

West Deer Township
Board of Supervisors
September 19, 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, and Lawrence K. McManus. Member absent, 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:

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 August 15, 2012, August 29, 2012, and September 5, 2012 meetings as presented. Motion carried unanimously 6-0.

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

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

I - GENERAL FUND:

Cash and Cash Equivalents:

Sweep Account	\$ 1,193,774	
		\$ 1,193,774

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted	\$ 92,462	
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Fire Tax Fund:

Sweep Account - Restricted	\$ 78,198	
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State/Liquid Fuels Fund:

Sweep Account - Restricted	\$ 351,977	
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\$ 522,636

Investments:

Operating Reserve Fund:

Sweep Account - Reserved	\$ 422,683	
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Capital Reserve Fund:

Sweep Account - Reserved	\$ 180,845	
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\$ 603,528

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

Route 910 II Waterline:

Sweep Account - Restricted	\$ 76,082	
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\$ 76,082

TOTAL CASH BALANCE 8/31/12

\$ 2,396,021

Interest Earned August 2012

\$ 161

	<u>7/31/2012</u>	<u>August</u>	<u>8/31/2012</u>
	<u>Debt Balance</u>	<u>Principal</u>	<u>Debt Balance</u>
		<u>Payment</u>	
Mars National- VFC #3	\$ 98,426.11	\$ 1,799	\$ 96,865.08
PNC Equipment Finance- VFC #2		\$ 1,889	
Farmers & Merchants Bank-VFC #2		\$ 860	
Volunteer Companies Loan FD-VFC #1	\$ 49,368	\$ 644	\$ 48,809

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 DiSanti to approve the Finance Officer's Report as submitted. Motion carried unanimously 6-0.

LIST OF BILLS:

Best Wholesale Tire Co., Inc.....	552.72
Beth’s Barricades	1540.00
Griffith, McCague &Wallace, PC	2556.04
Jordan Tax Service, Inc.	437.01
Krigger & Co.....	607.61
Lindy Paving Inc.	463.42
Neil Florentine.....	928.20
Office Depot	368.43
Shoup Engineering Inc.	1344.25
Staley Communications.....	183.47
The Lane Construction Corporation	3018.34
Trib Total Media	1620.88

MOTION BY Supervisor Fleming and SECONDED BY Supervisor Florentine to pay the List of Bills as submitted. Motion carried unanimously 6-0.

UTILITIES & PAYROLL:

MOTION BY Supervisor McManus and SECONDED BY Supervisor DiSanti to pay utilities and payroll from September 20, 2012 to October 17, 2012. Motion carried unanimously 6-0.

CODE ENFORCEMENT OFFICER’S REPORT:

Gary L. Bogan, Code Enforcement Officer was present and provided a summary report for the month of August 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 August 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. Resident Shari Smallwood was present and commented on a drainage problem at the B2 softball field at Bairdford Park.

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; Miscellaneous/2012 Demolition Project and Municipal Separate Storm Sewer System (MS4) Project.

VRABEL BASEBALL FIELDS/SITE PLAN:

The Planning Commission approved the Vrabel Baseball Fields at the No Off-Season Training Sports Facility located on Chase Drive off of Saxonburg Boulevard. Two baseball fields will be constructed. The Planning Commission recommended approval for the two baseball fields contingent upon:

1. Lighting Plan to be submitted before installation of any field lights.
2. Time frame for Chase Drive designating private or public road, and
3. Developer to contact Allegheny County Conservative District to update Erosion & Sedimentation Plan.

The Board received Mr. Shoup's review letter dated August 21, 2012.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Fleming to approve the Vrabel Baseball Fields Site Plan contingent upon the above issues as per the recommendation by the Planning Commission. Motion carried unanimously 6-0.

AWARD BID FOR 2012 DEMOLITION PROJECT/CDBG YEAR 38:

Bids were received and opened by the North Hills COG on September 13, 2012 for the Demolition Project.

BIDDERS:	91 McClure Road & 186 Shoaf Street	BASE BID AMOUNT:
Lutterman Excavating		\$10,400.00
Excavation Contracting by Eremic		\$10,440.00
W & J Contractors, Inc.		\$11,500.00
Greenthumb Excavating		\$13,131.31

BIDDERS:	91 McClure Road, 186 Shoaf Street & 230 East Union Road	ALTERNATE BID AMOUNT:
Excavation Contracting by Eremic		\$13,640.00
W & J Contractors Inc.		\$15,400.00
Greenthumb Excavating		\$17,255.43
Lutterman Excavating		\$24,600.00

MOTION BY Supervisor Florentine and SECONDED BY Supervisor DiSanti to award the bid for the 2012 Demolition Project to Lutterman Excavating in the amount of \$10,400.00. Motion carried unanimously 6-0.

AUTHORIZE ADVERTISEMENT/STREETS & SIDEWALK ORDINANCE:

ORDINANCE NO. 395

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING THE STREETS AND SIDEWALK ORDINANCE.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Fleming to authorize the advertisement for Ordinance No. 395 amending the Streets and Sidewalk Ordinance. Motion carried unanimously 6-0.

BIDS RECEIVED/SALE OF VEHICLES & EQUIPMENT:

Bids were advertised on August 23, 2012 for the sale of the following Township vehicles and equipment:

- 2005 Ford Crown Victoria Police Interceptor
- 2004 GMC Pick-Up Truck
- 2003 GMC One Ton Dump Truck
- 2005 Massey Ferguson Tractor w/Tiger Boom Mower
- Chausse Tar Kettle

Sealed bids were opened on September 13, 2012 at 3:00 p.m.

A: 2005 FORD CROWN VICTORIA POLICE INTERCEPTOR:

The following three (3) bids were received:

Bidders:	Total Amount:
Bayridge Motors, Inc.	\$1,313.00
Justin Pakorny	\$ 457.00
James Sokol	\$ 350.00

MOTION BY Supervisor Fleming and SECONDED BY Supervisor DiSanti to authorize the sale of the 2005 Crown Victoria Police Interceptor to Bayridge Motors, Inc., in the amount of \$1,313.00. Motion carried unanimously 6-0.

B: 2004 GMC PICK-UP TRUCK:

The following five (5) bids were received:

Bidders:	Total Amount
John Hollibaugh	\$3,894.00
Robert Connors	\$3,711.00
Smullin Asphalt	\$2,900.00
Dan Loughlin	\$2,000.00
Bayridge Motors, Inc.	\$1,001.00

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Florentine to authorize the sale of the 2004 GMC Pick-up truck to John Hollibaugh in the amount of \$3,894.00. Members voting yes, Mr. Florentine, Mr. McManus, Mr. Adamik, Dr. DiSanti, and Mr. Fleming. Member abstaining, Mrs. Hollibaugh. Motion carried, 5 – yes and 1 – abstention.

C: 2003 GMC ONE TON DUMP TRUCK:

The following four (4) bids were received:

Bidders:	Total Amount:
Smullin Asphalt	\$6,256.00
John Hollibaugh	\$5,685.00
Robert Connors	\$4,311.00
David Christ	\$2,511.01

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Fleming to authorize the sale of the 2003 GMC One Ton Dump truck to Smullin Asphalt in the amount of \$6,256.00. Motion carried unanimously 6-0.

D: 2005 MASSEY FERGUSON TRACTOR W/TIGER BOOM MOWER:

No bids received. The Board instructed the Manager to advertise other sources for the sale of the Tractor/Boom Mower.

E: CHAUSSE TAR KETTLE:

One (1) bid was received by Smullin Asphalt in the amount of \$300.00.

MOTION BY Supervisor Florentine and SECONDED BY Supervisor DiSanti to authorize the sale of the Chausse Tar Kettle to Smullin Asphalt in the amount of \$300.00. Motion carried unanimously 6-0.

RESOLUTION #2012-10/POLICE PENSION AUTHORIZATION:

The Board received a copy of the Certified Copy of Corporation Resolution #2012-10 Police Pension authorization with Manning & Napier Advisors, LLC, to provide investment management services and PNC Bank to provide custodian/directed trustee services.

MOTION BY Supervisor Fleming and SECONDED BY Supervisor DiSanti to adopt Resolution #2012-10. Motion carried unanimously 6-0.

RESOLUTION #2012-11/MUNICIPAL EMPLOYEE'S PENSION AUTHORIZATION:

The Board received a copy of the Certified Copy of Corporation Resolution #2012-11 Municipal Employees' Pension authorization with Manning & Napier Advisors, LLC, to provide investment management services and PNC Bank to provide custodian/directed trustee services.

MOTION BY Supervisor McManus and SECONDED BY Supervisor Florentine to adopt Resolution #2012-11. Motion carried unanimously 6-0.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

SET AGENDA – October 3, 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. Authorize advertisement/Budget Workshop
8. Old Business
9. New Business
10. Set Agenda/October 17, 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.

None.

ADJOURNMENT:

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Fleming to adjourn the meeting at 8:20 p.m. Motion carried unanimously 6-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager