

West Deer Township
Board of Supervisors
January 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 I. 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 legal and personnel issues.

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 December 19, 2012 and January 7, 2013 meetings as presented. Motion carried unanimously 7-0.

Supervisor DiSanti questioned if the letter brought up in the December 19, 2012 minutes was sent to the Joseph B. Fay Company requesting a meeting to discuss certain issues in that area. Mr. Bogan indicated the letter was sent.

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

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

I - GENERAL FUND:

Cash and Cash Equivalents:

Sweep Account	\$ 61,020	
		\$ 61,020

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted	\$ 68,064	
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Fire Tax Fund:

Sweep Account - Restricted	\$ 48,124	
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State/Liquid Fuels Fund:

Sweep Account - Restricted	\$ 352,011	
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\$ 468,199

Investments:

Operating Reserve Fund:

Sweep Account - Reserved	\$ 907,828	
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Capital Reserve Fund:

Sweep Account - Reserved	\$ 180,880	
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\$ 1,088,708

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

Route 910 II Waterline:

Sweep Account - Restricted	\$ 76,103	
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\$ 76,103

TOTAL CASH BALANCE 12/31/12

\$ 1,694,030

Interest Earned December 2012

\$ 96

	<u>11/30/2012</u>	December	<u>12/31/2012</u>
	<u>Debt Balance</u>	<u>Principal</u>	<u>Debt Balance</u>
		<u>Payment</u>	
Mars National- VFC #3	\$ 92,208.44	\$ 1,799	\$ 90,686.18
PNC Equipment Finance- VFC #2		\$ 1,889	
Farmers & Merchants Bank-VFC #2		\$ 860	
Volunteer Companies Loan FD-VFC #1	\$ 47,127.68	\$ 644	\$ 46,565.37

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

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

MOTION BY Supervisor Hollibaugh 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.....	868.79
Environmental Planning & Design, LLC	6502.84
Griffith, McCague, & Wallace, PC	1887.35
Hei-Way, LLC.....	666.99
Jordan Tax Service, Inc.	503.40
Kress Tire	1700.00
Neil Florentine.....	457.54
North Hills COG	6000.00
Office Depot	203.83
Shoup Engineering Inc.	681.75
Staley Communications.....	476.40
Toshiba Financial Services.....	606.17
Trib Total Media	559.12
Tristani Brothers, Inc.....	269.62
Walsh Equipment	821.15

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

UTILITIES & PAYROLL:

MOTION BY Supervisor McManus and SECONDED BY Supervisor Florentine to pay utilities and payroll from January 17, 2013 to February 20, 2013. 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 December 2012. Questions/comments followed. Copy of the report is on file at the Township.]There was also some discussion on requested street lights at various locations in the Township.

POLICE CHIEF'S REPORT:

Chief Jon Lape was present and provided a summary report on the Police Department for the month of December 2012. 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:

- No meeting in December.
- Next meeting/January 23, 2013 at 7:00 p.m. – reorganization, regular, & Community Days meetings. Ms. Kirin invited the Board members to attend.
- The Parks & Recreation Board are planning new events this year.

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/Allison Plan 1 Revised, John Novak Site Plan, and Mike Beacom Site Building Addition.

JOHN NOVAK SITE PLAN:

The Planning Commission approved the John Novak Site Plan at their December 13, 2012 meeting. The Site Plan is to use the property located at 2760 Russellton Airport Road as a recycling pallet business in the I – Industrial Zoning District. Mr. Novak would bring pallets in to store, repair pallets if needed, and then ship back out. Property currently houses a pole building where Mr. Novak repaired airplanes.

The Planning Commission recommended approval subject to satisfying the items outlined in the review letter from Shoup Engineering, dated December 10, 2012 and clarified by the following:

1. Maintain all buffers to Township standards particularly around the neighboring Zietz property and Butler/Logan Road.
2. Outdoor storage to be screened from all surrounding properties.
3. Any outdoor lighting shall conform to the Township standards.

The Board received a letter dated January 4, 2013 from Mr. Scott Shoup/Shoup Engineering indicating the comments contained in his December 10, 2012 review letter have been satisfactorily addressed.

After some comments, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Florentine to approve the John Novak Preliminary and Final Land Development Plan as per the Planning Commission's recommendation for approval.

Mr. John Novak was present and Mr. Bogan answered a few questions the Board had on Mr. Novak's Site Plan. A roll call vote was taken. Motion carried unanimously 7-0.

MIKE BEACOM SITE PLAN:

The Planning Commission also approved the Mike Beacom Site Plan at their December 13, 2012 meeting.

The Site Plan is to construct an addition to the existing building for truck repair at the property located at 4521 Gibsonia Road in the SU – Special Use Zoning District. The proposed addition will be 8,250 sq. ft. and include five (5) bays.

The Planning Commission recommended approval subject to the following three (3) items listed on the review letter from Shoup Engineering dated December 13, 2012 and for the applicant to provide elevation certification and calculations to verify the addition is 1.5 feet minimum above the 100 year flood plain:

1. The Zoning District(s) for the site & surrounding properties should be added to the drawing.
2. A location map showing the property's location should be submitted.
3. Section 19.10.E of the Zoning Ordinance requires that 2 parking spaces be provided for each service bay in the garage. It is unclear how many service bays will exist once the addition is built.

The Board received a letter dated January 10, 2013 from Mr. Scott Shoup/Shoup Engineering indicating the following comments should be considered:

1. The Zoning District(s) for the site & surrounding properties should be added to the drawing.
2. A location map showing the property's location should be submitted.
3. The applicant should provide an elevation certification to verify that the addition is 1.5 feet minimum above the 100 year flood elevation.

Mr. Shoup reported the items listed in his January 10, 2013 letter have been addressed.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Adamik to approve the Mike Beacom Site Plan addition/Preliminary and Final Land Development Plan as per the Planning Commission's recommendation for approval subject to satisfying the items outlined in the review letter from Shoup Engineering dated January 10, 2013. Motion carried unanimously 7-0.

At this time, Mr. Bogan addressed the Board in regard to the Impact Fees concerning Mr. Beacom's site plan. Mr. Bogan informed the Board that Mr. Beacom's total cost of fees which include the Impact Fees, would be over \$11,000.00 and discussed the possibility of a reduction in regard to the Impact Fees. There was much discussion on Impact Fees in West Deer Township. Mr. Beacom was present and commented on all of the fees for his business including the Impact Fees, taxes, County assessments, etc. Some discussion was held indicating no waivers/adjustments can be made in regard to the Impact Fees. Mr. Happel indicated as far as he knows there is not a waiver provision for the Impact Fees but he will check on it. Supervisor DiSanti recommended that applicants should be made aware of the Impact Fees and the Township should make it a policy and part of the application process to inform the applicants of those Impact Fees.

Some discussion was also held on additions to existing buildings.

No further action taken at this time.

ORDINANCE NO. 397/HYTYRE FARMS/ACCEPTANCE OF STREETS:

ORDINANCE NO. 397

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING THE FOLLOWING STREETS IN THE HYTYRE FARMS PLAN: WALKER LANE, DUKE COURT, AND HAVENCREST DRIVE; AND AMENDING ORDINANCE NO. 351 TO INCLUDE THE SAME.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh to adopt Ordinance No. 397 as read. Motion carried unanimously 7-0.

DISCUSSION/NIKE SITE FURNACES:

The Board discussed the furnace/heating issues at the Senior Center.

Two proposals were received:

*Shipeck Heating & Cooling -- \$5,800.00 for replacement of one (1) 5 ton roof top unit

*K&K Mechanical -- \$25,258.50 for replacement of all three (3) roof top units

Mr. Frank Shipeck was present and explained the existing furnaces and replacement of the furnaces. Mr. Shipeck also summarized work done on the existing furnaces in the past and in the present.

After further discussion/questions, MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Hollibaugh to award the contract to Shipeck Heating & Cooling to replace two (2) roof top furnaces as proposed at the West Deer Township Senior Center at a cost not to exceed \$12,600.00. Motion carried unanimously 7-0.

OLD BUSINESS:

Mr. Mator summarized the purchase of the temporary ice rink and the various locations considered to install the rink at Bairdford Park. After checking slope differences, lighting, parking, snow removal, access, etc., a recommendation from Mr. Mator, Chief Lape, Jeff Florentine, and Gary Bogan was made to place the temporary ice rink under the pavilion. The Board agreed.

Mr. Mator will work with the Parks & Recreation Board in regard to posting a list of the rules at the site.

NEW BUSINESS:

None.

ANNOUNCEMENT -- 2013

Chairman Fleming announced the Board of Supervisors will hold one meeting per month on the third Wednesday of the month at 7:30 p.m.

If an additional meeting is needed, the Board can advertise within 24 hours to hold a meeting.

SET AGENDA – Regular Business Meeting

February 20, 2013

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. Finance Officer’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. 2013 Salvage Yard License Applications
 - Boulevard Auto & Truck Salvage, LLC
 - IAA Acquisition Corp.
 - Catanese Brothers Salvage
 - Blazczak Salvage, Inc.
14. Old Business
15. New Business
16. Set Agenda/March 20, 2013
17. Comments from the Public
18. 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.

- Mr. Bogan announced the 4th Annual West Deer Dog Shelter Benefit Luncheon will be held on Sunday, January 27, 2013 at 12 noon at the Clarion Hotel, in New Kensington, PA. Tickets are \$20.00 per adult & children 10 & under \$12.00. Tickets must be purchased by January 21st.

ADJOURNMENT:

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh to adjourn the meeting at 8:35 p.m. Motion carried unanimously 7-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager