



**BOARD OF  
SUPERVISORS  
MEETING**

**May 17, 2023**

**6:45pm: Executive Session**

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

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

West Deer Township Board of Supervisors

May 17, 2023

6:45pm: 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. 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. Authorization: Advertisement (Moving Forward Realty Animal Kennel)
18. Authorization: Moretti Realty Plan – Storage Facility
19. Award: Municipal Building Project (Electrical Construction)
20. Discussion: Fire Study
21. Old Business
22. New Business
23. Announcement (Memorial Day Service Schedule)
24. Adjournment

1 Call to Order

2 Pledge of Allegiance

3 Roll Call

- Mr. Mator

4 Executive Session

- Mr. Robb

5



## **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.

6

## ACCEPT MINUTES

ATTACHED ARE THE MINUTES OF THE APRIL 19, 2023 REGULAR BUSINESS MEETING AND THE MAY 10, 2023 SPECIAL BUSINESS MEETING.

DO I HAVE A MOTION TO ACCEPT THE MINUTES OF THE APRIL 19, 2023 REGULAR BUSINESS MEETING AND THE MAY 10, 2023 SPECIAL BUSINESS MEETING.

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

April 19, 2023

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

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; 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**

Paul Kneib of 1002 York Way

- Mr. Kneib commented on the Concert Venue conditional use application, and cited concerns about public safety. Mr. Robb stated that the Board was not scheduled to vote on the matter that evening, and that no additional testimony could be entered as the hearing had closed.

#### **ACCEPT MINUTES**

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to accept the minutes of the 15 March 2023 regular business meeting as presented. Motion carried unanimously 5-0.

MONTHLY FINANCIAL REPORT

**TOWNSHIP OF WEST DEER**  
**FINANCE OFFICER'S REPORT**  
**31 March 2023**

**I - GENERAL FUND:**

	<u>March</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	482,606.64	1,921,863.21	20.50%
Expenditures	614,0741.90	1,624,406.23	17.33%

**Cash and Cash Equivalents:**

Sweep Account

0.00

548,022.11**II - SPECIAL REVENUE FUNDS****Cash and Cash Equivalents:****Street Light Fund:**

Restricted

56,953.39

**Fire Tax Fund:**

Restricted

38,136.48

**State/Liquid Fuels Fund:**

Restricted

494,667.30589,757.17**Investments:****Operating Reserve Fund:**

Reserved

951,763.37

**Capital Reserve Fund:**

Reserved

979,935.651,931,699.02**III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:**0.000.00**TOTAL CASH BALANCE 3/31/23**3,069,478.30**Interest Earned March 2023****5,582.52**

	<u>3/1/2023</u>	<u>March</u>	<u>3/31/2023</u>
	<u>Debt Balance</u>	<u>Principal</u>	<u>Debt Balance</u>
		<u>Payment</u>	
<b>Mars National - VFC #3</b>	\$63,879.15	\$2,607.94	\$61,285.84
<b>NexTier Bank VFC #2</b>	\$370,303.71	\$2,680.96	\$368,822.39

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

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

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to approve the Finance Officer's Report as submitted. Motion carried unanimously 5-0.

**MARCH LIST OF BILLS**

Amerikohl Aggregates Inc .....	3074.25
Amerikohl Transport Inc. ....	2502.44
Bearcom .....	292.47
Digital-Ally .....	11997.60
Hei-Way, LLC.....	1556.93
Jordan Tax Service, Inc .....	2949.76
Markl Supply .....	1465.00
North Hills COG SRT Vehicle Maintenance .....	3196.00
Office Depot.....	495.84
Shoup Engineering Inc. ....	13459.50
Stephenson Equipment Inc. ....	1455.66
Toshiba Business Solutions, USA .....	597.82
Toshiba Financial Services.....	731.60
Tucker/Arensberg Attorneys .....	8837.42
Wine Concrete Products, Inc.....	2560.00

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 5-0.

**POLICE CHIEF'S REPORT**

Chief Bob Loper was present and provided a summary report of Police Department activities for the month of March 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 March 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.
- Crest Street Bridge
  - Design of a replacement bridge for Crest Street is ongoing. Core borings to determine bearing capacity for bridge foundations have been drilled.
- 2023 Road Improvement Project
  - Specifications and bid documents have been prepared and contracts have been awarded to Shields Asphalt Paving and Youngblood Paving.

### 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 were sent to the Township.

### PLANNING AND ZONING COMMUNITY DEVELOPMENT DIRECTOR REPORT

The Board received the Planning & Zoning Community Development Director Report for the month of March 2023. A copy of the report is on file at the Township Building.

### PARKS AND RECREATION BOARD REPORT

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

### WEST DEER #1 VFC REPORT

The Board did not receive a monthly report form VFC #1.

### WEST DEER #2 VFC REPORT

The Board received the West Deer #2 VFC's Report for the month of March 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 March 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 March 2023. A copy of the report is on file at the Township Building.

### ADOPTION: RESOLUTION NO. 2023-3 (BLIGHT GRANT CONSULTANT)

RESOLUTION NO. 2023-02 APPROVES AND AUTHORIZES THE EXECUTION OF A BLIGHT GRANT CONSULTANT AGREEMENT WITH BRANTON STRATEGIES, LLC.

The Board received a copy of the Resolution 2023-3.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to adopt Resolution No. 2023-3 approving and authorizing the execution of a Blight Grant Consultant Agreement with Branton Strategies, LLC. Motion carried unanimously 5-0.



**ADOPTION: RESOLUTION NO. 2023-4 (RIDGEWOOD HEIGHTS SEWAGE PLANNING MODULE)**

RESOLUTION NO. 2023-4 APPROVES THE PA DEP SEWAGE FACILITIES PLANNING MODULE FOR THE RIDGEWOOD HEIGHTS PLAN.

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.

The Board received a copy of the Resolution 2023-4.

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Frey to adopt Resolution No. 2023-4 approving the PA DEP Sewage Facilities Planning Module for the Ridgewood Heights Plan Sewage Planning Module Plan. Motion carried unanimously 5-0.

**APPOINTMENT: ZONING OFFICER**

The Township Manager has recommended that Planning and Zoning Department be reorganized under Assistant Township Manager Joseph Shook, and is advising Mr. Shook be appointed the Zoning Officer as per the Township Code.

Mr. Mator was asked to explain this position. He stated that though the Zoning Officer position existed for at least fifteen years – and the functions were still being performed – no one was ever formally appointed to the position. Both he and Mr. Robb recommended the formal appointment as more of a procedural matter to clear up any confusion if it arose.

MOTIONED BY Supervisor Harrison and SECONDED BY Supervisor Hollibaugh to appoint Joseph Shook as the Township Zoning Officer. Motion carried unanimously 5-0.

**AWARD: BAIRDFORD PARK PROJECT (FENCING, PAVILION, GAGA BALL PIT, BENCHES)**

Plans, specifications, and bid documents were prepared by Shoup Engineering for the Bairdford Park Improvement Project.

The Board is in receipt of four (4) proposals from COSTARS' Vendors for materials and installation of various features at Bairdford Park:

**FENCING**

MOTION BY Supervisor Harrison and SECONDED BY Supervisor Hollibaugh to award the fencing for the Bairdford Park Improvement Project to Schrock Fence Company in the amount of \$45,616.00. Motion carried unanimously 5-0.

**PAVILION**

MOTION BY Supervisor Frey and SECONDED BY Supervisor Smullin to award the pavilion for the Bairdford Park Improvement Project to Jeffrey Associates in the amount of \$62,470.00. Motion carried unanimously 5-0.

**GAGA BALL PIT**

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to award the Gaga Ball Pit for the Bairdford Park Improvement Project to Playgo Company in the amount of \$4,405.00. Motion carried unanimously 5-0.

**BENCHES**

MOTION BY Supervisor Harrison and SECONDED BY Supervisor Smullin to award the benches for the Bairdford Park Improvement Project to Jeffrey Associates in the amount of \$4,376.00. Motion carried unanimously 5-0.

**OLD BUSINESS**

- None

**NEW BUSINESS**

- Mrs. Jordan asked Mr. Mator to speak on the issuance of occupancy permits. Mr. Mator explained what occupancy permits were, when they were issued, and by whom. He clarified the difference between occupancy permits and building inspections, and stated that Mr. Shook had been issuing the occupancy permits since the last code enforcement officer had left, but that Mr. Thomas – the new Code Enforcement Officer – may soon be taking on those duties as well.

**ADJOURNMENT**

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to adjourn at 7:45 p.m. Motion carried unanimously 5-0. Meeting adjourned.

---

Daniel J. Mator Jr., Township Manager

**May 10, 2023**

West Deer Township  
Board of Supervisors  
10 May 2023  
7:00 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; David Harrison; Vernon Frey; and James Smullin. Also in attendance was: Township Manager Daniel Mator; Township Solicitor Ashley Puchalski of Tucker Arensburg Attorneys; 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**

Rich Hollibaugh of Bakerstown-Culmerville Road

- Mr. Hollibaugh expressed concern over the construction of the proposed new Municipal Building, and questioned if the motion on the agenda needed to be amended to reflect the project being the recommendation of the Township Manager. Mr. Mator clarified that would be addressed in the presentations.

Josh Wiegand of Squirrel Hollow Road

- Mr. Wiegand voiced that while he was not opposed to the building itself, he was opposed to the Township spending money on a new municipal building when the fire departments and EMS have requested budget increases from the Township that have not been satisfied. He added that he did not know how the Township could pay for the building since members of the current Board have taken hardline stances of taxes not being increased.

Caroline Hollibaugh of Bakerstown-Culmerville Road

- Mrs. Hollibaugh stated she was opposed to the project as presented because – in her opinion – it was fiscally irresponsible. She requested the Board consider other alternative options, and asked that contracts be given to residents of the West Deer Township.

Jen Borczyk of East Union Road

- Mrs. Borczyk spoke as both a resident and an employee of that Township, and stressed the Township employees' need for a new Municipal Building. She described in detail the limited space the Police Department had, as well as the water damage to her office door and her outside wall collapsing.

### **AWARD: MUNICIPAL BUILDING PROJECT**

Mrs. Jordan asked Mr. Mator to address the issues both heard under public comment and seen on social media.

Mr. Mator gave a lengthy presentation answering the question of “do we *need* a new building or do we *want* a new building?” He gave a history of the current building and the building project itself, then went about explaining the needs of the Township and the service delivery a functional municipal building allows, and how the current building is not able to do so.

After offering that information, Mr. Mator began answering the questions most asked in the community: “Why *this* building design?”; “Can we afford this project?” (including the cost of the building itself, from where the funding would come from, where additional funding is coming from, etc.); “How does the current cost estimate compare to the last one?”; “What if there are additional costs?”; “How can the Township pay for the new building moving forward?”; “Will taxes be raised to fund this project?”; “Will taxes be raised in the future”; and “What will happen if the Board chose not to build the building?”. He addressed all these questions at length, and gave both audited figures and related examples to help illustrate the Township’s true position.

The meeting was then turned over to the Township’s architectural firm HHSDR, who was represented by Mr. Matt Franz and Mr. David Kent. Plans, specifications, and bid documents were prepared by HHSDR for the Municipal Building Project.

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

Mr. Franz presented the proposed Municipal Building to the Board and public, and explained in great detail the bid tabulations and building design.

Before the Board voted on the construction of the building, it was important to understand the funding of the project, so Mr. Garrett Moore from the Township’s financial Advisor Public Financial Management (PFM), and the Township’s Bond Counsel Sean Garin of Dinsmore & Shohl, LLP presented – again in great detail – the bids received, the choices the Board had, the future process, and any potential obstacles.

The Board asked follow-up questions to the consultants, which were answered to their satisfaction.

#### **CONTRACT NO. 1 – GENERAL CONSTRUCTION**

<b><u>BIDDERS:</u></b>	<b><u>BASE BID:</u></b>	<b><u>Alt. G-1</u></b>	<b><u>Alt. G-2</u></b>
DiMarco Construction Company	\$6,530,000	(\$234,000)	(\$27,000)
Waller Corporation	\$6,749,800	(\$191,400)	(\$26,500)
Caliber Contracting	\$7,094,000	(\$208,000)	(\$29,000)
Hudson Group	\$7,718,000	(\$235,000)	(\$27,000)

Alt. G-1 Deduct covered police parking canopy.

Alt. G-2 Add to or deduct from asphalt roof shingles in lieu of standing seam metal roofing.

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to award the Municipal Building Project General Construction Contract to DiMarco Construction Company in the amount of \$6,530,000.00. Motion carried unanimously 5-0.

#### **CONTRACT NO. 2 – HVAC CONSTRUCTION**

<b><u>BIDDERS:</u></b>	<b><u>BASE BID:</u></b>
First American Industries, Inc.	\$1,364,000
East West Manufacturing and Supply Inc.	\$1,380,000
Lugaila Mechanical, Inc.	\$1,449,500
D & G Mechanical	\$1,469,000
R & B Mechanical, Inc.	\$1,498,000
Renick Brothers	\$1,545,000
Hranec Corporation	\$1,635,500

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to award the Municipal Building Project HVAC Contract to First American Industries, Inc. in the amount of \$1,364,000.00. Motion carried unanimously 5-0.

### **CONTRACT NO. 3 – PLUMBING CONSTRUCTION**

#### **BIDDERS:**

#### **BASE BID:**

Vrabel Plumbing Company, LLC	\$538,200
Renick Brothers	\$640,000
First American Industries, Inc.	\$693,450
Wheels Mechanical Contracting	\$697,640
McRandal Company, Inc.	\$852,200

MOTION BY Supervisor Smullin and SECONDED BY Harrison to award the Municipal Building Project Plumbing Contract to Vrabel Plumbing Company, LLC in the amount of \$538,200.00. Motion carried unanimously 5-0.

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

#### **BIDDERS:**

#### **BASE BID:**

#### **Alt. E-1**

#### **Alt. E-2**

Uzmack Electric, Inc. *	\$959,000	(+/-)210	(+/-) 3000
Merit Electrical Group, Inc.	\$1,324,000	(3,500)	(60,000)
Allegheny City Electric, Inc.	\$1,417,000	(+)3,500	(5,000)
Schultz Electric, Inc.	\$1,498,568	(1,700)	(8,500)
Right Electric, Inc.	\$1,677,777	(+)4,800	(28,000)
A-1 Electric, Inc.	\$1,698,000	(\$3500)	(72,000)

Alt. E-1 Deduct site lighting associated with the covered Police parking canopy (Alt. Bid G-1).

Alt. E-2 Add or deduct substitution of MC cable in lieu of pipe conduit for branch circuit wiring.

- Bidder withdrew bid due to mathematical error.

Mr. Mator and Ms. Puchalski informed the Board that bids were still being evaluated, and that it was their recommendation to the Board to table the motion until that process was complete.

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

### **AWARD: MUNICIPAL BUILDING FINANCING**

The Board of Supervisors received documents under separate cover containing multiple funding options from PFM, and will be receiving a specialized motion at the meeting depending on their decision.

MOTION BY Supervisor Frey and SECONDED Harrison to authorize the administration to work with the financing team, composed of PFM Financial Advisors, as financial advisor, Dinsmore & Shohl LLP, as bond counsel, and the local solicitor, in conjunction with the issuance of a General Obligation Bond with Piper Sandler to net an approximate project fund deposit of \$7,500,000, for the purpose of funding the design, acquisition, equipping and construction of a new Municipal Building and payment of the costs of issuance. Motion carried unanimously 5-0.

**APPOINTMENT: CLERK OF THE WORKS**

A Clerk of the Works serves as a sort of Construction Manager for the Building Project. They act as the eyes and ears of the Township, and concentrate on reporting activities on the project to the Township and Architect.

Potential Construction managers and Clerks of the Works had been contacted, and the Township received a reply from Roger Dunlap or Freedom Enterprises & Associates. The proposal was given to the Board.

Mr. Dunlap was present and introduced himself.

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to appoint Freedom Enterprises & Associates as the Clerk of the Works for the new Municipal Building Project at a cost not to exceed \$186,320. Motion carried unanimously 5-0.

**APPOINTMENT: GEOTECHNICAL ENGINEER**

As part of the construction process of the new Municipal Building, the Board of Supervisors must retain a geotechnical engineer to perform special inspections and construction testing services during construction.

The Board received a proposal from Pennsylvania Soil & Rock, Incorporated.

MOTION BY Supervisor Frey and SECONDED BY Supervisor Smullin to appoint Pennsylvania Soil and Rock Incorporated as the Township's geotechnical engineer to provide special inspections and construction testing services as proposed, subject to the approval of the Township Solicitor and Township Manager in regard to the insurance certificate. Motion carried unanimously 5-0.

**APPOINTMENT: TESTING AND BALANCING AGENT**

As part of the construction, the building's HVAC systems must be tested and balanced.

The Board received proposals from Northstar Environmental, LTD and WAE Balancing, Inc.

**BIDDERS:****BASE BID:**

Northstar Environmental, LTD	\$14,720
WAE Balancing, Inc.	\$11,450

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to appoint WAE Balancing, Inc. as the testing and balancing agent for the new Municipal Building Project at a cost of \$11,450.00 as proposed. Motion carried unanimously 5-0.

**AUTHORIZATION: DUQUESNE LIGHT TEMPORARY AND PERMANENT SERVICE**

During the construction the building will need temporary power. Permanent power installation is also required under a separate work order.

Duquesne Light is the electric provider, and provided the drawings and work order numbers/costs to the Board.

WO#984748 – Temporary Service - \$2,693.95
WO#957923 – Permanent Service - \$28,589.11

MOTION BY Supervisor Harrison and SECONDED BY Supervisor Smullin to authorize the Township Manager to execute the temporary and permanent work orders for Duquesne Light to provide temporary and permanent service to the New Municipal Building Project at a cost of \$2,693.95 for the temporary service and \$28,589.11 for the permanent service. Motion carried unanimously 5-0.

**OTHER BUSINESS**

- None

**ADJOURNMENT**

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to adjourn at 8:25 p.m. Motion carried unanimously 5-0. Meeting adjourned.

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



**7A**

## 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

April 30, 2023

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

	<u>April</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	560,860.96	2,482,724.17	26.48%
Expenditures	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

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

Restricted

30,315.66

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

Restricted

496,563.13

**593,392.35**

#### **Investments:**

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

Reserved

951,770.67

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

Reserved

983,664.80

**1,935,435.47**

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

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

0.00

**0.00**

**TOTAL CASH BALANCE 4/30/23**

**3,212,041.24**

**Interest Earned April 2023**

**5,633.95**

	<u>4/1/2023</u>	<u>April</u>	<u>4/30/2023</u>
	<u>Debt Balance</u>	<u>Principal</u>	<u>Debt Balance</u>
		<u>Payment</u>	
Mars National - VFC #3	61,339.25	\$ 2,607.94	58,893.35
NexTier Bank VFC #2	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.

## INTEREST EARNED - 2023

	<u>APRIL</u>	<u>YTD</u>
GENERAL FUND	\$1.28	\$4.73
STREET LIGHT FUND	\$0.00	\$0.00
FIRE TAX FUND	\$0.39	\$0.97
OPERATING RESERVE	\$7.30	\$31.73
STATE FUND	\$1,895.83	\$4,560.12
CAPITAL RESERVE	<u>\$3,729.15</u>	<u>\$15,172.77</u>
<b>TOTAL INTEREST EARNED</b>	<b><u><u>\$5,633.95</u></u></b>	<b><u><u>\$19,770.32</u></u></b>

**7B**

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: 10:02 am  
Date: 05/10/2023  
Page: 1

By Name  
Cutoff as of: 12/31/9999

Due Dates: 01/15/2023 thru 05/15/2023

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name:	BEARCOM			292.47				292.47		
Name:	BEST WHOLESALE TIRE CO, INC			1417.04				1417.04		
Name:	HEI-WAY, LLC			843.10				843.10		
Name:	INTECH WORLDWIDE			3495.00				3495.00		
Name:	JORDAN TAX SERVICE, INC.			1063.19				1063.19		
Name:	KRESS TIRE			1470.00				1470.00		
Name:	MARK C TURNLEY			2750.00				2750.00		
Name:	MRM TRUST WORKERS COMP FUND			27003.78				27003.78		
Name:	OFFICE DEPOT			121.35				121.35		
Name:	SHOUP ENGINEERING INC.			11006.00				11006.00		
Name:	STEPHENSON EQUIPMENT, INC.			69.88				69.88		
Name:	TOSHIBA FINANCIAL SERVICES			656.60				656.60		
Name:	TRISTANI BROTHERS, INC.			1690.39				1690.39		
Name:	TUCKER/ARENSBERG ATTORNEYS			9059.89				9059.89		
FINAL TOTALS:								60938.69		

# ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 10:02 am  
Date: 05/10/2023  
Page: 1

By Name  
Cutoff as of: 12/31/9999

Due Dates: 05/15/2023 thru 05/15/2023

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00674	BEARCOM	430.327	5550040	57.47				57.47		N
Road:	Radio Equip Maiont	0523	05/01/2023	05/15/2023	05/02/2023					
00674	BEARCOM	410.328	5550985	235.00				235.00		N
POL:	Radio Equip Maint	0523	05/02/2023	05/15/2023	05/03/2023					
Name:	BEARCOM			292.47				292.47		
00553	BEST WHOLESale TIRE	410.374	25157	100.37				100.37		N
Pol:Car	#33:Rotation/oil chang	0423	04/03/2023	05/15/2023	05/03/2023					
00553	BEST WHOLESale TIRE	410.374	25161	385.10				385.10		N
Pol:Car	#31:Alignment/Battery	0423	04/05/2023	05/15/2023	05/03/2023					
00553	BEST WHOLESale TIRE	410.374	25170	306.17				306.17		N
Pol:Car	#33:Front brake pads/o	0423	04/06/2023	05/15/2023	05/03/2023					
00553	BEST WHOLESale TIRE	410.374	25254	625.40				625.40		N
Pol:Car	#35:Inspection	0423	04/19/2023	05/15/2023	05/03/2023					
Name:	BEST WHOLESale TIRE CO, INC			1417.04				1417.04		
00005	HEI-WAY, LLC	430.372	041210332616	199.16				199.16		N
Road:	Cold Patch	0423	04/17/2023	05/15/2023	04/17/2023					
00005	HEI-WAY, LLC	430.372	100332901	236.14				236.14		N
Road:	Cold Patch	0523	05/03/2023	05/15/2023	05/09/2023					
00005	HEI-WAY, LLC	430.372	10332676	204.85				204.85		N
Road:	Cold Patch	0423	04/17/2023	05/15/2023	04/20/2023					
00005	HEI-WAY, LLC	430.372	10332856	202.95				202.95		N
Road:	Cold Patch	0423	04/28/2023	05/15/2023	05/02/2023					
Name:	HEI-WAY, LLC			843.10				843.10		
00737	INTECH WORLDWIDE	407.273	2022500	3495.00				3495.00		N
Pol:Support/Dec	2022-Nov 2023	0423	04/01/2023	05/15/2023	04/25/2023					
Name:	INTECH WORLDWIDE			3495.00				3495.00		
00106	JORDAN TAX SERVICE,	403.140	4-C-#129	1063.19				1063.19		N
Delinquent R E Tax Commission	0423	04/17/2023	05/15/2023	04/19/2023						
Name:	JORDAN TAX SERVICE, INC.			1063.19				1063.19		



# ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 10:02 am  
Date: 05/10/2023  
Page: 2

By Name  
Cutoff as of: 12/31/9999

Due Dates: 05/15/2023 thru 05/15/2023

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00362	KRESS TIRE	410.374	10499-22	100.00				100.00		
Pol:4/5:CAR	#36-Demount/Mount	0523	05/01/2023	05/15/2023	05/08/2023				N	
00362	KRESS TIRE	410.374	10499-23	100.00				100.00		
Pol:4/5:CAR	#31-Demount/Mount	0523	05/01/2023	05/15/2023	05/08/2023				N	
00362	KRESS TIRE	430.374	10512-11	875.00				875.00		
Road: Pickup/TIRES		0423	04/17/2023	05/15/2023	04/18/2023				N	
00362	KRESS TIRE	430.374	10512-12	395.00				395.00		
Road: Trailer/TIRES		0423	04/17/2023	05/15/2023	04/18/2023				N	
Name: KRESS TIRE				1470.00				1470.00		
00481	MARK C TURNLEY	402.311	4/25/23	2750.00				2750.00		
Bal Due: Y/E 12/21/22	Audit	0423	04/25/2023	05/15/2023	04/28/2023				N	
Name: MARK C TURNLEY				2750.00				2750.00		
00325	MRM TRUST WORKERS CO	486.354	2023PRJ8460	27003.78				27003.78		
Install 4 of 4	workers Comp In	0523	05/15/2023	05/15/2023	04/25/2023				N	
Name: MRM TRUST WORKERS	COMP FUND			27003.78				27003.78		
00657	OFFICE DEPOT	406.210	303842910001	51.21				51.21		
Office Supplies		0423	04/17/2023	05/15/2023	05/02/2023				N	
00657	OFFICE DEPOT	409.226	305990506001	70.14				70.14		
Cleaning Supplies		0423	04/13/2023	05/15/2023	04/24/2023				N	
Name: OFFICE DEPOT				121.35				121.35		
00830	SHOUP ENGINEERING IN	408.313	23-123	1299.25				1299.25		
Eng: Miscellaneous		0423	04/30/2023	05/15/2023	05/02/2023				N	
00830	SHOUP ENGINEERING IN	408.319	23-125	615.25				615.25		
Eng: Hyperion Midstream		0423	04/30/2023	05/15/2023	05/02/2023				N	
00830	SHOUP ENGINEERING IN	408.319	23-127	107.00				107.00		
Eng: Rose Ridge		0423	04/30/2023	05/15/2023	05/02/2023				N	
00830	SHOUP ENGINEERING IN	408.319	23-128	26.75				26.75		
Eng: DCBA/COMPAM Plan		0423	04/30/2023	05/15/2023	05/02/2023				N	
00830	SHOUP ENGINEERING IN	408.319	23-129	240.75				240.75		
Eng: Moretti Realty Plan		0423	04/30/2023	05/15/2023	05/02/2023				N	

# ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 10:02 am  
Date: 05/10/2023  
Page: 3

By Name  
Cutoff as of: 12/31/9999

Due Dates: 05/15/2023 thru 05/15/2023

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00830	SHOUP ENGINEERING IN 408.319 Eng: Oakwood Heights 2	408.319 0423	23-130 04/30/2023	26.75 05/15/2023	05/02/2023			26.75		N
00830	SHOUP ENGINEERING IN 408.319 Eng: Kingston Plan (Unionville)	408.319 0423	23-131 04/30/2023	53.50 05/15/2023	05/02/2023			53.50		N
00830	SHOUP ENGINEERING IN 408.319 Eng: Moving Forward Realty	408.319 0423	23-133 04/30/2023	80.25 05/15/2023	05/02/2023			80.25		N
00830	SHOUP ENGINEERING IN 408.319 Eng: Concert Venue	408.319 0423	23-144 04/30/2023	882.75 05/15/2023	05/02/2023			882.75		N
00830	SHOUP ENGINEERING IN 408.316 Eng:Crest St Bridge-4/1/23-5/50523	408.316 50523	23-151 05/09/2023	191.50 05/15/2023	05/09/2023			191.50		N
00830	SHOUP ENGINEERING IN 409.740 Eng:New Municipal Bldg-4/1-5/50523	409.740 50523	23-152 05/09/2023	7482.25 05/15/2023	05/10/2023			7482.25		N
Name: SHOUP ENGINEERING INC.				11006.00				11006.00		
00074	STEPHENSON EQUIPMENT 430.374 Road: pin,1.5x11.9	430.374 0423	18064919 04/21/2023	69.88 05/15/2023	04/26/2023			69.88		N
Name: STEPHENSON EQUIPMENT, INC.				69.88				69.88		
00577	TOSHIBA FINANCIAL SE 406.261 Lease & Maintenance of Copiers0423	406.261 0423	5024675555 04/08/2023	411.66 05/15/2023	04/17/2023			411.66		N
00577	TOSHIBA FINANCIAL SE 410.261 Lease & Maintenance of Copiers0423	410.261 0423	5024675555 04/08/2023	244.94 05/15/2023	04/17/2023			244.94		N
Name: TOSHIBA FINANCIAL SERVICES				656.60				656.60		
00067	TRISTANI BROTHERS, I 430.374 Road:Kevin F550-Inspection	430.374 0423	230420 04/30/2023	424.50 05/15/2023	05/03/2023			424.50		N
00067	TRISTANI BROTHERS, I 430.374 Road:2016 Trailer:Bar Light As0423	430.374 0423	230421 04/30/2023	623.36 05/15/2023	05/03/2023			623.36		N
00067	TRISTANI BROTHERS, I 430.374 Road:'16 Ford F550:Inspection	430.374 0423	230422 04/30/2023	642.53 05/15/2023	05/03/2023			642.53		N
Name: TRISTANI BROTHERS, INC.				1690.39				1690.39		
00813	TUCKER/ARENSBERG ATT 404.111 Legal Services: Retainer	404.111 0423	651090 04/30/2023	500.00 05/15/2023	05/05/2023			500.00		N

By Name  
Cutoff as of: 12/31/9999

Due Dates: 05/15/2023 thru 05/15/2023

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00813 Legal	TUCKER/ARENSBERG ATT 404.111 Svc:Rose Ridge PRD 0423		651091 04/30/2023	775.00 05/15/2023	05/05/2023			775.00		N
00813 Legal	TUCKER/ARENSBERG ATT 404.111 Svc:Dionysus well Pad A0423		651092 04/30/2023	206.75 05/15/2023	05/05/2023			206.75		N
00813 Legal	TUCKER/ARENSBERG ATT 404.111 Svc: 2023 Gneeral 0423		651093 04/30/2023	5875.53 05/15/2023	05/05/2023			5875.53		N
00813 Legal	TUCKER/ARENSBERG ATT 404.111 Svc:Leto well Pad-Cond0423		651094 04/30/2023	1702.61 05/15/2023	05/05/2023			1702.61		N
Name: TUCKER/ARENSBERG ATTORNEYS				9059.89				9059.89		

FINAL TOTALS: 60938.69

8

## **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: May 8, 2023

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

JB

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

## Points of Interest

April 2023

Budget Figure YTD -32.55 %

### Chief Robert Loper

- April- worked on K9 Golf Outing.
- April 6- Attended meeting with Township Managers, Township Solicitor, and Engineer.
- April 11- Attended hearing for the Brickyard concert venue.
- April 11- Met with Deer Lakes Superintendent regarding security agreement.
- April 19- Attended Supervisor executive session and monthly meeting

### K9 Officer Trevor Elza

- April- Worked on K9 Golf Outing.
- April 3- Callout to track fugitive in West Deer.
- April 5- Luggage detection work in West Deer K9 Training Area.
- April 11- Training at Ross Park Mall for hard surface tracking. Training in North Huntingdon for article search and building search.
- April 13- Conducted luggage search at Hampton High School pre student departure.
- April 13- Narcotics detection training at West Deer K9 Training Area.
- April 14- Assisted multiple other K9's with school search at Fox Chapel High School.
- April 19- Conducted luggage search at Hampton High School upon student return.
- April 20- Conducted exterior sniff on a traffic stop in West Deer.
- April 25- Training on hard surface tracking, narcotics detection, and suspect apprehension.

### Sergeant Petosky & Officer Fedunok

- April 14- NHSRT training held at VA Facility in Monongahela. Operators worked on exterior movements and ladder operations. Operators also worked on mock warrant services.
- April 28- NHSRT attended training at the Monastery in Ross Twp. Operators worked on interior movements and room clearing. Operators also worked on mock hostage rescue scenarios.

### EMA- Sergeant Shurina

- See attached report.

### Deer Lakes School District

- See attached report.

### Misc. Details

- April 14- Roving DUI Checkpoint in McCandless. Officer Newman and Officer Trocki participated.
- April 17 & 18- Sergeant Burk & Officer Trocki attended mandatory Updates training.

# OFFICER'S MONTHLY REPORT

April 2023

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	67	183	250
CALLS FOR SERVICE/FIELD CONTACTS	436	1,420	1856
ALL OTHER CALLS	497	1,482	1979
<b>TOTALS CALLS FOR SERVICE</b>	1000	3,085	4085
<b><u>ARRESTS</u></b>			
ADULT	10	26	36
JUVENILE	0	1	1
TRAFFIC CITATIONS	31	110	141
NON TRAFFIC CITATIONS	11	15	26
PARKING CITATIONS	0	26	26
WARNINGS	83	273	356
<b><u>PERSONNEL</u></b>			
GRIEVANCES FILED BY POLICE OFFICERS	0	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0	0
LETTERS COMMENDING POLICE OFFICERS	0	1	1
<b><u>VEHICLE REPORTS</u></b>			
TOTAL MILES TRAVELED	11,878	35,322	47,200
GALLONS OF GASOLINE USED	698	2,953.40	3651.4
REPAIRS/MAINTENANCE	1,690.99	4,385.93	6,076.92
<b><u>OVERTIME PAID</u></b>			
COURT (OFF DUTY)	24.5	31.00	55.5
PRELIMINARY HEARINGS	1	4.00	5
PRETRIAL	0	0.00	0
INVESTIGATIONS	3	13.00	16
ARRESTS	1	13.50	14.5
SPEED CHECKS	0	0.00	0
PRIVATE CONTRACTS	0	0.00	0
MISC. HOURS - FILLED SHIFTS	0	24.00	24
MISC. HOURS - ADMIN. HOURS	0	0.00	0
MISC. HOURS	15	28.00	43
<b>TOTAL HOURS</b>	44.5	113.50	158



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

**APRIL 2023**

**WDPD INCIDENT REPORTS**

**TOTAL: 10**

- 1      **Weapon Violation – Knife**
- 1      **Mental Commitment - Voluntary**
- 1      **Harassment – Terroristic Threats**
- 2      **Harassment – General**
- 3      **Drug Laws – General**
- 1      **Disorderly Conduct – General**
- 1      **Assault – Strong Arm**

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

**SRO / SECURITY DETAILS & LOGS**

**TOTAL: 35**

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

**TOTAL ACTIVITY**

**TOTAL: 45**

**TOTAL ACTIVITY BY SCHOOL**

HIGH SCHOOL	19	ADMIN. BUILDING	0
MIDDLE SCHOOL	7	BUS GARAGE	0
E.U. INTERMEDIATE	17	OTHER	1
CURT. PRIMARY	1		

**BUS PATROL VIOLATION**

Violations Reported:	6	Violations Approved:	2
----------------------	---	----------------------	---

**DARE / SRO CLASSES AND PROGRAMS**

**DARE**

**CLASSES INSTRUCTED DURING THIS PERIOD**

<u>Number of Classes</u>	<u>Grade Level</u>
6 Classes	5 <sup>th</sup> Grade DARE

**SRO Programs / Miscellaneous**

**INSTRUCTED DURING THIS PERIOD**

<u>Program</u>	<u>School</u>	<u>Date</u>
Severe Weather Drill	DL High School	April 18, 2023
Severe Weather Drill	DL Elementary Center	April 19, 2023
Severe Weather Drill	DL Primary Center	April 19, 2023
Severe Weather Drill	DL Middle School	April 24, 2023
ALiCE – Active Shooter Drill	DL High School	April 25, 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.*

**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 Skrbín

John Krauland  
Donald Gerlach  
Gary Borsuk

# EMERGENCY MANAGEMENT

---

## Monthly Report **APRIL 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.

---

Nothing to report for the month of April 2023.

**Submitted by:**

A handwritten signature in black ink, appearing to read "Sgt Michael J Shurina", with a stylized flourish at the end.

**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:

4/1/2023

Report End Date:

4/30/2023

### Calls For Service:

ALARM ACTIVATION - BUSINESS	1
ALARM ACTIVATION - BUSSINESS/FALSE	6
ALARM ACTIVATION - FIRE / FALSE	2
ALARM ACTIVATION - RESIDENTIAL	1
ALARM ACTIVATION - RESIDENTL/FALSE	1
ANIMAL - BITE	1
ANIMAL - COMPLAINT	6
ASSAULT - STRONG ARM	2
ASSIST - EMS	19
ASSIST - EMS - WORKPLACE	1
ASSIST - EMS (DOA)	1
ASSIST - OTHER	1
ASSIST - POLICE	8
ASSIST - RESIDENT	2
ASSIST - WELFARE CHECK	4
ASSIST- EMS (OVERDOSE)	1
BURGLARY - ATTEMPT (RESIDENTIAL)	1
CHILD - CHILD LINE REPORTS	4
CIVIL - CHILD CUSTODY	1
CIVIL - COMPLAINT	1
CIVIL - NEIGHBOR DISPUTE	1
COURT - WARRANT SERVICE	1
CRIMINAL MISCHIEF - GENERAL	2
CRIMINAL MISCHIEF - RESIDENTIAL	3
DISABLED VEHICLE - GENERAL	3
DISORDERLY CONDUCT - GENERAL	4
DOMESTIC - PHYSICAL	2
DOMESTIC - VERBAL	4
DRUG LAWS - GENERAL	6
DUI - OVER LEGAL AGE	3
FIRE - BURNING COMPLAINT	1
FIRE - OTHER	3
FIRE - VEHICLE	1
FORGERY - CHECKS	1
FORGERY - OTHER	1
FRAUD - GENERAL	5
HARASSMENT - COMMUNICATIONS	1
HARASSMENT - GENERAL	6
HARASSMENT - TERRORISTIC THREATS	1
HAZARDOUS CONDITION - ROAD HAZARD	2
HAZARDOUS CONDITION - TREE DOWN	5
HAZARDOUS CONDITION - UTILITY COMP	3
HAZARDOUS CONDITION - WIRE DOWN	5
MENTAL COMMITMENT - INVOLUNTARY	1



## Calls For Service:

MENTAL COMMITMENT - VOLUNTARY	1
MVA - DUI	1
MVA - LEAVING THE SCENE	2
MVA - NON REPORTABLE	4
MVA - PRIVATE PROPERTY	1
MVA - REPORTABLE	1
NOT ASSIGNED	2
PARKING COMPLAINT - RESIDENTIAL	2
PATROL - GENERAL	108
PFA - SERVICE	5
PHONE CALLS - GENERAL	3
POLICE INFORMATION - FOLLOW UP INVEST	4
POLICE INFORMATION - GENERAL	17
PREMISES CHECK - BUSINESS	1
PROPERTY - FOUND	3
PROPERTY - LOST	2
SOLICITATION COMPLAINT - GENERAL	1
SPECIAL DETAIL - ADMINISTRATIVE	25
SPECIAL DETAIL - PATROL	9
SPECIAL DETAIL - PUBLIC RELATIONS	1
SRO DETAIL - INSTRUCT DARE PROGRAM	2
SRO DETAIL - SCHOOL SAFETY DRILL	6
SRO DETAIL - SECURITY (GENERAL)	26
SRO DETAIL - STUDENT MONITORING	1
SUSPICIOUS - PERSON	4
SUSPICIOUS - VEHICLE	4
THEFT - IDENTITY	1
THEFT - OTHER	1
THEFT - RESIDENTIAL	2
TRAFFIC - COMPLAINT	4
TRAFFIC - DETAIL	53
TRAFFIC - RADAR SPEED SIGN	2
TRAFFIC - SCHOOL ZONE	3
TRAFFIC - STOP	70
WEAPON VIOLATION - FIREARM	1
WEAPON VIOLATION - KNIFE	1

**TOTAL CALLS FOR SERVICE: 503**

**Subtract Reportable DI# : 67**

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

Date Printed:  
5/3/2023

## 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: 4/1/2023

Report End Date: 4/30/2023

ARREST DATE	D I #	SIGNAL CODE	JUVENILE ARREST
4/1/2023	20230318001:	MVA - DUI	
4/2/2023	20230402000:	BURGLARY - ATTEMPT (RESIDENTIAL)	
4/2/2023	20230402000:	BURGLARY - ATTEMPT (RESIDENTIAL)	
4/2/2023	20230402000:	BURGLARY - ATTEMPT (RESIDENTIAL)	
4/2/2023	20230402000:	BURGLARY - ATTEMPT (RESIDENTIAL)	
4/12/2023	20230318000:	DUI - OVER LEGAL AGE	
4/12/2023	20230412001:	DOMESTIC - PHYSICAL	
4/20/2023	20230420001:	ASSAULT - STRONG ARM	
4/23/2023	20230423001:	DUI - OVER LEGAL AGE	
4/27/2023	20230425000:	HARASSMENT - COMMUNICATIONS	

TOTAL ARRESTS: 10

TOTAL ADULT ARRESTS: \_\_\_\_\_

TOTAL JUV. ARRESTS: \_\_\_\_\_

9

## **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 APRIL  
PUBLIC WORKS DEPARTMENT

**ROADS**

- Base repair on Donaldson Road.
- Base repair on Superior Road.
- Install 200' of 6" French drain pipe on Henry Road.
- Repair wash out on access road in Deer Park Plan, end of Wineberry Road.
- Repair catch basin on Frontier Drive.
- Patch various roads and alleys.

**TRUCKS & EQUIPMENT**

- Remove and store snow removal equipment.
- Replace wiper motor on Truck #3.
- Grease & wash excavators & skid steers.
- Grease & clean trucks.
- Maintenance on mowers for summer.

**MISCELLANEOUS**

- Finish demo at tennis courts.
- Excavate picnic table area at baseball fields, haul 2's & spread.
- Remove trees from Beacom, Kaufman, Hemphill, Clendenning, & Martin Roads.
- Patch floor at garage at Nike Site.
- Haul Easter Egg Hunt stuff back to Nike Site.
- Open bathrooms at Nike Site.
- Repair roof on screened room & replace screen door at Nike Site.
- Replace lights, exit light, smoke detector & emergency lights at Nike Site.
- Spray bark beds with Roundup at Nike Site.
- Spray Roundup at Park & Municipal Building.
- Rehung fallen Veteran Banners.
- Plant grass at Municipal Building & Curtisville Playground.
- Pull sign from resident's yard per complaint.
- Replace door knob for Police.
- Pushup salt.
- Unclog catch basin for West Deer #3 with vac trailer.

PA1 Calls

01

OT

17 ½ hrs

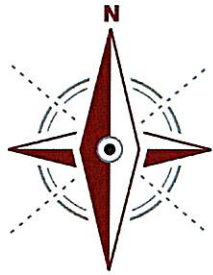
 5-4-23  
\_\_\_\_\_  
Kevin Olar Date

10

## **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

## APRIL 2023 ENGINEER'S REPORT WEST DEER TOWNSHIP

Prepared May 10, 2023

VIA EMAIL

### 1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

Board of Supervisors Meeting – April 19, 2023

Planning Commission Meeting – April 27, 2023

### 2. PROJECTS/DEVELOPMENTS

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

#### 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 NPDES Permit has been issued by the Allegheny County Conservation District for the project.
- 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 drilled.
- 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 Reviews: 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 March 20, 2023 and April 26, 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 April 27, 2023 was sent to the Township.

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

Scott A. Shoup, P.E.  
Township Engineer

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 May 17, 2023

1. Issued 17 Occupancy Permits.
2. Issued 22 Building Permits.
3. Code Enforcement issued 30 Violations.
4. Code Enforcement 3 Citations.
5. PCS Performed 12 Building Inspections.
6. See May Project Status Report.
7. Planning Commission Meeting was held in April 2023.
8. Zoning Hearing Board was not held in April 2023.

12



## **PARKS AND RECREATION BOARD REPORT**

ATTACHED IS THE PARKS AND RECREATION BOARD REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

## **Parks & Recreation Report**

**May 17<sup>th</sup>, 2023**

### **Proposed 2023 Events** (these are subject to change)

- May 30th - Senior Luncheon at the Senior Center
- June 2nd - Movie in the Park at Bairdford Park
- June 20th - Food Truck Event at Nike Site
- July 14th - Movie in the Park at Bairdford Park
- July 18th - Food Truck Event at Nike Site
- August 4th - Movie in the Park at Bairdford
- August 5th - Hunter/Trapper Safety Course at Bairdford Park
- August 15th - Food Truck Event at Nike Site
- September 23-24th - West Deer Festival at Bairdford Park
- December 10th - Breakfast with Santa at #1 VFD

Family Fishing - April 29th at Deer Lakes Park - We had 12 children participate due to the weather. We went over budget for this event because we bought rods in bulk. We have 38 rods left for next year.

[illegible]

13

**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

---

## **April 2023**

- 1. 19 firecalls**
- 2. Two members Jamie Loughlin & Zak Raynovich completed all four mods and are now interior firefighters**
- 3. Placed orders for three new sets of turnout gear (\$8053)**
- 4. Members trained on SCBA's and ladders**
- 5. On point masonry will be re-pointing the building (\$6200)**
- 6. Had 4 social hall rentals**

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 April 12th 2023 May 10th 2023

For the month of April/may we responded to 20 calls total

1 truck fire

3 residential fire alarm

4 commercial fire alarms

1 Atv crash

3 motor vehicle crashes

2 gas leak inside a residence

1 gas line struck outside

1 brush fire

1 residential structure fire

1 possible commercial structure fire

2 wires down detail

Officers will be doing a truck inspection on the new body for our engine on the 16th

Members trained on building searches and hose advancements

Members trained on vehicle stabilization and vehicle extrication

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  
May 2023

Call Report for May – 93 total calls

48 - QRS Calls with response, 8 - QRS calls with no response

52 - West Deer            4 - Richland

36 - Fire Calls with response, 1 - Fire Call with no response

3 - Commercial Structure Fire

5 - Commercial Fire Alarm

1 - Residential Structure Fire

3 - Residential Fire Alarm

5 - MVC

1 - Physical rescue

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

3 - Brush Fire

2 - Vehicle Fire

1 - Illegal Fire

1 - False Call

1 - CO Alarm Incident

24 - West Deer

7 - Richland

3 - Hampton

1 - Harrison

2 - Pine

18 - 0500-1700

19 - 1700-0500

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

- 290 Rescue gas meter needs replaced \$735

Upcoming events:

5/9 – Work Detail

5/16 – Training

5/23 – Work Detail

5/30 – 3 Company Training @ 289 – Solar Panel Awareness

- Pump testing – waiting to be scheduled

- Township – Fire Study meeting 5/9/23 with Township Manager, Police Chief and state consultant

- Supervisors will not be attending as they already met with the consultant in March

- ISO Fire Study – Completed ISO rating 4/4X (4X is for structures with no hydrant protection)

- Fire Departments received a 26 out of 50 possible points, lost points for no twp fire code/inspections

- Radios were ordered through County, still on hold

- Rescue cordless Sawzall needs replaced, ordered from Home Depot

- CV brakes and rotors replaced, brakes were under warranty

- Added 3 new members this month

- Riley Ferguson completed Interior Firefighter

- M. Mahoney and Z. Gall scheduled for EVOT training at CCAC Boyce

- COVID POLICY CHANGE – masks are no longer required for all calls

- Utilize a N95 mask for COVID positive or suspected patients

- Utilize a mask at any facility that still requires them

- Monthly P&L

Income \$13,263.05

Expenses \$35,383.47

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

April 2023

- 199 Totals requests for service.
- The company that we ordered our ambulances from is still saying our first new ambulance will delivered August 2023, which is 18 months past the original delivery. But they've stuck with this date for the past five months. This will be our first ambulance with a power stretcher and power loading system to help the crews with patient movement and prevent injuries. We've been able to use grant money for a down payment and plan on financing the remaining balance. The balance is just over \$130,000.
- 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. Our maintenance costs on our current units keep increasing with the age of the trucks and we have one unit that right now could not safely be placed into service without significant repairs.
- Income for April was \$45,328 with expenses totaling \$59,118.
- The last two months we've enjoyed having Township Supervisor Chairperson Jordan at our monthly board meetings. Supervisor Frey also attended our March meeting. We think having an inside look of how the EMS service runs will benefit not only West Deer EMS but West Deer Township and the residents.
- There has been a lot of positive conversation between the township and West Deer EMS over the past two months, specifically between Mr. Mator and Director Humes. We've talked about many ideas on ways that the township can assist the ambulance service moving forward. Some of these ideas have already been put into motion while others are showing very promising conversation.

17



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

APPLICANT: 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.

AT THIS TIME, THE BOARD WILL NEED TO SET A PUBLIC HEARING.

DO I HAVE A MOTION TO AUTHORIZE THE ADVERTISEMENT OF THE  
CONDITIONAL USE PUBLIC HEARING FOR THE PROPOSED DOG  
KENNEL TO BE SCHEDULED \_\_\_\_\_ AT \_\_\_\_\_ PM.

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



**West Deer Township Planning Commission  
Recommendation Report for April 27, 2023**

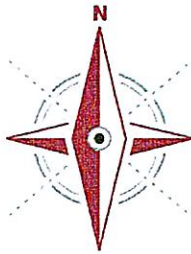
Project Name: MOVING FORWARD REALTY – DOG KENNEL – CONDITIONAL USE

Property Location: West Deer Twp. – Allegheny County: Middle Rd. Extension  
Gibsonia, PA 15044  
Parcel # 1508-R-85

Zoned: SU: Special Use

1. First motion by Mr. Hollibaugh and second motion by Mr. Oresick to **RECOMMEND APPROVAL**, voting was unanimous of the Moving Forward Realty - Dog Kennel: Conditional Use with the following conditions:

1. Satisfactorily address all items in Mr. Shoup's comments letter dated 4.26.2023.
2. Indicate building size in sketch.
3. Indicate number of parking spaces required.
4. Indicate developed vs. undeveloped areas on the site plan.
5. Provide a written response to each item required for Conditional Use.



# SHOUP ENGINEERING

**FOR OVER 50 YEARS**

329 Summerfield Drive, Baden, PA 15005

Phone: 724-869-9560

info@shoupengineering.com

April 26, 2023

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

Via Email

Re: Moving Forward Realty Animal Kennel  
Conditional Use Application (application dated March 24, 2023)

Dear Mr. Shook,

I have reviewed the above-referenced conditional use application for an animal kennel located in the SU Zoning District and the following items should be considered:

1. The applicant should identify how each of the conditional standards for an animal kennel (copy enclosed) have or will be satisfied.
2. Information submitted by the applicant indicated that they would be "updating the plans to one building". Additional information regarding the plans will need to be provided.

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  
Dorothy Moyta, via email  
Gavin Robb, via email  
Don Murphy, Moving Forward Realty, via email dtmj07@yahoo.com

**WEST DEER TOWNSHIP**

109 East Union Road, Cheswick, PA 15024

Phone: (724) 265-3680

Fax: (724) 265-2228

**CONDITIONAL USE APPLICATION**

(To be submitted to the Department of Code Enforcement and Zoning)

**CASE # CUP:** \_\_\_\_\_

**FEE:** \_\_\_\_\_

Applicant is (check one) ☒ Property Owner  
☐ Attorney for Property Owner  
☐ Property Owner's Agent

Property Owner (if not the applicant): Check here if additional property owners and attach additional sheets.

Don Murphy  
Name (please print)  
owner

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Title  
Moving forward Reclh  
Corporate Entity Name

\_\_\_\_\_  
Title

PO Box 455  
Mailing Address

\_\_\_\_\_  
Corporate Entity Name

Glenshaw Pa 15116  
City, State, Zip Code

\_\_\_\_\_  
Mailing Address

724 766 4290  
Telephone

\_\_\_\_\_  
City, State, Zip Code

dtmjr07@yahoo.com  
Email

\_\_\_\_\_  
Telephone

DOG Kennel  
Requested Conditional Use:

\_\_\_\_\_  
Email

Present Zoning District Classification: \_\_\_\_\_

Property Street Address: Middle Rd Ext.

Parcel Lot and Block No.: 1508-R-00085

Size of the Property: 5.2193

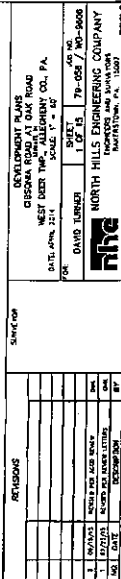
Has there been a previous Conditional Use Application submitted for this property: \_\_\_\_\_ Yes X No

If yes, give date when previous Conditional Use was submitted and the results (granted or denied):

I, Don Murphy, hereby depose and say that all of the statements contained in the application and supporting materials submitted is true to the best of my knowledge and belief.

[Signature]  
Applicant's Signature

3/24/23  
Date



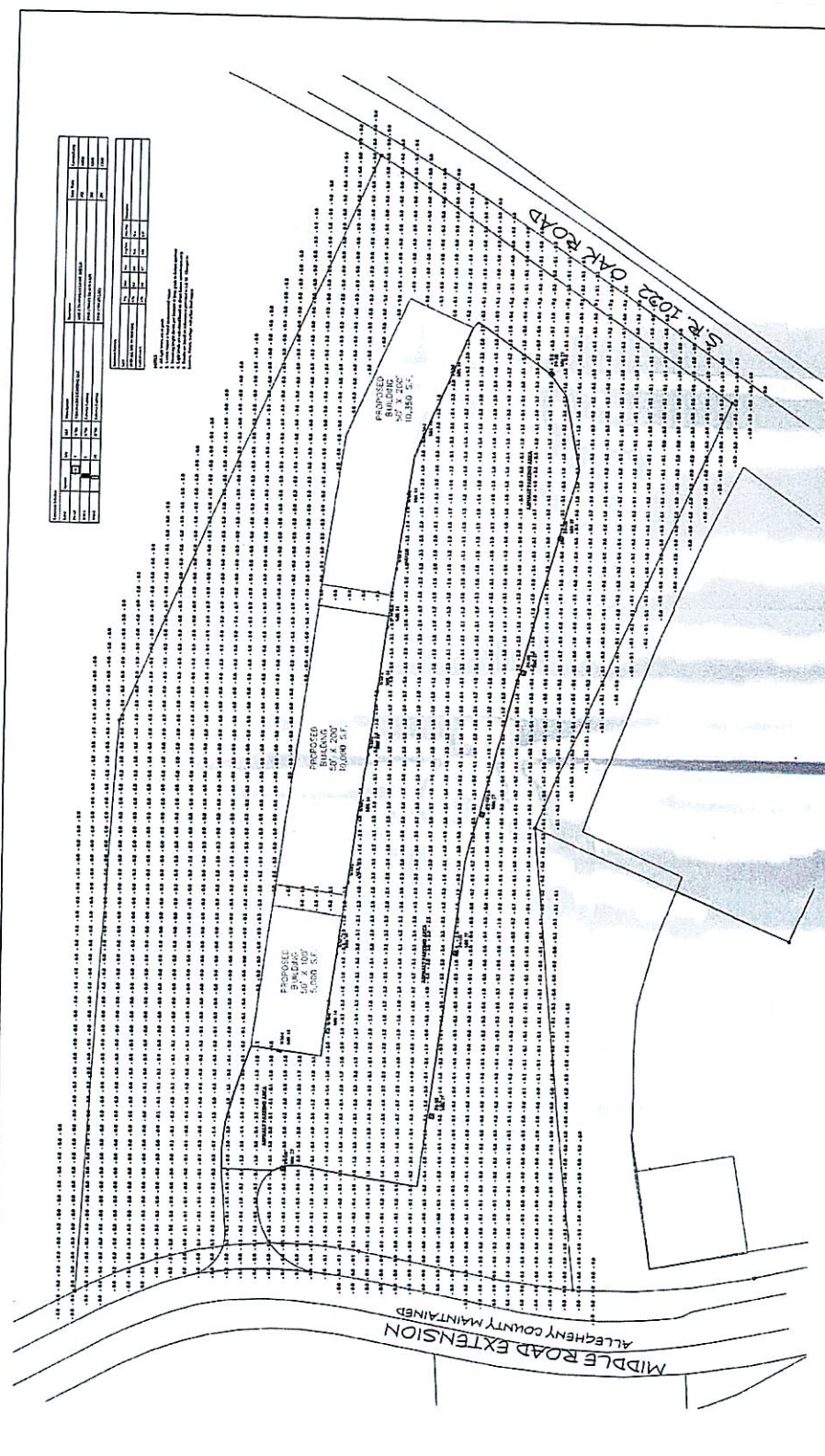








NO.	DESCRIPTION	DATE	BY	CHECKED
1	PRELIMINARY LAYOUT	10/1/00	DAVID J. DUNN	DAVID J. DUNN
2	FINAL LAYOUT	10/1/00	DAVID J. DUNN	DAVID J. DUNN
3	FINAL LAYOUT	10/1/00	DAVID J. DUNN	DAVID J. DUNN
4	FINAL LAYOUT	10/1/00	DAVID J. DUNN	DAVID J. DUNN
5	FINAL LAYOUT	10/1/00	DAVID J. DUNN	DAVID J. DUNN
6	FINAL LAYOUT	10/1/00	DAVID J. DUNN	DAVID J. DUNN
7	FINAL LAYOUT	10/1/00	DAVID J. DUNN	DAVID J. DUNN
8	FINAL LAYOUT	10/1/00	DAVID J. DUNN	DAVID J. DUNN
9	FINAL LAYOUT	10/1/00	DAVID J. DUNN	DAVID J. DUNN
10	FINAL LAYOUT	10/1/00	DAVID J. DUNN	DAVID J. DUNN



# LIGHTING & PHOTOMETRIC PLAN

DEVELOPMENT PLANS	
OAK ROAD	
NEAR DEER TOWN	
DATE: APRIL 2004	
FOR: DAVID J. DUNN	
SHEET 7 OF 15	
79-058 / NC-8008	
NORTH HILLS ENGINEERING COMPANY	
SHARPSVILLE, VA 24087	



NO.	DATE	DESCRIPTION
1	10/1/00	PRELIMINARY LAYOUT
2	10/1/00	FINAL LAYOUT
3	10/1/00	FINAL LAYOUT
4	10/1/00	FINAL LAYOUT
5	10/1/00	FINAL LAYOUT
6	10/1/00	FINAL LAYOUT
7	10/1/00	FINAL LAYOUT
8	10/1/00	FINAL LAYOUT
9	10/1/00	FINAL LAYOUT
10	10/1/00	FINAL LAYOUT





18

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

THE PLANNING COMMISSION RECOMMENDED APPROVAL OF THE MORETTI REALTY PLAN AT THEIR APRIL 27, 2023 MEETING.

PROPERTY LOCATION: 1515 SAXONBURG BLVD.  
ZONING DISTRICT: C-2 HIGHWAY COMMERCIAL

THE PROPOSAL IS FOR A LAND DEVELOPMENT PLAN FOR THE APPLICANT, MORETTI REALTY PLAN TO CONSOLIDATE TWO PARCELS TO CONSTRUCT A SELF-STORAGE FACILITY WITH 28 STORAGE UNITS ON 0.9468 ACRES LOCATED ON SAXONBURG BLVD. 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. SHOUP'S COMMENTS LETTER DATED 4.26.2023.
2. INCLUDE A NATIVE SHADE TREE ON THE SITE PLAN.

DO I HAVE A MOTION 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	SECOND	AYES	NAYES
MR. SMULLIN	—	—	—	—
MR. FREY	—	—	—	—
MR. HARRISON	—	—	—	—
MRS. HOLLIBAUGH	—	—	—	—
MRS. JORDAN	—	—	—	—



**West Deer Township Planning Commission  
Recommendation Report for April 27, 2023**

Project Name: MORETTI REALTY PLAN – STORAGE FACILITY: LAND DEVELOPMENT

Property Location: West Deer Twp. – Allegheny County: 1515 Saxonburg Blvd.

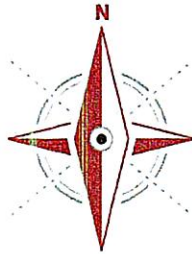
Tarentum, PA 15084

Parcel # 2013-G-235 & # 2013-G-237

Zoned: C-2: Highway Commercial

1. First motion by Mr. Banks and second motion by Mr. Hollibaugh to **RECOMMEND APPROVAL**, voting was unanimous of the Moretti Realty Plan – Storage Facility: Land Development with the following conditions:

1. Satisfactorily address all items in Mr. Shoup's comments letter dated 4.26.2023.
2. Include a native shade tree on the site plan.



# SHOUP ENGINEERING

**FOR OVER 50 YEARS**

329 Summerfield Drive, Baden, PA 15005

Phone: 724-869-9560

info@shoupengineering.com

May 11, 2023

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

Via Email

Re: Moretti Realty Self-Storage Facility  
Land Development Plan (plans revised May 9, 2023)

Dear Mr. Shook,

I have reviewed the above-referenced land development plan located in the C-2 Zoning District and have found that the comments contained in my April 26, 2023 review letter have been satisfactorily addressed. I have no further comments regarding the plans.

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

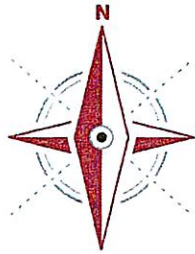
Sincerely,

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  
Robyn Brady, Hampton Technical Associates, via email





# SHOUP ENGINEERING

**FOR OVER 50 YEARS**

329 Summerfield Drive, Baden, PA 15005

Phone: 724-869-9560

info@shoupengineering.com

April 26, 2023

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

Via Email ✓

Re: Moretti Realty Self-Storage Facility  
Land Development Plan (plan latest revised March 23, 2023)

Dear Mr. Shook,

I have reviewed the above-referenced land development plan located in the C-2 Zoning District and the following comments should be considered:

1. Code Section 210-110.B(2) requires that one 2 inch caliper tree be provided for developments requiring five parking spaces.
2. Code Section 210-110.D(4) requires that all exterior light fixtures be full cutoff in design. The proposed wall mounted floodlights do not satisfy this requirement (see Drawing Sheet CS501).
3. On Drawing Sheet CS501 the infiltration trench detail notes that the discharge orifice is to be drilled at an elevation of 1129.13 which is in error. Also it is unclear what the dimension of 2.09' is on the same detail.

A written response should be provided by the applicant indicating how each of the above comments has been addressed with submission of revised plans.

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 ✓  
Dorothy Moyta, via email ✓  
Gavin Robb, via email ✓  
Robyn Brady, Hampton Technical Associates, via email ✓

Mr. Daniel Mator  
Moretti Realty Self-Storage Facility  
Land Development Plan (plan dated November 22, 2022)  
March 20, 2023  
Page 2

A written response should be provided by the applicant indicating how each of the above comments has been addressed with submission of revised plans.

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

Sincerely,

SHOUP ENGINEERING INC.

A handwritten signature in blue ink, appearing to read 'S. Shoup', with a large, stylized flourish at the end.

Scott A. Shoup, P.E.

cc: Joseph Shook, via email  
Dorothy Moyta, via email  
Robyn Brady, Hampton Technical Associates, via email



**Corporate Office**  
35 Wilson Street -- #201 ★ Pittsburgh, PA 15223  
Phone: (412) 781-9660 ★ Fax: (412) 781-5904

**Mars Office**

123 Ridge Road Suite B ★ Valencia, PA 16059  
Phone: (724) 625-4544 ★ Fax: (724) 625-4549

*email@hampton-tech.com*  
*www.hampton-tech.com*

May 9, 2023

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

via email

Re: Moretti Realty Self Storage Facility  
Land Development Plan

Dear Sirs:

We are in receipt of a review letters from Shoup Engineering, dated April 26, 2023, for the above referenced projects. We have addressed the item in this letter listed below in italics. They are as follows:

**Land Development Plan**

1. Code Section 210.110.B(2) requires that one 2 inch caliper tree be provided for developments requiring five parking spaces.  
*A Red Oak has been added to the plan, sheet CS101, along with a planting detail. Red Oaks are native to Pennsylvania and quick growing.*
2. Code Section 219-110D.(4) requires that all exterior light fixtures be full cutoff in design. The proposed wall mounted floodlights do not satisfy this requirement.  
*The exterior wall mount lighting has been revised to a full cutoff design. See details and location on Sheet CS501.*
3. On drawing Sheet CS501 the infiltration trench detail notes that the discharge orifice is to be drilled at an elevation of 1129.13, which is in error. Also it is unclear what the dimension of 2.09' is on the same detail.  
*The infiltration trench detail has been revised to the correct the orifice elevation, riser size, and the 2.09' has been removed. See Sheet. CS501. The outlet pipe invert has been revised on Sheet CS101.*

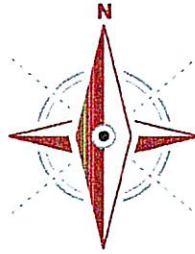
Please contact our office by phone or email with your questions or comments concerning this project.

Respectfully Submitted,

Robyn A. Brady  
Project Manager, HTA

Cc: Scott Shoup, Daniel Mator, Dorothy Moyta, Gavin Robb  
Guy Moretti c/o Lee Cekala





# SHOUP ENGINEERING

**FOR OVER 50 YEARS**

329 Summerfield Drive, Baden, PA 15005

Phone: 724-869-9560

info@shoupengineering.com

March 20, 2023

Mr. Daniel Mator  
West Deer Township  
109 East Union Road  
Cheswick, PA 15024

Via Email

Re: Moretti Realty Self-Storage Facility  
Land Development Plan (plan dated November 22, 2022)

Dear Mr. Mator,

I have reviewed the above-referenced land development plan located in the C-2 Zoning District and the following comments should be considered:

1. The height(s) of the proposed buildings should be identified.
2. The applicant recently obtained variances from the Zoning Hearing Board concerning this land development application:
  - A. The plans should identify the particulars of the setback and use variances granted.
  - B. The plans should note the conditions placed on the use variance by the Zoning Hearing Board.
3. If exterior lighting is proposed, the location and height of the fixtures should be identified. Also, a catalog cut of each fixture type should be submitted to verify the fixtures are full cutoff in design.
4. It is unclear if additional stormwater management controls are needed for the site. Documentation showing that the stormwater controls were contemplated for the proposed development should be submitted. If additional controls are needed, the applicant's consultant may use the small projects design criteria from the Township's Code Chapter 182 regulating stormwater management.
5. The zoning ordinance requires that parking be provided based on one space per two employees and one space per ten storage units.

**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  
☐ PRO  
☒ Lot Line Revision

Location of Property: 1515 Saxonburgh Blvd. Tarentum, PA 15084  
Parcel Lot and Block No.: 2013-G-00235 and 2013-G-237  
Name of Subdivision/Land Development: Moretti Realty Plan (lot consolidation plan)  
and Site Development Plan

Name of Applicant: Robyn Brady/ Project manager  
E-Mail Address: robymb@hampton-tech.net  
Address: 35 Wilson Street Suite 201  
Pittsburgh, PA 15223  
Telephone No.: 412-781-9660

Name of Property Owner(s): Guy C. Moretti c/o Lisa Cekala  
E-Mail Address: jazzydancer10@gmail.com  
Address: 4712 Bakerstown Culmerville Rd  
Gibsonia, PA 15044  
Telephone No.: 724-265-5288

Surveyor/Engineer: Mark B. Schmidt, PLS  
Address: Hampton Technical Associates  
35 Wilson Street Suite 201 Pgh PA 15223  
Telephone No.: 412-781-9660 E-Mail: robymb@hampton-tech.net  
Purpose of Development: Lot consolidation and development of 28 storage units

Proposed Use: Single Family ☐ Two Family ☐ Multi Family ☐  
Townhouse ☐ Commercial ☒ Industrial ☐  
Other \_\_\_\_\_

Total Acreage of Tract: 0.9468  
No. of Acres to be Developed: 0.76 0.49 existing  
0.27 prop Number of Lots: 1  
Percentage of Lot Coverage: 80% Min. Lot Size: 0.9468 ac  
Estimated Start of Construction: Spring 2023

Zoning District: C-2

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

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

Request waivers for front setback, rear setback, and lot coverage

Ch. 210, Article XIII, sect. 12.3, (see chart )

Water Supply: ☒ Public ☐ Other (specify \_\_\_\_\_ )

Sewage Disposal: ☒ Public ☐ Other (specify \_\_\_\_\_ )

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

Streets: Lineal feet of new streets 0

Proposed for Dedication: ☐ Yes ☒ No

Existing Use: commercial self-storage facility on southern portion of property

Number of Existing Lots: 2 Existing Acreage: 0.9468

Location of Existing Buildings: two storage bldgs on Tax Parcel 2013-G-00235

Current Parking Spaces: 10

Existing Parking Surface Area: gravel/ asphalt

Access Driveway Location: Saxonburg Blvd. Width: 24'

Proposed Use: Consolidate to 1 lot, new commercial self-storage facility on northern portion of property

Description of Building(s): two prefab metal one story storage unit buildings, 28 total additional units

Additional Parking Spaces: 9

Access Driveway Location: Saxonburg Blvd Width: 24'

Current Employees: 0 New Employees: 0

Percentage of Lot Coverage: 29% for new bldgs & paving (51% ex structures & paving) 80% total

**Phase:**

Total Number of Phases:	<u>1</u>
Phase Number of this Application:	<u>1</u>
Total Acres:	<u>0.9468</u>
Acres this Phase:	<u>0.9468</u>
Total Lots:	<u>1</u>
Lots this Phase:	<u>1</u>
Total Lineal Feet of Storm Sewer:	<u>TBD</u>
Total Storm Sewer this Phase:	<u>TBD</u>

### Environmental Standards:

Will the proposed use generate any of the following conditions?

Smoke ☐Electrical Interference ☐Air Pollutants ☐☐ Vibrations

Odors ☐

Noise ☐

Water Pollutants ☐

Radioactive Emissions ☐

Material stored on site: personal property

**Applications:**

Percolation Test \_\_\_\_\_ (date)

DER Planning Module Waiver \_\_\_\_\_

Water Authority \_\_\_\_\_

Sewer Authority \_\_\_\_\_

Allegheny Co. Conservation District \_\_\_\_\_

Allegheny Co. Dept. of Economic Development

**Right-of-Way:**

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

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

\_\_\_\_\_

**Easements:**

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

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

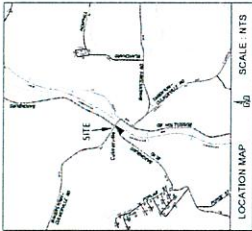
# Moretti Realty Self Storage Facility Site Development Plan

Situated In

West Deer Township  
Allegheny County - Pennsylvania

Prepared For

Guy Moretti  
4712 Bakerstown-Culmerville Road  
Gibsonia, PA 15044



## SHEET INDEX

SHEET NO.	SHEET NAME
CS100	Cover Sheet - Site Development
VF101	Existing Conditions Survey
CS101	Site Plan
CS501	Site Details



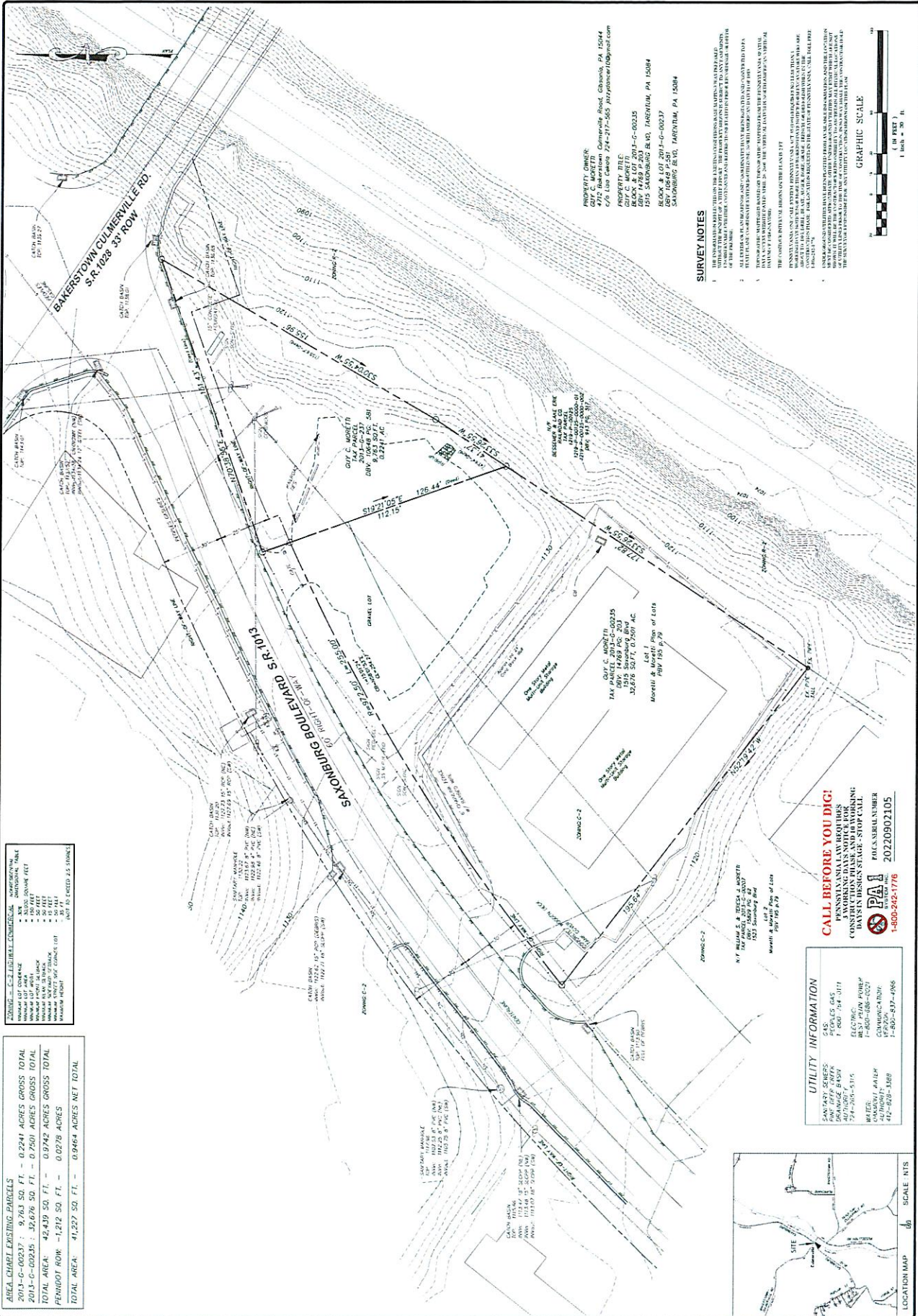
**CALL BEFORE YOU DIG!**  
PENNSYLVANIA LAW REQUIRES  
A WORKING DAYS NOTICE FOR  
CONSTRUCTION OF ANY TYPE OF  
DAYS IN DESIGN STAGE - STOP CALL  
1-800-242-1776



NO.	REVISIONS	DATE
1	Initial Design	10/1/2022
2	Final Design	10/1/2022
3	Final Design	10/1/2022
4	Final Design	10/1/2022
5	Final Design	10/1/2022
6	Final Design	10/1/2022
7	Final Design	10/1/2022
8	Final Design	10/1/2022
9	Final Design	10/1/2022
10	Final Design	10/1/2022















PROJECT NO. 13501  
DATE: 11/20/2023  
PROJECT NAME: SITE DETAILS FOR SELF-STORAGE FACILITY  
DRAWN BY: [Signature]  
CHECKED BY: [Signature]  
APPROVED BY: [Signature]

NO.	DESCRIPTION	DATE
1	REVISION	
2	REVISION	
3	REVISION	
4	REVISION	
5	REVISION	
6	REVISION	
7	REVISION	
8	REVISION	
9	REVISION	
10	REVISION	

PROJECT NO. 13501  
DATE: 11/20/2023  
PROJECT NAME: SITE DETAILS FOR SELF-STORAGE FACILITY  
DRAWN BY: [Signature]  
CHECKED BY: [Signature]  
APPROVED BY: [Signature]

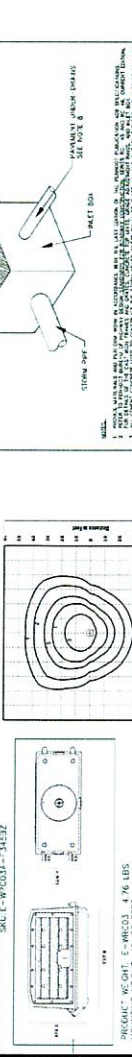
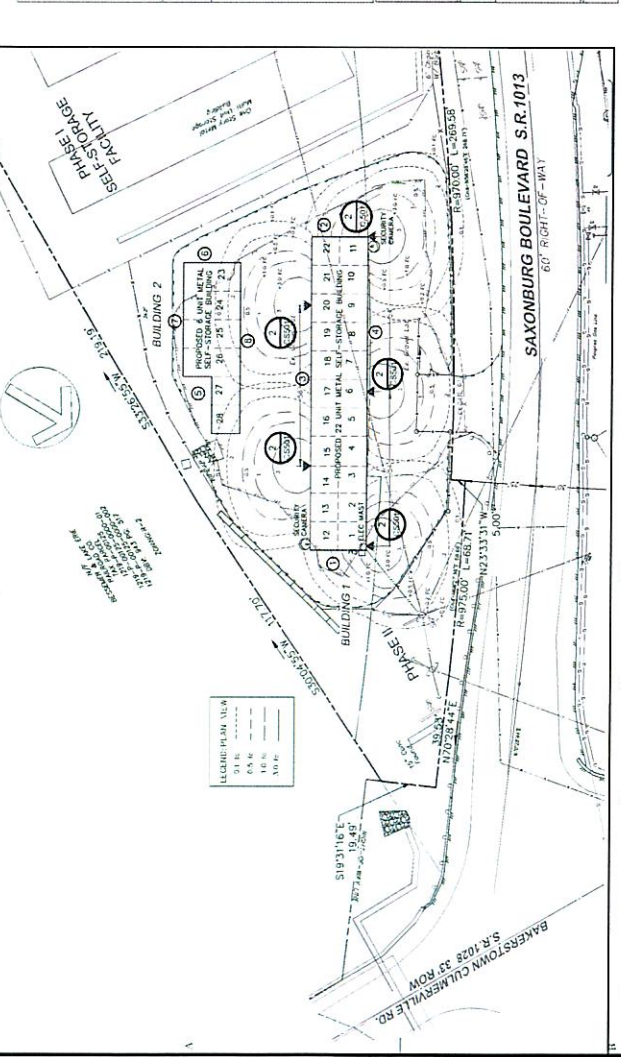
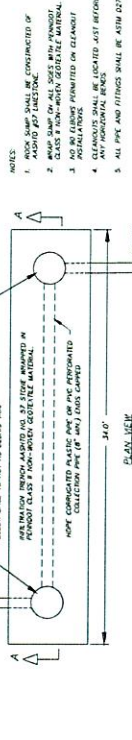
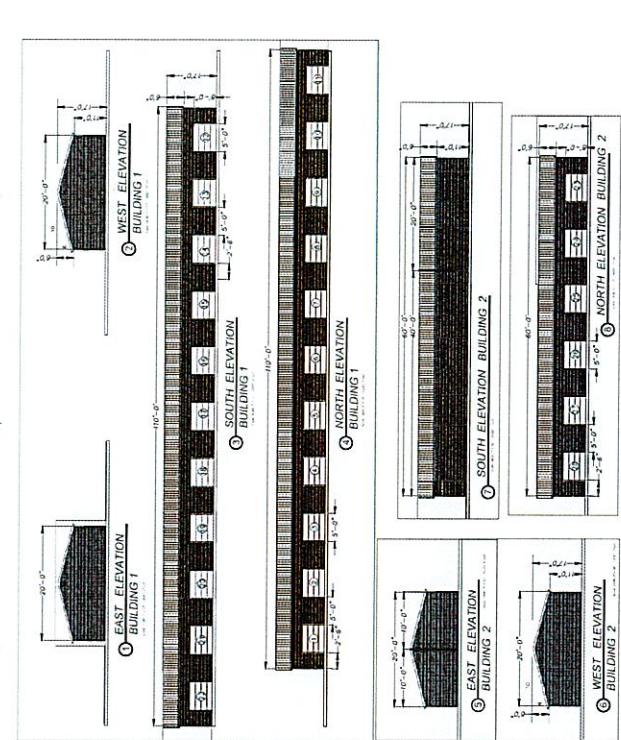
PROJECT NO. 13501  
DATE: 11/20/2023  
PROJECT NAME: SITE DETAILS FOR SELF-STORAGE FACILITY  
DRAWN BY: [Signature]  
CHECKED BY: [Signature]  
APPROVED BY: [Signature]

PROJECT NO. 13501  
DATE: 11/20/2023  
PROJECT NAME: SITE DETAILS FOR SELF-STORAGE FACILITY  
DRAWN BY: [Signature]  
CHECKED BY: [Signature]  
APPROVED BY: [Signature]

PROJECT NO. 13501  
DATE: 11/20/2023  
PROJECT NAME: SITE DETAILS FOR SELF-STORAGE FACILITY  
DRAWN BY: [Signature]  
CHECKED BY: [Signature]  
APPROVED BY: [Signature]

PROJECT NO. 13501  
DATE: 11/20/2023  
PROJECT NAME: SITE DETAILS FOR SELF-STORAGE FACILITY  
DRAWN BY: [Signature]  
CHECKED BY: [Signature]  
APPROVED BY: [Signature]

PROJECT NO. 13501  
DATE: 11/20/2023  
PROJECT NAME: SITE DETAILS FOR SELF-STORAGE FACILITY  
DRAWN BY: [Signature]  
CHECKED BY: [Signature]  
APPROVED BY: [Signature]





19

**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, MAY 4, 2023, AT WHICH TIME THEY WERE OPENED AND READ ALOUD.

**CONTRACT NO. 4 – ELECTRICAL CONSTRUCTION**

DO I HAVE A MOTION TO AWARD THE MUNICIPAL BUILDING PROJECT ELECTRICAL CONTRACT TO MERIT ELECTRICAL GROUP, INC IN THE AMOUNT OF \$1,324,000.00.

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

**BID TABULATION  
NEW MUNICIPAL BUILDING  
FOR  
WEST DEER TOWNSHIP  
HHS DR #4563**

**MAY 4, 2023**

<b>ELECTRICAL CONSTRUCTION NO. 4</b>			
	<b>Base Bid</b>	<b>Alt. E-1 (-)</b>	<b>Alt. E-2 (+/-)</b>
<b>Uzmack Electric, Inc. *</b> Saxonburg, PA	\$ 959,000	(+/-)210	(+/-) 30000
<b>Merit Electrical Group, Inc.</b> Oakmont, PA	\$ 1,324,000	\$ (3,500)	\$ (60,000.00)
<b>Allegheny City Electric, Inc.</b> Pittsburgh, PA	\$ 1,417,000	(+) 3,500	\$ (5,000.00)
<b>Schultz Electric, Inc.</b> Washington, PA	\$ 1,498,568	\$ (1,700)	\$ (8,500.00)
<b>Right Electric, Inc.</b> Butler, PA	\$ 1,677,777	(+) 4,800	\$ (28,000.00)
<b>A-1 Electric, Inc.</b> Washington, PA	\$ 1,698,000	\$ (3,500)	\$ (72,000.00)
<b>Turik's Electric, LLC</b> Herminie, PA	No Bid Submitted		
<b>Miller Company Electrical Contractors</b> Uniontown, PA	No Bid Submitted		

Alt. E-1 Deduct site lighting associated with the covered police parking canopy (Alt Bid G-1).

Alt. E-2 Add or Deduct substitution of MC cable in lieu of pipe conduit for branch circuit wiring.

\* Bidder withdrew bid due to mathematical error.



Uzmack Electric, Inc.  
PO Box 552  
Saxonburg, PA 16056

Daniel Mator  
Township Manager,  
West Deer Township

I am requesting to withdraw my bid due to a mathematical error.  
Being not familiar with the Bid Form, the Allowances and Alternates  
were omitted in the final Bid Price.

Sorry for any inconvenience this may have caused.

Thank you

A handwritten signature in blue ink, appearing to read 'Dale Uzmack', is written over a horizontal line.

Dale Uzmack  
Uzmack Electric, Inc

5/11/2023




Uzmack Electric, Inc.  
Box 552  
Saxonburg, PA 16056

Daniel Mator  
Township Manager,  
West Deer Township

I am requesting to withdraw my bid due to a numerical error in the final  
Bid Price.  
Sorry for the inconvenience this may have caused.

Thank you

  
Dale Uzmack  
Uzmack Electric, Inc

5/05/2023

20

## **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, WHAT IS THE NEXT STEP THE BOARD WOULD LIKE TO TAKE?

21



## OLD BUSINESS

---

---

---

---

---

---

---

---

22

## **NEW BUSINESS**

---

---

---

---

---

---

---

---

23

## **ANNOUNCEMENT (MEMORIAL DAY SERVICE SCHEDULE)**

Memorial Day  
Monday, May 29, 2023

8:30 a.m. .... Bairdford WW II Memorial  
9:00 a.m. .... West Deer Township Municipal Bldg. Memorial  
9:30 a.m. .... Rural Ridge Volunteer Fire Dept.  
10:15 a.m. .... East Deer Township Memorial  
11:00 a.m. .... Indiana Township Memorial  
11:45 a.m. .... Lakewood Memorial Gardens  
12:30 p.m. .... West Deer William Fish American Legion  
Post 356

Services are conducted by the Veterans of the West Deer Legion and members of the Sons of the American Legion. There will be a luncheon serviced after the 12:30 p.m. ceremony which is sponsored by the West Deer American Legion Ladies Auxiliary. All welcome to attend.

During the luncheon, the following scholarships will be awarded:

1. Jimmy Switalski Military Scholarship
2. James "Mustard" Yaconis Legion Scholarships

24

## 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	_____	_____	_____	_____