

West Deer Township
Board of Supervisors
May 16, 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., Rick W. Florentine, and Lawrence K. McManus. Members absent, Jeffrey D. Fleming 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:

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 McManus to accept the minutes of the April 18, 2012 and May 2, 2012 meetings as presented. Motion carried unanimously 5-0.

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

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
April 30, 2012

I - GENERAL FUND:

Cash and Cash Equivalents:

Sweep Account	\$ 514,732	
		\$ 514,732

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted	\$ 117,240	
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Fire Tax Fund:

Sweep Account - Restricted	\$ 45,786	
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State/Liquid Fuels Fund:

Sweep Account - Restricted	\$ 418,339	
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		\$ 581,366
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Investments:

Operating Reserve Fund:

Sweep Account - Reserved	\$ 422,583	
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Capital Reserve Fund:

Sweep Account - Reserved	\$ 180,809	
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		\$ 603,393
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III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

Route 910 II Waterline:

Sweep Account - Restricted	\$ 73,199	
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		\$ 73,199
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TOTAL CASH BALANCE 4/30/12

		\$ 1,772,690
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Interest Earned April 2012

\$ 98

	3/31/2012	April	4/30/2012
	<u>Debt Balance</u>	<u>Principal Payment</u>	<u>Debt Balance</u>
Mars National- VFC #3	\$ 17,504	\$ 2,844	\$ 14,746
PNC Equipment Finance- VFC #2		\$ 1,889	
Farmers & Merchants Bank-VFC #2		\$ 860	
Volunteer Companies Loan FD-VFC #1	\$ 51,595	\$ 644	\$ 51,040

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

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

After a few questions, MOTION BY Supervisor Florentine and SECONDED BY Supervisor DiSanti to approve the Finance Officer's Report as submitted. Motion carried unanimously 5-0.

LIST OF BILLS:

Best Wholesale Tire Co., Inc.....	1083.77
Griffith, McCague & Wallace, PC	3372.50
Hei-Way, LLC.....	3273.50
Jordan Tax Service, Inc.	1349.39
Kress Tire	1092.88
Krigger & Company	43.62
Meyer Excavating, Inc.....	16689.50
Office Depot	238.00
Shoup Engineering Inc.	20,860.25
Staley Communications.....	183.47
Trib Total Media	239.84
Tristani Brothers, Inc.....	60.00

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor McManus to pay the List of Bills as submitted. Motion carried unanimously 5-0.

UTILITIES & PAYROLL:

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Florentine to pay utilities and payroll from May 17, 2012 to June 20, 2012. Motion carried unanimously 5-0.

CODE ENFORCEMENT OFFICER'S REPORT:

Gary L. Bogan, Code Enforcement Officer was present and provided a summary report for the month of April 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 April 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:

- Family Fishing Day/May 19, 2012 from 11 am to 2 pm at Deer Lakes Park.
- Movies in the Park/June 1, 2012 at Bairdford Park.
- 80's in the Park with Ferris Bueller's Revenge/June 22, 2012 at Bairdford Park
- Parks & Recreation meeting/June 23, 2012 at 7:00 p.m. followed by a Community Days meeting.
- Community Days

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/No developments this month. Miscellaneous/2012 Road Improvement Project, Bairdford Park Handicap Accessibility Ramp Project, and Logan Road Land Slide Project.

ORDINANCE NO. 392/RESTATEMENT POLICE PENSION PLAN:

ORDINANCE NO. 392

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER RELATIVE TO THE ESTABLISHMENT AND MAINTENANCE OF TOWNSHIP EMPLOYEES PENSION, ANNUITY, INSURANCE AND BENEFIT FUND OR FUNDS, TO AMEND CERTAIN PROVISIONS OF THE PENSION PLAN OR PROGRAM APPLICABLE TO THE POLICE OF SAID TOWNSHIP AND TO RESTATE IN ITS ENTIRETY SUCH PENSION PLAN OR PROGRAM.

After some discussion, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Florentine to adopt Ordinance No. 392 as read. Motion carried unanimously 5-0.

ORDINANCE NO. 393/RESTATEMENT EMPLOYEES PENSION PLAN:

ORDINANCE NO. 393

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER RELATIVE TO THE ESTABLISHMENT AND MAINTENANCE OF TOWNSHIP EMPLOYEES PENSION, ANNUITY, INSURANCE AND BENEFIT FUND OR FUNDS, TO AMEND CERTAIN PROVISIONS OF THE PENSION PLAN OR PROGRAM APPLICABLE TO THE EMPLOYEES OF SAID TOWNSHIP AND TO RESTATE IN ITS ENTIRETY SUCH PENSION PLAN OR PROGRAM.

Supervisor Adamik informed the Board that since Supervisor Vaerewyck could not attend the meeting and because he had various questions in regard to changes made to Ordinance No. 393, Supervisor Vaerewyck requested the Board table the motion until the next meeting.

Per Supervisor Vaerewyck request, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor McManus to table Ordinance No. 393 until the next meeting. Motion carried unanimously to TABLE, 5-0.

HIRE PART TIME POLICE OFFICER:

The Board received a memorandum from Chief Lape recommending the hiring of the following individual for the position of part time police officer:

Austin Campanella

The background check was performed and was to the satisfaction of the Township.

Mr. Campanella was present and provided the Board with his background information.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Adamik to hire Austin Campanella as a part time police officer for West Deer Township as per the recommendation by Chief Lape under the condition that he will begin once he receives his certification number. Motion carried unanimously 5-0.

2012 DEMOLITION PROJECT:

The following five (5) structures are the recommendation by Gary Bogan, Code Enforcement Officer, for the Year 38 CDBG Program/2012 Demolition Project:

- 1) 92 Benjamin Street
- 2) 100 Orchard Street
- 3) 99 Orchard Street
- 4) 186 Shoaf Street
- 5) 463 Sycamore Street

Mr. Bogan inspected the five (5) properties on March 20, 2012. All of the properties are in violation of the International Building Code, Section 116 (Unsafe Structures and Equipment) and Section 116:1 (Conditions). All properties are also in violation of Article VI of ACH Rules and Regulations (Section 651E) which is nuisance by reason on unrestricted plant growth.

Mr. Bogan was present and commented on the Demolition Project. The Board discussed Item #5 -- the 464 Sycamore Street property for the possibility of someone interested in purchasing and repairing the property and discussed proceeding with the first four (4) structures as listed.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Florentine to approve the 2012 Demolition Project for the above-mentioned properties as per the recommendation of the Code Enforcement Officer and to authorize the Township Engineer to proceed with the project. However, Item #5 -- the 464 Sycamore Street property be off the list for consideration of a prospective buyer and if the buyer does not proceed with action on that property then the Township can continue with the demolition. Motion carried unanimously 5-0.

OLD BUSINESS:

None.

NEW BUSINESS:

- Supervisor Adamik reported the Public Works Committee met prior to the meeting to discuss purchasing equipment and the 2013 Road Program. Supervisor Adamik also reported Shephard Road has been completed.
- Supervisor DiSanti commented on the recent announcement by the Postmaster General of the possibility of cutting the hours at the Russellton, Bairdford, and Curtisville Post Offices in West Deer Township. Supervisor DiSanti suggested the Township send a letter to the Postmaster General and the elected representatives asking them to reconsider cutting the hours at the Post Offices in West Deer Township.

ANNOUNCEMENT/MEETINGS CANCELLED:

Chairwoman Hollibaugh announced the following Supervisor's meetings cancelled:

June 6, 2012

July 4, 2012

August, 1, 2012

SET AGENDA – June 20, 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/July 18, 2012
16. Comments from the Public
17. Adjournment

Items Added:

- Ordinance No. 393/Restatement Employees Pension Plan
- Bairdford Park Entrance Change Order
- Public Works Equipment

MEMORIAL DAY SCHEDULE:

Monday, May 28, 2012

The American Legion Post #593 in conjunction with the Disabled American Veterans Chapter #38 Rural Ridge announced the following schedule for Memorial Day:

8:30 a.m. – Bairdford Memorial

9:00 a.m. – West Deer Memorial (Municipal Building)

9:30 a.m. – Rural Ridge Memorial (Fire Department)

11:00a.m. –Indiana Township Memorial (New Building)

12:00p.m. –Lakewood Memorial Gardens (Veterans Area)

12:30p.m. –American Legion Post #593 (Superior)

Two (2) Karen Bizyak Scholarships for \$500.00 each will be awarded during the ceremony. Also, a \$250.00 Jimmy Switalski Military Award will be presented to a person entering a branch of the Armed Forces.

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.

- Mr. Gary Bogan -- commented on the Zoning Hearing Board meeting and also on the update to the Zoning Ordinance Book and Map.
- Supervisor DiSanti -- commended Chief Lape and the West Deer Police Department in regard to their assistance with the PA Game Commission in regard to the bear caught in the Game Commission's trap.

ADJOURNMENT:

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Florentine to adjourn the meeting at 8:15 p.m. Motion carried unanimously 5-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager