



**BOARD OF  
SUPERVISORS  
MEETING**

**July 19, 2023**

**6:15pm: Executive Session**

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

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

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

West Deer Township Board of Supervisors  
July 19, 2023

6:15pm: Executive Session  
6:30pm: Moving Forward Realty Public Hearing  
7:00pm: Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session Held
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: Ordinance No. 452 (Charter Elected Auditor Amendment Referendum)
18. Adoption: Ordinance No. 453 (Charter Fire Tax Amendment Referendum)
19. Adoption: Resolution No. 2023-5 (Fee Schedule)
20. Authorization: DCDBA Developer's Agreement
21. Award: Demolition Asbestos Abatement
22. Award: Crest Street Bridge Project
23. Award: Annual Newsletter
24. Ratification: Broker of Record
25. Discussion: Zoning Ordinance
26. Old Business
27. New Business
28. Adjournment

# 1 Call to Order

## 2 Pledge of Allegiance

## 3 Roll Call

- Mr. Mator

## 3 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 JUNE 21, 2023 REGULAR BUSINESS MEETING.

DO I HAVE A MOTION TO ACCEPT THE MINUTES OF THE JUNE 21, 2023 REGULAR BUSINESS MEETING?

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

West Deer Township  
Board of Supervisors  
21 June 2023  
7:00pm

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

#### **6:30 p.m. – PUBLIC HEARING– MOVING FORWARD REALTY**

Township Solicitor Gavin Robb opened the meeting.

Mr. Robb explained the applicant was unable to attend the hearing so it was being continued until next month. He announced that the hearing will be held prior to the Supervisor's July Regular Business Meeting at 6:30 p.m.

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

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

Pledge of Allegiance

Roll Call taken by Mr. Mator – Quorum present

Mr. Robb announced that after the Supervisor's Special Meeting on 7 June 2023, the Board held quasi-judicial deliberations.

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

- Josh Wiegand of Squirrel Hollow Road
  - Mr. Wiegand asked the Board to consider reopening the Township Budget to address his fire department's need for more funding. He also brought up the proposed increased fire tax referendum item on the agenda being blank, and asked for clarification of the motion. Mr. Robb explained that the motion on the agenda was first for the advertisement of the Ordinance only, and that the Board would be discussing the millage rate to go into that blank during that portion of the meeting. He added that the actual first tax increase would be decided upon by the voters at a referendum later in the year if the Board approved the Ordinance sending it to the ballot.
  - Mr. Wiegand also spoke of his concern over the Leto Well Pad – if approved – and explained how the fire departments are not trained to handle an emergency situation if one ever arose at a gas well site.
- Victoria Austin of Hemlock Street Shuster Road
  - Ms. Austin expressed her concern of how close in proximity the Leto Gas Well Pad would be to residents if approved.
- Tracy Adamik, of Volunteer Fire Company #1
  - Mr. Adamik referred to Township Manager's email from June 19<sup>th</sup>, and requested a meeting with the Supervisors and the Fire Departments to discuss the fire tax in greater detail.

- Jack Rearick of Corbiwood Lane
  - Mr. Rearick asked how many dogs would be housed in the proposed dog kennel on Middle Road Extension. He also stressed that the fire departments are essential to the Township, and asked the Board to address their concerns. Mr. Rearick voiced his concern with the safety and welfare of the residents if the Leto Well Pad was approved.
- Aaron Skrbini of Volunteer Fire Company #3
  - Mr. Skrbini thanked the Board for considering the referendum to increase the fire tax. He asked for clarification of the fire tax referendum motion, regarding if the amount could be revised. Mr. Robb answered that the amount could be changed, but the Board would have to readvertise and then vote on the motion.
- Ron Zielinski of Bryson Road
  - Mr. Zielinski asked the Board to give the Leto Gas Well a lot of thought and consideration of the impact it could have on the community before making their decision.
- Dan McAtee of Volunteer Fire Company #1
  - Mr. McAtee expressed his appreciation to the Board for trying to help the fire departments. He voiced his concern that the referendum seemed to be getting pushed through quickly without more meetings to discuss the details. Mr. McAtee explained that he has worked at the past voting locations, and was concerned that the voters may not understand what they are voting on.

#### ACCEPT MINUTES

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to accept the minutes of the 11 April 2023 public hearing, 17 May 2023 regular business meeting, and the 7 June 2023 special business meeting as presented. Motion carried unanimously 5-0.

#### MONTHLY FINANCIAL REPORT

##### TOWNSHIP OF WEST DEER FINANCE OFFICER'S REPORT 31 May 2023

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

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

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

Sweep Account	<u>2,192,321.33</u>	<u>2,192,321.33</u>
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#### **II - SPECIAL REVENUE FUNDS**

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

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

Restricted	118,466.27
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##### **Fire Tax Fund:**

Restricted	94,737.50
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##### **State/Liquid Fuels Fund:**

Restricted	<u>476,158.49</u>	<u>689,362.26</u>
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**Investments:****Operating Reserve Fund:**

Reserved

951,779.27

**Capital Reserve Fund:**

Reserved

987,673.65

1,939,452.92**III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:**0.000.00**TOTAL CASH BALANCE 5/31/23**2,628,815.18**Interest Earned May 2023****6,015.65**

	<b>5/1/2023 Debt Balance</b>	<b>May Principal Payment</b>	<b>5/31/2023 Debt Balance</b>
<b>Mars National - VFC #3</b>	\$58,892.15	\$2,607.94	\$56,445.05
<b>NexTier Bank VFC #2</b>	\$367,211.15	\$2,680.96	\$365,270.28

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

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

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

**MAY LIST OF BILLS**

Amerikohl Aggregates Inc .....	2663.90
Amerikohl Transport Inc .....	1880.40
Bearcom .....	292.47
Culverts, Inc .....	3350.00
Hei-Way, LLC.....	963.55
Jordan Tax Service, Inc.....	1650.44
Kress Tire.....	813.56
Office Depot.....	970.19
Shoup Engineering Inc.....	27409.50
Stephenson Equipment, Inc.....	269.18
Strategic Auto Works.....	1340.15
Toshiba Financial Services.....	656.60
Tristani Brothers, Inc.....	1601.30
Tucker/Arensberg Attorneys.....	10343.53

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

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

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

#### **Development/Subdivision 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 a review letter dated 27 April 2023 and 25 May 2023 was sent to the Township.

### **MUNICIPAL SEPARATE STORM SEWER (MS4) ANNUAL REPORT**

Mr. Shoup gave a report on the MS4 Permit that the Township has regarding the discharge of stormwater from Municipal storm sewers. He explained each of the six minimum control measures that are addressed in the permit and what the Township currently does to address each control measure. Mr. Shoup also gave a general summary as to why the Township has the permit.

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

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

**PARKS AND RECREATION BOARD REPORT**

The Board did not receive a report from the Parks and Recreation Board Report for the month of May 2023.

Mrs. Jordan mentioned that next month the Parks and Recreation Board will be hosting a Food Truck Event.

**WEST DEER #1 VFC REPORT**

The Board did not receive the West Deer #1 VFC's Report for the month of May 2023.

**WEST DEER #2 VFC REPORT**

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

**WEST DEER EMS REPORT**

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

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

Mr. Robb spoke on the public hearings that were held for the Board to hear the testimony of both parties. He requested that Mr. Shook or Mr. Mator post the Facts of Findings and Conclusion of Law on the Township website for the public to view.

Mr. Robb announced that Mr. Harrison recused himself from all the Leto Well Pad proceedings.

MOTION BY Supervisor Frey and SECONDED BY Hollibaugh to approve the findings and decision of the Board of Supervisors approving the application for conditional use filed by Olympus Energy, LLC, for the Leto Well Pad. Motion carried 4-0.

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

Mr. Robb requested that the motion have the added compliance conditions from the June 15th letter that the Board received from Mr. Shoup.

Mr. Shoup stated that most conditions have been addressed, and spoke on the items left that needed to be in compliance.

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to approve the land development application filed by Olympus Energy, LLC, for the Leto Well Pad, conditioned upon the satisfactory completion of the conditions expressed in the letter from Township Engineer Scott Shoup dated 15 June 2023. Motion carried 4-0.

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

Mr. Robb requested the conditions stated in Mr. Shoup's recommendation letter be added to the motion.

MOTION BY Supervisor Frey and SECONDED BY Supervisor Smullin to approve the land development application filed by Brickyard Park Holdings, LLC for the concert venue and associated parking conditioned upon the satisfactory completion of the conditions expressed in the letter from Township Engineer Scott Shoup dated 12 June 2023. Motion carried unanimously 5-0.

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

The Board received the request for bids for the Crest Street Bridge Replacement Project.

Mr. Shoup explained the bridge replacement and added the bids will be opened a few days prior to the July's Supervisor meeting.

Mr. Smullin asked if there was a plan for the traffic during this replacement. Mr. Shoup answered that during the replacement one side of the bridge will remain open so residents can access their homes.

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to authorize the advertisement of the Crest Street Bridge Project. Motion carried unanimously 5-0.

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

**ORDINANCE NO. 452**

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

Mr. Frey asked if the Township already had a firm that handled this. Mr. Robb explained that the Township utilized a firm but there are also elected auditors. He asked Mr. Mator to elaborate.

Mr. Mator stressed the complexity of the Township audits, and explained in detail the past history of the elected auditors. He added that there have been issues almost every election because of the fact that the Township still used elected auditors, which he said was an antiquated practice due to the aforementioned complexity.

Mr. Harrison asked if this would eliminate the audit. Mr. Mator answered that it would not because an audit is still required under Township and Commonwealth law, and that this ordinance would eliminate the option for elected auditors only. He stated that the Township would only an appointed CPA Firm to handle the audits going forward if the voters approved this referendum.

More discussion was held.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Smullin to advertise Ordinance No. 452 amending Section C-1149 of the West Deer Township Home Rule Charter by providing for Township audits by a certified public accountant or accounting firm duly licensed in Pennsylvania, and recommending specific language regarding the same to be placed on the November 2023 General Election Ballot as a referendum question to be voted upon by the Electorate of West Deer Township. Motion carried unanimously 5-0.

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

ORDINANCE NO. 453

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

Mr. Mator reported that there was a meeting held with the Fire Companies in June to discuss the Fire Study and any financial needs they may have. He added that at that meeting, the Fire Companies requested an increase of the Fire Tax Fund from their current \$75,000 to \$150,000.

Mr. Mator explained in great detail the referendum, Ordinance, and how everything would work. He stated that the Board of Supervisors and all three fire companies had received a memorandum from him touching on all concerns both parties had. As an example, Mr. Mator mentioned there had been questions about how items such as fire hydrants should be funded going forward, and that he recommended keeping them a General Fund budget item in the memorandum. He also advised the Board that the companies were in need of additional funding, and provided his rationale using the memorandum and facts projected for the public to see.

More discussion was held.

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Frey to advertise Ordinance No. 453 adopting proposed language amending section C-1197 of the West Deer Township Home Rule Charter by authorizing the Levy of a fire tax in an amount not to exceed one-half (.5) mills, and recommending specific language regarding the same to be placed on the November 2023 General Election Ballot as a referendum question to be voted upon by the electorate of West Deer Township. Motion carried unanimously 5-0.

**AUTHORIZATION: ADVERTISEMENT (SALE OF PUBLIC WORKS TRUCK)**

Public Works Foreman Kevin Olar requested the Board authorize the advertisement of the sale of the following Public Works truck:

2012 F550 5-Ton Dump Truck with Western Plow.

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to authorize the advertisement for the sale of one 2012 F550 5-Ton Dump Truck in as-is condition. Motion carried unanimously 5-0.

**AUTHORIZATION: NEW MUNICIPAL BUILDING INVOICE PAYMENT**

The following invoices regarding the New Municipal Building Project have been received and need approval from the Board:

<u>Name</u>	<u>Purpose</u>	<u>Cost</u>
AVJSA	Sewage Capacity Fee	\$3,000
EAP Industries	Water Meters	\$1,759
Oakmont Water	Water Tap Fee	\$52,860.62
S&P Global	Bond Issue	\$18,500.00

MOTION BY Supervisor Harrison and SECONDED BY Supervisor Hollibaugh to pay the aforementioned invoices as presented. Motion carried unanimously 5-0.

#### **OLD BUSINESS**

- None

#### **NEW BUSINESS**

• Mrs. Jordan reported that Chief Loper and herself attended the Deer Lakes School District Board meetings for the continued discussion of the contract between the school district and the West Deer Police Department. She added that she was confident that the discussion was moving in the right direction.

#### **ADJOURNMENT**

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to adjourn at 8:39 p.m. Motion carried unanimously 5-0. Meeting adjourned.

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

7A

## MONTHLY FINANCIAL REPORT

### A) FINANCE OFFICER'S REPORT

ATTACHED IS THE FINANCE OFFICER'S REPORT.

ARE THERE ANY QUESTIONS ON THE MONTHLY FINANCIAL REPORT?

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

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



## FINANCE OFFICER'S REPORT

June 30, 2023

### I - GENERAL FUND:

	<u>June</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	610,713.00	5,023,179.68	53.58%
Expenditures	1,147,003.12	3,627,566.43	38.69%

#### Cash and Cash Equivalents:

Sweep Account

1,648,993.80

5,276,560.23

### II - SPECIAL REVENUE FUNDS

#### Cash and Cash Equivalents:

##### Street Light Fund:

Restricted

110,215.26

##### Fire Tax Fund:

Restricted

72,331.86

##### State/Liquid Fuels Fund:

Restricted

227,810.05

410,357.17

#### Investments:

##### Operating Reserve Fund:

Reserved

951,787.09

##### Capital Reserve Fund:

Reserved

991,633.26

1,943,420.35

### III - CAPITAL PROJECT FUNDS:

#### Cash and Cash Equivalents:

0.00

0.00

**TOTAL CASH BALANCE 6/30/23**

7,630,337.75

**Interest Earned June 2023**

**5,632.67**

	<u>6/1/2023</u>	<u>June</u>	<u>6/30/2023</u>
	<u>Debt Balance</u>	<u>Principal</u>	<u>Debt Balance</u>
		<u>Payment</u>	
Mars National - VFC #3	56,404.86	\$ 2,607.94	53,917.57
NexTier Bank VFC #2	365,677.41	\$ 2,680.96	364,176.16

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

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

# INTEREST EARNED - 2023

	<u>JUNE</u>	<u>YTD</u>
GENERAL FUND	\$12.97	\$27.80
STREET LIGHT FUND	\$0.00	\$0.00
FIRE TAX FUND	\$0.71	\$2.45
OPERATING RESERVE	\$7.82	\$48.15
STATE FUND	\$1,651.56	\$8,199.01
CAPITAL RESERVE	<u>\$3,959.61</u>	<u>\$23,141.23</u>
<b>TOTAL INTEREST EARNED</b>	<b><u>\$5,632.67</u></b>	<b><u>\$31,418.64</u></b>

**7B**

B) LIST OF BILLS

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

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

# ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

PgNo: 1  
Time: 08:11 am  
Date: 07/13/2023  
Page: 1

By Name  
Cutoff as of: 12/31/9999

Due Dates: 07/15/2023 thru 07/15/2023

Vendor Name/Desc	Acct#/Proj Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: BEARCOM		292.47				292.47		
Name: HEI-WAY, LLC		1593.90				1593.90		
Name: JORDAN TAX SERVICE, INC.		757.61				757.61		
Name: KRESS TIRE		875.00				875.00		
Name: MRM PROPERTY & LIABILITY TRUST		133813.00				133813.00		
Name: OFFICE DEPOT		654.10				654.10		
Name: SHOUP ENGINEERING INC.		8711.45				8711.45		
Name: STEPHENSON EQUIPMENT, INC.		18766.20				18766.20		
Name: TRISTANI BROTHERS, INC.		3708.52				3708.52		
Name: TUCKER/ARENSBERG ATTORNEYS		500.00				500.00		
FINAL TOTALS:		169672.25				169672.25		

# ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 08:10 am  
Date: 07/13/2023  
Page: 1

By Name  
Cutoff as of: 12/31/9999

Due Dates: 07/15/2023 thru 07/15/2023

Vendor	Name/desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00674	BEARCOM	410.328	5580385	235.00				235.00		N
POL:Radio Equip Maint		0723	07/03/2023	07/15/2023	07/05/2023					
00674	BEARCOM	430.327	5580412	57.47				57.47		N
Road:Radio Equip Maint		0723	07/03/2023	07/15/2023	07/05/2023					
Name: BEARCOM				292.47				292.47		
00005	HEI-WAY, LLC	430.372	10333508	695.12				695.12		N
Road: Cold Patch		0623	06/13/2023	07/15/2023	06/19/2023					
00005	HEI-WAY, LLC	430.372	10333819	898.78				898.78		N
Road: Cold Patch		0723	07/05/2023	07/15/2023	07/10/2023					
Name: HEI-WAY, LLC				1593.90				1593.90		
00106	JORDAN TAX SERVICE, INC.	403.140	6-C-#113	757.61				757.61		N
Delinquent R E Tax Commission		0623	06/15/2023	07/15/2023	06/20/2023					
Name: JORDAN TAX SERVICE, INC.				757.61				757.61		
00362	KRESS TIRE	430.374	10655-38	875.00				875.00		N
Road:Trailer/TIRES		0623	06/09/2023	07/15/2023	06/12/2023					
Name: KRESS TIRE				875.00				875.00		
00831	MRM PROPERTY & LIABI	486.351	382119	127166.00				127166.00		N
Twp:RENEWAL OF COMMERCIAL		0723	07/01/2023	07/15/2023	07/13/2023					
00831	MRM PROPERTY & LIABI	412.352	382119	6647.00				6647.00		N
EMS:RENEWAL OF COMMERCIAL		0723	07/01/2023	07/15/2023	07/13/2023					
Name: MRM PROPERTY & LIABILITY TRUST				133813.00				133813.00		
00657	OFFICE DEPOT	406.210	318741466001	68.70				68.70		N
Office Supplies		0623	06/22/2023	07/15/2023	07/03/2023					
00657	OFFICE DEPOT	406.210	318972262001	148.66				148.66		N
Office Supplies		0623	06/20/2023	07/15/2023	07/03/2023					
00657	OFFICE DEPOT	409.226	318972262001	74.66				74.66		N
Cleaning Supplies		0623	06/20/2023	07/15/2023	07/03/2023					
00657	OFFICE DEPOT	406.210	318976918001	181.04				181.04		N
Office Supplies		0623	06/20/2023	07/15/2023	07/03/2023					

## WEST DEER TOWNSHIP

## ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

Time: 08:10 am  
Date: 07/13/2023  
Page: 2By Name  
Cutoff as of: 12/31/9999

Due Dates: 07/15/2023 thru 07/15/2023

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00657	OFFICE DEPOT	406.210	318976921001	181.04				181.04		
	Office supplies	0623	06/20/2023	07/15/2023	07/03/2023					N
Name: OFFICE DEPOT				654.10				654.10		
00830	SHOUP ENGINEERING IN	408.313	23-211	1040.00				1040.00		
	Eng: Miscellaneous	0623	06/30/2023	07/15/2023	07/03/2023					N
00830	SHOUP ENGINEERING IN	408.319	23-212	535.00				535.00		
	Eng: Leto well Pad	0623	06/30/2023	07/15/2023	07/03/2023					N
00830	SHOUP ENGINEERING IN	408.319	23-213	80.25				80.25		
	Eng: Oakwood Heights 2	0623	06/30/2023	07/15/2023	07/03/2023					N
00830	SHOUP ENGINEERING IN	408.319	23-214	107.00				107.00		
	Eng: Concert Venue	0623	06/30/2023	07/15/2023	07/03/2023					N
00830	SHOUP ENGINEERING IN	408.319	23-215	26.75				26.75		
	Eng: Graystone Estates Revisio	0623	06/30/2023	07/15/2023	07/03/2023					N
00830	SHOUP ENGINEERING IN	408.319	23-216	53.50				53.50		
	Eng: Ridgewood Heights	0623	06/30/2023	07/15/2023	07/03/2023					N
00830	SHOUP ENGINEERING IN	408.319	23-217	26.75				26.75		
	Eng: DCDBA/COPAM Plan	0623	06/30/2023	07/15/2023	07/03/2023					N
00830	SHOUP ENGINEERING IN	408.319	23-218	80.25				80.25		
	Eng: Moving Forward Realty	0623	06/30/2023	07/15/2023	07/03/2023					N
00830	SHOUP ENGINEERING IN	408.319	23-219	133.75				133.75		
	Eng: Hyperion Midstream	0623	06/30/2023	07/15/2023	07/03/2023					N
00830	SHOUP ENGINEERING IN	409.740	23-223	6628.20				6628.20		
	New Municipal Bldg:6/1-7/3/23	0723	07/05/2023	07/15/2023	07/10/2023					N
Name: SHOUP ENGINEERING INC.				8711.45				8711.45		
00074	STEPHENSON EQUIPMENT	430.611	18066934	18766.20				18766.20		
	Road:Pipe/15"x20/12"x20	0623	06/19/2023	07/15/2023	06/22/2023					N
Name: STEPHENSON EQUIPMENT, INC.				18766.20				18766.20		
00067	TRISTANI BROTHERS, I	430.374	230631	3708.52				3708.52		
	Road:Tractor/4 Set Injectors	0623	06/30/2023	07/15/2023	07/06/2023					N
Name: TRISTANI BROTHERS, INC.				3708.52				3708.52		

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 08:10 am  
Date: 07/13/2023  
Page: 3

By Name  
Cutoff as of: 12/31/9999

Due Dates: 07/15/2023 thru 07/15/2023

Vendor	Name/Desc	Acct#/Proj Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00813	TUCKER/ARENSBERG ATT	404.111	500.00				500.00		
Legal	Services:Retainer	0623	07/15/2023	07/11/2023					N
Name: TUCKER/ARENSBERG ATTORNEYS			500.00				500.00		

FINAL TOTALS:

169672.25

169672.25



8

**POLICE CHIEF'S REPORT**

ATTACHED IS THE POLICE CHIEF'S REPORT.

ARE THERE ANY QUESTIONS REGARDING THE POLICE CHIEF'S REPORT?

## OFFICER'S MONTHLY REPORT

To: Robert J. Loper, Chief of Police  
From: Jennifer Borczyk, Administrative Assistant  
Subject: Officer's Monthly Report  
Date: July 13, 2023

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

JB

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

## Points of Interest

June 2023

Budget Figure YTD – 46.65%

### Chief Robert Loper

- June 6- Attended meeting with School Board Members, Supervisors, and Township Manager regarding School Security Agreement.
- June 6- Attended meeting with Oakwood Heights HOA members.
- June 7- Attended meeting regarding new municipal building.
- June 13- Attended School Board Meeting
- June 20- Attended School Board Meeting

### K9 Officer Trevor Elza

- June 6- Training on hard surface tracking and detection.
- June 13- Training on hard surface tacking.
- June 20- Training on narcotics search in building, as well as building search for suspects.
- June 20- K9 deployment to search for suspect in West Deer Twp.
- June 27- Training on narcotics searches in buildings and cars.
- June 29- K9 deployment to track suspects in West Deer Twp.

### Sergeant Petosky & Officer Fedunok

- June 9- Training held at Hampton Community Center and Range. Operators received new vests. Operators trained on low round count shooting and room entry.
- June 22- NHSRT was activated to serve a DEA arrest and search warrant in Ross Township. Suspect was taken into custody without incident.
- June 23- Training held at Ross Twp Monastery. Operators trained on room entry and clearing, hostage rescue and emergency entry, and officer drill downs.

### EMA- Sergeant Shurina

- See attached report.

### Deer Lakes School District

- See attached report.
- Last Day of School June 8.
- June 8- Sergeant Petosky and Officers Wikert, Elza, and Rigous provided general security and traffic control for Deer Lakes High School Graduation.

### Misc. Details

- June 1- Department switched to a new Officer Reporting system through Allegheny County Emergency Services.
- June 6- Students from East Union visited the Municipal Building for Government Day.
- June 8- Officers Wikert and Brand attended Drug Test Certification Training.
- June 21- Daisy Troop 50392 earned their detective badge and were given a tour of the police station.

# OFFICER'S MONTHLY REPORT

June 2023

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
EVENT REPORTS	343	314	657
INCIDENT REPORTS- REPORTABLE	41	2,279	2320
ALL OTHER CALLS	403	2,541	2944
<b>TOTALS CALLS FOR SERVICE</b>	<b>787</b>	<b>5,134</b>	<b>5921</b>
<b><u>ARRESTS</u></b>			
ADULT	8	42	50
JUVENILE	0	1	1
TRAFFIC CITATIONS	32	213	245
NON TRAFFIC CITATIONS	6	31	37
PARKING CITATIONS	0	30	30
WARNINGS	89	408	497
<b><u>PERSONNEL</u></b>			
GRIEVANCES FILED BY POLICE OFFICERS	0	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0	0
LETTERS COMMENDING POLICE OFFICERS	0	1	1
<b><u>VEHICLE REPORTS</u></b>			
TOTAL MILES TRAVELED	10,284	58,548	68,832
GALLONS OF GASOLINE USED	722.3	4,521.80	5244.1
REPAIRS/MAINTENANCE	0.00	8,070.63	8,070.63
<b><u>OVERTIME PAID</u></b>			
COURT (OFF DUTY)	44.5	91.00	135.5
PRELIMINARY HEARINGS	0	10.00	10
PRETRIAL	0	0.00	0
INVESTIGATIONS	1	19.00	20
ARRESTS	8	17.50	25.5
SPEED CHECKS	0	0.00	0
PRIVATE CONTRACTS	0	0.00	0
MISC. HOURS - FILLED SHIFTS	0	56.00	56
MISC. HOURS - ADMIN. HOURS	0	0.00	0
MISC. HOURS	12	92.00	104
<b>TOTAL HOURS</b>	<b>65.5</b>	<b>285.50</b>	<b>351</b>

**OFFICER'S MONTHLY REPORT**  
**June 2023**

<b>QUARTERLY REPORT</b>	<b>2022 YEAR TO DATE</b>	<b>2023 YEAR TO DATE</b>
REPORTABLE CALLS FOR SERVICE	368	657
CALLS FOR SERVICE/FIELD CONTACTS	2,848	2320
ALL OTHER CALLS	3,052	2944
<b>TOTAL CALLS FOR SERVICE</b>	<b>6,268</b>	<b>5921</b>
 <b><u>ARRESTS</u></b>		
ADULT	51	50
JUVENILE	4	1
TRAFFIC CITATIONS	262	245
NON TRAFFIC CITATIONS	21	37
PARKING CITATIONS	9	30
WARNINGS	288	497
 <b><u>PERSONNEL</u></b>		
GRIEVANCES FILED BY POLICE OFFICERS	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0
LETTERS COMMENDING POLICE OFFICERS	0	1
 <b><u>VEHICLE REPORTS</u></b>		
TOTAL MILES TRAVELED	57,946	68,832
GALLONS OF GASOLINE USED	4,930.80	5244.1
REPAIRS/MAINTENANCE	9,743.51	8,070.63
 <b><u>OVERTIME</u></b>		
COURT (OFF DUTY)	145	135.5
PRELIMINARY HEARINGS	15.5	10
PRETRIAL	0	0
INVESTIGATIONS	13.5	20
ARRESTS	25.5	25.5
SPEED CHECKS	0	0
PRIVATE CONTRACTS	0	0
MISC. HOURS - FILLED SHIFTS	48	56
MISC. HOURS - ADMIN HOURS	0	0
ALL OTHER MISC. HOURS	74.5	104
<b>TOTAL HOURS</b>	<b>322</b>	<b>351</b>

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 Skrbir

John Krauland  
Donald Gerlach  
Gary Borsuk

## EMERGENCY MANAGEMENT

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Monthly Report  
**JUNE 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:                June 13, 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:

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

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





# POLICE DEPARTMENT

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

**JUNE 2023** (June 1 – June 8, 2023)

**WDPD INCIDENT REPORTS** **TOTAL:** 0

NONE

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

**SRO / SECURITY DETAILS & LOGS** **TOTAL:** 14

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

**TOTAL ACTIVITY** **TOTAL:** 14



## POLICE DEPARTMENT

### TOTAL ACTIVITY BY SCHOOL

HIGH SCHOOL	4	ADMIN. BUILDING	0
MIDDLE SCHOOL	1	BUS GARAGE	0
E.U. INTERMEDIATE	6	OTHER	1
CURT. PRIMARY	2		

### BUS PATROL VIOLATION

Violations Reported: 5      Violations Approved: 1

### DARE / SRO CLASSES AND PROGRAMS

#### DARE

CLASSES INSTRUCTED DURING THIS PERIOD

None

#### SRO Programs / Miscellaneous INSTRUCTED DURING THIS PERIOD

<u>Program</u>	<u>School</u>	<u>Date</u>
Government Day (3 <sup>rd</sup> Grade)	DL Intermediate	June 6, 2023

Submitted by:

Sgt. Michael J. Shurina  
West Deer Township Police Department  
Deer Lakes School District SRO

*See attached WDPD reports for more detail and/or any notes regarding specific incidents.*

# West Deer Township Police Departme

## Event Reports

## Incident Reports

Description	Total	Incident Reports	Total
9-1-1 Hang Up	3	Accident/DUI	2
Abandoned Vehicle	1	Accident/Hit-Run	2
Accident/Non-Reportable	2	Animal Complaint - Dog Bite Report	1
Accident/Reportable	1	Burglary-Residence	2
Administrative Report - Information Request	3	Criminal Mischief to All Other	1
Animal Complaint	13	Domestic Disturbance	4
Animal Complaint - Dog Bite Report	2	Fighting	1
Animal Complaint - Injured/Deceased Deer	6	Fraud	6
Assist Other Agency	6	Harassment	4
Assist Person	7	Harassment by Communication	2
Burglar Alarm-Business	4	Narcotics Violations - Possession of Drug Paraphernalia	1
Burglar Alarm-Residence	3	Narcotics Violations - Possession of Drugs	1
Business Check	2	PFA Violation	1
Citizen Complaint	1	Shots Fired - Report	1
Civil Dispute	8	Simple Assault	2
Civil Dispute - Child Custody	1	Theft	6
County Ordinance - Violation	1	Trespassing of Real Property	2
Criminal Mischief to All Other	1	Unauthorized Use of a Motor Vehicle	1
Death-Accidental	1	Weapons - Possession - Knife	1
Disabled Vehicle	2	Total	41
Domestic Disturbance	4		
EMS Call	36		
Fighting	1		
Fire	5		

Fire Alarm-Natural Gas	1
Fire Alarm-Residence	1
Follow Up Report	5
Found Property	3
Harassment	1
Hazardous Conditions	1
Local Ordinance Violations- All Other	2
Local Ordinance Violations-	2
Fireworks Complaint	
Local Ordinance Violations- Noise	3
Complaint- All Other	
Local Ordinance Violations- Noise	5
Complaint- Loud Music	
Lockout- Vehicle	2
Lost/Found	1
Mental Health	2
Missing Juvenile	1
Missing Person	2
Overdose Non-Fatal	1
Park and Walk	3
Parking Complaint	1
PFA	1
PFA Service	2
Police Detail	4
Police Detail - Directed Patrol	33
Police Info	2
repossessed car	1
Road Hazard	5
Shots Fired - Report	2
Stolen Property - Recovery- All Other	1
Property	
Suspicious Persons	6
Suspicious Vehicle	7
Theft	1
Traffic Complaint	5
Traffic Post	50
Traffic Stop	63
Trespassing of Real Property	1
Utility Complaint	1
Warrant Service	1
Welfare Check	5
Wires Down	1
Total	343

0:00 AM to 6/30/2023

		Citations	
Taken Into Custody (based on a warrant and/or previously submitted incident report)	Total Arrests for Violation Type	Citation Type	June
0	2	Non Traffic Citation-Filed	6
0	2	Traffic Citation-Filed	9
0	1	Traffic Citation-Issued	23
0	2	Warning Notice	89
0	1	Total	127
0	2		
1	2		
1	1		
1	1		
3	19		
2	8		

# ent Report Totals from 6/1/2023 12:0 11:59:00 PM

## Arrests

Violation Type	On-View Arrest (apprehension without a warrant or previous incident report)	Summoned/Cited (not taken into custody)
23D: Theft from Buildings	1	1
9999: Non NIBRS Offense	0	7
90Z: All Other Offenses	0	1
35A: Drug/Narcotic Violations	0	2
280: Stolen Property Offenses (RSP,etc)	0	1
90D: DUI	0	2
13B: Simple Assault	1	0
13C: Intimidation	0	0
90C: Disorderly Conduct	0	0
Total Number of Offenses Cleared by Arrest	2	14
Total Number of Persons Arrested	2	4

9

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

ATTACHED IS THE PUBLIC WORKS FOREMAN'S REPORT.

ARE THERE ARE ANY QUESTIONS REGARDING THE PUBLIC WORKS FOREMAN'S REPORT?



2023  
MONTHLY REPORT FOR JUNE  
PUBLIC WORKS DEPARTMENT

**ROADS**

- Install 650' of 12" pipe on Michael Road.
- Install 100' of 15" pipe on Michael Road.
- Install 5 catch basins on Michael Road.
- Saw cut soft spot for base repair on Michael Road.
- Trim low hanging limbs on Superior & Donaldson Roads for double seal coating.
- Remove fallen tree on Beacom Road.
- Trim trees & bushes at Spring Valley & Monier Roads per complaints.

**TRUCKS & EQUIPMENT**

- Remove hydraulic cylinders from excavator for repair.
- Change belts on Ford tractor.
- Fix tailgate on Truck #3.
- Make water tank for concrete saw.

**MISCELLANEOUS**

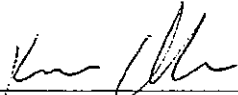
- Restore lawn on Michael Road.
- Pressure wash pavilion.
- Clean up top of hill for construction of new Municipal Building.
- Sort & store pipe delivery.
- Move dumpsters & sheds for construction of new Municipal Building.
- Remove gabion baskets for new Municipal Building.
- Re-hang Veteran Banners.
- Remove catch basin and plant grass at Nike Site.
- Move cold patch storage for parking.
- Paint shovels for ground breaking ceremony.
- Place reclaim at K-9 training area.
- Set up and tear down for Food Truck Event at Nike Site.
- Install watch children sign on Partridge.
- Install stop sign on Alder & Magnolia.
- Cut grass.
- Mow weeds.

PA1 Calls

78

OT

15hrs

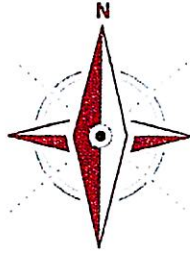
 7-6-23  
\_\_\_\_\_  
Kevin Olar                      Date

10

## **ENGINEER'S REPORT**

ATTACHED IS THE ENGINEER'S REPORT SUBMITTED BY SHOUP  
ENGINEERING, INC.

ARE THERE ANY QUESTIONS REGARDING THE ENGINEER'S  
REPORT?



# SHOUP ENGINEERING

## FOR OVER 50 YEARS

329 Summerfield Drive, Baden, PA 15005

Phone: 724-869-9560

info@shoupengineering.com

### JUNE 2023 ENGINEER'S REPORT WEST DEER TOWNSHIP Prepared July 12, 2023

VIA EMAIL

#### 1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

Board of Supervisors Meeting – June 21, 2023  
Planning Commission Meeting – June 22, 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 – Plans, specifications and bid documents have been prepared for an improved parking lot, new sports courts and other features at Bairdford Park. The main project has been awarded to Youngblood Paving. Various other projects have been awarded to COSTARS vendors.
- Crest Street Bridge – Design of a replacement bridge for Crest Street is complete. Bids for the project will be opened on July 17, 2023 and will be presented to the Board of Supervisors for consideration.
- 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.

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

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

Respectfully Submitted,  
SHOUP ENGINEERING, INC.

Scott A. Shoup, P.E.  
Township Engineer

1

1

## PLANNING, ZONING, AND CODE ENFORCEMENT REPORT

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

ARE THERE ANY QUESTIONS REGARDING THE REPORT?



Zoning and Planning Report  
For BOS Meeting of July 19, 2023  
June 2023 Reporting

1. Issued 24 Occupancy Permits.
2. Issued 30 Building Permits.
3. Code Enforcement issued 23 Violations.
4. Code Enforcement 2 Citations.
5. PCS Performed 15 Building Inspections.
6. See July Project Status Report.
7. Planning Commission Meeting was held in June 2023.
8. Zoning Hearing Board was held in June 2023.

12



## **PARKS AND RECREATION BOARD REPORT**

ATTACHED IS THE PARKS AND RECREATION BOARD REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

## **Parks & Recreation Report**

**July 19<sup>th</sup>, 2023**

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

- 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

## West Deer Township Parks &amp; Recreation 2023 Accounting

[illegible]

13

## WEST DEER #1 VFC REPORT

ATTACHED IS THE WEST DEER #1 VFC REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

# **WEST DEER VFD #1**

1520 Saxonburg Blvd Tarentum PA 15084

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## **JUNE 2023**

- 1. 13 firecalls**
- 2. Members trained on Engine company operations**
- 3. WDVFD1 monthly flea market**
- 4. Holding a DeWalt raffle for outdoor yard & lawn equipment**
- 5. Started getting quotes on rope & rope rescue equipment**
- 6. Had 3 social hall rentals**

14

**WEST DEER #2 VFC REPORT**

ATTACHED IS THE WEST DEER #2 VFC REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?



# West Deer 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

July 2023

- Total documented calls for June
  - (16) Total
  - (13) In West Deer
  - (3) In Indiana Twp
- Type
  - (3) Residential Fires
  - (3) Commercial Fire alarm
  - (5) Residential Fire alarm
  - (2) MVAs
  - (1) Wires down call
  - (1) Natural Gas Call
  - (1) Brush Fire/Mulch Fire
- Monthly truck checks completed
  - New rescue helmets donated
  - New Radios from the county radio program received
  - Received (4) donated Spot lights from Milwaukee Tools For scene lighting 1 has been installed on the brush truck so far
  - Installed 2 new computers along with 2 new copy/fax/scan printers in the office
  - 3 new dispatch pagers purchased and distributed to members
  - Pet oxygen masked donated for Rescue/Engine
- Scheduled events for the month
  - 7/11 Visit Keystone to inspect progress on engine refurbishment - Truck checks
  - 7/13 Monthly Meeting
  - 7/18 BVR & Patient packaging - Fire Dex Turnout Gear Demo / Fitting for (4) Members
  - 7/25 MVA Rescue Scenarios with donated cars
- Misc.
  - Added 2 new firefighters
  - 2 Firefighters are taking mod 4 ( Interior Firefighter at the Allegheny County Fire Academy)
  - New officer leadership is as follows:
    - Chief Anthony Creaturo Sr.,
    - Asst Chief Darryl Morrison,
    - 1st Capt Adam Olszewski,
    - 1st Lt. Tim Hamilton Sr.,
    - 2nd Lt. Anthony Creaturo Jr.,
    - 3rd Lt. Braden Fish

Anthony Creaturo Sr.  
Fire Chief

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  
July 2023

Call Report for June – 94 total calls

62 - QRS Calls with response, 10 - QRS calls with no response

57 - West Deer

5 - Richland

22 - Fire Calls

0 - Commercial Structure Fire

4 - Commercial Fire Alarm

2 - Residential Structure Fire

2 - Residential Fire Alarm

6 - MVC

1 - MVC with entrapment

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

1 - Brush Fire

1 - False Call

1 - CO Alarm

1 - EMS lift assist

10 - West Deer

6 - Richland

2 - Indiana

1 - Middlesex

3 - Hampton

14 - 0500-1700

8 - 1700-0500

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

Upcoming events:

7/11 – Company Meeting

7/18 – Training

7/25 – Work Detail

- Pump testing – waiting to be scheduled

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

- Township Supervisors proposed to raise the fire tax through voter referendum in November to address public safety cost increases. No alternative plan. Township Manager estimates ½ mill will provide \$125k per Fire Co.

- Radios provided by Allegheny County will be picked up 7/12/2023, need to order microphones and schedule install

- Added 3 new members this month

- Linda & Kurt Dunbar completed Basic Fire Police Training

- Squad – rear brakes replaced

- Submitted a grant application for Emergency Service Training Center Capital Grant Program

- Building renovations - Still awaiting fire sprinkler plans to be reviewed by PCS, Front garage door installed

- Monthly P&L

Income \$4,142.59

Expenses \$44,546.24

Respectfully submitted by:

Josh Wiegand, Fire Chief

16

## **WEST DEER EMS REPORT**

ATTACHED IS THE WEST DEER EMS REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

# West Deer EMS

June 2023

- 173 Totals requests for service.
- Our first New Ambulance in seven years is being delivered in July. The graphics have been completed and it should be delivered the third week of July. If there are no issues, it will go into service in August. This allows us to have three ambulances in our fleet and to add additional crews to help handle the increasing call volume. We will be looking to finance the unit on a six-year loan through our financial institution.
- The second new ambulance is on track for a deliver in 10 Months. This should put it here late first quarter or early second quarter of 2024. From that point on we are confident we can create a replacement rotation that will prevent our ambulances from being more than 7 or 8 years old before being replaced with a new unit.
- Income for May was \$109,789 with expenses totaling \$80,359.
- Our yearly subscription program was mailed the first full week of June. The response is the same as previous years. We'll show three months of increased income then it will return to normal.
- I am currently finalizing a report that Mr. Mator requested regarding capital purchasing and the future of EMS. He should have everything he asked for by the end of July.
- Our Pennsylvania Department of Health Licensure will be held in July. Every three years ambulance services go through an extensive application and inspection process to maintain status as an emergency medical provider in the state.

17



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

**ORDINANCE NO. 452**

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

(ORDINANCE ATTACHED)

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

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

OFFICIAL

WEST DEER TOWNSHIP  
County of Allegheny  
Commonwealth of Pennsylvania

452  
ORDINANCE NO. ~~XXX~~

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

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

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

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

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

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

## **SECTION 1. AMENDMENT**

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

**Section C-1149      Audit.**

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

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

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

## **SECTION 2. BALLOT QUESTION**

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

**"Section C-1149      Audit.**

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

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

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

**Yes or No**

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

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

### **SECTION 4. SEVERABILITY**

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

### **SECTION 5. REPEAL**

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

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

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

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

ATTEST:

WEST DEER TOWNSHIP

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

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

Approved as to Form:

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

**CERTIFICATE**

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

<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
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Beverly S. Jordan, Chairperson

Shirley A. Hollibaugh, Vice Chair

Vernon Frey

David Harrison

James Smullin

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

[SEAL]

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

Daniel Mator  
Township Manager

18

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

**ORDINANCE NO. 453**

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING PROPOSED LANGUAGE AMENDING SECTION C-1197 OF THE WEST DEER TOWNSHIP HOME RULE CHARTER BY AUTHORIZING THE LEVY OF A FIRE TAX IN AN AMOUNT NOT TO EXCEED .5 MILLS, AND RECOMMENDING SPECIFIC LANGUAGE REGARDING THE SAME TO BE PLACED ON THE NOVEMBER 2023 GENERAL ELECTION BALLOT AS A REFERENDUM QUESTION TO BE VOTED UPON BY THE ELECTORATE OF WEST DEER TOWNSHIP

(ORDINANCE ATTACHED)

DO I HAVE A MOTION TO ADOPT ORDINANCE NO. 453 ADOPTING PROPOSED LANGUAGE AMENDING SECTION C-1197 OF THE WEST DEER TOWNSHIP HOME RULE CHARTER BY AUTHORIZING THE LEVY OF A FIRE TAX IN AN AMOUNT NOT TO EXCEED .5 MILLS, AND RECOMMENDING SPECIFIC LANGUAGE REGARDING THE SAME TO BE PLACED ON THE NOVEMBER 2023 GENERAL ELECTION BALLOT AS A REFERENDUM QUESTION TO BE VOTED UPON BY THE ELECTORATE OF WEST DEER TOWNSHIP?

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

**OFFICIAL**

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

**ORDINANCE NO. 453**

**AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING PROPOSED LANGUAGE AMENDING SECTION C-1197 OF THE WEST DEER TOWNSHIP HOME RULE CHARTER BY AUTHORIZING THE LEVY OF A FIRE TAX IN AN AMOUNT NOT TO EXCEED ONE-HALF (0.5) MILLS, AND RECOMMENDING SPECIFIC LANGUAGE REGARDING THE SAME TO BE PLACED ON THE NOVEMBER 2023 GENERAL ELECTION BALLOT AS A REFERENDUM QUESTION TO BE VOTED UPON BY THE ELECTORATE OF WEST DEER TOWNSHIP**

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

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

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

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



## **SECTION 1. AMENDMENT**

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

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

**The taxes on real estate shall be limited to twelve (12) mills of the Township's assessed value, which may include a Fire Tax in an amount not to exceed one-half (0.5) mills.**

## **SECTION 2. BALLOT QUESTION**

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

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

**The taxes on real estate shall be limited to twelve (12) mills of the Township's assessed value, which may include a Fire Tax in an amount not to exceed one-half (0.5) mills."**

**Yes or No**

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

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

## **SECTION 4. SEVERABILITY**

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

## **SECTION 5. REPEAL**

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

## **SECTION 6. EFFECTIVE DATE**

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

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

ATTEST:

WEST DEER TOWNSHIP

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

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

Approved as to Form:

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

**CERTIFICATE**

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

Yes

No

Abstain

Absent

Beverly S. Jordan, Chairperson

Shirley A. Hollibaugh, Vice Chair

Vernon Frey

David Harrison

James Smullin

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

[SEAL]

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

Daniel Mator  
Township Manager

19

**ADOPTION: RESOLUTION 2023-5 (FEE SCHEDULE)**

RESOLUTION NO. 2023-5

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING THE FEES CHARGED BY THE TOWNSHIP AS PER THE ATTACHED SCHEDULE OF FEES

ATTACHED IS A COPY OF RESOLUTION NO. 2023-5.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

DO I HAVE A MOTION TO ADOPT RESOLUTION NO. 2023-5 AMENDING THE FEES CHARGED BY THE TOWNSHIP AS PER THE ATTACHED SCHEDULE OF FEES?

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

**TOWNSHIP OF WEST DEER  
ALLEGHENY COUNTY, PENNSYLVANIA  
RESOLUTION NO. 2023-5**

**A RESOLUTION ESTABLISHING VARIOUS TOWNSHIP FEES**

BE IT RESOLVED, by the Board of Supervisors of the Township of West Deer, Allegheny County, Pennsylvania, that the fees charged by the Township shall be amended as per the attached Schedule of Fees, as established.

ADOPTED this 19<sup>th</sup> day of July, 2023 by the Board of Supervisors of the Township of West Deer.

ATTEST:

TOWNSHIP OF WEST DEER

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Daniel J. Mator, Jr.  
Township Manager

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Beverly S. Jordan, Chairperson  
Board of Supervisors

## BUILDING PERMITS

NEW CONSTRUCTION / ADDITIONS		

Single Family		\$99.00 + \$0.35/sq.ft.
Two-Family		\$99.00 + \$0.35/sq.ft.
Residential Additions		\$99.00 + \$0.35/sq.ft.
Multi-Family over Two Units		\$99.00 + \$0.35/sq.ft.
Occupancy Permit (per unit)		\$50.00
Industrial & Commercial		
Group A* (by Township)		\$150.00 + \$0.40/sq.ft.
Group B* (by third party)		Per actual Township Commerical Inspector rate
Impact Fee	Zone 1	\$900.00/per trip
	Zone 2	\$900.00/per trip
	Zone 3	\$1,200.00/per trip
Residential Impact Fee		\$1,000/residential unit

ACCESSORY STRUCTURES (Non-living areas such as decks, pools, sheds, fences, etc.)

Building Value	\$0 to \$500	\$10.00
	\$501 to \$1,000	\$30.00
	\$1,001 +	\$30.00 + \$7.00 per \$1,000 thereafter
Driveway Permit		\$15.00
Demolition or Wrecking Permit	0 to 1,000 cubic feet	\$10.00
	1,001+ cubic feet	\$100.00
Pools	Above Ground	\$50.00
	In-Ground	\$75.00

NOTE: When residential, third-party inspections are necessary, the permittee will be charged the actual rate of the commercial inspector.

MISCELLANEOUS PERMITS AND LICENSES	
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Gas & Oil Well Permit		\$100.00 + \$1,000.00 Review Fee
Grading Permit	0 to 499 cubic yards	\$0.00
	500 to 999 cubic yards	\$100.00
	1,000 to 9,999 cubic yards	\$250.00
	10,000+ cubic yards	\$250 + \$25 per each additional 10,000 cubic yards
Heavy Hauling Permit	Any activity that requires a road bond	\$100
Mechanical Devices	Jukebox	\$50.00/each
	Pool Table	\$100.00/each
	Video Arcade	\$150.00/each
	Electronic Poker	\$350.00/each
Road Opening Fee	0 to 99 square feet	\$100.00
	100 to 499 square feet	\$250.00
	500+ square feet	Per actual Township Engineer rate
Sign Permit		\$50.00 + \$0.15 per square foot
Salvage License	0 to 14,999 square feet	\$250.00
	15,000 to 39,000 square feet	\$400.00
	40,000+ square feet	\$500.00



## ZONING HEARING BOARD

Residential Variance		\$75.00 + \$600.00 (Escrow)*
Commercial Variance		\$250.00 + \$700.00 (Escrow)*
Appeals/Zoning Violation		\$75.00 + \$450.00 (Escrow)*
Zoning District Verification Letter		\$15.00
Amendments to Zoning Ordinance/Map		\$750.00 + \$2,000.00 (Escrow)*
*Applicant pays any costs in excess of escrow amount		

## SUBDIVISION / LAND DEVELOPMENT

Conditional Use		\$300.00 + \$1,000.00 (Escrow)*
Lot Line Revision		\$125.00 + \$500.00 (Escrow)*
Site Plan Review		\$200.00 + \$400.00 (Escrow)*
Subdivision Review		
	One to Three Lots	\$150.00 + \$500.00 (Escrow)*
	Four to Twenty-Five Lots	\$500.00 + \$2,000.00 (Escrow)*
	Twenty-Six Lots plus	\$750.00 + \$3,500.00 (Escrow)*
*Applicant pays any costs in excess of escrow amount		

## WIRELESS COMMUNICATIONS

Application Fees		
	Tower-Based WCF	\$2,500.00
	Non-Tower WCF	\$1,000
	Small WCF (collocated)	\$500 for up to five (5) Small WCFs in single application \$100 for each Small WCF thereafter in the same application
	Small WCF (requiring new wireless support structure)	\$1,000
Annual Fees		
	Small WCF (Inside Right-of-Way)	\$270

## POLICE DEPARTMENT

Incident/Non-Reportable Accidents		\$10.00
Reportable MVA		\$15.00 (or current state mandate fee, whichever is higher)
Solicitor Permit		\$100
		\$25.00/per person, per month

## OTHER FEES

Township Pavilion Rental		
	Resident	\$125.00
	Nonresident	\$150.00
	Small Company (under 100)	\$150.00
	Large Company (100+)	\$300.00
	Wedding/Reception	\$175.00
	West Deer Nonprofit Organization (M-R)	\$100 deposit (refunded upon Township inspection)
	West Deer Public Safety Organization	No Fee
Construction Book		\$5.00
Copies		\$0.25 per copy
Flood Plain Letter		\$15.00
Leaf Bags		\$3.00 for a pack of five
Municipal No-Lien Letter		\$25.00
Street Map (Small)		\$1.00
Street/Zoning Map		\$10.00
Subdivision Book		\$6.00
Zoning Book		\$15.00
Recycling Bin	New Construction	No Fee
Recycling Bin	Replacement	\$12.00
Returned Check Fee		\$35.00



20

**AUTHORIZATION: DCDBA DEVELOPER'S AGREEMENT**

THE TOWNSHIP HAS REQUESTED AND WILL NEED SEWAGE SERVICE FROM THE DEER CREEK DRAINAGE BASIN AUTHORITY FOR THE NEW TOWNSHIP MUNICIPAL BUILDING – LOT AND BLOCK #1511-L-71 – LOCATED AT 133 EAST UNION ROAD, CHESWICK, PA 15024.

A DEVELOPER'S AGREEMENT IS NECESSARY, AND IS ATTACHED

DO I HAVE A MOTION TO AUTHORIZE THE TOWNSHIP TO ENTER INTO A DEVELOPER'S AGREEMENT WITH THE DEER CREEK DRAINAGE BASIN AUTHORITY FOR THE NEW TOWNSHIP MUNICIPAL BUILDING – LOT AND BLOCK #1511-L-71 – LOCATED AT 133 EAST UNION ROAD, CHESWICK, PA 15024 AS PRESENTED, AND TO AUTHORIZE THE TOWNSHIP MANAGER TO EXECUTE SAID AGREEMENT?

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

**DEER CREEK DRAINAGE BASIN AUTHORITY**  
**Developer's Sanitary Sewer Installation Agreement (A)**

MADE AND ENTERED INTO THIS \_\_\_\_\_ day of \_\_\_\_\_, 2023 by and between the DEER CREEK DRAINAGE BASIN AUTHORITY, Allegheny County, Pennsylvania, a body corporate and politic, organized and existing under the laws of the Commonwealth of Pennsylvania, hereinafter called the "AUTHORITY";

A

N

D

Township of West Deer, hereinafter called the "DEVELOPER".

**WITNESSETH:**

WHEREAS, the AUTHORITY is presently engaged in furnishing sewage service in the Townships of West Deer and Indiana, Allegheny County, Pennsylvania; and

WHEREAS, the DEVELOPER has requested and will need sewage service for a plan of lots of which the DEVELOPER is the owner situate in West Deer Township, Block & Lot 1511-L-71 located 133 East Union Road, Cheswick, PA 15024, containing one (1) public unit and;

WHEREAS, in order to make the sewage collection facilities available, it is necessary that sewer line(s) be extended from the termini of AUTHORITY facilities as shown on the Plans attached hereto and marked EXHIBIT "A"; and

WHEREAS, the DEVELOPER is willing, upon the terms and conditions of this Agreement, to extend said sewer lines either directly or through the AUTHORITY; and

WHEREAS, the AUTHORITY is willing, upon the terms and conditions of this agreement, to have (or cause) sewer lines (to be) extended to provide sewage service;

NOW, THEREFORE, in consideration of the foregoing premises and covenants and conditions hereinafter set forth, the parties hereto, intending to be legally bounded hereby agree as follows:

**ARTICLE I**  
**DEFINITIONS**

1.1 ***Building Drain*** shall mean: That part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste and other drainage pipes inside the walls of

the building and conveys it to the building sewer, which begins at a point five feet outside the inner face of the building wall.

1.2 ***Building Sewer*** shall mean: The extension from the building drain to the public sewer connection or other place of disposal.

1.3 ***Building Sewer Connection*** shall mean: The lateral sewer extending from the main public sewer to the property line or right-of-way, said point being the place of connection to the building sewer.

1.4 ***Sewers To Be Installed By Developer*** shall mean: The preparation of plans, solicitation of bids, construction of sewers and related items which are to be done by the DEVELOPER directly.

1.5 ***Sewers To Be Installed By AUTHORITY*** shall mean: The preparation of plans, solicitations of bids, construction of sewers and related items which are to be done by the AUTHORITY.

## ARTICLE II

### INSTALLATION OF SEWER LINES

#### Sewers to be installed by DEVELOPER

2.1 The DEVELOPER shall install all sewer lines, "building sewer connections" and appurtenances as shown on Exhibit "A" attached hereto and made a part hereof marked "To Be Installed by DEVELOPER. All materials and workmanship shall be in accordance with the detailed specifications of the AUTHORITY and its consulting Engineer.

2.2 It is understood and agreed that the DEVELOPER and/or Subsequent owner of the property to be served by this installation will install at his own cost and expense and in accordance with the specifications and the rules and regulations of the AUTHORITY "building sewers" for each premise requiring sewer service; the layout and other design features to be subject to the approval of the AUTHORITY.

2.3 The DEVELOPER agrees that at the time of construction of the "building sewers" from the "building sewer connection" to the "building drain" the construction will be limited to the use of O-ring joint polyvinyl-chloride unless otherwise approved.

2.4 The DEVELOPER shall install all sanitary sewer line extensions plus appurtenances prior to any paving of the roads which are proposed in said Plan and shall properly backfill all trenches to prevent settlement under the proposed pavement.

2.5 The DEVELOPER agrees that all work to be performed shall be subject to inspection and approval by the AUTHORITY Engineer, and that no work shall be covered unless and until inspected and approved by the AUTHORITY Engineer. In the event any work shall be covered prior to inspection and approval thereof, the DEVELOPER agrees that it will, at the request of the AUTHORITY Engineer, uncover or cause to be uncovered such work at its own cost and expense. All lines shall be tested by the DEVELOPER after the "building sewer connections" have been installed in accordance with AUTHORITY specifications and in a manner approved by the AUTHORITY's Engineer, subject to inspection by the AUTHORITY. The determination of the AUTHORITY Engineer with respect to all work shall be final and the DEVELOPER agrees to remove or cause to be removed, and replaced, at its own cost and expense any work condemned by the AUTHORITY Engineer.

2.6 The DEVELOPER agrees that the AUTHORITY shall have the right to enter upon DEVELOPER's property at any time for the purposes of inspecting the work to be performed hereunder, and in case any work shall be condemned by the AUTHORITY Engineer and not corrected by the DEVELOPER within fifteen (15) days after notice to do so, the AUTHORITY shall remove said work and the expense of such removal shall be deducted from the deposit provided for in Article III herein.

2.7 The DEVELOPER agrees to construct the sanitary sewer facilities strictly in accordance with any pertinent Standards and Specifications for the Construction of Sewers and Other Sanitary Facilities in the municipality as required by the AUTHORITY, and DEVELOPER further agrees that in the event he enters into any agreement with any other contractor for construction of the sanitary sewer facilities contemplated in this Agreement, that he will insert a similar requirement in such Agreement and furnish the AUTHORITY a certified copy of same.

2.8 In the event unusual conditions or circumstances are encountered by the DEVELOPER in the course of the construction which are not specifically covered by the specifications, DEVELOPER agrees that it will not continue the work unless approved by the AUTHORITY Engineer as to the method of procedure in accordance with good construction practice, and the DEVELOPER shall be responsible for any costs incurred for such construction.

2.9 The DEVELOPER agrees that there will be no changes made in the construction of the sanitary sewer system or any deviations from the plans and specifications attached hereto, marked Exhibit "A", unless the AUTHORITY Engineer agrees prior to such change in writing.

**ARTICLE III**  
**DEVELOPER'S RESPONSIBILITY FOR COSTS**

3.1 The DEVELOPER shall be responsible for all costs in connection with this project as relates to the sewer lines and appurtenances shown on Exhibit "A" attached hereto and made a part hereof marked "To Be Installed By DEVELOPER" *and/or* "To Be Installed By AUTHORITY": the term "Costs" shall include but not be limited to the following:

- A. Cost of all sewer lines and building sewer connections, including material and labor.
- B. Cost of connections to existing systems or to systems of the Authority to be constructed at substantially the same time as those contemplated by this Agreement.
- C. Cost of all manholes, appurtenances and all other related work.
- D. Cost of all rights-of-way and lands, including acquisition and condemnation costs.
- E. All Engineering, legal, overhead and miscellaneous costs including the cost of preparation of this agreement incurred in connection with the sewer line installations and including the cost of reviewing any plans or data submitted by the DEVELOPER.
- F. Cost of resident engineering and inspection services required during constructing and testing of lines.
- G. Payment to assure that the DEVELOPER will have sewerage facility capacity available for the lots in his development.

3.2 For all projects, regardless of method of installation (AUTHORITY or DEVELOPER) the DEVELOPER shall advance ten (10) percent of the estimated cost of construction to the AUTHORITY, concurrently with the execution of the Agreement, said fee to be applied toward AUTHORITY costs relative to plan review, inspection, engineering, legal overhead and other costs.

3.3 The DEVELOPER acknowledges that the estimated cost of construction is only an estimate and that actual costs are dependent upon both the efficiency and experience of the contractor chosen by the DEVELOPER and any extenuating circumstances or conditions that cannot be known including but not limited to rock formations under the ground, bad weather, etc.

3.4 The DEVELOPER agrees that, in the event that actual costs exceed the advanced ten (10) percent estimated cost of construction, the AUTHORITY may, at its discretion, either

require additional escrow based on an updated estimate by the AUTHORITY's Consulting Engineer of the remainder of the project to be completed or require that payment of additional costs be made as costs are incurred. The DEVELOPER agrees to pay such additional costs as they are incurred.

3.5 Inspection of all facilities to be installed shall take place with the AUTHORITY's approved inspector on site. Inspection time is charged for inspector's travel time (portal to portal) and while the DEVELOPER's contractor is on site installing facilities. The DEVELOPER agrees all expenses accrued in regard to inspection will be at the sole expense of the DEVELOPER.

3.6 In addition thereto, if the proposed installation becomes the construction of the sewers shown on the aforementioned Exhibit "A" and marked "To Be Installed By Authority", the DEVELOPER shall deposit with the AUTHORITY an additional amount not less than 100 percent of the estimated construction costs based upon the apparent Low Bidder's Proposal prior to award of the Contract by the AUTHORITY. (The AUTHORITY shall have the right to waive any informalities in the bids and to reject any and all bids.)

3.7 Prior to acceptance of any installation by the AUTHORITY, the DEVELOPER shall reimburse the AUTHORITY for any costs in excess of the monies deposited. The AUTHORITY agrees, upon its acceptance of the installations, to reimburse the DEVELOPER the balance of any deposits not expended.

3.8 In addition to the payment of deposits and costs hereinbefore set forth the DEVELOPER agrees regardless of method of installation (AUTHORITY) or (DEVELOPER) to pay the tapping fee currently in effect multiplied by the number of equivalent dwelling units (EDUs) in the attached plan.

3.9 The DEVELOPER agrees that the AUTHORITY, subject to the then prevailing rates, rules and regulations of the AUTHORITY and the capacity of the sanitary sewer lines installed pursuant to this Agreement, may permit connection of other properties to the sewer line extension or extensions provided herein or to further extensions of such sewer lines as are in the sole judgment of the AUTHORITY appropriate for extension of sanitary sewer service to such additional customers, subject to the provisions of this Agreement. If there are properties abutting this sewer extension which are owned by others not a party to this agreement, and these properties are enabled, by the sewer line extension installed by DEVELOPER, to directly connect a building sewer to the public sanitary sewer system of the Authority, then the DEVELOPER may, on the AUTHORITY's determination, be eligible for a payment of the reimbursement component portion of the tap connection fee as covered by the AUTHORITY's computation under the State of Pennsylvania Act 57 of 2003, Reimbursement Component IV (53 Pa. C.S. Section 5607(d)(24)) as amended.

**ARTICLE IV**  
**CONTRACTOR-MATERIALS-INSPECTION**  
**("Sewers To Be Installed By Developer")**

4.1 The DEVELOPER agrees to submit to the AUTHORITY, *for its approval*, the name of its sewer line contractor or contractors and a resume of his/their applicable experience, contract specifications and cost breakdown and evidence of sufficient liability and property damage insurance. DEVELOPER shall not hire a sewer line contractor/contractors unacceptable to the AUTHORITY.

4.2 The DEVELOPER shall furnish evidence to the AUTHORITY that the materials used on the project meet the materials specifications of the AUTHORITY. No order shall be placed for any material or equipment by the DEVELOPER until approval is given by the AUTHORITY.

4.3 The DEVELOPER agrees to notify the AUTHORITY, in writing, forty-eight hours in advance of any proposed construction to permit the AUTHORITY to schedule inspection of the work. The AUTHORITY shall have the right to require all work to cease and to be discontinued if, in the opinion of the AUTHORITY's Consulting Engineer, the work constitutes a danger to customers on existing sewer lines or the work is not being performed in accordance with specifications, the AUTHORITY's Rules and Regulations, the terms of this Agreement or otherwise in a careful, good and workmanlike manner.

**ARTICLE V**  
**COMPLETION OF WORK**  
**("Sewers To Be Installed By Developer")**

5.1 The DEVELOPER shall complete the work within 180 calendar days after the work has commenced on the project. If the DEVELOPER discontinues work on the sewer line extensions for thirty calendar days or longer for any reason whatsoever, then the AUTHORITY shall have the right to require an inspection of the installed facilities at the expense of the DEVELOPER, and to require any additional work necessary to make the existing facilities acceptable to the AUTHORITY before permission will be given by the AUTHORITY to the DEVELOPER to continue the sewer line installations.

5.2 If the DEVELOPER discontinues work on the sewer line extension for ninety days or longer, for any reason whatsoever, the AUTHORITY shall have the right to call on the Surety Company to complete construction under the Performance Bond as provided for hereinafter.

5.3 The AUTHORITY reserves the right to monitor the work activity of the DEVELOPER under this Agreement from and after the date and execution of this agreement and to modify or rescind this Agreement after written notice to the DEVELOPER if the AUTHORITY determines, in



its sole discretion, that the DEVELOPER has not initiated work within a reasonable time after execution hereof.

5.4 Inspection of installed facilities shall take place during the regular business hours of the Authority. Should an exceptional circumstance require inspection outside of the Authority's regular business hours, prior written approval by the Authority is required.

## **ARTICLE VI INSTALLATIONS - PROPERTY OF AUTHORITY**

6.1 The entire sewer line installation considered herein, including building sewer line connections and related facilities, but not including building drains and building sewers, shall be the property of the AUTHORITY, and the AUTHORITY shall have the right to extend any sewer facilities therefrom and shall have the further right to make any other sewer extensions beyond or laterally from the aforesaid systems without any obligation or permission or consent from the DEVELOPER, such extensions not obligating the DEVELOPER for any additional construction contribution.

## **ARTICLE VII PLANS AND EASEMENTS ("Sewers To Be Installed By Developer")**

7.1 The DEVELOPER shall submit plans for said sewer installations for approval by the AUTHORITY and its Consulting Engineer.

7.2 The DEVELOPER shall secure all necessary rights-of-way or easements not less than twenty feet in width. The description of these rights-of-way and easements is to be determined by the AUTHORITY by recordable instruments and documents, giving the DEVELOPER and the AUTHORITY the free and uninterrupted use, liberty and privilege to construct and maintain a sewer line with all necessary connections and related facilities that may be required, together with the free ingress, egress and regress to and for the DEVELOPER and the AUTHORITY, their successors and assigns and all times hereinafter to enter upon the right-of-way or easement for the purpose of construction, reconstruction, installation, maintenance, repair and replacement of the sewer line or lines. The AUTHORITY will record said instruments in the Allegheny County Recorder of Deeds office, all costs associated herein to be paid by DEVELOPER.

7.3 The DEVELOPER shall furnish to the AUTHORITY 'as-built' reproducible plans of all sewer installations constructed in said easements or in such streets certified as such by a Professional Engineer duly qualified and licensed in the Commonwealth of Pennsylvania who shall be acceptable to the AUTHORITY. The 'as-built' plans shall include plan view stationing of building sewer connections, invert and top elevations at all manholes and lampholes, length and slope of

sewers between manholes, deflection angles at manholes and such other information as required by the AUTHORITY. The DEVELOPER shall also provide to the AUTHORITY at DEVELOPER's expense, GPS data for the sewers to be installed by DEVELOPER in a format compatible with the AUTHORITY GPS system, or AUTHORITY may decide, at its option, to direct its own consulting engineer to generate such GPS data at DEVELOPER's expense. In the event the DEVELOPER shall not be responsible for the building or buildings on the recorded lots, the plans shall also include references from two distinct physical features for the terminus of each "building sewer connection". The DEVELOPER and the AUTHORITY agree to the placement of the sanitary sewer line installations contemplated herein and the accompanying rights-of-way and easements in locations convenient and necessary to the AUTHORITY, but under no circumstances shall such lines, installations, easements or rights-of-way interfere with the use and enjoyment of the property by the DEVELOPER.

7.4 The AUTHORITY requires that all manholes on the homeowner's lots remain at grade. If subsequent landscaping on a lot buries the manhole, the DEVELOPER will be responsible for raising the manhole to grade.

## **ARTICLE VIII SEWERAGE PERMITS**

8.1 On sewers identified as "To Be Installed By DEVELOPER" the DEVELOPER agrees to apply, on behalf of the AUTHORITY, to the Allegheny County Health Department and to the Department of Environmental Protection of the Commonwealth of Pennsylvania, for a Water Quality Management Permit approving the proposed sewer line extension, and to any other Federal, State or Local Agency having jurisdiction over the proposed sewer line installation. Prior to submission of the required documents, plans and related items, they shall be submitted to the AUTHORITY's Engineer for his approval. ***The DEVELOPER agrees not to begin construction of the sewer line extension until said permits are received.*** However, prior to submittal of such applications, they shall be submitted to the AUTHORITY for its review, if required.

8.2 The DEVELOPER further agrees that if the Commonwealth or other Agency refuses to issue a Permit which will prevent the construction of these facilities or any substantial portion thereof, this Agreement will be considered null and void and both parties will be relieved of any further obligations, except that the DEVELOPER shall reimburse the AUTHORITY for its costs incurred as of the date on which the AUTHORITY has been notified of the rejection of the Permit Application. The DEVELOPER further agrees that the AUTHORITY shall be held harmless in the event that the regulating agencies refuse to issue the required permits.

**ARTICLE IX**  
**ACCEPTANCE OF INSTALLATIONS**

9.1 The AUTHORITY agrees that after the DEVELOPER has performed in accordance with all of the terms and provisions of this Agreement as herein set forth, the AUTHORITY will accept the ownership of the sewer line installations and so notify the DEVELOPER in writing.

**ARTICLE X**  
**PERMIT TO CONNECT**

10.1 Upon the completion of said sewer line installations, *after acceptance of said installations\_by the Authority*, after payment of all fees and costs by DEVELOPER to AUTHORITY contemplated by this Agreement and upon the erection of buildings on property of the DEVELOPER, the DEVELOPER or its assigns agrees to obtain written permits to connect to sewage service on forms prescribed by the AUTHORITY for the purpose of requesting sewage service for the premises to be served. Said permits for sewage service shall be subject to any applicable Rules and Regulations relating to sewage service in the municipality. DEVELOPER shall not tie sewer extension(s) into the AUTHORITY sewer system until all provisions of this agreement have been met, all tapping fees due have been paid or provided for, and written authorization to connect has been given to DEVELOPER by the AUTHORITY.

**ARTICLE XI**  
**BONDS AND INSURANCE**  
**("Sewers To Be Installed By Developer")**

11.1 For all the work herein contemplated, the DEVELOPER shall carry or obtain all necessary insurance and shall furnish certificates of same to the AUTHORITY, including Workmen's Compensation Insurance, as required by law, as well as the following:

- (i) General Liability, comprehensive form (including premises - operations, explosion and collapse hazard, underground hazard, products/completed operations hazard, contractual insurance broad form property damage, independent contractors, personal injury) with limits of liability not less than

	Each Occurrence	Aggregate
Bodily Injury	\$1,000,000	\$3,000,000
Property Damage	\$1,000,000	\$3,000,000

- (ii) Automobile Liability, comprehensive form (owned, hired, non-owned)  
with limits of liability not less than

	Each Occurrence	Aggregate
Bodily Injury	\$1,000,000	\$3,000,000
Property Damage	\$1,000,000	\$3,000,000

The AUTHORITY shall be named as an additional insured on all policies of insurance obtained by DEVELOPER pursuant to this Agreement. In the event any municipality or political subdivision within the bounds of which the Contract is to be performed requires a similar policy in their favor, then the DEVELOPER shall forthwith furnish said insurance to include said municipality or political subdivision, either as separate policies or as riders to its own policies.

11.2 The DEVELOPER, before the surety company which furnished the Performance Bond to its approved sewer line contractor or contractors is released and before the sewers are accepted by the AUTHORITY, shall confirm in writing to the AUTHORITY that an amount equal to fifteen percent of the cost of the work, under which bond the DEVELOPER or the contractor or contractors shall agree for itself, its heirs, executors, administrators, successors and assigns, shall maintain all work done under this Agreement in good condition for a period of eighteen (18) months *from the date of final acceptance by the AUTHORITY of the work. Should any defects or insufficiency of the sewer line work occur during those eighteen (18) months, the DEVELOPER shall, through the surety company or for itself, promptly correct any defect or insufficiency in the work and under no circumstances shall the AUTHORITY be responsible for such costs, even after the acceptance of the lines by the AUTHORITY.*

## ARTICLE XII

### INDEMNIFICATION OF AUTHORITY

12.1. THE DEVELOPER AGREES TO PROTECT INDEMNIFY AND SAVE HARMLESS THE AUTHORITY AGAINST ALL CLAIMS, LIABILITIES, LOSSES, DAMAGES AND EXPENSES OF EVERY CHARACTER WHATSOEVER, FOR INJURIES TO ANY PERSON, INCLUDING DEATH, AS WELL AS INJURY AND DAMAGE TO PROPERTY, OF ANY PERSONS SUSTAINED BY ANY ACT OR OMISSION OF THE DEVELOPER, ITS CONTRACTOR, ANY SUB-CONTRACTORS, EMPLOYEES OF THE DEVELOPER, EMPLOYEES OF THE CONTRACTOR, EMPLOYEES OF ANY SUB-CONTRACTOR, EMPLOYEES OF THE AUTHORITY, AND/OR ANY OTHER PERSONS CAUSED BY, RESULTING FROM, ARISING OUT OF OR OCCURRING IN

CONNECTION WITH THE PERFORMANCE OF THE WORK, OR INCIDENTAL TO, OR APPERTAINING THERETO AND WHETHER OR NOT SUCH INJURY IS DUE TO OR CHARGEABLE TO ANY NEGLIGENCE OR TORTIOUS OR WRONGFUL CONDUCT OF THE DEVELOPER, OR ITS EMPLOYEES, THE CONTRACTOR OR ITS EMPLOYEES, ANY SUB-CONTRACTOR OR ITS EMPLOYEES, OR THE AUTHORITY OR ITS EMPLOYEES.

12.2. IN THE EVENT OF A CLAIM, SUIT, OR DEMAND OF ANY KIND, THE DEVELOPER, THE CONTRACTOR OR ANY SUB-CONTRACTOR AGREE TO ASSUME AT THE EXPENSE OF EACH OR ANY OF THEM ON BEHALF OF THE AUTHORITY AND AT ITS DEMAND, THE DEFENSE OF ANY ACTION AT LAW OR IN EQUITY WHICH MAY BE BROUGHT AGAINST THE AUTHORITY AND TO PAY ON BEHALF OF THE AUTHORITY THE AMOUNT OF ANY JUDGMENT THAT MAY BE ENTERED AGAINST THE AUTHORITY. THE FOREGOING PROVISIONS DO NOT APPLY TO THE AUTHORITY'S LIABILITY UNDER THE WORKMEN'S COMPENSATION LAWS.

**ARTICLE XIII**  
**LIENS AND CLAIMS OF DEVELOPER,**  
**CONTRACTOR AND SUB-CONTRACTOR**

13.1 The DEVELOPER agrees to execute and deliver to the AUTHORITY at the option of the AUTHORITY either an agreement waiving its right to file mechanic liens by its contractors, sub-contractors, suppliers or any party who may have such a right and/or a no-lien agreement with its contractors, sub-contractors, suppliers and anyone entitled to file such a mechanics lien, and/or to supply a release of liens executed by all parties who have or might have the right to make a claim for labor, material or services in accordance with law.

**ARTICLE XIV**  
**REQUIRED CONTRACT PROVISIONS**

14.1 DEVELOPER agrees that any contract with the contractor, or a contract between contractor and a sub-contractor, shall contain the language of Article XII INDEMNITY OF AUTHORITY, and unless waived by the AUTHORITY in writing, shall contain provisions waiving the contractor's or any sub-contractor's, as the case may be, rights to file mechanic's liens against the property of the AUTHORITY on which any work is done or to which materials are delivered or stored. Such provisions shall be in a form to be approved by the solicitor for the AUTHORITY.

14.2 No such contract between a DEVELOPER and a contractor or a contractor and any sub-contractor shall be let or entered into until the AUTHORITY's Engineer has reviewed and approved same.

**ARTICLE XV**  
**MISCELLANEOUS**

15.1 The DEVELOPER agrees that the right to sewer service from the lines installed under the terms of this Agreement shall at all times be subject to the rates, rules and regulations of the AUTHORITY.

15.2 This Agreement shall be a covenant running with the land and shall be recorded and shall bind the parties hereto, and their heirs, executors, personal representatives, successors and assigns. The DEVELOPER may not assign or transfer its rights hereunder without prior written consent of the AUTHORITY.

**ARTICLE XVI**  
**TERMINATION**

16.1 This Agreement shall be null and void if construction has not started within two years of the date of this Agreement, unless mutually agreed to otherwise.

**ARTICLE XVII**  
**SEVERABILITY**

17.1 In the event that a provision of the Agreement is found to be invalid, void, voidable, or otherwise of no effect, such a determination shall not affect the remaining provisions of this Agreement, but the same shall stand in full force and effect.

**AMENDMENTS**

18.1 This Agreement constitutes the entire Agreement among the parties. This Agreement supersedes any prior agreement or understanding among the parties relating to the

subject matter hereof and may not be modified or amended in any manner other than by a writing signed by all parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed the day and year first above written.

DEER CREEK DRAINAGE BASIN AUTHORITY

By:

\_\_\_\_\_  
Cullen Higgins, Chairman

ATTEST:

\_\_\_\_\_  
Ronald Plesh, Secretary/Treasurer

SEAL

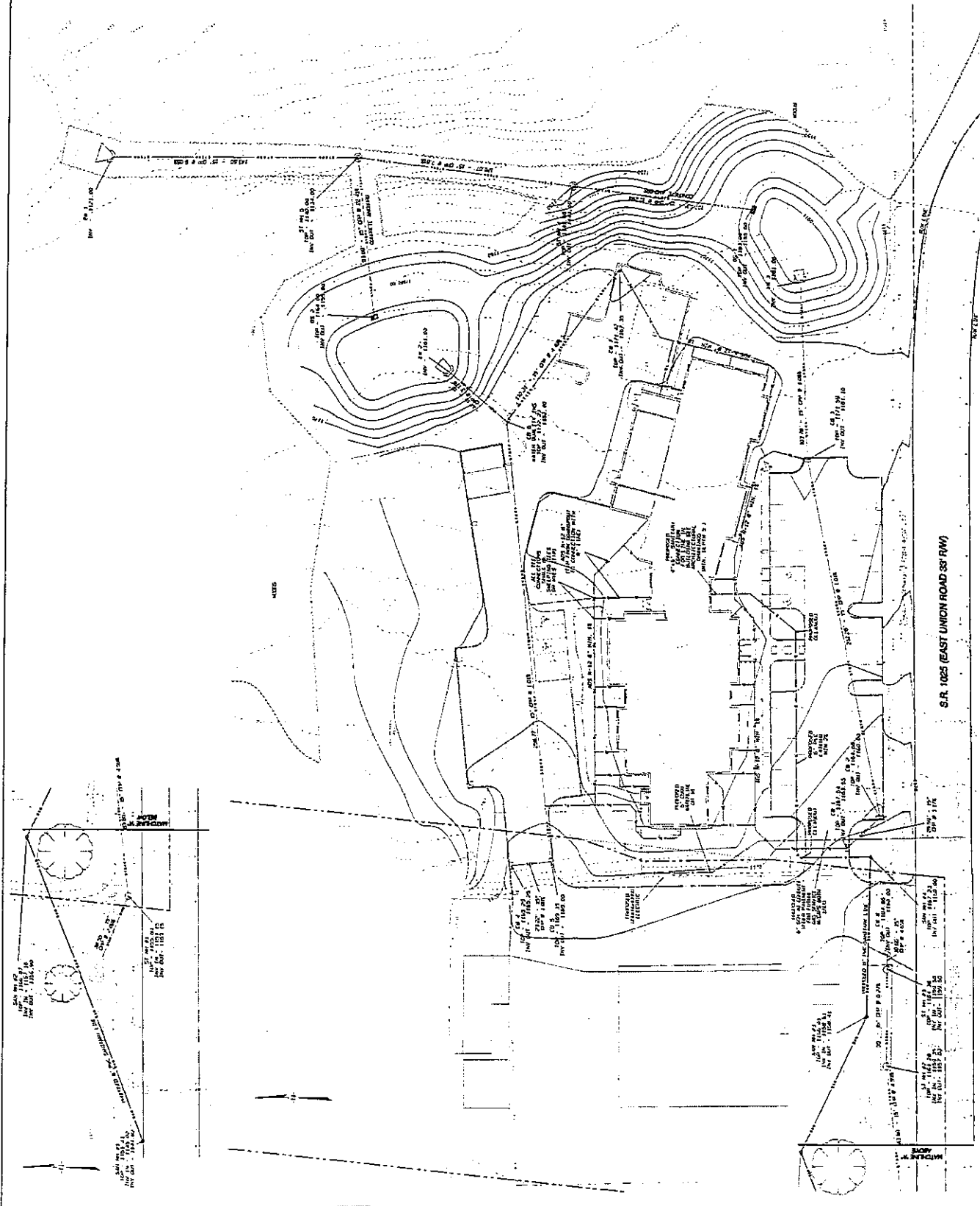
DEVELOPER

Township of West Deer

WITNESS

By:

\_\_\_\_\_  
Daniel Mator, Township Manager





21

**AWARD: DEMOLITION ASBESTOS ABATEMENT**

THE BOARD APPROVED THE DEMOLITION OF 17-19 SCHOOL STREET AND 1130-1132 EISENHOWER DRIVE AT THE PUBLIC HEARING ON AUGUST 17, 2022. THE FOLLOWING BIDS ARE TO REMOVE THE ABESTOS FROM THE PROPERTIES, WHICH IS NECESSARY TO LATER DEMOLISH THE PROPERTIES:

<u>NAME</u>	<u>SCHOOL BID</u>	<u>EISENHOWER BID</u>
AWJ	\$16,458.00	\$2,605.00
DRI	\$28,890.00	\$7,459.50
NEUMEYER	\$39,500.00	\$4,800.00

DO I HAVE A MOTION TO AWARD THE DEMOLITION ASBESTOS ABATEMENT OF 17-19 SCHOOL STREET AND 1130-1132 EISENHOWER DRIVE TO AWJ IN THE AMOUNT OF \$19,063.00?

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

**AWJ**

<div> <div> <b>AWJ Contracting</b>  <i>We let our clients brag about our services.</i>   225 Chicora Street  East McKeesport, PA 15035  Phone: 412-736-6332  Email: albertje75@yahoo.com </div> <div> <b>PROPOSAL</b>   CSI--ACM-05-16-26  <b>Joseph Shook</b>  Assistant Manager/Zoning Officer  West Deer Township  109 East Union Road  Cheswick, PA 15024  (724) 265-3680  <a href="mailto:jshook@westdeertownship.com">jshook@westdeertownship.com</a> </div> </div>																																																																																																																																						
<table border="1"> <tr> <td colspan="2">Prevailing wages</td> <td></td> <td></td> <td></td> <td>AMOUNT</td> </tr> <tr> <td rowspan="2">Quantity</td> <td rowspan="2">Type</td> <td colspan="3">DESCRIPTION</td> <td></td> </tr> <tr> <td colspan="3">1130-1132 Eisenhower Drive - Russelton, PA and 17-19 School Street, Russelton, PA ASBESTOS Abatement PROPOSAL</td> <td></td> </tr> <tr> <td colspan="5">1130- 1132 Eisenhower Drive</td> <td></td> </tr> <tr> <td>120</td> <td>SF</td> <td>WHITE FLOORING</td> <td>\$</td> <td>850.00</td> <td>\$ 850.00</td> </tr> <tr> <td>130</td> <td>LF</td> <td>BLACK CAULKING ROOF LINE EDGES INSULBRICK</td> <td>\$</td> <td>780.00</td> <td>\$ 780.00</td> </tr> <tr> <td>1</td> <td>LS</td> <td>ACHD PERMIT AND INSPECTIONS</td> <td>\$</td> <td>550.00</td> <td>\$ 550.00</td> </tr> <tr> <td>1</td> <td>LS</td> <td>3RD PARTY AIR CLEARANCE AND DISPOSAL</td> <td>\$</td> <td>425.00</td> <td>\$ 425.00</td> </tr> <tr> <td colspan="3">1130-1132 Eisenhower Drive TOTAL</td> <td>\$</td> <td>2,605.00</td> <td></td> </tr> <tr> <td colspan="5">17-19 SCHOOL STREET</td> <td></td> </tr> <tr> <td>25</td> <td>SF</td> <td>2ND FLR FRONT BEDROOM CLOSET (SEPARATE CONTAINMENT)</td> <td>\$</td> <td>350.00</td> <td>\$ 350.00</td> </tr> <tr> <td>35</td> <td>SF</td> <td>2ND FLR BATH ROOM (SEPARATE CONTAINMENT)</td> <td>\$</td> <td>350.00</td> <td>\$ 350.00</td> </tr> <tr> <td>1000</td> <td>SF</td> <td>2ND FLR THROUGHOUT</td> <td>\$</td> <td>2,500.00</td> <td>\$ 2,500.00</td> </tr> <tr> <td>650</td> <td>SF</td> <td>GRAY PLASTER BED ROOM/BATHROOM CEILINGS</td> <td>\$</td> <td>1,788.00</td> <td>\$ 1,788.00</td> </tr> <tr> <td>210</td> <td>SF</td> <td>WHITE &amp; BEIGE FLOORING 1ST FLOOR KITCHEN</td> <td>\$</td> <td>350.00</td> <td>\$ 350.00</td> </tr> <tr> <td>860</td> <td>SF</td> <td>GREY CEILING PLASTER</td> <td>\$</td> <td>2,365.00</td> <td>\$ 2,365.00</td> </tr> <tr> <td>1000</td> <td>SF</td> <td>GREY WALL PLASTER BASE</td> <td>\$</td> <td>3,500.00</td> <td>\$ 3,500.00</td> </tr> <tr> <td>1</td> <td>LS</td> <td>ACHD PERMIT AND INSPECTIONS</td> <td>\$</td> <td>750.00</td> <td>\$ 750.00</td> </tr> <tr> <td>1</td> <td>LS</td> <td>3RD PARTY AIR CLEARANCE AND DISPOSAL</td> <td>\$</td> <td>1,900.00</td> <td>\$ 1,900.00</td> </tr> <tr> <td colspan="3">17-19 SCHOOL ST TOTAL</td> <td>\$</td> <td>13,853.00</td> <td></td> </tr> <tr> <td colspan="5"> <div> <div>ALBERT W. JENKS, OWNER</div> <div>May 17, 2023</div> </div> </td> <td> <div> <div>\$</div> <div>16,458.00</div> </div> </td> </tr> <tr> <td colspan="5"> <div> <div>THANK YOU FOR YOUR BUSINESS!</div> <div> <div>SALES TAX</div> <div>OTHER</div> <div>TOTAL</div> </div> </div> </td> <td></td> </tr> </table>					Prevailing wages					AMOUNT	Quantity	Type	DESCRIPTION				1130-1132 Eisenhower Drive - Russelton, PA and 17-19 School Street, Russelton, PA ASBESTOS Abatement PROPOSAL				1130- 1132 Eisenhower Drive						120	SF	WHITE FLOORING	\$	850.00	\$ 850.00	130	LF	BLACK CAULKING ROOF LINE EDGES INSULBRICK	\$	780.00	\$ 780.00	1	LS	ACHD PERMIT AND INSPECTIONS	\$	550.00	\$ 550.00	1	LS	3RD PARTY AIR CLEARANCE AND DISPOSAL	\$	425.00	\$ 425.00	1130-1132 Eisenhower Drive TOTAL			\$	2,605.00		17-19 SCHOOL STREET						25	SF	2ND FLR FRONT BEDROOM CLOSET (SEPARATE CONTAINMENT)	\$	350.00	\$ 350.00	35	SF	2ND FLR BATH ROOM (SEPARATE CONTAINMENT)	\$	350.00	\$ 350.00	1000	SF	2ND FLR THROUGHOUT	\$	2,500.00	\$ 2,500.00	650	SF	GRAY PLASTER BED ROOM/BATHROOM CEILINGS	\$	1,788.00	\$ 1,788.00	210	SF	WHITE & BEIGE FLOORING 1ST FLOOR KITCHEN	\$	350.00	\$ 350.00	860	SF	GREY CEILING PLASTER	\$	2,365.00	\$ 2,365.00	1000	SF	GREY WALL PLASTER BASE	\$	3,500.00	\$ 3,500.00	1	LS	ACHD PERMIT AND INSPECTIONS	\$	750.00	\$ 750.00	1	LS	3RD PARTY AIR CLEARANCE AND DISPOSAL	\$	1,900.00	\$ 1,900.00	17-19 SCHOOL ST TOTAL			\$	13,853.00		<div> <div>ALBERT W. JENKS, OWNER</div> <div>May 17, 2023</div> </div>					<div> <div>\$</div> <div>16,458.00</div> </div>	<div> <div>THANK YOU FOR YOUR BUSINESS!</div> <div> <div>SALES TAX</div> <div>OTHER</div> <div>TOTAL</div> </div> </div>					
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35	SF	2ND FLR BATH ROOM (SEPARATE CONTAINMENT)	\$	350.00	\$ 350.00																																																																																																																																	
1000	SF	2ND FLR THROUGHOUT	\$	2,500.00	\$ 2,500.00																																																																																																																																	
650	SF	GRAY PLASTER BED ROOM/BATHROOM CEILINGS	\$	1,788.00	\$ 1,788.00																																																																																																																																	
210	SF	WHITE & BEIGE FLOORING 1ST FLOOR KITCHEN	\$	350.00	\$ 350.00																																																																																																																																	
860	SF	GREY CEILING PLASTER	\$	2,365.00	\$ 2,365.00																																																																																																																																	
1000	SF	GREY WALL PLASTER BASE	\$	3,500.00	\$ 3,500.00																																																																																																																																	
1	LS	ACHD PERMIT AND INSPECTIONS	\$	750.00	\$ 750.00																																																																																																																																	
1	LS	3RD PARTY AIR CLEARANCE AND DISPOSAL	\$	1,900.00	\$ 1,900.00																																																																																																																																	
17-19 SCHOOL ST TOTAL			\$	13,853.00																																																																																																																																		
<div> <div>ALBERT W. JENKS, OWNER</div> <div>May 17, 2023</div> </div>					<div> <div>\$</div> <div>16,458.00</div> </div>																																																																																																																																	
<div> <div>THANK YOU FOR YOUR BUSINESS!</div> <div> <div>SALES TAX</div> <div>OTHER</div> <div>TOTAL</div> </div> </div>																																																																																																																																						

# DRI



Diversified Restoration Innovation  
43 Carlsbad Rd.  
Pittsburgh, PA 15239  
412-759-1039

## Abatement Estimate

Client : Name/Address	Date
Attn: Joseph Shook West Deer Township Eisenhower Dr. & School Str. Pittsburgh, PA 15024	26.Apr.2023
Project # 2023-04-35	

Work Description	Total
<p><b>1. Asbestos Abatement : 1130-1132 Eisenhower Drive</b></p> <p><b>This Scope involves Removal and Disposal of the Asbestos Floor Tile as noted in the Asbestos Survey.</b></p> <p><b>1<sup>st</sup>. Floor : 120 sq.ft. of Bathroom Floor Tile</b></p> <p><b>Roof Lining : 130 LF of Black Caulking, Insul Brick Edges</b></p> <p><b>Bathroom Floor Tile :</b></p> <ol style="list-style-type: none"><li>1. Establish Separate Containment Area as Needed</li><li>2. Install Air Scrubbers w/HEPA Air Filters to Maintain Negative Air Pressure in Containment Areas</li><li>3. Install Three-Chamber Decontamination Units in the Entrance to Containment Area</li><li>4. Remove Asbestos Tiles using Wet Method</li><li>5. Double Bag and Seal</li><li>6. Clean all Surfaces for a Final Time</li><li>7. HEPA Vacuum Containment Areas</li><li>8. Remove and Properly Dispose of all Bagged Material</li></ol> <p><b>Caulking at Roof Line Edge :</b></p> <p>Remove Caulking Using Physical Methods. Clean Area with MMR Cleaner. Final Cleaning</p>	

Work Description	Total
<p><b>Once Abatement Completed :</b></p> <ol style="list-style-type: none"> <li>1. Final Air Clearance Testing, Utilizing an Allegheny County Health Department (ACHD) Approved Lab, performed by Independent Third Party</li> <li>1. Final Allegheny County Health Dept. Inspection</li> <li>2. Remove and Bag all Containment Material</li> <li>3. Properly Dispose of all Bagged Material</li> </ol>	
<p style="text-align: right;"><b>Final Total</b></p>	<p><b>\$7,459.50</b></p>



Diversified Restoration Innovation  
43 Carlsbad Rd.  
Pittsburgh, PA 15239  
412-759-1039

## 17-19 School Street Abatement Estimate

<b>Client : Name/Address</b>
Attn: Joseph Shook West Deer Township 17-19 School Street Pittsburgh, PA 15024

<b>Date</b>
26.Apr.2023

<b>Project # 2023-04-36</b>
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Work Description	Total
<p><b>1. Asbestos Abatement : 17-19 School Street</b></p> <p><b>This Scope involves Removal and Disposal of the Asbestos Floor Tile as noted in the Asbestos Survey.</b></p> <p><b>1<sup>st</sup>. Floor : 210 sq.ft. of Kitchen Floor Tile</b></p> <p><b>2<sup>nd</sup>. Floor : 60 sq.ft. of Closet &amp; Bathroom Floor Tile</b></p> <p><b>2<sup>nd</sup>. Floor : 1510 sq.ft. of Ceiling Plaster Throughout</b></p> <p><b>2<sup>nd</sup>. Floor : 2000 sq.ft. of Wall Plaster Throughout</b></p> <p><b>Total Area to be Abated = 3780 sq.ft. per Floor</b></p> <p><b>Includes Acquisition of all Required Permits</b></p> <p><b>Kitchen, Closet &amp; Bathroom Floor Tile :</b></p> <ol style="list-style-type: none"><li>1. Establish Separate Containment Areas as Needed</li><li>2. Install Air Scrubbers w/HEPA Air Filters to Maintain Negative Air Pressure in Containment Areas</li><li>3. Install Three-Chamber Decontamination Units in the Entrance to Containment Areas</li><li>4. Remove Asbestos Tiles using Wet Method</li><li>5. Double Bag and Seal</li><li>6. Clean all Surfaces for a Final Time</li><li>7. HEPA Vacuum Containment Areas</li><li>8. Remove and Properly Dispose of all Bagged Material</li></ol>	



Work Description	Total
<p><b>Ceiling and Wall Plaster on 2<sup>nd</sup>. Floor :</b></p> <ul style="list-style-type: none"> <li>9. Establish Separate Containment Areas as Needed</li> <li>10. Install Air Scrubbers w/HEPA Air Filters to Maintain Negative Air Pressure in Containment Areas</li> <li>11. Install Three-Chamber Decontamination Units in the Entrance to Containment Areas</li> <li>12. Remove Ceiling Tiles &amp; Paneling, as Needed</li> <li>13. Remove Plaster using Physical Cutting/Scraping, and Wet Methods</li> <li>14. Double Bag and Seal</li> <li>15. Clean all Areas for a Final Time</li> <li>16. HEPA Vacuum Containment Areas</li> <li>17. Remove and Properly Dispose of all Bagged Material</li> </ul> <p><b>Once Abatement Completed :</b></p> <ul style="list-style-type: none"> <li>1. Final Air Clearance Testing, Utilizing an Allegheny County Health Department (ACHD) Approved Lab, performed by Independent Third Party</li> <li>1. Final Allegheny County Health Dept. Inspection</li> <li>2. Remove and Bag all Containment Material</li> <li>3. Properly Dispose of all Bagged Material</li> </ul>	
<p style="text-align: right;"><b>Final Total</b></p>	<p><b>\$28,890.00</b></p>

# Neumeyer

# NEUMEYER

## Environmental Services, Inc.

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April 24, 2023

Mr. Joseph Shook

Sent Via Email: [jshook@westdeertownship.com](mailto:jshook@westdeertownship.com)

RE: 17-19 School Street  
1130-1132 Eisenhower Drive  
West Deer Township, Allegheny County, PA

Subject: Proposal  
Asbestos Abatement

Mr. Shook;

Thank you for considering Neumeyer Environmental Services, Inc. (NES) to provide this proposal for the asbestos abatement at two of your properties. Our scope of work includes the following:

1. Removal of asbestos containing building materials from both structures which have been identified in the surveys conducted by Mid Atlantic Environmental Consultants, dated February 2023.
2. Provide all necessary licenses, permits and notifications required by local, state and federal governmental agencies for the handling of asbestos containing materials.
3. Properly remove, package, transport and dispose of the asbestos waste at an approved and certified landfill.
4. Included is the air quality monitoring and analysis throughout the abatement process, as required by the specifications and Allegheny County Health Department Article 21 regulations.

### COSTS:

17-19 School Street	\$ 39,500.00
1130-1132 Eisenhower Drive	\$ 4,800.00

A full range of our capabilities can be viewed at our website [www.neumeyerenvironmental.com](http://www.neumeyerenvironmental.com). If you have any questions regarding this proposal, please feel free to contact me at my office or through the email address listed below.

Sincerely,



Fred C. Neumeyer

President

[fred@neumeyerenvironmental.com](mailto:fred@neumeyerenvironmental.com)

22

**AWARD: CREST STREET BRIDGE PROJECT**

THE BOARD AUTHORIZED THE ADVERTISEMENT OF THE CREST STREET BRIDGE PROJECT AT ITS JUNE MEETING.

THE PROJECT WAS ADVERTISED, AND BIDS WERE TO BE OPENED ON MONDAY, JULY 17<sup>TH</sup>.

THE BID RESULTS AND A RECOMMENDATION WILL BE DISTRIBUTED TO THE BOARD PRIOR TO THE MEETING.

MR. SHOUP...

DO I HAVE A MOTION TO AWARD THE CREST STREET BRIDGE PROJECT TO \_\_\_\_\_ IN THE AMOUNT OF \_\_\_\_\_?

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

23

**AWARD: NEWSLETTER (ANNUAL)**

THE BOARD AUTHORIZED THE TOWNSHIP'S ANNUAL NEWSLETTER AS PART OF THE 2023 BUDGET.

ASSISTANT TOWNSHIP MANAGER JOSEPH SHOOK SOLICITED BIDS, AND THE RESULTS AND A RECOMMENDATION WILL BE DISTRIBUTED TO THE BOARD PRIOR TO THE MEETING.

MR. SHOOK...

DO I HAVE A MOTION TO AWARD THE 2023 NEWSLETTER PUBLISHING AND MAILING TO \_\_\_\_\_ IN THE AMOUNT OF \_\_\_\_\_?

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

24



## RATIFICATION: BROKER OF RECORD

WITH THE RETIREMENT OF THE FORMER TOWNSHIP INSURANCE BROKER OF RECORD, MERVOSH INSURANCE, THE TOWNSHIP NEEDS TO APPOINT A NEW BROKER OF RECORD.

AS THE TOWNSHIP ALREADY HAD A RELATIONSHIP – THROUGH MERVOSH INSURANCE – WITH HUB INTERNATIONAL, AND HUB HAS TAKEN ON THE BROKER RESPONSIBILITY ON AN EMERGENCY BASIS, IT IS RECOMMENDED THAT THAT TOWNSHIP APPOINT HUB INTERNATIONAL AS THE TOWNSHIP INSURANCE BROKER OF RECORD.

MR. ROBB...

DO I HAVE A MOTION TO RATIFY THE APPOINTMENT OF HUB INTERNATIONAL AS THE TOWNSHIP INSURANCE BROKER OF RECORD?

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

25

DISCUSSION: ZONING ORDINANCE

MR. ROBB...

26

## OLD BUSINESS

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27

## **NEW BUSINESS**

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28



## ADJOURNMENT

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

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