 26 April 2023.
2. Include a native shade tree on the site plan.

Mrs. Nelko reported the Board received the Engineer's comment letter for May 11<sup>th</sup>.

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Frey to approve the Moretti Realty Self-Storage Facility Land Development Plan as per the recommendation by the Planning Commission with the conditions previously mentioned. Motion carried unanimously 5-0.

#### **AWARD: MUNICIPAL BUILDING PROJECT (ELECTRICAL CONSTRUCTION)**

Plans, specifications, and bid documents were prepared by HHSDR Engineering for the Municipal Building Project.

The project was advertised, and sealed bids were received until 11:00 a.m. on Thursday, 4 May 2023 at which time they were opened and read aloud.

Mr. Robb explained for the public that the lowest bidder – Uzmack Electric, Inc. – requested their bid be withdrawn due to a mathematical error. He added that with the Board being in receipt of this letter, they are authorized to award the contract to the second lowest bidder.

#### **CONTRACT NO. 4 – ELECTRICAL CONSTRUCTION**

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to award the Municipal Building Project Electrical Contract to Merit Electrical Group, Inc. in the amount of \$1,324,000.00. Motion carried unanimously 5-0.



### **DISCUSSION: FIRE STUDY**

The Fire Study commissioned by the Board of Supervisors through the Commonwealth has been completed. The Board and the three Fire Companies separately met with the Fire Consultant to review the study.

Given the findings of the study and the discussions that took place at the meetings, the question asked was: What is the next step the Board would like to take?

Mrs. Jordan reported recommending to the members of the Board and Mr. Mator about holding a meeting with the Board and Fire Departments.

Mr. Mator agreed, and added that he would be asking the Commonwealth and Fire Study Consultant to attend as well. He said that a meeting was already scheduled between the Commonwealth and himself to determine if the Commonwealth felt it was viable for them and the Consultant to attend the third meeting.

Mr. Smullin commented that the Board wanted the best for the fire companies and agreed to a meeting.

Mr. Mator announced that if he received possible meeting dates from the Consultants, he would then reach out to the Board and fire companies to see which date worked best for everyone.

### **OLD BUSINESS**

Mr. Robb spoke on the pending land development matters and their various extensions:

- Leto Well Pad had been extended to June and the intention was for the Board to vote at June's Regular Business Meeting.
- Brickyard Concert Venue Conditional Use Application has a Special Meeting scheduled in June and the Board could vote during the Special Meeting or at June's Regular Business Meeting.
- Deer Creek Inter-Connect was discussed in April's Planning Commission Meeting and the Board received an extension through the end of July so a request to schedule a public hearing is expected on June's Regular Business Meeting Agenda.

### **NEW BUSINESS**

- None

### **ADJOURNMENT**

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to adjourn at 7:20 p.m. Motion carried unanimously 5-0. Meeting adjourned.

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Daniel J. Mator Jr., Township Manager

**June 7, 2023**

**Special Meeting**

**Minutes**

West Deer Township  
Board of Supervisors  
7 June 2023  
6:00 p.m.

The West Deer Township Board of Supervisors held a Special Meeting at the West Deer Township Municipal Building. Members present: Beverly Jordan, Chairperson; Shirley Hollibaugh, Vice-Chairperson; Vernon Frey; and David Harrison. Also in attendance were: Township Manager Daniel Mator; Township Solicitor Gavin Robb; and Assistant Township Manager Joseph Shook.

#### **OPEN REGULAR BUSINESS MEETING**

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

Pledge of Allegiance

Roll Call taken by Mr. Mator – Quorum present

#### **COMMENTS FROM THE PUBLIC**

- None

#### **AUTHORIZATION: CONCERT VENUE WITH ASSOCIATED PARKING LOT**

The Board held a Public Hearing on 11 April 2023 to hear testimony and review evidence submitted in connection with a conditional use application for a new Concert Venue with Associated Parking Lot filed by the applicant Brickyard Park Holdings, LLC proposed to be located at 942 & 982 Little Deer Creek Valley Road, Russellton, AP 15076

Property Owner: Brickyard Park Holdings, LLC  
Lot/Block Numbers: 1219-J-75 & 1219-A-25  
Zoning District: I-Industrial

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to adopt the findings and decision approving the conditional use application filed by Brickyard Park Holdings, LLC for a Concert Venue and Associated Parking Lot at 942 & 982 Little Deer Creek Valley Road with conditions. Motion carried unanimously 4-0.

#### **OTHER BUSINESS**

- None

#### **ADJOURNMENT**

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Harrison to adjourn at 6:10 p.m. Motion carried unanimously 4-0. Meeting adjourned.

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Daniel J. Mator Jr., Township Manager

6A

## MONTHLY FINANCIAL REPORT

### A) FINANCE OFFICER'S REPORT

ATTACHED IS THE FINANCE OFFICER'S REPORT.

ARE THERE ANY QUESTIONS ON THE MONTHLY FINANCIAL REPORT?

DO I HAVE A MOTION TO APPROVE THE FINANCE OFFICER'S REPORT  
AS SUBMITTED?

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

## FINANCE OFFICER'S REPORT

May 31, 2023

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

	<u>May</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	1,929,742.51	4,412,466.68	47.06%
Expenditures	479,597.05	2,480,593.92	26.46%

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

Sweep Account

2,192,321.33

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

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

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

Restricted

118,466.27

##### **Fire Tax Fund:**

Restricted

94,737.50

##### **State/Liquid Fuels Fund:**

Restricted

476,158.49

689,362.26

#### **Investments:**

##### **Operating Reserve Fund:**

Reserved

951,779.27

##### **Capital Reserve Fund:**

Reserved

987,673.65

1,939,452.92

### **III - CAPITAL PROJECT FUNDS:**

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

0.00

0.00

**TOTAL CASH BALANCE 5/31/23**

2,628,815.18

**Interest Earned May 2023**

**6,015.65**

	<u>5/1/2023</u>		<u>May</u>		<u>5/31/2023</u>
	<u>Debt Balance</u>		<u>Principal</u>		<u>Debt Balance</u>
			<u>Payment</u>		
<b>Mars National - VFC #3</b>	58,892.15	\$	2,607.94		56,445.05
<b>NexTier Bank VFC #2</b>	367,211.15	\$	2,680.96		365,720.28

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

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

## INTEREST EARNED - 2023

	<u>MAY</u>	<u>YTD</u>
GENERAL FUND	\$10.10	\$14.83
STREET LIGHT FUND	\$0.00	\$0.00
FIRE TAX FUND	\$0.77	\$1.74
OPERATING RESERVE	\$8.60	\$40.33
STATE FUND	\$1,987.33	\$6,547.45
CAPITAL RESERVE	<u>\$4,008.85</u>	<u>\$19,181.62</u>
<b>TOTAL INTEREST EARNED</b>	<b><u><u>\$6,015.65</u></u></b>	<b><u><u>\$25,785.97</u></u></b>

6B



B) LIST OF BILLS

DO I HAVE A MOTION TO PAY THE LIST OF BILLS AS SUBMITTED, AND ALL APPROVED REIMBURSABLE ITEMS IN COMPLIANCE WITH GENERALLY ACCEPTED ACCOUNTING PRACTICES?

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

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 11:02 am  
Date: 06/14/2023  
Page: 1

By Name  
Cutoff as of: 12/31/9999

Due Dates: 06/15/2023 thru 06/15/2023

Vendor Name/Desc	Acct#/Proj Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: AMERIKOHL AGGREGATES INC		2663.90				2663.90		
Name: AMERIKOHL TRANSPORT INC		1880.40				1880.40		
Name: BEARCOM		292.47				292.47		
Name: CULVERTS, INC		3350.00				3350.00		
Name: HEI-WAY, LLC		963.55				963.55		
Name: JORDAN TAX SERVICE, INC.		1650.44				1650.44		
Name: KRESS TIRE		813.56				813.56		
Name: OFFICE DEPOT		970.19				970.19		
Name: SHOUP ENGINEERING INC.		27409.50				27409.50		
Name: STEPHENSON EQUIPMENT, INC.		269.18				269.18		
Name: STRATEGIC AUTO WORKS		1340.15				1340.15		
Name: TOSHIBA FINANCIAL SERVICES		656.60				656.60		
Name: TRISTANI BROTHERS, INC.		1601.30				1601.30		
Name: TUCKER/ARENSBERG ATTORNEYS		10343.53				10343.53		
FINAL TOTALS:		54204.77				54204.77		

# ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 10:59 am  
Date: 06/14/2023  
Page: 1

By Name  
Cutoff as of: 12/31/9999

Due Dates: 06/15/2023 thru 06/15/2023

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00337	AMERIKOHL AGGREGATES	430.611	65232	2663.90	06/15/2023	05/30/2023		2663.90		N
Road:#57/#1	Limestone	0523	05/29/2023							
Name:	AMERIKOHL AGGREGATES INC			2663.90				2663.90		
00338	AMERIKOHL TRANSPORT	430.611	42597	1880.40	06/15/2023	05/30/2023		1880.40		N
Road:	Delivery of #57/#1 Limes	0523	05/29/2023							
Name:	AMERIKOHL TRANSPORT INC			1880.40				1880.40		
00674	BEARCOM	430.327	5565030	57.47	06/15/2023	06/02/2023		57.47		N
Road:	Radio Equip Maint	0623	06/01/2023							
00674	BEARCOM	410.328	5565964	235.00	06/15/2023	06/05/2023		235.00		N
Road:	Radio Equip Maint	0623	06/02/2023							
Name:	BEARCOM			292.47				292.47		
00238	CULVERTS, INC	430.611	IN00183168	3350.00	06/15/2023	05/26/2023		3350.00		N
Road:	2'x4'-H20 Bike Grates	0523	05/22/2023							
Name:	CULVERTS, INC			3350.00				3350.00		
00005	HEI-WAY, LLC	430.372	10333252	963.55	06/15/2023	06/01/2023		963.55		N
Road:	Co'd Patch	0523	05/26/2023							
Name:	HEI-WAY, LLC			963.55				963.55		
00106	JORDAN TAX SERVICE, INC.	403.140	5-C-#114	1650.44	06/15/2023	05/18/2023		1650.44		N
Delinquent	R E Tax Commission	0523	05/15/2023							
Name:	JORDAN TAX SERVICE, INC.			1650.44				1650.44		
00362	KRESS TIRE	430.374	10638-36	160.00	06/15/2023	05/11/2023		160.00		N
Road:	Boom Mower/Tire	0523	05/09/2023							
00362	KRESS TIRE	410.374	10650-24	653.56	06/15/2023	06/06/2023		653.56		N
Pol:2018	Ford:Tires	0523	05/18/2023							
Name:	KRESS TIRE			813.56				813.56		
00657	OFFICE DEPOT	409.226	311000776001	63.13	06/15/2023	05/22/2023		63.13		N
Cleaning	Supplies	0523	05/09/2023							
00657	OFFICE DEPOT	406.210	311001471001	148.66	06/15/2023	05/22/2023		148.66		N
Office	Supplies	0523	05/09/2023							

By Name  
Cutoff as of: 12/31/9999

Due Dates: 06/15/2023 thru 06/15/2023

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Canceled	Paid	Un-Paid	Check#	Check Amt.
00657	OFFICE DEPOT Cleaning Supplies	409.226 0523	311001471001 05/09/2023	66.71 06/15/2023	05/22/2023			66.71		N
00657	OFFICE DEPOT Office Supplies	406.210 0523	311001485001 05/09/2023	181.04 06/15/2023	05/22/2023			181.04		N
00657	OFFICE DEPOT Policed: office supplies	410.210 0523	313672800001 05/11/2023	115.08 06/15/2023	05/23/2023			115.08		N
00657	OFFICE DEPOT Office Supplies	406.210 0623	315645583001 06/01/2023	67.09 06/15/2023	06/09/2023			67.09		N
00657	OFFICE DEPOT Cleaning Supplies	409.226 0623	315645583001 06/01/2023	49.40 06/15/2023	06/09/2023			49.40		N
00657	OFFICE DEPOT Office Supplies	406.210 0623	315646738001 06/01/2023	69.77 06/15/2023	06/09/2023			69.77		N
00657	OFFICE DEPOT Office Supplies	406.210 0623	315646743001 06/01/2023	69.77 06/15/2023	06/09/2023			69.77		N
00657	OFFICE DEPOT Office Supplies	406.210 0623	315646747001 06/01/2023	139.54 06/15/2023	06/09/2023			139.54		N
Name: OFFICE DEPOT				970.19				970.19		
00830	SHOUP ENGINEERING IN Eng:Road Improve-2/9-6/1/23-As0623	408.313 0623	23-186 06/06/2023	24490.00 06/15/2023	06/08/2023			24490.00		N
00830	SHOUP ENGINEERING IN New Municipal Bldg:5/8-5/31/230623	409.740 0623	23-187 06/02/2023	1618.75 06/15/2023	06/05/2023			1618.75		N
00830	SHOUP ENGINEERING IN Eng: Kingston Plan	408.319 0523	23-175 05/31/2023	26.75 06/15/2023	06/01/2023			26.75		N
00830	SHOUP ENGINEERING IN Eng: Miscellaneous	408.313 0523	23-176 05/31/2023	658.75 06/15/2023	06/01/2023			658.75		N
00830	SHOUP ENGINEERING IN Eng: MCintyre Heights	408.319 0523	23-177 05/31/2023	26.75 06/15/2023	06/01/2023			26.75		N
00830	SHOUP ENGINEERING IN Eng: Moretti Realty Plan	408.319 0523	23-178 05/31/2023	107.00 06/15/2023	06/01/2023			107.00		N
00830	SHOUP ENGINEERING IN Eng: Concert Venue	408.319 0523	23-179 05/31/2023	80.25 06/15/2023	06/01/2023			80.25		N

# ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 10:59 am  
Date: 06/14/2023  
Page: 3

By Name  
Cutoff as of: 12/31/9999

Due Dates: 06/15/2023 thru 06/15/2023

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00830	SHOUP ENGINEERING IN 408.319 Eng: Hyperion Midstream	0523	23=180 05/31/2023	347.75 06/15/2023	06/01/2023		347.75		N	
00830	SHOUP ENGINEERING IN 408.319 Eng: Rose Ridge	0523	23=181 05/31/2023	53.50 06/15/2023	06/01/2023		53.50		N	
Name: SHOUP ENGINEERING INC.				27409.50			27409.50			
00074	STEPHENSON EQUIPMENT 430.374 Road: fuel hose	0523	18065860 05/18/2023	88.03 06/15/2023	05/22/2023		88.03		N	
00074	STEPHENSON EQUIPMENT 430.374 Road: Fuel Hose	0523	18066240 05/31/2023	181.15 06/15/2023	06/02/2023		181.15		N	
Name: STEPHENSON EQUIPMENT, INC.				269.18			269.18			
01006	STRATEGIC AUTO WORKS 410.374 Pol:Car #33-Inspection	0523	1403 05/03/2023	172.88 06/15/2023	06/05/2023		172.88		N	
01006	STRATEGIC AUTO WORKS 410.374 Pol:Car #35-Engine Light/coil/0523		1445 05/16/2023	427.97 06/15/2023	06/05/2023		427.97		N	
01006	STRATEGIC AUTO WORKS 410.374 Pol:Car #30-alternator belt/oi0523		1456 05/31/2023	250.59 06/15/2023	06/05/2023		250.59		N	
01006	STRATEGIC AUTO WORKS 410.374 Pol:Car #37-disc rotor/oil/dis0523		1472 05/31/2023	488.71 06/15/2023	06/05/2023		488.71		N	
Name: STRATEGIC AUTO WORKS				1340.15			1340.15			
00577	TOSHIBA FINANCIAL SE 406.261 Lease & Maintenance of Copiers0523		5025070815 05/09/2023	411.66 06/15/2023	05/16/2023		411.66		N	
00577	TOSHIBA FINANCIAL SE 410.261 Lease & Maintenance of Copiers0523		5025070815 05/09/2023	244.94 06/15/2023	05/16/2023		244.94		N	
Name: TOSHIBA FINANCIAL SERVICES				656.60			656.60			
00067	TRISTANI BROTHERS, I 430.374 Road: '19 F550-Front/Rear Brake0523		230527 05/31/2023	1601.30 06/15/2023	06/08/2023		1601.30		N	
Name: TRISTANI BROTHERS, INC.				1601.30			1601.30			
00813	TUCKER/ARENSBERG ATT 404.111 Legal Services:Retainer	0523	642499 05/31/2023	500.00 06/15/2023	06/09/2023		500.00		N	

# ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 10:59 am  
Date: 06/14/2023  
Page: 4

By Name  
Cutoff as of: 12/31/9999

Due Dates: 06/15/2023 thru 06/15/2023

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00813 Legal	TUCKER/ARENSBERG ATT 404.111 Serv:Rose Ridge PRD 0523	642500 05/31/2023	403.00	06/15/2023	06/09/2023			403.00	N	
00813 Legal	TUCKER/ARENSBERG ATT 404.111 Serv:Dionysus well pad A0523	642501 05/31/2023	833.00	06/15/2023	06/09/2023			833.00	N	
00813 Legal	TUCKER/ARENSBERG ATT 404.111 Serv:General 0523	642502 05/31/2023	5802.03	06/15/2023	06/09/2023			5802.03	N	
00813 Legal	TUCKER/ARENSBERG ATT 404.111 Serv:Leto well Pad Condi0523	642503 05/31/2023	2697.00	06/15/2023	06/09/2023			2697.00	N	
00813 Legal	TUCKER/ARENSBERG ATT 404.111 Serv:Deer Creek Intercon0523	642504 05/31/2023	108.50	06/15/2023	06/09/2023			108.50	N	
Name: TUCKER/ARENSBERG ATTORNEYS								10343.53		

FINAL TOTALS:

54204.77

54204.77

7

## **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: June 7, 2023

Attached is the Officer's Monthly Report for May 2023.

JB

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

## Points of Interest

May 2023

Budget Figure YTD – 39.43%

### Chief Robert Loper

- May 9- Attended meeting with Supervisors, Township Manager, and all Fire Department heads regarding results of the fire study.
- May 15- Attended meeting regarding the Brickyard.
- May 15- Attended meeting with school personnel.
- May 19- K9 Golf Outing
- May 23- Attended meeting at No Offseason regarding security for The Brickyard project.
- May 25- Attended meeting at Rural Ridge Tunnel with Joseph Shook, Representatives from PennDOT, Canadian National Railroad, Indiana Township Manager, and Indiana Township Code Enforcement.
- May 31- Attended job conference at West Deer Township Municipal building regarding new municipal building construction.

### K9 Officer Trevor Elza

- May 3 & 4- Attended Blueline K9 conference.
- May 8- Performed K9 Demonstration for Deer Lakes High School Forensics classes.
- May 9- Training on hard surface tracking and narcotics detection.
- May 16- Training on hard surface tracking and narcotics detection within a building.
- May 19- Annual K9/ DARE program Golf Outing was held at Pheasant Ridge Golf Club. Total profit of \$14, 883.
- May 23- Training on hard surface tracking and narcotics detection within a building.
- May 27- Attended Touch a Truck at Bairdford Park
- May 27- K9 deployment for a suspect armed with a knife.
- May 31- Performed K9 demonstration at Deer Lakes Middle School for Career Day.

### Sergeant Petosky & Officer Fedunok

- May 12- Training held for NHSRT at the Hampton Township Range. Operators were tested on their yearly physical agility as well as firearms proficiency.
- May 18- Call out for NHSRT to a residence in Indiana Township for a barricaded male with a shotgun. The suspect surrendered.
- May 18- Call out for NHSRT to a residence in Ohio Township for a male firing shots. NHSRT was cancelled due to the male no longer being on scene.
- May 26- Officer Fedunok attended training located at the Hampton Township Range. Operators focused on basic fundamental for handgun and rifle, precise shooting, and hostage rescue. Operators then worked on advanced skill room and building clearing.

#### EMA- Sergeant Shurina

- See attached report.

#### Deer Lakes School District

- See attached report.

#### Misc. Details

- May 1 -5- All department personnel attended training with Chuck Perry from Allegheny County Emergency Services for the new officer reporting system which is live as of June 1.
- May 5- Sergeants Burk and Petosky, and Officers Evan, Trocki, Rigous, Elza, and Dobransky participated in a stationary DUI checkpoint in McCandless Township.
- May 9- Sergeant Petosky attended training with the FBI.
- May 10- Sergeants Petosky and Shurina attended a CLEAN training with the State Police.
- May 11- All officers attended firearms qualification training at the West Deer Sportsman's Club. Sergeant Petosky and Officer Rigous instructed.
- May 15- Officer Lindner performed a Click it or Ticket traffic detail.
- May 20- Officer Brand performed a Click it or Ticket traffic detail.
- May 22- Sergeant Mikus performed a Click it or Ticket traffic detail.
- May 24- Hard to Recycle event held at West Deer Municipal Building. Administrative Assistant Borczyk scheduled event.
- May 25- Sergeant Mikus performed a Click it or Ticket traffic detail.
- May 30- Officer Kadlick performed a Click it or Ticket traffic detail.

**OFFICER'S MONTHLY REPORT**  
**May 2023**

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	64	250	314
CALLS FOR SERVICE/FIELD CONTACTS	423	1,856	2279
	562		
ALL OTHER CALLS	0	1,979	1979
<b>TOTALS CALLS FOR SERVICE</b>	1049	4,085	5134
 <u>ARRESTS</u>			
ADULT	6	36	42
JUVENILE	0	1	1
TRAFFIC CITATIONS	72	141	213
NON TRAFFIC CITATIONS	5	26	31
PARKING CITATIONS	4	26	30
WARNINGS	52	356	408
 <u>PERSONNEL</u>			
GRIEVANCES FILED BY POLICE OFFICERS	0	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0	0
LETTERS COMMENDING POLICE OFFICERS	0	1	1
 <u>VEHICLE REPORTS</u>			
TOTAL MILES TRAVELED	11,348	47,200	58,548
GALLONS OF GASOLINE USED	870.4	3,651.40	4521.8
REPAIRS/MAINTENANCE	1,993.71	6,076.92	8,070.63
 <u>OVERTIME PAID</u>			
COURT (OFF DUTY)	35.5	55.50	91
PRELIMINARY HEARINGS	5	5.00	10
PRETRIAL	0	0.00	0
INVESTIGATIONS	3	16.00	19
ARRESTS	3	14.50	17.5
SPEED CHECKS	0	0.00	0
PRIVATE CONTRACTS	0	0.00	0
MISC. HOURS - FILLED SHIFTS	32	24.00	56
MISC. HOURS - ADMIN. HOURS	0	0.00	0
MISC. HOURS	49	43.00	92
<b>TOTAL HOURS</b>	127.5	158.00	285.5

**EMA Coordinator: Michael Shurina**  
109 East Union Road - Cheswick, PA 15024  
westdeertownship.com  
Office: 724-265-1100  
Email: mshurina@westdeertownship.com



**EMA Team**  
Robert Loper  
Joshua Wiegand  
Mark Lovey  
Aaron Skrbn

John Krauland  
Donald Gerlach  
Gary Borsuk

# EMERGENCY MANAGEMENT

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## Monthly Report **MAY 2023**

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

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Nothing to report for the month of May 2023.

**Submitted by:**

A handwritten signature in black ink, appearing to read "Sgt Michael J Shurina", is written over a horizontal line.

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

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

**MAY 2023**

**WDPD INCIDENT REPORTS**

**TOTAL: 4**

- 1 Theft – Other
- 1 Mental Commitment - Involuntary
- 1 Harassment – General
- 1 Assault – Strong Arm

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

**SRO / SECURITY DETAILS & LOGS**

**TOTAL: 52**

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

**TOTAL ACTIVITY**

**TOTAL: 56**



# POLICE DEPARTMENT

## TOTAL ACTIVITY BY SCHOOL

HIGH SCHOOL	23	ADMIN. BUILDING	0
MIDDLE SCHOOL	7	BUS GARAGE	0
E.U. INTERMEDIATE	20	OTHER	1
CURT. PRIMARY	5		

## BUS PATROL VIOLATION

Violations Reported:	10	Violations Approved:	4
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## DARE / SRO CLASSES AND PROGRAMS

### DARE

#### CLASSES INSTRUCTED DURING THIS PERIOD

<u>Number of Classes</u>	<u>Grade Level</u>	
DARE Graduation Ceremony	5 <sup>th</sup> Grade DARE	May 23, 2023

### SRO Programs / Miscellaneous

#### INSTRUCTED DURING THIS PERIOD

<u>Program</u>	<u>School</u>	<u>Date</u>
Law Enforcement Career Presentations	DL Middle School	May 31, 2023

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.*



## 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: 5/1/2023

Report End Date: 5/31/2023

### Calls For Service:

911 HANG UP - GENERAL	1
ALARM ACTIVATION - BUSSINESS/FALSE	2
ALARM ACTIVATION - C02	1
ALARM ACTIVATION - FIRE / FALSE	1
ALARM ACTIVATION - RESIDENTIAL	1
ANIMAL - COMPLAINT	15
ASSAULT - STRONG ARM	2
ASSIST - EMS	18
ASSIST - EMS (DOA)	3
ASSIST - EMS (NARCAN)	2
ASSIST - POLICE	7
ASSIST - RESIDENT	10
ASSIST - WELFARE CHECK	8
CIVIL - CHILD CUSTODY	2
CIVIL - COMPLAINT	2
CIVIL - LANDLORD TENANT	1
CIVIL - NEIGHBOR DISPUTE	3
COURT - MAGISTRATE	1
COURT - WARRANT SERVICE	1
CRIMINAL MISCHIEF - GENERAL	1
DISABLED VEHICLE - GENERAL	2
DISORDERLY CONDUCT - GENERAL	1
DOMESTIC - PHYSICAL	3
DOMESTIC - VERBAL	7
DRUG LAWS - GENERAL	2
ESCORT - PERSON	2
ESCORT - VEHICLE	1
FIRE - BRUSH	1
FIRE - BURNING COMPLAINT	1
FIRE - OTHER	2
FRAUD - GENERAL	5
HARASSMENT - COMMUNICATIONS	4
HARASSMENT - GENERAL	6
HARASSMENT - TERRORISTIC THREATS	1
HAZARDOUS CONDITION - ROAD HAZARD	5
HAZARDOUS CONDITION - TREE DOWN	2
HAZARDOUS CONDITION - WIRE DOWN	2
MENTAL COMMITMENT - INVOLUNTARY	4
MISSING PERSON - ADULT MALE	1
MISSING PERSON - JUVENILE MALE	1
MVA - DUI	1
MVA - LEAVING THE SCENE	1
MVA - NON REPORTABLE	7
MVA - REPORTABLE	2



## Calls For Service:

NOISE COMPLAINT - RESIDENTIAL	2
NOT ASSIGNED	3
PARKING COMPLAINT - RESIDENTIAL	7
PATROL - GENERAL	80
PFA - SERVICE	11
PHONE CALLS - GENERAL	6
POLICE INFORMATION - FOLLOW UP INVEST	5
POLICE INFORMATION - GENERAL	22
PROPERTY - FOUND	1
PROPERTY - LOST	2
SEX CRIMES - INDECENT EXPOSURE	1
SOLICITATION COMPLAINT - GENERAL	2
SPECIAL DETAIL - ADMINISTRATIVE	23
SPECIAL DETAIL - K9 TRAINING	3
SPECIAL DETAIL - OTHER / MISC.	1
SPECIAL DETAIL - PATROL	7
SRO DETAIL - ASSIST ADMINISTRATOR	4
SRO DETAIL - ASSIST NURSE / EMS	2
SRO DETAIL - ASSIST STUDENT	2
SRO DETAIL - INSTRUCT SRO PROGRAM (ST	2
SRO DETAIL - SCHOOL SAFETY DRILL	3
SRO DETAIL - SECURITY (CAFETERIA)	1
SRO DETAIL - SECURITY (GENERAL)	38
SUSPICIOUS - OTHER	1
SUSPICIOUS - PERSON	4
SUSPICIOUS - VEHICLE	8
THEFT - IDENTITY	2
THEFT - OTHER	5
THEFT - RESIDENTIAL	1
THEFT - RETAIL	1
TRAFFIC - AGGRESSIVE DRIVING DETAIL	1
TRAFFIC - CLICK IT OR TICKET	4
TRAFFIC - COMPLAINT	6
TRAFFIC - DETAIL	36
TRAFFIC - RADAR SPEED SIGN	1
TRAFFIC - SCHOOL ZONE	1
TRAFFIC - STOP	40
TRESPASS - RESIDENCE	2

**TOTAL CALLS FOR SERVICE: 487**

**Subtract Reportable DI# : 64**

**TOTAL N.R. CALLS FOR SERVICE:**

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: 5/1/2023      Report End Date: 5/31/2023

ARREST DATE	D I #	SIGNAL CODE	JUVENILE ARREST
5/5/2023	20230506000	DOMESTIC - VERBAL	
5/13/2023	20230513000	TRESPASS - RESIDENCE	
5/19/2023	20230519001	DOMESTIC - PHYSICAL	
5/27/2023	20230527000	HARASSMENT - TERRORISTIC THREATS	
5/31/2023	20230405000	DUI - OVER LEGAL AGE	
5/31/2023	20230531001	TRESPASS - RESIDENCE	

TOTAL ARRESTS:                      6

TOTAL ADULT ARRESTS:                     

TOTAL JUV. ARRESTS:

8

## **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?

**2023**  
**MONTHLY REPORT FOR MAY**  
**PUBLIC WORKS DEPARTMENT**

**ROADS**

- Berm & repair ruts on 6<sup>th</sup> Alley in Bairdford.
- Prepare & asphalt soft spots on Donaldson & Superior Roads.
- Install 200' of 15" pipe in Russellton #2.
- Clean catch basins on Fawn Haven Hill, Martin Road & Allison Road.
- Berm Martin Road.
- Mortar & cement catch basins on Fawn Haven Hill, Martin Road & Allison Road.
- Install 40' of 15" pipe on Monier Road.
- Install 340' of 12" pipe and a catch basin on Monier Road.
- Cement & mortar catch basin, cold patch cross drain on Monier Road.
- Replace catch basin on Benjamin Street & Bessemer Street.
- Locate gas line on Michael Road.
- Vactor catch basins on Lick Road, Shepard Road & Donaldson Road.
- Patch various roads.

**TRUCKS & EQUIPMENT**


- Maintenance on zero turn mowers.
- Service Vactor trailer.
- Work on boom mower.
- Replace hydraulic lines on high lift.
- Take new truck to U.S. Municipal for leaking hydraulic tank.
- Clean out and remove decals from truck to be sold.
- Clean and grease trucks & equipment.
- Mount belt spreader for asphalt.

**MISCELLANEOUS**

- Fix lights in women's bathroom at Municipal Building.
- Clean up top hill (haul scrap in).
- Repair sidewalk in Steeple Chase.
- Yard restoration in Russellton.
- Prepare bark beds at Municipal Building & Bairdford Memorial.
- Install outside spicket at Nike Site.
- Clean up uprooted tree at Nike Site.
- Assist in Recycling Event.
- Re-hang Veteran Banners.
- Install Partridge Run Road signs.
- Cut grass and weed eat.
- Mow weeds.

PA1 Calls  
70

OT  
11hrs

  
Kevin Olar

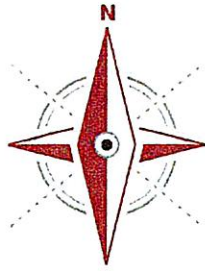
6-6-23  
Date

9

## **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

## **MAY 2023 ENGINEER'S REPORT WEST DEER TOWNSHIP**

**VIA EMAIL**

Prepared June 13, 2023

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### **1. MEETING ATTENDANCE**

Shoup Engineering attended and participated in the following meetings:

Board of Supervisors Meeting – May 17, 2023

Planning Commission Meeting – May 25, 2023

### **2. PROJECTS/DEVELOPMENTS**

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

Projects:

- Municipal Building Project – Work continues on preparation of LEED certification documents. Preconstruction meetings with the contractors and Allegheny County Conservation District have been held.
- Bairdford Park – Plans, specifications and bid documents have been prepared for an improved parking lot, new sports courts and other features at Bairdford Park. The main project has been awarded to Youngblood Paving. Various other projects have been awarded to COSTARS vendors.
- Crest Street Bridge – Design of a replacement bridge for Crest Street is nearing completion. The project will soon be let for bids with award anticipated at the July Board meeting.
- 2023 Road Improvement Project – Shields Asphalt has completed the hot mix asphalt paving work. Double bituminous seal coat work is ongoing with Youngblood Paving.

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

- Hyperion Midstream – A review of this land development plan and conditional use application located on Gibsonia Road was performed and a review letters dated April 27, 2023 and May 25, 2023 were sent to the Township.

Respectfully Submitted,  
**SHOUP ENGINEERING, INC.**

Scott A. Shoup, P.E.  
Township Engineer



10

## MUNICIPAL SEPARATE STORM SEWER (MS4) ANNUAL REPORT

MR. SHOUP.....

1

1

## **PLANNING, ZONING, AND CODE ENFORCEMENT REPORT**

ATTACHED IS THE PLANNING, ZONING, AND CODE ENFORCEMENT REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?



Zoning and Planning Report  
For BOS Meeting of June 21, 2023  
May 2023 Reporting

1. Issued 18 Occupancy Permits.
2. Issued 19 Building Permits.
3. Code Enforcement issued 36 Violations.
4. Code Enforcement 6 Citations.
5. PCS Performed 12 Building Inspections.
6. See May Project Status Report.
7. Planning Commission Meeting was held in May 2023.
8. Zoning Hearing Board was held in May 2023.

12

## **PARKS AND RECREATION BOARD REPORT**

THE BOARD DID NOT RECEIVE A REPORT.

13



**WEST DEER #1 VFC REPORT**

THE BOARD DID NOT RECEIVE A REPORT.

**14**

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

ATTACHED IS THE WEST DEER #2 VFC REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

West deer #2 monthly Chiefs report for May 16th 2023 to June 14th 2023

For the month of May/June we responded to 13 calls total

2 commercial fire alarms

4 motor vehicle crashes

3 brush fires

1 residential structure fire

2 possible residential structure fire

1 smoke in the area call

Officers did a truck inspection on our new engine body

Officers will be doing another truck inspection on the new body for our engine on June 17th

Members trained on building searches and hose advancements

Members trained on rope rescue scenarios

Members did monthly truck checks

15

### **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  
June 2023

Call Report for May – 71 total calls

33 - QRS Calls with response, 12 - QRS calls with no response

41 - West Deer

3 – Richland

1 - Indiana

26 - Fire Calls

1 - Commercial Structure Fire

4 - Commercial Fire Alarm

3 - Residential Structure Fire

3 - Residential Fire Alarm

2 - Fire in other structure

2 - MVC

9 - Misc. (flooding/wires down/trees down)

1 - Brush Fire

1 - Vehicle Fire

9 - West Deer

14 - Richland

1 - Saxonburg

1 - Indiana

1 - Middlesex

19 - 0500-1700

7 - 1700-0500

- Equipment/truck checklists – All checklists completed, meters calibrated

- 290 Rescue gas meter replaced \$735

- Rescue cordless Sawzall replaced \$509

Upcoming events:

6/13 – Work Detail

6/20 – Work Detail

6/27 – Work Detail

- Pump testing – waiting to be scheduled

- Township Fire Study – Township reported at their May meeting the next step would be to meet with all supervisors and Fire Company Chiefs/Presidents to discuss recommendations

- Radios were ordered through County, still on hold

- Added 1 new member this month

- Riley Ferguson completed obtained Firefighter 1 certification

- M. Mahoney and Z. Gall completed EVOT training

- Scheduled a Hard to Read License Plate public event with State Representative Rob Mercuri for August 10<sup>th</sup>

- Monthly P&L

Income \$13,642

Expenses \$71,477.61

Respectfully submitted by:

Josh Wiegand, Fire Chief

16



## **WEST DEER EMS REPORT**

ATTACHED IS THE WEST DEER EMS REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

# West Deer EMS

May 2023

- 161 Totals requests for service.
- We've been given confirmation that our first new ambulance that is now 18 months post-delivery will be delivered this summer. We need to have it in station for a couple of weeks to prepare it before it can be placed in service. Once we get a confirmed delivery date we can get a better estimate of when it will be placed in service. The second new ambulance will hopefully be delivered in the first half of 2024. The second truck, which is identical to the first, came in over \$30,000 more due to increased costs involved. The cost of this ambulance is nearly \$200,000. We're patiently awaiting both units.
- Income for May was \$47,104 with expenses totaling \$52,311.
- Our yearly subscription program packets will be mailed to the township residents and businesses the first week of June. We are hoping for a good response.
- We've continued discussions with Mr. Mator and Chairperson Jordan. We were able to supply them with some additional information they requested on top of our normal reporting. We are confident that as we move forward this relationship will be beneficial for both the township and West Deer EMS. It has been refreshing to see the municipality take an active interest with the problems plaguing EMS services.

17

**APPROVAL/DENIAL: CONDITIONAL USE APPLICATION – OLYMPUS  
ENERGY, LLC LETO WELL PAD**

MR. ROBB...

DO I HAVE A MOTION TO APPROVE THE FINDINGS AND DECISION OF  
THE BOARD OF SUPERVISORS [APPROVING/DENYING] THE  
APPLICATION FOR CONDITIONAL USE FILED BY OLYMPUS ENERGY,  
LLC, FOR THE LETO WELL PAD?

	MOTION	SECOND	AYES	NAYS
MRS. HOLLIBAUGH	_____	_____	_____	_____
MR. SMULLIN	_____	_____	_____	_____
MR. FREY	_____	_____	_____	_____
MR. HARRISON	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____

**WEST DEER TOWNSHIP**

109 East Union Rd. • Cheswick, PA 15024

724-265-2780 (Code Enforcement Office)

**SUBDIVISION AND LAND DEVELOPMENT APPLICATION**

APPLICATION NO. \_\_\_\_\_

## Application For:

- ☐ Preliminary Subdivision  
☐ Final Subdivision  
☐ Land Development  
☐ PRD  
☐ Lot Line Revision  
☒ Conditional Use

Location of Property: 301 Oak RoadParcel Lot and Block No.: 1668-R-91Name of Subdivision/Land Development: Leto Well PadName of Applicant: Olympus Energy LLCE-Mail Address: bdillemath@olympusenergy.comAddress: 501 Technology Drive, Suite 100  
Canonsburg, PA 15317Telephone No.: 724-754-0093Name of Property Owner(s): Gizienski, Tricia L

E-Mail Address: \_\_\_\_\_

Address: 1120 Woodland Road  
Baden, PA 15005

Telephone No.: \_\_\_\_\_

Surveyor/Engineer: Michael Baker InternationalAddress: 100 Airside Drive  
Moon Township, PA 15108Telephone No.: 412-269-6144 E-Mail: jblickenderfer@mbakerintl.comPurpose of Development: Unconventional gas well pad

Proposed Use:      Single Family ☐      Two Family ☐      Multi Family ☐  
                         Townhouse ☐      Commercial ☐      Industrial ☐  
                         Other Unconventional Gas Well Pad

Total Acreage of Tract: 48.0 acresNo. of Acres to be Developed: 17.3 acres      Number of Lots: N/APercentage of Lot Coverage: 36.0%      Min. Lot Size: N/AEstimated Start of Construction: August 2022

Zoning District: I Industrial

Use Permitted by: ☐ right ☐ special exception ☒ conditional use

Waivers requested (list section & hardship) and/or special situations or circumstances:

Pre-existing building setback

Water Supply: ☐ Public ☒ Other (specify To be determined)

Sewage Disposal: ☐ Public ☒ Other (specify NA at the completion of drilling & completion of operations)

Off-street Parking: ☐ Garage ☐ Driveways ☒ Other ☐ None

Streets: Lineal feet of new streets NA

Proposed for Dedication: ☐ Yes ☐ No

Existing Use: Meadow, forest, and coal refuse disposal area

Number of Existing Lots: One (1)

Existing Acreage: 48.0

Location of Existing Buildings: NA

Current Parking Spaces: NA

Existing Parking Surface Area: NA

Access Driveway Location: NA

Width: NA

Proposed Use: Unconventional gas well pad

Description of Building(s): NA

Additional Parking Spaces: Approx 25

Access Driveway Location: Off Oak Road (SR 1022)

Width: Varies 24 ft - 34 ft

Current Employees: 0

New Employees:

Percentage of Lot Coverage: 36%

**Phase:**

Total Number of Phases: One (1)

Phase Number of this Application: One (1)

Total Acres: 17.3 acres

Acres this Phase: 17.3 acres

Total Lots: NA

Lots this Phase: NA

Total Lineal Feet of Storm Sewer: NA

Total Storm Sewer this Phase: NA

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**Environmental Standards:**

Will the proposed use generate any of the following conditions?

Smoke	<input type="checkbox"/>	Electrical Interference	<input type="checkbox"/>
Air Pollutants	<input checked="" type="checkbox"/>	Vibrations	<input type="checkbox"/>
Odors	<input type="checkbox"/>	Noise	<input checked="" type="checkbox"/>
Water Pollutants	<input checked="" type="checkbox"/>	Radioactive Emissions	<input checked="" type="checkbox"/>

Material stored on site: Various materials will be safely stored on-site during various stages of the project.

---

**Applications:**

Percolation Test	NA	(date)
DER Planning Module Waiver	NA	
Water Authority	NA	
Sewer Authority	NA	
Allegheny Co. Conservation District	NA	
Allegheny Co. Dept. of Economic Development	NA	

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**Right-of-Way:**

Agreements of adjacent properties: ☐ Yes ☐ No ☒ N/A

Describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**Easements:**

Agreements with adjacent properties: ☐ Yes ☐ No ☒ N/A

Describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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## SUBDIVISION AND LAND DEVELOPMENT WORKSHEET

This worksheet will be used to evaluate all applications for subdivisions and/or land development review. The following information is required by ordinance. Please check box if information is provided with this application.

### SUBDIVISION

#### General:

✓	Location Map	✓	North Arrow
✓	Zoning District	✓	Tract Boundary Lines
✓	Total Acreage to be subdivided	✓	Acreage of individual parcels

#### Proposed Subdivision:

✓	Map at 100 scale or less	✓	Contour intervals
✓	Natural and artificial features	✓	Owners of adjacent properties
✓	Driveway locations and widths	NA	Easements (utility and drainage)
✓	Location and size of utilities	NA	Floodways
✓	Sub-surface conditions	NA	Draft of protective covenants

#### Engineering:

✓	Profiles and cross sections of street improvements	✓	Stormwater management plan
✓	Grading plan	NA	Layout and number of lots
✓	Building setback lines	NA	Location and size of utilities (gas, telephone, electric, cable TV)
✓	Distance and bearings	NA	Location of monuments
NA	Complete curve data	NA	Identify dedicated lands



## LAND DEVELOPMENT

### General:

✓	Total acreage to be developed	✓	Property lines
NA	Number of lots	✓	Scale shown
✓	North arrow shown	✓	Vicinity map
✓	Abutting property owners identified	✓	Zoning district
✓	Existing streets	✓	Rights of way
NA	Easements (utility and drainage)	✓	Streams, watersheds and watercourses
✓	Location of existing structures	✓	Building setback lines
NA	Unusual physical conditions		

### Proposed Development:

✓	Structures	NA	Walkways
✓	Driveways and entrances	✓	Parking facilities
✓	Loading and unloading spaces	✓	Landscaping
✓	Exterior lighting	✓	Fences or walls
✓	Bench mark(s)	✓	Contours and elevations
✓	Gradient of access drives	✓	Gradient of parking facilities
✓	Location and size of utilities	✓	Stormwater management plan
✓	Grading plan		

## APPLICATION MATERIAL CHECKLIST

DATE \_\_\_\_\_

### NO APPLICATION WILL BE CONSIDERED COMPLETE UNLESS THE FOLLOWING MATERIALS AND APPLICABLE ITEMS HAVE BEEN PROVIDED:

NOTE: ALL plans must be folded to 8 1/2" x 11" or the application will be returned as incomplete. Additional materials may be required depending upon the nature and location of the proposed development and/or subdivision.

- ☒ Eight (8) folded copies of all plans and six (6) reduced to 11" x 17" at initial submission
- ☒ One (1) copy of application
- ☐ Three (3) copies for lot line revisions
  - ☐ SUBDIVISION PLAT
  - ☐ SITE PLAN
  - ☐ CONSTRUCTION PLANS
    - ☐ Grading
    - ☐ Utilities
    - ☐ Landscaping
- ☒ FILING FEE and any applicable ESCROW  
(The applicant is responsible for all professional costs incurred relating to review and inspection.)
- ☒ LOCATION MAP of development
- ☒ Two (2) copies of SUPPORTING DATA and/or EXHIBITS
  - ☒ Stormwater Management Plan
  - ☒ Soil Report
  - ☒ Erosion and Sedimentation Control Plan
  - ☐ Environmental Impact Statement
  - ☐ Architectural Drawings
  - ☐ Structural Drawings
  - ☒ Natural Features Plan (tree lines, wetlands, streams, floodplains, etc.)
- ☐ One (1) copy of the SEWAGE FACILITIES APPLICATION (Planning Module) which is submitted to the DEP or ACHD
- ☐ One (1) copy of the PROPOSED DEVELOPER'S AGREEMENT  
(when an Agreement is required) (1) To be negotiated

I certify that the information contained herein is true and correct.

  
Applicant Signature

Jennifer L R Hoffman  
Print Name

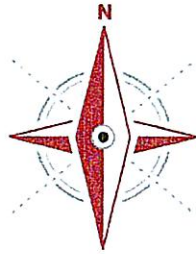
18

APPROVAL/DENIAL: LAND DEVELOPMENT APPLICATION –  
OLYMPUS ENERGY, LLC LETO WELL PAD

MR. SHOUP AND MR. ROBB...

DO I HAVE A MOTION TO [APPROVE/DENY] THE LAND DEVELOPMENT  
APPLICATION FILED BY OLYMPUS ENERGY, LLC, FOR THE LETO  
WELL PAD?

	MOTION	SECOND	AYES	NAYS
MR. SMULLIN	_____	_____	_____	_____
MR. FREY	_____	_____	_____	_____
MR. HARRISON	_____	_____	_____	_____
MRS. HOLLIBAUGH	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____



# SHOUP ENGINEERING

**FOR OVER 50 YEARS**

329 Summerfield Drive, Baden, PA 15005

Phone: 724-869-9560

info@shoupengineering.com

June 15, 2023

Mr. Joseph Shook  
West Deer Township  
109 East Union Road  
Cheswick, PA 15024

Via Email

Re: Leto Well Pad  
Preliminary and Final Land Development Plan

Dear Mr. Shook,

I have reviewed the above-referenced preliminary and final land development plan and the following comments should be considered:

1. The applicant will need to enter into a Developer's Agreement and provide performance security in a form acceptable to the Township Solicitor.
2. The applicant should provide copies of their Pennsylvania Department of Environmental Protection (PADEP) ESCGP-3 permit and well permit to the Township as they are obtained.
3. Zoning Code Section 210-120.A(21)(e)[1][j] - Indicates that the Preparedness, Prevention and Contingency Plan (PPC Plan) be provided to all emergency responders. A PPC Plan was submitted with the application and should be provided to emergency responders.
4. A grading permit must be obtained from the Township prior to the initiation of any earthwork.

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.

cc: Daniel Mator, via email  
Gavin Robb, via email  
Dorothy Moyta, via email  
Jodi French, via email  
Joe Blickenderfer, P.E., Michael Baker International, via email

19

APPROVAL/DENIAL: LAND DEVELOPMENT APPLICATION –  
BRICKYARD HOLDINGS CONCERT VENUE

MR. SHOUP AND MR. ROBB...

DO I HAVE A MOTION TO [APPROVE/DENY] THE LAND DEVELOPMENT APPLICATION FILED BY BRICKYARD PARK HOLDINGS, LLC, FOR THE CONCERT VENUE AND ASSOCIATED PARKING?

	MOTION	SECOND	AYES	NAYS
MR. FREY	—	—	—	—
MR. HARRISON	—	—	—	—
MRS. HOLLIBAUGH	—	—	—	—
MR. SMULLIN	—	—	—	—
MRS. JORDAN	—	—	—	—



**West Deer Township Planning Commission  
Recommendation Report for March 23, 2023**

Project Name: BRICKYARD HOLDINGS - CONCERT VENUE – LAND DEVELOPMENT

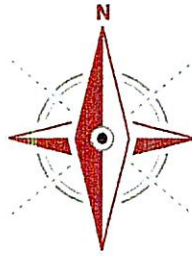
Property Location: West Deer Twp. – Allegheny County: 942 & 982 Little Deer Creek Valley  
Road, Russellton, PA 15076  
Parcel # 1219-J-75 & Parcel 1219-A-25

Zoned: I: Industrial

First motion by Mr. Bechtold and second motion by Mr. Hollibaugh to **RECOMMEND APPROVAL**, voting was unanimous with Mr. Schmidt abstaining of the Brickyard Holdings – Concert Venue – Land Development with the following conditions:

1. Satisfactorily address all items in Mr. Shoup's comments letter dated 3.22.2023.
2. Secure all HOP (Highway Occupancy) Permits required.





# SHOUP ENGINEERING

**FOR OVER 50 YEARS**

329 Summerfield Drive, Baden, PA 15005

Phone: 724-869-9560

info@shoupengineering.com

June 12, 2023

Mr. Joseph Shook  
West Deer Township  
109 East Union Road  
Cheswick, PA 15024

Via Email

Re: No Off Seasons Sports - Concert Venue  
Land Development Plan (plans latest revised March 15, 2023)

Dear Mr. Shook,

I have reviewed the above-referenced land development plan in the I-Zoning District and have found that the comments contained in my February 22, 2023 and March 22, 2023 review letters have been satisfactorily addressed, except the applicant must still secure a Highway Occupancy Permit from PADOT for any proposed site driveways.

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.

Enclosures: February 22, 2023 and March 22, 2023 review letters

cc: Daniel Mator, via email w/ encls.  
Gavin Robb, via email w/ encls.  
Jodi French, via email w/ encls.  
Dorothy Moyta, via email w/encls.

20

**AUTHORIZATION: ADVERTISEMENT – CREST STREET BRIDGE  
PROJECT**

A REQUEST FOR BIDS FOR THE CREST STREET BRIDGE  
REPLACEMENT PROJECT IS ATTACHED.

MR. SHOUP...

DO I HAVE A MOTION TO ADVERTISE THE CREST STREET BRIDGE  
PROJECT?

	MOTION	SECOND	AYES	NAYS
MR. HARRISON	_____	_____	_____	_____
MRS. HOLLIBAUGH	_____	_____	_____	_____
MR. SMULLIN	_____	_____	_____	_____
MR. FREY	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____

## REQUEST FOR BIDS

SEALED BIDS will be received by West Deer Township (724-265-3680), Allegheny County, 109 East Union Road, Cheswick, PA 15024, until 1:30 p.m. on Monday, July 17, 2023, at which time they will be opened and read aloud. Bids may be considered and awarded at a meeting held by the West Deer Township Board of Supervisors on Wednesday, July 19, 2023, at 7:00 p.m. The work shall consist of all labor, equipment, and materials necessary for the following Crest Street Bridge Replacement Project:

**Crest Street Bridge Replacement Project** - Work consists of constructing new bridge foundations and replacing the existing deck with new concrete plank beams on an existing bridge crossing an unnamed tributary to Little Deer Creek, other related appurtenances, and miscellaneous work.

Proposals and Bid Documents can be obtained at Shoup Engineering Inc. (724-869-9560) from 8:30 a.m. to 5:00 p.m. weekdays, located at 329 Summerfield Drive, Baden, Economy Borough, Pennsylvania 15005 for a Non-refundable Fee of \$100.00, payable in advance to Shoup Engineering prior to distribution. Call ahead to ensure the documents are ready.

Proposals must be submitted upon the original forms furnished by the Township.

Pennsylvania Prevailing Minimum Wage Rates Will Apply.

Each Bidder must submit a bid bond or cashier's check as bid security in the amount of 10% of the bid amount made payable to the Township. No bids may be withdrawn within 60 days after the date of opening.

A Performance Bond and a Payment Bond in the amount of 100% of the bid amount, and an 18-month Maintenance Bond in the amount of 100% of the contract amount will be required.

West Deer Township reserves the right to reject any or all bids either in whole or in part, to waive any informalities, and to alter the scope of work.

Daniel Mator, West Deer Township

21

**AUTHORIZATION: ORDINANCE NO. 452 (CHARTER ELECTED  
AUDITOR AMENDMENT)**

ORDINANCE NO. 452

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING PROPOSED LANGUAGE AMENDING SECTION C-1149 OF THE WEST DEER TOWNSHIP HOME RULE CHARTER BY PROVIDING FOR TOWNSHIP AUDITS BY A CERTIFIED PUBLIC ACCOUNTANT OR ACCOUNTING FIRM DULY LICENSED IN PENNSYLVANIA, AND RECOMMENDING SPECIFIC LANGUAGE REGARDING THE SAME TO BE PLACED ON THE NOVEMBER 2023 GENERAL ELECTION BALLOT AS A REFERENDUM QUESTION TO BE VOTED UPON BY THE ELECTORATE OF WEST DEER TOWNSHIP

(ORDINANCE ATTACHED)

DO I HAVE A MOTION TO ADVERTISE ORDINANCE NO. 452 AMENDING SECTION C-1149 OF THE WEST DEER TOWNSHIP HOME RULE CHARTER BY PROVIDING FOR TOWNSHIP AUDITS BY A CERTIFIED PUBLIC ACCOUNTANT OR ACCOUNTING FIRM DULY LICENSED IN PENNSYLVANIA, AND RECOMMENDING SPECIFIC LANGUAGE REGARDING THE SAME TO BE PLACED ON THE NOVEMBER 2023 GENERAL ELECTION BALLOT AS A REFERENDUM QUESTION TO BE VOTED UPON BY THE ELECTORATE OF WEST DEER TOWNSHIP?

	MOTION	SECOND	AYES	NAYS
MRS. HOLLIBAUGH	_____	_____	_____	_____
MR. SMULLIN	_____	_____	_____	_____
MR. FREY	_____	_____	_____	_____
MR. HARRISON	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____

OFFICIAL

WEST DEER TOWNSHIP  
County of Allegheny  
Commonwealth of Pennsylvania

ORDINANCE NO. <sup>452</sup>~~XXX~~

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING PROPOSED LANGUAGE AMENDING SECTION C-1149 OF THE WEST DEER TOWNSHIP HOME RULE CHARTER BY PROVIDING FOR TOWNSHIP AUDITS BY A CERTIFIED PUBLIC ACCOUNTANT OR ACCOUNTING FIRM DULY LICENSED IN PENNSYLVANIA, AND RECOMMENDING SPECIFIC LANGUAGE REGARDING THE SAME TO BE PLACED ON THE NOVEMBER 2023 GENERAL ELECTION BALLOT AS A REFERENDUM QUESTION TO BE VOTED UPON BY THE ELECTORATE OF WEST DEER TOWNSHIP

**WHEREAS**, the Board of Supervisors of West Deer Township seeks to update its Home Rule Charter to ensure compliance with current and future fiscal and auditing standards; and

**WHEREAS**, the Charter currently requires that annual audits be performed by elected auditors; and

**WHEREAS**, the Board has determined that due to the complexity of the Pennsylvania Department of Community and Economic Development's auditing requirements – as well as general fiscal and accounting compliance standards – the taxpayers of the Township would be best served by have the Township appoint a certified public accountant licensed in Pennsylvania to perform annual audits; and

**WHEREAS**, the Board of Supervisors has appointed a third-party independent certified public accountant firm for over two successive decades for this reason.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED** by the Board of Supervisors of West Deer Township, and it is hereby ordained and enacted by the authority of the aforesaid as follows:

## **SECTION 1. AMENDMENT**

The West Deer Township Board of Supervisors hereby initiates a referendum to amend Section C-1149 of the West Deer Township Home Rule Charter to read in its entirety as follows:

**Section C-1149      Audit.**

**The Board of Supervisors shall provide for an independent annual audit of Township accounts by a certified public accountant or accounting firm duly licensed in Pennsylvania.**

**It shall be the duty of the appointed auditor to audit, settle, and adjust all accounts of the Township, including any Township boards, committees, or commissions that received Township funds during the immediately preceding calendar year. The Board may also provide for additional audits as it deems necessary.**

**The results of the annual audit and a financial statement of the fiscal affairs of the Township shall be presented to the Township Manager and made available to the public by the deadline determined by the Commonwealth following the fiscal year audited.**

## **SECTION 2. BALLOT QUESTION**

The West Deer Township Board of Supervisors proposes that the question to be submitted to the voters at the election shall substantially state in the following form:

**"Section C-1149      Audit.**

**The Board of Supervisors shall provide for an independent annual audit of Township accounts by a certified public accountant or accounting firm duly licensed in Pennsylvania.**

**It shall be the duty of the appointed auditor to audit, settle, and adjust all accounts of the Township, including any Township boards, committees, or commissions that received Township funds during the immediately preceding calendar year. The Board may also provide for additional audits as it deems necessary.**

**The results of the annual audit and a financial statement of the fiscal affairs of the Township shall be presented to the Township Manager and made available to the public by the deadline determined by the Commonwealth following the fiscal year audited."**

**Yes or No**



### **SECTION 3. CALLING FOR ELECTION**

The West Deer Township Board of Supervisors has determined that in order for this change to the Charter to become effective, approval of the electors of West Deer Township must be obtained in the general election on 7 November 2023, in Allegheny County, Pennsylvania. Under the provisions of the Home Rule Charter and Option Plan Law, 53 Pa.C.S. §§ 2901 et seq., a certified copy of this Ordinance and the election questions shall be forwarded to the Allegheny County Board of Elections on or prior to the thirteenth (13<sup>th</sup>) Tuesday before the 2023 general election so that the question may be placed on the ballot for the general election.

### **SECTION 4. SEVERABILITY**

It is the express intent of the West Deer Township Board of Supervisors that the provisions of this Ordinance are severable. If any section, subsection, sentence, clause, or phrase in this Ordinance shall be held to be illegal, invalid, or unconstitutional, the remaining provisions shall not be affected or impaired.

### **SECTION 5. REPEAL**

Any ordinance or any part of any ordinance conflicting with the provisions of this Ordinance is hereby repealed.

### **SECTION 6. EFFECTIVE DATE**

This Ordinance shall become effective in accordance with the provisions of the West Deer Township Home Rule Charter.

ORDAINED AND ENACTED this 19<sup>th</sup> day of July 2023.

ATTEST:

WEST DEER TOWNSHIP

\_\_\_\_\_  
Daniel J. Mator, Jr.  
Township Manager

\_\_\_\_\_  
Beverly S. Jordan, Chairperson  
Board of Supervisors

Approved as to Form:

\_\_\_\_\_  
Township Solicitor

**CERTIFICATE**

I, the undersigned, hereby certify that the foregoing and attached is a true copy of an Ordinance which was duly enacted at a meeting of the Board of Supervisors of West Deer Township on 19 July 2023, and that at such meeting a quorum was present and acting throughout, after due notice to the members of the Board of Supervisors of West Deer Township and to the public and such meeting was at all times open to the public; that the Ordinance was duly recorded in the West Deer Township Minutes Book and that a summary thereof was published as required by law in a newspaper of general circulation in the Township. I further certify that the Township met the advance requirements of Act No. 1998-93 by advertising the date of the meeting and posting a notice of the meeting at the public meeting place of the Board of Supervisors; that the total number of members of the Board of Supervisors is five; and the vote upon the Ordinance was called and duly recorded upon the minutes and that the members voted in the following manner:

Yes                      No                      Abstain                      Absent

Beverly S. Jordan, Chairperson

Shirley A. Hollibaugh, Vice Chair

Vernon Frey

David Harrison

James Smullin

WITNESS my hand and the seal of the Township on this this 19<sup>th</sup> day of July 2023.

[SEAL]

By: \_\_\_\_\_

Daniel Mator  
Township Manager

22

**AUTHORIZATION: ORDINANCE NO. 453 (CHARTER FIRE TAX AMENDMENT)**

ORDINANCE NO. 453

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING PROPOSED LANGUAGE AMENDING SECTION C-1197 OF THE WEST DEER TOWNSHIP HOME RULE CHARTER BY AUTHORIZING THE LEVY OF A FIRE TAX IN AN AMOUNT NOT TO EXCEED \_\_\_\_\_ MILLS, AND RECOMMENDING SPECIFIC LANGUAGE REGARDING THE SAME TO BE PLACED ON THE NOVEMBER 2023 GENERAL ELECTION BALLOT AS A REFERENDUM QUESTION TO BE VOTED UPON BY THE ELECTORATE OF WEST DEER TOWNSHIP

(ORDINANCE ATTACHED)

DO I HAVE A MOTION TO ADVERTISE ORDINANCE NO. 453 ADOPTING PROPOSED LANGUAGE AMENDING SECTION C-1197 OF THE WEST DEER TOWNSHIP HOME RULE CHARTER BY AUTHORIZING THE LEVY OF A FIRE TAX IN AN AMOUNT NOT TO EXCEED \_\_\_\_\_ MILLS, AND RECOMMENDING SPECIFIC LANGUAGE REGARDING THE SAME TO BE PLACED ON THE NOVEMBER 2023 GENERAL ELECTION BALLOT AS A REFERENDUM QUESTION TO BE VOTED UPON BY THE ELECTORATE OF WEST DEER TOWNSHIP?

	MOTION	SECOND	AYES	NAYS
MR. SMULLIN	_____	_____	_____	_____
MR. FREY	_____	_____	_____	_____
MR. HARRISON	_____	_____	_____	_____
MRS. HOLLIBAUGH	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____

**OFFICIAL**

**WEST DEER TOWNSHIP  
County of Allegheny  
Commonwealth of Pennsylvania**

**ORDINANCE NO. 453**

**AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING PROPOSED LANGUAGE AMENDING SECTION C-1197 OF THE WEST DEER TOWNSHIP HOME RULE CHARTER BY AUTHORIZING THE LEVY OF A FIRE TAX IN AN AMOUNT NOT TO EXCEED \_\_\_\_\_ MILLS, AND RECOMMENDING SPECIFIC LANGUAGE REGARDING THE SAME TO BE PLACED ON THE NOVEMBER 2023 GENERAL ELECTION BALLOT AS A REFERENDUM QUESTION TO BE VOTED UPON BY THE ELECTORATE OF WEST DEER TOWNSHIP**

**WHEREAS**, the Board of Supervisors of West Deer Township seeks to update the Home Rule Charter of the Township; and

**WHEREAS**, the Charter currently authorizes the assessment of a fire protection fee in an amount up to \$40.00 per household and \$100.00 per business; and

**WHEREAS**, the Board recognizes that the cost of providing fire protection services has increased since the fire protection fees were originally assessed in 2006, and the Board seeks to raise additional funding for fire protection services to ensure the health and safety of its residents and property owners in the Township.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED** by the Board of Supervisors of West Deer Township, and it is hereby ordained and enacted by the authority of the aforesaid as follows:

## **SECTION 1. AMENDMENT**

The West Deer Township Board of Supervisors hereby initiates a referendum to amend Section C-1197 of the West Deer Township Home Rule Charter to read in its entirety as follows:

### **Section C-1197 Tax Limitation**

**The taxes on real estate shall be limited to twelve (12) mills of the Township's assessed value, which may include a Fire Tax in an amount not to exceed \_\_\_\_\_ mills.**

## **SECTION 2. BALLOT QUESTION**

The West Deer Township Board of Supervisors proposes that the question to be submitted to the voters at the election shall substantially state in the following form:

**"Shall Section C-1197 of the West Deer Township Home Rule Charter be amended to read as follows?**

**The taxes on real estate shall be limited to twelve (12) mills of the Township's assessed value, which may include a Fire Tax in an amount not to exceed \_\_\_\_\_ mills."**

**Yes or No**

## **SECTION 3. CALLING FOR ELECTION**

The West Deer Township Board of Supervisors has determined that in order for this change to the Charter to become effective, approval of the electors of West Deer Township must be obtained in the general election on 7 November 2023, in Allegheny County, Pennsylvania. Under the provisions of the Home Rule Charter and Option Plan Law, 53 Pa.C.S. §§ 2901 et seq., a certified copy of this Ordinance and the election question shall be forwarded to the Allegheny County Board of Elections on or prior to the thirteenth (13<sup>th</sup>) Tuesday before the 2023 general election so that the question may be placed on the ballot for the general election.

## **SECTION 4. SEVERABILITY**

It is the express intent of the West Deer Township Board of Supervisors that the provisions of this Ordinance are severable. If any section, subsection, sentence, clause, or phrase in this Ordinance shall be held to be illegal, invalid, or unconstitutional, the remaining provisions shall not be affected or impaired.

**SECTION 5. REPEAL**

Any ordinance or any part of any ordinance conflicting with the provisions of this Ordinance is hereby repealed.

**SECTION 6. EFFECTIVE DATE**

This Ordinance shall become effective in accordance with the provisions of the West Deer Township Home Rule Charter.

ORDAINED AND ENACTED this 19<sup>th</sup> day of July 2023.

ATTEST:

WEST DEER TOWNSHIP

\_\_\_\_\_  
Daniel J. Mator, Jr.  
Township Manager

\_\_\_\_\_  
Beverly S. Jordan, Chairperson  
Board of Supervisors

Approved as to Form:

\_\_\_\_\_  
Township Solicitor

## CERTIFICATE

I, the undersigned, hereby certify that the foregoing and attached is a true copy of an Ordinance which was duly enacted at a meeting of the Board of Supervisors of West Deer Township on 19 July 2023, and that at such meeting a quorum was present and acting throughout, after due notice to the members of the Board of Supervisors of West Deer Township and to the public and such meeting was at all times open to the public; that the Ordinance was duly recorded in the West Deer Township Minutes Book and that a summary thereof was published as required by law in a newspaper of general circulation in the Township. I further certify that the Township met the advance requirements of Act No. 1998-93 by advertising the date of the meeting and posting a notice of the meeting at the public meeting place of the Board of Supervisors; that the total number of members of the Board of Supervisors is five; and the vote upon the Ordinance was called and duly recorded upon the minutes and that the members voted in the following manner:

Yes

No

Abstain

Absent

Beverly S. Jordan, Chairperson

Shirley A. Hollibaugh, Vice Chair

Vernon Frey

David Harrison

James Smullin

WITNESS my hand and the seal of the Township on this this 19<sup>th</sup> day of July 2023.

[SEAL]

By: \_\_\_\_\_

Daniel Mator  
Township Manager



23

**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:

2012 F550 5-TON DUMP TRUCK WITH WESTERN PLOW.

DO I HAVE A MOTION TO AUTHORIZE THE ADVERTISEMENT FOR THE SALE OF ONE 2012 F550 5-TON DUMP TRUCK IN AS-IS CONDITION?

	MOTION	SECOND	AYES	NAYS
MR. FREY	_____	_____	_____	_____
MR. HARRISON	_____	_____	_____	_____
MRS. HOLLIBAUGH	_____	_____	_____	_____
MR. SMULLIN	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____

24

## AUTHORIZATION: NEW MUNICIPAL BUILDING INVOICE PAYMENT

THE FOLLOWING INVOICES REGARDING THE NEW MUNICIPAL BUILDING PROJECT HAVE BEEN RECEIVED AND NEED APPROVAL FROM THE BOARD:

<u>NAME</u>	<u>PURPOSE</u>	<u>COST</u>
AVJSA	SEWAGE CAPACITY FEE	\$3,000
EAP INDUSTRIES	WATER METERS	\$1,759.00
OAKMONT WATER	WATER TAP FEE	\$52,860.62
S&P GLOBAL	BOND ISSUE	\$18,500.00

DO I HAVE A MOTION TO PAY THE AFOREMENTIONED INVOICES AS PRESENTED?

	MOTION	SECOND	AYES	NAYS
MR. HARRISON	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MR. SMULLIN	___	___	___	___
MR. FREY	___	___	___	___
MRS. JORDAN	___	___	___	___

25

## OLD BUSINESS

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26

## **NEW BUSINESS**

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27

## ADJOURNMENT

DO I HAVE A MOTION TO ADJOURN AT \_\_\_\_\_ P.M.?

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