



**BOARD OF
SUPERVISORS
MEETING**

September 20, 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
September 20, 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. Appointed Auditors Report
8. Monthly Financial Report
 - A. Finance Officer's Report
 - B. List of Bills
9. Police Chief's Report
10. Public Works Foreman's Report
11. Engineer's Report
12. Planning, Zoning, and Code Enforcement Report
13. Parks and Recreation Board Report
14. West Deer #1 VFC Report
15. West Deer #2 VFC Report
16. West Deer #3 VFC Report
17. West Deer EMS Report
18. Appointment: Planning Commission Member
19. Approval: 2024 Road Program List (Tentative)
20. Approval/Denial: Conditional Use Application – Hyperion Interconnect
21. Approval/Denial: Land Development Application – Hyperion Interconnect
22. Authorization: 2024 Budget Advertisements and Budget Workshops
23. Discussion: VFC #3 Finances
24. Discussion: Zoning Ordinance
25. Old Business
26. New Business
27. Adjournment

1 Call to Order

2 Pledge of Allegiance

3 Roll Call

– Mr. Mator

4 Executive Session

– Mr. Robb

COMMENTS FROM THE PUBLIC

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

6

ACCEPT MINUTES

ATTACHED ARE THE MINUTES OF THE AUGUST 16, 2023 REGULAR BUSINESS MEETING.

DO I HAVE A MOTION TO ACCEPT THE MINUTES OF THE AUGUST 16, 2023 REGULAR BUSINESS MEETING?

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

West Deer Township
Board of Supervisors
16 August 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: Shirley Hollibaugh, Vice-Chairperson; Vernon Frey; David Harrison; and James Smullin. Also present were: Daniel Mator, Township Manager; Joseph Shook, Assistant Township Manager; Gavin Robb, Township Solicitor; and Scott Shoup, Township Engineer.

OPEN REGULAR BUSINESS MEETING

Vice-Chairperson Hollibaugh opened the meeting and welcomed everyone to the meeting.

Pledge of Allegiance

Roll Call taken by Mr. Mator – Quorum present

COMMENTS FROM THE PUBLIC

- Anthony Creaturo of Sandstone Court
 - Mr. Creaturo introduced himself as the new Fire Chief for VFC #2, stated his qualifications, and added that he looked forward to working with the Board to keep the residents of West Deer Township safe.
- Scott Woloszyk of Shuster Road
 - Mr. Woloszyk suggested placing a second public comment section at the end of the regular meeting agendas.
- Josh Wiegand of Squirrel Hollow Road
 - Mr. Wiegand asked if a budget discussion could be held during public comment or during VFC #3's monthly report. Mr. Mator answered that it was Mr. Wiegand's choice, but that if he spoke during public comment he would be limited to five minutes, and asked if he thought he needed more than five minutes to speak. Mr. Wiegand decided he would speak during his monthly report.

ACCEPT MINUTES

MOTION BY Supervisor Frey and SECONDED BY Supervisor Smullin to accept the minutes of the 19 July 2023 regular business meeting as presented. Motion carried unanimously 4-0.

MONTHLY FINANCIAL REPORT**TOWNSHIP OF WEST DEER**
FINANCE OFFICER'S REPORT**31 July 2023****I - GENERAL FUND:**

	<u>July</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	373,958.72	5,397,138.40	57.57%
Expenditures	632,016.33	4,260,082.54	45.55%

Cash and Cash Equivalents:

Sweep Account

1,599,880.63**5,859,963.17****II - SPECIAL REVENUE FUNDS****Cash and Cash Equivalents:****Street Light Fund:**

Restricted

109,425.19

Fire Tax Fund:

Restricted

73,124.12

State/Liquid Fuels Fund:

Restricted

228,768.64**411,317.95****Investments:****Operating Reserve Fund:**

Reserved

953,586.62

Capital Reserve Fund:

Reserved

995,777.67**1,949,364.29****III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:****Capital Reserve Fund**

Reserved

7,154,620.40**7,154,620.40****TOTAL CASH BALANCE 7/31/23****15,375,265.81****Interest Earned July 2023****29,412.35**

	7/1/2023 Debt Balance	July Principal Payment	7/31/2023 Debt Balance
Mars National - VFC #3	\$53,991.04	\$2,607.94	\$51,577.22
NexTier Bank VFC #2	\$364,176.16	\$2,680.96	\$362,632.62

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

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

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

JULY LIST OF BILLS

Bearcom	292.47
Culverts, Inc.	3350.00
Hampton Concrete Products Inc.....	574.00
Jordan Tax Service, Inc.	311.71
Kress Tire.	1605.24
Office Depot.	641.88
Shoup Engineering Inc.	12823.00
Team Force Inc.....	4543.40
Tucker/Arensberg Attorneys.	10060.48

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Harrison to pay the List of Bills as submitted, and all approved reimbursable items in compliance with generally accepted accounting practices. Motion carried unanimously 4-0.

POLICE CHIEF'S REPORT

Chief Bob Loper provided a summary report of Police Department activities for the month of July 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 July 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
 - Supervision of site construction work occurs as needed.
- 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. Youngblood Paving is anticipated to start work soon.
- Crest Street Bridge
 - Design of a replacement bridge for Crest Street is complete. Award of the project was made to Gary Metzinger Cement Contractor.
- 2023 Road Improvement Project
 - Shields Asphalt has completed the hot mix asphalt paving work. Youngblood paving has also completed the double bituminous seal coat work. Work on the cold mix asphalt work by Youngblood Paving is scheduled for fall of this year.

Development/Subdivision Review

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 review letters dated 27 April 2023 and 25 May 2023 was sent to the Township.
- Bon Tool Company Plan
 - Reviews of this lot line revision plan located on Gibsonia Road were performed and review letters dated 20 July 2023 and 2 August 2023 were sent to the Township.
- Graystone Estates Revision No. 1
 - A review of this two-lot located on Kaufman Road was performed and a review letter dated 17 July 2023 was sent to the Township.

Mr. Frey asked for an update on Crest Street Bridge Project. Mr. Shoup replied that he would speak on that later in the meeting.

Mr. Shoup reported that the Bairdford Park Project contractor was to start Monday.

PLANNING, ZONING, AND CODE ENFORCEMENT REPORT

The Board received the Planning, Zoning, and Code Enforcement Report for the month of July 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 report for the month of July 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 July 2023. A copy of the report is on file at the Township Building.

Mr. Frey asked what SCBA stood for on the report.

Chief Wiegand answered SCBA is the acronym for Self-Contained Breathing Apparatus. He explained firefighters use them to breathe while fighting fires.

Mr. Frey stated that they must be expensive, and Chief Wiegand responded they should be replaced every fifteen years and have an individual cost of around \$7,000.

WEST DEER #2 VFC REPORT

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

Chief Wiegand shared VFC #3's financial report with the Board and reported that as of this past June, after paying their expenses – utility bills, fuel, truck payment and liability insurance – they had used 91% of their fire tax budget.

Mr. Frey questioned how VFC #3 used almost all their funds halfway through the year, while the other two fire companies have not. Chief Wiegand responded he had requested two additional bills be paid out of the fire tax budget – \$2,400 for Self-Contained Breathing Apparatus cylinders and two front tires for their pumper truck – and all other bills were about the same.

Mr. Mator brought up that VFC #1 and VFC #2 were not experiencing the same financial predicament as VFC #3, and asked the Chief to explain the discrepancy. Chief Wiegand said that their insurance premiums had increased and their building utility bills were slightly higher than last year. He also added that he was not able to compare VFC #3's expenses to the other two fire departments because he was unaware of the bills they chose to pay from the Fire Tax.

Mr. Mator stated VFC #3's old building had sold for \$675,000 earlier in the year and asked what happened to that funding source. Chief Wiegand replied that the funds were put towards the new building mortgage and renovations to their new building. Mr. Mator questioned why the extra funds were put toward the new building when VFC #3 knew they were so close to using up their fire tax budget. Chief Wiegand responded that they typically need more funding to get through the year.

Mr. Smullin questioned what the dollar amount VFC #3 was requesting from the Township. Chief Wiegand referenced the Board approving an additional \$9,000 to be given to each fire company from the Township funds two years ago, and stated this year he was looking for \$10,000 extra to cover their utilities and fuel.

Mr. Harrison asked that Chief Wiegand clarify his statement by asking if the past \$9,000 he referenced was not an annual contribution, but a one-time discussion. Chief Wiegand agreed with Mr. Harrison's clarification.

Mr. Mator reported that in a past Budget Workshop he recommended the Fire Companies send a formal letter stating the dollar amount requested and the reason for the request. He added the Board would need to see their financial reports – such as monthly and year-to-date profit/loss reports – to evaluate the request and make a decision. Mr. Mator explained that the Board is not able to make any decision without information substantiating such a request, and cited instances like emergencies.

More discussion was held, and Chief Wiegand stated he would get the Township a letter of request and financials.

WEST DEER EMS REPORT

The Board received the West Deer EMS Report for the month of July 2023. A copy of the report is on file at the Township Building.

ACCEPTANCE: 2024 MINIMUM MUNICIPAL OBLIGATIONS (MMOs)

The Board was in receipt of the 2024 Minimum Municipal Obligation Reports for the Police and Municipal Employee Pension Plans as submitted by the Township Actuary.

As per State Law, the Board simply has to acknowledge receipt of the reports.

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Frey to acknowledge receipt of the 2024 Minimum Municipal Obligations for the Police and Municipal Employee Pension Plans. Motion carried unanimously 4-0.

ACCEPTANCE: RESIGNATION OF PART-TIME POLICE OFFICER

The board received a memorandum from Chief Loper stating Officer Ross Orler has resigned from his position.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Smullin to accept the resignation of Part-Time Police Officer Ross Orler and wish him the best of luck. Motion carried unanimously 4-0.

ADOPTION: RESOLUTION NO. 2023-6 (KINGSTON PLAN SEWAGE PLANNING MODULE)

RESOLUTION 2023-6 APPROVES THE PA DEP SEWAGE FACILITIES PLANNING MODULE FOR THE KINGSTON 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.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Harrison to adopt Resolution No. 2023-6 approving the PA DEP Sewage Facilities Planning Module for the Kingston Plan Sewage Planning Module Plan. Motion carried unanimously 4-0.

APPOINTMENT: ALTERNATE ZONING HEARING BOARD MEMBER

The Board appointed alternate member Daniel Smullin as a full member when another member's term expired.

Mr. Smullin's then-vacated alternate term expires 31 December 2026, so there is a vacancy to be filled.

The Board received one Letter of Interest from Ryan Becker.

MOTION BY Supervisor Frey and SECONDED BY Supervisor Harrison to appoint Ryan Becker as an alternate member of Zoning Hearing Board to fill the expired term of Daniel Smullin, which expires 31 December 2023. Motion carried 3-yes, 0-no, 1-abstain. Member abstaining: Mr. Smullin.

AUTHORIZATION: ADVERTISEMENT (FINANCE OFFICER POSITION)

Finance Officer Barbara Nardis submitted her formal notice of retirement effective 31 March 2024. The Township Manager requested approval to advertise the Finance Officer Position.

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Frey to approve the advertisement of the Finance Officer Position. Motion carried unanimously 4-0.

AUTHORIZATION: ADVERTISEMENT (NATURAL GAS COMPRESSOR STATION HEARING)

The Township received an application for conditional use approval files by the applicant, Hyperion Midstream, LLC, for property located on Oak Road. The applicant proposes to construct and operate a Natural Gas Compressor Station as the subject property.

Lot/Bock#: 1668-R-0091
Zoning District: I-Industrial

A Natural Gas Compressor Station may be authorized as a conditional use in the Industrial Zoning District of the Township subject to the requirements of the Zoning Ordinance of West Deer Township including section 210-120(A)(21).

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Smullin to set the public hearing for the Leto Compressor Station for 26 September 2023 at 6:00p.m. at St. Victors Church (Our Lady of the Lakes Parish) located at 531 Bairdford Road. Motion carried 3-yes, 0-no, 1-abstain. Member abstaining: Mr. Harrison.

AUTHORIZATION: BON TOOL LOT LINE REVISION

The Planning Commission recommended approval of the Bon Tool Co. Plan Lot Line Revision at their 27 July 2023 meeting.

Property Location: 4430 Gibsonia Road
Zoning District: SU-Special Use

The proposal is for a lot line revision and consolidation for the construction of warehouse expansion. Located at 4430 Gibsonia Road Gibsonia, PA. The two parcels being revised are 1357-G-32 and 1357-H-304.

The Planning Commission recommended approval of the Bon Tool Co. Plan Lot Line Revision subject to the following conditions:

1. Satisfactorily address all comments and concerns of Mr. Shoup's comment letter dated 20 July 2023.

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Frey to approve the Bon Tool Lot Line Revision as per the recommendation by the Planning Commission with the condition previously mentioned. Motion carried unanimously 4-0.

AUTHORIZATION: CHANGE ORDER (CREST STREET BRIDGE)

Upon further review by the Township Engineer, it had been determined that – to ensure the ability of the public and emergency responders to access the homes at the end of Crest Street – it would be best if a temporary bridge be installed. Such an installation and use of a temporary bridge would require a change order.

Mr. Shoup reported meeting with the bridge contractor, and it became apparent that a temporary bridge would need to be placed. He added that a price was negotiated for it to be built, later dismantled, and removed once the project was complete.

Mr. Mator asked how long the project was to last. Mr. Shoup replied that with the temporary bridge installed next week, the project will be completed in six to eight weeks.

More discussion was held.

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Frey to authorize Change Order No. 1 for the Crest Street Bridge Replacement Project in the amount of \$25,100.00 per the recommendation of the Township Engineer. Motion carried unanimously 4-0.

AUTHORIZATION: DEER LAKES SCHOOL DISTRICT MEMORANDUM OF UNDERSTANDING

This item regarded the Memorandum of Understanding between the West Deer Police Department and the Deer Lakes School District from 17 August 2023 through 30 June 2024.

The School Board had it on their agenda for approval at their 15 August 2023 meeting.

The Memorandum was presented to the West Deer Township Board prior to the regular business meeting.

Chief Loper reported that the School Board passed the Memorandum the night prior to the meeting, and he was in favor of the agreement. He explained in detail what had been added to the agreement, and mentioned forwarding the document to Mr. Robb, Township Solicitor to be reviewed prior to bringing it to the Board for approval.

Mr. Harrison asked if this was a yearly agreement. Chief Loper replied this memorandum is yearly, but that the High School has a two year agreement for the School Resource Officer, who handles the school programs/activities, meets with the Superintendent and attends other necessary meetings. He added that next year both agreements would be up for renewal.

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Harrison to authorize the signing of the Memorandum of Understanding between the West Deer Township Police Department and the Deer Lakes School District as presented. Motion carried unanimously 4-0.

AUTHORIZATION: GRAYSTONE ESTATES REVISION NO. 1 SUBDIVISION PLAN

The Planning Commission recommended approval of the Graystone Estates Revision No. 1 Subdivision Plan at their 27 July 2023 meeting.

Property Location: 36 Kaufman Road Gibsonia, PA
Zoning District: R-3 -- Suburban Residential

Two-Lot Subdivision: Lot to measure 35,913 an acre minimum
Total acreage 2.50

The Planning Commission recommended approval of the Graystone Estates Revision No. 1 Subdivision Plan subject to the following conditions:

- I. Satisfy all comments in the Scott Shoup Engineering Letter Dated 17 July 2023.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Smullin to approve the preliminary and final subdivision of the Graystone Estates revision No. 1 Subdivision Plan as per the recommendation by the Planning Commission. Motion carried unanimously 4-0.

AUTHORIZATION: HIRING OF PART-TIME POLICE OFFICER

The Board received the attached memorandum from Chief Loper recommending the hiring of Aaron Fuesting for the position for Part-Time Police Officer.

Satisfactory background check was performed on the applicant.

Chief Loper stressed how fortunate the department was to have Officer Fuesting. He added he came highly recommended and with good qualifications.

Officer Fuesting outlined his work history and thanked the Board for the opportunity.

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Frey to hire Aaron Fuesting as a Part-Time Police Officer of West Deer Township. Motion carried unanimously 4-0.

AWARD: 2023 GUIDERAIL PROGRAM

The following quotes were received for the Guiderail Project to furnish and install guiderails on: Martin Road.

Three bids are quoted below:

<u>Bidders</u>	<u>Total</u>
1) Fence by Maintenance Service	\$17,964.00
2) Allegheny Fence	\$24,550.00
3) Green Acres Contracting	\$27,050.00

Mr. Shoup explained that this program would entail the replacement and resetting of the guiderail. He recommended Fence by Maintenance Service for the project due to his past experience working with them.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Smullin to award the Guiderail Program to Fence by Maintenance Service in the amount of \$17,964.00 for Martin Road. Motion carried unanimously 4-0.

AWARD: SALE OF PUBLIC WORKS TRUCK

The Township advertised for the sale of a 2012 Ford F550 Five-Ton Dump Truck with Western Plow. Color: Red, Mileage approx.. 73,756 – as-is condition.

Sealed bids were received and all were opened on Tuesday, 9 August 2023 at 1:30p.m.

The following five bids were received:

<u>Bidders</u>	<u>Total</u>
1) Chris Corrado	\$30,500.00
2) Maxwell Truck & Equipment, LLC	\$25,215.00
3) Daniel Loughlin	\$20,212.23
4) Hollibaugh landscape & Excavation	\$17,232.00
5) Mark Gaudino	\$ 6,103.00

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Smullin to award the sale of the 2012 Ford F550 Five-Ton Dump Truck to Chris Corrado, in the amount of \$30,500.00, as-is condition. Motion carried unanimously 4-0.

DISCUSSION: ZONING ORDINANCE

Mr. Robb reported that the Board had taken the past two months to look over the ordinance to make any changes they felt were necessary. He asked the Board if there were any change requests and recommended the Board send letters of request to Mr. Mator for any changes.

Mr. Harrison brought up that he would like to remove the acreage requirement on an Airbnb.

Mr. Frey seconded that request and asked what the reason behind the addition of the acre requirement. Mr. Robb replied that it was his understanding that the Planning Commission set that requirement for homes that were in housing plans due to the possibility of it being detrimental to the neighboring properties.

Mr. Shoup added that only R-2, R-3 and R-5 districts permitted an Airbnb.

Mr. Robb recommended deleting the lot size requirement due to the zoning districts that permitted an Airbnb.

Mr. Robb reiterated to the Board that if there were any further recommendations to send a letter of request to Mr. Mator.

OLD BUSINESS

- None

NEW BUSINESS

- None

ADJOURNMENT

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Smullin to adjourn at 8:08 p.m. Motion carried unanimously 4-0. Meeting adjourned.

Daniel J. Mator Jr., Township Manager

7

APPOINTED AUDITORS REPORT

MR. TURNLEY...

8A

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

August 31, 2023

I - GENERAL FUND:

	<u>August</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	521,322.61	5,918,461.01	63.13%
Expenditures	366,250.43	4,627,866.13	49.36%

Cash and Cash Equivalents:

Sweep Account

1,528,542.11

6,156,408.24

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Restricted

104,551.91

Fire Tax Fund:

Restricted

69,930.91

State/Liquid Fuels Fund:

Restricted

229,763.00

404,245.82

Investments:

Operating Reserve Fund:

Reserved

956,376.71

Capital Reserve Fund:

Reserved

1,000,082.36

1,956,459.07

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

Capital Project Fund

Reserved

7,182,710.81

7,182,710.81

TOTAL CASH BALANCE 8/31/23

15,699,823.94

Interest Earned August 2023

42,259.69

	<u>8/1/2023</u>	<u>August</u>	<u>8/31/2023</u>
	<u>Debt Balance</u>	<u>Principal</u>	<u>Debt Balance</u>
		<u>Payment</u>	
Mars National - VFC #3	53,991.04	\$ 2,607.94	
NexTier Bank VFC #2	362,632.62	\$ 2,680.96	361,089.08

INTEREST EARNED - 2023

	<u>AUGUST</u>	<u>YTD</u>
GENERAL FUND	\$3,079.54	\$5,290.71
STREET LIGHT FUND	\$0.00	\$0.00
FIRE TAX FUND	\$0.60	\$3.66
OPERATING RESERVE	\$2,790.09	\$4,637.77
CAPITAL PROJECT FUND	\$31,090.41	\$51,416.25
STATE FUND	\$994.36	\$10,151.96
CAPITAL RESERVE	<u>\$4,304.69</u>	<u>\$31,590.33</u>
TOTAL INTEREST EARNED	<u><u>\$42,259.69</u></u>	<u><u>\$103,090.68</u></u>

8B

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	_____	_____	_____	_____

By Name
Cutoff as of: 12/31/9999

Printed: 3 thru Z

Due Dates: 09/15/2023 thru 09/15/2023

Vendor	Name/Desc	Acct#/Proj Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name:	AMERIKOHL AGGREGATES INC		2188.07				2188.07		
Name:	AMERIKOHL TRANSPORT INC		1544.52				1544.52		
Name:	BEARCOM		292.47				292.47		
Name:	COOPER SIGN		7420.00				7420.00		
Name:	HEI-WAY, LLC		261.22				261.22		
Name:	JORDAN TAX SERVICE, INC.		14263.34				14263.34		
Name:	MRM TRUST WORKERS COMP FUND		24305.05				24305.05		
Name:	OFFICE DEPOT		675.94				675.94		
Name:	ROADSAFE TRAFFIC SYSTEMS		2320.00				2320.00		
Name:	SHOUP ENGINEERING INC.		8801.25				8801.25		
Name:	TUCKER/ARENSBERG ATTORNEYS		5380.10				5380.10		
FINAL TOTALS:							67451.96		

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 11:44 am
Date: 09/13/2023
Page: 1

By Name
Cutoff as of: 12/31/9999

Due Dates: 09/15/2023 thru 09/15/2023

Vendor	Name/Desc	Acct#/Proj Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00337	AMERIKOHL AGGREGATES	430.611	2188.07	09/15/2023	08/16/2023		2188.07		N
	Road: Limestone	0823							
Name: AMERIKOHL AGGREGATES INC									
00338	AMERIKOHL TRANSPORT	430.611	1544.52	09/15/2023	08/16/2023		1544.52		N
	Road: Delivery of Limestone	0823							
Name: AMERIKOHL TRANSPORT INC									
00674	BEARCOM	430.327	57.47	09/15/2023	09/05/2023		57.47		N
	Road: Radio Equip Maint	0923							
00674	BEARCOM	410.328	235.00	09/15/2023	09/08/2023		235.00		N
	POL:Radio Equip Maint	0923							
Name: BEARCOM									
00272	COOPER SIGN	430.245	7420.00	09/15/2023	08/30/2023		7420.00		N
	Road: Signs/46x37 1 Side Routed	0823							
Name: COOPER SIGN									
00005	HEI-WAY, LLC	430.372	261.22	09/15/2023	08/30/2023		261.22		N
	Road: Cold Patch	0823							
Name: HEI-WAY, LLC									
00106	JORDAN TAX SERVICE,	403.140	2310.00	09/15/2023	08/18/2023		2310.00		N
	Certifying for 33 Liens	0823							
00106	JORDAN TAX SERVICE,	403.140	9354.00	09/15/2023	08/28/2023		9354.00		N
	Certifying for 2022 Liens	0823							
00106	JORDAN TAX SERVICE,	403.140	2599.34	09/15/2023	08/16/2023		2599.34		N
	Delinquent R E Tax Commission	0823							
Name: JORDAN TAX SERVICE, INC.									
00325	MRM TRUST WORKERS CO	486.354	24305.05	09/15/2023	09/11/2023		24305.05		N
	Install 1 of 4-workmens Comp	I0923							
Name: MRM TRUST WORKERS COMP FUND									
00657	OFFICE DEPOT	410.210	53.84	09/15/2023	09/12/2023		53.84		N
	Police: 8/29-Office Supplies	0923							

By Name
Cutoff as of: 12/31/9999

Due Dates: 09/15/2023 thru 09/15/2023

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00657	OFFICE DEPOT office Supplies	406.210 0823	327075292001 08/09/2023	19.66 09/15/2023	08/21/2023			19.66		N
00657	OFFICE DEPOT Cleaning Supplies	409.226 0823	327075292001 08/09/2023	98.68 09/15/2023	08/21/2023			98.68		N
00657	OFFICE DEPOT Police: office Supplies	410.210 0823	328268094001 08/22/2023	134.35 09/15/2023	09/08/2023			134.35		N
00657	OFFICE DEPOT Police: office Supplies	410.210 0823	328293665001 08/22/2023	57.99 09/15/2023	09/08/2023			57.99		N
00657	OFFICE DEPOT Police: office Supplies	410.210 0823	328293666001 08/21/2023	17.99 09/15/2023	09/08/2023			17.99		N
00657	OFFICE DEPOT 8/31-office Supplies	406.210 0923	330608623001 09/01/2023	133.44 09/15/2023	09/11/2023			133.44		N
00657	OFFICE DEPOT 8/31-office Supplies	406.210 0923	330608679001 09/01/2023	122.11 09/15/2023	09/11/2023			122.11		N
00657	OFFICE DEPOT 8/31-Cleaning Supplies	409.226 0923	330608679001 09/01/2023	37.88 09/15/2023	09/11/2023			37.88		N
Name: OFFICE DEPOT				675.94				675.94		
00014	ROADSAFE TRAFFIC SYS Road:24"/30" Stop Signs/Posts	430.245 0823	182301 08/23/2023	1830.00 09/15/2023	08/24/2023			1830.00		N
00014	ROADSAFE TRAFFIC SYS Road:Signs:No Trucks/24x24	430.245 0823	182907 08/29/2023	100.00 09/15/2023	08/30/2023			100.00		N
00014	ROADSAFE TRAFFIC SYS Road: signs/Speed Limit	430.245 0823	183796 08/31/2023	390.00 09/15/2023	09/08/2023			390.00		N
Name: ROADSAFE TRAFFIC SYSTEMS				2320.00				2320.00		
00830	SHOUP ENGINEERING IN Engineering:Miscellaneous	408.313 0823	23-292 08/31/2023	1565.25 09/15/2023	09/01/2023			1565.25		N
00830	SHOUP ENGINEERING IN Eng: TYCHE well pad	408.319 0823	23-293 08/31/2023	107.00 09/15/2023	09/01/2023			107.00		N
00830	SHOUP ENGINEERING IN Eng: Bon-Tool Lot Line Rev	408.319 0823	23-294 08/31/2023	53.50 09/15/2023	09/01/2023			53.50		N

By Name
Cutoff as of: 12/31/9999

Due Dates: 09/15/2023 thru 09/15/2023

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00830	SHOUP ENGINEERING IN 408.319	23-295	08/31/2023	321.00	09/15/2023	09/01/2023		321.00		N
00830	Eng: 189 McKrell Road Plan	0823								
00830	SHOUP ENGINEERING IN 408.319	23-296	08/31/2023	347.75	09/15/2023	09/01/2023		347.75		N
00830	Eng: Leto Compressor Station	0823								
00830	SHOUP ENGINEERING IN 408.319	23-297	08/31/2023	26.75	09/15/2023	09/01/2023		26.75		N
00830	Eng: Ridgewood Heights	0823								
00830	SHOUP ENGINEERING IN 408.319	23-298	08/31/2023	26.75	09/15/2023	09/01/2023		26.75		N
00830	Eng: Clendenning Hold/Conditio	0823								
00830	SHOUP ENGINEERING IN 408.319	23-299	08/31/2023	53.50	09/15/2023	09/01/2023		53.50		N
00830	Eng: McIntyre Heights	0823								
00830	SHOUP ENGINEERING IN 408.319	23-300	08/31/2023	26.75	09/15/2023	09/01/2023		26.75		N
00830	Eng: Hyperion Midstream	0823								
00830	SHOUP ENGINEERING IN 408.316	23-305	08/31/2023	4244.50	09/15/2023	09/01/2023		4244.50		N
00830	Eng:Crest St Bridge Project	0823								
00830	SHOUP ENGINEERING IN 409.740	23-306	08/31/2023	2028.50	09/15/2023	09/01/2023		2028.50		N
00830	Eng:New Municipal Bldg/8/1-8/30823	0823								
Name: SHOUP ENGINEERING INC.				8801.25				8801.25		
00813	TUCKER/ARENSBERG ATT 404.111	656971	08/31/2023	500.00	09/15/2023	09/08/2023		500.00		N
00813	Legal Services: Retainer	0823								
00813	TUCKER/ARENSBERG ATT 404.111	656972	08/31/2023	2434.60	09/15/2023	09/08/2023		2434.60		N
00813	Legal Services: General	0823								
00813	TUCKER/ARENSBERG ATT 404.111	656973	08/31/2023	852.50	09/15/2023	09/08/2023		852.50		N
00813	Legal Services:Deer Creek Inte	0823								
00813	TUCKER/ARENSBERG ATT 404.111	656974	08/31/2023	186.00	09/15/2023	09/08/2023		186.00		N
00813	Legal Services:Ridgewood Hgts-0823	0823								
00813	TUCKER/ARENSBERG ATT 404.111	656975	08/31/2023	170.50	09/15/2023	09/08/2023		170.50		N
00813	Legal Services:Leto Compressor	0823								
00813	TUCKER/ARENSBERG ATT 404.111	656976	08/31/2023	1190.00	09/15/2023	09/08/2023		1190.00		N
00813	Legal Services:Appeal/Leto wel	0823								
00813	TUCKER/ARENSBERG ATT 404.111	656977	08/31/2023	46.50	09/15/2023	09/08/2023		46.50		N
00813	Legal Services:TYCHE well pad	0823								

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 11:44 am
Date: 09/13/2023
Page: 4

By Name
Cutoff as of: 12/31/9999

Due Dates: 09/15/2023 thru 09/15/2023

Vendor	Name/Desc	Acct#/Proj Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: TUCKER/ARENSBERG ATTORNEYS			5380.10				5380.10		

FINAL TOTALS:

67451.96

67451.96

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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: September 12, 2023

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

JB

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

OFFICER'S MONTHLY REPORT

August 2023

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
EVENT REPORTS	330	1056	1386
INCIDENT REPORTS- REPORTABLE	27	2,351	2378
ALL OTHER CALLS	378	3,322	3700
TOTALS CALLS FOR SERVICE	735	6,729	7464
<u>ARRESTS</u>			
ADULT	4	57	61
JUVENILE	0	1	1
TRAFFIC CITATIONS	19	263	282
NON TRAFFIC CITATIONS	2	38	40
PARKING CITATIONS	0	30	30
WARNINGS	34	578	612
<u>PERSONNEL</u>			
GRIEVANCES FILED BY POLICE OFFICERS	0	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0	0
LETTERS COMMENDING POLICE OFFICERS	1	1	2
<u>VEHICLE REPORTS</u>			
TOTAL MILES TRAVELED	11,164	80,714	91,878
GALLONS OF GASOLINE USED	716.1	6,158.10	6874.2
REPAIRS/MAINTENANCE	1,689.56	9,485.87	11,175.43
<u>OVERTIME PAID</u>			
COURT (OFF DUTY)	71.5	196.00	267.5
PRELIMINARY HEARINGS	16.5	16.00	32.5
PRETRIAL	0	0.00	0
INVESTIGATIONS	2	21.00	23
ARRESTS	2	27.50	29.5
SPEED CHECKS	0	0.00	0
PRIVATE CONTRACTS	0	0.00	0
MISC. HOURS - FILLED SHIFTS	24	64.00	88
MISC. HOURS - ADMIN. HOURS	0	0.00	0
MISC. HOURS	17	106.00	123
TOTAL HOURS	133	430.50	563.5

Points of Interest

August 2023

Budget Figure YTD -64.95 %

Chief Robert Loper

- August 8- Attended meeting with school administration to discuss upcoming school year.
- August 14- Met with Deer Lakes High School Administration to discuss police in schools.
- August 30- Attended building construction meeting.

K9 Officer Trevor Elza

- August 3- Hard surface tacking training in Ross Township.
- August 8- Tracking and Narcotics detection training in Ross Township.
- August 15- Tracking, Narcotics detection, and Article Search training in Ross Township.
- August 22- Hard Surface Tracking and Narcotics in buildings training held in Richland and West Deer.

Sergeant Petosky & Officer Fedunok

- August 11- Training held at old VA Hospital. Operators worked on breaching tactics and trainings on tools, including Broco torch, cut saw, breaching shotguns, manual tools, and hydraulic spreader. Operators worked on various scenarios using the tools and training with explosive breachers.
- August 25- Training held at old VA Hospital. Operators worked with all team members on various scenarios. Training focused on hostage rescue, negotiation, and barricaded suspects.
- August 23- NHSRT was activated for an active shooter in Garfield. The team staged but never engaged.

EMA- Sergeant Shurina

- See attached report.

Deer Lakes School District

- August 22- Training held by school administration. Sgt. Burk, Officers Gizienski, Kadlick, Brand, Evan, Trocki, and Vulakovich attended.
- School Resumed August 23.
- August 25- Home football game; traffic control and general security provided by Sgt. Shurina, and Officers Vulakovich, Dobransky, and Brand.

Misc. Details

- August 7 thru 11- Officer Kadlick attended NASRO training in order to work at DL Schools.
- August 8- Sgt. Burk met with school administration to discuss upcoming school year.

- August 11- Sgt. Burk performed a car seat installation in 3 vehicles.
- August 11- Sgt. Mikus performed an Aggressive Driving detail.
- August 14- Officer Newman performed an Aggressive Driving detail.
- August 18- DUI Checkpoint (stationary) performed in Shaler. Sgt. Petosky, Officer Evan, and Officer Elza participated.
- August 30- Newly hired part time officer, Aaron Fuesting, was sworn in, as well as duty weapon qualified by Officer Rigous.

Communications

- August 21- Received thank you card from resident. Sergeant Burk, Officer Evan, and Officer Elza responded to this call.

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 **AUGUST 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 August 2023.

Submitted by:

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

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

We want to sincerely thank the officers who rushed to our home this past Thursday Aug 10. My husband, Tim, is a diabetic and had a sharp decline in blood sugars that day which caused him to act completely out of control & out of character. I knew something was very wrong. He's since recovered and doing fine. I wish I could remember

the names of all 3 officers to thank you each individually. I can only remember Tim since he shares the same name as my husband. 😊
^{STRONG}
Please know that we are forever grateful to you all and appreciate all you do!
Thank you,
Rachel & Tim KITZKE

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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 AUGUST
PUBLIC WORKS DEPARTMENT

ROADS

- Base repair on various spots on Logan Road.
- Cold patch cross cuts & driveway on Michael Road.
- Remove trees on McMorran, Logan, Monier & Alley in Russellton, Ash Road & Beacom.
- Prepare for temporary bridge on Crest Street.
- Install no truck signs on Lick Road – per request of Police.
- Pull post on Oak Road & Spruce Street.
- Patch holes on West Starz, clean debris & checked catch basin.

TRUCKS & EQUIPMENT

- Took Truck #8 to Shultz Ford for recall.
- Install cylinders on excavator.
- Took front wheel from boom mower to Kress to repair flat.
- Repair gas pump.
- Sharpen blades on mowers and grease.
- Clean & grease trucks.
- Clean & check fluids on old skid steer for evaluation for trade.

MISCELLANEOUS

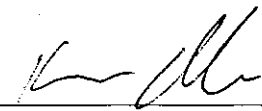
- Spray for bees at Nike Site & park.
- Set up pavilion for Hunter Safety Course.
- Fix door at Nike Site.
- Unload new pavilion for new courts at park.
- Haul picnic tables, cans, & barricades to Nike Site for Food Truck Event.
- Clean up after Food Truck Event.
- Pick up & install Fall Festival signs.
- Trim trees & field #4 at park.
- Remove rails & posts at park for contractors, clean up dirt pile in parking lot.
- Spray beds at Nike Site & parks at Russellton & Curtisville.
- Replace valve in the men's room at Senior Center.
- Replace valve in the men's room at Municipal Building.
- Remove Veteran Memorial from Municipal Building.
- Remove electronic sign from Municipal Building.
- Install "Welcome to West Deer" signs.
- Pick up 4 "Welcome to West Deer" signs.
- Paint school zones.
- Empty trash cans & clean up after pavilion rentals.
- Empty trash cans & clean bathrooms at all parks.
- Cut grass.
- Mow weeds.

PA1 Calls

93

OT

30.5hrs

 9-13-23

Kevin Olar Date

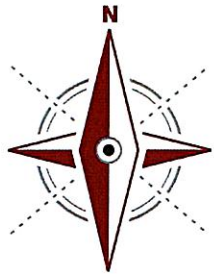
1

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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

2023 ENGINEER'S REPORT WEST DEER TOWNSHIP

Prepared September 13, 2023

VIA EMAIL

1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

Board of Supervisors Meeting – August 16, 2023
Planning Commission Meeting – August 24, 2023

2. PROJECTS/DEVELOPMENTS

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

Projects:

- Municipal Building Project – Supervision of site construction work occurs as needed.
- Bairdford Park – The main project has been awarded to Youngblood Paving. Various other projects have been awarded to COSTARS vendors. Youngblood Paving is expected to have the work on the main parking lot improvements completed by September 20, 2023, with work on the sports courts to follow.
- Crest Street Bridge – Award of the project was made to Gary Metzinger Cement Contractor. Installation of the temporary bridge, demolition of the old bridge and installation of foundation caissons have been completed. Construction of grade beams is on-going. The precast bridge deck beams are scheduled for delivery at the end of the month.
- 2023 Road Improvement Project – Shields Asphalt has completed the hot mix asphalt paving work. Youngblood Paving has also completed the double bituminous seal coat work. Work on the cold mix asphalt work by Youngblood Paving is scheduled within the next month.

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

- 189 McKrell Road Plan – A review of this subdivision plan was performed and a review letter dated August 7, 2023 was sent to the Township.

Respectfully Submitted,
SHOUP ENGINEERING, INC.

Scott A. Shoup, P.E.
Township Engineer

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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 September 20, 2023
August 2023 Reporting

1. Issued 24 Occupancy Permits.
2. Issued 13 Building Permits.
3. Code Enforcement issued 12 Violations.
4. Code Enforcement issued 4 Citations.
5. PCS Performed issued 22 Building Inspections.
6. See September Project Status Report.
7. Planning Commission Meeting was held in August 2023.
8. Zoning Hearing Board was held in August 2023.

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PARKS AND RECREATION BOARD REPORT

ATTACHED IS THE PARKS AND RECREATION BOARD REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

Parks & Recreation Report

September 20th, 2023

Proposed 2023 Events

- September 23-24th - West Deer Festival at Bairdford Park
- December 10th - Breakfast with Santa at #1 VFD

West Deer Township Parks & Recreation 2023 Accounting

[illegible]

West Deer Festival

September 23-24, 2023

Saturday, September 23th

10:00-Run/Walk Registration
10:30-Run/Walk Start
11:00-9:00PM - Rides
12:00-9:00PM - DJ
3:00-5:00PM - Balloon Artist
3:00-5:00PM - Face Painting
3:00-9:00PM - Hay rides
4:00-6:00PM - Stilt Walking Clown
5:00-7:00PM - Petting Zoo
6:00-7:00PM - Wild Animals
7:00PM - Pie Eating Contest
7:30-9:00PM - Karaoke

Sunday, September 24th

12:00-7:00PM-Rides
12:00-7:00PM - DJ
2:00-4:00PM - Face Painting
2:00-4:00PM - Balloon Artist
3:00-5:00PM - Petting Zoo

3:00-7:00PM - Hay Rides

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WEST DEER #1 VFC REPORT

ATTACHED IS THE WEST DEER #1 VFC REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

West deer VFD #1 August 2023 report

Responded to 13 emergency calls

3 company vehicle rescue training

3 company pumping/drafting training

Purchased 17 used msa cylinder

Rescue was inspected

Had the exterior of the building repointed

Preparing for the fall festival

Had 4 hall rentals this month

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WEST DEER #2 VFC REPORT

ATTACHED IS THE WEST DEER #2 VFC REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

West Deer Township Volunteer Fire Department No. 2

Station 289

2163 Saxonburg Blvd.,
Cheswick, PA 15024
Phone: 724-265-1248
Fax: 724-265-1391
Email: westdeer289@gmail.com

Fire Chief's Report

September 2023

- Total documented calls for the month
 - (18) Total
 - (13) In West Deer
 - (4) In Indiana Twp
 - (1) In Harmar
- Type
 - (1) Possible Residential Fires
 - (1) Commercial Fire
 - (1) Commercial Fire alarm
 - (6) Residential Fire alarm
 - (4) MVAs
 - (2) Wires Down
 - (1) Confined Space Rescue
 - (1) Hazmat Call
 - (1) Gas Leak
- Scheduled events for the month
 - 9/5 In House Ladder Training
 - 9/8 Pro-Am To Bench Test all Breathing Apparatus
 - 9/12 Monthly Truck Checks
 - 9/14 Monthly Company Meeting, Breathing Air to Test / Certify Cascade Air System
 - 9/15 DL Homecoming Parade
 - 9/19 Fire Dex Rep To size 17 Firefighters For PPE / Training TBD
 - 9/27 Training TBD, Ground Ladders to Have Yearly Testing / Certification By NHTS
- Misc.
 - (2) Firefighters Finished Firefighter Survival Class at Cranberry VFD
 - (1) Firefighter Finished Forcible Entry Class at Allegheny County Fire Academy
 - Awarded Federal Grant for 17 Sets of PPE for a Total Grant of 69,482.00
 - West Deer Police To Donate a Retired Police Vehicle After The First of The Year
 - Not Much Progress on The Engine Refurb Will Postpone Visit Until Tuesday 10/10
 - Replaced The Batteries On The Brush Truck
 - Will Be Holding a 3 Company Advanced Rope Rescue Class in October w/ Cost of 1600.00

Anthony Creaturo Sr.
Fire Chief

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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
September 2023

Call Report for August – 94 total calls

43 - QRS Calls with response, 3 - QRS calls with no response

40 - West Deer

5 - Richland

1 - Indiana

48 - Fire Calls

2 - Commercial Structure Fire

7 - Commercial Fire Alarm

1 - Residential Structure Fire

5 - Residential Fire Alarm

6 - MVC

2 - MVC with entrapment

1 - Rescue, other than MVC

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

1 - Aircraft emergency

1 - False Call

2 - CO Alarm

26 - West Deer

18 - Richland

4 - Hampton

26 - 0500-1700

22 - 1700-0500

- Equipment/truck checklists – All truck checklists completed, Medical equipment checked, Meters calibrated

Upcoming events:

9/5 – Company Meeting

9/12 – Work detail

9/19 – Work detail

9/26 – Work detail

- Ray Skoff passed Firefighter I certification

- Pump testing – waiting to be scheduled

- Ground ladder/Aerial testing 9/27/2023

- Township Fire Study – Still waiting for Township Supervisors to schedule a meeting

- CV2 needs new tires for state inspection – Kress Tire \$500

- Squad – A/C not working

- Engine – Generator repaired - Cummins \$4,735.38

- Building renovations – awaiting water line installation for occupancy permit

- Monthly P&L

Income \$41,327.91

Expenses \$37,485.88

Respectfully submitted by:

Josh Wiegand, Fire Chief

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WEST DEER EMS REPORT

ATTACHED IS THE WEST DEER EMS REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

West Deer EMS

August 2023

- 168 Totals requests for service.
- We finalized the purchase of our new ambulance and have secured the loan from our financial institution. It was delivered and was recently inspected by the department of health. We will have it on the streets starting the night of Homecoming.
- The second new ambulance is on track for a deliver in Aprill of 2024.
- Income for July was \$77,716 with expenses totaling \$55,737. This was expected with our subscription response.
- Subscription return has been as expected. Our second mailing will be sent in September. This is a reminder mailing for those that haven't become subscribers for the current year.
- Our station may need a couple of small projects. We are currently working through a priority list and the depth of the projects.

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APPOINTMENT: PLANNING COMMISSION MEMBER

THE BOARD IS IN RECEIPT OF THE ATTACHED E-MAIL FROM KATHARINE ROJIK STATING THAT SHE HAS RESIGNED FROM THE PLANNING COMMISSION EFFECTIVE JULY 21, 2023.

MS. ROJIK'S TERM EXPIRES DECEMBER 31, 2024, SO THERE IS A VACANCY TO FILL HER UNEXPIRED TERM.

THE BOARD RECEIVED THREE LETTERS OF INTEREST FROM WILL HILINSKI, DANIEL MALTESE, AND WILLIAM PAYNE, AND THEIR LETTERS OF INTEREST ARE ATTACHED.

ARE MESSRS. HILINSKI, MALTESE, AND PAYNE PRESENT?

DO I HAVE A MOTION TO APPOINT _____ AS A MEMBER OF THE PLANNING COMMISSION TO FILL THE UNEXPIRED TERM OF KATHARINE ROJIK, WHICH EXPIRES DECEMBER 31, 2024.

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

Katharine M. Rojik
35 McKrell Road
Russellton, PA 15076

July 21, 2023

West Deer Township Board of Supervisors:

I regret to inform you of my resignation as a member of the Planning Commission effective immediately.

Due to a revised work schedule, I am unable to fulfill my obligation of attending the monthly meetings.

I have been a member since 2009 & have taken pride in our work on the Planning Commission to service the residents of West Deer Township.

Good luck in the future & continue to protect the natural resources of the Township & promote public health, safety & general welfare.

Sincerely,

A handwritten signature in dark ink that reads "Katharine M. Rojik". The signature is written in a cursive, flowing style.

Katharine M. Rojik

Cc: Dorothy Moyta
Jodi French

Will Hilinski

Dear West Deer Planning Commission,

I'm writing to apply for the vacant Planning Commission Board Member position. My family recently purchased our forever-home in West Deer so I'm looking to establish roots in the community. The best way to plant roots in anything is to take an active role. Becoming a member on the Planning Commission seems to be a great opportunity to be that more active community member. The reason for becoming an active community member, and more specifically a Planning Commission member, is so that I can help shape the direction of West Deer. My hope is to make West Deer an even better place for my family. This means keeping West Deer safe and improving infrastructure and business which the Planning Commission will have a direct involvement.

In addition to having a desire to work on the Planning Commission, I have both experience and skills that are useful for such a role. I was a member of the student government at Capital University in Columbus, Ohio, a school of ~3,000 students. I was voted onto the Finance, Planning and Development committee. There I worked with administration to obtain funds that we would allocate to the student body. With the other members of the Finance, Planning and Development committee I met with student organizations and used my best judgment to assign funds in a responsible and equitable manner. These skills are exactly the same as those needed on the West Deer Planning Commission.

I work at a small, locally owned company in a technical sales position. In this role I must listen to customers' wants and needs to match them with products that fit both their requirements and budget. Members of the Planning Commission must have analogous skills as their role is to listen to community members and businesses' requests and then provide insightful recommendations to the Board of Supervisors.

In addition to the experience I have from being on the Finance, Planning and Development Committee at Capital University and being a technical sales professional, the soft skills obtained during my doctoral studies will make me an excellent choice for the vacant West Deer Planning Commission position. For my doctoral dissertation I had to learn and communicate new and complex information. These skills will help me get up to speed with the current events being discussed at the West Deer Planning Commission. Moreover, I will be well equipped to quickly digest new issues brought to the commission moving forward.

Thank you for your consideration. I hope to fill the vacant position on the West Deer Planning Commission.

Thank you,
Will Hilinski, PhD

Daniel Maltese

Joseph Shook

From: Maltese, Dan
Sent: Wednesday, September 6, 2023 7:39 AM
To: Joseph Shook
Subject: RE: Environmental Professional Inquiry
Attachments: DAM Resume.docx

Good morning Joseph, I am following up from our conversation yesterday regarding my interest in the open position on the West Deer Township Planning Commission. I have been wanting to become more involved in my community for some time and this represents a good opportunity to do so. I have lived in West Deer Township for the past 21 years at 103 Sunset Drive, adjacent to the bowling alley.

I feel that my experience as an environmental consultant and former experience as a regulator will offer a good perspective to the Planning Commission. Please find my attached resume. It is understood that I would recuse myself on any projects where that would come before the Commission where there may be a conflict of interest.

Lastly, I would be happy to talk in person, if that would be helpful.

Thanks,

Dan

Daniel A. Maltese | Vice President
Civil & Environmental Consultants, Inc.
(Please note new address)
700 Cherrington Parkway, Moon Township, PA 15108
direct 412.249.3158 office 412.429.2324
www.cecinc.com

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From: Joseph Shook <jshook@westdeertownship.com>
Sent: Tuesday, September 5, 2023 12:14 PM
To: Maltese, Dan
Subject: RE: Environmental Professional Inquiry

Good Afternoon Dan:

Thank you for your interest. The Township currently has a vacancy on our Planning Commission as one member recently resigned, and we are looking for someone to fill that position. Here is a link to our website that has more information about the Planning Commission and it's role:

https://www.westdeertownship.com/government/boards_and_commissions/planning_commission.php. All positions on the Planning Commission are appointed by the Township's Board of Supervisors.

Daniel A. Maltese

Vice President, Civil & Environmental Consultants, Inc.



34 YEARS OF EXPERIENCE

EDUCATION

B.S., Wildlife Science, The Pennsylvania State University, 1987

Mr. Maltese is a Vice President with over 34 years of experience in conducting and managing a variety of ecological and environmental projects. As the former Pittsburgh Office Lead (2019-2023), Mr. Maltese was responsible for overseeing 230 employees with annual gross revenues totaling ~\$50M. As the corporate ecological practice lead at CEC (2011-2018), Mr. Maltese was responsible for assisting and coordinating technical capabilities, maintaining consistency and quality of work product, and identifying, hiring and developing necessary personnel for CEC's 32 offices across the country.

As an environmental scientist, project manager, and Principal at CEC, Mr. Maltese has been intimately involved with all aspects of ecological work including wetland delineations, benthic macroinvertebrate and fishery surveys, stream impact studies, water quality evaluations, flora and fauna surveys, and wildlife habitat assessments. He has prepared federal and state wetland/stream permits in Pennsylvania, Ohio, and West Virginia. Wetland and stream permits typically include an evaluation of wetland/stream values and functions, investigation into alternative site designs and preparation of wetland and stream mitigation plans, construction plans and planting plans. He has also overseen the construction and monitoring of mitigated wetlands and streams. Mr. Maltese also oversees all aspects of Indiana bat (*Myotis sodalis*) surveys, a federally endangered species. He has worked in a variety of market sectors including mining, oil & gas, manufacturing, solid waste, site development, and public sector. Mr. Maltese has been with CEC since 2000 and is a member of the firm's Board of Directors.

Mr. Maltese has also performed numerous Phase I and Phase II environmental site assessments, environmental compliance audits, leaking underground storage tanks investigations and due diligence assessments of industrial and commercial properties throughout the United States. While working with at the New Jersey Department of Environmental Protection (1996-1999), Mr. Maltese was responsible for assessing and prioritizing known or suspected hazardous waste sites throughout New Jersey and preparing technical reports for New Jersey and the USEPA.

While employed with the Pennsylvania Fish & Boat Commission, Mr. Maltese evaluated fish populations in streams, rivers, and lakes throughout PA. Mr. Maltese's professional experience also includes positions with the U.S. Forest Service, Bureau of Land Management, and the Pennsylvania Cooperative of the U.S. Fish & Wildlife Service.

TRAINING

Senior Leadership Development Program, CEC, 2021

Threatened & Endangered Species Training, PIOGA, 2017

River Assessment and Monitoring, Wildland Hydrology, Inc. 2008

River Morphology and Applications, Wildland Hydrology, Inc./US Fish & Wildlife Service 2005

Environmentally Sensitive Streambank Stabilization, IECA, 2003

Applied Fluvial Geomorphology, Wildland Hydrology, Inc. 2002

Bat Conservation and Management Workshop, Bat Conservation International, 2001



Civil & Environmental Consultants, Inc.

Daniel A. Maltese

Vice President

WVDNR Scientific Collection Permit Protocol Training, 2000
WVDEP Habitat Evaluation Procedures Training, 2000
Risk-Based Site Closure Training, 1997
Constructed Wetlands for Coal Mine Drainage, NRCS and PADEP, 1996
Wetland Mitigation Training, Environmental Concern, Inc., 1995
Certified Asbestos Building Inspector, Volz Environmental Services, Inc., 1994
Wetland Delineation Training, The Pennsylvania State University, 1992
Troxler Training for Nuclear Testing Equipment, Troxler Electronic Laboratories, Inc., 1992
1910.120 Hazardous Waste Operations – 40 Hours; Annual 8-Hour Refresher Trainings

PROFESSIONAL AFFILIATIONS

PA Coal Alliance - Board of Directors and Technical Committee Member
Marcellus Shale Coalition
Pennsylvania Aggregate and Concrete Association
National Mining Association
American Clean Power - formerly American Wind Energy Association

PUBLICATIONS

Recent Regulatory Changes and Their Impacts on the Development Community, Developing Pittsburgh Magazine, Fall 2015, Pittsburgh, Pennsylvania (with Gregory P. Quatchak).
How Aggregate Operators Can Control Timelines and Risks through Mitigation Banks, North American Quarry News, April/May, 2015, Palatine Bridge, NY (with Ray Ewing).
Tighter Regulations Push Environmental Concerns to Front Burner, Pipeline and Gas Journal, January 2015, Houston, Texas (with Ryan Slack).
Managing Environmental Risk with Mitigation Banks, Engineering & Mining Journal, June 2014, Jacksonville, Florida (with Ray Ewing).

William Payne

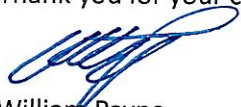
William Payne
362 Deer Creek Valley Road
Tarentum Pa 15084

August 1, 2023

Dear West Deer Township Board of Supervisors:

Please accept my letter of interest for the Planning Commission member vacancy. I am a life long resident and also served as the Zoning officer for West Deer Township for 8 years and have prior experience with the Zoning Ordinance.

Thank you for your consideration,



William Payne

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APPROVAL: 2024 ROAD PROGRAM LIST

ATTACHED IS THE TOWNSHIP ENGINEER'S RECOMMENDED ROAD LIST FOR THE 2024 ROAD IMPROVEMENT PROJECT.

MR. SHOUP....

DO I HAVE A MOTION TO APPROVE THE TOWNSHIP ENGINEER RECOMMENDED ROAD LIST FOR 2024 ROAD IMPROVEMENT PROJECT.

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

Daniel,

Here is the list of roads I see being bid for next year. I have the total price tag at about \$1,250,000. We can bid Roy, Poma, Crest and Monier as alternates which have a total value of about \$300,000.

Cold Mix Asphalt: Logan Road

Hot Mix Asphalt: Michael Road, Ashley Road (Southern Portion), Roy Street, Poma Street, Crest Street and Monier Road (Bairdford Road to Kaufman Road)

Thanks,

Scott Shoup, P.E.
Shoup Engineering Inc.

20

APPROVAL/DENIAL: CONDITIONAL USE APPLICATION – HYPERION INTERCONNECT

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 HYPERION MIDSTREAM FOR THE DEER CREEK INTERCONNECT & ASSOCIATED PIPELINE?

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

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APPROVAL/DENIAL: LAND DEVELOPMENT APPLICATION –
HYPERION INTERCONNECT

MR. SHOUP AND MR. ROBB...

DO I HAVE A MOTION TO [APPROVE/DENY] THE LAND DEVELOPMENT
APPLICATION FILED BY HYPERION MIDSTREAM FOR THE DEER
CREEK INTERCONNECT & ASSOCIATED PIPELINE?

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

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AUTHORIZATION: 2024 BUDGET ADVERTISEMENTS AND BUDGET WORKSHOPS

THE BUDGET SCHEDULE AND ADVERTISEMENTS ARE ATTACHED.

DO I HAVE A MOTION TO AUTHORIZE THE ADVERTISEMENTS FOR THE 2024 BUDGET AS DICTATED BY – AND IN COMPLIANCE WITH – THE TOWNSHIP CHARTER.

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

West Deer Township 2023 Budget Schedule

Item	Target Date	Responsible Party
Municipal pension obligation acknowledgement	8/16/23	Board of Supervisors
Capital budget item requests from Department Heads	9/8/23	Department Heads / Daniel Mator
Determine Non-Union Salaries During Executive Session	9/20/23	Board of Supervisors / Daniel Mator
Budget General Fund	9/29/23	Daniel Mator and Barb Nardis
Budget Ancillary Funds	10/4/23	Daniel Mator and Barb Nardis
Budget Review	10/5/23	Daniel Mator and Barb Nardis
First Draft Budget to Board	10/6/23	Daniel Mator
Committee Budget Workshops (if necessary)	10/9-10/13	Committees, Daniel Mator, and Department Heads
Authorize Advertisement of Budget and Budget Workshops in Newspaper	10/18/23	Board of Supervisors
Submit Advertisements	10/19/23	Jodi French
Revise Budget Per Committee Budget Workshops	10/25/23	Daniel Mator, Barb Nardis, and Department Heads
Second Draft Budget to Board	10/27/23	Daniel Mator
Public Budget Workshop #1	11/1/23	Board of Supervisors, Daniel Mator, and Department Heads
Enter final projections for 2023 (Based on 10/31 YTD)	11/8/23	Barb Nardis
Revise Budget Per Budget Workshop	11/9/23	Daniel Mator, Barb Nardis, and Department Heads
Third Draft Budget to Board	11/10/23	Daniel Mator
Public Budget Workshop #2	11/15/23	Board of Supervisors, Daniel Mator, and Department Heads
Revise Budget Per Budget Workshop	11/16/23	Daniel Mator, Barb Nardis, and Department Heads
Prepare Budget Message	11/17/23	Daniel Mator
Make Final Budget Available for Public Inspection	11/27/23	Jodi French
Final Budget to Board of Supervisors	12/15/23	Daniel Mator
Adopt Final Budget at December Regular Business Meeting	12/20/23	Board of Supervisors
Create budget accounts in ledger	12/31/23	Barb Nardis/ Barb's Successor



Chairperson of the Board
Beverly S. Jordan

Vice-Chairperson of the Board
Shirley A. Hollibaugh

Township Manager
Daniel J. Mator, Jr.

MEMORANDUM

TO: Pittsburgh Post-Gazette/Legal Ad Dept. – LOCAL EXTRA NORTH
Via email: legaladvertising@post-gazette.com
FROM: Jodi French, Administrative Assistant
DATE: September 21, 2023
SUBJECT: **2024 Budget**

ADVERTISEMENT DATE: October 26, 2023

The West Deer Township Board of Supervisors will hold a Budget workshop hearing to discuss the preliminary 2024 Budget at 7:00 p.m. on November 1, 2023 and immediately following their regular business meeting November 15, 2023.

The proposed 2024 Budget will be on public display during regular business hours from November 27, 2023 through the date of adoption, and will also be posted to the Township website for review. The Board will consider adoption on December 20, 2023 during its regular business meeting at 7:00 p.m.

Members of the public are welcome – and are encouraged – to attend both workshops and the business meeting at the Township Building located at 109 East Union Road, Cheswick, PA 15024.

Daniel J. Mator, Jr., Township Manager



Chairperson of the Board
Beverly S. Jordan

Vice-Chairperson of the Board
Shirley A. Hollibaugh

Township Manager
Daniel J. Mator, Jr.

MEMORANDUM

TO: Pittsburgh Post-Gazette/Legal Ad Dept. – LOCAL EXTRA NORTH
Via email: legaladvertising@post-gazette.com
FROM: Jodi French, Administrative Assistant
DATE: September 21, 2023
SUBJECT: **2024 Budget**

ADVERTISEMENT DATE: November 9, 2023

The West Deer Township Board of Supervisors will hold a Budget workshop hearing to discuss the preliminary 2024 Budget immediately following their regular business meeting November 15, 2023.

The proposed 2024 Budget will be on public display during regular business hours from November 27, 2023 through the date of adoption, and will also be posted to the Township website for review. The Board will consider adoption on December 20, 2023 during its regular business meeting at 7:00 p.m.

Members of the public are welcome – and are encouraged – to attend both workshops and the business meeting at the Township Building located at 109 East Union Road, Cheswick, PA 15024.

Daniel J. Mator, Jr., Township Manager

23

DISCUSSION: VFC #3 FINANCES

CHIEF WIEGAND...

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DISCUSSION: ZONING ORDINANCE

MR. ROBB...

25

OLD BUSINESS

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NEW BUSINESS

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ADJOURNMENT

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

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