

**WEST DEER
TOWNSHIP
SUPERVISORS
MEETING**



April 18, 2018

7:00 p.m./Regular Business Meeting

Members present:
Dr. DiSanti _____
Mrs. Jordan _____
Mr. Karpuzi _____
Mr. Maudhuit _____
Mrs. Romig _____
Mr. Vaerewyck _____
Mrs. Hollibaugh _____

**WEST DEER TOWNSHIP
Board of Supervisors
April 18, 2018**

7:00 pm: Regular Business Meeting

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Registered Comments from the Public**
5. **Comments from the Public**
6. **Accept minutes**
7. **Monthly Financial Report**
 - A. **Finance Officer's Report**
 - B. **List of Bills**
8. **Police Chief's Report**
9. **Building Inspector / Code Enforcement Officer's Report**
10. **Report from the Parks and Recreation Board**
11. **Engineer's Report**
12. **Adoption: Resolution No. 2018-4 (Act 537 Sewage Facilities Plan Update)**
13. **Authorization: Comcast & Verizon Cable Franchise Agreement Negotiation**
14. **Discussion: Charter Commission Update**
15. **Committee Reports**
16. **Old Business**
17. **New Business**
18. **Set Agenda: May 16, 2018**
19. **Comments from the Public**
20. **Adjournment**

1 Call to Order

2 Pledge of Allegiance

3 Roll Call - Mr. Mator . . .

REGISTERED COMMENTS FROM THE PUBLIC

- None

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

ACCEPT MINUTES

ATTACHED ARE THE MINUTES OF THE MARCH 21, 2018 MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACCEPT THE MINUTES OF THE MARCH 21, 2018 MEETING AS PRESENTED.

MOTION SECOND AYES NAYES

MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

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West Deer Township
Board of Supervisors
21 March 2018
7:00 p.m.

The West Deer Township Board of Supervisors held their Regular Meeting at the West Deer Township Municipal Building. Members present: Shirley Hollibaugh, Chairwoman; Richard W. DiSanti, Jr., Beverly Jordan, Arlind Karpuzi, Shawn Maudhuit, and Joyce A. Romig. Member absent: Gerry Vaerewyck. Also present were: Daniel J. Mator, Jr., Township Manager; Douglas Happel, representing Griffith, McCague, & Happel; and Scott Shoup, representing Shoup Engineering.

PLEDGE OF ALLEGIANCE

Chairwoman Hollibaugh opened and welcomed everyone to the meeting.

Roll Call taken by Mr. Mator – Quorum present.

REGISTERED COMMENTS FROM THE PUBLIC

- None

COMMENTS FROM THE PUBLIC

- None

ACCEPT MINUTES

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to accept the minutes of the 21 February 2018 meeting as presented. Motion carried unanimously 6-0.

MONTHLY FINANCIAL REPORT

Mrs. Nardis submitted the following Finance Officer's Report:

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
28 February 2018

I - GENERAL FUND

	<u>February</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	263,520.21	914,168.57	14.93%
Expenditures	359,160.35	666,483.48	10.88%

Cash and Cash Equivalents:

Sweep Account

210,616.87

210,616.87

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted

10,298.95

Fire Tax Fund:

Sweep Account - Restricted

13,019.20

State/Liquid Fuels Fund:

Sweep Account - Restricted

72,178.43

95,496.58

Investments:

Operating Reserve Fund:

Sweep Account - Reserved

805,969.89

Capital Reserve Fund:

Sweep Account - Reserved

349,732.13

1,155,702.02

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

0.00

0.00

TOTAL CASH BALANCE 02/28/18

1,461,815.47

Interest Earned February 2018

186.89

**02/1/2018
Debt Balance**

**February
Principal
Payment**

**02/28/2018
Debt Balance**

Mars National - VFC #3

\$244,687.05

\$ -

\$244,687.05

MOTION BY Supervisor Karpuzi and SECONDED BY Supervisor Romig to approve the Finance Officer's Report as submitted. Motion carried unanimously 6-0.

LIST OF BILLS

Amerikohl Aggregates Inc.	2484.61
Amerikohl Transport Inc	1104.51
Best Wholesale Tire Co., Inc.....	703.13
Culverts, Inc.	3360.00
Griffith, McCague & Happel, PC.....	1263.50
Hei-Way, LLC.....	2736.78
Jordan Tax Service, Inc.	2588.13
MRM Workers' Comp Fund	20752.65
Roadsafe Traffic Systems.....	300.00
Shoup Engineering Inc.	1525.00
Staley Communications.....	541.07
Toshiba Financial Services.....	490.64
Tristani Brothers, Inc.....	583.10

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to pay the List of Bills as submitted, and all approved reimbursable items in compliance with generally accepted accounting practices. Motion carried unanimously 6-0.

POLICE CHIEF'S REPORT

Chief Jon Lape was present and provided a summary report on the Police Department for the month of February 2018. A copy of the report is on file at the Township. Questions/comments followed.

BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER'S REPORT

Mr. Bill Payne was present and provided a summary report on Code Enforcement for the month of February 2018. A copy of the report is on file at the Township. Questions/comments followed.

PARKS AND RECREATION BOARD REPORT

Supervisor Beverly Jordan pointed out Chairwoman Amy Stark was not able to attend tonight's meeting and Mrs. Jordan announced the Easter Egg Hunt will be held this Sunday, March 25th at Bairdford Park. Registration at 12 noon and the hunt will begin promptly at 1:00 p.m.

ENGINEER'S REPORT

The Board received the Engineer's Report submitted by Shoup Engineering, Inc. Mr. Scott Shoup represented Shoup Engineering, Inc., was present and summarized the meeting attendance and details of his formal report:

Projects

- AVJSA Act 537 Plan Update
 - The Act 537 Plan Update has been submitted to the Township for Board review and consideration. The Plan Update proposes treatment plant and conveyance system upgrades which have a preliminary cost estimate of \$65,000,000, and would be completed in 2022. The project as currently estimated would see the rate for a typical Township customer using 12,000 gallons per quarter rise from \$25 per month (\$75 per quarter) to \$46 per month (\$146 per quarter).
- 2018 Road Improvement Project

- o Bids were opened on 19 March 2018 for three contracts. The bids were tabulated and provided to the Board of Supervisors for possible award at the current meeting.

Development/Subdivision Reviews

- None

ADOPTION: ORDINANCE NO. 422 (ACCEPTANCE OF STREETS IN SHOFF FARMS PLAN)

The developer of the Shoff Farms Plan of Lots installed the final asphalt wearing course on the stated streets in the fall of 2017. As per Mr. Shoup's review letter dated 23 February 2018, the work was inspected and completed in a professional and satisfactory manner. Therefore, Mr. Shoup recommended the Township accept Lex Lane and Ridge View Court as Township streets.

ORDINANCE NO. 422

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING THE FOLLOWING STREETS IN THE SHOFF FARMS PLAN: LEX LANE AND RIDGE VIEW COURT; AND AMENDING ORDINANCE NO. 351 TO INCLUDE THE SAME.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to adopt Ordinance No. 422 accepting Lex Lane and Ridge View Court in the Shoff Farms Plan. Motion carried unanimously 6-0.

ADOPTION: RESOLUTION NO. 2018-4 (ACT 537 SEWAGE FACILITIES PLAN UPDATE)

RESOLUTION NO. 2018-4

A RESOLUTION OF WEST DEER TOWNSHIP
ALLEGHENY COUNTY, PENNSYLVANIA
FOR ACT 537 SEWAGE FACILITIES PLAN UPDATE

A discussion was held in regard to the recent meeting held with the members of the Deer Creek Drainage Basin Authority (DCDBA) at which time they explained their concerns with the Act 537 Plan proposed by the Allegheny Valley Joint Sewer Authority (AVJSA).

Mr. Shoup informed those in attendance that the AVJSA was ordered by the Pennsylvania Department of Environmental Protection to make improvements to both the plant and to their conveyance system. He continued that the AVJSA requested the municipalities affected by the plan approve and adopt the plan by the end of the month. Mr. Shoup then informed the public that the DCDBA expressed reservations about the plan update, and that they alerted the Board of their concerns at the DCDBA's public meeting.

Mr. Shoup explained that the primary concerns of the DCDBA are that some of the facilities being worked into the design of the conveyance system along Freeport Road and in towns along the Allegheny River are being under-designed. He said that the bottom line of such a design is that it increases the cost about 2.6 million dollars plus financing.

The Engineer stated that the plan update to the treatment plant and conveyance system has a cost estimate of 65 million dollars.

Mr. Shoup and Mr. Mator stated that the DCDBA is concerned about the 2.6 million dollars cost increase, and therefore recommended the Board defer action on the plan and send a letter stating their concern to the AVJSA.

Much discussion was held.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to TABLE Resolution No. 2018-4 and to send the draft letter distributed to the Board to the Allegheny Valley Joint Sewer Authority with the Township's position on the matter. Motion carried unanimously to table 6-0.

ADOPTION: RESOLUTION NO. 2018-5 (BAIRDFORD/NIKE PARK C2P2 GRANT AUTHORIZATION)

RESOLUTION NO. 2018-5

A RESOLUTION OF WEST DEER TOWNSHIP
ALLEGHENY COUNTY, PENNSYLVANIA
AUTHORIZING THE WEST DEER TOWNSHIP MANAGER TO APPLY
FOR – AND THE CHAIRPERSON OF THE BOARD OF SUPERVISORS
TO SIGN FOR (IF APPROVED) – A DCNR C2P2 GRANT FOR THE
BAIRDFORD/NIKE PARK PORTION OF THE WEST DEER TOWNSHIP
MASTER PARK PLAN

MOTION BY Supervisor Karpuzi and SECONDED BY Supervisor Jordan to adopt Resolution No. 2018-5 authorizing the Township Manager to apply for – and the Chairperson of the Board of Supervisors to sign for (if approved) – a DCNR C2P2 Grant for the Bairdford/Nike Park portion of the West Deer Township Master Park Plan. Motion carried unanimously 6-0.

AUTHORIZATION: ADOPT-A-ROADWAY

At its last meeting, the Board of Supervisors discussed moving forward with an “Adopt-A-Roadway” program within West Deer Township to include:

1. Applications where residents, businesses, and/or other organizations could apply to “adopt” and remove litter from a Township road at least twice a year.
2. Two “Litter Crew Ahead” signs provided by the Township, but stored and maintained by the applicant, for each adopted road or portion of road.
3. Vests and gloves provided by the Township.
4. Indemnification for the Township.

The Board received a sample application.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to authorize the Township Manager to implement an Adopt-A-Roadway program in West Deer Township, effective 1 April 2018. Motion carried unanimously 6-0.

Supervisor DiSanti thanked Mr. Scott Woloszyk for his input in the program.

AWARD: 2018 ROAD IMPROVEMENT PROJECT BIDS (CONTRACTS 18-02, 18-03, & 18-04)

Plans, specifications and bid documents were prepared by Shoup Engineering for the 2018 Road Improvement Project on various Township roads.

The project was advertised and sealed bids were received until 1:30 p.m. on Monday, 19 March 2018 at which time they were opened and read aloud.

Contract 18-02 – Work consists of profile milling installation of hot mix superpave binder and wearing courses, base repair, inlet adjustment and other miscellaneous work on 8 Township roads totaling approximately 18,430 feet in length. Alternate bids for similar work will also be received for 2 other Township roads.

Contract 18-03 – Work will consist of the installation of cold mix FB modified binder leveling course, base repair and other miscellaneous work on 2 Township roads totaling approximately 1,370 feet in length. Alternate bids for similar work will also be received for 3 other Township roads.

Contract 18-04 – Work will consist of the installation of a double bituminous seal coat and other miscellaneous work on 3 Township roads totaling approximately 8,340 feet in length.

CONTRACT 18-02 HOT MIX ASPHALT

Base Bid: Bayfield Road, Cedar Glen Drive, Cottonwood Court, Huntertown Road (east portion), North Ridge Drive, Tremont Drive, Valleyfield Dr., McClure Road (Overlook Dr. to Saxonburg Blvd).

Alternate Bid 1: Oakwood Circle

Alternate Bid 2: Blue Row

Mr. Shoup commented on the bids received and the project.

<u>BIDDER</u>	<u>BASE BID</u>	<u>ALT.1</u>	<u>ALT.2</u>
1) Youngblood Paving, Inc.	\$775,955.00	\$62,075.90	\$38,515.90
2) Shields Asphalt Paving, Inc.	\$862,341.60	\$71,908.10	\$44,210.50
3) A. Liberoni, Inc.	\$864,246.10	\$69,245.34	\$42,600.14
4) Mele & Mele & Sons, Inc.	\$898,693.60	\$74,946.60	\$47,123.30
5) Tresco Paving Corporation	\$912,423.00	\$74,924.50	\$43,935.00
6) El Grande Industries, Inc.	\$924,751.80	\$73,906.60	\$45,686.40
7) A. Folino Construction, Inc.	\$926,373.00	\$78,244.76	\$49,051.46
8) Victor Paving & Construction	\$1,005,869.00	\$83,229.60	\$50,804.60
9) Protech Asphalt Maintenance	\$1,122,012.90	\$89,496.20	\$56,141.40

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to award the 2018 Road Program Hot Mix Asphalt Paving Contract 18-02 to Youngblood Paving, Inc., in the amount of \$876,546.80 for the base bid and Alternate 1 and Alternate 2 bids. Motion carried unanimously 6-0.

CONTRACT 18-03 – COLD MIX ASPHALT

Base Bid: McKaloff Road and Old Bakerstown Road

Alternate Bid 1: Dawson Road

Alternate Bid 2: Blanchard Road

Alternate Bid 3: Hemphill Road

<u>BIDDER</u>	<u>BASE BID</u>	<u>ALT.1</u>	<u>ALT.2</u>	<u>ALT.3</u>
1) Youngblood Paving, Inc.	\$52,614.50	\$169,665.50	\$94,621.75	\$145,701.00
2) Russell Standard Corporation	\$61,070.00	\$180,555.00	\$100,357.25	\$155,081.50

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to award the 2018 Road Program Cold Mix Asphalt Paving Contract 18-03 to Youngblood Paving in the amount of \$52,614.50 for the base bid. Motion carried unanimously 6-0.

CONTRACT 18-04 – BITUMINOUS SEAL COATING

Base Bid: Lick Road, Trump Road (Burger Road to Saxonburg Blvd.) and Carl Lane

<u>BIDDER</u>	<u>BASE BID</u>
1) Russell Standard Corporation	\$48,548.55
2) Youngblood Paving, Inc.	\$50,403.00

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to award the 2018 Road Program Bituminous Seal Coating Paving Contract 18-04 to Russell Standard Corporation in the amount of \$48,548.55 for the base bid. Motion carried unanimously 6-0.

GRAND TOTAL: \$977,709.85

AWARD: BAIRDFORD PARK PLAYGROUND

At its last meeting, the Board asked the Township Manager to reach out to playground vendors to obtain updated proposals for a playground/swingset at Bairdford Park.

Mr. Mator obtained proposals and the Parks and Recreation Committee reviewed them.

Mr. Mator and Mrs. Jordan provided a PowerPoint presentation of the proposals and the Parks and Recreation Committee recommended MRC/Game Time.

After some discussion, MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to award the Bairdford Park playground contract to MRC/GameTime in the amount of \$51,256.77.

At this time Mr. Mator pointed out the actual cost may not be that high, and suggested Mrs. Jordan amend her motion to read a cost *not to exceed* \$51,256.77.

Mrs. Jordan agreed and AMENDED her motion.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to award the Bairdford Park playground contract to MRC/GameTime in an amount not to exceed \$51,256.77. Motion carried unanimously 6-0.

Chairwoman Hollibaugh thanked Mrs. Jordan and Mr. Mator for their effort in getting this proposal to the Board so quickly.

DISCUSSION: GOALS FOR 2018

At its last meeting, the Board agreed to discuss ongoing projects and goals for 2018 at this meeting. Chairwoman Hollibaugh indicated Mr. Vaerewyck wasn't present at the meeting to discuss the goals as he requested.

Supervisor DiSanti said he felt the goals listed are part of an ongoing process, but that he felt it is good to talk about long term goals.

Supervisor Jordan commented on the EMS and Fire Protection. She stated that she felt it is good to inform the residents of what the fire departments do, and suggested receiving a report from each fire department.

There was some discussion on the fire departments. Chief Josh Wiegand, Fire Company No. 3 was present and also commented favorably on Mrs. Jordan's proposal.

Other goals discussed briefly: 2018 Road Program; Parks and Recreation (playground equipment); communication with organizations such as School Board, Sewage Authority, EMS/Fire, etc.

ANNOUNCEMENTS

- Parks & Recreation Annual Easter Egg Hunt, Sunday, March 25th for children 12 and under at Bairdford Park. Registration begins at 12 noon. The hunt begins promptly at 1:00 p.m.
- Spring Clean-Up Day on Saturday, April 21st. Volunteers are needed and will meet at the Municipal Building at 9:00 a.m., for a 10 a.m. start. Email or phone the Township to register. (Rain date will be Saturday, April 28th).
- Hard to Recycle Collection Event (Televisions & Electronics), Saturday, May 12th at the Pittsburgh Mills Mall parking lot from 9 am to 1 pm.

COMMITTEE REPORTS

The Committee Chairperson reported on their Committee updates:

- 1) Mr. Vaerewyck – ABSENT – EMS Committee
- 2) Mrs. Romig – Engineering & Public Works Committee
- 3) Dr. DiSanti – Financial, Legal & Human Resources Committee
- 4) Mrs. Jordan – Parks & Recreation Committee
- 5) Mr. Karpuzi – Zoning, Planning & Code Committee
- 6) Mr. Karpuzi – North Hills COG Report

OLD BUSINESS

- Supervisor DiSanti commented on the safety created by having streetlights in the Township, and questioned why a street light is no longer at the intersection of McKrell Road and Saxonburg Boulevard.

NEW BUSINESS

- Supervisor DiSanti commented on the creek bank retention work that is being done in West Deer, and stated that he asked Mr. Shoup if he could consider add the portion of Deer Creek going through Russellton to the program. Dr. DiSanti indicated that there were some issues over the years, and said he thought Deer Creek could qualify. Mr. Shoup stated he will look at that area.

SET AGENDA: REGULAR BUSINESS MEETING

18 April 2018

6:30 p.m. – Executive Session

7:00 p.m. – Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session Held
5. Registered Comments from the Public
6. Comments from the Public
7. Accept Minutes
8. Monthly Financial Report
 - A. Finance Officer's Report
 - B. List of Bills

C. Tax Refunds

9. Police Chief's Report
10. Building Inspector/Code Enforcement Officer's Report
11. Report from the Parks & Recreation Board
12. Engineer's Report
13. Committee Reports
14. Old Business
15. New Business
16. Set Agenda/May 16, 2018
17. Comments from the Public
18. Adjournment

Items Added:

- Act 537

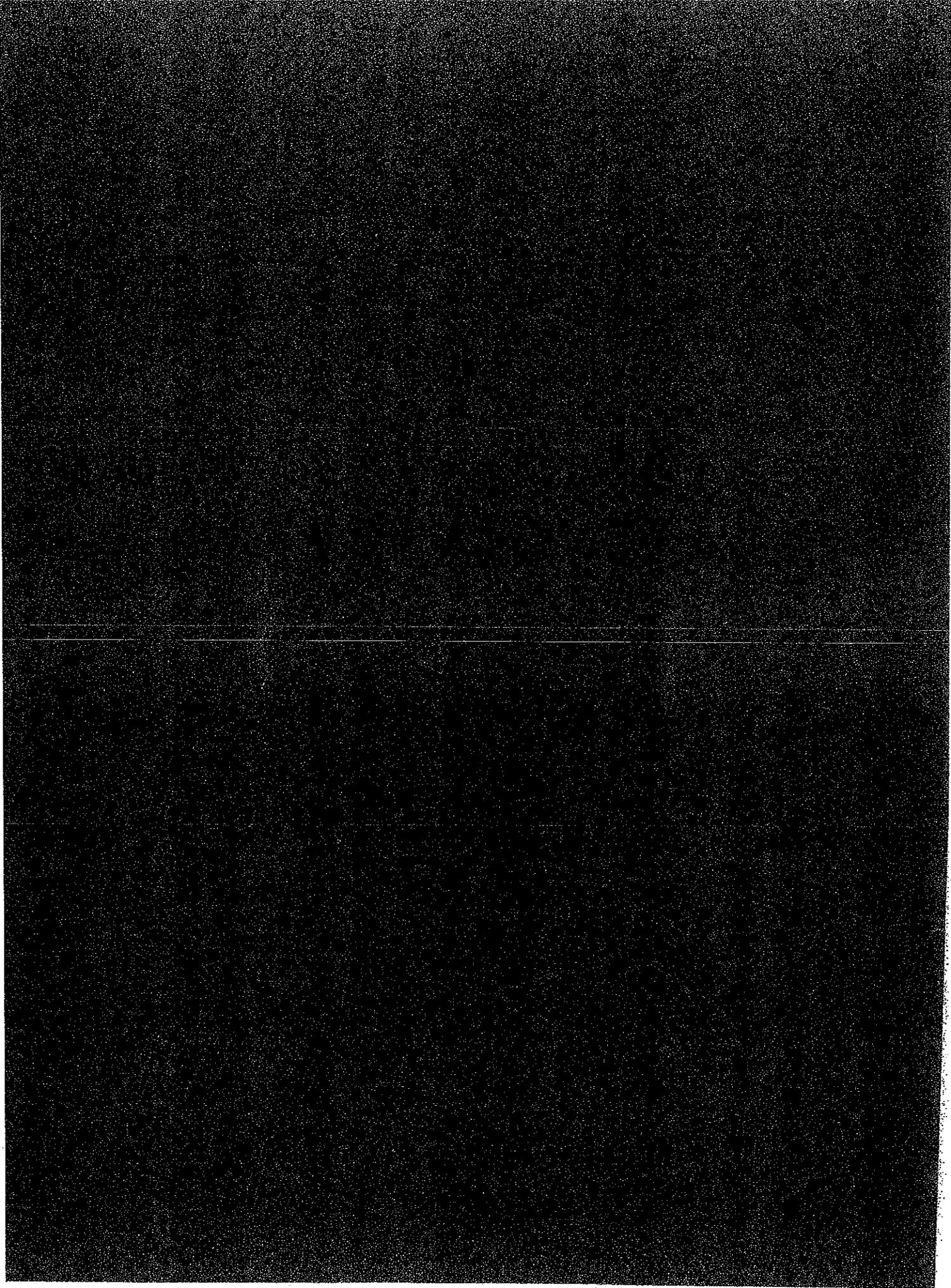
COMMENTS FROM THE PUBLIC

- None

ADJOURNMENT

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to adjourn the meeting at 8:38 p.m. Motion carried unanimously 6-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager



MONTHLY FINANCIAL REPORT

A) **FINANCE OFFICER'S REPORT**

MRS. NARDIS.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPROVE THE FINANCE OFFICER'S REPORT AS SUBMITTED.

	MOTION	SECOND	AYES	NAYES
DR. DISANTI	—	—	—	—
MRS. JORDAN	—	—	—	—
MR. KARPUZI	—	—	—	—
MR. MAUDHUIT	—	—	—	—
MRS. ROMIG	—	—	—	—
MR. VAEREWYCK	—	—	—	—
MRS. HOLLIBAUGH	—	—	—	—

7-A

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
March 31, 2018

I - GENERAL FUND:

	<u>March</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	355,837.84	1,015,400.64	17.44%
Expenditures	265,490.75	906,473.97	15.57%

Cash and Cash Equivalents:

Sweep Account		<u>281,212.85</u>	<u>281,212.85</u>
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II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted		7,139.47	
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Fire Tax Fund:

Sweep Account - Restricted		16,196.77	
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State/Liquid Fuels Fund:

Sweep Account - Restricted		<u>476,758.57</u>	
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500,094.81

Investments:

Operating Reserve Fund:

Sweep Account - Reserved		806,000.96	
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Capital Reserve Fund:

Sweep Account - Reserved		<u>349,736.27</u>	
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1,155,737.23

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

		<u>0.00</u>	<u>0.00</u>
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TOTAL CASH BALANCE 3/31/18

1,937,044.89

Interest Earned March 2018

199.85

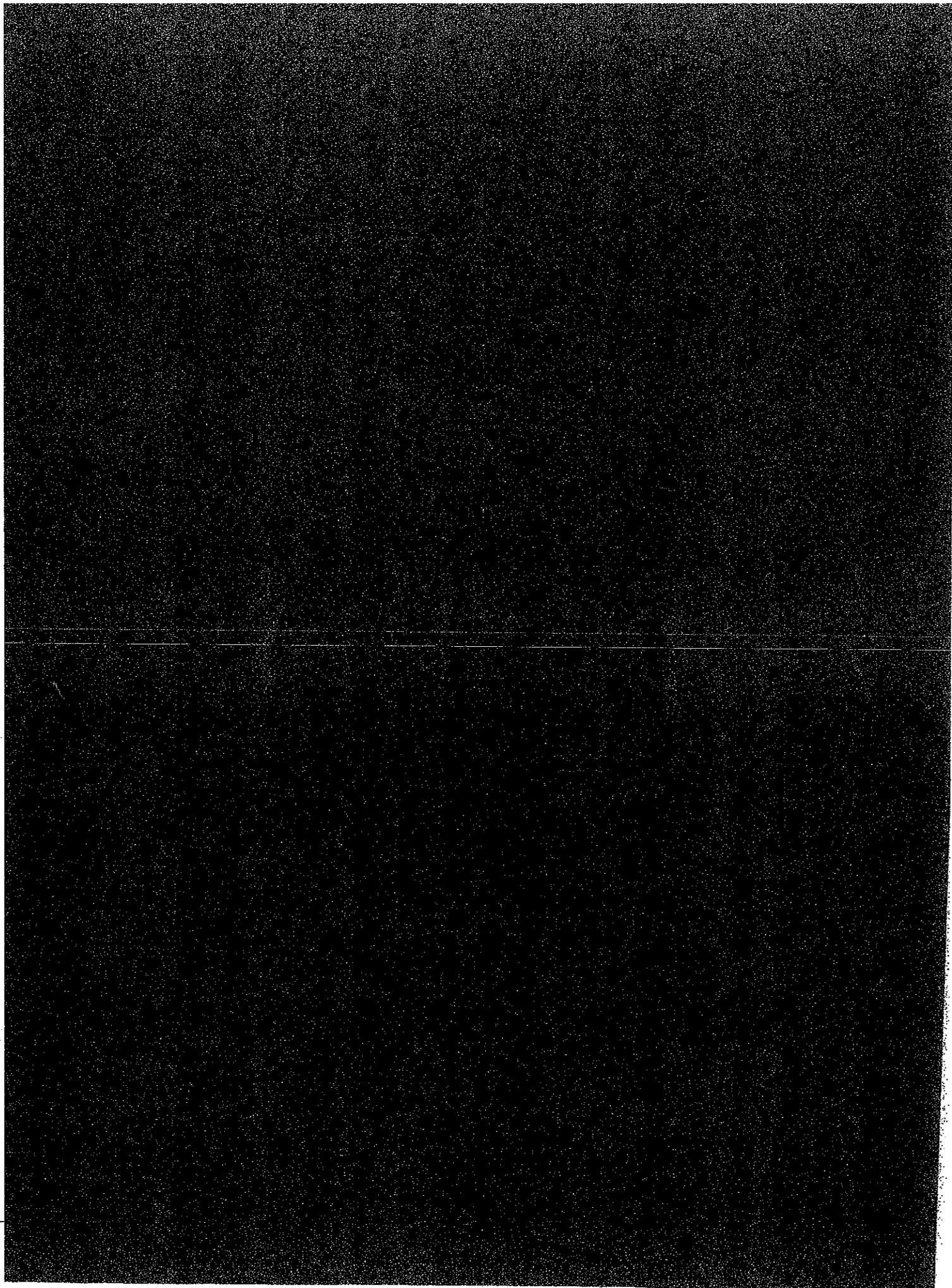
	<u>3/1/2018</u>		<u>March</u>	<u>3/31/2018</u>
	<u>Debt Balance</u>		<u>Principal</u>	<u>Debt Balance</u>
			<u>Payment</u>	
Mars National - VFC #3	244,687.05	\$	2,607.94	242,540.27

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

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

INTEREST EARNED - 2018

	<u>MARCH</u>	<u>YTD</u>
GENERAL FUND	\$9.80	\$29.42
STREET LIGHT FUND	\$0.29	\$0.89
FIRE TAX FUND	\$4.55	\$35.02
OPERATING RESERVE	\$31.07	\$95.29
STATE FUND	\$150.00	\$494.52
CAPITAL RESERVE	<u>\$4.14</u>	<u>\$11.54</u>
TOTAL INTEREST EARNED	<u>\$199.85</u>	<u>\$666.68</u>



B) LIST OF BILLS

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO PAY THE LIST OF BILLS AS SUBMITTED, AND ALL APPROVED REIMBURSABLE ITEMS IN COMPLIANCE WITH GENERALLY ACCEPTED ACCOUNTING PRACTICES.

MOTION SECOND AYES NAYES

MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS. JORDAN	___	___	___	___
DR. DISANTI	___	___	___	___
MR. KARPUZI	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

7-B

By Name
Cutoff as of: 12/31/9999

Time: 2:16 pm
Date: 04/11/2018
Page: 1

Due Dates: 04/15/2018 thru 04/15/2018

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: AMERIKOHL AGGREGATES INC										
00338	AMERIKOHL TRANSPORT	430.372	22788	379.58				379.58		
	Road: Delivery of R1	0318	03/31/2018	04/15/2018	04/03/2018					
Name: AMERIKOHL TRANSPORT INC										
00553	BEST WHOLESALE TIRE	410.374	11582	62.65				62.65		
	Police:Car #38-rotat	0318	03/05/2018	04/15/2018	04/09/2018					
00553	BEST WHOLESALE TIRE	410.374	11602	82.40				82.40		
	Police:Car #34-inspe	0318	03/07/2018	04/15/2018	04/09/2018					
00553	BEST WHOLESALE TIRE	410.374	11664	183.00				183.00		
	Police:Car #33-Cool1a	0318	03/14/2018	04/15/2018	04/09/2018					
00553	BEST WHOLESALE TIRE	410.374	11721	278.60				278.60		
	Police:Car #33-rad h	0318	03/22/2018	04/15/2018	04/09/2018					
00553	BEST WHOLESALE TIRE	410.374	11745	290.00				290.00		
	Police:Car #38-IT wh	0318	03/27/2018	04/15/2018	04/09/2018					
00553	BEST WHOLESALE TIRE	410.374	11791	136.60				136.60		
	Police:Car #35-Inspe	0318	03/30/2018	04/15/2018	04/09/2018					
Name: BEST WHOLESALE TIRE CO, INC										
10315	GRIFFITH, MCCAGUE &	404.111	272762	1453.50				1453.50		
	Legal Services: Gene	0318	03/31/2018	04/15/2018	04/11/2018					
Name: GRIFFITH, MCCAGUE & HAPPEL, PC										
00005	HEI-WAY, LLC	430.372	80313011	258.11				258.11		
	Road: Cold Patch	0318	03/14/2018	04/15/2018	03/15/2018					
00005	HEI-WAY, LLC	430.372	80316010	189.28				189.28		
	Road: Cold Patch	0318	03/19/2018	04/15/2018	03/20/2018					
00005	HEI-WAY, LLC	430.372	80323014	1309.41				1309.41		
	Road: Cold Patch	0318	03/22/2018	04/15/2018	03/28/2018					
00005	HEI-WAY, LLC	430.372	80326020	136.84				136.84		
	Road: Cold Patch	0318	03/28/2018	04/15/2018	03/28/2018					

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

By Name
Cutoff as of: 12/31/9999

Time: 2:16 pm
Date: 04/11/2018
Page: 2

Due Dates: 04/15/2018 thru 04/15/2018

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00005	HEI-WAY, LLC Road: Col'd Patch	430.372	80405012	131.92				131.92		
		0418	04/06/2018	04/15/2018	04/09/2018					
00005	HEI-WAY, LLC Road: Col'd Patch	430.372	80409012	340.87				340.87		
		0418	04/10/2018	04/15/2018	04/11/2018					
Name: HEI-WAY, LLC				2366.43				2366.43		

00106	JORDAN TAX SERVICE, Delinquent R E Tax C	403.140	3-C-#124	1624.80				1624.80		
		0318	03/15/2018	04/15/2018	03/22/2018					

Name: JORDAN TAX SERVICE, INC. 1624.80

00362	KRESS TIRE Road: flat repair	454.374	10199-46	25.00				25.00		
		0418	04/05/2018	04/15/2018	04/09/2018					

00362	KRESS TIRE Police: CAR #37-TIRE	410.374	9591-37	275.88				275.88		
		0318	03/15/2018	04/15/2018	04/09/2018					

00362	KRESS TIRE Police: CAR #39-Flat	410.374	9591-39	18.50				18.50		
		0318	03/15/2018	04/15/2018	04/09/2018					

00362	KRESS TIRE Park: Repair flat	454.374	9591-44	22.00				22.00		
		0318	03/15/2018	04/15/2018	03/19/2018					

00362	KRESS TIRE Park: Traction/Tires	454.374	9598-43	150.00				150.00		
		0318	03/29/2018	04/15/2018	03/29/2018					

Name: KRESS TIRE 491.38

00657	OFFICE DEPOT Office Supplies	406.210	11557986001	166.45				166.45		
		0318	03/14/2018	04/15/2018	03/23/2018					

00657	OFFICE DEPOT Cleaning Supplies	409.226	115579883001	23.16				23.16		
		0318	03/14/2018	04/15/2018	03/23/2018					

00657	OFFICE DEPOT Police: Office suppl	410.210	120611327001	68.79				68.79		
		0318	03/29/2018	04/15/2018	04/09/2018					

Name: OFFICE DEPOT 258.40

00830	SHOUP ENGINEERING IN Engineering: Dollar	408.316	18-91	25.00				25.00		
		0318	03/31/2018	04/15/2018	04/03/2018					

00830	SHOUP ENGINEERING IN Engineering: Hampshi	408.316	18-92	25.00				25.00		
		0318	03/31/2018	04/15/2018	04/03/2018					

By Name
Cutoff as of: 12/31/9999

Time: 2:16 pm
Date: 04/11/2018
Page: 3

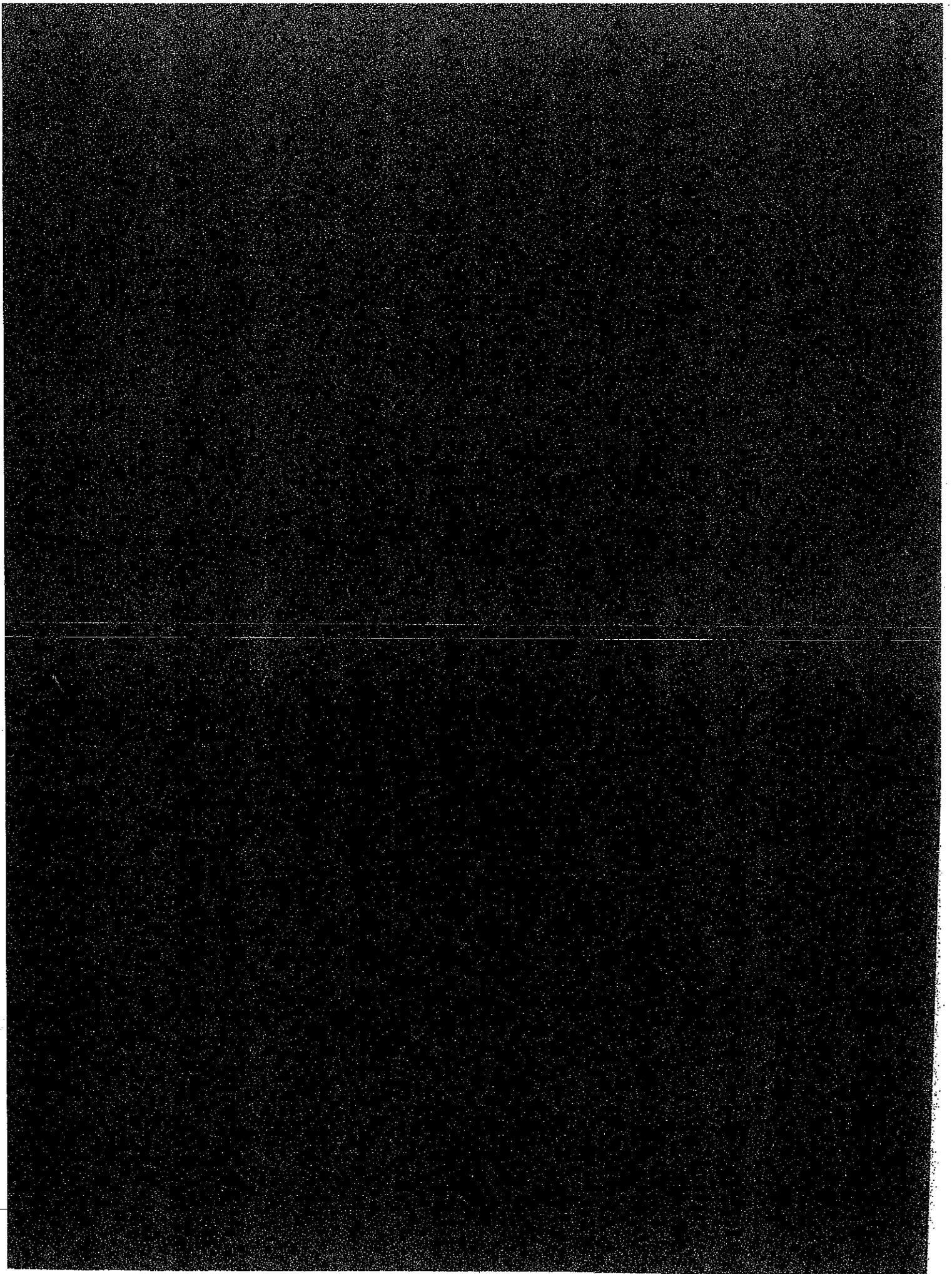
Due Dates: 04/15/2018 thru 04/15/2018

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: SHOUP ENGINEERING INC.										
00830	SHOUP ENGINEERING IN	408.313	18-93	975.00				975.00		
	Engineering: Miscell	0318	03/31/2018	04/15/2018	04/03/2018					
Name: STALEY COMMUNICATIONS										
00674	STALEY COMMUNICATION	410.328	90101	137.50				137.50		
	POL:Radio Equip main	0418	04/03/2018	04/15/2018	04/06/2018					
00674	STALEY COMMUNICATION	410.327	90102	57.47				57.47		
	Road:Radio Equip Mai	0418	04/03/2018	04/15/2018	04/06/2018					
Name: STALEY COMMUNICATIONS										
00577	TOSHIBA FINANCIAL SE	406.261	68197537	241.26				241.26		
	Lease & Maintenance	0318	03/25/2018	04/15/2018	03/29/2018					
00577	TOSHIBA FINANCIAL SE	410.261	68197537	241.26				241.26		
	Lease & Maintenance	0318	03/25/2018	04/15/2018	03/29/2018					
Name: TOSHIBA FINANCIAL SERVICES										
00067	TRISTANI BROTHERS, I	454.374	180325	224.66				224.66		
	Park:2012 Trailer-Ma	0318	03/31/2018	04/15/2018	04/06/2018					
00067	TRISTANI BROTHERS, I	454.374	180326	172.00				172.00		
	Park:2014 Trailer-Br	0318	03/31/2018	04/15/2018	04/06/2018					
Name: TRISTANI BROTHERS, INC.										
00074	WALSH EQUIPMENT	430.611	18000931	8997.28				8997.28		
	Road: 15"x20 Pipe/15	0318	03/20/2018	04/15/2018	03/22/2018					
00074	WALSH EQUIPMENT	430.374	18001219	659.00				659.00		
	Road: parts/auger fo	0318	03/28/2018	04/15/2018	03/29/2018					
00074	WALSH EQUIPMENT	430.374	18001245	68.86				68.86		
	Road: parts/auger fo	0318	03/29/2018	04/15/2018	03/29/2018					
Name: WALSH EQUIPMENT										
				9725.14				9725.14		

FINAL TOTALS:

20054.83

20054.83



POLICE CHIEF'S REPORT

CHIEF LAPE.....

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OFFICER'S MONTHLY REPORT

TO: Jonathan D. Lape, Chief of Police
FROM: Pam Tedesco, Administrative Secretary
SUBJECT: OFFICER'S MONTHLY REPORT
DATE: April 10, 2018

Attached is the Officer's Monthly Report for March 2018.

PT

Attachment

cc: D. Mator, Manager
S. Hollibaugh, Chairwoman
R. DiSanti
B. Jordan
A. Karpuzi
S. Maudhuit
J. Romig
G. Vaerewyck

OFFICER'S MONTHLY REPORT
MARCH 2018

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	60	114	174
CALLS FOR SERVICE/FIELD CONTACTS	274	584	858
ALL OTHER CALLS	483	944	1427
TOTALS CALLS FOR SERVICE	817	1642	2459

ARRESTS

ADULT	6	18	24
JUVENILE	0	0	0
TRAFFIC CITATIONS	42	7	49
NON TRAFFIC CITATIONS	1	2	3
PARKING CITATIONS	0	0	0
WARNINGS	11	5	16

PERSONNEL

GRIEVANCES FILED BY PLICE OFFICERS	0	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0	0
LETTERS COMMENDING POLICE OFFICERS	0	1	1

VEHICLE REPORTS

TOTAL MILES TRAVELED	10136	19089	29225
GALLONS OF GASOLINE USED	906.6	1746.1	2652.7
REPAIRS/MAINTENANCE	4360.05	2924.49	7284.54

OVERTIME PAID

COURT (OFF DUTY)	3	39	42
PRELIMINARY HEARINGS	14 1/2	26	40 1/2
PRETRIAL	0	0	0
INVESTIGATIONS	16	16	32
ARRESTS	6	11	17
SPEED CHECKS	0	0	0
PRIVATE CONTRACTS	0	0	0
MISC. HOURS - FILLED SHIFTS	4	0	4
MISC. HOURS - ADMIN. HOURS	0	0	0
MISC. HOURS	0	16	16
TOTAL HOURS	43.5	108	151.5

OFFICER'S MONTHLY REPORT
MARCH 2018

	2017 YEAR TO DATE	2018 YEAR TO DATE
REPORTABLE CALLS FOR SERVICE	146	174
CALLS FOR SERVICE/FIELD CONTACTS	911	858
ALL OTHER CALLS	1366	1427
TOTAL CALLS FOR SERVICE	2423	2459

ARRESTS

ADULT	15	24
JUVENILE	1	0
TRAFFIC CITATIONS	54	49
NON TRAFFIC CITATIONS	3	3
PARKING CITATIONS	3	0
WARNINGS	11	16

PERSONNEL

GRIEVANCES FILED BY POLICE OFFICERS	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0
LETTERS COMMENDING POLICE OFFICERS	0	1

VEHICLE REPORTS

TOTAL MILES TRAVELED	29025	29225
GALLONS OF GASOLINE USED	2517.6	2652.7
REPAIRS/MAINTENANCE	3825.8	7284.54

OVERTIME

COURT (OFF DUTY)	11	42
PRELIMINARY HEARINGS	6	40.5
PRETRIAL	0	0
INVESTIGATIONS	26	32
ARRESTS	12	17
SPEED CHECKS	0	0
PRIVATE CONTRACTS	9	0
MISC. HOURS - FILLED SHIFTS	8	4
MISC. HOURS - ADMIN HOURS	0	0
ALL OTHER MISC. HOURS	0	16
TOTAL HOURS	72	151.5

Points of Interest

Month of March 2018

Budget as of March 31, 2018 – 22.41%

CHIEF JONATHAN LAPE –

March 7 – met with the legal/finance committee

March 8 – Chief Lape, Sgt. Mikus and Officer Shurina met with school district personnel to discuss safety issues

March 14-16 – attended PELRAS

March 20 – attended Western Chiefs meeting

OFFICER EDWARD NEWMAN – K9 REPORT and EXPLORER'S REPORT

March 7 – Butler VA – hospital building search, tracking, drug work

March 22 – Butler County Jail – drug work

Explorer's report –

March 8 – Adult CPR/First Aid training

March 22 – Child CPR/First Aid/Stop the Bleed training

SGT. DARREN MIKUS/OFFICER ROBERT PETOSKY – SRT TRAINING –

March 9 – SRT Officers had training at the Hampton Township Community Center. Officers received instruction on the new weapon mounted infra-red pointers. Officers also began zeroing the weapons systems, once completed they did various drills on the range.

March 23 – Training was held at the monastery in Ross Township. Training consisted of interior movement and isolation drills with simunitions. Officers also worked on tubular assaults. Additionally a PAT bus was used and officers worked on hostage rescue dills with simunitions.

SCHOOL DISTRICT DETAILS –

March 13/20 – traffic/crowd control – school board meetings

March 17 – DUI Roving Checkpoint

March 19, 20, 26, 29 – Aggressive Driving details

34 DARE Classes were taught in March to the 2nd, 5th and 8th grade students

SPECIAL DETAILS/MISCELLANEOUS DETAILS –

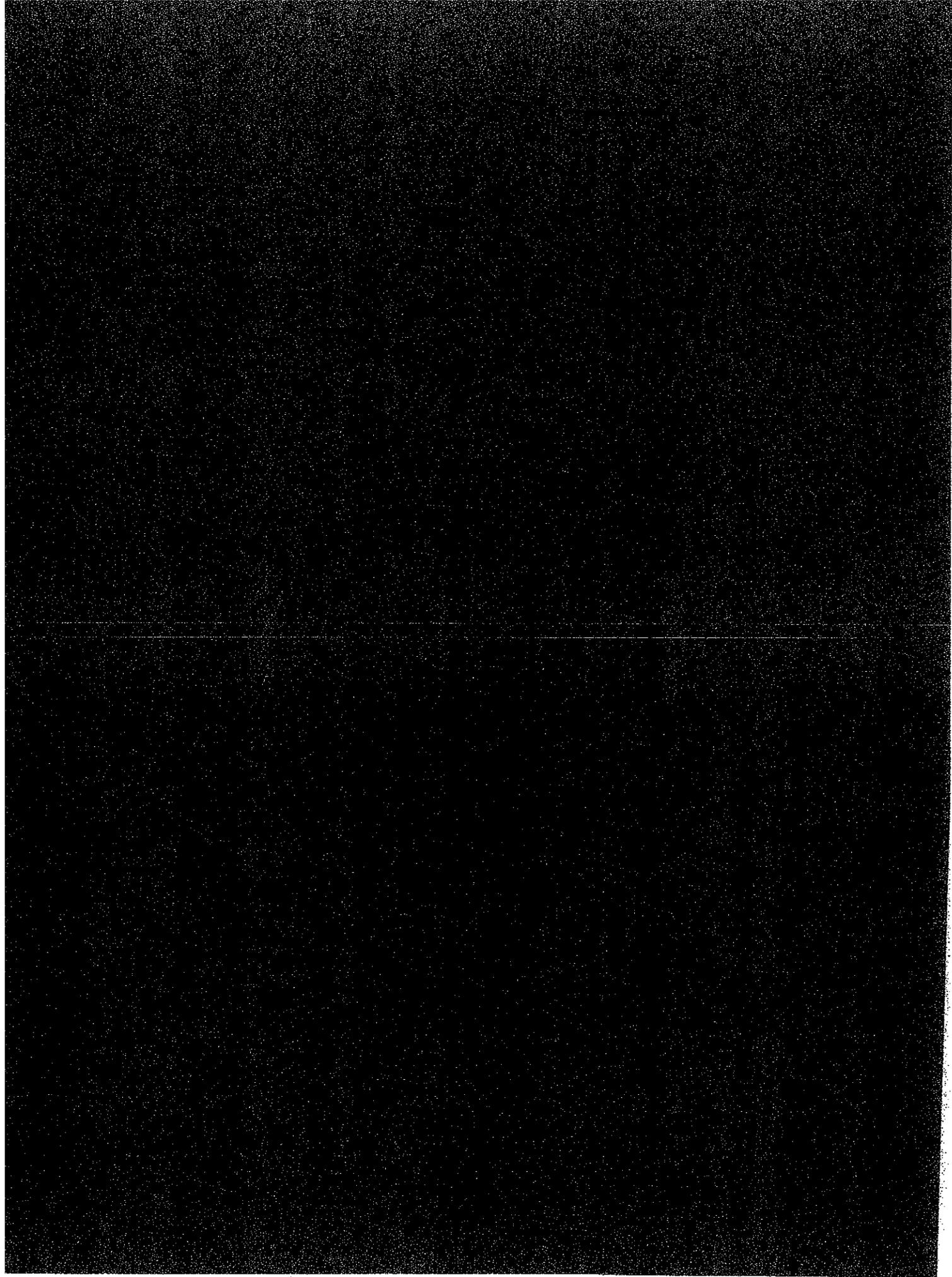
March 5/6 – Officer Dobson attended mandatory updates

March 7/8 – Sgt. Loper and Officer Trocki attended mandatory updates

March 7 – Officer Shurina met with the staff at Just for Kids Daycare to discuss safety issues

March 12/13 – Officer Wikert attended mandatory updates

March 21 – Officer Petosky attend TAC Officer Training



BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER'S REPORT

MR. PAYNE.....

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Code Enforcement

March 31, 2018

1. Issued 14 Occupancy Permits
2. Issued 20 Building Permits
3. Performed 34 site inspections
4. Planning Commission continued the review process for zoning changes.
5. No Zoning Hearing Board meeting was held but there will be one tomorrow April 19th for a 4% reduction in lot width on a parcel.
6. Attended quarterly training and completed recertification for manufactured home installation.
7. Attended annual training for pesticide licensing and completed recertification for pesticide applicator.
8. Dispatched 1 sick fox.



William Payne
Code Enforcement Officer

Occupancy Permits - West Deer Township
109 East Union Road
Cheswick, PA 15024

Date	Permit #	Lot/Block	Applicant Name	Street Address	Use	New Construction
3/6/2018	O18-045	1216-S-83	LISA MARTINO	22 DEERTON ST.	Single Family Home	No
3/6/2018	O18-046	2013-S-084	CURTIS PAVLIK & CAMERON FORTE	50 TARENTUM CULMERVILLE	Single Family Home	No
3/6/2018	O18-047	1358-B-240	TRACY ROMIG	17 PECKHAM LANE	Single Family Home	Yes
3/12/2018	O18-048	1666-R-100-22B	BRENNAN BUILDERS	368 SADDLEBROOK RD	Single Family Home	Yes
3/12/2018	O18-044	2386-M-192	LOUIS HEISLER	14 HENRY RD	Single Family Home	No
3/19/2018	O18-049	1217-A-180	MARISSA HELIDES & LUCAS GROSICK	28 MCCLURE RD	Single Family Home	No
3/21/2018	O18-050	1508-J-75	ZEBLEY BROTHERS	4399 GIBSONIA RD	Business	No
3/22/2018	O18-051	1218-M-154	RYAN & CATHERINE BECKER	1158 EISENHOWER DR	Single Family Home	No
3/22/2018	O18-052	1218-M-156	RYAN & CATHERINE BECKER	1160 EISENHOWER DR	Single Family Home	No
3/27/2018	O18-053	1359-M-192	CARLIE KOHAN	2294 SAXONBURG RD	Single Family Home	No
3/28/2018	O18-054	1511-K-068	JAY MILLER	60 EAST UNION RD	Single Family Home	No
3/28/2018	O18-055	1079-A-335	TIMOTHY WEIDNER & JENNIFER KOHAN	4612 ROYAL COURT	Single Family Home	No
3/28/2018	O18-056	1670-L-040	KELLEN & KARA QUACKENBUSH	1405 SANDSTONE DR	Single Family Home	No
3/29/2018	O18-057	1361-E-395	FORECLOSURE	427 LINDEN DR	Single Family Home	No
Total Fees Collected by Month						
March - \$275.00						
Total Fees Collected						
Grand Total - \$275.00						

West Deer Township Permit Report

From: 03/01/2018 To: 03/31/2018

Permit Date	Permit Number	Type	Owner	Address	Parcel ID	Construction Cost	Fees Collected
03/02/2018	P18-018	Deck	Dan Kaper	879 ASHLEY RD.	1510-D-12	\$21,000.00	\$120.00
03/02/2018	P18-019	Above Ground Pool	JOHN KING	142 MICHAELS RD	1361-R-169	\$4,362.00	\$44.00
03/05/2018	P18-020	Commercial Structure	EDWARD A BREVAK	74 HILL TOP RD	1509-R-287	\$75,000.00	\$350.00
03/07/2018	P18-021	Addition	BRIAN BORSUK	558 BENJAMIN ST	1671-B-244	\$12,000.00	\$216.00
03/09/2018	P18-022	Single Family Dwelling	DAN RYAN BUILDERS	869 ASHLEY RD.	1510-D-22	\$166,936.00	\$616.20
03/12/2018	P18-023	Deck	MICHAEL & CHRISTAL DICKUN	1308 LOGAN RD	2011-M-100	\$80,000.00	\$415.00
03/13/2018	P18-024	Grading	Matthew Stotler	253 RUSSELLTON-DORSEYVL	1217-C-22	\$	\$100.00
03/16/2018	P18-025	Accessory Structure	ROBERT B & LINDA FRYMAN	186 LAGER DR	1357-E-358	\$3,264.57	\$35.00
03/20/2018	P18-026	Single Family Dwelling	GLASSO BUILDERS	902 Copper Creek Trail	1667-N-60-A	\$150,000.00	\$579.00
03/20/2018	P18-027	Single Family Dwelling	GLASSO BUILDERS	904 Copper Creek Trail	1667-N-60-B	\$150,000.00	\$579.00
03/20/2018	P18-028	Single Family Dwelling	GLASSO BUILDERS	906 Copper Creek Trail	1667-N-62-A	\$150,000.00	\$579.00

**West Deer Township
Permit Report**

From: 03/01/2018 To: 03/31/2018

03/20/2018	P18-029	Single Family Dwelling	GLASSO BUILDERS	908 Copper Creek Trails	1667-N-62-B	\$150,000.00	\$579.00
03/20/2018	P18-030	Garage	THOMAS & BEVERLY HEITZER	1857 SAXONBURG BLVD	1670-D-090	\$53,000.00	\$180.00
03/20/2018	P18-031	Single Family Dwelling	RANDALL D NARCISI	12 CHRISTONIA RD	1358-K-341	\$615,000.00	\$1950.90
03/22/2018	P18-032	Demolition	THOMAS J & AMY B PARKER JR	11 OLD SAXONBURG BLVD	1838-N-82	\$	\$40.00
03/23/2018	P18-033	Antenna	DONALD & JANE DILLNER	3700 SANDY HILL RD	2382-R-232	\$50,000.00	\$350.00
03/26/2018	P18-034	Demolition	FRANCIS L & KAREN FABER	16 BAIRD FORD RD	2010-E-016	\$	\$40.00
03/27/2018	P18-035	Demolition	ROBERT & BONITA COLLEDGE	113 FORD ST	1838-P-293	\$	\$40.00
03/28/2018	P18-036	Deck	RONALD & KELLY GILL	1445 SANDSTONE CT	1670-K-039	\$23,992.18	\$135.00
Totals: 19						\$1,704,554.75	\$6,948.1

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 03/01/2018 To 03/31/2018

Date	Inspection Type	Owner	Parcel/Owner Mailing	Legal Address	Parcel ID	Status	Inspector
3/1/2018	Insulation			873 ASHLEY RD.	1510-D-18	Passed	William Payne
3/6/2018	Final		17 PECKHAM LANE, GIBSONIA, PA, 15044	17 PECKHAM LANE	1358-B-240	Passed	William Payne
3/6/2018	Electrical/Plumbing		17 PECKHAM LANE, GIBSONIA, PA, 15044	17 PECKHAM LANE	1358-B-240	Passed	William Payne
3/6/2018	Framing		115 Bryson Road, Gibsonia, Pa, 15044	115 BRYSON RD	1669-N-273	Passed	William Payne
3/6/2018	Footer		879 Ashley Road, Gibsonia, PA, 15044	879 ASHLEY RD.	1510-D-12	Passed	William Payne
3/8/2018	Framing		125 STARR RD., RUSSELLTON, PA, 15076	125 STARR RD	1361-C-248	Failed	William Payne
3/8/2018	Fireblocking		125 STARR RD., RUSSELLTON, PA, 15076	125 STARR RD	1361-C-248	Failed	William Payne
3/8/2018	Drywall			873 ASHLEY RD.	1510-D-18	Passed	William Payne
3/9/2018	Fireblocking		125 STARR RD., RUSSELLTON, PA, 15076	125 STARR RD	1361-C-248	Passed	William Payne
3/9/2018	Framing		125 STARR RD., RUSSELLTON, PA, 15076	125 STARR RD	1361-C-248	Passed	William Payne
3/12/2018	Final		800 S.WASHINGTON ST., EVANS CITY, PA, 16033	368 SADDLEBROOK RD	1666-R- 100-22B	Passed	William Payne
3/12/2018	Electrical/Plumbing		800 S.WASHINGTON ST., EVANS CITY, PA, 16033	368 SADDLEBROOK RD	1666-R- 100-22B	Passed	William Payne
3/12/2018	Framing		112 LEX LANE, ALLISON PARK, PA, 15101	112 LEX LANE	1214-A-143	Passed	William Payne
3/14/2018	Accessibility		4399 GIBSONIA RD, GIBSONIA, PA, 15044	4399 GIBSONIA RD	1508-J-75	Failed	William Payne
3/14/2018	Footer		143 Main Street PO Box 158, Callery, Pa, 16024	51-58 Hampshire Lane	2010-F-284	Failed	William Payne
3/15/2018	Footer		143 Main Street PO Box 158, Callery, Pa, 16024	51-58 Hampshire Lane	2010-F-284	Passed	William Payne
3/16/2018	Final		352 SADDLEBROOK RD., GIBSONIA, PA, 15044	352 SADDLEBROOK RD	1666-R- 100-20B	Passed	William Payne
3/16/2018	Final		350 SADDLEBROOK RD., GIBSONIA, PA, 15044	350 SADDLEBROOK RD.	1666-R- 100-20C	Passed	William Payne
3/19/2018	Framing		879 Ashley Road, Gibsonia, PA, 15044	879 ASHLEY RD.	1510-D-12	Passed	William Payne
3/20/2018	Framing		119 STARR RD., CHESWICK, PA, 15024	119 STARR RD	1361-B-199	Passed	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 03/01/2018 To 03/31/2018

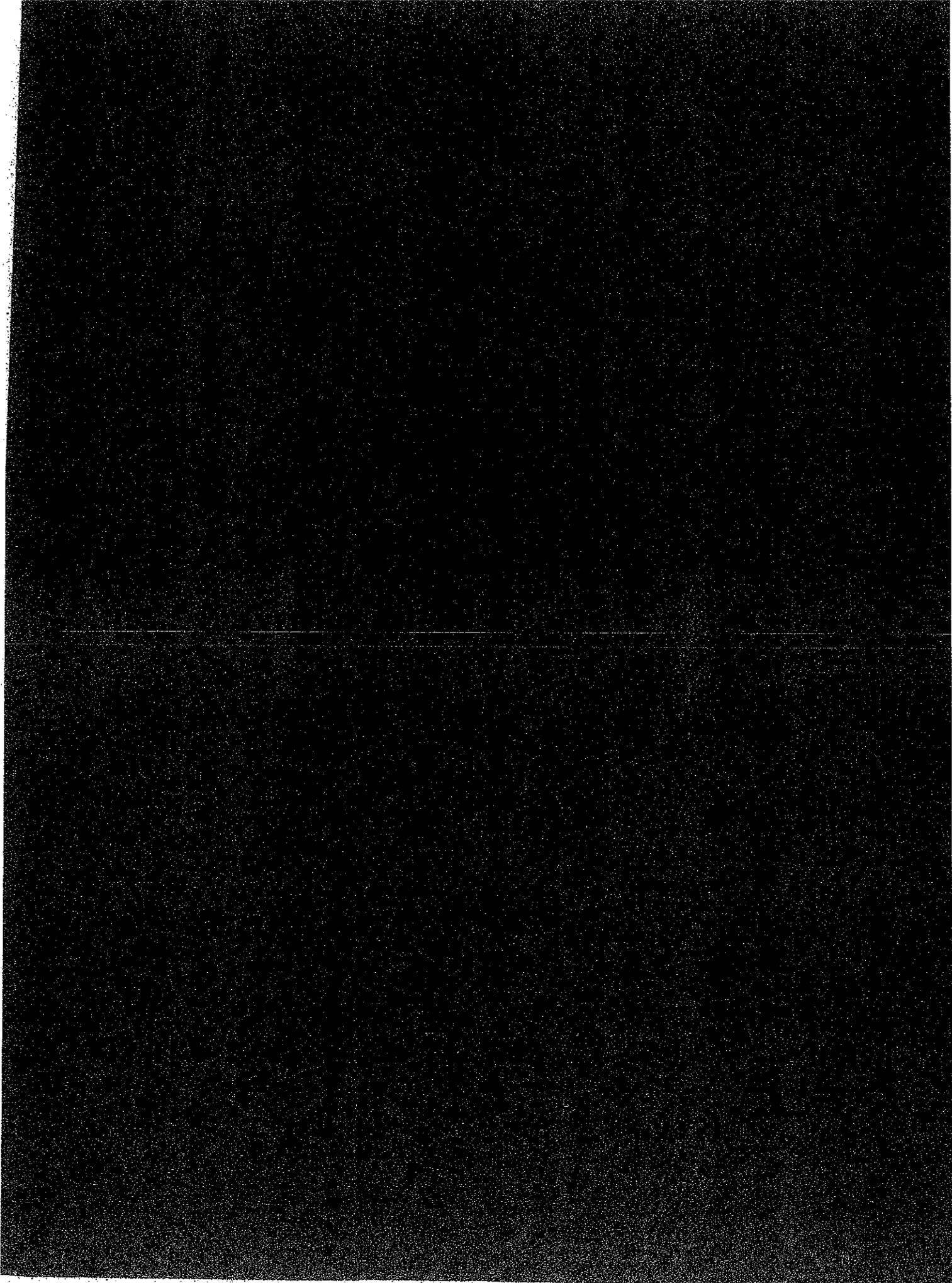
Inspection Date	Inspection Type	Parcel Owner	Parcel Owner Mailing	Legal Address	Parcel ID	Status	Inspector
3/20/2018	Framing		114 LEX LANE, ALLISON PARK, PA, 15101	114 LEX LANE	1214-A-141	Failed	William Payne
3/20/2018	Insulation		112 LEX LANE, ALLISON PARK, PA, 15101	112 LEX LANE	1214-A-143	Passed	William Payne
3/20/2018	Fireblocking		112 LEX LANE, ALLISON PARK, PA, 15101	112 LEX LANE	1214-A-143	Passed	William Payne
3/21/2018	Accessibility		4399 GIBSONIA RD, GIBSONIA, PA, 15044	4399 GIBSONIA RD	1508-J-75	Passed	William Payne
3/26/2018	Insulation		119 STARR RD., CHESWICK, PA, 15024	119 STARR RD	1361-B-199	Passed	William Payne
3/26/2018	Fireblocking		119 STARR RD., CHESWICK, PA, 15024	119 STARR RD	1361-B-199	Failed	William Payne
3/26/2018	Fireblocking		114 LEX LANE, ALLISON PARK, PA, 15101	114 LEX LANE	1214-A-141	Passed	William Payne
3/26/2018	Insulation		114 LEX LANE, ALLISON PARK, PA, 15101	114 LEX LANE	1214-A-141	Passed	William Payne
3/28/2018	Framing		558 Benjamin Street, TARENTUM, PA, 15084	558 BENJAMIN ST	1671-B-244	Passed	William Payne
3/29/2018	Framing		800 S. WASHINGTON ST., EVANS CITY, PA, 16033	397 SADDLEBROOK RD	1666-R-100-27D	Open	William Payne
3/30/2018	Complaint Follow Up		80 MOUNTAINVIEW RD, GIBSONIA, PA, 15044	80 MOUNTAINVIEW RD	1358-G-036		William Payne
3/30/2018	Insulation		558 Benjamin Street, TARENTUM, PA, 15084	558 BENJAMIN ST	1671-B-244	Passed	William Payne
3/30/2018	Footer		869 ASHLEY RD., GIBSONIA, PA, 15044	869 ASHLEY RD.	1510-D-22	Open	William Payne
3/30/2018	Final		879 Ashley Road, Gibsonia, PA, 15044	879 ASHLEY RD.	1510-D-12	Open	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 03/01/2018 To 03/31/2018

Count by Status

Status	Count
	0
Failed	6
Open	3
Passed	24
Total:	33



REPORT FROM THE PARKS AND RECREATION BOARD

MRS. AMY STARK, CHAIRWOMAN.....

(Reports attached)

10

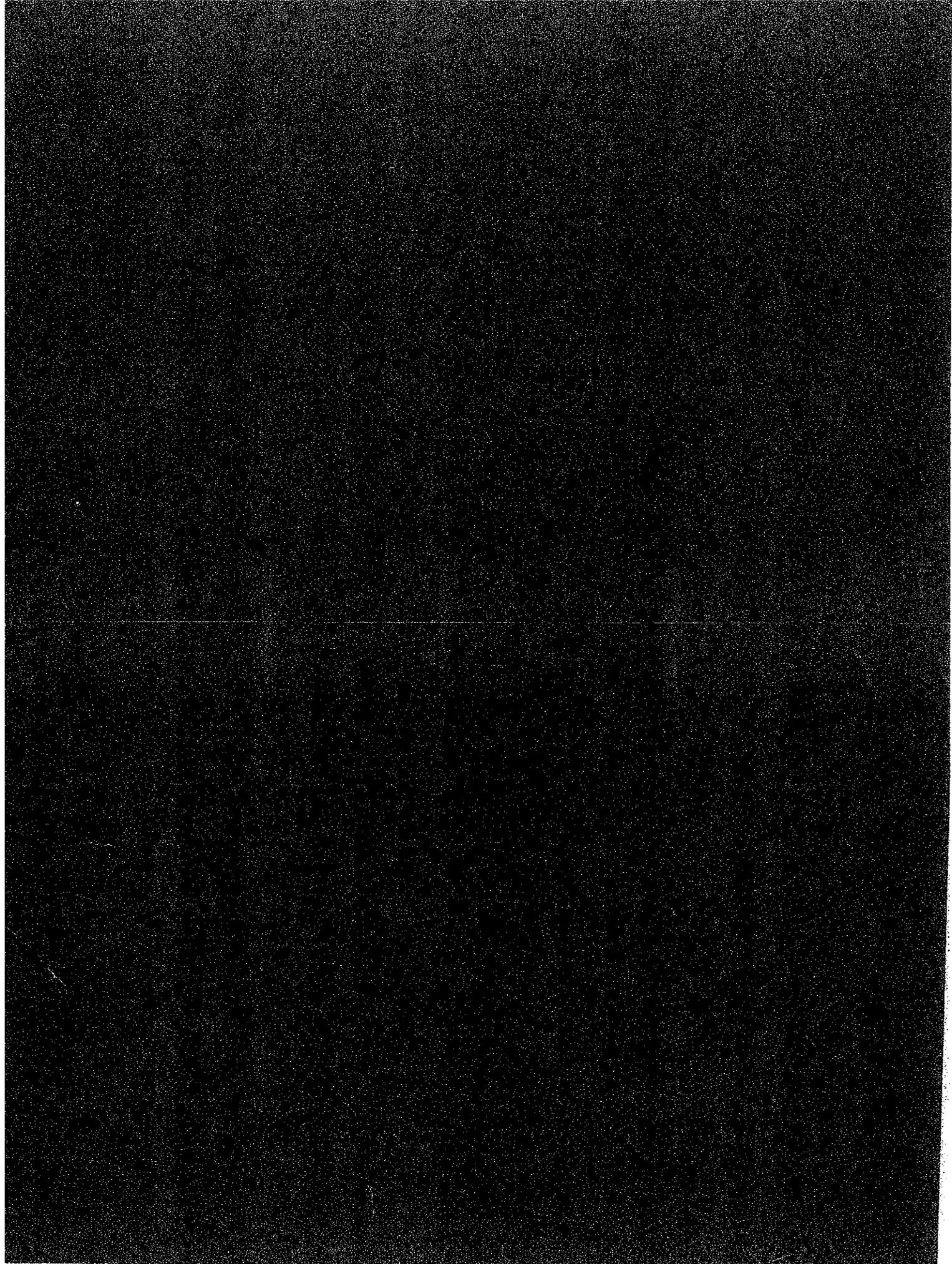
Parks & Recreation Report

April 18, 2018

- Our last meeting was March 28th.
- The Egg Hunt was on March 25th
 - 209 kids
 - 2 Donations
 - Charlie's Self Storage sent \$100 donation
 - Kinniburgh's Graphics donated the age group signs
 - Donations and profit from donuts and hot chocolate were \$282
- Petty cash
- Genealogy Workshop – we did an intro one and a follow up one about 5 years ago and it was a huge success. We have decided to do this again and Pam is contacting Mrs. Holt from the Carnegie Library. There will be a \$5 charge per person and we give that money to Mrs. Holt.
- Senior Luncheon – currently setting up a date, but it will be sometime in May.
- Facebook Page
 - We would like to set up a Facebook page that has only a direct link to the Parks page of our township website.
 - Commenting turned off
 - We would update the page with advertisements of our upcoming events with pictures.
 - Just one more way for our residents to get information.
- Our next meeting is April 25th with a Community Days meeting to follow.

West Deer Township

		Parks Recreation Accounting		Debit	Credit	Year to Date Total	Event Total
Date	Event	Type of Payment -	Payee/Payer	Description			
2/26/18	Egg Hunt	Amy Stark - Reimbursed	Amazon	Eggs	\$274.89	274.89	900.15
2/27/18	Egg Hunt	Pam Tedesco's CC	Sams Club	Candy	\$133.56	408.45	
2/27/18	Egg Hunt	Amy Stark - Reimbursed	Walmart	Tape & Supplies	\$23.55	432	
3/1/18	Egg Hunt	Amy Stark CC	Walmart	Bins	\$63.04	495.04	
3/1/18	Egg Hunt	Amy Stark CC	Sams Club	Candy	\$159.20	654.24	
3/1/18	Egg Hunt	Check	Amy Stark	Change for money inside eggs	\$100.00	754.24	
3/4/18	Egg Hunt	Amy Stark CC	Sams Club	Candy	\$133.56	887.8	
3/6/18	Egg Hunt	Donation	Charles Self Storage	Donation		\$100.00	
3/10/18	Egg Hunt	Amy Stark CC	Sams Club	Candy & Gift Cards	\$109.96	897.76	
3/23/18	Egg Hunt	Amy Stark CC	Sams Club	Prizes & Hot Chocolate	\$102.36	1000.12	
3/23/18	Egg Hunt	Amy Stark CC	Walmart	Prizes & Supplies	\$182.03	1182.15	
3/25/18	Egg Hunt	Donations/Profit	Attendees	Donations & Profit from Food Sales		\$327.00	
3/25/18	Egg Hunt	Kris Restori - Reimbursed	Kris Restori	Donuts (gave cash from donations)	\$45.00	855.15	
						900.15	



ENGINEER'S REPORT

ATTACHED IS THE ENGINEER'S REPORT SUBMITTED BY SHOUP
ENGINEERING, INC.

MR. SHOUP.....

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SHOUP ENGINEERING
FOR OVER 50 YEARS

329 Summerfield Drive, Baden PA 15005
Phone: 724-869-9560 Fax: 724-869-7434
shoupeng@comcast.net

MARCH 2018 ENGINEER'S REPORT
WEST DEER TOWNSHIP
Prepared April 11, 2018

VIA EMAIL

1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

- Board of Supervisors Meeting – March 21, 2018
- Planning Commission Meeting – March 22, 2018

2. DEVELOPMENTS/PROJECTS

Shoup Engineering has provided input into the following developments/projects:

- 2018 Road Improvement Project – Contracts have been executed for the hot mix asphalt, cold mix asphalt and seal coating work with Youngblood Paving and Russell Standard Corporation.
- Cedar Ridge Storm Sewer Rehabilitation – A Contract has been prepared for this project and work is expected to begin soon.

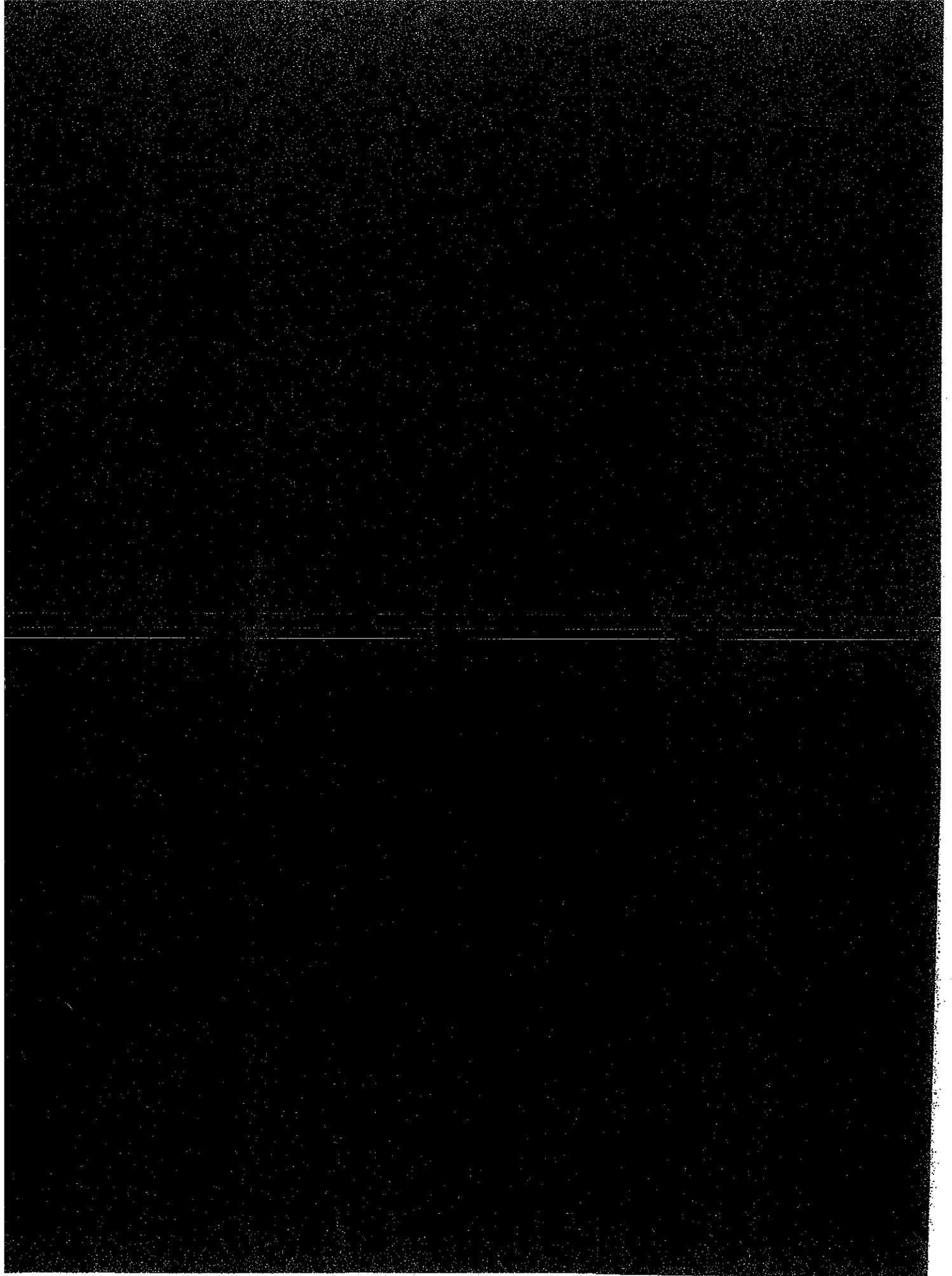
Development/Subdivision Reviews: The following subdivision and land development plan projects had been reviewed, and review letters were issued to the Township as noted:

- None.

Respectfully Submitted,

SHOUP ENGINEERING, INC.

Scott A. Shoup, P.E.
Township Engineer



ADOPTION: RESOLUTION NO. 2018-4 (ACT 537 SEWAGE FACILITIES PLAN UPDATE)

RESOLUTION NO. 2018-4

A RESOLUTION OF WEST DEER TOWNSHIP
ALLEGHENY COUNTY, PENNSYLVANIA
AUTHORIZING THE SUBMISSION OF THE ACT 537 SEWAGE
FACILITIES PLAN UPDATE

ATTACHED IS A COPY OF RESOLUTION NO. 2018-4.

MR. SHOUP....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO TABLE RESOLUTION NO. 2018-4 – THE ACT 537 SEWAGE FACILITIES PLAN UPDATE – ADOPTING AND SUBMITTING TO THE PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR ITS APPROVAL THE ACT 537 SEWAGE FACILITIES PLAN UPDATE.

	MOTION	SECOND	AYES	NAYES
MR. VAEREWYCK	___	___	___	___
MRS. JORDAN	___	___	___	___
DR. DISANTI	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

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RESOLUTION NO.: 2018-4

DATE ADOPTED: _____

**A RESOLUTION OF WEST DEER TOWNSHIP
ALLEGHENY COUNTY, PENNSYLVANIA
FOR ACT 537 SEWAGE FACILITIES PLAN UPDATE**

WHEREAS, Section 5 of the Act of January 24, 1966, P.L. 1535, known as the "Pennsylvania Sewage Facilities Act," as amended, and the Rules and Regulations of the Department of Environmental Protection (Department) adopted thereunder, Chapter 71 of Title 25 of the Pennsylvania Code, requires the municipality to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters and/or environmental health hazards associated with sewage wastes, and to revise said plan whenever it is necessary to meet the sewage disposal needs of the municipality, and

WHEREAS, Allegheny Valley Joint Sewage Authority has prepared an Act 537 Sewage Facilities Plan Update which proposes upgrades throughout the Allegheny Valley Joint Sewage Authority system to eliminate sanitary sewer overflows.

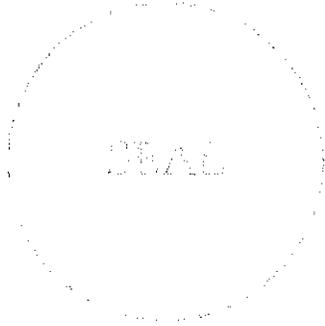
WHEREAS, the alternative of choice to be implemented is identified as Final Alternative 2 in the Act 537 Sewage Facilities Plan Update.

WHEREAS, the anticipated schedule of implementation is outlined in the Act 537 Sewage Facilities Plan Update.

WHEREAS, West Deer Township finds that the Act 537 Sewage Facilities Plan Update conforms to applicable zoning, subdivision, other municipal ordinances and plans, and to a comprehensive program of pollution control and water quality management.

NOW, THEREFORE, BE IT RESOLVED that West Deer Township hereby adopts and submits to the Department of Environmental Protection for its approval as a revision to the "Official Plan" of West Deer Township, the above referenced Act 537 Sewage Facilities Plan Update. West Deer Township hereby assures the Department of the complete and timely implementation of the said plan as required by law (Section 5, Pennsylvania Sewage Facilities Act as amended).

ADOPTED AND RESOLVED this _____ day of _____, 20__.



WEST DEER TOWNSHIP

BY: _____
Shirley Hollibaugh, Chairwoman

ATTEST:

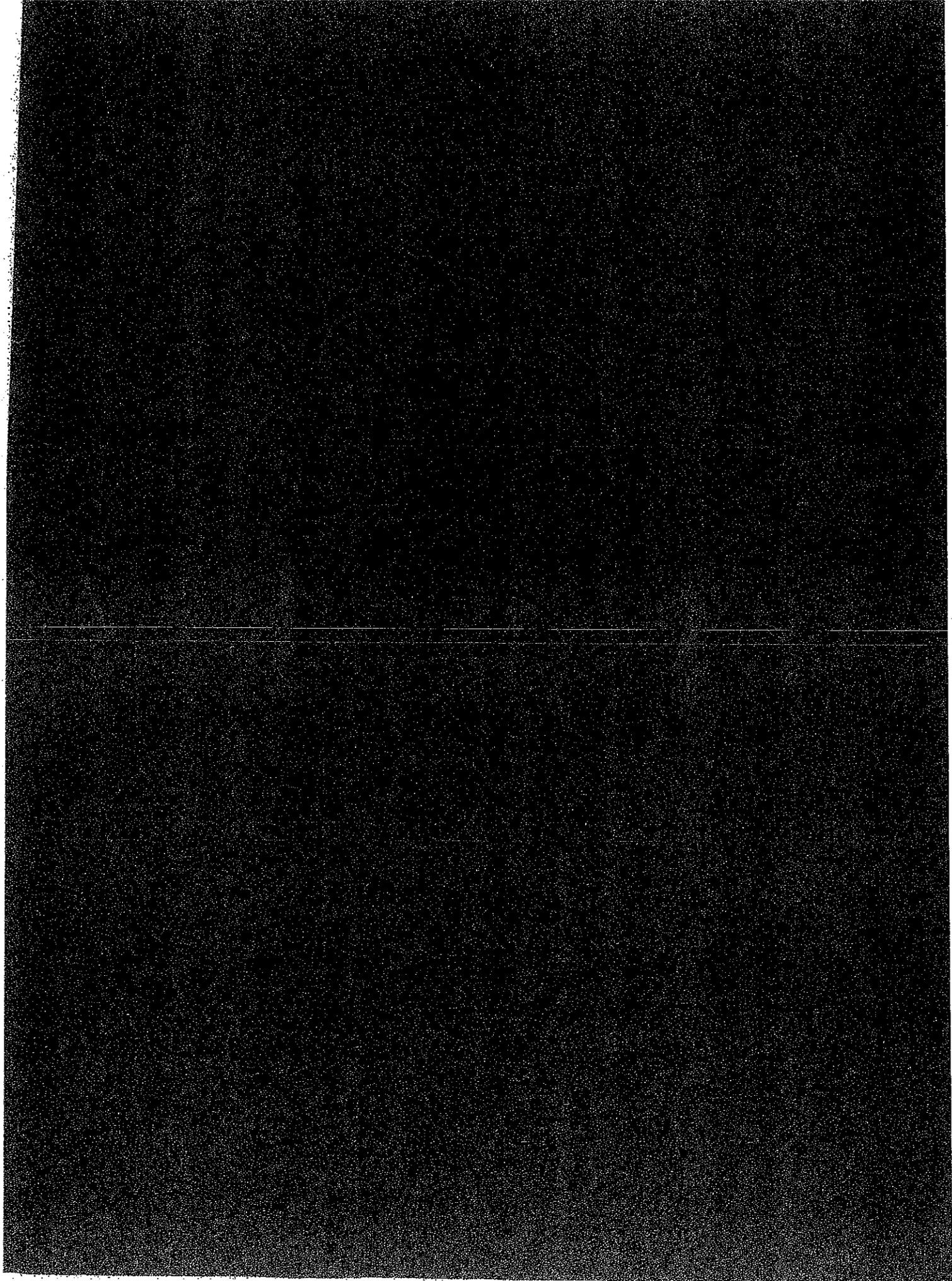
Daniel J. Mator, Jr., Township Manager

I, Daniel J. Mator, Jr., Township Manager of West Deer Township, Allegheny County, Pennsylvania, hereby certify that the attached is a true and correct copy of Resolution No. 2018-4, adopted _____, 2018.



WEST DEER TOWNSHIP

Daniel J. Mator, Jr., Township Manager



AUTHORIZATION: COMCAST & VERIZON CABLE FRANCHISE AGREEMENT NEGOTIATION

THE CABLE FRANCHISE AGREEMENTS WITH COMCAST AND VERIZON ARE SET TO EXPIRE IN THE NEAR FUTURE. THE NORTH HILLS COUNCIL OF GOVERNMENTS HAS WORKED WITH THE COHEN LAW GROUP TO PROVIDE NEGOTIATIONS FOR ALL PARTICIPATING MUNICIPALITIES AT A REDUCED, COST-SHARING RATE.

COHEN LAW GROUP WOULD NEED TO BE RETAINED SEPARATELY, EVEN THOUGH THE RATES ARE SHARED. THE ESTIMATED COST OF THIS SERVICE – FOR BOTH CABLE COMPANIES – IS ESTIMATED TO BE AROUND \$5,000.

A COPY OF THE ENGAGEMENT LETTER IS ATTACHED.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO AUTHORIZE THE RETAINING OF THE COHEN LAW GROUP TO NEGOTIATE THE CABLE FRANCHISE AGREEMENTS FOR BOTH COMCAST AND VERIZON ON BEHALF OF THE TOWNSHIP AT THE NORTH HILLS COUNCIL OF GOVERNMENTS NEGOTIATED RATE.

	MOTION	SECOND	AYES	NAYES
MRS. JORDAN	___	___	___	___
DR. DISANTI	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

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Chairperson of the Board
Shirley A. Hollibaugh

Vice-Chairperson of the Board
Richard W. DiSanti, Jr.

Township Manager
Daniel J. Mator, Jr.

18 April 2018

Daniel S. Cohen
Cohen Law Group
413 South Main Street, 3rd Floor
Pittsburgh, PA 15215

RE: West Deer Engagement for Cable Franchise Renewal with Comcast and Verizon

Dear Mr. Cohen:

The Board of Supervisors of West Deer Township has authorized the retaining of the Cohen Law Group ("CLG") to assist in cable franchise renewal negotiations with Comcast of California/Pennsylvania/Utah/Washington, Inc. (Comcast") and Verizon Pennsylvania, Inc. ("Verizon"). This engagement is made pursuant to the Proposal to Perform Cable Franchise Renewal Services submitted to the North Hills Council of Governments ("NHCOG") dated 26 February 2018 ("Proposal"). The Proposal includes the scope of services for the projects as well as the cost of services on an hourly basis.

As detailed in the Proposal, the blended hourly rate for CLG attorneys shall be \$225 per hour, and the West Deer portion is tentatively estimated at around \$5,000. CLG will provide detailed monthly invoices and periodic verbal status reports to the COG Executive Director – as well as the Managers CATV Committee members – on the progress of the negotiations. If it appears that the actual number of hours necessary to complete either negotiation will exceed the estimated hours in the Proposal, GLG shall provide both with a pre-notice of such development. It is acknowledged that the fee above does not include out-of-pocket expenses, which will be invoiced evenly between participating municipalities.

While we are engaging the Cohen Law Group individually – and upon conclusion of the project our municipality will obtain its own individual franchise agreement(s) – both CLG and West Deer agree that this project will be in conjunction with other participating member municipalities of the NHCOG. The NHCOG will collect revenue from member municipalities sufficient to pay CLG legal fees and expenses, as reviewed by the Executive Director and the Managers CATV Committee.

Sincerely yours,

Daniel Mator
Township Manager

109 East Union Road, Cheswick, PA 15024
724.265.3680
www.westdeertownship.com



DISCUSSION: CHARTER COMMISSION UPDATE

THE BOARD OF SUPERVISORS AUTHORIZED ORDINANCES NO. 419 AND 421 TO PLACE REFERENDUM QUESTIONS ON THE PRIMARY BALLOT. THOSE CONTENT OF THOSE QUESTIONS ARE:

1. THE REDUCTION OF SUPERVISORS FROM SEVEN TO FIVE, WITH REPRESENTATION COMING FROM FOUR DISTRICTS ALONG WITH ONE AT-LARGE CANDIDATE.
2. THE REDUCTION OF SUPERVISORS FROM SEVEN TO FIVE, WITH REPRESENTATION COMING AT-LARGE.
3. THE MODERNIZING OF TOWNSHIP INFORMATION (SUCH AS MINUTES, ETC.) AND MAKING CITIZENS' RIGHT TO BE HEARD MORE ACCESSIBLE.

CHARTER MEMBERS...

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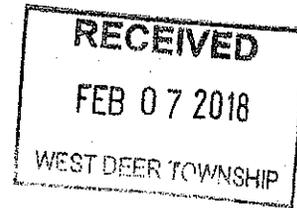
COUNTY OF



ALLEGHENY

RICH FITZGERALD
COUNTY EXECUTIVE

February 5, 2018



Daniel J. Mator, Jr.
Township Manager
West Deer Township
109 E. Union Rd.
Cheswick, PA 15024

Re: May 15, 2018 General Primary – West Deer Township

Dear Mr. Mator:

In response to West Deer Ordinance No. 419, please be advised that the Allegheny County Law Department has approved the following questions for placement upon the May 15, 2018 General Primary ballot:

**WEST DEER TOWNSHIP
PROPOSED HOME RULE CHARTER AMENDMENT
SPECIAL ELECTION QUESTION #1**

Shall Section Article III of the West Deer Township Home Rule Charter be amended to reduce the number of Township Supervisors from seven to five members, and to establish four representative districts with one at-large position, effective the first day of January 2020, as more fully described in West Deer Ordinance No. 419?

**WEST DEER TOWNSHIP
PROPOSED HOME RULE CHARTER AMENDMENT
SPECIAL ELECTION QUESTION #2**

Shall Article III of the West Deer Township Home Rule Charter be amended to reduce the number of at-large Township Supervisors from seven to five members, effective the first day of January 2020, as more fully described in West Deer Ordinance No. 419?

As you may know, the Pennsylvania Election Code (25 C.S.A., 2621.1) requires this Division to prepare a “plain English” explanation for any question appearing on the ballot. To this end, the ballot explanations for the referenda in your municipality are as follows:

Explanation of Ballot Question #1

If this question is approved by a majority of those voting AND receives the highest number of "YES" votes, the number of West Deer Township Supervisors shall be reduced from seven (7) to five (5), four (4) to be elected by district and one (1) to be elected at-large.

The Township Supervisor districts shall be established pursuant to Pennsylvania law.

During the 2019 election year, two (2) Supervisors shall be elected, one each in Districts One and Three. The three (3) Supervisors presently in office shall serve until the expiration of their terms as Supervisors at-large.

During the 2021 election year, three (3) Supervisors shall be elected, one (1) at-large and one (1) each in Districts Two and Four. Thereafter, all Township Supervisors elected shall serve the standard four year term.

Explanation of Ballot Question #2

If this question is approved by a majority of those voting AND receives the highest number of YES votes, the number of West Deer Township Supervisors shall be reduced from seven (7) to five (5). The election schedule to reduce the number of Township Supervisors shall be established pursuant to Pennsylvania Law and would commence during the 2019 election year.

In that Ordinance No. 421 calls for a referendum question containing four (4) different subject matters, it is not proper for placement upon the 2018 Primary ballot. A voter could presumably favor the approval of only certain items to the exclusion of others and would be unable to signify their individual choices by voting "yes" or "no" on a single ballot question, as provided at 25 P.S. 2963(g).

Specimen copies of the voting machine and absentee ballots will be forwarded when they become available.

Please be advised that all costs incurred by this Division for the printing of notices by newspaper publication under the applicable provisions of the Pennsylvania Election Code shall be the responsibility of your municipality. An itemized invoice will be transmitted along with the certified election results.

This Division will arrange for the posting of Special Election notices at the polling places on the day of the Election. However, as many of the referenda authorizing statutes require additional notice, often by the municipal officers, it is recommended that you consult the referendum authorizing statute.

Page 3.

Please contact me at (412) 350-4509 if you have any questions concerning these matters.

Very truly yours,

A handwritten signature in black ink, appearing to read "Mark Wolosik", with a long horizontal flourish extending to the right.

Mark Wolosik, Division Manager
Department of Administrative Services
Elections Division

cc: Allan J. Opsitnick, Assistant County Solicitor

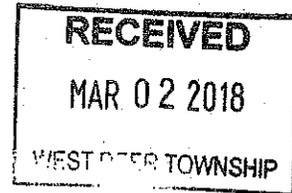
COUNTY OF



ALLEGHENY

RICH FITZGERALD
COUNTY EXECUTIVE

February 28, 2018



Daniel J. Mator, Jr, Manager
West Deer Township
109 E. Union Rd.
Cheswick, PA 15024

Re: May 15, 2018 General Primary – West Deer Township

Dear Mr. Mator:

In response to West Deer Ordinance No. 421, please be advised that the Allegheny County Law Department has approved the following question for placement upon the May 15, 2018 General Primary ballot:

**WEST DEER TOWNSHIP
PROPOSED HOME RULE CHARTER AMENDMENT
SPECIAL ELECTION QUESTION #3**

Shall Article IV of the West Deer Township Home Rule Charter be amended to allow for modern forms of electronic communication and public participation, as more fully described in West Deer Ordinance No. 421?

As you may know, the Pennsylvania Election Code (25 C.S.A., 2621.1) requires this Division to prepare a “plain English” explanation for any question appearing on the ballot. To this end, the ballot explanations for the referenda in your municipality are as follows:

Explanation of Ballot Question #3

If this question is approved by a majority of those voting, the West Deer Home Rule Charter will be amended to permit auditable, electronic forms of communication for the scheduling of Special meetings of the Board of Supervisors and permit the posting of meeting minutes, meeting summaries and records on the Township’s website.

Page 2.

Approval of this question will also permit residents and taxpayers of the Township to speak at a regular business meeting by contacting the Township Manager at least one week prior to the business meeting and requesting to be placed on the meeting agenda. In addition, the requirement that citizens must file a petition with the Township to participate in a special meeting of the Board of Supervisors will no longer be in effect.

This letter will also incorporate the discussion concerning the printing, advertising costs and posting of notices that appeared in the February 5, 2018 letter approving two additional Home Rule Charter Amendments.

Finally, a typographical error was made in Ballot Question #1. The word "Section" shall be removed from the question.

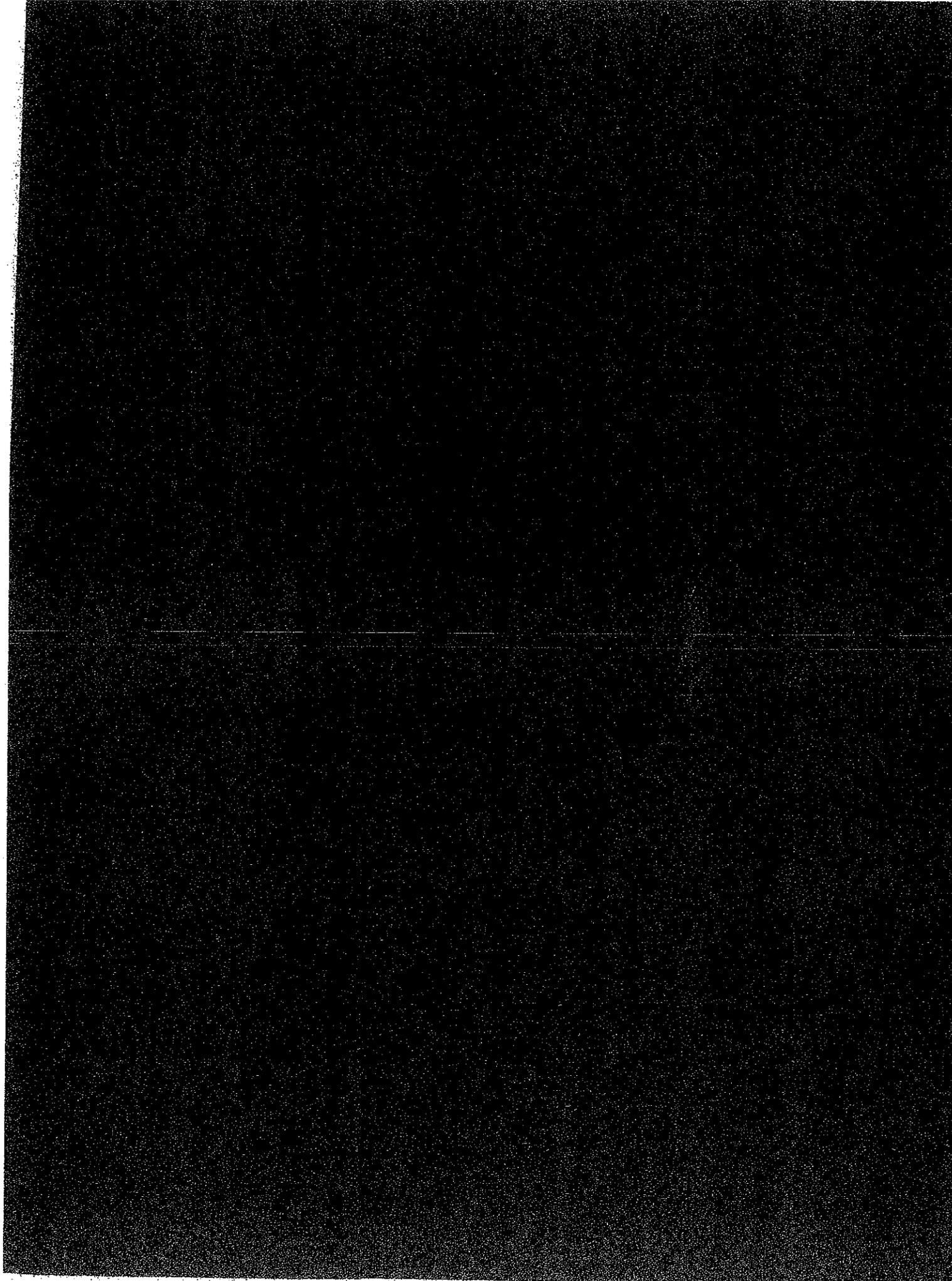
Please contact me at 412.350.4509 if you have any questions concerning these matters.

Very truly yours,

A handwritten signature in black ink, appearing to read "Mark Wolosik", written in a cursive style.

Mark Wolosik, Division Manager
Department of Administrative Services
Elections Division

cc: Allan J. Opsitnick, Assistant County Solicitor



COMMITTEE REPORTS

EMS COMMITTEE

Chairman – Mr. Vaerewyck

ENGINEERING & PUBLIC WORKS COMMITTEE

Chairwoman – Mrs. Romig

FINANCIAL, LEGAL & HUMAN RESOURCES COMMITTEE

Chairman – Dr. DiSanti

PARKS AND RECREATION COMMITTEE

Chairwoman – Mrs. Jordan

ZONING, PLANNING, & CODE COMMITTEE

Chairman – Mr. Karpuzi

NORTH HILLS COG REPORT

Mr. Karpuzi

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OLD BUSINESS

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NEW BUSINESS

**SET AGENDA / Regular Business Meeting
MAY 16, 2018**

6:30 p.m. – Executive Session

7:00 p.m. – Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session Held
5. Registered Comments from the Public
6. Comments from the Public
7. Accept Minutes
8. Monthly Financial Report
 - A. Finance Officer's Report
 - B. List of Bills
 - C. Tax Refunds
9. Police Chief's Report
10. Building Inspector/Code Enforcement Officer's Report
11. Report from the Parks and Recreation Board
12. Engineer's Report
13. Authorization: Guiderail Project
14. Discussion: Charter Commission Update on General Election Referenda
15. Committee Reports
16. Old Business
17. New Business
18. Set Agenda/June 20, 2018
19. Comments from the Public
20. Adjournment

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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.

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ADJOURNMENT

I MOVE TO ADJOURN AT _____ P.M.

MOTION SECOND AYES NAYES

MR. MAUDHUIT	—	—	—	—
MRS. JORDAN	—	—	—	—
MR. KARPUZI	—	—	—	—
DR. DISANTI	—	—	—	—
MRS. ROMIG	—	—	—	—
MR. VAEREWYCK	—	—	—	—
MRS. HOLLIBAUGH	—	—	—	—

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