



**BOARD OF
SUPERVISORS
MEETING**

April 17, 2024

7:00pm: Regular Business Meeting

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

West Deer Township Board of Supervisors
April 17, 2024

7:00pm: Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment (Agenda Items Only)
5. Accept Minutes
6. Monthly Financial Report
 - A. Finance Officer's Report
 - B. List of Bills
7. Police Chief's Report
8. Public Works Foreman's Report
9. Engineer's Report
10. Planning, Zoning, and Code Enforcement Report
11. Parks and Recreation Board Report
12. West Deer #1 VFC Report
13. West Deer #2 VFC Report
14. West Deer #3 VFC Report
15. West Deer EMS Report
16. Adoption: Resolution No. 2024-6 (Fee Schedule)
17. Appointment: Alternate Zoning Hearing Board Member
18. Approval: Leto Well Pad Extension
19. Authorization: Advertisement of Ordinance #454 (Zoning Ordinance)
20. Authorization: Advertisement of Ordinance #XXX (Olympus Oil and Gas Lease)
21. Authorization: Oakmont Water Fire Hydrant Installation
22. Discussion: Charter Recommendations
23. New Business for Future Discussion/Action
24. Announcements
25. Public Comment (Non-Agenda Matters of General Township Concern)
26. Adjournment

1 Call to Order

2 Pledge of Allegiance

3 Roll Call

— Mr. Mator

4

PUBLIC COMMENT (AGENDA ITEMS ONLY)

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

5

ACCEPT MINUTES

ATTACHED ARE THE MINUTES OF THE REGULAR BUSINESS MEETING OF MARCH 20, 2024.

ARE THERE ANY QUESTIONS REGARDING THE MINUTES?

DO I HAVE A MOTION TO ACCEPT THE MINUTES OF THE MARCH 20, 2024 REGULAR BUSINESS MEETING AS PRESENTED?

| | MOTION | SECOND | AYES | NAYES |
|----------------|--------|--------|-------|-------|
| MR. HOLLIBAUGH | _____ | _____ | _____ | _____ |
| MR. SMULLIN | _____ | _____ | _____ | _____ |
| MR. WIEGAND | _____ | _____ | _____ | _____ |
| MR. FREY | _____ | _____ | _____ | _____ |
| MRS. JORDAN | _____ | _____ | _____ | _____ |

West Deer Township
Board of Supervisors
20 March 2024
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; Vernon Frey, Vice-Chairperson; John Hollibaugh; James Smullin; and Josh Wiegand. 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

Mr. Robb reported the Board held an executive session to discuss real property matters and personnel.

COMMENTS FROM THE PUBLIC ON AGENDA RELATED ITEMS

- None

ACCEPT MINUTES

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to accept the minutes of 17 January 2024 and 21 February 2024 regular business meeting minutes as presented. Motion carried unanimously 5-0.

MONTHLY FINANCIAL REPORT

TOWNSHIP OF WEST DEER **FINANCE OFFICER'S REPORT** **29 February 2024**

I - GENERAL FUND:

| | <u>February</u> | <u>YTD</u> | <u>% of Budget</u> |
|-----------------------------------|------------------------|-------------------|---------------------------|
| Revenues | 452,980.55 | 756,122.11 | 7.01% |
| Expenditures | 493,175.89 | 1,458,374.59 | 13.52% |
| Cash and Cash Equivalents: | | | |
| Sweep Account | | <u>597,642.30</u> | |
| | | | <u>597,642.30</u> |

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

 Restricted

69,796.81

Fire Tax Fund:

| | | |
|---------------------------------|------------------|--------------------------|
| Restricted | 36,935.70 | |
| State/Liquid Fuels Fund: | | |
| Restricted | <u>76,332.42</u> | <u>183,064.93</u> |

Investments:**Operating Reserve Fund:**

| | | |
|----------|--------------|--|
| Reserved | 1,051,982.49 | |
|----------|--------------|--|

Capital Reserve Fund:

| | | |
|----------|-------------------|--|
| Reserved | <u>948,093.68</u> | |
|----------|-------------------|--|

2,000,076.17**III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:****Capital Reserve Fund**

| | | |
|----------|---------------------|--|
| Reserved | <u>4,572,454.99</u> | |
|----------|---------------------|--|

4,572,454.99**TOTAL CASH BALANCE 2/29/24****7,353,238.39****Interest Earned February 2024****26,144.67**

| | 2/1/2024 Debt Balance | February Principal Payment | 2/28/2024 Debt Balance |
|-------------------------------|----------------------------------|---|-----------------------------------|
| Mars National - VFC #3 | \$36,531.27 | \$2,607.94 | 34,048.02 |
| NexTier Bank VFC #2 | \$353,419.46 | \$2,680.96 | \$351,883.73 |

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

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

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

MARCH LIST OF BILLS

| | |
|----------------------------------|---------|
| Bearcom | 2022.47 |
| Hei-Way, LLC..... | 411.76 |
| Jordan Tax Service, Inc. | 1924.60 |
| Kress Tire | 2715.00 |
| Mark C. Turnley..... | 2500.00 |
| Office Depot..... | 1055.75 |
| Shoup Engineering Inc. | 3687.25 |
| Tucker/Arensberg Attorneys | 9272.14 |

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

POLICE CHIEF'S REPORT

Chief Bob Loper provided a summary report of Police Department activities for the month of February 2024. A copy of the report is on file at the Township Building.

PUBLIC WORKS FOREMAN'S REPORT

Mr. Frederick Reekie provided a summary report on the Public Works Department for the month of February 2024. 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 sports courts has also been substantially completed. Work on the handicapped ramp to the pavilion has been completed. Jeffrey and Associates recently installed benches at the sports courts. Jeffrey and Associates previously installed a new pavilion in the courts area. Shrock Fencing has installed all of the poles for the new fencing at the courts. New sports court surfacing will be applied when the weather permits and the remainder of the fencing will follow.

Development/Subdivision Review

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

- Hayden-McCowin Plan
 - Reviews of this Lot Line Revision Plan were performed and review letters dated 15 February 2024 and 26 February 2024 were sent to the Township.
- Calvert Plan No. 2
 - Reviews of this Lot Line Revision/Consolidation Plan were performed and review letters dated 15 February 2024 and 22 February 2024 were sent to the Township.
- Lot 3R and 4R Plan
 - A review of this Lot Line Revision Plan was performed and a review letter dated 15 February 2024 was sent to the Township.
- Graystone Estates Plan
 - A review of the Sewage Facilities Planning Module for this subdivision was performed and a review letter dated 22 February 2024 was sent to the Township.

PLANNING, ZONING, AND CODE ENFORCEMENT REPORT

The Board received the Planning, Zoning, and Code Enforcement Report for the month of February 2024. A copy of the report is on file at the Township Building.

WEST DEER DOG SHELTER ANNUAL REPORT

The Board received the West Deer Dog Shelter annual report for the year 2023. A copy of the report is on file at the Township Building.

PARKS & RECREATION BOARD REPORT

The Board received the Parks & Recreation Board report for the month of February 2024. A copy of the report is on file at the Township Building.

Mrs. Jordan announced that on March 24th the Easter Egg Hunt Event will be held at Bairdford Park and welcomed everyone to attend. Mrs. Jordan encouraged everyone to look at the Township website for the event time.

WEST DEER #1 VFC REPORT

The Board received the West Deer #1 VFC's Report for the month of February 2024. 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 February 2024. 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 February 2024. A copy of the report is on file at the Township Building.

Mr. Wiegand announced a Rabies Clinic would be held on April 13th from 12:00pm to 2:00pm at the fire station, and that the Fire Department qualified for a \$750,000 grant from the Federal Government through the Department of Agriculture for additional renovations to the fire station.

WEST DEER EMS REPORT

The Board did not receive a report from West Deer EMS for the month of February 2024.

ADOPTION: ORDINANCE NO. 457: OIL & GAS LEASE AGREEMENT (RANGE RESOURCES)**ORDINANCE NO. 457**

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AUTHORIZING THE TOWNSHIP TO LEASE OIL AND GAS RIGHTS ASSOCIATED WITH A PORTION OF A PUBLIC RIGHT-OF-WAY KNOWN AS BLUEROW STREET LOCATED ADJACENT TO A PARCEL IDENTIFIED AS BLOCK AND LOT NO 1362-A-385, CONSISTING OF 0.109 ACRES IN AREA, TO RANGE RESOURCES – APPALACHIA, LLC.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to adopt Ordinance No. 457.
Motion carried unanimously 5-0.

ADOPTION: RESOLUTION NO. 2024-5 (C2P2 GRANT APPLICATION)

RESOLUTION NO. 2024-5 AUTHORIZES THE TOWNSHIP MANAGER TO APPLY FOR AND SIGN (IF APPROVED) A DCNR C2P2 GRANT FOR CONTINUING THE BAIRDFORD PARK PORTION OF THE WEST DEER TOWNSHIP MASTER PARK PLAN.

The Board received a copy of the Resolution No. 2024-5.

Mr. Wiegand asked if this grant was applied for in the prior year. Mr. Mator responded that it was.

Mr. Wiegand questioned if the application would be changed in any way for this year's submission.

Mr. Mator answered that the application would be altered. He advised the Board that he had spoken to the Township's DCNR Regional Advisor about the prior year's submission, and that she had offered suggestions that he would be incorporating.

More discussion was held.

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Frey to adopt Resolution No. 2024-5 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.

ADOPTION: RESOLUTION NO. 2024-6 (FEE SCHEDULE)

RESOLUTION NO. 2024-6 AMENDING THE FEES CHARGED BY THE TOWNSHIP AS PER THE ATTACHED SCHEDULE OF FEES.

The Board received a copy of the Resolution No. 2024-6.

Mr. Frey asked what had been changed on the Fee Schedule.

Mr. Mator detailed those changes as requested. He mentioned that one section that was changed was building permit costs, and explained that a disclaimer advising residents to contact Mrs. Moyta to determine actual fees was moved to the top so residents would see it first. Mr. Mator added that the fees themselves were then replaced with language reflecting that the Township would charge the actual rates the third-party building inspector would charge.

Mr. Wiegand voiced that he felt it was a disservice to the community to not disclose an actual number for the cost of each permit.

Mr. Mator explained that there is no number to disclose because each permit is different. He said that the changes were being made because the Township did not want to mislead residents, hence the language in the draft fee schedule advising residents to contact Mrs. Moyta in the Code office to determine actual permit costs.

More discussion was held.

Upon the recommendation of Mrs. Jordan, Mr. Robb advised that he and Mr. Mator review the PCS agreement, and update the fee schedule to reflect the per square foot fees, but with the language encouraging residents to contact Mrs. Moyta to confirm costs. He added that the resolution and fee schedule – with the changes discussed – could then be placed on next months' meeting for the Board to review.

ADOPTION: RESOLUTION 2024-7 (GRAYSTONE ESTATES SEWER PLANNING MODULE)

RESOLUTION NO. 2024-7 APPROVES THE PA DEP SEWAGE FACILITIES PLANNING MODULE FOR THE GRAYSTONE ESTATES.

Mr. Shoup reviewed the PA Department of Environmental Protection Planning Module documents and found the planning module to be in proper order. Mr. Shoup therefore recommended that it be approved by the Township by Resolution.

The Board received a copy of the Resolution No. 2024-7.

Mr. Shoup reported that this was for a two-lot subdivision with one new building lot that the Board approved a few months ago located off of Kaufman Road.

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Wiegand to adopt Resolution NO. 2024-7 approving the PA DEP Sewage Facilities Planning Module for the Graystone Estate Plan. Motion carried unanimously 5-0.

AUTHORIZATION: ALLEGHENY COUNTY CONSERVATION DISTRICT LETTER OF SUPPORT

The Board has been requested to authorize the Township Manager to enter into a Watershed Programing Agreement for Deer Creek.

Mr. Mator explained in detail the Allegheny County Conservation District's presentation that was given last month to the Board at their regular business meeting, and that – after analyzing the ACCD proposal and meeting with Mr. Shook and Mrs. Moyta to determine the Township's ability to provide 120 hours of time – he was recommending the Board agree to offer a letter of support.

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Frey to authorize the Township Manager to execute the letter of support. Motion carried unanimously 5-0.

AUTHORIZATION: HAYDEN-MCCOWIN LOT LINE REVISION PLAN

The Planning Commission recommended approval of the Hayden-McCowin Lot Line Preliminary and Final Revision Plan at their February 22, 2024 meeting.

Property Location: 50 Simon Road/46 Simon Road
Zoning District: R-2 Semi-Suburban Residential

The proposal is to revise the property line separating two adjoining residential lots.

The Planning Commission recommended approval of the Hayden-McCowin Lot Line Revision Plan subject to following conditions:

1. Satisfy all comments in the Scott Shoup Engineering letters dated 15 February 2024 and 26 February 2024.
2. Satisfy all comments in the Allegheny County review letter dated 20 February 2024.

Mr. Shoup explained this was a lot line revision between two existing developed residential lots and Simon Road. He recommended to approve.

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to approve the preliminary and final subdivision of the Hayden-McCowin Lot Line Revision Plan as per the recommendation by the Planning Commission with the conditions as presented. Motion carried unanimously 5-0.

AUTHORIZATION: PURCHASE OF POLICE BODY CAMERAS

The Board is in receipt of a memo requesting the purchasing of new body cameras for the Police and the quote from Digital Ally in the amount of \$68,700.00.

Chief Loper explained that the current lease held with Ally was set to expire in three weeks. He added that there have been issues with those cameras, and under the current lease they repaired them free of charge. Chief Loper reported that there would also be a yearly fee of \$11,000 for cloud storage, so with the cost to repair any cameras – and the added fee for cloud storage – he recommended purchasing new ones.

More discussion was held.

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Wiegand to purchase the Police body cameras the amount of \$68,700.00 from Digital-Ally as presented. Motion carried unanimously 5-0.

AWARD: 2024 ROAD PROGRAM

Plans, specifications, and bid documents were prepared by Shoup Engineering for the 2024 Road Program.

The Project was advertised and sealed bids were received until 1:30pm on Monday, 13 March 2024, at which time they were opened and read aloud. The Board was in receipt of the bid results.

CONTRACT 24-01 – Work consists of milling of existing asphalt, installation of hot mix super pave binder and wearing courses, base repair, backfilling and other miscellaneous work on two (2) Township Roads -Ashley Road (southern portion) & Michael Road – totaling approximately 6,000 feet in length. Alternate bids for similar work will also be received for four (4) other Township Roads – Crest Street, Poma Street, Roy Street & Monier Road (from Baird Road to Kaufman Road) – totaling approximately 4,200 feet in length.

CONTRACT 24-02 – Work will consist of the installation of cold mix FB modified binder leveling course with CMS-2 emulsion, base repair, backfilling and other miscellaneous work on one (1) Township Road (Logan Road) totaling approximately 11,600 feet in length.

Mr. Hollibaugh asked if the building contractor was obligated to pave Ashley Road. Mr. Shoup replied that when Oakwood Heights Two came through for approval, one of the conditions was with every building permit there would be a contribution of \$600 toward the improvement of the road.

Mr. Wiegand questioned if the Board approved the base bid would the alternates have to go to the same company. Mr. Shoup responded in affirmative.

More discussion was held.

CONTRACT 24-01 HOT MIX ASPHALT

Base Bid: Ashley Road (southern portion) and Michael Road

Alternate Bids: Crest Street, Poma Street, Roy Street & Monier Road (Baird Road to Kaufman Road)

| <u>BIDDERS:</u> | <u>BASE BID:</u> | <u>Alternate A Crest Street</u> | <u>Alternate B Poma Street</u> | <u>Alternate C Roy Street</u> | <u>Alternate D Monier Road</u> |
|-----------------------------|-------------------------|--|---|--|---|
| Shields Asphalt Paving Inc. | \$425,520.00 | \$69,620.00 | \$75,240.00 | \$19,805.00 | \$79,440.00 |
| A.Liberoni, Inc. | \$443,140.69 | \$74,071.86 | \$80,343.63 | \$21,107.55 | \$83,660.76 |
| Youngblood Paving Inc. | \$450,573.00 | \$75,322.40 | \$81,526.80 | \$21,448.60 | \$84,521.00 |
| A.Folino Construction Inc. | \$535,733.53 | \$90,114.05 | \$97,409.42 | \$25,647.78 | \$101,507.74 |
| Tresco Paving | \$442,046.50 | \$74,213.80 | \$80,157.20 | \$21,343.80 | \$83,507.50 |

MOTION BY Supervisor Wiegand to award the 2024 Road Program Hot Mix Asphalt Contract 24-01 to Shields Asphalt Paving, Inc. in the amount of \$425,520.00 for the Base bid, and \$79,440.00 for Monier Road Alternate D. Motion failed for lack of a second.

MOTION BY Supervisor Smullin and SECONDED BY Frey to award the 2024 Road Program Hot Mix Asphalt Contract 24-01 to Shields Asphalt Paving, Inc. in the amount of \$425,520.00 for the base bid. Members voting yes: Mr. Hollibaugh, Mrs. Jordan, Mr. Smullin and Mr. Frey. Members voting no: Mr. Wiegand. Motion carried (four "yes" and one "no").

CONTRACT 24-02 COLD MIX ASPHALT

Base Bid: Logan Road

| <u>BIDDERS:</u> | <u>BASE BID</u> |
|-------------------------|------------------------|
| Youngblood Paving, Inc. | \$570,085.00 |
| Russell Standard | \$634,110.00 |

MOTION BY Supervisor Frey and SECONDED BY Supervisor Smullin to award the 2024 Road Program Cold Mix Asphalt Contract 24-02 to Youngblood Paving, Inc. in the amount of \$570,085.00 for the Base Bid. Motion carried unanimously 5-0

TOTAL OF 2024 ROAD PROJECT APPROVED: \$995,605.00

AWARD: DEMOLITION ASBESTOS ABATEMENT

The Board approved the demolition of 17-19 School Street and 1130-1132 Eisenhower Drive at the public hearing on 17 August 2022. The following bids are to remove the asbestos from the properties, which is necessary to later demolish the properties:

| <u>Name</u> | <u>School Bid</u> | <u>Eisenhower Bid</u> |
|----------------------------|-------------------|-----------------------|
| Gray Waste Management | \$20,900.00 | \$3,800.00 |
| Superior Environmental | \$24,350.00 | \$3,800.00 |
| Trifecta Team LLC | \$24,600.00 | \$3,650.00 |
| KLA Roofing & Construction | \$24,820.00 | \$9,572.00 |
| Prism Response LLC | \$29,330.00 | \$3,570.00 |
| Neumeyer Environmental | \$42,500.00 | \$5,500.00 |

Mr. Shook explained in detail the steps that has been taken and why it has been a lengthy process.

Mrs. Jordan asked if the cost of this would be returned to the Township. Mr. Shook responded that once the houses have been demolished, all incurred fees are filed as liens against the property. He added that when the property was purchased the funds are reimbursed to the Township.

Mr. Frey questioned if the houses could be separated and given to the lowest bidder or both have to stay together. Mr. Shook answered that they are one bid so they have to be awarded together.

Mr. Wiegand asked if in the future the asbestos abatement and demolition could be bid together. Mr. Shook replied that the bids had been sent out like that in the past, but that no companies would bid on the properties until the asbestos was removed so it was decided to separate them.

More discussion was held.

MOTION BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to award the Demolition Asbestos Abatement of 17-19 School Street and 1130-1132 Eisenhower Drive to Gray Waste Management in the amount of \$24,700.00. Motion carried unanimously 5-0.

DISCUSSION: CHARTER RECOMMENDATIONS

Mr. Mator started the discussion by reporting the Board was in receipt of a past memorandum he included in his Manager's Report. He explained the items listed in the report were the issues that were discussed with the previous Charter Commission members, and detailed the process by which they were discussed and which items were sent to referendum.

Mr. Mator pointed out that the voters seemed to get burned out after too many successive referenda in the past, so he recommended the Board review the issues and decide on the most urgent matters to address in the upcoming year.

Mrs. Jordan agreed with Mr. Mator and stated that the Board needed to be careful not to do too many.

Mr. Robb was also in agreement and recommended waiting a year unless there was something that the majority of the Board felt was a real pressing issue.

The supervisors generally discussed matters that they individually felt could be addressed, and asked additional questions such as: the necessity of a Charter Commission; its composition; how the public would be involved; the timing of referenda; and the efficacy of having voters vote on "omnibus" changes all at once.

To conclude the discussion, Mrs. Jordan recommended picking top issues after everyone had additional time to read the memorandum that Mr. Mator had placed in his report for the Board.

Mr. Mator advised that there were four weeks between the meeting and the next one for any questions to be addressed, and invited the supervisors to bring such questions to him.

Mr. Wiegand brought up a past discussion about placing the Charter on the website so it would be easy to find. Mr. Mator pointed out that it has always been on the website, and Mr. Shook mentioned that the Charter and Code cannot be separated so they are together on the website. Mr. Mator then used the meeting room projector to demonstrate how to find the Charter location on the Township website homepage.

NEW BUSINESS FOR FUTURE DISCUSSION/ACTION

- Mr. Wiegand brought up a previous discussion about revising the Township's Comprehensive Plan. He voiced that West Deer Township should look into revising the plan on their own without Indiana Township, and questioned what benefit existed from joining with them. Mr. Mator responded that the benefit was that there are multi-municipal grants available for the purpose of Townships working in conjunction with others that could cover at least a portion of the cost.

More discussion was held.

- Mr. Wiegand brought up strategic planning and requested the Township put together a list of needs and wants for the future so that the Board can entertain submitting grants for some of these items.

Mrs. Jordan pointed out that this was ongoing at the Township and that grants are looked for when a need arises.

Mr. Wiegand voiced that he felt that there were needs currently not being addressed within the Township. He added that it would be helpful to have an understanding as Supervisors to what those needs are so when they arise, the grants could be quickly requested since most are only open for a short period of time.

Mr. Mator stated that this was currently being done, and asked the Board members that if something in particular comes up to let him know. He used examples of strategic planning by citing the Park Master Plan, the Road Program, and police equipment planning, and the grants that could – or could not – have been used toward them.

Mrs. Jordan reminded everyone that one of the reasons why Mr. Shook was hired was to give Mr. Mator more time to work on grants and to help other departments with their grants. Mr. Mator agreed.

- Chief Loper spoke on the Body Camera Program and the matching funds grant that his administrative assistant, Jen Borczyk and himself obtained. He voiced his disappointment that this year there was not one available. Chief Loper explained that some of their equipment is needed immediately and the one grant available would not reimburse for previously bought equipment. He informed the Board that his department was actively looking for grants.

PUBLIC COMMENT (NON-AGENDA MATTERS OF GENERAL TOWNSHIP CONCERN)

- Richard Hollibaugh of Bakerstown Culmerville Road
 - Mr. Hollibaugh commented on the Comprehensive Plan, Charter Commission, town hall meetings, and voting districts.
- Jack Rearick of Corbriwood Lane
 - Mr. Rearick commented on draft minutes and the Zoning Ordinance process.
- Victoria Austin of Hemlock Street
 - Ms. Austin commented on the Zoning Ordinance process.

ANNOUNCEMENTS

- Mrs. Jordan and the Board members thanked Mrs. Nardis for her many years of dedication, and wished her good luck in her retirement.

ADJOURNMENT

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Wiegand to adjourn at 8:32 p.m. Motion carried unanimously 5-0. Meeting adjourned.

Daniel J. Mator Jr., Township Manager

6A

MONTHLY FINANCIAL REPORT

A) FINANCE OFFICER'S REPORT

ATTACHED IS THE FINANCE OFFICER'S REPORT.

ARE THERE ANY QUESTIONS REGARDING THE MONTHLY FINANCIAL REPORT?

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

| | MOTION | SECOND | AYES | NAYS |
|----------------|--------|--------|-------|-------|
| MR. SMULLIN | _____ | _____ | _____ | _____ |
| MR. WIEGAND | _____ | _____ | _____ | _____ |
| MR. FREY | _____ | _____ | _____ | _____ |
| MR. HOLLIBAUGH | _____ | _____ | _____ | _____ |
| MRS. JORDAN | _____ | _____ | _____ | _____ |

FINANCE OFFICER'S REPORT

March 31, 2024

I - GENERAL FUND:

| | <u>March</u> | <u>YTD</u> | <u>% of Budget</u> |
|--------------|--------------|--------------|--------------------|
| Revenues | 1,395,006.58 | 2,151,128.69 | 20.00% |
| Expenditures | 545,703.05 | 2,004,077.64 | 18.00% |

Cash and Cash Equivalents:

Sweep Account

1,432,954.20

1,432,954.20

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Restricted

65,943.59

Fire Tax Fund:

Restricted

31,813.46

State/Liquid Fuels Fund:

Restricted

76,663.50

174,420.55

Investments:

Operating Reserve Fund:

Reserved

1,054,854.03

Capital Reserve Fund:

Reserved

952,194.60

2,007,048.63

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

Capital Project Fund

Reserved

3,562,353.30

3,562,353.30

TOTAL CASH BALANCE 3/31/24

7,176,776.68

Interest Earned March 2024

27,137.96

| | <u>3/1/2024</u> <u>Debt Balance</u> | <u>March</u> <u>Payment</u> | <u>3/31/2024</u> <u>Debt Balance</u> |
|--------------------------------|--|--------------------------------|---|
| Nextier (Mars) - VFC #3 | 34,004.15 | \$ 2,607.94 | 31,496.52 |
| NexTier Bank VFC #2 | 351,879.10 | \$ 2,680.96 | 350,338.74 |

INTEREST EARNED - 2024

| | <u>MARCH</u> | <u>YTD</u> |
|------------------------------|----------------------------------|----------------------------------|
| GENERAL FUND | \$2,013.58 | \$4,370.19 |
| STREET LIGHT FUND | \$0.00 | \$0.00 |
| FIRE TAX FUND | \$0.23 | \$0.63 |
| OPERATING RESERVE | \$2,871.54 | \$9,442.95 |
| CAPITAL PROJECT FUND | \$17,820.61 | \$58,405.56 |
| STATE FUND | \$331.08 | \$1,624.90 |
| CAPITAL RESERVE | <u>\$4,100.92</u> | <u>\$12,028.74</u> |
| TOTAL INTEREST EARNED | <u><u>\$27,137.96</u></u> | <u><u>\$58,735.01</u></u> |

6B

B) LIST OF BILLS

ARE THERE ANY QUESTIONS REGARDING THE 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 | NAYS |
|----------------|--------|--------|------|------|
| MR. WIEGAND | ___ | ___ | ___ | ___ |
| MR. FREY | ___ | ___ | ___ | ___ |
| MR. HOLLIBAUGH | ___ | ___ | ___ | ___ |
| MR. SMULLIN | ___ | ___ | ___ | ___ |
| MRS. JORDAN | ___ | ___ | ___ | ___ |

WEST DEER TOWNSHIP

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

Time: 2:43 pm
Date: 04/10/2024
Page: 1

By Vendor#
Cutoff as of: 12/31/9999

| Vendor | Name/Desc | Acct#/Proj Invoice# | Amount Due | Discount | Cancelled | Paid | Un-Paid | Check# | Check Amt. |
|---------------|-----------|----------------------------|------------|----------|-----------|------|----------|--------|------------|
| Vendor#: | 00005 | HEI-WAY, LLC | 530.41 | | | | 530.41 | | |
| Vendor#: | 00074 | SEI CORPORATE HEADQUARTERS | 2345.94 | | | | 2345.94 | | |
| Vendor#: | 00106 | JORDAN TAX SERVICE, INC. | 2072.67 | | | | 2072.67 | | |
| Vendor#: | 00362 | KRESS TIRE | 30.00 | | | | 30.00 | | |
| Vendor#: | 00657 | OFFICE DEPOT | 439.46 | | | | 439.46 | | |
| Vendor#: | 00674 | BEARCOM | 292.47 | | | | 292.47 | | |
| Vendor#: | 00813 | TUCKER/ARENSBERG ATTORNEYS | 4528.14 | | | | 4528.14 | | |
| Vendor#: | 00830 | SHOUP ENGINEERING INC. | 2436.00 | | | | 2436.00 | | |
| FINAL TOTALS: | | | 12675.09 | | | | 12675.09 | | |

WEST DEER TOWNSHIP

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

Time: 2:40 pm
Date: 04/10/2024
Page: 1By Vendor#
Cutoff as of: 12/31/9999

| Vendor | Name/Desc | Acct#/Proj | Invoice# | Amount | Due | Discount | Cancelled | Paid | Un-Paid | Check# | Check Amt. |
|----------|-----------------------------------|----------------------------|----------------|---------|------------|------------|-----------|------|---------|--------|------------|
| 00005 | HEI-WAY, LLC | 430.372 | 10337451 | 530.41 | 04/15/2024 | 04/02/2024 | | | 530.41 | | N |
| | Road: Cold Patch | 0324 | 03/26/2024 | | | | | | | | |
| Vendor#: | 00005 | HEI-WAY, LLC | | 530.41 | | | | | 530.41 | | |
| 00074 | SEI CORPORATE HEADQU | 430.374 | 18075898 | 2150.66 | 04/15/2024 | 04/03/2024 | | | 2150.66 | | N |
| | Boom Mower Repair Parts | 0324 | 03/25/2024 | | | | | | | | |
| 00074 | SEI CORPORATE HEADQU | 430.374 | 18076063 | 195.28 | 04/15/2024 | 04/05/2024 | | | 195.28 | | N |
| | Road: Parts | 0324 | 03/29/2024 | | | | | | | | |
| Vendor#: | 00074 | SEI CORPORATE HEADQUARTERS | | 2345.94 | | | | | 2345.94 | | |
| 00106 | JORDAN TAX SERVICE, | 403.140 | 3-C-#108 | 2072.67 | 04/15/2024 | 03/19/2024 | | | 2072.67 | | N |
| | Delinquent R E Tax Commission | 0324 | 03/18/2024 | | | | | | | | |
| Vendor#: | 00106 | JORDAN TAX SERVICE, INC. | | 2072.67 | | | | | 2072.67 | | |
| 00362 | KRESS TIRE | 410.374 | 10604-28 | 30.00 | 04/15/2024 | 04/05/2024 | | | 30.00 | | N |
| | POL: Flat Tire Repair | 0324 | 03/01/2024 | | | | | | | | |
| Vendor#: | 00362 | KRESS TIRE | | 30.00 | | | | | 30.00 | | |
| 00657 | OFFICE DEPOT | 406.210 | 356138132002 | 73.26 | 04/15/2024 | 03/25/2024 | | | 73.26 | | N |
| | Office Supplies | 0324 | 03/18/2024 | | | | | | | | |
| 00657 | OFFICE DEPOT | 406.210 | 357956717001 | 77.67 | 04/15/2024 | 03/25/2024 | | | 77.67 | | N |
| | Office supplies | 0324 | 03/19/2024 | | | | | | | | |
| 00657 | OFFICE DEPOT | 406.210 | 358168312001 | 79.60 | 04/15/2024 | 03/25/2024 | | | 79.60 | | N |
| | Office supplies | 0324 | 03/19/2024 | | | | | | | | |
| 00657 | OFFICE DEPOT | 409.226 | 35999999473001 | 52.29 | 04/15/2024 | 04/02/2024 | | | 52.29 | | N |
| | Cleaning Supplies | 0324 | 03/25/2024 | | | | | | | | |
| 00657 | OFFICE DEPOT | 406.210 | 362018698001 | 62.41 | 04/15/2024 | 04/09/2024 | | | 62.41 | | N |
| | Twp: office Supplies | 0424 | 04/04/2024 | | | | | | | | |
| 00657 | OFFICE DEPOT | 409.226 | 362018698001 | 94.23 | 04/15/2024 | 04/09/2024 | | | 94.23 | | N |
| | Twp: Cleaning Supplies | 0424 | 04/04/2024 | | | | | | | | |
| Vendor#: | 00657 | OFFICE DEPOT | | 439.46 | | | | | 439.46 | | |
| 00674 | BEARCOM | 430.327 | 5708603 | 57.47 | 04/15/2024 | 04/02/2024 | | | 57.47 | | N |
| | ROAD: RADIO EQUIPMENT MAINTENANCE | 0424 | 04/01/2024 | | | | | | | | |
| 00674 | BEARCOM | 410.328 | 5709670 | 235.00 | 04/15/2024 | 04/05/2024 | | | 235.00 | | N |
| | POL: Radio Equipment Maintenance | 0424 | 04/02/2024 | | | | | | | | |

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

Time: 2:40 pm
Date: 04/10/2024
Page: 2By Vendor#
Cutoff as of: 12/31/9999

| Vendor | Name/Desc | Acct#/Proj | Invoice# | Amount Due | Discount | Cancelled | Paid | Un-Paid | Check# | Check Amt. |
|----------|---|----------------------------|----------------------|-----------------------|----------|------------|------|---------|--------|------------|
| Vendor#: | 00674 | BEARCOM | | 292.47 | | | | 292.47 | | |
| 00813 | TUCKER/ARENSBERG ATT Legal Services: Retainer | 404.111 0324 | 668490 03/29/2024 | 500.00 04/15/2024 | | 04/09/2024 | | 500.00 | N | |
| 00813 | TUCKER/ARENSBERG ATT Legal Services: Rose Ridge | 404.111 0324 | 668491 03/29/2024 | 128.00 04/15/2024 | | 04/09/2024 | | 128.00 | N | |
| 00813 | TUCKER/ARENSBERG ATT Legal Services: General | 404.111 0324 | 668492 03/29/2024 | 3900.14 04/15/2024 | | 04/09/2024 | | 3900.14 | N | |
| Vendor#: | 00813 | TUCKER/ARENSBERG ATTORNEYS | | 4528.14 | | | | 4528.14 | | |
| 00830 | SHOUP ENGINEERING IN Ridgewood Heights | 408.319 0324 | 24-110 03/29/2024 | 283.50 04/15/2024 | | 04/02/2024 | | 283.50 | N | |
| 00830 | SHOUP ENGINEERING IN Calvert Plan #2 | 408.319 0324 | 24-111 03/29/2024 | 110.00 04/15/2024 | | 04/02/2024 | | 110.00 | N | |
| 00830 | SHOUP ENGINEERING IN Tyche Well Pad | 408.319 0324 | 24-112 03/29/2024 | 27.50 04/15/2024 | | 04/02/2024 | | 27.50 | N | |
| 00830 | SHOUP ENGINEERING IN McIntyre Heights | 408.319 0324 | 24-113 03/29/2024 | 522.50 04/15/2024 | | 04/02/2024 | | 522.50 | N | |
| 00830 | SHOUP ENGINEERING IN Hyperion Midstream | 408.319 0324 | 24-114 03/29/2024 | 27.50 04/15/2024 | | 04/02/2024 | | 27.50 | N | |
| 00830 | SHOUP ENGINEERING IN Sanitary Sewers | 408.317 0324 | 24-115 03/29/2024 | 45.00 04/15/2024 | | 04/02/2024 | | 45.00 | N | |
| 00830 | SHOUP ENGINEERING IN Rose Ridge | 408.317 0324 | 24-116 03/29/2024 | 27.50 04/15/2024 | | 04/02/2024 | | 27.50 | N | |
| 00830 | SHOUP ENGINEERING IN Miscellaneous | 408.313 0324 | 24-117 03/29/2024 | 1392.50 04/15/2024 | | 04/02/2024 | | 1392.50 | N | |
| Vendor#: | 00830 | SHOUP ENGINEERING INC. | | 2436.00 | | | | 2436.00 | | |

FINAL TOTALS:

12675.09

12675.09

7

POLICE CHIEF'S REPORT

ATTACHED IS THE POLICE CHIEF'S REPORT.

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

OFFICER'S MONTHLY REPORT

To: Robert J. Loper, Chief of Police
From: Jennifer Borczyk, Administrative Assistant
Subject: Officer's Monthly Report
Date: April 8, 2024

Attached is the Officer's Monthly Report for March 2024.

JB

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

OFFICER'S MONTHLY REPORT

March 2024

| | <u>CURRENT MONTH</u> | <u>PREVIOUS MONTH TO DATE</u> | <u>YEAR TO DATE</u> |
|--|----------------------|-------------------------------|---------------------|
| EVENT REPORTS | 297 | 490 | 787 |
| INCIDENT REPORTS- REPORTABLE | 23 | 42 | 65 |
| ALL OTHER CALLS | 364 | 701 | 1065 |
| TOTALS CALLS FOR SERVICE | 684 | 1,233 | 1917 |
| <u>ARRESTS</u> | | | |
| ADULT | 8 | 4 | 12 |
| JUVENILE | 0 | 0 | 0 |
| TRAFFIC CITATIONS | 34 | 38 | 72 |
| NON TRAFFIC CITATIONS | 5 | 12 | 17 |
| PARKING CITATIONS | 0 | 0 | 0 |
| WARNINGS | 74 | 128 | 202 |
| <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 | 10,776 | 16,639 | 27,415 |
| GALLONS OF GASOLINE USED | 767.3 | 1,443.40 | 2210.7 |
| REPAIRS/MAINTENANCE | 1,399.99 | 1,072.47 | 2,472.46 |
| <u>OVERTIME PAID</u> | | | |
| COURT (OFF DUTY) | 25 | 40.00 | 65 |
| PRELIMINARY HEARINGS | 0 | 5.50 | 5.5 |
| PRETRIAL | 0 | 0.00 | 0 |
| INVESTIGATIONS | 4 | 2.00 | 6 |
| ARRESTS | 0 | 18.00 | 18 |
| SPEED CHECKS | 0 | 0.00 | 0 |
| PRIVATE CONTRACTS | 0 | 0.00 | 0 |
| MISC. HOURS - FILLED SHIFTS | 0 | 40.00 | 40 |
| MISC. HOURS - ADMIN. HOURS | 0 | 0.00 | 0 |
| MISC. HOURS | 9 | 17.00 | 26 |
| TOTAL HOURS | 38 | 122.50 | 160.5 |

Points of Interest

March 2024

Budget Figure YTD – 28.83 %

Chief Robert Loper

- March 6- Attended meeting regarding the new building.
- March 12- Attended meeting at Deer Lakes Administration. (Deputy Chief Burk attended)
- March 13, 14, 15- Attended PELRAS Conference in State College. (Deputy Chief Burk attended)
- March 22- Attended meeting at Maillo Brungo Law Firm with several other Police Chiefs for the ALOM Conference.

Deputy Chief Timothy Burk

- March 19- Attended meeting with both the High School and Middle School administrators.
- March 20- Attended meeting with Curtisville administrator.

K9 Officer Trevor Elza

- March 5- Training on larger vehicle searches and traffic stops searches on an active roadway.
- March 12- Training on building searches, traffic stop searches on roadway, article search, and tracking on hard and soft surfaces, and subject bailout with bite work.
- March 16- DUI Checkpoint- request for K9 to search for subject that fled traffic stop. Midas located the subject, and was taken into custody.
- March 19- Multiple K9's conducted locker search of the Butler Area Schools.
- March 19- Training on narcotics search in a building, and building search for a suspect with bite.
- March 26- Training on commercial vehicle search, narcotics search in building, building search for suspect with bite, and tracking on hard and soft surfaces in the rain.

Sergeant Petosky & Officer Fedunok

- March 7- Training at Camp Gyasuta on repelling, exterior movements in large areas with rough terrain, and night vision scenarios. Scenarios were practiced using all training techniques to search for individuals in a wooden area.
- March 22- Training in West Deer. The team trained on a mock warrant service at a building using all training, including robots and drones.

EMA- Sergeant Shurina

- No Report Given.

Deer Lakes School District

- March 9- Sergeant Shurina, Officers Wikert, Fedunok, and Vulakovich provided general security for the boys basketball game vs Mercyhurst.
- March 21- ALICE drill performed at the Middle School.
- March 22- ALICE drill performed at the High School.

Misc. Details

- March 4- Administrative Assistant Borczyk was sworn in and notary signature was recorded at the Allegheny County Offices.
- March 11 & 12- Officer Lindner attended mandatory Updates training.
- March 25 & 26- Officer Evan attended mandatory Updates training.
- March 27 & 28- Officer Wikert attended mandatory Updates training.
- March 28- Officers Evan and Lindner attended RMS Evidence Training.

8

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?

2024
MONTHLY REPORT FOR MARCH
PUBLIC WORKS DEPARTMENT

ROADS

- Berm Clendenning Road.
- Patch Sandy Hill Road.
- Clean drains.
- Patch alleys in Curtisville #2.
- Extend pipe on Miller Road.
- Berm McMorran Road.
- Cement catch basin on Ford Street.
- Salt ice spots.
- Berm Shepard Road.
- Clean ditch at McClure & East Union.
- Patch Monier Road & Church Street alley.
- Snow removal.
- Repair catch basin on Frontier Road.
- Install catch basin & 25' of 12" pipe on Moller Street.

TRUCKS & EQUIPMENT

- Wash & grease trucks.
- Reinstall salt spreaders on Peterbilts.
- Take boom mower to Tristani for window install, clutch adjustment & oil leaks.
- Maintenance on zero turn mowers.
- Grease & clan excavator, JCB skid steer, & cat skid steer.
- Fix track on JCB skid steer..

MISCELLANEOUS

- Took highlift to Dorseyville to load topsoil.
- Haul top soil from Dorseyville to park.
- Rehang banners.
- Open house on School Street & Eisenhower Drive for asbestos company.
- Clean camera lens & clean roof drain @ Municipal Building.
- Drain ice rink.
- Take down ice rink.
- Install French drain around baseball concession stand.
- Haul picnic tables back to pavilion and garbage cans.
- Spread top soil at park.
- Pick-up Easter items @ Amy's house.
- Level out area for bleachers on Field 1.
- Open bathrooms & turn water on at all parks.

PA1 Calls

92

OT

16 hrs

 4-9-24
Frederick Reekie Date

9

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

2024 ENGINEER'S REPORT WEST DEER TOWNSHIP

Prepared April 9, 2024

VIA EMAIL

1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

Board of Supervisors Meeting – March 20, 2024
Planning Commission Meeting – March 28, 2024

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 was 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 has been completed. Jeffrey and Associates recently installed benches at the sports courts. Jeffrey and Associates previously installed a new pavilion in the courts area. Shrock Fencing has installed all of the poles for the new fencing at the courts. New sports court surfacing will be applied when the weather permits and the remainder of the fencing will follow.

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

- McIntyre Heights – A review of this revised PRD was performed and a revised letter dated March 22, 2024 was sent to the Township.

Respectfully Submitted,
SHOUP ENGINEERING, INC.

Scott A. Shoup, P.E.
Township Engineer

10

PLANNING, ZONING, AND CODE ENFORCEMENT REPORT

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

ARE THERE ANY QUESTIONS REGARDING THE REPORT?



Zoning and Planning Report
For BOS Meeting of April 17, 2024
March 2024 Reporting

1. Issued 20 Occupancy Permits.
2. Issued 20 Building Permits.
3. Code Enforcement issued 7 Violations.
4. Code Enforcement issued 0 Citations.
5. Code Enforcement had 0 Court Visits.
6. Code Enforcement issued 0 Salvage Licenses.
7. PCS Performed/ Issued 6 Building Inspections.
8. See April 2024 Project Status Report.
9. Planning Commission Meeting was held in March 2024.
10. No Zoning Hearing Board was held in March 2024.

1

1

PARKS AND RECREATION BOARD REPORT

ATTACHED IS THE PARKS AND RECREATION BOARD REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

Parks & Recreation Report

April 17th, 2024

Proposed 2024 Events (these are subject to change)

- April 28th - Family Fishing at Deer Lakes Park
- May 9th - Senior Luncheon at the Senior Center
- May 21st - Food Truck Event at Nike Site
- June 7th - Movie in the Park at Bairdford Park
- June 18th - Food Truck Event at Nike Site
- July 12th - Movie in the Park at Bairdford Park
- July 16th - Food Truck Event at Nike Site
- August 2nd - Movie in the Park at Bairdford
- August 10th - Hunter/Trapper Safety Course at VFD #3
- August 20th - Food Truck Event at Nike Site
- September 14th - 15th - West Deer Festival at Bairdford Park
- December 8th - Breakfast with Santa at #1 VFD

Egg Hunt - March 24th at Bairdford Park - We distributed approximately 4000 eggs, had 275 children, and 6 participated in the special needs hunt.

12

WEST DEER #1 VFC REPORT

ATTACHED IS WEST DEER # 1 VFC REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

WEST DEER VFD #1

1520 Saxonburg Blvd Tarentum PA 15084

MARCH 2024

TOTAL CALLS: 14

4 FRALCOM

3 MVA

2 NGASRES

1 FRALRES

1 ASSIST EMS

1 ASSIST PD

1 MUTUAL AID

ORDER 4 FULL SETS OF TURNOUT GEAR \$16,892

ATTENDED TRAINING AT 289

HELD IN HOUSE TRAINING

3 HALL RENTALS

13

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

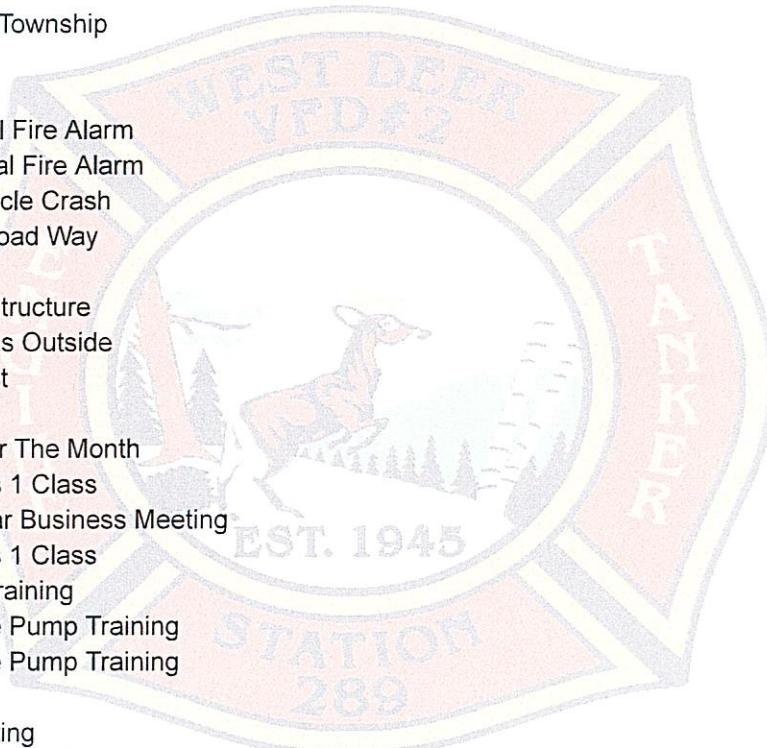
Station 289

2163 Saxonburg Blvd.,
Cheswick, PA 15024
Phone: 724-265-1248 Fax: 724-265-1391
Station email: westdeer289@gmail.com
Chief: anthonycreaturio@gmail.com

Fire Chiefs Report

April 2024

- Total Documented Calls For The Month
 - (14) Total Calls
 - (12) In West Deer
 - (2) In Indiana Township
- Type
 - (1) Residential Fire Alarm
 - (4) Commercial Fire Alarm
 - (2) Motor Vehicle Crash
 - (2) Flooded Road Way
 - (1) Rescue
 - (2) Gas In A Structure
 - (1) Natural Gas Outside
 - (1) EMS Assist
- Scheduled Events For The Month
 - 4/9 Pumps 1 Class
 - 4/11 Regular Business Meeting
 - 4/14 Pumps 1 Class
 - 4/16 UTV Training
 - 4/23 Engine Pump Training
 - 4/30 Engine Pump Training
- Miscellaneous Reporting
 - Took delivery of the Rescue/Engine. Still needs to return to Keystone for punch list items in mid April
 - Purchased 4 new SEEK thermal imaging cameras for 4100.00
 - Purchased 1 SENSIT G3 4 gas meter and calibration kit for 3115.00
 - Police car, ISU trailer, UTV 1 and the Squad all to get lettered this month
 - Donated police car lighting has been changed to all red, This vehicle has been serviced, inspected and placed in service. Total cost to make ready for FD use was 2100.00. We plan to use this vehicle for department errands and transportation to and from the fire academy as this will help keep wear and tear off of the newer trucks so they can last longer.
 - In house cascade system was serviced for 1100.00
 - Pumps 2 classes start in May
 - Hope to have all personnel certified to a Pumps 2 level by the end of May
 - Body specs for the new Brush truck have been approved and the body is on order
 - Ordered a Command Vehicle / Tahoe Through Jim Shorky and IBIS Tech Approx cost 100K. Truck will be completed this summer. This unit will be used as a secondary squad and a command unit as it will have a light tower and capabilities to run larger incidents. This unit has been paid for through raffles and fundraising



- Having a concrete pad poured in the rear spare garage behind the main building to house ISU trailer at a cost of 6k. Morelli Concrete is to do the work
- Mancuso Landscaping donated services to help address rear lot potholes
- 1 Member completed Basic Vehicle Rescue Tech Certification
- 1 New member joined and 1 member resigned
- Applied for CSX grant for 15k
- Applied for a Harbor Freight grant
- Applied to Anheuser- Busch for a grant of 2500 cans of water. If this is received we plan to share with ALL emergency services in the township

Anthony M Creaturo Sr.

Fire Chief

WDVFD # 2

14

WEST DEER #3 VFC REPORT

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

15

WEST DEER EMS REPORT

ATTACHED IS THE WEST DEER EMS REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?



WEST DEER EMERGENCY MEDICAL SERVICE, INC.

101 East Union Road • Cheswick, PA 15024

Phone: (724) 265-4750 • (724) 265-3033

Fax: (724) 265-0003

www.westdeerems.com



April 11, 2024

West Deer EMS March 2024 Report

- Totals requests for service was 260 for the month of March
- Income for January was \$70,132. Expenses totaled \$74,173.
- The next new ambulance is still on track to be delivered in late summer or early fall 2024.
- We began covering some sporting events at No Off-Season Sports. We are bringing in extra crews, so this does not take away from the necessary 911 response coverage. We have also been requested for coverage of the concerts that will be starting at their venue in July. We have begun the planning stages of large event coverage and have already met with management on their requirements.
- We have had some issues with our roof leaking again. We had it sealed in October of 2021 with a 6-year warranty on the product. Unfortunately, we haven't been able to get in contact with the company that did the work by phone or email regarding the issues. With the last large rainstorm, we've had to place several buckets in the office and training room with the leaking getting worse. Mr. Mator was made aware.

Respectfully

William P. Humes

William Humes
Executive Director

16

ADOPTION: RESOLUTION 2024-6 (FEE SCHEDULE)

RESOLUTION NO. 2024-6

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. 2024-6.

ARE THERE ANY QUESTIONS REGARDING THE FEE SCHEDULE?

DO I HAVE A MOTION TO ADOPT RESOLUTION NO. 2024-6 AMENDING THE FEES CHARGED BY THE TOWNSHIP AS PER THE ATTACHED SCHEDULE OF FEES?

| | MOTION | SECOND | AYES | NAYES |
|----------------|--------|--------|-------|-------|
| MR. FREY | _____ | _____ | _____ | _____ |
| MR. HOLLIBAUGH | _____ | _____ | _____ | _____ |
| MR. SMULLIN | _____ | _____ | _____ | _____ |
| MR. WIEGAND | _____ | _____ | _____ | _____ |
| MRS. JORDAN | _____ | _____ | _____ | _____ |

**TOWNSHIP OF WEST DEER
ALLEGHENY COUNTY, PENNSYLVANIA
RESOLUTION NO. 2024-6**

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 17th day of April, 2024 by the Board of Supervisors of the Township of West Deer.

ATTEST:

TOWNSHIP OF WEST DEER

Daniel J. Mator, Jr.
Township Manager

Beverly S. Jordan, Chairperson
Board of Supervisors

| PLAN REVIEW | | |
|---|--|---|
| NOTES: | | |
| • The Township contracts with Professional Code Services (PCS) to provide all plan review and building inspection. Application fees are paid to the Township. | | |
| • All fees must be paid <i>in advance</i> of any plan review or building inspection/issuance of permits. | | |
| • If assistance is needed in determining the actual cost of a permit, or for guidance in determining uses, etc., please contact the Planning and Zoning Office at 724.265.2780. | | |
| • All initial commercial reviews will be completed within twenty (20) business days, and all initial residential reviews will be completed within fifteen (15) days. | | |
| • Any additional required reviews will be conducted at 50% of the original review cost (Commercial Only). | | |
| USE GROUP | RATE | AREA |
| Residential and Small Business Use | \$0.15 | First 15,000 s.f. |
| | \$0.08 | 15,001 s.f. to Total s.f. |
| Assembly, Educational, Hazardous, and Institutional | \$0.17 | First 15,000 s.f. |
| | \$0.10 | 15,001 s.f. to Total s.f. |
| Mercantile | \$0.15 | First 12,000 s.f. |
| | \$0.07 | 12,001 s.f. to Total s.f. |
| Factory, Storage, Utility | \$0.12 | First 12,000 s.f. |
| | \$0.07 | 12,001 s.f. to Total s.f. |
| Single-Family Dwelling and Townhouses | \$150.00 per unit | Unlimited |
| Residential Decks, Accessory Structures, Pools, Etc. | \$75.00 per structure | Unlimited |
| MISCELLANEOUS (Commercial Only) | RATE | AREA |
| Minor Commercial Alterations | \$125.00/hr. | Less than or equal to 1,000 s.f. |
| Standalone Mechanical, Plumbing, Electrical, & Fire | \$125.00/hr. | - |
| Preliminary Review (Height, Area, and Other Types) | \$125.00/hr. | - |
| | | |
| | | |
| BUILDING INSPECTION/PERMITS | | |
| NOTES: | | |
| • The Township contracts with Professional Code Services (PCS) to provide all plan review and building inspection. Application fees are paid to the Township. | | |
| • All fees must be paid <i>in advance</i> of any plan review or building inspection/issuance of permits. | | |
| • If assistance is needed in determining the actual cost of a permit, or for guidance in determining uses, etc., please contact the Planning and Zoning Office at 724.265.2780. | | |
| USE GROUP | DESCRIPTION | FEE PER SQUARE FOOT (in dollars) |
| A-1 | Assembly Theaters | \$0.45 |
| A-2 | Assembly (Nightclubs), Restaurants, Bars, Banquet Halls | \$0.45 |
| A-3 | Assembly (Churches), Assembly (Gen'l), Community Halls, Libraries, Museums | \$0.40 |
| A-4 | Assembly (Arenas) | \$0.40 |
| B | Business | \$0.45 |
| E | Education | \$0.40 |
| F-1 | Factory and Industrial (Moderate Hazard) | \$0.35 |
| F-2 | Factory and Industrial (Low Hazard) | \$0.30 |
| H-1 | High Hazard (Explosives) | \$0.40 |
| H-2 through H-4 | High Hazard | \$0.40 |
| H-5 | Hazardous Production | \$0.40 |
| I-1 | Institutional (Supervised Environment) | \$0.40 |
| I-2 | Institutional (Incapacitated) | \$0.40 |
| I-3 | Institutional (Restrained) | \$0.40 |
| I-4 | Institutional (Daycare) | \$0.40 |
| M | Mercantile | \$0.40 |
| R-1 | Residential (Hotels) | \$0.40 |
| R-2 | Residential (Multi-Family) | \$0.40 |
| R-3 | Residential (One or Two Families) | \$0.50 |
| R-4 | Residential (Care/Assisted Living) | \$0.40 |
| S-1 | Storage (Moderate Hazard) | \$0.35 |
| S-2 | Storage (Low Hazard) | \$0.30 |
| U | Utility (Miscellaneous) | \$0.30 |
| Additions to Residential Structures | | Base Rate (per schedule) + \$100.00 |
| Alterations to Existing Structures | | 75% of the Rate + \$100.00 for the renovated area |
| Change of Use Occupancy Inspection | | \$150.00 |
| Communications Towers (and Associated Equipment) | | \$350.00 |
| Decks, Above-Ground Pools, Roof Replacement, Etc. | To One and Two-Family Dwellings | \$150.00 |
| In-Ground Pools | To One and Two-Family Dwellings | \$225.00 |
| Manufactured (HUD) Homes | | \$450.00 + \$200.00 (if a basement is provided) |
| ACCESSORY STRUCTURES (Non-inhabited accessories such as 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 |
| MISCELLANEOUS BUILDING FEES | | |
| Driveway Permit | | \$15.00 |
| 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 |
| Impact Fee | Zone 1 | \$900.00/per trip |
| | Zone 2 | \$900.00/per trip |
| | Zone 3 | \$1,200.00/per trip |
| Occupancy Permit (per unit) | | \$25.00 |
| Residential Recreation Fee | | \$1,000/residential unit |

| MISCELLANEOUS PERMITS AND LICENSES | | |
|--|--|---|
| Demolition or Wrecking Permit | 0 to 1,000 cubic feet | \$10.00 |
| | 1,001+ cubic feet | \$100.00 |
| Heavy Hauling Permit | Any activity that requires a road bond | \$100 |
| Mechanical Devices | Electronic Poker and Games of Chance | \$400.00/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 |
| 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 |
| Sign Permit | | \$50.00 + \$0.15 per square foot |
| 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 | | |
| Bairdford Park 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 |
| Nike Site Park and Moskala Field Pavilion Rental | Resident | \$100.00 |
| | Nonresident | \$125.00 |
| 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 |
| Recycling Bin | New Construction | No Fee |
| Recycling Bin | Replacement | \$12.00 |
| Returned Check Fee | | \$35.00 |
| Street Map (Small) | | \$1.00 |
| Street/Zoning Map | | \$10.00 |
| Subdivision Book | | \$6.00 |
| Zoning Book | | \$15.00 |

17

APPOINTMENT: ALTERNATE ZONING HEARING BOARD MEMBER

THE BOARD APPROVED ALTERNATE MEMBER H. NELSON CROOKS JR. TO BE APPOINTED A FULL MEMBER WHEN A MEMBER RESIGNED.

THE ALTERNATE TERM EXPIRES DECEMBER 31, 2025, SO THERE IS A VACANCY TO FILL HIS UNEXPIRED TERM.

THE BOARD RECEIVED ONE LETTER OF INTEREST FROM SHEA KRAFT, AND HIS LETTER OF INTEREST IS ATTACHED.

ARE THERE ANY QUESTIONS REGARDING THE ALTERNATE ZONING HEARING BOARD MEMBER?

DO I HAVE A MOTION TO APPOINT SHEA KRAFT AS AN ALTERNATE MEMBER OF ZONING HEARING BOARD TO FILL THE UNEXPIRED TERM OF H. NELSON CROOKS, JR, WHICH EXPIRES DECEMBER 31, 2025.

| | MOTION | SECOND | AYES | NAYES |
|----------------|--------|--------|-------|-------|
| MR. HOLLIBAUGH | _____ | _____ | _____ | _____ |
| MR. SMULLIN | _____ | _____ | _____ | _____ |
| MR. WIEGAND | _____ | _____ | _____ | _____ |
| MR. FREY | _____ | _____ | _____ | _____ |
| MRS. JORDAN | _____ | _____ | _____ | _____ |

March 28, 2024

West Deer Township Board of Supervisors
ATTN: Daniel Mator
109 East Union Road
Cheswick, PA 15024
via email: dmator@westdeertownship.com

IN RE: Zoning Hearing Board Vacancy – Letter of Interest

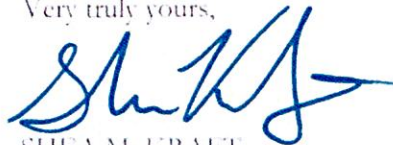
Dear Mr. Mator:

Please allow this letter to serve as a letter of interest for the currently vacant Alternate Zoning Hearing Board Member position. I am a resident of West Deer Township, currently residing at 207 Lawrence Ct., Gibsonia, PA, 15044. I am an attorney that has been licensed to practice law in Pennsylvania since 2017. I currently work for the law firm of Geary, Loperfido & Generelli, LLC in Vandergrift, Pennsylvania in Westmoreland County. While it is not my primary area of practice, I have some experience with municipal law and zoning law, and currently serve as an Assistant Solicitor for the Borough of Vandergrift.

I would be interested in serving as an Alternate Zoning Hearing Board Member as a way to become more involved with our community.

I thank you for your time and consideration of this letter. You may contact me by utilizing my contact information below.

Very truly yours,

A handwritten signature in blue ink, appearing to read 'Shea M. Kraft', with a stylized flourish at the end.

SHEA M. KRAFT
207 Lawrence Ct.
Gibsonia, PA 15044
(610) 574-0174
shea.kraft@gmail.com

18

APPROVAL: LETO WELL PAD EXTENSION

THE BOARD IS IN RECEIPT OF A LETTER FROM OLYMPUS ENERGY, LLC REQUESTING TO EXTEND THE TIME TO APPLY FOR A BUILDING AND/OR OCCUPANCY PERMIT FOR THE LETO WELL PAD UNTIL JUNE 21,2025, PURSUANT TO THE CONDITIONAL USE APPROVAL OF JUNE 21, 2023 AND SECTION 210-119 OF THE WEST DEER ZONING ORDINANCE.

ARE THERE ANY QUESTIONS REGARDING THE LETO WELL PAD EXTENSION?

DO I HAVE A MOTION TO GRANT THE REQUEST OF OLYMPUS ENERGY, LLC TO EXTEND THE TIME TO APPLY FOR A BUILDING AND/OR OCCUPANCY PERMIT FOR THE LETO WELL PAD UNTIL JUNE 21, 2025 AS PRESENTED.

| | MOTION | SECOND | AYES | NAYS |
|----------------|--------|--------|-------|-------|
| MR. SMULLIN | _____ | _____ | _____ | _____ |
| MR. WIEGAND | _____ | _____ | _____ | _____ |
| MR. FREY | _____ | _____ | _____ | _____ |
| MR. HOLLIBAUGH | _____ | _____ | _____ | _____ |
| MRS. JORDAN | _____ | _____ | _____ | _____ |



501 Technology Drive
Suite 1200
Canonsburg, PA 15317
olympusenergy.com

April 8, 2024

Via Electronic and Certified Mail

West Deer Township
Board of Supervisors
c/o Daniel Mator, Manager
109 East Union Road
Cheswick, PA 15024

Re: Olympus Energy LLC/Leto Well Pad Conditional Use

Dear Members of the Board:

As you are aware, on June 21, 2023, the West Deer Township Board of Supervisors voted to approve Olympus Energy LLC's conditional use application for the Leto Well Pad. Pursuant to Section 210-199 of the Township Zoning Ordinance, Olympus requests that the Board grant an extension of time until June 21, 2025, to apply for a building/grading permit for the project.

Thank you for your consideration of this matter. If you have any questions, please feel free to contact me.

Yours very truly,

Jennifer Hoffman
SVP – HR, EHSR & Communications

19

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.

ARE THERE ANY QUESTIONS REGARDING THE DRAFT ORDINANCE?

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 **JUNE 19, 2024 AT 6:00 P.M.**

| | MOTION | SECOND | AYES | NAYS |
|----------------|--------|--------|-------|-------|
| MR. WIEGAND | _____ | _____ | _____ | _____ |
| MR. FREY | _____ | _____ | _____ | _____ |
| MR. HOLLIBAUGH | _____ | _____ | _____ | _____ |
| MR. SMULLIN | _____ | _____ | _____ | _____ |
| MRS. JORDAN | _____ | _____ | _____ | _____ |

20

**AUTHORIZATION: ADVERTISEMENT – ORDINANCE NO. XXX:
(OLYMPUS OIL & GAS LEASE)**

ORDINANCE NO. XXX

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AUTHORIZING THE TOWNSHIP TO LEASE OIL AND GAS RIGHTS ASSOCIATED WITH A PARCEL BISECTING THE PUBLIC RIGHT-OF-WAY KNOWN AS MONIER ROAD AND IDENTIFIED AS BLOCK AND LOT NO. 1669-C-88, CONSISTING OF 0.449 ACRES IN AREA, TO OLYMPUS ENERGY, LLC

ARE THERE ANY QUESTIONS REGARDING THE ADVERTISEMENT?

DO I HAVE A MOTION TO AUTHORIZE THE ADVERTISEMENT OF THIS ORDINANCE?

| | MOTION | SECOND | AYES | NAYES |
|----------------|--------|--------|-------|-------|
| MR. FREY | _____ | _____ | _____ | _____ |
| MR. HOLLIBAUGH | _____ | _____ | _____ | _____ |
| MR. SMULLIN | _____ | _____ | _____ | _____ |
| MR. WIEGAND | _____ | _____ | _____ | _____ |
| MRS. JORDAN | _____ | _____ | _____ | _____ |

21

**AUTHORIZATION: OAKMONT WATER FIRE HYDRANT
INSTALLATION**

ATTACHED IS A COPY OF THE OAKMONT WATER AGREEMENT/INVOICE BETWEEN WEST DEER TOWNSHIP AND OAKMONT WATER FOR THE INSTALLATION OF FIRE HYDRANTS.

MR. MATOR...

ARE THERE ANY QUESTIONS REGARDING THE MATTER?

DO I HAVE A MOTION TO AUTHORIZE THE INSTALLATION OF FIRE HYDRANTS AS PRESENTED?

| | MOTION | SECOND | AYES | NAYES |
|----------------|--------|--------|-------|-------|
| MR. HOLLIBAUGH | _____ | _____ | _____ | _____ |
| MR. SMULLIN | _____ | _____ | _____ | _____ |
| MR. WIEGAND | _____ | _____ | _____ | _____ |
| MR. FREY | _____ | _____ | _____ | _____ |
| MRS. JORDAN | _____ | _____ | _____ | _____ |

THE MUNICIPAL AUTHORITY OF THE BOROUGH OF OAKMONT

Oakmont Water Authority
721 Allegheny Ave.
PO Box 73
Oakmont, PA 15139
412-828-7220

April 11, 2024

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

Dear Mr. Mator,

I hope this letter finds you well. Enclosed you will find an invoice totaling \$75,000 for the installation of five new fire hydrants in West Deer Township. The locations of these hydrants include three on Michael Road and two on Russellton - Dorseyville Road. The determination of these locations were made by the Fire Chiefs from West Deer 1, 2 and 3 Fire Departments.

Should you have any questions or concerns regarding the invoice or the installation of the fire hydrants, please do not hesitate to reach out to me at 412-815-7403.

Sincerely,

James F. McCaskey

Oakmont Water Authority
General Manager
412-828-7220 ext. 206
jfm@oakmontwater.com



| |
|---------------|
| DATE |
| 4/11/2024 |
| NUMBER |
| 798 |
| TOTAL |
| 75,000.00 |

WEST DEER TOWNSHIP
PO BOX 2
RUSSELLTON, PA 15076

| | |
|-----------|-----------|
| Total Due | 75,000.00 |
|-----------|-----------|

22

DISCUSSION: CHARTER RECOMMENDATIONS

MR. MATOR...

23

NEW BUSINESS FOR FUTURE DISCUSSION/ACTION

24

ANNOUNCEMENTS

25

PUBLIC COMMENT (NON-AGENDA MATTERS OF GENERAL TOWNSHIP CONCERN)

THE BOARD WILL HEAR COMMENT ON NON-AGENDA RELATED ITEMS OF GENERAL TOWNSHIP CONCERN AT THIS TIME. PLEASE APPROACH THE MICROPHONE, CLEARLY STATE YOUR NAME AND ADDRESS, AND LIMIT YOUR COMMENTS TO THREE (3) MINUTES.

26

ADJOURNMENT

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

| | MOTION | SECOND | AYES | NAYS |
|----------------|--------|--------|-------|-------|
| MR. SMULLIN | _____ | _____ | _____ | _____ |
| MR. WIEGAND | _____ | _____ | _____ | _____ |
| MR. FREY | _____ | _____ | _____ | _____ |
| MR. HOLLIBAUGH | _____ | _____ | _____ | _____ |
| MRS. JORDAN | _____ | _____ | _____ | _____ |