



**WEST DEER
TOWNSHIP
SUPERVISORS
REORGANIZATION
MEETING**

**Tuesday
January 3, 2023**

7:00 p.m.

Members present:

Mr. Frey _____
Mr. Harrison _____
Mrs. Hollibaugh _____
Mr. Smullin _____
Mrs. Jordan _____

**West Deer Township Board of Supervisors
REORGANIZATION MEETING
January 3, 2023 – 7:00 p.m.**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Comments from the Public
5. Nominate and Elect Chairperson for the Year 2023
6. Nominate and Elect Vice Chairperson for the Year 2023
7. Furnish Bonds
8. Depository for Funds
9. Facsimile Signature
10. Set Monthly Meeting Date and Time
11. Appointment: Delegate and Alternate (NHCOG)
12. Appointment: Delegate and Alternate (ACATO)
13. Appointment: Delegate and Alternate (ANTCC Committee)
14. Conferences
15. Applicant Interviews: Board Vacancies
16. New Business
17. Adjournment

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL

4

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.

5

NOMINATE AND ELECT CHAIRPERSON FOR THE YEAR 2023

OPEN NOMINATIONS

NOMINATES _____
NOMINATES _____ (OPTIONAL)
NOMINATES _____ (OPTIONAL)

CLOSE NOMINATIONS

WE WILL NOW TAKE A ROLL CALL VOTE – BY STATING A NOMINEE BY NAME – TO APPOINT A NOMINEE AS CHAIRPERSON OF THE WEST DEER TOWNSHIP BOARD OF SUPERVISORS FOR THE YEAR 2023. MEMBERS ARE PERMITTED TO VOTE FOR THEMSELVES.

6

NOMINATE AND ELECT VICE CHAIRPERSON FOR THE YEAR 2023

OPEN NOMINATIONS

NOMINATES _____
NOMINATES _____ (OPTIONAL)
NOMINATES _____ (OPTIONAL)

CLOSE NOMINATIONS

WE WILL NOW TAKE A ROLL CALL VOTE TO APPOINT A NOMINEE AS VICE-CHAIRPERSON OF THE WEST DEER TOWNSHIP BOARD OF SUPERVISORS FOR THE YEAR 2023.

MR. FREY _____
MR. HARRISON _____
MRS. HOLLIBAUGH _____
MRS. JORDAN _____
MR. SMULLIN _____

7

FURNISH BONDS

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO FURNISH BONDS FOR THE TOWNSHIP MANAGER AND THE ADMINISTRATIVE PERSONNEL FOR THE YEAR 2023. THE BONDS WILL BE PAID FROM THE GENERAL FUND.

MOTION SECOND AYES NAYES

| | | | | |
|-----------------|-----|-----|-----|-----|
| MRS. HOLLIBAUGH | ___ | ___ | ___ | ___ |
| MRS. JORDAN | ___ | ___ | ___ | ___ |
| MR. SMULLIN | ___ | ___ | ___ | ___ |
| MR. FREY | ___ | ___ | ___ | ___ |
| MR. HARRISON | ___ | ___ | ___ | ___ |

8

DEPOSITORY FOR FUNDS

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO DESIGNATE:

PNC BANK AND
PLGIT (PA LOCAL GOVERNMENT INVESTMENT TRUST)

AS DEPOSITORIES FOR THE TOWNSHIP FUNDS FOR THE YEAR
2023.

MOTION SECOND AYES NAYES

| | | | | |
|-----------------|-------|-------|-------|-------|
| MRS. JORDAN | _____ | _____ | _____ | _____ |
| MR. SMULLIN | _____ | _____ | _____ | _____ |
| MR. FREY | _____ | _____ | _____ | _____ |
| MR. HARRISON | _____ | _____ | _____ | _____ |
| MRS. HOLLIBAUGH | _____ | _____ | _____ | _____ |

9

FACSIMILE SIGNATURE

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE USE OF THE FACSIMILE STAMP
SIGNATURE ON ALL OF THE WEST DEER TOWNSHIP ACCOUNTS.

MOTION SECOND AYES NAYES

| | | | | |
|-----------------|-------|-------|-------|-------|
| MR. SMULLIN | _____ | _____ | _____ | _____ |
| MR. FREY | _____ | _____ | _____ | _____ |
| MR. HARRISON | _____ | _____ | _____ | _____ |
| MRS. HOLLIBAUGH | _____ | _____ | _____ | _____ |
| MRS. JORDAN | _____ | _____ | _____ | _____ |

10

SET MONTHLY MEETING DATE AND TIME

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO SET THE TOWNSHIP MEETING ON THE THIRD WEDNESDAY OF EACH MONTH AT 7:00 P.M. FOR THE YEAR 2023 AND TO ADVERTISE IN ACCORDANCE WITH APPLICABLE LAWS.

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

1

1

**APPOINTMENT: DELEGATE AND ALTERNATE TO THE NORTH HILLS
COUNCIL OF GOVERNMENTS FOR THE YEAR 2023**

DELEGATE

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPOINT _____ AS THE
DELEGATE TO THE NORTH HILLS COUNCIL OF GOVERNMENTS FOR
THE YEAR 2023.

MOTION SECOND AYES NAYES

| | | | | |
|-----------------|-----|-----|-----|-----|
| MR. HARRISON | ___ | ___ | ___ | ___ |
| MRS. HOLLIBAUGH | ___ | ___ | ___ | ___ |
| MRS. JORDAN | ___ | ___ | ___ | ___ |
| MR. SMULLIN | ___ | ___ | ___ | ___ |
| MR. FREY | ___ | ___ | ___ | ___ |

ALTERNATE

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPOINT _____ AS THE
ALTERNATE DELEGATE TO THE NORTH HILLS COUNCIL OF
GOVERNMENTS FOR THE YEAR 2023.

MOTION SECOND AYES NAYES

| | | | | |
|-----------------|-----|-----|-----|-----|
| MRS. HOLLIBAUGH | ___ | ___ | ___ | ___ |
| MRS. JORDAN | ___ | ___ | ___ | ___ |
| MR. SMULLIN | ___ | ___ | ___ | ___ |
| MR. FREY | ___ | ___ | ___ | ___ |
| MR. HARRISON | ___ | ___ | ___ | ___ |

12

**APPOINTMENT: DELEGATE & ALTERNATE TO THE ALLEGHENY
COUNTY ASSOCIATION OF TOWNSHIP OFFICIALS**

DELEGATE

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPOINT _____ AS THE VOTING
DELEGATE TO THE ALLEGHENY COUNTY ASSOCIATION OF
TOWNSHIP OFFICIALS FOR THE YEAR 2023.

MOTION SECOND AYES NAYES

| | | | | |
|-----------------|-------|-------|-------|-------|
| MRS. JORDAN | _____ | _____ | _____ | _____ |
| MR. SMULLIN | _____ | _____ | _____ | _____ |
| MR. FREY | _____ | _____ | _____ | _____ |
| MR. HARRISON | _____ | _____ | _____ | _____ |
| MRS. HOLLIBAUGH | _____ | _____ | _____ | _____ |

ALTERNATE

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPOINT _____ AS THE VOTING
ALTERNATE DELEGATE TO THE ALLEGHENY COUNTY ASSOCIATION
OF TOWNSHIP OFFICIALS FOR THE YEAR 2023.

MOTION SECOND AYES NAYES

| | | | | |
|-----------------|-------|-------|-------|-------|
| MR. SMULLIN | _____ | _____ | _____ | _____ |
| MR. FREY | _____ | _____ | _____ | _____ |
| MR. HARRISON | _____ | _____ | _____ | _____ |
| MRS. HOLLIBAUGH | _____ | _____ | _____ | _____ |
| MRS. JORDAN | _____ | _____ | _____ | _____ |

13

**APPOINTMENT: DELEGATE AND ALTERNATE TO THE ALLEGHENY
NORTH TAX COLLECTION COMMITTEE**

DELEGATE

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPOINT DANIEL MATOR AS DELEGATE TO THE ALLEGHENY NORTH TAX COLLECTION COMMITTEE FOR THE YEAR 2023.

MOTION SECOND AYES NAYES

| | | | | |
|-----------------|-------|-------|-------|-------|
| MR. FREY | _____ | _____ | _____ | _____ |
| MR. HARRISON | _____ | _____ | _____ | _____ |
| MRS. HOLLIBAUGH | _____ | _____ | _____ | _____ |
| MRS. JORDAN | _____ | _____ | _____ | _____ |
| MR. SMULLIN | _____ | _____ | _____ | _____ |

ALTERNATE

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPOINT _____ AS AN ALTERNATE TO THE ALLEGHENY NORTH TAX COLLECTION COMMITTEE FOR THE YEAR 2023.

MOTION SECOND AYES NAYES

| | | | | |
|-----------------|-------|-------|-------|-------|
| MR. HARRISON | _____ | _____ | _____ | _____ |
| MRS. HOLLIBAUGH | _____ | _____ | _____ | _____ |
| MRS. JORDAN | _____ | _____ | _____ | _____ |
| MR. SMULLIN | _____ | _____ | _____ | _____ |
| MR. FREY | _____ | _____ | _____ | _____ |

14

CONFERENCES

THE ALLEGHENY COUNTY ASSOCIATION OF TOWNSHIP OFFICIALS
2023 CONFERENCES ARE HELD IN THE SPRING AND FALL.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE BOARD MEMBERS TO ATTEND THE
SPRING AND FALL CONFERENCES OF THE ALLEGHENY COUNTY
ASSOCIATION OF TOWNSHIP OFFICIALS AND EXPENSES TO BE
REIMBURSED FOR THE BOARD MEMBERS.

MOTION SECOND AYES NAYES

| | | | | |
|-----------------|-------|-------|-------|-------|
| MRS. HOLLIBAUGH | _____ | _____ | _____ | _____ |
| MRS. JORDAN | _____ | _____ | _____ | _____ |
| MR. SMULLIN | _____ | _____ | _____ | _____ |
| MR. FREY | _____ | _____ | _____ | _____ |
| MR. HARRISON | _____ | _____ | _____ | _____ |

15

APPLICANT INTERVIEWS: BOARD VACANCIES

AS OF DECEMBER 31, 2022, THERE ARE VACANCIES ON THE DEER CREEK DRAINAGE BASIN AUTHORITY, PLANNING COMMISSION, ZONING HEARING BOARD, AND THE PARKS & RECREATION BOARD. ALL APPLICANTS WERE INVITED TO ATTEND THE BOARD'S MEETING THIS EVENING.

THE TOWNSHIP ADVERTISED FOR ALL OF THE VACANCIES.

DEER CREEK DRAINAGE BASIN AUTHORITY – TWO APPOINTMENTS

IN 2022, WEST DEER TOWNSHIP HAD FOUR MEMBERS AND INDIANA TOWNSHIP HAD FIVE MEMBERS SERVE ON THE DEER CREEK DRAINAGE BASIN AUTHORITY.

IN 2023, WEST DEER TOWNSHIP WILL HAVE FIVE MEMBERS AND INDIANA TOWNSHIP WILL HAVE FOUR MEMBERS SERVE ON THE DEER CREEK DRAINAGE BASIN AUTHORITY.

MR. PLESH REQUESTED REAPPOINTMENT.

THE TOWNSHIP RECEIVED THREE LETTERS OF INTEREST FROM THE FOLLOWING RESIDENTS:

WILLIAM BAKER
GENO STELLO
DANIEL LOUGHLIN

IS MR. PLESH PRESENT.....
IS MR. BAKER PRESENT.....
IS MR. STELLO PRESENT.....
IS MR. LOUGHLIN PRESENT.....

Continued On Next Page.....

PLANNING COMMISSION – 1 APPOINTMENT

TWO MEMBERS' TERMS EXPIRED ON DECEMBER 31, 2022 – PATRICK STARK AND SUZANNE GARLENA.

MR. STARK REQUESTED REAPPOINTMENT.

THE TOWNSHIP DID NOT RECEIVE ANY LETTERS OF INTEREST.

IS MR. STARK PRESENT.....

ZONING HEARING BOARD – 1 APPOINTMENT

ONE MEMBERS' TERM EXPIRED ON DECEMBER 31, 2022 – GEORGE HOLLIBAUGH

THE TOWNSHIP DID NOT RECEIVE ANY LETTER OF INTERESTS.

PARKS & RECREATION BOARD – 1 APPOINTMENT

ONE MEMBERS' TERM EXPIRED ON DECEMBER 31, 2022 – DAVE KINNIBURGH

MR. KINNIBURGH REQUESTED REAPPOINTMENT.

THE TOWNSHIP DID NOT RECEIVE ANY LETTER OF INTERESTS.

IS MR. KINNIBURGH PRESENT.....

THANK YOU FOR COMING THIS EVENING. THE BOARD WILL MAKE ITS APPOINTMENTS AT THE JANUARY 18TH MEETING.

124 Creighton Russellton Rd
Tarentum, PA 15084

November 4, 2022

Board of Supervisors
West Deer Township
109 East Union Road
Cheswick, PA 15024

Re: Request for Reappointment to the Deer Creek Drainage Basin Authority Board

Dear Mrs. Jordan, Mrs. Hollibaugh, Mr. Frey, Mr. Harrison and Mr. Smullin:

Please accept this letter as my request for reappointment to the Deer Creek Drainage Basin Authority Board. I currently serve the Authority as Secretary/Treasurer and have also served as Vice-Chairperson. Over the eight years I have served, my attendance record is excellent, missing only 2 of 119 scheduled public meetings. As a result, I have gained extensive knowledge and insight with respect to the operation of the Authority. I have enjoyed serving West Deer Township and the community in this capacity.

Thank you for considering me for reappointment and I look forward to hearing from you soon.

Sincerely,



Ronald A. Plesh

December 6, 2022

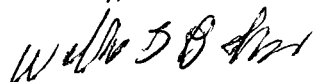
147 Starr Road
Cheswick, PA 15024
412-585-0867

West Deer Township
Board of Supervisors
109 East Union Road
Cheswick, PA 15024

Dear Supervisors:

Please accept this letter as my application for appointment to the open position on Deer Creek Drainage Basin Authority Board. I would like to serve the community in this capacity and look forward to hearing from you.

Sincerely,

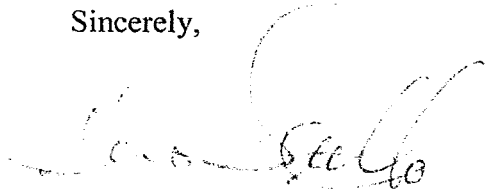
A handwritten signature in black ink, appearing to read "William S. Baker". The signature is written in a cursive, flowing style.

William S. Baker

To whom it may concern,

My name is Geno Stello and I am a lifelong West Deer resident and small business owner in the area. I would like the opportunity to serve as a board member for the Deer Creek Drainage and Basin Authority. Thank you for your consideration.

Sincerely,

A handwritten signature in dark ink, appearing to read "Geno Stello". The signature is fluid and cursive, with a large loop at the end of the last name.

Geno Stello

20 Tarentum Culmerville Road

Tarentum, Pa 15084

(724) 882-6525

December 30, 2022

To Daniel Mator

**I, Daniel Loughlin would like to serve on the
DCDBA board.**

Thanks,

Daniel Loughlin

A handwritten signature in black ink that reads "Daniel Loughlin". The script is cursive and fluid, with the first name and last name clearly legible.

12-30-22

November 29, 2022

West Deer Township Board of Supervisors

109 East Union Road

Cheswick, PA 15024

RE: Letter of Interest, West Deer Township Planning Commission

Dear Members of the Board:

Please accept this as my formal letter reaffirming my interest to continue serving on the West Deer Township Planning Commission for a second term. In my first term I have maintained excellent attendance and participation. Additionally, I was selected as the Commission's Vice Chair for the past year.

I enjoy participating in my community and thank you for your consideration.

Best Regards,

A handwritten signature in blue ink, appearing to read "Patrick D. Stark", is written over a horizontal line.

Patrick D. Stark

115 Hemphill RD

Tarentum, PA 15084

412-651-4044

From: wdkinniburgh <wdkinniburgh@gmail.com>
Sent: Monday, December 5, 2022 7:50 PM
To: Jodi French <JFrench@WestDeerTownship.com>
Subject: RE: Parks & Recreation Board

Please consider me for another term on the Parks & Recreation Board.

Thank you
Dave Kinniburgh

16

NEW BUSINESS:

17

ADJOURNMENT

I MOVE TO ADJOURN THE REORGANIZATION MEETING
AT _____ P.M.

MOTION SECOND AYES NAYES

| | | | | |
|-----------------|-------|-------|-------|-------|
| MRS. JORDAN | _____ | _____ | _____ | _____ |
| MR. SMULLIN | _____ | _____ | _____ | _____ |
| MR. FREY | _____ | _____ | _____ | _____ |
| MR. HARRISON | _____ | _____ | _____ | _____ |
| MRS. HOLLIBAUGH | _____ | _____ | _____ | _____ |