

West Deer Township
Board of Supervisors
February 15, 2012
7:30 p.m.

The West Deer Township Board of Supervisors held their Regular Business Meeting at the West Deer Township Municipal Building. Members present: Shirley Hollibaugh, Chairwoman; Tracy A. Adamik, Richard W. DiSanti, Jr., Jeffrey D. Fleming, Rick W. Florentine, Lawrence K. McManus, and Gerard J. Vaerewyck. Also present were: Daniel J. Mator, Jr., Township Manager; Barbara Nardis, Finance Officer; Douglas I. Happel, Township Solicitor; and Richard Shoup, Township Engineer.

Chairwoman Hollibaugh opened and welcomed everyone to the meeting.

PLEDGE OF ALLEGIANCE

Roll Call taken by Mr. Mator -- Quorum present.

Chairwoman Hollibaugh announced the Board held an Executive Session prior to the meeting to discuss legal and personnel issues.

REGISTERED COMMENTS FROM THE PUBLIC:

None.

COMMENTS FROM THE PUBLIC:

Chairwoman Hollibaugh asked if there were any comments at this time on the agenda and public-related items and if so, asked the public to please approach the microphone, clearly state their name and address, and limit their comments to five (5) minutes.

None.

ACCEPT MINUTES:

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Fleming to accept the minutes of the January 18, 2012 and February 1, 2012 meetings as presented. Motion carried unanimously 7-0.

MONTHLY FINANCIAL REPORT: Mrs. Nardis read the following Finance Officer's Report:

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
January 31, 2012

I - GENERAL FUND:

Cash and Cash Equivalents:

Sweep Account	\$ 476,602	
		\$ 476,602

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted	\$ 136,014	
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Fire Tax Fund:

Sweep Account - Restricted	\$ 26,062	
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State/Liquid Fuels Fund:

Sweep Account - Restricted	\$ 190,717	
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\$ 352,793

Investments:

Operating Reserve Fund:

Sweep Account - Reserved	\$ 433,510	
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Capital Reserve Fund:

Sweep Account - Reserved	\$ 180,784	
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\$ 614,294

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

Route 910 Frontier Dr Waterline:

Sweep Account - Restricted	\$ 6,079	
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Route 910 II Waterline:

Sweep Account - Restricted	\$ 71,958	
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\$ 78,037

TOTAL CASH BALANCE 1/31/12

\$ 1,521,725

Interest Earned January 2012

\$ 115

	<u>12/31/2011</u> <u>Debt Balance</u>	<u>January</u> <u>Principal</u> <u>Payment</u>	<u>1/31/2012</u> <u>Debt Balance</u>
Mars National- VFC #3	\$ 36,799	\$ 2,844	\$ 34,111
PNC Equipment Finance- VFC #2		\$ 1,889	
Farmers & Merchants Bank-VFC #2		\$ 860	
Volunteer Companies Loan FD-VFC #1	\$ 53,041	\$ 644	\$ 52,518

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

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

MOTION BY Supervisor Fleming and SECONDED BY Supervisor Adamik to approve the Finance Officer's Report as submitted. Motion carried unanimously 7-0.

LIST OF BILLS:

Best Wholesale Tire Co., Inc.....	1163.95
Beth's Barricades	195.00
CDW Government, Inc.....	1608.69
Central Tax Bureau.....	1586.16
Cleveland Brothers Equipment Co., Inc.....	1822.00
Griffith, McCague & Wallace	2935.50
Hampton Concrete Products Inc.....	17257.00
Hei-Way, LLC.....	2663.05
Jordan Tax Service, Inc.	676.01
Markl Supply	1050.56
Neville Terminal Services LLC.....	926.52
Office Depot	261.53
Shoup Engineering Inc.	533.25
Staley Communication	183.47
TribTotal Media	647.92
Tristani Brothers, Inc.....	819.30
Walsh Equipment	13275.36

Mr. Mator addressed the Board in regard to an invoice he received for payment from Meyer Excavating in the amount of \$48,082.50 for the Russellton Plan #2 Storm Sewer Project.

After some discussion, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Fleming to pay utilities and payroll from February 16, 2012 to March 21, 2012 and to include the bill for \$48,082.50 for Meyer Excavating. Motion carried unanimously 7-0.

LIST OF BILLS:

Supervisor DiSanti corrected the motion to read, to pay Meyer Excavating under the List of Bills motion:

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Fleming to pay the list of bills as submitted and to include the bill for \$48,082.50 for Meyer Excavating. Motion carried unanimously 7-0.

CODE ENFORCEMENT OFFICER'S REPORT:

Gary L. Bogan, Code Enforcement Officer was present and provided a summary report for the month of January 2012. Mr. Bogan informed the Board of an upcoming site plan for an indoor recreational facility in the Township. Copy of the report is on file at the Township. Questions/comments followed.

POLICE CHIEF'S REPORT:

Chief Jon Lape was present and provided a summary report on the Police Department for the month of January 2012. Copy of the report is on file at the Township. Questions/comments followed.

PARKS & RECREATION BOARD REPORT:

Mrs. Pat Aber, Chairwoman, was present and reported on the Parks & Recreation Board:

- Easter Egg Hunter/April 1, 2012
- Meetings for Community Days

ENGINEER'S REPORT:

The Board received the Engineer's Report submitted by Shoup Engineering, Inc. Mr. Richard Shoup was present representing Shoup Engineering, Inc., and summarized the Meeting Attendance, Developments/McIntyre Heights, Miscellaneous/Russellton Plan #2 Storm Sewer Project and Logan Road Landslide. Questions/comments followed.

The Public Works Committee will meet to further discuss the best course of action to repair the Logan Road Landslide.

AUTHORIZE ADVERTISEMENT/ORDINANCE AMEND PLANNING COMMISSION MEMBERS:

The Township Home Rule Charter requires seven (7) members on the Planning Commission; however Ordinance No. 266 required only five (5) members.

ORDINANCE NO. 391

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING ORDINANCE NO. 266, WHICH ADOPTED CHAPTER 44, PLANNING COMMISSION, AS PART OF THE TOWNSHIP CODE.

MOTION BY Supervisor Florentine and SECONDED BY Supervisor Adamik to authorize the advertisement of Ordinance No. 391. Motion carried unanimously 7-0.

RESOLUTION NO. 2012-3/ALLEGHENY COUNTY 2011 HAZARD MITIGATION PLAN:

The Board received the copy of the Resolution for West Deer Township for the Hazard Mitigation Plan. The Board also received a copy of the Resolution adopted by the County Executive of Allegheny County adopting the 2011 Hazard Mitigation Plan.

Chief Lape was present and explained the purpose of the Hazard Mitigation Plan.

MOTION BY Supervisor Fleming and SECONDED BY Supervisor DiSanti to adopt Resolution No. 2012-3 for the Allegheny County 2011 Hazard Mitigation Plan for the Township of West Deer. Motion carried unanimously 7-0.

AUTHORIZE PURCHASE/POLICE VEHICLE:

The Board received the quote from Tri Star Motors for one (1) 2012 Dodge Charger Police RWD. Tri Star Motors participates in the SHACOG Purchasing Alliance. The Township also received the following three (3) quotes for financing for three (3) years:

- 1) Laurel Capital @ 4.2%
- 2) Dollar Bank @ 4.62%
- 3) First Commonwealth of PA @ 3.68%

A discussion was held on the purchase of the new police vehicle, the repair costs to the old vehicle including the recent transmission issues/costs, sale of the old vehicle, etc.

Mr. Mator explained the three aforementioned quotes and – after presenting the actual costs of financing for each proposal (fees and terms taken in consideration) – recommended the Board accept the Dollar Bank proposal.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor McManus to authorize the purchase of one (1) 2012 Dodge Charger Police RWD to Tri Star Motors in the amount of \$25,102.00 and the financing through Dollar Bank at 4.62%. Supervisor DiSanti noted the police vehicle purchase was budgeted in the 2012 Budget. Motion carried unanimously 7-0.

AUTHORIZE ADVERTISEMENT FOR BIDS/2012 ROAD PROGRAM:

Two Bids:

- 1) Russellton No. 2 Plan
- 2) Cemetery Road, Shephard Road, and Hunter Road, with add/alternates of McIntyre Road and Simon Road.

After some discussion, MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to authorize the Township Engineer to solicit bids for the 2012 Road Program. Motion carried unanimously 7-0.

OLD BUSINESS:

*Mr. Mator addressed the Board on the following items:

- Russellton No. 2 Project.
- Re-bid Bairdford Park Handicap Project.
- Culmerville Bridge –repair landslide on Saxonburg Boulevard in approximately five weeks.
- Bairdford Road/start date of March 5th for the stormwater portion of the project.

*Supervisor Adamik informed the Board the Township will be invited to the School Board's next Executive Session to discuss the Public Works building/lease.

NEW BUSINESS:

*Supervisor DiSanti commented on the Zoning Ordinance and Marcellus Shale/Drilling Ordinance. At this time, Mr. Happel, Township Solicitor, explained the House and Senate Bill amending the State's Oil & Gas Act allowing provisions for municipalities to adopt ordinances to regulate oil and gas drilling. After the Law is signed by the Governor, the Township will then have to look at the current ordinance that addresses oil and gas leases as well as the proposed new zoning ordinance and make the necessary amendments.

*Supervisor Vaerewyck suggested the Township prepare a list of priorities including the cost of projects for State funding by State officials. Supervisor DiSanti agreed and indicated Mr. Mator can implement a list.

*Mr. Mator questioned if the Board would like to place an article in the March issue of the Town Flyer. Supervisor DiSanti recommended the Chairwoman put together an article. Chairwoman Hollibaugh also suggested the Township submit pictures each month to the Town Flyer of the various departments, such as the Road Department, Police Department, Office Staff, Code Enforcement, etc., so the residents can be familiar with who they are.

SET AGENDA – March 7, 2012

6:30 p.m. – Executive Session

7:30 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. Hire Part time police officer
8. North Hills COG Report
9. Committee Updates
10. Set Agenda/March 21, 2012
11. Comments from the Public
12. Adjournment

COMMENTS FROM THE PUBLIC:

Chairwoman Hollibaugh asked if there were any comments on the agenda and public-related items and if so, asked the public to please approach the microphone, clearly state their name and address, and limit their comments to five (5) minutes.

- Mrs. Gloria Semler, Cedar Ridge Road, commended the Senior Citizen Center including Barb Thompson of Catholic Youth Association who runs the Center at the old Nike Site. Supervisor DiSanti recommended the Township send out thank you letters to everyone involved.

ADJOURNMENT:

MOTION BY Supervisor Dr. DiSanti and SECONDED BY Supervisor Fleming to adjourn the meeting at 8:34 p.m. Motion carried unanimously 7-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager