

West Deer Township
Board of Supervisors
July 18, 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 Gerry Vaerewyck. Also present were: Daniel J. Mator, Jr., Township Manager; Barbara Nardis, Finance Officer; Douglas I. Happel, Township Solicitor; and Scott 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:

- Mrs. Patricia Lawrence, 6th Way, Russellton: Stan Lawrence, husband, spoke in behalf of Patricia. Mr. Lawrence stated that 6th Way is in need of maintenance. Stated that Township has maintained for the past 40+ years and provided snow removal last winter. 6th Way is the only egress/ingress to his property. Mr. Happel explained that this road is not a dedicated municipal road as it does not meet the specs for a Township road. Doing maintenance on this road could create a liability for the Township. Mr. Happel further stated that private lanes are property owner's obligations. After much discussion, Mr. Happel will investigate further and Supervisors agreed to discuss at a later date.
- Mr. Bodner, West Street: His road was only maintained at beginning of entrance and now needs care further up.
- Stone & Company was registered for comments but no representation present.

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 Florentine to accept the minutes of the June 20, 2012 meeting 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
June 30, 2012

I - GENERAL FUND:

Cash and Cash Equivalents:

Sweep Account	\$ 1,361,364	
		\$ 1,361,364

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted	\$ 104,647	
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Fire Tax Fund:

Sweep Account - Restricted	\$ 96,658	
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State/Liquid Fuels Fund:

Sweep Account - Restricted	\$ 351,961	
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\$ 553,265

Investments:

Operating Reserve Fund:

Sweep Account - Reserved	\$ 422,632	
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Capital Reserve Fund:

Sweep Account - Reserved	\$ 180,827	
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\$ 603,459

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

Route 910 II Waterline:

Sweep Account - Restricted	\$ 76,072	
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\$ 76,072

TOTAL CASH BALANCE 6/30/12

\$ 2,594,160

Interest Earned June 2012

\$ 153

	<u>5/312012</u>	<u>April</u>	<u>6/30/2012</u>
	<u>Debt Balance</u>	<u>Principal</u>	<u>Debt Balance</u>
		<u>Payment</u>	
Mars National- VFC #3	\$ 0.00	\$ 1,799	\$ 100,000.00
PNC Equipment Finance- VFC #2		\$ 1,889	
Farmers & Merchants Bank-VFC #2		\$ 860	
Volunteer Companies Loan FD-VFC #1	\$ 50,484	\$ 644	\$ 49,927

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

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

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

LIST OF BILLS:

Beth's Barricades.....	950.50
Central Tax Bureau.....	1408.92
Griffith, McCague & Wallace, PC.....	2187.50
Hampton Concrete Products, Inc.....	372.90
Jordan Tax Service, Inc.....	1437.09
Kress Tire.....	179.00
Krigger & Co.....	539.49
Markl Supply.....	46.75
Mike Dumas Equip. & Repair Services.....	2400.00
North Hills COG SRT Vehicle Maintenance.....	1218.62
Office Depot.....	218.42
S&D Calibration Services.....	116.00
Shoup Engineering, Inc.....	804.75
Staley Communications.....	183.47
The HDH Group, Inc.....	9596.00
The Lane Construction Corp.....	8283.63
Trib Total Media.....	249.92
Tristani Brothers, Inc.....	275.96

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Florentine to pay the List of Bills as submitted. Motion carried unanimously 7-0.

UTILITIES & PAYROLL:

MOTION BY Supervisor Vaerewyck and SECONDED by Supervisor McManus to pay utilities and payroll from July 19, 2012 to August 15, 2012. 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 June 2012. 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 June 2012. Copy of the report is on file at the Township. Questions/comments followed.

PARKS & RECREATION BOARD REPORT:

Ms. Marilyn Kirin, Chairwoman, was present and reported on the Parks & Recreation Board:

- Community Days will be holding a vendor meeting to finalize plans
- Requesting water lines be installed on top fields (Fields 5, 6, 7, and 8) for safety issues and maintenance of fields
- Seeking approval to reinstate *West Deer Nightmare* at Bairdford Park for the Halloween season. Will be managed by Mr. Shawn Maudhiut who will assemble in September, event to run the month of October, and dismantle in November.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to permit the use of Bairdford Park contingent upon a definitive agreement being agreed upon by West Deer Township and Shawn Maudhiut. Motion carried unanimously 7-0.

ENGINEER’S REPORT:

The Board received the Engineer’s Report submitted by Shoup Engineering, Inc. Mr. Scott Shoup was present representing Shoup Engineering, Inc., and summarized the Meeting Attendance, Developments/ Vrabel Baseball Fields and Whispering Pines Amended Lot #3, Miscellaneous/2012 Road Improvement Project and 2013 Road Improvement/Demolition Project (bids to be opened by North Hills COG on July 26th).

WHISPERING PINES --- AMENDED LOT 3:

The Planning Commission approved the Whispering Pines – Amended Lot 3 at their June 28, 2012 meeting. This subdivision is to divide the existing Lot #3 of the subdivision known as the Whispering Pines into two separate properties in accordance with Ordinance No. 374. The lots will equal:

Lot 3A..... 12,740 sq. ft.
Lot 3B..... 12,697 sq. ft.

Mr. Shoup reviewed the plan and it satisfies the applicable Township Ordinance requirements.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor McManus to approve the Whispering Pines – Amended Lot 3 Subdivision Plan as per the recommendation by the Planning Commission. Motion carried unanimously 7-0.

TRACTOR/BOOM MOWER:

The Board tabled the purchase of the Tractor/Boom mower at their June 20, 2012 meeting. The Board received the quote from Walsh Equipment for one (1) Massey Ferguson Model 5455 2-Wheel Drive Tractor and Tiger Bengal BB-22 Side Stow Transport Mower in the amount of \$66,982.00 under the SHACOG Purchasing Alliance with 3.8% financing for 36 months through Laurel Capital Corporation.

Mr. Jim Sturgeon, representative of Walsh Equipment, was present and gave an overview of equipment and cost. Refurbishing present mower would cost approximately \$20,000+.

MOTION BY Supervisor Fleming and SECONDED BY Supervisor DiSanti to authorize the purchase of one (1) 2012 Massey Ferguson Model 5455 2-Wheel Drive Tractor and Tiger Bengal BB-22 Side Stow Transport Mower in the amount of \$81,982.00 with the option that the Township sell used mower outright with a contingent that Township to sell used mower by September, 2012 or Welsh Equipment will honor trade-in amount of \$15,000.00. The financing through Laurel Capital Corporation at 3.8%

Roll call vote was taken. Members voting yes: Mr. Florentine, Mr. McManus, Mr. Adamik, Dr. DiSanti, Mr. Fleming and Mrs. Hollibaugh. Member voting no: Mr. Vaerewyck.

Motion carried 6 – yes and 1 – no.

WEST DEER EMS REQUEST:

The Board received a letter from the West Deer EMS requesting approval to use their Budget allocation from the Township to cover their Annual Workers’ Compensation renewal premium in the amount of \$15,895.00.

West Deer EMS, represented by Mrs. Carol McCaskey and Mr. Tom DeMartini, is requesting the Township release these funds directly to UPMC Health Benefits, Inc., for the full amount as done in previous years. A discussion was held by Mr. Vaerewyck regarding financial statements, tax returns, expenses, etc.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to approve \$15,895.00 to UPMC Health Benefits, Inc., for the West Deer EMS Workers’ Compensation payment with the understanding that reports will be furnished for the August township meeting addressing issues stated in Mr. Vaerewyck’s letter to the EMS dated July 11, 2012. Motion carried unanimously 7-0.

PARKS & RECREATION BOARD REQUEST:

The Board of Supervisors received a letter from the Parks & Recreation Board requesting the removal of Dale Valetta as a member from the Parks & Recreation Board immediately. Mr. Valetta has missed four (4) consecutive meetings and has not been participating in any Parks & Recreation events.

The Parks & Recreation Board is also requesting the Supervisors appoint Tom DeMartini as a member of the Parks & Recreation Board to replace Mr. Valetta.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Fleming to remove Dale Valetta from the Parks & Recreation Board immediately and appoint Tom DeMartini as a member of the Parks & Recreation Board to fill Dale Valetta's term of office that will expire on December 31, 2012.

Motion carried unanimously 7-0.

RESOLUTION NO. 2012-7/CD YEAR 39 – COMMUNITY DEMOLITION PROJECT:

The Township is filing an application for CDBG funding for various demolitions in the Township.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor McManus to adopt Resolution No. 2012-7 which authorizes the Township to file an application for CDBG funding for the 2013 Community Demolition Project in the amount of \$49,000.00.

Roll call vote was taken. Members voting yes: Mr. Florentine, Mr. McManus, Mr. Adamik, Dr. DiSanti, Mr. Fleming and Mrs. Hollibaugh. Member voting no: Mr. Vaerewyck.

Motion carried 6 – yes and 1 – no.

RESOLUTION NO. 2012-8/CD YEAR 39 DEMOLITION/BLIGHTED PROPERTY:

The Township is filing an application for CDBG funding for various demolitions in the Township. MOTION BY Supervisor Fleming and SECONDED BY Supervisor DiSanti to adopt Resolution No. 2012-8 which declares the structures to be demolished as blighted property as defined by the Urban Redevelopment Law.

Roll call vote was taken. Members voting yes: Mr. Florentine, Mr. McManus, Mr. Adamik, Dr. DiSanti, Mr. Fleming and Mrs. Hollibaugh. Member voting no: Mr. Vaerewyck.

Motion carried 6 – yes and 1 – no.

SALE OF PUBLIC WORKS' VEHICLES:

2004 GMC Pickup Truck

2003 GMC One Ton Dump Truck

Tar Kettle

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor McManus to authorize the sale of the 2004 GMC Pickup Truck, 2003 GMC One Ton Dump Truck, and Tar Kettle. Motion carried unanimously 7-0.

RESOLUTION NO. 2012-9 – DUI GRANT:

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Fleming to adopt Resolution #2012-9 authorizing the Township Manager to submit paperwork for the State DUI Grant. Motion carried unanimously 7-0.

OLD BUSINESS:

- Supervisor DiSanti suggested to continue meeting once a month instead of the bi-weekly meetings.

NEW BUSINESS:

- Supervisor DiSanti, resident of 56 Deer Hollow Lane, complaining of water pollution in his pond and in the Deer Hollow area.

Chairwoman Hollibaugh announced the August 1, 2012 meeting has been cancelled.

SET AGENDA – August 15, 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. Accept Minutes
8. Monthly Financial Report
 - A. Treasurer's Report
 - B. List of Bills
 - C. Utilities & Payroll
9. Code Enforcement Officer's Report
10. Police Chief's Report
11. Report from the Parks & Recreation Board
12. Engineer's Report
13. Old Business
14. New Business
15. Set Agenda/September 5, 2012
16. Comments from the Public
17. Adjournment

Items added:

- *Award Contractor for Demolition Projects
- *West Deer EMS Financial Updates

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.

None

ADJOURNMENT:

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Fleming to adjourn the meeting at 9:26 p.m. Motion carried unanimously 7-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager