

West Deer Township
Board of Supervisors
17 May 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 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

Scott Woloszyk, Shuster Road

- Mr. Woloszyk brought up that delinquent taxes are being accounted for, but the homes that are uninhabited are not. He stated that in time these become blighted, and asked if they also could be monitored.

ACCEPT MINUTES

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to accept the minutes of the 19 April 2023 regular business meeting and the 10 May 2023 special business meeting as presented. Motion carried unanimously 5-0.

MONTHLY FINANCIAL REPORT

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

I - GENERAL FUND:

	<u>April</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	560,860.96	2,482,724.17	26.48%
Expenditures	376,534.99	2,000,941.22	21.34%

Cash and Cash Equivalents:

Sweep Account

0.00

683,213.42

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Restricted

66,513.56

Fire Tax Fund:		
Restricted	30,315.66	
State/Liquid Fuels Fund:		
Restricted	<u>496,563.13</u>	
		<u>593,392.35</u>

Investments:		
Operating Reserve Fund:		
Reserved	951,770.67	
Capital Reserve Fund:		
Reserved	<u>983,664.80</u>	
		<u>1,935,435.47</u>

III - CAPITAL PROJECT FUNDS:
Cash and Cash Equivalents:

	<u>0.00</u>	
		<u>0.00</u>

TOTAL CASH BALANCE 4/30/23 **3,212,041.24**

Interest Earned April 2023

5,633.95

	4/1/2023 Debt Balance	April Principal Payment	4/30/2023 Debt Balance
Mars National - VFC #3	\$61,339.25	\$2,607.94	\$58,893.35
NextTier Bank VFC #2	\$368,702.02	\$2,680.96	\$357,211.15

Restricted – Money which is restricted by legal or contractual requirements.
 Reserved – Money which is earmarked for a specific future use.

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

APRIL LIST OF BILLS

Bearcom.....	292.47
Best Wholesale Tire Co. Inc.....	1417.04
Hei-Way, LLC.....	843.10
Intech Worldwide	3495.00
Jordan Tax Service, Inc	1063.19
Kress Tire	1470.00
Mark C. Turnley	2750.00
MRM Trust Workers Comp Fund.	27003.78
Office Depot.	121.35
Shoup Engineering Inc.	11006.00
Stephenson Equipment, Inc.	69.88
Toshiba Financial Services.	656.60
Tristani Brothers, Inc.....	1690.39
Tucker/Arensberg Attorneys.	9059.89

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 was present and provided a summary report of Police Department activities for the month of April 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 April 2023. A copy of the report is on file at the Township Building.

ENGINEER'S REPORT

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

Projects

- Municipal Building Project
 - Site plans, grading plans, utility plans, and storm sewer plans have all been prepared. Work on the stormwater management plan, and erosion and sedimentation control plan has also been completed. An application for an NPDES Permit to the Allegheny County Conservation District has been filed.
- Bairdford Park
 - Plans, specifications, and bid documents have been prepared for an improved parking lot, new sports courts, and other features at Bairdford Park. The main project has been awarded to Youngblood Paving. Various other projects have been awarded to COSTARS vendors.
- Crest Street Bridge
 - Design of a replacement bridge for Crest Street is ongoing. Core borings to determine bearing capacity for bridge foundations have been performed.
- 2023 Road Improvement Project
 - Specifications and bid documents have been prepared and contracts have been awarded to Shields Asphalt Paving and Youngblood Paving. Youngblood Paving is scheduled to begin milling and paving work commencing on the week of May 15th.

Development/Subdivision Review

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

- Moretti Realty Plan
 - Reviews of this lot consolidation plan and land development plan located on Saxonburg Boulevard were performed and review letters dated 20 March 2023 and 26 April 2023 were sent to the Township.
- Hyperion Midstream
 - A review of this land development plan and conditional use application located on Gibsonia Road was performed and a review letter dated 27 April 2023 was sent to the Township.

COMMUNITY DEVELOPMENT REPORT

The Board received the Community Development Report for the month of April 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 Board Report for the month of April 2023. A copy of the report is on file at the Township Building.

WEST DEER #1 VFC REPORT

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

Mrs. Jordan reported on attending the last EMS meeting since Mr. Frey was unable to. She expressed that she felt there had been good conversations and progress made.

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

Application: Don Murphy
Moving Forward Realty

Location: Middle Road Ext.
5.2193 acres

Zoning District: SU – Special Use

Request: To construct a dog kennel.

The applicant is requesting a Conditional Use in a Special Use (SU) Zoning District.

Mr. Robb announced the Board received a letter that granted an extension to the month of June for a Public Hearing. He explained the hearing is not expected to be lengthy, and asked Mr. Mator for a recommendation of when to hold the hearing.

Mr. Mator recommended prior to the June Regular Business Meeting.

The Board agreed.

MOTION BY Supervisor Frey and SECONDED BY Smullin to authorize the advertisement of the Conditional Use Public Hearing for the proposed dog kennel to be scheduled 21 June 2023 at 6:30 pm. Motion carried unanimously 5-0.

AUTHORIZATION: MORETTI REALTY PLAN – STORAGE AND LAND DEVELOPMENT PLAN

The Planning Commission recommended approval of the Moretti Realty Plan at their 27 April 2023 meeting.

Property Location: 1515 Saxonburg Blvd.
Zoning District: C-2 Highway Commercial

The purpose is for a Land Development Plan for the applicant, Moretti Realty Plan to consolidate two parcels to construct a self-storage facility with twenty-eight storage units on 0.9468 acres located on Saxonburg Boulevard, Tarentum, PA.

The Planning Commission recommended approval of the Moretti Realty Self-Storage Facility Land Development Plan subject to the following conditions:

1. Satisfactorily address all items in Mr. Shou’s comments letter dated 26 April 2023.
2. Include a native shade tree on the site plan.

Mrs. Nelko reported the Board received the Engineer’s comment letter for May 11th.

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Frey to approve the Moretti Realty Self-Storage Facility Land Development Plan as per the recommendation by the Planning Commission with the conditions previously mentioned. Motion carried unanimously 5-0.

AWARD: MUNICIPAL BUILDING PROJECT (ELECTRICAL CONSTRUCTION)

Plans, specifications, and bid documents were prepared by HHS DR Engineering for the Municipal Building Project.

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

Mr. Robb explained for the public that the lowest bidder – Uzmack Electric, Inc. – requested their bid be withdrawn due to a mathematical error. He added that with the Board being in receipt of this letter, they are authorized to award the contract to the second lowest bidder.

CONTRACT NO. 4 – ELECTRICAL CONSTRUCTION

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

DISCUSSION: FIRE STUDY

The Fire Study commissioned by the Board of Supervisors through the Commonwealth has been completed. The Board and the three Fire Companies separately met with the Fire Consultant to review the study.

Given the findings of the study and the discussions that took place at the meetings, the question asked was: What is the next step the Board would like to take?

Mrs. Jordan reported recommending to the members of the Board and Mr. Mator about holding a meeting with the Board and Fire Departments.

Mr. Mator agreed, and added that he would be asking the Commonwealth and Fire Study Consultant to attend as well. He said that a meeting was already scheduled between the Commonwealth and himself to determine if the Commonwealth felt it was viable for them and the Consultant to attend the third meeting.

Mr. Smullin commented that the Board wanted the best for the fire companies and agreed to a meeting.

Mr. Mator announced that if he received possible meeting dates from the Consultants, he would then reach out to the Board and fire companies to see which date worked best for everyone.

OLD BUSINESS

Mr. Robb spoke on the pending land development matters and their various extensions:

- Leto Well Pad had been extended to June and the intention was for the Board to vote at June's Regular Business Meeting.
- Brickyard Concert Venue Conditional Use Application has a Special Meeting scheduled in June and the Board could vote during the Special Meeting or at June's Regular Business Meeting.
- Deer Creek Inter-Connect was discussed in April's Planning Commission Meeting and the Board received an extension through the end of July so a request to schedule a public hearing is expected on June's Regular Business Meeting Agenda.

NEW BUSINESS

- None

ADJOURNMENT

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to adjourn at 7:20 p.m. Motion carried unanimously 5-0. Meeting adjourned.

Daniel J. Mator Jr., Township Manager