

West Deer Township  
Board of Supervisors  
Summary of March 15, 2023  
Regular Business Meeting

Members present at the Regular Meeting: Beverly Jordan, Chairwoman; Shirley Hollibaugh, Vice-Chair; Vernon Frey; David Harrison and James Smullin.

**OPEN REGULAR BUSINESS MEETING**

**ACCEPT MINUTES**

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

**MONTHLY FINANCIAL REPORT**

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

**LIST OF BILLS**

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

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

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

**APPOINTMENT: PLANNING COMMISSION MEMBER INTERVIEW/APPOINTMENT ADOPTION:**

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

**AUTHORIZATION: ADVERTISEMENT (MUNICIPAL BUILDING BIDS)**

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

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

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

**AUTHORIZATION: HAMPSHIRE STATES LOT LINE REVISION**

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

**AUTHORIZATION: RIDGEWOOD HEIGHTS SUBDIVISION AND LAND DEVELOPMENT PLAN**

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

**AWARD: BAIRDFORD PARK IMPROVEMENT PROJECT**

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

**AWARD: 2023 ROAD PROGRAM**

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

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

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

**ADJOURNMENT**

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to adjourn at 7:40 p.m. Motion carried unanimously 5-0. Meeting adjourned.