

West Deer Township  
 Board of Supervisors  
 Summary of February 21, 2024  
 Regular Business Meeting

Members present at the Regular Meeting: Beverly Jordan, Chairwoman; Vernon Frey, Vice-Chair; John Hollibaugh; James Smullin and Josh Wiegand.

**OPEN REGULAR BUSINESS MEETING**

**MONTHLY FINANCIAL REPORT**

MOTION BY Supervisor Wiegand and SECONDED BY Supervisor Hollibaugh 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 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.

**ADOPTION: RESOLUTION NO. 2024-1 (ALEXANDRUNAS SEWER PLANNING MODULE)**

MOTION BY Supervisor Frey and SECONDED BY Supervisor Smullin to adopt Resolution No. 2024-1 approving the PA DEP Sewage Facilities Planning Module for the Alexandrunas Plan. Motion carried unanimously 5-0.

**ADOPTION: RESOLUTION NO. 2024-2 (FIRE TAX DISBURSEMENT POLICY)**

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to adopt Resolution No. 2024-2 adopting a policy for distribution of Fire Tax Funds. Members voting yes: Mr. Hollibaugh, Mrs. Jordan, Mr. Smullin and Mr. Frey. Members voting no: Mr. Wiegand. Motion carried (four "yes" and one "no").

**ADOPTION: RESOLUTION NO. 2024-3 (RACP RESOLUTION)**

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Frey to adopt Resolution No. 2024-3 setting aside \$1,500,000 in reserve funds to serve as RACP Interim Funding/ Bridge Funds for the Municipal Building Construction. Motion carried unanimously 5-0.

**AUTHORIZATION: ADVERTISEMENT – ORDINANCE NO. 457: OIL & GAS LEASE AGREEMENT (RANGE RESOURCES)**

MOTION BY Supervisor Frey and SECONDED BY Supervisor Smullin to authorize the advertisement of Ordinance No. 457. Motion carried unanimously 5-0.

**AUTHORIZATION: HEISLER PLAN OF LOTS**

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Wiegand to approve the preliminary and final subdivision of the Heisler Plan of Lots as per the recommendation by the Planning Commission with the conditions as presented. Motion carried unanimously 5-0.

**ADOPTION: RESOLUTION NO. 2024-4 (HEISLER SEWER PLANNING MODULE)**

MOTION BY Supervisor Frey and SECONDED BY Supervisor Smullin to adopt Resolution No. 2024-4 approving the PA DEP Sewage Facilities Planning Module for the Heisler Plan. Motion carried unanimously 5-0.

**AUTHORIZATION: PAYROLL SOFTWARE AGREEMENT**

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Wiegand to authorize the Chairperson and Township Manager to enter into an agreement with Patriot Software, LLC, subject to the approval of the Township Solicitor and Township Manager as to the form of the agreement. Motion carried unanimously 5-0.

**AUTHORIZATION: TRANSFER OF POLICE VEHICLES TO WEST DEER EMS & VFD #2**

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Smullin to authorize the transfer to two police SUVs to the West Deer EMS and VFC #2 as presented. Motion carried unanimously 5-0.

**ADJOURNMENT**

MOTION BY Supervisor Wiegand and SECONDED BY Supervisor Hollibaugh to adjourn the meeting at 8:15 p.m.  
Motion carried unanimously 5-0. Meeting adjourned.