

10/16/2013

West Deer Township
Board of Supervisors
October 16, 2013
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: Jeffrey D. Fleming, Chairman; Tracy A. Adamik, Richard W. DiSanti, Rick W. Florentine, Shirley Hollibaugh, Lawrence K. McManus, and Gerry Vaerewyck. Also present were: Daniel J. Mator, Jr., Township Manager; Barbara Nardis, Finance Officer; Douglas Happel, Township Solicitor; and Scott Shoup, Township Engineer.

Chairman Fleming opened and welcomed everyone to the meeting.
PLEDGE OF ALLEGIANCE

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

Chairman Fleming announced the Board held an Executive Session prior to the meeting to discuss wages for the hourly and yearly employees.

REGISTERED COMMENTS FROM THE PUBLIC:

None.

COMMENTS FROM THE PUBLIC:

Chairman Fleming 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 Hollibaugh to accept the minutes of the September 18, 2013 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
September 30, 2013

I - GENERAL FUND:

Cash and Cash Equivalents:

Sweep Account	\$ 931,711	
		\$ 931,711

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted	\$ 72,786	
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Fire Tax Fund:

Sweep Account - Restricted	\$ 53,631	
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State/Liquid Fuels Fund:

Sweep Account - Restricted	\$ 448,939	
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\$ 575,356

Investments:

Operating Reserve Fund:

Sweep Account - Reserved	\$ 554,771	
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Capital Reserve Fund:

Sweep Account - Reserved	\$ 180,938	
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\$ 735,709

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

Route 910 II Waterline:

Sweep Account - Restricted	\$ 81,979	
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\$ 81,979

TOTAL CASH BALANCE 9/30/13

\$ 2,324,755

Interest Earned September 2013 **\$ 90**

	<u>8/31/2013</u>	<u>September</u>	<u>9/30/2013</u>
	<u>Debt Balance</u>	<u>Principal</u>	<u>Debt Balance</u>
		<u>Payment</u>	
Mars National- VFC #3	\$ 64,815.79	\$ 1,799	\$ 63,168.13
PNC Equipment Finance- VFC #2		\$ 1,889	
Farmers & Merchants Bank- VFC #2	\$ 860		

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 7-0.

LIST OF BILLS:

Best Wholesale Tire Co., Inc.....	445.15
Beth's Barricades.....	537.00
Chemung Supply Corporation.....	1045.00
Griffith, McCague & Wallace, PC.....	1567.50
Hei-Way, LLC.....	726.81
Jon Roncevich Trucking & Excavation.....	3800.00
Jordan Tax Service, Inc.....	7240.49
Kress Tire.....	243.28
North Eastern Uniforms & Equip Inc.....	244.93
Office Depot.....	513.42
Shoup Engineering Inc.....	540.00
Sirhie Fingerprint Laboratories.....	1011.88
Staley Communications.....	183.47
The Lane Construction Corporation.....	1748.88
Trib Total Media.....	103.76

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

UTILITIES & PAYROLL:

MOTION BY Supervisor McManus and SECONDED BY Supervisor DiSanti to pay utilities and payroll from October 17, 2103 to November 20, 2013. Motion carried unanimously 7-0.

TAX REFUNDS:

The Board is in receipt of the list from the Tax Collection requesting the issuance of tax refunds due to assessment changes by Allegheny County for Year 2013 Real Estate Tax Refunds.

2013 REAL ESTATE TAX REFUNDS:

NAME:	LOT/BLOCK:	AMOUNT:
Freedom Way Associates	1357-D-325	\$1,412.33
AHI West Deer Inc.	1512-M-280	\$1,302.15
Turner, David & Anita	1507-L-331	\$ 187.61
Catanese, Peter	1671-S-312	\$ 233.02
Frick, Charlotte S. /Trust	2011-E-85-1231	\$ 2.93
Galbraith, Keith B.	1362-A-297	\$ 67.28
Iacobucci, Dawn M.	1513-A-289	\$ 5.86
Abernethy, Peter C.	1357-E-386	\$ 93.22
Buzza, William R. & Evelyn	1359-M-287	\$ 42.32
Martin, Anthony T. & Sheila	1214-H-383	\$ 28.47
Simonetti, Donald	1218-B-174	\$ 24.57
Simonetti, Donald	1218-B-199	\$ 4.68
Kubisa, Andrew J. & Mary Jo	1511-F-364	\$ 131.85

MOTION BY Supervisor McManus and SECONDED BY Supervisor Hollibaugh to issue the tax refunds as submitted by the Tax Collector. A roll call vote was taken. Members voting yes, Mr. Adamik, Mr. Vaerewyck, Dr. DiSanti, Mr. Florentine, Mr. McManus, and Mrs. Hollibaugh. Chairman Fleming abstained due to his being related to a person on list. Motion carried, 6 – yes and 1 – abstained
 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 September 2013. Questions/comments followed. Copy of the report is on file at the Township.

PARKS & RECREATION BOARD REPORT:

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

- Fishing Class/October 13th at Deer Lakes Park went very well.
- Trunk or Treat/October 26th combined with East Union/6 to 8 p.m.
- Concerns with a couple of the new picnic tables/seats are warping. Mr. Mator indicated he was already aware of the matter and spoke to the owner of the company who supplied the tables. The company is going to correct the defects by upgrading the tables, if possible, or they will completely replace the tables at their expense. Because the tables are not needed over winter, this will be done in the spring.
- Request from Girl Scouts to do a project to earn their Bronze medal consisting of stepping stones and gardens. Discussed and agreed on having the project done near the patio area up at the Senior Citizen Center.
- Next Parks & Recreation meeting -- October 23rd at 7 p.m. No meetings held in November or December due to the upcoming holidays.
- Haunted House at Bairdford Park is going well and Ms. Kirin invited the Board to attend. Ms. Kirin also indicated the Haunted House has been nominated for an award of the 10 best haunted houses in the area and another group from a radio station will be going to evaluate it also. Mr. Vaerewyck brought up that the operator of the Haunted House expressed that he had a difficult time working with the Township administration, but Ms. Kirin and Mr. Mator stated that the difficulties had been addressed. Dr. DiSanti asked Mr. Mator if the difficulties were related to the operator properly insuring the Township, and Mr. Mator confirmed that they were.

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/None, Miscellaneous/2013 Road Projects and the Culmerville Bridge Replacement.

2013 DEMOLITION BIDS/CDBG YEAR 39:

At this time the Solicitor, Mr. Happel, commented on the demolition bids on whether or not the bids should be awarded. Mr. Happel explained the alternative motion can be made over and above the business motion according to the rules of the Township.

Bids were received and opened by the North Hills COG on September 19, 2013 for the 2013 Demolition Project – CDBG Year 39.

BASE BID AMOUNT for 1132 Eisenhower Drive & 4687 Gibsonia Road

BIDDER:	BASE BID AMOUNT:
A.W. McNabb, LLC	\$10,900.00
Freedom Enterprises & Assoc.	\$28,000.00

ALTERNATE BID AMOUNT for 21 Golden Lane

BIDDER:	ALTERNATE BID AMOUNT:
A.W. McNabb, LLC	\$ 5,000.00
Freedom Enterprises & Assoc.	\$12,000.00

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor DiSanti to award the bid for CDBG Year 39 Demolition Project to A.W. McNabb, LLC for 1132 Eisenhower Drive, 4687 Gibsonia Road, and 21 Golden Lane, in the total amount of \$15,900.00.

Chairman Fleming opened for discussion.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor McManus to send these three properties to the Housing Committee for disposition.

Chairman Fleming opened for discussion.

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Supervisor Vaerewyck discussed at length his reasons to have the properties turned over to the Housing Committee and not to approve the demolition of those three properties by indicating there are potential buyers for these properties. He indicated the Township allocated money in the Budget to do this.

Supervisor Vaerewyck explained if someone is interested in the property they could essentially go to court. He added that the court has the option to remove all of the liabilities and give the petitioner a clean title, and stated that this could be done through a conservatorship program. He also discussed the financial impact of demolishing homes and the time frame of selling these abandoned properties.

The Board then discussed the process of obtaining the homes, CDBG funding received and the impact of turning down CDBG funds and the deadline for using said funds, impact on Sewage Authority, safety concerns, neighbors stating they are tired of looking at eyesores, and the Code Enforcement Officer citations.

Mr. Bogan, Code Enforcement Officer, was asked if the houses were able to be refurbished. Mr. Bogan answered that the houses could not be refurbished for an amount commensurate to the actual value of the property. Mr. Bogan also indicated Mr. McManus came in and asked for a list of homes that have been vacant, and encouraged the Board to focus on abandoned homes that could be refurbished and demolish the properties which are too far gone. Mr. Bogan indicated the homes now especially the home on 910 is in the flood plain area and no one would want to go in a flood plain area to rehab that home.

Also discussed was the possibility of having the interested buyers come to the meeting to discuss their interest in these properties, and the possibility of accepting only one of the properties for demolition.

Chairman Fleming stated that, if it was up to him, he would table the demolition. Mr. Happel indicated the Board can't table – there is a motion and second above the business motion to send the properties to the Housing Committee for advisory – but that an amendment can be made to that to have the Housing Committee coming back with potential buyers. At this time Supervisor Vaerewyck amended his motion to come back with potential buyers. Chairman Fleming indicated he wants to entertain the Housing Committee's recommendations, but he doesn't want to lose the funding.

Supervisor DiSanti asked if anyone was present interested in the properties and, if so, what guarantee does the Township have that they are going to stay interested. He stated he was concerned with the grant time frame. Supervisor DiSanti commented the Housing Committee has a lot of potential, but that he feels this demolition should be followed through. Dr. DiSanti then stated that the Housing Committee should continue to look at the other buildings that Mr. Bogan provided. He said that he personally does not want to lose the grant money and indicated funds are hard to get.

Supervisor Vaerewyck also commented on liabilities and stated that none of the houses were given citations and also commented a contractor's opinion would be more relevant as to whether or not these properties could actually be restored than a code enforcement officer.

Mr. Bogan stated he is aware of the Code issues. Supervisor Adamik commented that Mr. Bogan is making an honest decision in giving the Board good information but he has no other tool to use. He also indicated he has not seen the total tax bills for demolition project properties.

Supervisor McManus commented on the citations not being issued. Mr. Happel indicated there is not a requirement in the Township Ordinance for issuing citations.

Further discussion on the long-term housing sale process, COG involvement, and contractor bids took place at this time. Mr. Happel mentioned that the motion to vote on is the motion to send the three aforementioned properties to the Housing Committee for advisory opinion to be provided at the next scheduled meeting.

Supervisor DiSanti did not understand why this motion and not the first motion made by Supervisor Hollibaugh to proceed with the demolition and a second to that motion and no action was taken on that motion. Mr. Happel explained under the Robert's Rules of Order there is a hierarchy of motions that you can make a motion above the business motion to send it to the Committee to review. Supervisor DiSanti said his understanding of Robert's Rules of Order is that you have a motion and you have a second -- you have to act on that motion and indicated he is not familiar on what the Solicitor is advising.

A roll call vote was taken on Mr. Vaerewyck's MOTION & Mr. McManus SECOND: Members voting yes, Mr. McManus, Mr. Adamik, and Mr. Vaerewyck. Members voting no, Mr. Florentine, Dr. DiSanti, Mrs. Hollibaugh, and Mr. Fleming. Motion denied 3 – yes and 4 – no.

A roll call vote was taken on Mrs. Hollibaugh's MOTION & Dr. DiSanti's SECOND.

At this time Supervisor Vaerewyck questioned where the money was coming from. He stated that the amount budgeted was \$22,000, funds were allocated at the last meeting for demolishing two properties, and this project would put us over that line item's budget. Mr. Mator responded that the funding is through a CDBG grant administered and paid for through the North Hills COG.

Chairman Fleming stated there is a motion by Mrs. Hollibaugh and a second by Dr. DiSanti.

A roll call vote was taken.

Members voting yes, Mr. Florentine, Dr. DiSanti, Mrs. Hollibaugh, and Mr. Fleming. Members voting no, Mr. McManus, Mr. Adamik, and Mr. Vaerewyck. Motion carried, 4 – yes and 3 – no.

COMMITTEE UPDATES:

At this time, Chairman Fleming asked if any Committee Chairperson wanted to report on their Committee updates and reported this item will be on the agenda for the next meeting.

- 1) Mr. McManus –North Hills COG

OLD BUSINESS:

* Supervisor Vaerewyck commented that two months ago the Township authorized \$12,000 for roof repairs, bathroom repairs, doors, and some other emergency items, and criticized the Board and the administration for only having the police department doorbell replaced during that period.

Chairman Fleming responded by opening the floor to discussion of the building renovations. Supervisor Vaerewyck commented the Board already approved spending two months ago to proceed with bids on this, and he did not understand why we haven't proceeded with the roof and some of the other items as discussed previously. Chairman Fleming stated that Mr. Mator was instructed to hold off on the projects until the full Board of Supervisors was able to review the proposals. There were variations in pricing and scope of work that he felt warranted discussion by the full Board.

Additional discussion took place regarding the scope of work, ADA compliance, and a timetable.

NEW BUSINESS:

- * Chairman Fleming – Added the Committees to the Agenda.
- * Supervisor Adamik – Commented on the Culmerville Bridge meeting. Also commented: Dawson Road going into Fawn Township will be used as an access road and Benjamin Street will also be used as a main access road. Feels the Township should address doing road repairs to Benjamin Street.
- * Mr. Mator – Received a Town Hall Forum invitation sponsored by State Senator Jim Ferlo for Drilling and Fracking for Natural Gas in and around Deer Lakes and Harrison Hills Parks/October 30th from 7 p.m. to 9 p.m. at the Highlands Middle School Auditorium, 1350 Broadview Boulevard, Natrona Heights, PA.

SET AGENDA – Regular Business Meeting

- Set Agenda/November 6, 2013
- 6:30 p.m. – Executive Session
- 7:00 p.m. – Liquor License Hearing
- 7:30 p.m. – Regular Business Meeting

WORKSHOP MEETING TO DISCUSS THE PRELIMINARY 2014 BUDGET WILL IMMEDIATELY FOLLOW THE 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. Public Works Trailer
8. Public Works Truck
9. Codification
10. Committee Appointments
11. Old Business
12. New Business
13. Set Agenda/November 20, 2013
14. Comments from the Public
15. Adjournment

COMMENTS FROM THE PUBLIC:

Chairman Fleming 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.

ADJOURNMENT:

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor DiSanti to adjourn the meeting at 8:50 p.m. Motion carried unanimously 7-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager