



**BOARD OF
SUPERVISORS
MEETING**

April 19, 2023

6:00pm: 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

April 19, 2023

6:00pm: 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. Adoption: Resolution No. 2023-3 (Blight Grant Consultant)
18. Adoption: Resolution No. 2023-4 (Ridgewood Heights Sewage Planning Module)
19. Appointment: Zoning Officer
20. Award: Bairdford Park Improvement Project (Fencing, Pavilion, Gaga Ball Pit, Benches)
21. Old Business
22. New Business
23. 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 MARCH 15, 2023 REGULAR BUSINESS MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO ACCEPT THE MINUTES OF THE MARCH 15, 2023 REGULAR BUSINESS MEETING.

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

West Deer Township
Board of Supervisors
15 March 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: Jodi French, Township Secretary; 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 Mrs. French – Quorum present

COMMENTS FROM THE PUBLIC

- None

ACCEPT MINUTES

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

MONTHLY FINANCIAL REPORT

TOWNSHIP OF WEST DEER **FINANCE OFFICER'S REPORT** **28 February 2023**

I - GENERAL FUND:

	<u>February</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	505,812.73	1,439,256.57	15.35%
Expenditures	486,511.47	1,010,331.33	10.78%

Cash and Cash Equivalents:

Sweep Account	634,983.10	
	<u>634,983.10</u>	

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Restricted	57,332.17
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Fire Tax Fund:

Restricted	4,143.69
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State/Liquid Fuels Fund:

Restricted	<u>60,493.17</u>
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121,969.03**Investments:****Operating Reserve Fund:**

Reserved

951,755.28

Capital Reserve Fund:

Reserved

976,240.361,927,995.64**III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:**0.000.00**TOTAL CASH BALANCE 2/28/23**2,684,947.77**Interest Earned February 2023****3,520.73**

	2/1/2023 Debt Balance	February Principal Payment	2/28/2022 Debt Balance
Mars National - VFC #3	\$66,284.46	\$2,607.94	\$63,879.15
NexTier Bank VFC #2	\$371,785.03	\$2,680.96	\$370,303.71

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 5-0.

FEBRUARY LIST OF BILLS

Amerikohl Aggregates Inc	1383.45
Amerikohl Transport Inc.	1126.13
Bearcom	292.47
Best Wholesale Tire Co. Inc.....	135.29
Hei-Way, LLC.....	1312.35
Jordan Tax Service, Inc.....	583.99
Mark C. Turnley.....	4500.00
MRM Workers' Comp Fund	27003.78
Office Depot.....	420.68
Shoup Engineering Inc.	1899.25
Stephenson Equipment Inc.	64.80
Toshiba Financial Services.....	1361.88
Tucker/Arensberg Attorneys.	5177.40

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh 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

Sergeant Mike Shurina was present and Chief Bob Loper provided a summary report of Police Department activities for the month of February 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 February 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 both 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 project has been let with bids due to be opened on Monday, 13 March 2023.
- 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 the project has been let for bids. Bids are to be opened on Monday, 13 March 2023.

Development/Subdivision Review

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

- Ridgewood Heights Plan
 - Reviews of this eighteen lot preliminary and final subdivision plan located on Cedar Ridge Road were performed and review letters dated 15 December 2022 and 16 January 2023 were issued to the Township.
- DCDBA/COPAM Plan
 - A review of this lot line revision plan located off of Bakerstown-Culmerville Road was performed and a review letter dated 25 January 2023 was 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 February 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 February 2023. A copy of the report is on file at the Township Building.

Mrs. Jordan announced the upcoming event: Easter Egg Hunt being held at Bairdford Park on April 2nd.

WEST DEER #1 VFC REPORT

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

WEST DEER #2 VFC REPORT

The Board did not receive a monthly report from VFC #2.

WEST DEER #3 VFC REPORT

The Board received the West Deer #3 VFC's Report for the month of February 2023. A copy of the report is on file at the Township Building.

Mrs. Jordan requested going forward that the Volunteer Fire Companies provide a breakdown of the locations of their Quick Response Services (QRS) calls in their monthly reports.

WEST DEER EMS REPORT

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

ADOPTION: RESOLUTION NO. 2023-02 (C2P2 GRANT AUTHORIZATION)

RESOLUTION NO. 2023-02 AUTHORIZES THE TOWNSHIP MANAGER TO APPLY FOR AND SIGN (IF APPROVED) A DCNR C2P2 GRANT FOR CONTINUING THE BAIRDFORD PARK PORTION OF THE WEST DEER TOWNSHIP MASTER PARK PLAN.

The Board received a copy of the Resolution 2023-02.

Mr. Shoup explained that this grant – if approved – would help fund the Bairdford Park Project.

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Harrison to adopt Resolution No. 2023-02 authorizing the Township Manager to apply for and sign (if approved) a DCNR C2P2 Grant for continuing the Bairdford Park portion of the West Deer Township Master Park Plan. Motion carried unanimously 5-0.

APPOINTMENT: PLANNING COMMISSION MEMBER INTERVIEW/APPOINTMENT

Due to an expiration of a member of the Planning Commission Board there is an available seat on the Board.

The Board received two letters of interest from Vaughn Campbell and Jake Oresick.

Mrs. Jordan announced that Mr. Campbell withdrew his letter of interest.

Mr. Oresick gave a brief description of his background and voiced why he would like to become a member of the Planning Commission.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Smullin to appoint Jake Oresick as a member of the Planning Commission for a four-year term to expire December 31, 2026. Motion carried unanimously 5-0.

AUTHORIZATION: ADVERTISEMENT (MUNICIPAL BUILDING BIDS)

The Board received a draft of the Municipal Building Bids advertisement. Included in the advertisement are:

Contract No. 1 General Construction
Contract No. 2 HVAC Construction
Contract No. 3 Plumbing Construction
Contract No. 4 Electrical Construction

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Harrison to authorize the advertisement of the Municipal Building Bids as presented. Motion carried unanimously 5-0.

AUTHORIZATION: ADVERTISEMENT OF A PUBLIC HEARING FOR A CONCERT VENUE (NO OFF SEASON)

Application: Charles Vrabel
Brickyard Park Holdings LLC

Location: 940 & 982 Little Deer Creek Valley Road Russellton, PA
40.11 acres

Zoning District: I – Industrial

Request: To construct a new concert stage with associated parking lot.

The applicant is requesting a Land Development Plan and Conditional Use in an Industrial (I) Zoning District.

Mr. Frey asked if the hearing could be scheduled right before next months' regular business meeting.

Mr. Robb recommended to not schedule the hearing the same day as the Boards' regular business meeting to provide a sufficient amount of time for any witnesses as well as any residents that may have a public comment.

MOTION BY Supervisor Frey and SECONDED BY Hollibaugh to authorize the advertisement of the Conditional Use Public Hearing for the new concert stage with associated parking lot to be scheduled April 11th at 6:00pm. Motion carried unanimously 5-0.

AUTHORIZATION: HAMPSHIRE STATES LOT LINE REVISION

The Planning Commission recommended approval of the Hampshire Estates Lot Line Revision at their February 23, 2023 meeting.

Property Location: 57 Hampshire Lane
Zoning District: R-1 Rural Residential

The proposal is for a lot line revision to correct the boundaries between two parcels owned by Deer Creek Drainage Basin Authority and COPAM Properties, Inc. located at Hampshire Lane Gibsonia, PA. The two parcels being revised are 2010-F-49 and 2010-F-284. The lot measures 0.664 of an acre.

The Planning Commission recommended approval of the Hampshire Estates Lot Line Revision subject to the following conditions:

1. Satisfactorily address all comments and concerns of Mr. Shoup's comment letter dated 26 January 2023.

Mr. Shoup explained that Deer Creek Drainage Basin Authority had built their building over their parcel line so to correct this issue there needed to be a lot line revision.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Smullin to approve the Hampshire Estates Lot Line revision as per the recommendation by the Planning Commission with the condition previously mentioned. Motion carried unanimously 5-0.

AUTHORIZATION: RIDGEWOOD HEIGHTS SUBDIVISION AND LAND DEVELOPMENT PLAN

The Planning Commission recommended approval of the Ridgewood Heights Subdivision Plan at their January 26, 2023 meeting.

Property Location: Cedar Ridge Road
Zoning District: R-2 Semi Suburban Residential

The proposal is for a Planned Residential Development (PRD) for the applicant, Cedar Ridge Partners LP to construct 18 single family homes on 12.18 acres located on Cedar Ridge Road Allison Park, PA. The lots to measure 13,059 sq. ft.

The Planning Commission recommended approval of the Ridgewood Heights Subdivision and Land Development Plan subject to the following conditions:

1. Address and satisfy all issues in the letter from Scott Shoup dated 17 January 2023.
2. Locate additional fire hydrant at end of cul-de-sac.
3. Approval of the variance request on 16 February 2023.

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Harrison to approve the Ridgewood Heights Subdivision and Land Development Plan as per the recommendation by the Planning Commission with the conditions previously mentioned. Motion carried unanimously 5-0.

AWARD: BAIRDFORD PARK IMPROVEMENT PROJECT

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

The project was advertise and sealed bids were received until 2:00 p.m. on Monday, 13 March 13, 2023, at which time there opened and read aloud.

BASE BID – Work shall consist of construction of new asphalt sports courts, application of four coat acrylic sports court surface system, concrete walks and ramp, reconfiguration and asphalt paving of an existing parking lot, storm sewer installation and other miscellaneous work.

ALTERNATE A – Work shall consist of installing landscaping and other miscellaneous work around the reconfigured parking lot.

ALTERNATE B – Work shall consist of the construction of a new asphalt multi-purpose court.

ALTERNATE C – Work shall consist of the construction of a new asphalt parking lot.
The bids results were presented to the Board prior to the regular business meeting.

BASE BID

<u>BIDDERS:</u>	<u>BASE BID</u>	<u>ALTERNATE A</u>	<u>ALTERNATE B</u>	<u>ALTERNATE C</u>
Youngblood Paving, Inc.	\$528,988.10	\$43,565.00	\$75,009.00	\$66,449.20
Dun Rite Construction & Paving, LLC	\$534,902.05	\$45,875.00	\$74,662.50	\$70,380.00

Mr. Shoup stated that after speaking with Mr. Mator, he recommended that the Board approve the Base Bid and Alternate B so all the sports courts would be completed together versus part this year and part next year.

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Hollibaugh to award the Bairdford Park Improvement Project to Youngblood Paving, Inc. in the amount of \$603,997.10 for the Base Bid and Alternate B. Motion carried unanimously 5-0.

AWARD: 2023 ROAD PROGRAM

Plans, specifications, and bid documents were prepared by Shoup Engineering for the 2023 Road Program.

The Project was advertised and sealed bids were received until 1:30 P.M. on Monday, 13 March 2023, at which time they were opened and read aloud.

CONTRACT 23-01 – Work consists of milling of existing asphalt, installation of hot mix super pave binder and wearing courses, base repair, backfilling and other miscellaneous work on four (4) Township Roads totaling approximately 7,600 feet in length.

CONTRACT 23-02 – Work will consist of the installation of cold mix FB modified binder leveling course with CMS-2 emulsion, base repair, backfilling and other miscellaneous work on one (1) Township Road totaling approximately 3,900 feet in length. Alternate bids for similar work will also be received for one (1) other Township Road totaling approximately 11,600 feet in length.

CONTRACT 23-03 – Work will consist of the application of a double bituminous seal coat on six (6) Township Roads totaling approximately 39,600 feet in length.

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

Mr. Shoup recommended the Board approve all base bid contracts. He reported the total of the base bid contracts are over the approved 1 million budget for the Road Improvement Project so there would be insufficient funding for the Contract 23-02 Alternate Bid.

CONTRACT 23-01 HOT MIX ASPHALT

Base Bid: Haven Hill Drive, Canter Lane, Allison Road and Martin Road

<u>BIDDERS:</u>	<u>BASE BID:</u>
Shields Asphalt Paving Inc.	\$437,499.00
Youngblood Paving, Inc.	\$448,822.60
Tresco Paving Corporation	\$589,124.00

El Grande Industries, Inc.	\$595,139.00
Keystone Excavating & Development, LLC	\$713,664.00

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to award the 2023 Road Program Hot Mix Asphalt Contract 23-01 to Shields Asphalt Paving, Inc. in the amount of \$437,499.00 for the Base bid. Motion carried unanimously 5-0.

CONTRACT 23-02 COLD MIX ASPHALT

Base Bid: West Starz Road (portion)

Alternate Bid: Logan Road

<u>BIDDERS:</u>	<u>BASE BID</u>	<u>ALTERNATE BID</u>
Youngblood Paving, Inc.	\$210,340.00	\$563,340.00
Russell Standard	\$229,222.50	\$615,270.00

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Frey to award the 2023 Road Program Cold Mix Asphalt Contract 23-02 to Youngblood Paving, Inc. in the amount of \$210,340.00 for the Base Bid. Motion carried unanimously 5-0

CONTRACT 23-03 DOUBLE BITUMINOUS SEAL COAT

Base Bid: Rittman Road, Glasgow Road, Donaldson Road, Shuster Road, Superior Road and West Starz Road

<u>BIDDERS:</u>	<u>BASE BID</u>
Youngblood Paving, Inc.	\$388,328.60
Russell Standard	\$406,866.90

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Frey to award the 2023 Road Program Double Bituminous Seal Coat Contract 23-03 to Youngblood Paving, Inc. in the amount of \$388,328.60 for the Base Bid. Motion carried unanimously 5-0.

TOTAL OF 2023 ROAD PROJECT APPROVED: \$1,036,167.60

OLD BUSINESS

- None

NEW BUSINESS

- None

ADJOURNMENT

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to adjourn at 7:40 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?

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE 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

March 31, 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	614,074.90	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

494,667.30

589,757.17

Investments:

Operating Reserve Fund:

Reserved

951,763.37

Capital Reserve Fund:

Reserved

979,935.65

1,931,699.02

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

0.00

0.00

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>	
Mars National - VFC #3	63,879.15	\$ 2,607.94	61,285.84
NexTier Bank VFC #2	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.

INTEREST EARNED - 2023

	<u>MARCH</u>	<u>YTD</u>
GENERAL FUND	\$0.29	\$3.45
STREET LIGHT FUND	\$0.00	\$0.00
FIRE TAX FUND	\$0.23	\$0.58
OPERATING RESERVE	\$8.09	\$24.43
STATE FUND	\$1,878.62	\$2,664.29
CAPITAL RESERVE	<u>\$3,695.29</u>	<u>\$11,443.62</u>
TOTAL INTEREST EARNED	<u>\$5,582.52</u>	<u>\$14,136.37</u>

7B

B) LIST OF BILLS

WHAT ACTION DOES THE BOARD WISH TO TAKE?

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

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

By Name
Cutoff as of: 12/31/9999

Due Dates: 04/15/2023 thru 04/15/2023

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name:	AMERIKOHL AGGREGATES INC			3074.25				3074.25		
Name:	AMERIKOHL TRANSPORT INC			2502.44				2502.44		
Name:	BEARCOM			292.47				292.47		
Name:	DIGITAL-ALLY			11997.60				11997.60		
Name:	HEI-WAY, LLC			1556.39				1556.39		
Name:	JORDAN TAX SERVICE, INC.			2949.76				2949.76		
Name:	MARKL SUPPLY			1465.00				1465.00		
Name:	NORTH HILLS COG SRT VEHICLE MAINTENANCE			3196.00				3196.00		
Name:	OFFICE DEPOT			495.84				495.84		
Name:	SHOUP ENGINEERING INC.			13459.50				13459.50		
Name:	STEPHENSON EQUIPMENT, INC.			1455.66				1455.66		
Name:	TOSHIBA BUSINESS SOLUTIONS, USA			597.82				597.82		
Name:	TOSHIBA FINANCIAL SERVICES			731.60				731.60		
Name:	TUCKER/ARENSBERG ATTORNEYS			8837.42				8837.42		
Name:	WINE CONCRETE PRODUCTS, INC.			2560.00				2560.00		
FINAL TOTALS:								55171.75		

By Name
Cutoff as of: 12/31/9999

Due Dates: 04/15/2023 thru 04/15/2023

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	paid	Un-Paid	Check#	Check Amt.
00337	AMERI KOHL AGGREGATES	454.371	64198	1353.75			1353.75	1353.75		N
	Park: #1 Limestone	0423	04/10/2023	04/15/2023	04/11/2023					
00337	AMERI KOHL AGGREGATES	430.611	64199	1720.50			1720.50	1720.50		N
	Road: #57 Limestone	0423	04/10/2023	04/15/2023	04/11/2023					
Name: AMERI KOHL AGGREGATES INC										
00338	AMERI KOHL TRANSPORT	454.371	42032	1101.95			1101.95	1101.95		N
	Park: Delivery of #1 Limestone	0423	04/10/2023	04/15/2023	04/11/2023					
00338	AMERI KOHL TRANSPORT	430.611	42033	1400.49			1400.49	1400.49		N
	Road: Delivery of #57 Limestone	0423	04/10/2023	04/15/2023	04/11/2023					
Name: AMERI KOHL TRANSPORT INC										
00674	BEARCOM	410.328	5536695	235.00			235.00	235.00		N
	POL: Radio Equip Maint	0423	04/03/2023	04/15/2023	04/04/2023					
00674	BEARCOM	430.327	5536725	57.47			57.47	57.47		N
	Road: Radio Equip Maint	0423	04/03/2023	04/15/2023	04/04/2023					
Name: BEARCOM										
00215	DIGITAL-ALLY	410.550	1117037-3	11997.60			11997.60	11997.60		N
	Police: (Year 3 of 3) Storage Su	0423	04/16/2023	04/15/2023	04/06/2023					
Name: DIGITAL-ALLY										
00005	HEI-WAY, LLC	430.372	10332014	311.44			311.44	311.44		N
	Road: Cold Patch	0323	03/03/2023	04/15/2023	03/07/2023					
00005	HEI-WAY, LLC	430.372	1033205	216.44			216.44	216.44		N
	Road: Cold Patch	0323	03/16/2023	04/15/2023	03/21/2023					
00005	HEI-WAY, LLC	430.372	10332091	202.73			202.73	202.73		N
	Road: Cold Patch	0323	03/08/2023	04/15/2023	03/10/2023					
00005	HEI-WAY, LLC	430.372	10332249	228.19			228.19	228.19		N
	Road: Cold Patch	9323	03/20/2023	04/15/2023	03/22/2023					
00005	HEI-WAY, LLC	430.372	10332406	213.50			213.50	213.50		N
	Road: Cold Patch	0323	03/29/2023	04/15/2023	03/31/2023					
00005	HEI-WAY, LLC	430.372	10332480	189.67			189.67	189.67		N
	Road: Cold Patch	0423	04/03/2023	04/15/2023	04/06/2023					

By Name
Cutoff as of: 12/31/9999

Due Dates: 04/15/2023 thru 04/15/2023

Vendor	Name/Desc	Acct#/Proj Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00005	HEI-WAY, LLC	430.372 10332544	194.42				194.42		N
Road: Cold Patch		0423 04/06/2023	04/15/2023	04/10/2023					
Name: HEI-WAY, LLC			1556.39				1556.39		
00106	JORDAN TAX SERVICE, Certifying for Liens	403.140 3-23-149 03/13/2023	1330.00	04/15/2023	03/14/2023		1330.00		N
00106	JORDAN TAX SERVICE, Delinquent R E Tax Commission	403.140 3-C-P#87 03/20/2023	1619.76	04/15/2023	03/22/2023		1619.76		N
Name: JORDAN TAX SERVICE, INC.			2949.76				2949.76		
00542	MARKL SUPPLY POL: Survival Armour	410.242 138237-OA 03/16/2023	1199.00	04/15/2023	03/21/2023		1199.00		N
00542	MARKL SUPPLY Mikus:shirt carrier/name tapes	410.191 138237-OB 03/16/2023	266.00	04/15/2023	03/21/2023		266.00		N
Name: MARKL SUPPLY			1465.00				1465.00		
00053	NORTH HILLS COG SRT 2023 Pro-Rata SRT Vehicle Main	410.450 183 03/20/2023	3196.00	04/15/2023	03/21/2023		3196.00		N
Name: NORTH HILLS COG SRT VEHICLE MAINTENANCE			3196.00				3196.00		
00657	OFFICE DEPOT office Supplies	406.210 300789913001 03/03/2023	22.89	04/15/2023	03/21/2023		22.89		N
00657	OFFICE DEPOT office Supplies	406.210 301425036001 03/06/2023	36.37	04/15/2023	03/21/2023		36.37		N
00657	OFFICE DEPOT Cleaning Supplies	409.226 301425036001 03/06/2023	72.14	04/15/2023	03/21/2023		72.14		N
00657	OFFICE DEPOT office Supplies	406.210 301425603001 03/10/2023	69.77	04/15/2023	03/27/2023		69.77		N
00657	OFFICE DEPOT office Supplies	406.210 301425604001 03/07/2023	69.77	04/15/2023	03/21/2023		69.77		N
00657	OFFICE DEPOT office Supplies	406.210 302524874001 03/21/2023	84.63	04/15/2023	04/03/2023		84.63		N
00657	OFFICE DEPOT Cleaning Supplies	409.226 304910628001 03/23/2023	82.20	04/15/2023	04/03/2023		82.20		N

By Name
Cutoff as of: 12/31/9999

Due Dates: 04/15/2023 thru 04/15/2023

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Canceled	Paid	Un-Paid	Check#	Check Amt.
00657	OFFICE DEPOT Cleaning Supplies	409.226 0323	3049106U68001 03/23/2023	58.07				58.07		N
Name: OFFICE DEPOT				495.84				495.84		
00830	SHOUP ENGINEERING IN 408.319 Eng:DCDBA/COMPAM Properties 0323	23-100 03/31/2023		26.75				26.75		N
00830	SHOUP ENGINEERING IN 408.316 Eng:Crest St Bridge/2/1-3/31/20423	23-104 03/31/2023		7744.75				7744.75		N
00830	SHOUP ENGINEERING IN 409.740 Twp:New Municipal Bldg/2/9-3/30423	23-105 03/31/2023		3494.50				3494.50		N
00830	SHOUP ENGINEERING IN 408.319 Eng: Ridgewood Heights 0323	23-93 03/31/2023		321.00				321.00		N
00830	SHOUP ENGINEERING IN 408.319 Eng: Kennel-Middle Rd Ext 0323	23-94 03/31/2023		26.75				26.75		N
00830	SHOUP ENGINEERING IN 408.319 Eng: Rose Ridge/Subdivision 0323	23-95 03/31/2023		107.00				107.00		N
00830	SHOUP ENGINEERING IN 408.313 Eng: Miscellaneous 0323	23-96 03/31/2023		535.00				535.00		N
00830	SHOUP ENGINEERING IN 408.319 Eng: Leto Well Pad 0323	23-97 03/31/2023		722.25				722.25		N
00830	SHOUP ENGINEERING IN 408.319 Eng:No Off Season/Concert Venu0323	23-98 03/31/2023		267.50				267.50		N
00830	SHOUP ENGINEERING IN 408.319 Eng:Moretti Realty Plan/Subdiv0323	23-99 03/31/2023		214.00				214.00		N
Name: SHOUP ENGINEERING INC.				13459.50				13459.50		
00074	STEPHENSON EQUIPMENT 430.374 Road: ACS Blade 1/2 0323	18063799 03/17/2023		1455.66				1455.66		N
Name: STEPHENSON EQUIPMENT, INC.				1455.66				1455.66		
00308	TOSHIBA BUSINESS SOL 406.261 Lease & Maintenance of Copiers0323	5752648 03/30/2023		352.88				352.88		N
00308	TOSHIBA BUSINESS SOL 410.261 Lease & Maintenance of Copiers0323	5752648 03/30/2023		244.94				244.94		N

By Name
Cutoff as of: 12/31/9999

Due Dates: 04/15/2023 thru 04/15/2023

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: TOSHIBA BUSINESS SOLUTIONS, USA				597.82				597.82		
00577	TOSHIBA FINANCIAL SE 406.261 Lease & Maintenance of Copiers0323	5024109898 03/01/2023		486.66	04/15/2023	03/22/2023		486.66		N
00577	TOSHIBA FINANCIAL SE 410.261 Lease & Maintenance of Copiers0323	5024109898 03/01/2023		244.94	04/15/2023	03/22/2023		244.94		N
Name: TOSHIBA FINANCIAL SERVICES				731.60				731.60		
00813	TUCKER/ARENSBERG ATT 404.111 Legal Services: Retainer 0323	649536 03/31/2023		500.00	04/15/2023	04/10/2023		500.00		N
00813	TUCKER/ARENSBERG ATT 404.111 Legal Services:Rose Ridge-PRD 0323	649537 03/31/2023		77.50	04/15/2023	04/10/2023		77.50		N
00813	TUCKER/ARENSBERG ATT 404.111 Legal Svc:Dionysus Well Pad Ap0323	649538 03/31/2023		119.00	04/15/2023	04/10/2023		119.00		N
00813	TUCKER/ARENSBERG ATT 404.111 Legal Services: General 0323	649539 03/31/2023		2089.01	04/15/2023	04/10/2023		2089.01		N
00813	TUCKER/ARENSBERG ATT 404.111 Legal Svc:Leto Well Pad-Conditt0323	649540 03/31/2023		6051.91	04/15/2023	04/10/2023		6051.91		N
Name: TUCKER/ARENSBERG ATTORNEYS				8837.42				8837.42		
00059	WINE CONCRETE PRODUC 430.611 Catch Basins:24" knockout 0323	92174 03/11/2023		2560.00	04/15/2023	03/13/2023		2560.00		N
Name: WINE CONCRETE PRODUCTS, INC.				2560.00				2560.00		

FINAL TOTALS:

55171.75

55171.75

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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: April 11, 2023

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

JB

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

OFFICER'S MONTHLY REPORT
March 2023

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	78	105	183
CALLS FOR SERVICE/FIELD CONTACTS	609	811	1420
ALL OTHER CALLS	516	966	1482
TOTALS CALLS FOR SERVICE	1203	1,882	3085
 <u>ARRESTS</u>			
ADULT	14	12	26
JUVENILE	1	0	1
TRAFFIC CITATIONS	80	30	110
NON TRAFFIC CITATIONS	4	11	15
PARKING CITATIONS	26	0	26
WARNINGS	118	155	273
 <u>PERSONNEL</u>			
GRIEVANCES FILED BY POLICE OFFICERS	0	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0	0
LETTERS COMMENDING POLICE OFFICERS	0	1	1
 <u>VEHICLE REPORTS</u>			
TOTAL MILES TRAVELED	13,907	21,415	35,322
GALLONS OF GASOLINE USED	1131.7	1,821.70	2953.4
REPAIRS/MAINTENANCE	204.99	4,180.94	4,385.93
 <u>OVERTIME PAID</u>			
COURT (OFF DUTY)	22	9.00	31
PRELIMINARY HEARINGS	0	4.00	4
PRETRIAL	0	0.00	0
INVESTIGATIONS	2	11.00	13
ARRESTS	3.5	10.00	13.5
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	13.00	28
TOTAL HOURS	42.5	71.00	113.5

OFFICER'S MONTHLY REPORT
March 2023

QUARTERLY REPORT	2022 YEAR TO DATE	2023 YEAR TO DATE
REPORTABLE CALLS FOR SERVICE	174	183
CALLS FOR SERVICE/FIELD CONTACTS	1,318	1,420
ALL OTHER CALLS	1,479	1,482
TOTAL CALLS FOR SERVICE	2,971	3,085

ARRESTS

ADULT	26	26
JUVENILE	3	1
TRAFFIC CITATIONS	34	110
NON TRAFFIC CITATIONS	5	15
PARKING CITATIONS	2	26
WARNINGS	76	273

PERSONNEL

GRIEVANCES FILED BY POLICE OFFICERS	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0
LETTERS COMMENDING POLICE OFFICERS	0	1

VEHICLE REPORTS

TOTAL MILES TRAVELED	26,948	25,322
GALLONS OF GASOLINE USED	2,592.10	2,953.40
REPAIRS/MAINTENANCE	4,087.77	4,385.93

OVERTIME

COURT (OFF DUTY)	76	31
PRELIMINARY HEARINGS	4	4
PRETRIAL	0	0
INVESTIGATIONS	5.5	13
ARRESTS	13.5	13.5
SPEED CHECKS	0	0
PRIVATE CONTRACTS	0	0
MISC. HOURS - FILLED SHIFTS	31	24
MISC. HOURS - ADMIN HOURS	32	0
ALL OTHER MISC. HOURS	47.5	28
TOTAL HOURS	209.5	113.5

Points of Interest

March 2023

Budget Figure YTD -25.3%

Chief Robert Loper

- March 15-17- Chief Loper and Sergeant Burk attended the PELRAS conference in State College.
- March 28- Attended meeting with Supervisors and township manager to review a study.
- March 29- Attended COG Chief's meeting in Shaler Township.

K9 Officer Trevor Elza

- March 14- Training held at Evans City Elementary School. K9's worked on detection and apprehension.
- March 16- Call out to McCandless to track a missing juvenile.
- March 18- K9 deployed for a building search of a business. Dispatched for a burglary alarm with an open door to the business.
- March 22- K9 demonstration and station tour with girl scouts.
- March 28- Locker search of North Allegheny Schools with other K9 teams.
- March 28- Training held at Ross Annex and West Deer K9 Training Area. Training held on narcotics detection in lockers, rooms, and vehicles.

Sergeant Petosky & Officer Fedunok

- March 9- Training held at the VA Facility in Pittsburgh. Operators trained on interior movements, marking systems, and night vision goggles.
- March 24- Training held at the VA Facility in Pittsburgh. Operators trained on clearing buildings and active shooter scenarios.
- March 29- NHSRT was activated due to a report of an active shooter at Hopewell Senior High School. NHSRT Leaders determined that these calls were "swatting" calls, and the team was then placed on standby.

EMA- Sergeant Shurina

- See attached report.

Deer Lakes School District

- See attached report.
- March 11- Officers Evan, Fedunok, Elza, and Kadlick provided general security for the Boys' Basketball state playoff game.

Misc. Details

- March 1 & 2- Officer Lindner attended mandatory Legal Updates training.
- March 7- Sergeant Mikus attended Standardized Field Sobriety Testing Training held in Millvale.
- March 8- Administrative Assistant Jennifer Borczyk attended Sealing & Expunging Records Training (state law specific).
- March 8 & 9- Sergeant Shurina attended mandatory Legal Updates training.
- March 13 & 14- Officers Wikert and Rigous attended Advanced Roadside Impairment Detection training at Millvale Community Center.
- March 15 & 16- Officer Gizienski attended mandatory Legal Updates training.
- March 17- Roving DUI Checkpoint held in Hampton Township. Sergeant Petosky and Officer Rigous participated.
- March 20 & 21- Officers Rigous and Brand attended mandatory Legal Updates training.
- March 22 & 23- Officers Newman and Hutchison attended mandatory Legal Updates training.
- March 22- Officers Elza, Trocki, and Evan provided the girl scouts with a tour of the facility, K9 demonstrations, and a fingerprinting session for their detective badge.
- March 22- Officer Dobransky performed an Aggressive Driving detail.
- March 26- Officer Lindner performed an Aggressive Driving detail.
- March 27 & 28- Sergeant Petosky and Officer Fedunok attended mandatory Legal Updates training.
- March 28- Sergeant Mikus and Officer Kadlick performed an Aggressive Driving detail.
- March 30- Officer Brand performed an Aggressive Driving detail.

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

MARCH 2023

WDPD INCIDENT REPORTS

TOTAL: 11

- 2 Harassment – Terroristic Threats
- 3 Harassment – General
- 1 Harassment – Communications
- 1 Drug Laws – General
- 3 Disorderly Conduct – General
- 1 Assault – Strong Arm

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

SRO / SECURITY DETAILS & LOGS

TOTAL: 55

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

TOTAL ACTIVITY

TOTAL: 66

TOTAL ACTIVITY BY SCHOOL

HIGH SCHOOL	29	ADMIN. BUILDING	0
MIDDLE SCHOOL	11	BUS GARAGE	0
E.U. INTERMEDIATE	20	OTHER	1
CURT. PRIMARY	5		

BUS PATROL VIOLATION

Violations Reported:	21	Violations Approved:	5
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DARE / SRO CLASSES AND PROGRAMS

DARE

CLASSES INSTRUCTED DURING THIS PERIOD


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

SRO Programs / Miscellaneous

INSTRUCTED DURING THIS PERIOD

<u>Program</u>	<u>School</u>	<u>Date</u>
ALiCE – Active Shooter Drill	DL Middle School	March 23, 2023
ALiCE – Active Shooter Drill	DL Intermediate	March 23, 2023
ALiCE – Active Shooter Drill	DL Primary	March 24, 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
139 East Union Road - Cheswick, PA 15024
westdeertownship.com
Office: 724-265-1100
Email: mshurina@westdeertownship.com



EMA Team
Robert Loper
Joshua Wiegand
Mark Lovey
Aaron Skrbn

John Krauland
Donald Gerlach
Gary Borsuk

EMERGENCY MANAGEMENT

Monthly Report
MARCH 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.

INCIDENT:	EMA Quarterly Training/Meeting
DATE:	March 14, 2023
MICS INFO:	Mike Shurina, along with other EMA team members, attended an Allegheny County EMA Quarterly Training/Meeting online session as required by Allegheny County EMA.

Submitted by:

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

West Deer Township Police Department Calls For Service Activity Report

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

Report Start Date: 3/1/2023

Report End Date: 3/31/2023

Calls For Service:

911 HANG UP - GENERAL	3
ABANDON VEHICLE - PRIVATE PROPERTY	1
ALARM ACTIVATION - BUSINESS	1
ALARM ACTIVATION - BUSSINESS/FALSE	3
ALARM ACTIVATION - FIRE	1
ALARM ACTIVATION - FIRE / FALSE	2
ALARM ACTIVATION - RESIDENTIAL	3
ANIMAL - COMPLAINT	9
ASSAULT - STRONG ARM	1
ASSIST - EMS	23
ASSIST - EMS (DOA)	1
ASSIST - POLICE	7
ASSIST - RESIDENT	7
ASSIST - WELFARE CHECK	8
BURGLARY - FORCE (RESIDENTIAL)	1
CHILD - CHILD LINE REPORTS	1
CIVIL - COMPLAINT	1
CIVIL - LANDLORD TENANT	3
COURT - WARRANT SERVICE	3
CRIMINAL MISCHIEF - GENERAL	2
DISABLED VEHICLE - GENERAL	5
DISORDERLY CONDUCT - GENERAL	3
DOMESTIC - PHYSICAL	1
DOMESTIC - VERBAL	6
DRUG LAWS - GENERAL	3
DUI - OVER LEGAL AGE	3
FIRE - STRUCTURE (RESIDENCE)	1
FIRE - VEHICLE	1
FRAUD - GENERAL	8
HARASSMENT - COMMUNICATIONS	5
HARASSMENT - GENERAL	5
HARASSMENT - TERRORISTIC THREATS	2
HAZARDOUS CONDITION - ROAD HAZARD	5
HAZARDOUS CONDITION - TREE DOWN	7
HAZARDOUS CONDITION - UTILITY COMP	1
HAZARDOUS CONDITION - WIRE DOWN	5
MENTAL COMMITMENT - VOLUNTARY	3
MVA - DUI	2
MVA - LEAVING THE SCENE	2
MVA - NON REPORTABLE	3
MVA - PRIVATE PROPERTY	1
MVA - REPORTABLE	5
NOISE COMPLAINT - RESIDENTIAL	2
NOT ASSIGNED	31

Calls For Service:

PARKING COMPLAINT - RESIDENTIAL	14
PATROL - GENERAL	145
PFA - SERVICE	5
PHONE CALLS - GENERAL	2
POLICE INFORMATION - FOLLOW UP INVEST	16
POLICE INFORMATION - GENERAL	20
PROPERTY - FOUND	3
PROPERTY - LOST	2
PROPERTY - RECOVERED STOLEN	1
PUBLIC INTOX - GENERAL	1
RUNAWAY - ADULT MALE	1
SEX CRIMES - RAPE	1
SOLICITATION COMPLAINT - GENERAL	2
SPECIAL DETAIL - ADMINISTRATIVE	28
SPECIAL DETAIL - K9 TRAINING	1
SPECIAL DETAIL - OTHER / MISC.	2
SPECIAL DETAIL - PATROL	12
SPECIAL DETAIL - PUBLIC RELATIONS	2
SRO DETAIL - ASSIST NURSE / EMS	1
SRO DETAIL - ASSIST TEACHER	1
SRO DETAIL - ATTEND MEETING	1
SRO DETAIL - ATTEND TRAINING	1
SRO DETAIL - INSTRUCT DARE PROGRAM	4
SRO DETAIL - SCHOOL SAFETY DRILL	5
SRO DETAIL - SECURITY (GENERAL)	42
SUSPICIOUS - OTHER	2
SUSPICIOUS - PERSON	3
SUSPICIOUS - VEHICLE	4
THEFT - BUSINESS	1
THEFT - OF MOTOR VEHICLE	2
THEFT - RESIDENTIAL	3
TRAFFIC - AGGRESSIVE DRIVING DETAIL	5
TRAFFIC - COMPLAINT	9
TRAFFIC - DETAIL	58
TRAFFIC - SCHOOL ZONE	5
TRAFFIC - STOP	90
TRESPASS - BUSINESS	1

TOTAL CALLS FOR SERVICE: 687

Subtract Reportable DI# : 78

TOTAL N.R. CALLS FOR SERVICE:

West Deer Township Police Department

Total Arrest Report

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

Report Start Date: 3/1/2023 Report End Date: 3/31/2023

ARREST DATE	D I #	SIGNAL CODE	JUVENILE ARREST
3/1/2023	20230222001:	MVA - DUI	
3/1/2023	20230226001:	MVA - DUI	
3/3/2023	20230303000:	DUI - OVER LEGAL AGE	
3/7/2023	20230330000:	SEX CRIMES - RAPE	
3/8/2023	20221230001:	THEFT - RESIDENTIAL	
3/8/2023	20230308001:	THEFT - OF MOTOR VEHICLE	
3/8/2023	20230308001:	THEFT - OF MOTOR VEHICLE	
3/8/2023	20230308001:	THEFT - OF MOTOR VEHICLE	
3/9/2023	20230309001:	DRUG LAWS - GENERAL	
3/10/2023	20230310001:	DUI - OVER LEGAL AGE	
3/19/2023	20230319000:	MVA - DUI	
3/20/2023	20230308000:	THEFT - RESIDENTIAL	
3/23/2023	20230309001:	HARASSMENT - TERRORISTIC THREATS	JUVENILE ARREST
3/29/2023	20221230001:	DRUG LAWS - GENERAL	
3/31/2023	20230215000:	DUI - OVER LEGAL AGE	

TOTAL ARRESTS: 15

TOTAL ADULT ARRESTS:

TOTAL JUV. ARRESTS:

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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 MARCH
PUBLIC WORKS DEPARTMENT

ROADS

- Remove dangerous trees on Martin Road.
- Repair catch basin on Bessemer & Benjamin Street.
- Clean out clogged catch basin on Kaufman Road with vac trailer.
- Install 300' of 6" French drain pipe on Blanchard Road.
- Berm hill on Christy and Henry Road.
- Install 2 catch basin and 260' of 12" pipe on Christy Road.
- Snow removal.
- Cold patch around catch basin on West Starz Road.
- Patch various roads.

TRUCKS & EQUIPMENT

- Change cutting edge on Highlift.
- Replace starter on boom mower.
- Replace blown hydraulic hose on excavator.
- Grease & clean trucks.

MISCELLANEOUS

- Remove ice rink & store for summer.
- Met with electrician to disconnect power to tennis courts.
- Haul picnic tables & turn on water at Moscala & main park.
- Weld rings & paint rings.
- Change lights at Municipal Building.
- Demo tennis courts.
- Move exercise equipment back to Nike Site.
- Place handicap sign at Rep. Mercuri's Office.
- Replace man door on Public Works garage.
- Rehang Veterans Banner.
- Remove tree from K-9 Fence & Training Area.
- Pick up Easter Egg Hunt stuff from Amy's.
- Cover graffiti on McArthur Road.
- Haul recycle bins to Municipal Building.
- Clean debris from storms.

PA1 Calls
71

OT
66 hrs

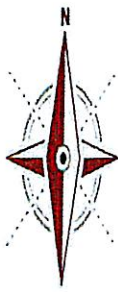
 4-4-23
Kevin Olar Date

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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

MARCH 2023 ENGINEER'S REPORT VIA EMAIL

WEST DEER TOWNSHIP

Prepared April 12, 2023

1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

Board of Supervisors Meeting – March 15, 2023
Planning Commission Meeting – March 23, 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 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 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 were 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 April 19, 2023

1. Issued 6 Occupancy Permits.
2. Issued 22 Building Permits.
3. Code Enforcement issued 23 Violations.
4. Code Enforcement issued 2 Citations.
5. PCS performed 35 Building Inspections.
6. See April Project Status Report.
7. Planning Commission Meeting was held in March 2023.
8. Zoning Hearing Board was held in March 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

April 19th, 2023

Proposed 2023 Events (these are subject to change)

- **CANCELED** - April 21st - Birdhouse Building at the Township Building
- April 29th - Family Fishing at Deer Lakes Park
- 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
- TBD - Senior Picnic

Egg Hunt - April 2nd at Bairdford Park - 298 Children at the regular hunt and 8 at the special needs hunt.

[illegible]

13

WEST DEER #1 VFC REPORT

THE BOARD DID NOT RECEIVE A REPORT.

14

WEST DEER #2 VFC REPORT

ATTACHED IS THE WEST DEER #2 VFC REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

West deer #2 monthly Chiefs report for March 7th 2023 to April 12th 2023

For the month of March/ April we responded to 23 calls total

1 car fire

1 illegal burning by a resident

3 residential fire alarm

3 commercial fire alarms

5 motor vehicle crashes

1 quad accident

1 fuel spill

1 utv and brush truck request for a brush fire in middlesex twp

1 station stand by for the township

5 wires down detail

1 assist a resident

Officer did a truck inspection on the new body for our engine

Members Attended highway safety class

Members trained on hose deployment and advancement

Members trained on vehicle stabilization and vehicle extrication

members did monthly truck

We applied for additional grants for pagers, laptops, turnout gear, and recruiting and retention funds

Member updated our station sign

Members built a roof venting simulator

We received a Walmart grant for \$1,000

We received a grant from harbor freight for \$500

Oakmont water has completed hydrant installation

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

April 2023

Call Report for March – 68 total calls

30 - QRS Calls with response, 13 - QRS calls with no response

40 - West Deer

3 - Richland

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

0 - Commercial Structure Fire

3 - Commercial Fire Alarm

2 - Residential Structure Fire

2 - Residential Fire Alarm

9 - MVC

0 - MVC w/ entrapment

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

2 - Brush Fire

1 - Vehicle Fire

15 - West Deer

5 - Richland

3 - Hampton

1 - Middlesex

1 - Clinton

14 - 0500-1700

11 - 1700-0500

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

- Operations meeting – no meeting scheduled for April

Upcoming events:

4/11 – Training

4/18 – Training

4/25 – Work Detail

- Pump testing – waiting to be scheduled

- Township – still awaiting fire study

- ISO Fire Study – Awaiting report

- Radios were ordered through County, still on hold

- CV2 needs lettered, has check engine light on (O2 sensor)

- Rescue cordless Sawzall needs repaired/replaced

- Submitted Grant application to CSX railroad - denied

- Installed 9 smoke detectors in residences, changed batteries in 3 smoke detectors at Steeplechase Clubhouse

- CV needs brakes

- CV oil changed by E-1

- Participating Fire Department recertification submitted

- QRS licensure recertification approved, inspection held April 5th

- Replaced 6 expired Narcan, 4 adult Epi-Pens, and 4 Pedi Epi-pens

- COVID – national emergency declaration rescinded

- PPE policy N-95 or surgical masks required for patient care

- Personnel need to isolate for 5 days post positive test, mask for days 6-10

- Monthly P&L

Income \$17,249.16

Expenses \$203,912.51

Respectfully submitted by:

Josh Wiegand, Fire Chief

16

WEST DEER EMS REPORT

THE BOARD DID NOT RECEIVE A REPORT.

17

ADOPTION: RESOLUTION 2023-3 (BLIGHT GRANT CONSULTANT)

RESOLUTION NO. 2023-3

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, APPROVING AND AUTHORIZING THE EXECUTION OF A BLIGHT GRANT CONSULTANT AGREEMENT WITH BRANTON STRATEGIES, LLC

ATTACHED IS A COPY OF RESOLUTION NO. 2023-3.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ADOPT RESOLUTION NO. 2023-3 APPROVING AND AUTHORIZING THE EXECUTION OF A BLIGHT GRANT CONSULTANT AGREEMENT WITH BRANTON STRATEGIES, LLC

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

**TOWNSHIP OF WEST DEER
ALLEGHENY COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2023-3

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, APPROVING AND AUTHORIZING THE EXECUTION OF A BLIGHT GRANT CONSULTANT AGREEMENT WITH BRANTON STRATEGIES, LLC

NOW THEREFORE, BE IT RESOLVED, by the Board of Supervisors of the Township of West Deer, that, subject to the review and approval by the Township Solicitor and Township Manager as to the form of the Agreement, the Board hereby approves and authorizes the execution of a Blight Grant Consultant Agreement with Branton Strategies, LLC, in substantially the form attached hereto as **Exhibit A**.

RESOLVED this 19th day of April, 2023 by the Board of Supervisors of the Township of West Deer.

Attest:

Township of West Deer

Daniel J. Mator, Jr., Township Manager

Beverly Jordan, Chairperson
Board of Supervisors

AGREEMENT FOR CONSULTING SERVICES

This agreement ("Agreement") is entered into by and between Branton Strategies LLC ("Consultant") and the Township of West Deer ("Client").

For and in consideration of the mutual promises, covenants and agreements hereinafter set forth, and intending to be legally bound hereby, Consultant and Client agree to the following:

1. **Scope of Services:** Consultant is hereby engaged to perform consulting services for the Client as described in the Scope of Work attached as an Exhibit and incorporated into this Agreement ("Consulting Services").
2. **Consulting fee:** Client agrees to pay Consultant a total project fee not to exceed \$18,500. Consultant shall submit an invoice for \$10,000 upon delivery of the Draft Blight Plan, and a final invoice for \$8,500 upon delivery of the Final Blight Plan. Client shall pay Consultant within thirty (30) days of submission of the invoices.
3. **Not Legal Services:** The Consulting Services being provided under this Agreement are not legal services and the protection of a client-lawyer relationship does not exist with respect to the provision of the Consulting Services to Client.
4. **Confidential Information:** Consultant expressly agrees not to divulge, publish, or communicate any information regarding Client or its financial condition to any person without the express written consent of Client. All information obtained by Consultant during this engagement and all suggestions and recommendations received by Client shall remain the property of Client and Consultant shall keep all such matters confidential unless otherwise directed by Client.
5. **Term and Termination:** Unless terminated as provided herein, this Agreement will extend to and terminate upon completion of the Consulting Services. Client may terminate this Agreement without cause upon fourteen days (14) days written notice. In the event of termination without cause, Client agrees to pay Consultant for all Consulting Services performed up to the date of termination. Either party may terminate this Agreement for material breach upon written notice.
6. **Warranty and Disclaimer:** Consultant warrants that the Consulting Services will be provided in accordance with the terms and timeframes for completion set forth in this Agreement, in a workmanlike manner, and in conformity with generally prevailing industry standards. This warranty is exclusive and is in lieu of all other warranties, whether express or implied, including any oral or written representations, proposals or statements made on or prior to the effective date of this Agreement.

7. **Limitation of Remedies:** Client's sole and exclusive remedy for any claim against Consultant with respect to the quality of the Consulting Services will be the correction by Consultant of any material defects or deficiencies therein, of which Client notifies Consultant in writing within fifteen (15) business days after the completion of that portion of the Consulting Services, or the cost to Client of having such defects or deficiencies corrected, subject to Paragraph 8 of this Agreement. In the absence of any such notice, the Consulting Services will be deemed satisfactory to and accepted by Client.
8. **Limitation of Liabilities:** CLIENT AND CONSULTANT SHALL HAVE NO LIABILITY FOR ANY CLAIM RELATING TO THIS AGREEMENT IN EXCESS OF THE FEES AND EXPENSES PAID TO CONSULTANT. IN NO EVENT SHALL CLIENT AND CONSULTANT BE LIABLE TO EACH OTHER FOR INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES, EVEN IF CLIENT AND CONSULTANT HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
9. **Independent Contractor:** Nothing herein shall be construed to create an employer-employee relationship between Client and Consultant. Consultant is an independent contractor and is not an employee, servant, agent, partner, or joint venture of the Client. Client shall determine the work to be done by Consultant, but Consultant shall determine the legal means by which she accomplishes the work specified by Client, including but not limited to subcontracting the work to be performed to a qualified subcontractor. Client is not responsible for withholding, and shall not withhold, FICA or taxes of any kind from any payments which Client owes Consultant. Neither the Consultant nor any of her employees shall be entitled to receive any benefits which employees of Client are entitled to receive and shall not be entitled to workers' compensation, unemployment compensation, medical insurance, life insurance, paid vacations, paid holidays, pension, profit sharing, or Social Security on account of his/her work for Client. It is further understood that Consultant is free to contract for similar services to be performed for other clients while under contract with Client.
10. **Notice:** Any notice or other communication by one party to the other hereunder shall be in writing and shall be given, and be deemed to have been given, if either (i) hand delivered, (ii) emailed, or (iii) mailed, postage prepaid, certified mail (return receipt requested) addressed as follows:

If to Consultant:

Winnie M. Branton
Branton Strategies LLC
250 S. 18th Street, Unit 1201
Philadelphia, PA 19103
wbranton@brantonstrategies.com


If to Client:

Daniel Mator
Township Manager
West Deer Township
109 East Union Road
Cheswick, PA 15024
dmator@westdeertownship.com

11. **Non-Assignment:** Neither party may assign this Agreement, in whole or in part, without the prior written consent of the other party.
12. **Governing Law:** This Agreement shall be construed according to the laws of the Commonwealth of Pennsylvania.
13. **Force Majeure:** Neither party will be held responsible for any delay or failure in performance of any part of this Agreement to the extent that such delay is caused by events or circumstances beyond the delayed party's reasonable control.
14. **Severability:** If any term of this Agreement is found to be unenforceable or contrary to law, it will be modified to the least extent necessary to make it enforceable, and the remaining portions of this Agreement will remain in full force and effect.
15. **Entire Contract:** This Agreement may only be modified in writing and contains the entire terms of the agreement between the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives on this the ____ day of April 2023.

ON BEHALF OF BRANTON STRATEGIES LLC



Winnie Branton, Principal
Branton Strategies LLC

ON BEHALF OF THE TOWNSHIP OF WEST DEER

EXHIBIT – SCOPE OF SERVICES

BRANTON STRATEGIES CONSULTING PROPOSAL



Proposed Scope of Work

Development of a Comprehensive Blight Plan for West Deer Township

Overview

Blighted and abandoned properties undermine the fabric of communities, impose significant costs on local government, erode property values, and deter investment. Over the past decade, Pennsylvania has expanded the tools available for local governments to fight blight. By using these tools to eliminate blight, communities can reap many benefits, including increased tax revenues, better quality rental and sales housing, and improved quality of life.

Branton Strategies understands that West Deer Township wishes to develop a comprehensive plan to prevent, mitigate, and redevelop blighted properties ("Blight Plan"). Through this Blight Plan, West Deer Township hopes to build on its past and current efforts to mitigate blighted properties and return them to productive use. A primary focus of the Blight Plan will be on the urban centers within the Township, including Curtissville, Russelton, and Bairdford. The Blight Plan will create a blueprint to guide the Township in fighting blight and lay the groundwork for future land acquisition, redevelopment and management of blighted properties.

West Deer Township intends to apply for a Blight Planning grant under the Blight Remediation Program created within the Commonwealth Financing Authority ("CFA") and being administered by the Department of Community and Economic Development ("DCED"). This proposed scope of work is developed in accordance with the Blight Remediation Program Guidelines.¹

Work Plan

A. Engagement and Investigation

1. Engage with Township officials and staff, community leaders, and residents to gather information and perspective on the impact and extent of blighted properties in the Township

¹ The Blight Remediation Program Guidelines were issued on May 20, 2020, and can be accessed here: <https://dced.pa.gov/programs/blight-remediation-program/>

2. Assess the nature and extent of blight
 - a. Review available code enforcement, planning, zoning, tax delinquency, and other data for purposes of identifying blighted properties and potentially blighted properties as defined under Act 79 of 2019
 - b. Review demographic data, housing conditions, real estate market conditions, and other data to further inform the nature and extent of blight
 - c. With local input, develop a methodology for identifying blighted properties and those at risk of becoming blighted
3. Review township ordinances and the existing legal framework for addressing blighted properties and encouraging their redevelopment
4. Review current township processes and procedures for encouraging code compliance, documenting violations, and enforcing applicable codes and property maintenance standards
5. Review opportunities for addressing blighted properties through Allegheny County programs, including but not limited to the Allegheny County Vacant Property Recovery Program and the recently established Allegheny County Act 152 Demolition Fund

B. Inventory and Mapping

1. With local input, create a preliminary inventory of blighted properties in the Township's urban centers to include, at a minimum, the address and ownership status of each property, parcel number, relevant locational information (e.g. is it located on a gateway street, in the central business district, in a floodplain, etc.), and potential strategies/tools for mitigating the blighting conditions at the property
2. Using GIS or another mapping tool, map the preliminary inventory of blighted properties

C. The Blight Plan

1. Prepare a draft Blight Plan that includes findings, discussion of best practices with case studies, recommendations for enhancements to existing blight tools and new strategies for preventing, mitigating, and redeveloping blighted properties, and strategies for securing blight funding
2. Present draft report to Township Supervisors and Township Manager for review and comment
3. Finalize the Blight Plan for adoption by the Township Supervisors

Experience and Qualifications

Branton Strategies helps develop and implement effective and innovative strategies for preventing, mitigating, and redeveloping vacant and blighted properties.

Following more than a decade of practicing environmental and land use law, Winnie Branton founded the firm to provide consulting services to local governments, non-profit organizations,

and stakeholders interested in a strategic approach to addressing blighted properties and returning them to productive use.

Winnie wrote *The Pennsylvania Land Bank Resource Guide* which was published by the Housing Alliance of Pennsylvania in May 2016. She is an independent consultant to the Housing Alliance where she serves as a Blight Consultant and Senior Advisor to the Pennsylvania Land Bank Network.

Winnie provides training and technical assistance on blight-fighting tools such as strategic code enforcement, land banks, conservatorship, and investment incentives to communities across the Commonwealth. Her work includes assessing local government approaches to dealing with blighted properties and making recommendations to implement best practices and proven models. In her role as consultant and facilitator, she provides communities with knowledge, technical assistance, and an “extra set of hands” to move forward local priorities, plans, and projects to fight blight, revitalize neighborhoods and spur economic recovery.

Recent projects include:

- City of Aliquippa – facilitated a community blight task force to develop a comprehensive blight strategy and action plan.
- City of Altoona – facilitated a community blight task force to develop a comprehensive blight strategy and action plan; drafted an ordinance designating the City’s Redevelopment Authority to act as its land bank and assisted with start-up.

Prior to Branton Strategies, Winnie practiced environmental and land use law for more than 15 years, advising clients on regulatory compliance, permitting, land development, remediation, community relations, and government affairs. Winnie is President of the Board of Directors of the Pennsylvania Resources Council, Pennsylvania’s oldest grassroots environmental non-profit organization. She received her J.D. from Temple University Law School and her M.A. in Public Administration from the University of Pennsylvania, Fels Institute of Government.

Budget

Consulting services: \$18,500

Fee is inclusive of all expenses, EXCEPT for any costs associated with acquisition of parcel GIS data which costs shall be the responsibility of West Deer Township.

Project Schedule

Project start date: June 1, 2023.

Delivery of Draft Blight Plan within approximately four months.

Following receipt of comments and feedback on the draft, an additional month to finalize the Blight Plan.

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ADOPTION: RESOLUTION 2023-04 (RIDGEWOOD HEIGHTS SEWAGE PLANNING MODULE)

RESOLUTION NO. 2023-04

RESOLUTION 2023-04 APPROVES THE PA DEP SEWAGE FACILITIES PLANNING MODULE FOR THE RIDGEWOOD HEIGHTS PLAN.

(SEE ATTACHED)

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

MR. SHOUP.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ADOPT RESOLUTION 2023-04 APPROVING THE PA DEP SEWAGE FACILITIES PLANNING MODULE FOR THE RIDGEWOOD HEIGHTS PLAN SEWAGE PLANNING MODULE PLAN.

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



RESOLUTION FOR PLAN REVISION FOR NEW LAND DEVELOPMENT

Resolution No. 2023-4

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

WHEREAS Section 5 of the Act of January 24, 1966, P.L. 1535, No. 537, known as the *Pennsylvania Sewage Facilities Act*, as Amended, and the rules and Regulations of the Pennsylvania Department of Environmental Protection (DEP) adopted thereunder, Chapter 71 of Title 25 of the Pennsylvania Code, require the municipality to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters of the Commonwealth and/or environmental health hazards from sewage wastes, and to revise said plan whenever it is necessary to determine whether a proposed method of sewage disposal for a new land development conforms to a comprehensive program of pollution control and water quality management, and

WHEREAS Weaver Homes has proposed the development of a parcel of land identified as
land developer

Ridgewood Heights Plan, and described in the attached Sewage Facilities Planning Module, and
name of subdivision

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

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

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

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

I _____, Secretary, West Deer Township
(Signature)

Township Board of Supervisors (~~Borough Council~~) (~~City Councilmen~~), hereby certify that the foregoing is a true copy of the Township (~~Borough~~) (~~City~~) Resolution # 2023-4, adopted, April 19, 2023.

Municipal Address:

West Deer Township

109 East Union Road

Cheswick PA 15024

Telephone 724-265-3680

Seal of

Governing Body



COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF CLEAN WATER

**TRANSMITTAL LETTER
FOR SEWAGE FACILITIES PLANNING MODULE**

DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP) USE ONLY				
DEP CODE #	CLIENT ID #	SITE ID #	APS ID #	AUTH. ID #

TO: Approving Agency (DEP or delegated local agency)

Date _____

Pennsylvania DEP

400 Waterfront Street

Pittsburgh PA 15222

Dear Sir/Madam:

Attached please find a completed sewage facilities planning module prepared by Gateway Engineers

(Name)

for Ridgewood Heights

(Name)

(Title)

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

County.

(City, Borough, Township)

Check one

- ☒ (i) The planning module, as prepared and submitted by the applicant, is approved by the municipality as a proposed ☒ revision ☐ supplement for new land development to its Official Sewage Facilities Plan (Official Plan), and is ☒ adopted for submission to DEP ☐ transmitted to the delegated LA for approval in accordance with the requirements of 25 Pa. Code Chapter 71 and the *Pennsylvania Sewage Facilities Act* (35 P.S. §750),

OR

- ☐ (ii) The planning module will not be approved by the municipality as a proposed revision or supplement for new land development to its Official Plan because the project described therein is unacceptable for the reason(s) checked below:

Check Boxes

- ☐ Additional studies are being performed by or on behalf of this municipality which may have an effect on the planning module as prepared and submitted by the applicant. Attached hereto is the scope of services to be performed and the time schedule for completion of said studies.
- ☐ The planning module as submitted by the applicant fails to meet limitations imposed by other laws or ordinances, officially adopted comprehensive plans and/or environmental plans (e.g., zoning, land use, 25 Pa. Code Chapter 71). Specific reference or applicable segments of such laws or plans are attached hereto.
- ☐ Other (attach additional sheet giving specifics).

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

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Resolution of Adoption | <input checked="" type="checkbox"/> 3 Sewage Collection/Treatment Facilities | <input checked="" type="checkbox"/> 4A Municipal Planning Agency Review |
| <input type="checkbox"/> Module Completeness Checklist | <input type="checkbox"/> 3s Small Flow Treatment Facilities | <input type="checkbox"/> 4B County Planning Agency Review |
| <input type="checkbox"/> 2 Individual and Community Onlot Disposal of Sewage | | <input checked="" type="checkbox"/> 4C County or Joint Health Department Review |

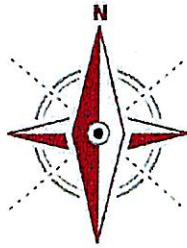
Daniel J. Mator, Jr.

April 19, 2023

Municipal Secretary (print)

Signature

Date



SHOUP ENGINEERING

FOR OVER 50 YEARS

329 Summerfield Drive, Baden, PA 15005

Phone: 724-869-9560

info@shoupengineering.com

March 29, 2023

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

RE: Ridgewood Heights Plan
Sewage Facilities Planning Module

Dear Mr. Mator,

I have reviewed the Pennsylvania Department of Environmental Protection Sewage Facilities Planning Module documents submitted from the above referenced subdivision and have found the same to be complete.

I would recommend that the Township Board of Supervisors adopt the enclosed resolution.

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

Sincerely,

SHOUP ENGINEERING INC.

Scott A. Shoup, P.E.

Enclosures

cc: Jodi French, w/enclosures
Dorothy Moyta, w/enclosures
John Robash, Gateway Engineers

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APPOINTMENT: ZONING OFFICER

THE TOWNSHIP MANAGER HAS RECOMMENDED THE 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.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPOINT JOSEPH SHOOK AS THE TOWNSHIP ZONING OFFICER.

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

20

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.

ATTACHED ARE FOUR (4) PROPOSALS FROM COSTARS' VENDORS FOR MATERIALS AND INSTALLATION OF VARIOUS FEATURES AT BAIRDFORD PARK.

MR. SHOUP...

FENCING

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE FENCING FOR THE BAIRDFORD PARK IMPROVEMENT PROJECT TO SCHROCK FENCE COMPANY IN THE AMOUNT OF \$45,616.00.

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

Continued on the next page...

PAVILION

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE PAVILION FOR THE BAIRDFORD PARK
IMPROVEMENT PROJECT TO JEFFREY ASSOCIATES IN THE
AMOUNT OF \$62,470.00.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

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

GAGA BALL PIT

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE GAGA BALL PIT FOR THE BAIRDFORD PARK
IMPROVEMENT PROJECT TO PLAYGO COMPANY IN THE AMOUNT
OF \$4,405.00.

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

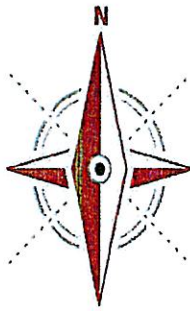
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BENCHES

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE BENCHES FOR THE BAIRDFORD PARK
IMPROVEMENT PROJECT TO JEFFREY ASSOCIATES IN THE
AMOUNT OF \$4,376.00.

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



SHOUP ENGINEERING

FOR OVER 50 YEARS

329 Summerfield Drive, Baden, PA 15005

Phone: 724-869-9560

info@shoupengineering.com

March 16, 2023

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

Via Email

RE: Bairdford Park Improvement Project
COSTARS - Proposals

Dear Mr. Mator,

Enclosed are four (4) proposals from COSTARS' vendors for materials and installation of various features at Bairdford Park. The proposals consist of the following:

Fencing - Schrock Fence Company - \$45,616.00

Pavilion - Jeffrey Associates - \$62,470.00

Gaga Ball Pit - Playgo Company - \$4,405.00

Benches - Jeffrey Associates - \$4,376.00

Please include these proposals on the Board of Supervisors' Agenda for their April meeting for possible action.

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

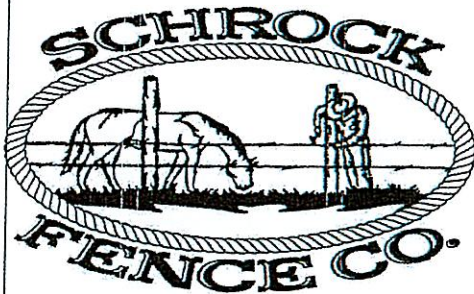
Sincerely,

SHOUP ENGINEERING INC.

Scott A. Shoup, P.E.

Enclosure(s)

cc: Jodi French, via email



"Success through Safety and Integrity"

153 Humbert Ln
Uniontown, PA 15401

P: (724)438-4888

F: (724)438-4885

Formal Fence Bid

March 16, 2023

Quote #567
Shoup Engineering Inc.
329 Summerfield Drive
Baden, Pa. 15005

Attn: Sandy Nelko

Re: COSTARs Bairdford Park Fence

We will furnish and install approximately 685ft. of 10ft high 2in mesh, 9 ga. galvanized chain link fence. Included in footage are (2) 3ft 6in and (4) 4ft single swing man gates with fork latch. Fence system has 3in corner posts, 2 1/2in line posts, 1 5/8in top rail, bottom tension wire and bracing at corners and end sections. Posts are DQ40. All material is domestic except truss rods, truss rod tighteners and tension bars.

TOTAL \$42,774.00

Add \$2,842.00 for 1 3/4in mesh aluminized.

Bid at Prevailing Wage rate.

Fence grounding and fence removal not included.

No Addendums reviewed.

Before installation can begin the fence area must be clear of all brush and obstacles and easily accessible by a skid steer.

Schrock Fence Company, Inc. is certified as a Women's Business Enterprise (WBE) through the Women's Business Enterprise National Council (WBENC), the nation's largest third-party certifier of businesses owned and operated by women in the US.

We recognize the commitment to supplier diversity that is embraced by corporations and government agencies today, and we can add diversity to your supply chain. Schrock Fence Company, Inc.

The scope of work does not include rocky soil conditions. If we hit rock, additional costs will be incurred on a time and material basis at your expense. You will be notified prior to us digging under these conditions.

The customer agrees to indemnify Schrock Fence Company Inc. against any claim arising from damages caused to underground cable, conduits, or pipes of any kind in the erection of fence unless the customer has informed Schrock Fence Company Inc. of the exact location thereof.

Thank You,
Chuck Kosco
Estimator
Schrock Fence Company
chuck@schrockfence.com
I agree to the above pricing.

Printed Name

Signature

Company Name

Date

Any questions please feel free to contact me. We appreciate the opportunity to bid for you.
Quote is good for ten days WV051664 PA101007



Sales • Installation • Service

897 Route 910
Indianola, PA 15051-0335
412-767-5585
412-767-9716 (Fax)

playsafe@jeffreyassociates.com

November 21, 2022

COSTARS 14-027
VENDOR#184111

West Deer Township
109 East Union Road
Cheswick, PA 15024
Attn: Sandy Nelko
724.869.9560 (o)
Email: snelko@shoupengineering.com

Re: Bairdford Park

In accordance with your request, we are pleased to provide the following quotation.

To furnish (1) ICON RG20X25M2C-P4 pavilion package
including two tier clerestory roof, metal rib roofing, powder
coated columns and frame, engineering, and freight

total	35,560.00
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To install the pavilion complete including concrete footers	11,480.00
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To pour a 22' x 27' concrete pad including prep and stone	15,430.00
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Pricing does include PA Prevailing Wage rates.

Pricing is firm for 30 days.

Please allow approximately 14 weeks after receipt of order for the shipment.

If you have any questions, please do not hesitate to contact me at extension 111.

Sincerely,

Chris Jeffrey

Chris Jeffrey, CPSI, RISC



15005 Scenic Ridge Drive
James Creek, PA 16657

3800 Edinburg Drive
Murrysville, PA 15668

main office: 1.833.4PLAYGO
cell: 240.832.4556
scott@playgoco.com

PROPOSAL

210218

Date: November 21, 2022

Payment Terms: 100% deposit with order

Shipping Method: Ground

BILL TO Shoup Engineering
West Deer
Attn: Scott Shoup
sshoup@shoupengineering.com
724-869-9560

SHIP TO TBD

QTY	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	GAGA26STAN	26" Diameter GaGa Pit (In-Ground Mount) Includes: (40) 100-12"Borders/ (20) 100-GaGa Stanchions - Includes (80) Ground Spikes		\$2,500.00
1	ADAGATE26	ADA option for GaGaPits: (1) 100-GaGaStanchion and (4) 100-filler12" to create ADA "gate"		\$110.00
1	Installation	Accept Delivery and Install GaGa Pit Per Manufacturer Instructions- Includes PA Prevailing Wages		\$1,250.00
		COSTARS CONTRACT -014-205 RECREATION & FITNESS EQUIPMENT VENDOR # 1111037		

SUBTOTAL \$3,860.00

SALES TAX N/A

FREIGHT \$545.00

TOTAL \$4,405.00

NOTE:

Scott J. Murphy, CPSI

Authorized PlayGO co. LLC Signature

Printed Name of Authorized PlayGO co. LLC Representative

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted:

Authorized Customer Signature

Printed Name of Authorized Customer

Date

Tax Exempt Number (if applicable)

THIS PROPOSAL INCLUDES ALL APPLICABLE STATE TAX



Sales • Installation • Service

897 Route 910
Indianola, PA 15051-0335
412-767-5585
412-767-9716 (Fax)

playsafe@jeffreyassociates.com

February 23, 2023

COSTARS 14-027
VENDOR#184111

West Deer Township
109 East Union Road
Cheswick, PA 15024
Attn: Sandy Nelko
724.869.9560 (o)
Email: snelko@shoupengineering.com

Re: Bairdford Park

In accordance with your request, we are pleased to provide the following quotation.

To furnish (4) Blue Valley 6' Aluminum Benches,
in ground mounts

	2,376.00
freight	440.00
total	<u>2,816.00</u>

To install the (4) benches	1,560.00
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Pricing does include PA Prevailing Wage rates.

Pricing is firm for 30 days.

Please allow approximately 14 weeks after receipt of order for the shipment.

If you have any questions, please do not hesitate to contact me at extension 111.

Sincerely,

Chris Jeffrey

Chris Jeffrey, CPSI, RISC

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OLD BUSINESS

22

NEW BUSINESS

23

ADJOURNMENT

I MOVE TO ADJOURN AT _____ P.M.

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