



**BOARD OF
SUPERVISORS
MEETING**

November 15, 2023

6:30pm: Executive Session

7:00pm: Regular Business Meeting

Budget Workshop to Follow Regular Business Mtg

Members present: Mr. Frey _____
Mr. Harrison _____
Mrs. Hollibaugh _____
Mr. Smullin _____
Mrs. Jordan _____

West Deer Township Board of Supervisors
November 15, 2023

6:30pm: Executive Session

7:00pm: Regular Business Meeting

: Budget Workshop

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session
5. Comments from the Public
6. Accept Minutes
7. Monthly Financial Report
 - A. Finance Officer's Report
 - B. List of Bills
8. Police Chief's Report
9. Public Works Foreman's Report
10. Engineer's Report
11. Planning, Zoning, and Code Enforcement Report
12. Parks and Recreation Board Report
13. West Deer #1 VFC Report
14. West Deer #2 VFC Report
15. West Deer #3 VFC Report
16. West Deer EMS Report
17. Approval: Change Order #1 (New Municipal Building Trench Drain)
18. Approval: Promotion of Sergeant to Deputy Chief of Police
19. Approval/Denial: Conditional Use Application – Leto Compressor Station
20. Approval/Denial: Land Development Application – Leto Compressor Station
21. Authorization: Advertisement of Ordinance No. 454 (Zoning Ordinance & Zoning Map)
22. Discussion: Fire Tax Disbursement Regulations/Resolution
23. Old Business
24. New Business
25. Adjournment
26. Budget Workshop

1 Call to Order

2 Pledge of Allegiance

3 Roll Call

- Mr. Mator

4 Executive Session

- Mr. Robb

COMMENTS FROM THE PUBLIC

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

6

ACCEPT MINUTES

ATTACHED ARE THE MINUTES OF THE REGULAR BUSINESS MEETINGS SEPTEMBER 20, 2023, OCTOBER 18, 2023, AND THE SPECIAL MEETING OF NOVEMBER 1, 2023.

DO I HAVE A MOTION TO ACCEPT THE MINUTES OF THE REGULAR BUSINESS MEETINGS SEPTEMBER 20, 2023, OCTOBER 18, 2023, AND THE SPECIAL MEETING OF NOVEMBER 1, 2023?

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

September 20, 2023

West Deer Township
Board of Supervisors
20 September 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.

OPEN REGULAR BUSINESS MEETING

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

Pledge of Allegiance

Roll Call taken by Mr. Mator – Quorum present

COMMENTS FROM THE PUBLIC

- Victoria Austin of Hemlock Street
 - Ms. Austin expressed her feeling that West Deer's local government was suffering from an ethical issue/conflict of interest. She elaborated by speaking about members of the Board. Ms. Austin spoke about the applicants of the Planning Commission Board, and requested that the Board choose a neutral party.

Mrs. Jordan stressed that posts being made to social media platforms about her in particular are not true. She explained she neither personally benefits from the gas wells, nor does she profit from Olympus or Hyperion's dealings. Mrs. Jordan advised that if anyone feels that she or any other member of the Board is being unethical to contact Mr. Mator for further direction on how to have the claim investigated.

ACCEPT MINUTES

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to accept the minutes of the 16 August 2023 regular business meeting as presented. Motion carried 4-yes, 0-no, 1-abstain. Member abstaining: Chairperson Jordan due to not attending the August meeting.

APPOINTED AUDITORS REPORT

Township-appointed Auditor Mark Turnley was present and summarized the 2022 Annual Audit.

MONTHLY FINANCIAL REPORTTOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT31 August 2023**I - GENERAL FUND:**

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

Cash and Cash Equivalents:

Sweep Account

1,528,542.116,156,408.24**II - SPECIAL REVENUE FUNDS****Cash and Cash Equivalents:****Street Light Fund:**

Restricted

104,551.91

Fire Tax Fund:

Restricted

69,930.91

State/Liquid Fuels Fund:

Restricted

229,763.00404,245.82**Investments:****Operating Reserve Fund:**

Reserved

956,376.71

Capital Reserve Fund:

Reserved

1,000,082.361,956,459.07**III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:****Capital Reserve Fund**

Reserved

7,182,710.817,182,710.81**TOTAL CASH BALANCE 8/31/23**15,699,823.94**Interest Earned August 2023****42,259.69**

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

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

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

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

AUGUST LIST OF BILLS

Amerikohl Aggregates Inc.	2188.07
Amerikohl Transport Inc.	1544.52
Bearcom	292.47
Cooper Sign.....	7420.00
Hei-Way, LLC.....	261.22
Jordan Tax Service, Inc.	14263.34
MRM Trust Workers Comp Fund.	24305.05
Office Depot.....	675.94
Roadsafe Traffic Systems.....	2320.00
Shoup Engineering Inc.	8801.25
Tucker/Arensberg Attorneys..	5380.10

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

POLICE CHIEF'S REPORT

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

ENGINEER'S REPORT

The Board received the Engineer's Report submitted by Shoup Engineering, Inc.

Projects

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

- 2023 Road Improvement Project
 - Shields Asphalt has completed the hot mix asphalt paving work. Youngblood paving has also completed the double bituminous seal coat work. Work on the cold mix asphalt work by Youngblood Paving is scheduled within the next month.

Development/Subdivision Review

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

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

Mr. Shoup gave an updated report on the Crest Street Bridge and the Bairdford Park projects.

PLANNING, ZONING, AND CODE ENFORCEMENT REPORT

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

PARKS AND RECREATION BOARD REPORT

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

Mrs. Jordan announced the West Deer Festival was coming up that weekend and asked Mrs. Stark for the timeline.

Mrs. Stark responded that the 5K begins Saturday at 10:00am, and the festival starts at noon and is until 9:00pm. She added that Sunday was noon until 7:00pm.

WEST DEER #1 VFC REPORT

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

WEST DEER #2 VFC REPORT

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

Mrs. Jordan announced the EMS was finally in receipt of their new ambulance after a wait of 2 years to receive it.

APPOINTMENT: PLANNING COMMISSION MEMBER

The Board was in receipt of an email from Katharine Rojik stating that she has resigned from the Planning Commission effective 21 July 2023.

Ms. Rojik's term expires 31 December 2024, so there is a vacancy to fill her unexpired term.

The Board received three letters of interest from Will Hilinski, Daniel Maltese, and William Payne.

Mr. Hilinski and Mr. Maltese were present, and the Board asked them to make a presentation regarding their interest.

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Frey to appoint William Payne as a member of the Planning Commission to fill the unexpired term of Katharine Rojik, which expires 31 December 2024. A roll call vote was taken. Members voting yes: Mr. Frey and Mr. Smullin. Members voting no: Mrs. Hollibaugh, Mr. Harrison, and Mrs. Jordan. Motion failed (2-yes, 3-no).

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Harrison to appoint Daniel Maltese as a member of the Planning Commission to fill the unexpired term of Katharine Rojik, which expires 31 December 2024.

Motion carried unanimously 5-0.

APPROVAL: 2024 ROAD PROGRAM LIST

The Board was in receipt of the Township Engineer's recommended road list for the 2024 Road Improvement Project.

Mr. Shoup outlined what was being recommended and advised the Board of the process moving forward.

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to approve the Township Engineer's recommended road list for 2024 Road Improvement Project. Motion carried unanimously 5-0.

APPROVAL/DENIAL: CONDITIONAL USE APPLICATION – HYPERION INTERCONNECT

Mr. Robb reported the Board had heard three evenings of a conditional use hearing, and that after the hearing closed, the Board deliberated the proposed findings, evidence, and testimony submitted. He added the deadline to act on this condition use application was that evening with a motion to approve/deny the findings and decision.

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to approve the findings and decision of the Board of Supervisors approving the application for conditional use filed by Hyperion Midstream for the Deer Creek Interconnect & Associated Pipeline. Motion carried 4-yes, 0-no, 1-abstain. Member abstaining: Supervisor Harrison.

APPROVAL/DENIAL: LAND DEVELOPMENT APPLICATION – HYPERION INTERCONNECT

Mrs. Jordan asked Mr. Shoup if he had any additional comments. Mr. Shoup responded that any concerns would have been included in the conditions of approval.

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to approve the land development application frilled by Hyperion Midstream for the Deer Creek Interconnect & Associated Pipeline. Motion carried 4-yes, 0-no, 1-abstain. Member abstaining: Supervisor Harrison.

AUTHORIZATION: 2024 BUDGET ADVERTISEMENTS AND BUDGET WORKSHOPS

The Board was in receipt of the budget schedule and draft advertisements.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Smullin to authorize the advertisements for the 2024 Budget as dictated by – and in compliance with – the Township Charter. Motion carried unanimously 5-0.

DISCUSSION: VFC #3 FINANCES

Chief Wiegand opened by stating he was not given any information as to what was to be discussed at the meeting. Mrs. Jordan replied that she was not in attendance at the prior month's meeting, so she asked Mr. Mator for direction.

Mr. Mator replied that at the last meeting Chief Wiegand requested additional funds, and was asked to provide a formal letter stating the dollar amount VFC #3 was requesting and the reason(s) for the request, as well as a copy of the Fire Company's financials (monthly and YTD).

In response, Chief Wiegand reported sending an email to the Board regarding their expenses for the remainder of the year. Mrs. Jordan, however, alluded that there was nothing formally requested, and asked the Chief for the dollar amount that the Fire Department was requesting and their rationale.

There was much discussion held on the matter.

DISCUSSION: ZONING ORDINANCE

Mr. Robb reported that after last month, the Board did an internal review and provided additional comments to the draft ordinance. He added that if everyone was comfortable with the changes, then the ordinance and associated map could be placed on the Township website for the public to view and to provide comments. Mr. Robb mentioned that the ordinance was viewed/approved by the Planning Commission, and that the Boards' directive last month of Mr. Harrison's recommendation to eliminate the minimum lot size on the short term rental properties was added.

Mrs. Jordan asked Mr. Shoup if he had reviewed this ordinance extensively because he has the knowledge of the main things handled within the Township. Mr. Shoup stated he had.

More discussion was held.

Mr. Frey requested to have another month to review the ordinance.

The Board agreed.

OLD BUSINESS

- None

NEW BUSINESS

- Mrs. Jordan asked Mr. Mator to provide an update on the Blight Program.
 - Mr. Mator announced that the Township was awarded a Blight Grant to fund a program to help keep properties from becoming blighted. He reported a meeting between Mrs. Jordan, Mr. Shook, Mrs. Moyta, Mr. Thomas, Ms. Winnie Branton of Branton Strategies, and himself to discuss the program. Mr. Mator stated that Ms. Branton took a tour of the Township with Mr. Thomas. He added that – at no cost to the Township – she would be providing the Township with a report addressing actions the Board could take to improve the quality of the lives of the Township residents.

ADJOURNMENT

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to adjourn at 8:43 p.m. Motion carried unanimously 5-0. Meeting adjourned.

Daniel J. Mator Jr., Township Manager

October 18, 2023

West Deer Township
Board of Supervisors
18 October 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.

OPEN REGULAR BUSINESS MEETING

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

Pledge of Allegiance

Roll Call taken by Mr. Mator – Quorum present

COMMENTS FROM THE PUBLIC

- Jo Resciniti of York Way
 - Ms. Resciniti spoke on the Township parking lot lights and requested a microphone stand replacement.
- Scott Woloszyk of Shuster Road
 - Mr. Woloszyk asked for public updates on the new Municipal Building Complex, and commented on the Blighted Property Program.
- Josh Wiegand of Squirrel Hollow Road
 - Mr. Wiegand voiced his disappointment of the Volunteer Fire Department #3 discussion that was held during the September regular business meeting.
- Victoria Austin of Hemlock Street
 - Ms. Austin wanted to report that some of her comments were not in the September regular business meeting minutes, that the Tyche Well public hearing advertisement motion was in the agenda but not on the page printed for the public to view during the meeting, and asked that the Township use more durable signs for the posting of properties that are involved in public hearings.
- Betsy Harrison of Middle Road Ext.
 - Ms. Harrison invited everyone to join her West Deer Politics for All Facebook page.

ACCEPT MINUTES

The Board was given the minutes of the 20 September 2023 regular business meeting.

Mrs. Jordan recommended not approving the minutes since there were complaints of missing comments from the public. She requested having them retyped with missing information for next month's regular business meeting.

Mr. Mator suggested using a software application to have the minutes transcribed for everyone to view.

The Board did not approve the September minutes and generally agreed on transcribing each meeting.

MONTHLY FINANCIAL REPORT

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
30 September 2023

I - GENERAL FUND:

	<u>September</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	592,367.41	6,510,828.42	69.45%
Expenditures	1,121,733.75	5,749,243.08	61.32%

Cash and Cash Equivalents:

Sweep Account

1,047,130.74**6,796,373.82****II - SPECIAL REVENUE FUNDS****Cash and Cash Equivalents:****Street Light Fund:**

Restricted

99,285.94

Fire Tax Fund:

Restricted

56,772.01

State/Liquid Fuels Fund:

Restricted

230,735.26**386,793.21****Investments:****Operating Reserve Fund:**

Reserved

958,994.43

Capital Reserve Fund:

Reserved

1,004,288.94**1,963,283.37****III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:****Capital Reserve Fund**

Reserved

6,764,781.11**6,764,781.11****TOTAL CASH BALANCE 9/30/23****15,911,231.51****Interest Earned September 2023****39,888.89**

	9/1/2023 Debt Balance	September Principal Payment	9/30/2023 Debt Balance
Mars National - VFC #3	\$53,991.04	\$2,607.94	
NexTier Bank VFC #2	\$361,122.33	\$2,680.96	\$359,606.70

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

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

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

SEPTEMBER LIST OF BILLS

Air-Vac Inc.....	8725.00
Amerikohl Aggregates Inc.	5293.08
Amerikohl Transport Inc.	4885.92
Bearcom	292.47
Hei-Way, LLC.....	1540.77
Jordan Tax Service, Inc.	1030.35
Kress Tire.	30.00
Northeast Paving	6316.59
Office Depot.	347.35
Shoup Engineering Inc.	7996.00
Tristani Brothers Inc.....	1253.67
Tucker/Arensberg Attorneys..	7397.08

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

POLICE CHIEF'S REPORT

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

Chief Loper reported having a discussion with the Township Manager and the Board about purchasing an available 2023 vehicle instead of waiting for a 2024 vehicle.

Mr. Robb recommended having the financial bids in place before making a motion for the vehicle.

Mrs. Jordan suggested adding the vehicle purchasing motion to a special meeting held prior to the budget meeting on November 1st.

The Board generally agreed.

PUBLIC WORKS FOREMAN'S REPORT

Mr. Kevin Olar provided a summary report on the Public Works Department for the month of September 2023. A copy of the report is on file at the Township Building.

ENGINEER'S REPORT

The Board received the Engineer's Report submitted by Shoup Engineering, Inc.

Projects

- Municipal Building Project
 - Supervision of site construction work occurs as needed.

- Bairdford Park
 - The main project has been awarded to Youngblood Paving. Various other projects have been awarded to COSTARS vendors. Work on the project by Youngblood Paving continues. The parking lot improvements have been substantially completed. Work on the sport court area is ongoing and is expected to be completed soon.
- Crest Street Bridge
 - Award of the project was made to Gary Metzinger Cement Contractor. Installation of the temporary bridge, demolition of the old bridge, installation of foundation caissons, installation of grade beams, and installation of the bridge deck have been completed. The project is expected to be finished soon.
- 2023 Road Improvement Project
 - Shields Asphalt has completed the hot mix asphalt paving work. Youngblood paving has also completed the double bituminous seal coat work. Work on the cold mix asphalt work by Youngblood Paving is scheduled this month.

Development/Subdivision Review

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

- 189 McKrell Road Plan
 - Reviews of this subdivision plan were performed, and review letters dated 7 August 2023, 13 September 2023, and 5 October 2023 were sent to the Township.
- Tyche Well Pad
 - Review of this land development plan and conditional use application were performed and review letters dated 22 September 2023 and 10 October 2023 were sent to the Township.
- Bon Tool Company
 - Reviews of this land development plan were performed, and review letters dated 20 September 2023 and 9 October 2023 were sent to the Township.

Mr. Smullin requested a Crest Street update. Mr. Shoup gave the update.

PLANNING, ZONING, AND CODE ENFORCEMENT REPORT

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

WEST DEER #1 VFC REPORT

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

WEST DEER #2 VFC REPORT

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

WEST DEER #3 VFC REPORT

The Board did not receive West Deer #3 VFC's Report for the month of September 2023.

WEST DEER EMS REPORT

The Board did not receive the West Deer EMS Report for the month of September 2023.

ACCEPTANCE: WADE MYERS RETIREMENT

One September 27th, Public Works Employee Wade Myers submitted his formal notice of retirement effective 3 January 2024.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Smullin to accept the notice of retirement of Wade Myers effective 3 January 2024. Motion carried unanimously 5-0.

ACCEPTANCE: KEVIN OLAR RETIREMENT

On September 14th, Public Works Foreman Kevin Olar submitted his formal notice of retirement effective 31 January 2024

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Hollibaugh to accept the notice of retirement from Kevin Olar effective 31 January 2024. Motion carried unanimously 5-0.

ADOPTION: RESOLUTION NO. 2023-7 (WINTER MAINTENANCE AGREEMENT-PENNDOT)

The board is in receipt of the PennDOT Winter Maintenance Agreement and Resolution No. 2023-7.

Mr. Mator gave a detailed description of the Winter Maintenance Agreement with PennDOT.

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Harrison to approve the PennDOT Winter Maintenance Agreement, and adopt Resolution No. 2023-7 authorizing the Chairperson and Township Manager to sign the agreement, conditioned upon the approval of the Township Solicitor and Township Manager as to the form. Motion carried unanimously 5-0.

AUTHORIZATION: 189 MCKRELL ROAD SUBDIVISION PLAN

The Planning Commission recommended approval of the 189 McKrell Subdivision Plan at their 28 September 2023 meeting.

Property Location: 189 McKrell Road – Tarentum
Zoning District: R-3 Suburban Residential

Three-lot Subdivision:
Lots to measure a minimum of ten acres

The Planning Commission recommended approval of the 189 McKrell Road Subdivision Plan subject to following conditions:

1. Satisfy all comments in the Scott Shoup Engineering Letter dated 13 September 2023.
2. Receipt of “Request for Planning & Non-Building Declaration.”

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Frey to approve the preliminary and final subdivision of the 189 McKrell Road Plan as per the recommendation by the Planning Commission with the conditions previously mentioned. Motion carried unanimously 5-0.

AUTHORIZATION: ADVERTISEMENT OF OLYMPUS/HYPERION TYCHE HEARING

The Township received an application for conditional use approval for gas and oil production filed by the applicant, Olympus Energy, LLC/Hyperion Energy, LLC, for the property located at 201 Bairdford Road. The applicant proposes to construct a well pad for operation of a deep well at the subject property.

Lot/Block #: 1835-G-216

Zoning District: R-1

A deep well site may be authorized as a conditional use in the R-1 Zoning District of the Township subject to the requirements of the Zoning Ordinance of West Deer Township, including Section 210-120(A)(21).

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to set the Public Hearing for the Tyche Gas Well for November 9th at 6:00p.m. at Volunteer Fire Company #1. Motion carried 4-yes, 0-no, 1-abstain.

Member abstaining: Supervisor Harrison.

AUTHORIZATION: BON TOOL LAND DEVELOPMENT

The applicant is seeking approval for a land development plan consisting of the development of two warehouse additions off the primary (4430 Gibsonia Road) and secondary (16 Frontier Drive) structures and accompanying access roads, parking areas and retaining walls, along with cut and fill grading operations, and the expansion/installation of stormwater management facilities and associated conveyance systems and structures.

Applicant: Bon Tool - John Bongiovanni

Location: 4430 Gibsonia Road (1357-D-325) & Frontier Drive (1357-H-304)
2.40 Acres

Zoning District: SU – Special Use

Request: To develop two warehouse additions

The Planning Commission voted to recommend approval of the Bon Tool Land Development Plan contingent upon:

1. Satisfy all comments in the Scott Shoup Engineering letter dated 20 September 2023.
2. Update tree warranty to comply with Zoning Ordinance.

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Frey to approve the Bon Tool Land Development Plan conditioned upon the successful completion of the recommendations made by the Planning Commission and Township Engineer. Motion carried unanimously 5-0.

DISCUSSION: ZONING ORDINANCE

Mr. Robb reported that the Board had taken the past three months to look over the ordinance to make any changes they felt were necessary.

Mr. Shoup listed all the requested changes and asked the Board for feedback.

OLD BUSINESS

- None

NEW BUSINESS

- Mrs. Jordan brought up that she and Mr. Mator had a meeting with Deer Lakes Youth Softball to discuss their request to add lighting to the softball fields.

ADJOURNMENT

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to adjourn at 8:30 p.m. Motion carried unanimously 5-0. Meeting adjourned.

Daniel J. Mator Jr., Township Manager

November 1, 2023

West Deer Township
Board of Supervisors
1 November 2023
6:30 p.m.

The West Deer Township Board of Supervisors held a Special Meeting at the West Deer Township Municipal Building. Members present: Beverly Jordan, Chairperson; David Harrison; Vernon Frey; and James Smullin. Member absent: Shirley Hollibaugh. Also in attendance was: Township Manager Daniel Mator and Assistant Township Manager Joseph Shook.

OPEN REGULAR BUSINESS MEETING

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

Pledge of Allegiance

Roll Call taken by Mr. Mator – Quorum present

COMMENTS FROM THE PUBLIC

- None

ADOPTION: RESOLUTION 2023-8 (POLICE UNION AGREEMENT)

RESOLUTION 2023-8 APPROVES RATIFYING AN EXTENSION OF THE CURRENT AGREEMENT BY AND BETWEEN WEST DEER TOWNSHIP AND THE TEAMSTERS LOCAL UNION 249, AND APPROVING AND AUTHORIZING THE EXECUTION OF SAID EXTENSION.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Smullin to adopt Resolution No. 2023-8 approving and authorizing the execution of the Teamsters Local Union 249 CBA extension. Motion carried unanimously 4-0.

AWARD: PURCHASE AND FINANCING OF 2023 CHEVROLET TAHOE POLICE SUV

The Township budgeted for the purchase of a 2023 Chevrolet Tahoe Police SUV. The Board received quotes Whitmoyer Auto Group for a 2023 Chevrolet Tahoe Police SUV at a cost of \$46,500.00, with an upfitting charge from Team Force Inc. in the amount of \$17,604.16.

The total cost is \$64,104.16.

Whitmoyer Auto Group is a participant in the PA Costars Purchasing Program.

List of financing proposals:

<u>NAME</u>	<u>RATE</u>
Huntington Bank	5.81%
FNB Equipment Finance	6.25%
Laurel Capital Corporation	6.66%
M&T Bank	7.09%
Leasing Management Assoc. Inc.	9.24%

MOTION BY Supervisor Harrison and SECONDED BY Supervisor Frey to award the purchase of a new 2023 Chevrolet Tahoe Police SUV from Whitmoyer Auto Group as quoted in the total amount of \$64,104.16, and to award the three-year lease/purchase financing through Huntington Bank at the rate of 5.81%. Motion carried unanimously 4-0.

OTHER BUSINESS

Mr. Frey questioned if the smaller Township signs he had recently seen would be changed over to the larger signs.

Mr. Shook answered the upgrading of the signs for this year has been completed but more may be done next year. He reported that larger signs have been placed at both ends of Saxonburg Boulevard and Route 910 and also, where traffic enters the Township at Cedar Ridge and Middle Road.

Mr. Mator added that the smaller signs are being used on the less traveled roads in the Township.

ADJOURNMENT

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Smullin to adjourn at 6:38 p.m. Motion carried unanimously 4-0. 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
October 31, 2023

I - GENERAL FUND:

	<u>October</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	248,729.08	6,759,557.50	72.10%
Expenditures	1,741,344.27	7,490,587.35	79.90%

Cash and Cash Equivalents:

Sweep Account

728,110.22

8,218,697.57

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Restricted

94,115.37

Fire Tax Fund:

Restricted

48,108.77

State/Liquid Fuels Fund:

Restricted

231,747.30

373,971.44

Investments:

Operating Reserve Fund:

Reserved

2,228,631.16

Capital Reserve Fund:

Reserved

1,008,699.47

3,237,330.63

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

Capital Project Fund

Reserved

6,501,495.21

6,501,495.21

TOTAL CASH BALANCE 10/31/23

18,331,494.85

Interest Earned October 2023

42,227.81

	<u>10/1/2023</u>	<u>October</u>	<u>10/31/2023</u>
	<u>Debt Balance</u>	<u>Principal</u>	<u>Debt Balance</u>
		<u>Payment</u>	
Mars National - VFC #3	53,991.04	\$ 2,607.94	x
NexTier Bank VFC #2	359,606.70	\$ 2,680.96	358,091.07

INTEREST EARNED - 2023

	<u>OCTOBER</u>	<u>YTD</u>
GENERAL FUND	\$1,300.11	\$9,076.59
STREET LIGHT FUND	\$0.00	\$0.00
FIRE TAX FUND	\$0.46	\$4.63
OPERATING RESERVE	\$6,354.19	\$13,609.68
CAPITAL PROJECT FUND	\$29,165.48	\$110,172.78
STATE FUND	\$1,012.04	\$12,136.26
CAPITAL RESERVE	<u>\$4,395.53</u>	<u>\$40,207.44</u>
TOTAL INTEREST EARNED	<u><u>\$42,227.81</u></u>	<u><u>\$185,207.38</u></u>

7B

B) LIST OF BILLS

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

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

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 12:46 pm
Date: 11/08/2023
Page: 1

By Name
Cutoff as of: 12/31/9999

Due Dates: 11/15/2023 thru 11/15/2239

Vendor Name/Desc	Acct#/Proj Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: AIR-VAC INC		4000.00				4000.00		
Name: BEARCOM		292.47				292.47		
Name: HEI-WAY, LLC		729.65				729.65		
Name: JORDAN TAX SERVICE, INC.		3928.50				3928.50		
Name: KRESS TIRE		2214.44				2214.44		
Name: OFFICE DEPOT		344.20				344.20		
Name: SHOUP ENGINEERING INC.		23579.25				23579.25		
Name: TRISTANI BROTHERS, INC.		1444.99				1444.99		
Name: TUCKER/ARENSBERG ATTORNEYS		4438.68				4438.68		
FINAL TOTALS:		40972.18				40972.18		

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 12:46 pm
Date: 11/08/2023
Page: 1

BY Name
Cutoff as of: 12/31/9999

Due Dates: 11/15/2023 thru 11/15/2039

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00026	AIR-VAC INC	430.372	44887	4000.00				4000.00		N
	Road:Tar Kettle Rental	1023	10/16/2023	11/15/2023	10/18/2023					
Name: AIR-VAC INC										
				4000.00				4000.00		
00674	BEARCOM	430.327	5639261	57.47				57.47		N
	Road: Radio Equip Maint:	1023	11/01/2023	11/15/2023	11/02/2023					
00674	BEARCOM	410.328	56040165	235.00				235.00		N
	POL:Radio Equip Maint	1123	11/02/2023	11/15/2023	11/06/2023					
Name: BEARCOM										
				292.47				292.47		
00005	HEI-WAY, LLC	430.372	101710335194	729.65				729.65		N
	Road: Cold Patch	1023	10/19/2023	11/15/2023	10/19/2023					
Name: HEI-WAY, LLC										
				729.65				729.65		
00106	JORDAN TAX SERVICE, 403.140	10-C-#99	10/16/2023	3928.50				3928.50		N
	Delinquent R E Tax Commission 1023	1023	10/16/2023	11/15/2023	10/18/2023					
Name: JORDAN TAX SERVICE, INC.										
				3928.50				3928.50		
00362	KRESS TIRE	430.374	10517-12	1560.00				1560.00		N
	Road: Trk #5-TIRES	1123	11/01/2023	11/15/2023	11/02/2023					
00362	KRESS TIRE	410.374	10686-30	654.44				654.44		N
	Pol: Car #37: Tires	1023	10/10/2023	11/15/2023	11/07/2023					
Name: KRESS TIRE										
				2214.44				2214.44		
00657	OFFICE DEPOT	406.210	335650139001	56.99				56.99		N
	Office Supplies	1023	10/04/2023	11/15/2023	10/16/2023					
00657	OFFICE DEPOT	409.226	335650139001	11.52				11.52		N
	Cleaning Supplies	1023	10/04/2023	11/15/2023	10/16/2023					
00657	OFFICE DEPOT	410.210	335818012001	68.06				68.06		N
	Police: Office Supplies	1023	10/13/2023	11/15/2023	10/16/2023					
00657	OFFICE DEPOT	406.210	339003553001	75.52				75.52		N
	Office Supplies	1123	11/01/2023	11/15/2023	11/08/2023					
00657	OFFICE DEPOT	409.226	339003553001	132.11				132.11		N
	Cleaning Supplies	1123	11/01/2023	11/15/2023	11/08/2023					

136.00

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 12:46 pm
Date: 11/08/2023
Page: 3

By Name
Cutoff as of: 12/31/9999

Due Dates: 11/15/2023 thru 11/15/2039

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00813	TUCKER/ARENSBERG ATT 404.111 Legal Svc:LETO Compressor Stat1023		660302 10/31/2023	702.08 11/15/2023		11/08/2023		702.08	N	
00813	TUCKER/ARENSBERG ATT 404.111 Legal Svc:LETO Well Pad Appeal1023		660303 10/31/2023	170.00 11/15/2023		11/08/2023		170.00	N	
00813	TUCKER/ARENSBERG ATT 404.111 Legal Svc:TYCHE Well Pad		660304 10/31/2023	356.50 11/15/2023		11/08/2023		356.50	N	
Name: TUCKER/ARENSBERG ATTORNEYS				4438.68				4438.68		

FINAL TOTALS:

40972.18

40972.18

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: November 6, 2023

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

JB

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

OFFICER'S MONTHLY REPORT
October 2023

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
EVENT REPORTS	289	1667	1956
INCIDENT REPORTS- REPORTABLE	28	2,395	2423
ALL OTHER CALLS	412	4,094	4506
TOTALS CALLS FOR SERVICE	729	8,156	8885
<u>ARRESTS</u>			
ADULT	4	64	68
JUVENILE	0	1	1
TRAFFIC CITATIONS	8	329	337
NON TRAFFIC CITATIONS	7	43	50
PARKING CITATIONS	0	30	30
WARNINGS	42	661	703
<u>PERSONNEL</u>			
GRIEVANCES FILED BY POLICE OFFICERS	0	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0	0
LETTERS COMMENDING POLICE OFFICERS	0	2	2
<u>VEHICLE REPORTS</u>			
TOTAL MILES TRAVELED	8,719	101,031	109,750
GALLONS OF GASOLINE USED	692.8	7,569.30	8262.1
REPAIRS/MAINTENANCE	766.73	11,352.72	12,119.45
<u>OVERTIME PAID</u>			
COURT (OFF DUTY)	39	281.50	320.5
PRELIMINARY HEARINGS	0	38.50	38.5
PRETRIAL	0	0.00	0
INVESTIGATIONS	0	23.00	23
ARRESTS	14	32.50	46.5
SPEED CHECKS	0	0.00	0
PRIVATE CONTRACTS	0	0.00	0
MISC. HOURS - FILLED SHIFTS	0	96.00	96
MISC. HOURS - ADMIN. HOURS	0	0.00	0
MISC. HOURS	3	202.00	205
TOTAL HOURS	56	673.50	729.5

Points of Interest

October 2023

Budget Figure YTD –79.32 %

Chief Robert Loper

- October 23- A non-mandatory Department Meeting was held to discuss future changes.

K9 Officer Trevor Elza

- October 3- Training held on narcotics searches and tracking
- October 10- Training held on hard and soft surface tracking.
- October 12- Training on tracking.
- October 13- Received donation from Deer Lakes Boys Soccer (see attached)
- October 17- Training held in Bairdford Park on tracking on gravel and grass.
- October 29- Dispatched to assist Tarentum Police with a burglary in progress in Brackenridge.
- October 30- Training held in Ross Twp. For narcotics.
- October 31- Training held at Ross Twp. Annex for narcotics searched, and also tracking on hard and soft surfaces.

Sergeant Petosky & Officer Fedunok

- October 13- Training held at Hampton Township Range. Classroom training on various equipment was held in the morning, then operators were qualified on the various equipment.
- October 27- Training was held at the VA Hospital. Various drills in low light and cold weather were held. Operators worked on building clearing in the above conditions.

EMA- Sergeant Shurina

- See attached report.

Deer Lakes School District

- October 6- Sergeants Mikus and Petosky, and Officers Elza and Vulakovich provided general security and traffic control for the High School Football game vs. Valley.

Misc. Details

- October 4- Officers Dobransky, Wikert, Elza, and Trocki attended a Stop the Bleed training held at West Deer Municipal Building.
- October 5- Sergeant Burk performed a car seat installation for a resident.
- October 10- Sergeant Mikus and Officers Dobransky, Fedunok, Lindner, Brand, Hutchison, and Fuesting attended mandatory Defensive Tactics training. Sergeant Shurina and Officer Rigous instructed.
- October 17- Sergeant Burk, and Officers Wikert, Evan, Trocki, and Vulakovich attended mandatory defensive tactics training. Sergeant Shurina and Officer Rigous instructed.

- October 23- Admin. Asst. Borczyk prepared letters to be sent for the 27th Annual Toy Program.
- October 24- Sergeant Petosky, and Officers Newman, Gizienski, Elza, and Kadlick attended mandatory Defensive Tactics training. Sergeant Shurina and Officer Rigous instructed.
- October 24 & 25- Officer Dobransky attended Vehicle Safety training.
- October 26- Sergeant Burk performed a car seat installation for a resident.
- October 30 thru November 3- Officer Trocki attended Investigations training.

Communications

- Received letter from ADAGIO Health thanking Sgt. Petosky and Chief Loper for their cooperation in the run every year, as well as the donation received. (see attached.)

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



EMA Team
Robert Loper
Joshua Wiegand
Mark Lovey
Aaron Skrbín

John Krauland
Donald Gerlach
Gary Borsuk

EMERGENCY MANAGEMENT

Monthly Report OCTOBER 2023

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

Nothing to report for the month of October 2023.

Submitted by:

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

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

RECEIVED

OCT 13 2023

WEST DEER
TOWNSHIP POLICE

West Deer Police Department,

Thank you for your dedication
& commitment to being there
to protect & serve day in &
day out. You don't get enough
credit for all that you do.
Please accept this donation
to put towards anything
K9 Officer Midas may need.

Yours Truly,
Deer Lakes Boys Soccer



You're welcome here

October 2023

Robert J. Loper
West Deer Township Police Department
109 East Union Road
Cheswick, PA 15024

Dear Mr. Loper, Sgt. Petosky, and the WDPD,

On behalf of Adagio Health, thank you for your generous gift of \$5,463.60. We are so appreciative of your loyal and generous support for our cancer screening program.

The Breast and Cervical Cancer Early Detection Program is available to underinsured and uninsured women over the age of 21. Through the BCCEDP program, these women can receive free breast and cervical cancer screening and diagnostic testing. Last year, over 5,000 women had access to our cancer screening services. Your gift will support us as we continue to care for our patients and clients.

We continue to focus on health equity for women, children, and vulnerable populations; increasing food security for families; providing behavioral health and care navigation services for at-risk patients; and using technology and data to drive greater efficiency in all our programs and services.

Best,

A handwritten signature in blue ink, appearing to be "BJ Leber", written over a printed name and title.

BJ Leber
President & CEO

Thank you so much for continuing
to support our work!

No goods or services were received in exchange for this gift which is tax deductible as allowed by law. Please retain this receipt for your records.

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 OCTOBER
PUBLIC WORKS DEPARTMENT

ROADS

- Crack sealed: Simon Road, Miller Road, Coffee Lane, Joseph Street, Deerton Street, all roads in Stonecrest Plan, all roads in Magill Plan, Monier Road, Logan Road, Kaufman Road, Maple Street, Fir Street, Orchard Street & Township parking lot.
- Repair pipe on Glasgow Road.
- Patched Sandy Hill, Michael & Ashley Roads.
- Installed 2 catch basins and 40ft of 12" pipe on Ashley Road.
- Backfill catch basin on Superior Road and planted grass.
- Berm Ashley Road.
- Clean catch basin on Beacom Lane.
- Mortar catch basins on Ashley Road & Benjamin Street.
- Installed 40' of 18" pipe, 1 catch basin & dug out soft spot on Ashley Road.

TRUCKS & EQUIPMENT

- Repair seat on the Gravelly.
- Repair tire on the mower.
- Repair lights, spray bar & hydraulic leak on roller.
- Change hydraulic filter on truck #3.
- Check salt spreaders & snow plows for winter
- Wash & grease trucks & equipment.

MISCELLANEOUS

- Run snake on clogged floor drain @ youth football concession stand.
- Haul top soil to park for islands in parking lot.
- Install new lights @ Moscala.
- Install 4 Welcome to West Deer signs.
- Attend Flagger class.
- Haul salt spreaders & plows from Nike Site.
- Empty all garbage cans @ parks.
- Remove tree on West Starz.
- Setup St. Victor's for gas well public hearing.
- Pickup 2 more pallets of crack seal.
- Install spot light @ Police garage.
- Cut grass.
- Mow weeds.
- Clean bathrooms at park & Nike Site.

PA1 Calls

77

OT

5 hrs

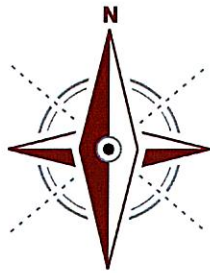

Frederick Reekie Date 11-8-23

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 60 YEARS

329 Summerfield Drive, Baden, PA 15005

Phone: 724-869-9560

info@shoupengineering.com

2023 ENGINEER'S REPORT WEST DEER TOWNSHIP

Prepared November 03, 2023

VIA EMAIL

1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

Board of Supervisors Meeting – October 18, 2023

Planning Commission Meeting – October 26, 2023

2. PROJECTS/DEVELOPMENTS

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

Projects:

- Municipal Building Project – Supervision of site construction work occurs as needed.
- Bairdford Park – The main project has been awarded to Youngblood Paving. Various other projects have been awarded to COSTARS vendors. Work on the project by Youngblood Paving continues. The parking lot improvements have been substantially completed. Work on the sports courts has also been substantially completed. Work on the handicapped ramp to the pavilion is on-going.
- Crest Street Bridge – Work on the bridge has been completed and the bridge is open to traffic.
- 2023 Road Improvement Project – Shields Asphalt has completed the hot mix asphalt paving work. Youngblood Paving has also completed the double bituminous seal coat work. Work on the cold mix asphalt on West Starz Road was completed by Youngblood Paving within the past month.

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

- Alexandrunas Plan- A review of this two lot subdivision on Sandy Hill Road was performed and a review letter dated October 20, 2023 was sent to the Township.

Respectfully Submitted,
SHOUP ENGINEERING, INC.

Scott A. Shoup, P.E.
Township Engineer

1

1

PLANNING, ZONING, AND CODE ENFORCEMENT REPORT

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

ARE THERE ANY QUESTIONS REGARDING THE REPORT?



Zoning and Planning Report
For BOS Meeting of November 15, 2023
October 2023 Reporting

1. Issued 15 Occupancy Permits.
2. Issued 15 Building Permits.
3. Code Enforcement issued 13 Violations.
4. Code Enforcement issued 2 Citations.
5. Code Enforcement had 0 Court Visits.
6. PCS Performed issued ~13 Building Inspections.
7. See November Project Status Report.
8. Planning Commission Meeting was held in October 2023.
9. Zoning Hearing Board was held in October 2023.

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PARKS AND RECREATION BOARD REPORT

ATTACHED IS THE PARKS AND RECREATION BOARD REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

Parks & Recreation Report

November 15th, 2023

Planned 2023 Events

- December 10th - Breakfast with Santa at #1 VFD

West Deer Festival

Costs

Petting Zoo - \$2,200 (\$1,600 credit from last year)

DJ - \$650 for both days

Face Painter, Balloon Artist & Stilt Walker - \$1,500

Port-o-Johns - \$400

Tents - \$680

Golf Carts - \$500

Hay Rides - \$1,500

Wild Animals - \$550

Road signs - \$76

Rides - \$18,000 (\$4,000 credit from last year)

Sam's (cords, drinks, pie eating contest, etc.) - \$377.32

Total: \$26,433.32

We had 121 people sign up for the Run/Walk and were able to donate \$5,463.60 to ADAGIO Health.

Our next meeting will be February 28th, 2024 as we have canceled our January meeting.

West Deer Township Parks & Recreation 2023 Accounting

[illegible]

13

WEST DEER #1 VFC REPORT

THE BOARD DID NOT RECEIVE A REPORT FROM WEST DEER #1 VFC.

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

November 2023

- Total documented calls for the month
 - (15) Total
 - (13) In West Deer
 - (2) In Indiana Twp
- Type
 - (1) Residential Fires
 - (1) Commercial Fire
 - (1) Commercial Fire alarm
 - (2) Residential Fire alarm
 - (6) MVAs
 - (1) Co Alarm
 - (1) Gas Residential
 - (1) Smoke Investigation
 - (1) Brush Fire
- Scheduled events for the month
 - 11/7 Training TBD & Truck checks
 - 11/9 Regular Business Meeting
 - 11/14 Training TBD
 - 11/21 Training TBD
 - 11/28 Training TBD
- Misc.
 - Applied for Norfolk Southern Grant For Rehab Trailer, Lighting and Heater
 - Milwaukee Tools Donated a 3500.00 Portable Light tower
 - Replacement Roll Out Tray Was Ordered For The Squad At a Cost of 2900.00
 - Utv Was Maintanenced at Stiller Motorsports at a cost of 695.00
 - West Deer # 2 & # 3 Trained at # 2 Station On A Smoke Maze & Obstacle Course
 - All Radio Identifiers and Programming are completed at a cost of 750.00
 - Run Cars Are Completed And Ready To Be Sent Into The County
 - Planning a 3 Company Training on Gas Metering Sometime in December
 - Engine Will Need Additional Work Such As Fuel Lines Ect At a Cost of 3k

Anthony Creaturo Sr.
Fire Chief

15

WEST DEER #3 VFC REPORT

THE BOARD DID NOT RECEIVE A REPORT FROM WEST DEER #3 VFC.

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WEST DEER EMS REPORT

THE BOARD DID NOT RECEIVE A REPORT FROM WEST DEER EMS.

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**APPROVAL: CHANGE ORDER #1 (NEW MUNICIPAL BUILDING
TRENCH DRAIN)**

THE BOARD OF SUPERVISORS AWARDED THE NEW MUNICIPAL BUILDING PLUMBING CONTRACT TO VRABEL PLUMBING COMPANY IN THE AMOUNT OF \$538,200.

IN THE COURSE OF CONSTRUCTION, IT WAS RECOMMENDED BY THE GENERAL CONTRACTOR, CLERK OF THE WORKS, ARCHITECT, AND TOWNSHIP MANAGER THAT TRENCH DRAINS REPLACE THE CENTER DRAINS IN THE POLICE GARAGES AND SALLY PORT.

VRABEL PLUMBING SUBMITTED A PROPOSAL OF \$12,335.04, AND HHSDR ISSUED CHANGE ORDER #1 REFLECTING VRABEL'S PROPOSAL. BOTH ARE ATTACHED.

MR. MATOR...

DO I HAVE A MOTION TO AUTHORIZE CHANGE ORDER #1 AS PRESENTED FOR THE NEW MUNICIPAL BUILDING PROJECT TRENCH DRAINS IN THE AMOUNT OF \$12,335.04?

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

AIA[®] Document G701[™] – 2001

Change Order

PROJECT <i>(Name and address):</i> New Municipal Building for West Deer Township 109 East Union Road Cheswick, PA 15024	CHANGE ORDER NUMBER: PC-1 DATE: November 7, 2023	OWNER: <input type="checkbox"/> ARCHITECT: <input type="checkbox"/> CONTRACTOR: <input type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR <i>(Name and address):</i> Vrabel Plumbing Company LLC 13 Dewey Lane Gibsonia, PA 15044	ARCHITECT'S PROJECT NUMBER: 4563 CONTRACT DATE: May 11, 2023 CONTRACT FOR: Plumbing Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Add trench drains in garage and sallyport in lieu of round drains per the owners request.

TOTAL AMOUNT OF THIS CHANGE ORDER = Add \$12,335.04

The original Contract Sum was	\$ 538,200.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 538,200.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 12,335.04
The new Contract Sum including this Change Order will be	\$ 550,535.04

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is November 1, 2024. This Change Order agreed to herein shall be considered to be complete and equitable adjustment for the Work as it is described above. The Contractor hereby releases the Owner from any and all liability under this Contract for further equitable adjustments (cost and/or time including extended home office overhead, General Conditions, etc.) attributed to such factors or circumstances giving rise to, or resulting from this change.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>HHS DR, Inc.</u> ARCHITECT <i>(Firm name)</i>	<u>Vrabel Plumbing Company LLC</u> CONTRACTOR <i>(Firm name)</i>	<u>West Deer Township</u> OWNER <i>(Firm name)</i>
<u>40 Shenango Avenue, Sharon, PA 16146</u> ADDRESS	<u>13 Dewey Lane, Gibsonia, PA 15044</u> ADDRESS	<u>109 East Union Rd., Cheswick, PA 15024</u> ADDRESS
<u>Matthew P. Franz, Vice President</u> <i>(Typed name)</i>	<u>Charles J. Vrabel, President</u> <i>(Typed name)</i>	<u>Daniel Mator, Township Manager</u> <i>(Typed name)</i>
<u>DATE</u>	<u>DATE</u>	<u>DATE</u>

Vrabel Plumbing Company, LLC

PROPOSED CHANGE ORDER

13 Dewey Lane
Gibsonia PA 15044

Phone: 724-443-2250
Fax: 724-443-4011

No. 1

TITLE: Trench Drain in Garage & Sally Port

DATE: 11/02/2023

PROJECT: West Deer Township
West Deer Township Building

JOB: 2319

TO: Attn: John Pasquella
HHS DR Architects/Engineers
201 Century Building
130 Seventh Street
Pittsburgh, PA 15222
Phone: 412-281-2280 Fax: 412/281-2334

CONTRACT/PO: HHS DR #4563 -

SUBMITTED:

COMPLETED:

REQUIRED:

DESCRIPTION

We are providing a proposal for the work associated with the trench drain in garage and sally port.

Num Item	Description	Ref	Qty Unit	Unit Price	Amount
1	Trench Drain	Material	45.000 Ft.	150.00	6,750.00
2	Concrete	Material	5.000 Yds.	125.00	625.00
3	2B Stone	Material	10.000 Ton	32.00	320.00
4	Rebar	Material	30.000 Ft.	3.50	105.00
5	CAT 305	Other	4.000 Hrs	85.00	340.00
6	Project Manager	Labor	1.000 Hrs	90.00	90.00
7	Plumber	Labor	16.000 Hrs	93.24	1,491.84
8	Plumber	Labor	16.000 Hrs	93.24	1,491.84

Item Total: \$11,213.68

10% Overhead & Profit: \$1,121.36

Total: \$12,335.04

APPROVAL

By: _____

By: _____

Date: _____

Date: _____

CC: David Kent, HHS DR
Bethany Wallace, HHS DR
Roger Dunlap, FREEDOM ENTERPRISES & ASSOC.
Artie Maynard, VRABEL PLUMBING

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APPROVAL: PROMOTION OF SERGEANT TO DEPUTY CHIEF OF POLICE

THE BOARD MET WITH THE TOWNSHIP MANAGER AND CHIEF OF POLICE TO DISCUSS THEIR RECOMMENDATION OF PROMOTING SERGEANT TIMOTHY BURK TO THE NEW POSITION OF DEPUTY CHIEF OF POLICE. THIS MOVE WAS PRESENTED AS A MEANS TO IMPROVE DEPARTMENTAL EFFICIENCY, PROVIDE FOR FUTURE SUCCESSION, AND TO COMMEND THE PERFORMANCE OF SERGEANT BURK.

CHIEF LOPER...

DO I HAVE A MOTION TO APPROVE THE PROMOTION OF SERGEANT TIMOTHY BURK TO THE POSITION OF DEPUTY CHIEF OF POLICE EFFECTIVE JANUARY 1, 2024?

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

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**APPROVAL/DENIAL: CONDITIONAL USE APPLICATION – LETO
COMPRESSOR STATION**

THE TOWNSHIP RECEIVED AN APPLICATION FOR CONDITIONAL USE APPROVAL FILED BY THE APPLICANT, HYPERION MIDSTREAM, LLC, FOR PROPERTY LOCATED ON OAK ROAD. THE APPLICANT PROPOSES TO CONSTRUCT AND OPERATE A NATURAL GAS COMPRESSOR STATION AT THE SUBJECT PROPERTY.

LOT/BLOCK#: 1668-R-0091
ZONING DISTRICT: I-INDUSTRIAL

A NATURAL GAS COMPRESSOR STATION MAY BE AUTHORIZED AS A CONDITIONAL USE IN THE INDUSTRIAL ZONING DISTRICT OF THE TOWNSHIP SUBJECT TO THE REQUIREMENTS OF THE ZONING ORDINANCE OF WEST DEER TOWNSHIP, INCLUDING SECTION 210-120(A)(21).

DO I HAVE A MOTION TO [APPROVE/DENY] THE CONDITIONAL USE APPLICATION FILED BY HYPERION MIDSTREAM, LLC FOR THE LETO COMPRESSOR STATION?

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

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**APPROVAL/DENIAL: LAND DEVELOPMENT APPLICATION – LETO
COMPRESSOR STATION**

THE TOWNSHIP RECEIVED AN APPLICATION FOR LAND DEVELOPMENT APPROVAL FILED BY THE APPLICANT, HYPERION MIDSTREAM, LLC, FOR PROPERTY LOCATED ON OAK ROAD. THE APPLICANT PROPOSES TO CONSTRUCT AND OPERATE A NATURAL GAS COMPRESSOR STATION AT THE SUBJECT PROPERTY.

LOT/BLOCK#: 1668-R-0091
ZONING DISTRICT: I-INDUSTRIAL

DO I HAVE A MOTION TO [APPROVE/DENY] THE LAND DEVELOPMENT APPLICATION FILED BY HYPERION MIDSTREAM FOR THE LETO COMPRESSOR STATION?

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

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AUTHORIZATION: ADVERTISEMENT OF ORDINANCE NO. 454
(ZONING ORDINANCE & ZONING MAP)

ORDINANCE NO. 454

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, TO AMEND THE ZONING ORDINANCE AND THE ZONING MAP.

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

DO I HAVE A MOTION TO SET THE PUBLIC HEARING FOR ORDINANCE NO. 454 FOR **JANUARY 17, 2024 AT 6:00 P.M.**

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

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**DISCUSSION: FIRE TAX DISBURSEMENT
REGULATIONS/RESOLUTION**

MR. MATOR...

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OLD BUSINESS

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NEW BUSINESS

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ADJOURNMENT

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

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