

West Deer Township
Board of Supervisors
March 20, 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: Cathy Sopko, Administrative Assistant; Barbara Nardis, Finance Officer; Douglas I. Happel, Township Solicitor; and Scott Shoup, Township Engineer.

ABSENT from the meeting: Daniel J. Mator, Jr., Township Manager and Jon Lape, Chief of Police. Mr. Mator and Chief Lape both attended the PELRAS Training Conference at State College, PA.

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

Roll Call taken by Ms. Sopko -- Quorum present.

Chairman Fleming announced the Board held an Executive Session prior to the meeting to discuss legal and personnel issues.

RESOLUTIONS/COMMENDATIONS & PRESENTATION:

At this time Chairman Fleming read Resolution No. 2013-1 commending Miste Wiegand.

RESOLUTION NO. 2013-1

A RESOLUTION OF THE TOWNSHIP OF WEST DEER OFFICIALLY COMMENDING THE LIFE-SAVING ACTION OF FIREFIGHTER MISTE WIEGAND.

Plaque for Miste Wiegand read:

Official Commendation

This commendation is for your response to a residential fire that occurred on January 20, 2013 at approximately 5:40 a.m. Your swift response to the residence and actions taken possibly averted multiple fatalities as the homeowners were unaware of the situation at hand. You exhibited the true meaning of a firefighter not only to West Deer Volunteer Fire Company No. 3 but to firefighters everywhere.

Chairman Fleming presented Miste Wiegand with the resolution and plaque.

At this time Chairman Fleming read Resolution No. 2013-2 commending Pat Aber.

RESOLUTION NO. 2013-2

A RESOLUTION OF THE TOWNSHIP OF WEST DEER COMMENDING THE TIRELESS VOLUNTEERISM OF PAT ABER.

Plaque for Pat Aber read:

In gratitude and recognition of your many years of volunteer service and commitment to the West Deer Township Parks and Recreation Board. You unselfishly gave your time to make joyous memories for the residents of our community. Your efforts have not gone unnoticed. The West Deer Township Board of Supervisors commend you and thank you for a job well done.

Chairman Fleming presented Pat Aber with the resolution and plaque.

Chairman Fleming thanked Mrs. Wiegand and Mrs. Aber and they received a big hand of applause for being two special residents.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Hollibaugh to adopt Resolutions #2013-1 and #2013-2 as read. Motion carried unanimously 7-0.

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.

1. Mr. Rock Ferrone, owner of Rock Airport, was present and summarized an overview and his concerns with safety issues at the MSA facility in regard to the distribution system/increasing their power/generators and concerns about the occupancy permits issued to MSA by the Township in 2012. Mr. Ferrone submitted documents to the Board outlining his concerns. Documents will be on file at the Township Building. Mr. Ferrone indicated his biggest concern is the safety issue and going through the proper process. It was also noted that Mr. Ferrone is under a Court Order to supply the power.

2. Mr. Robert Maholic, Deer Hollow Lane, expressed his concerns on properties near the Rock Airport on many outstanding issues such as: the buffer zone, run-off from the hillside, noise, air pollution, backup alarms at 5:00 a.m., the Keystone Opportunity Zone, etc.

ACCEPT MINUTES:

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh to accept the minutes of the February 20, 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
February 28, 2013

I - GENERAL FUND:**Cash and Cash Equivalents:**

Sweep Account	\$ 299,920	
		\$ 299,920

II - SPECIAL REVENUE FUNDS**Cash and Cash Equivalents:****Street Light Fund:**

Sweep Account - Restricted	\$ 53,103	
----------------------------	-----------	--

Fire Tax Fund:

Sweep Account - Restricted	\$ 35,515	
----------------------------	-----------	--

State/Liquid Fuels Fund:

Sweep Account - Restricted	\$ 236,959	
----------------------------	------------	--

		\$ 325,577
--	--	------------

Investments:**Operating Reserve Fund:**

Sweep Account - Reserved	\$ 531,243	
--------------------------	------------	--

Capital Reserve Fund:

Sweep Account - Reserved	\$ 180,896	
--------------------------	------------	--

		\$ 712,140
--	--	------------

III - CAPITAL PROJECT FUNDS:**Cash and Cash Equivalents:****Route 910 II Waterline:**

Sweep Account - Restricted	\$ 76,112	
----------------------------	-----------	--

		\$ 76,112
--	--	-----------

TOTAL CASH BALANCE 2/28/13

		\$ 1,413,749
--	--	--------------

Interest Earned February 2013

	\$ 71	
--	-------	--

	1/31/2013	February	2/28/2012
	<u>Debt Balance</u>	<u>Principal Payment</u>	<u>Debt Balance</u>
Mars National- VFC #3	\$ 89,136.67	\$ 1,799	\$ 87,553.20
PNC Equipment Finance- VFC #2		\$ 1,889	
Farmers & Merchants Bank- VFC #2	\$ 860		
Volunteer Companies Loan FD-VFC #1	\$ 36,377.39	\$ 644	\$ 35,796.04

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 DiSanti to approve the Finance Officer's Report as submitted. Motion carried unanimously 7-0.

LIST OF BILLS:

Best Wholesale Tire Co., Inc.....	176.04
Beth's Barricades.....	914.00
Fence by Maintenance Service, Inc.....	1003.00
Galls Inc.....	972.78
Griffith, McCague & Wallace, PC.....	2489.46
Hei-Way, LLC.....	1296.29
Jordan Tax Service, Inc.....	1325.58
Kress Tire.....	685.36
MRM Workers' Comp Fund.....	16963.27
North Eastern Uniforms & Equip Inc.....	2213.79
Office Depot.....	290.53
Shoup Engineering Inc.....	832.50
Staley Communications.....	227.98
Toshiba Financial Services.....	606.17
Trib Total Media.....	1217.60

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

UTILITIES & PAYROLL:

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh to pay utilities and payroll from March 21, 2013 to April 17, 2013. Motion carried unanimously 7-0.

TAX REFUNDS:

The Board is in receipt of the following list from the Tax Collector requesting the issuance of tax refunds due to assessment changes by Allegheny County for the year 2012 real estate tax refunds:

2012 REAL ESTATE TAX REFUNDS:

Angeloni, Daniel	1511-K-109	\$33.17
Babusci, Anthony & Jean P.	1213-S-106	\$14.97
Kenney, Kathleen	1836-D-1	\$ 7.28
WGWKT	1512-S-60	\$20.96

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Hollibaugh to issue the tax refunds as submitted by the Tax Collector. Motion carried unanimously 7-0.

CODE ENFORCEMENT OFFICER'S REPORT:

Gary L. Bogan, Code Enforcement Officer was absent due to surgery -- No report.

POLICE CHIEF'S REPORT:

Sgt. William Bailey was present and provided a summary report on the Police Department for the month of February 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:

*Easter Egg Hunt/March 24th at Bairdford Park. Registration 12 noon and starts at 1 p.m. The Girl Scouts and ladies at the West Deer Manor assisted in stuffing the eggs.

*Free Jazz concert at Bairdford Park in July.

*Movie at East Union Community Center in April and then the movies will return back to Bairdford Park in May for the summer season.

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 Park Contractors Site Plan, and Peterson and Blobner Plan 1 Lot Line Revision; Miscellaneous/2013 Road Projects.

Chairman Fleming thanked Mr. Shoup for doing a great job on the bids for the road project.

ALLISON PARK CONTRACTORS SITE PLAN:

The Planning Commission approved the Allison Park Contractors Site Plan at their February 28, 2013 meeting. This property is located at 4383 Gibsonia Road and located in the SU Special Use Zoning District.

The Site Plan is to construct a new office building and maintenance building. Each building measures 4900 sq. ft.

The Planning Commission recommended approval subject to satisfying the items outlined in the review letter dated February 21, 2013 from Shoup Engineering. After the latest revised February 26, 2013 plans were submitted, the Board received a review letter dated March 14, 2013 from Mr. Scott Shoup/Shoup Engineering indicating the following comments should be considered:

1. A PA DEP Sewage Facilities Planning Module approval will be required for the development.
2. A National Pollutant Discharge Elimination System General Permit must be obtained from the Allegheny County Conservation District.
3. A traffic impact fee will be required for this project. The impact fee has been calculated to be \$3,194.02 based on the uses proposed for the buildings.

Mr. Dave Shideler, representing Allison Park Contractors was present and answered a few questions.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor McManus to approve the Allison Park Contractors Preliminary and Final Land Development Plan as per the Planning Commissions’ recommendation and subject to complying with the above-mentioned three (3) items outlined in the review letter from Mr. Scott Shoup dated March 14, 2013. Motion carried unanimously 7-0.

2013 ROAD IMPROVEMENT PROJECT:

Plans, specifications and bid documents were prepared by Shoup Engineering for the 2013 Road Improvement Project on various Township roads. The Project was publicly advertised and bids were opened on March 18, 2013 at 2:00 p.m.

Supervisor Adamik, Chairman of the Public Works Committee, commented and explained the bids received and the roads listed on the projects. Supervisor Adamik also thanked Scott Shoup and Jeff Florentine for the work they did on the road bid project.

The bids received were as follows:

2013 Road Improvement Project

McIntyre Road, Cemetery Lane, Hunter Road, Anna Dale Drive, Kaufman Road portion, Logan Road portion, Itinger Road, Far Road, White Road

Bidders:	Base Bid Amount:
Youngblood Paving Inc.	\$366,119.50
Russell Standard Corp.	\$404,140.00
A. Folino Construction Inc.	\$430,980.50

	Burger Road	Quigley Rd	Grubbs Rd	Trump Road
Bidders:	Alt 1 Bid Amt	Alt 2 Bid Amt	Alt 3 Bid Amt	Alt 4 Bid Amt
Youngblood Paving Inc.	\$58,047.50	\$38,049.25	\$73,468.00	\$26,066.50
Russell Standard Corp.	\$66,862.75	\$45,175.25	\$86,489.50	\$27,210.00
A Folino Const. Inc.	\$55,945.00	\$48,813.50	\$90,251.75	\$27,774.50

After some discussion/questions, MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to award the 2013 Road Improvement Project to Youngblood Paving Inc., for the:

- *Base Bid in the amount of \$366,119.50
- *Alternate 1 Burger Road in the amount of \$58,047.50
- *Alternate 4 Trump Road in the amount of \$26,066.50

to be paid for by the Liquid Fuels Fund. Motion carried unanimously 7-0.

West Deer Township 2013 Road Maintenance Program

Blanchard Road, Hemphill Road, Walnut Street, Christy Road, Martin Road, Michael Road

Bidders:	Base Bid
Youngblood Paving Inc.	\$ 98,126.00
Russell Standard Corporation	\$100,433.30
Cottle's Asphalt Maintenance Inc.	\$108,069.00

	Sandyhill	Henry	Kaufman	Logan	Shepard
Bidders:	Alt 1 Bid Amt	Alt 2 Bid Amt	Alt 3 Bid Amt	Alt 4 Bid Amt	Alt 5 Bid Amt
Youngblood Paving	\$17,360.00	\$30,752.00	\$66,960.00	\$60,512.00	\$37,200.00
Russell Standard Corp.	\$17,759.00	\$31,458.80	\$68,499.00	\$61,902.80	\$38,055.00
Cottle's Asphalt Maint.	\$19,180.00	\$33,976.00	\$73,980.00	\$66,856.00	\$41,100.00

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to award the 2013 Road Maintenance Project to Youngblood Paving Inc., for the:

- *Base Bid in the amount of \$98,126.00
- *Alternate 5 Shepard Road in the amount of \$37,200.00

Motion carried unanimously 7-0.

Chairman Fleming thanked Scott Shoup, Tracy Adamik, and the Road Department for a great job, their time involved, and the group effort on the project.

EMS FUNDING:

Supervisor Vaerewyck reported the Public Safety Committee met with several members from the West Deer EMS and as requested, a copy of their finances was submitted to the Township. Copy of the finances from 2005 to 2012 is on file at the Township office. The Committee offered the EMS the budgeted workers compensation of \$17,500 and discussed several items to be changed in their operation.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to authorize an advance of \$17,500 to the West Deer EMS as currently budgeted for their payment of the workers compensation insurance subject to the Board of Directors of the EMS meeting with the Township's Public Safety Committee and satisfying certain requirements. Motion carried unanimously 7-0.

PER CAPITA TAX/ABOLISHMENT:

Supervisor Hollibaugh pointed out the Board already voted to keep the per capita tax at a previous meeting and expressed her concerns for the collection of both the 2012 and 2013 per capita taxes indicating she would like to see the money collected and the tax not be eliminated. Supervisor Vaerewyck commented on the inaccuracy of the collection of the per capita tax/list of taxpayers, bills, difference in age collection between the Township and School District, renters, etc., and would like to see the per capita tax abolished. Supervisor Vaerewyck suggested since the Township is opening the Budget, to increase the real estate millage rate instead of collecting the per capita tax and do away with it as a separate tax -- the Township could raise the same amount of money & residents wouldn't have to deal with the separate nuisance tax. The per capita tax will be on the next Agenda for a vote.

RESIGNATION/PART TIME POLICE OFFICER:

The Board is in receipt of a resignation letter from Brian Pazak as a part time police officer for West Deer Township to pursue a full time position with Frazer Township Police Department. Officer Pazak's last day was March 5, 2013. The Board also received a copy of the thank you letter sent to Officer Pazak.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Florentine to accept the resignation of Officer Brian Pazak as a part time police officer for West Deer Township effective March 5, 2013 and wish him the best of luck. Supervisor DiSanti also commented that Frazer Township is getting a good police officer. Motion carried unanimously 7-0.

AUTHORIZE ADVERTISEMENT/PART TIME POLICE OFFICER:

Due to time constraints, and as discussed at the Public Safety Committee meeting, the Township Manager authorized Chief Lape to advertise for applications for the position of part-time police officer. The Board was asked to ratify the authorization.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh to ratify the action to advertise for a part-time police officer as per Chief Lape's request. Motion carried unanimously 7-0.

RESOLUTION NO. 2013-3/DCNR GRANT APPLICATION FOR BAIRDFORD PARK & NIKE SITE IMPROVEMENTS:

RESOLUTION NO. 2013-3 IS AUTHORIZATION FOR AN APPLICATION FROM THE TOWNSHIP TO THE DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES (DCNR) TO RECEIVE FUNDING FOR BAIRDFORD PARK & NIKE SITE IMPROVEMENTS.

Chairman Fleming explained the grant application and after some discussion, MOTION BY Supervisor McManus and SECONDED BY Supervisor DiSanti to adopt Resolution No. 2013-3. Motion carried unanimously 7-0.

PARK MOWER:

The purchase of a new park mower was discussed by the Public Works and Parks & Recreation Committee members. The Board received a copy of the quotes received.

After some discussion, MOTION BY Supervisor Adamik and SECONDED BY Supervisor Florentine to authorize the purchase of a Hustler Super Z HD Zero Turn Mower from Vettori's in the amount of \$10,902.55. Motion carried unanimously 7-0.

BUDGET HEARING/VOTING MEETING:

At the February meeting, the Board of Supervisors voted to postpone the mailing of property tax and streetlight tax bills for 2013 because of concerns regarding the County reassessment figures and their effect on the Township's Budget. New County assessment figures have been provided to the Township and a public hearing will be held on April 17th at 7:00 p.m. to modify the Budget and to reset the 2013 millage rate in accordance with applicable laws.

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor DiSanti to authorize the advertisement of a public hearing on April 17, 2013 at 7:00 p.m. to modify the 2013 Budget and reset the real estate property tax millage rate accordingly, and to advertise it as a voting meeting. Motion carried unanimously 7-0.

COMMITTEE UPDATES & NORTH HILLS COG REPORT:

At this time, each Committee Chairperson reported on their Committee updates:

- 1) Mr. Vaerewyck – Public Safety Committee
See below on: **Maintenance Repair to Township Building.**
Supervisor Vaerewyck also indicated the Chief is asking for a replacement of the Expedition and there is money budgeted and the Expedition has 82,000 miles on it and does not think that the vehicle for its current use is anywhere near being worn out. And indicated there would be a better use of those funds to put into renovating the Police Department and look for the replacement of vehicles that really need it much more. Commented on Expeditions blowing transmissions, new vehicle is around \$38,000 and feels that is a huge expense. He personally feels to use the money to fix up the Township Building/Police Department facility instead of replacing one vehicle.
- 2) Mr. McManus – Planning, Zoning, & Code Enforcement Committee & North Hills COG
- 3) Mr. Adamik – Engineering & Public Works Committee
- 4) Mrs. Hollibaugh – Financial Legal, and Human Resources Committee
- 5) Mr. Fleming – Parks & Recreation Committee

MAINTENANCE REPAIR TO TOWNSHIP BUILDING:

Supervisor Vaerewyck reported the Public Safety Committee toured the Police Department facility and explained the entire Township building needs maintenance/repairs done. Items suggested: painting, rugs cleaned, beam over garage, holding cell, interview room door, ceiling tiles, outside stucco/fascia deteriorating, roof, etc.)

Supervisor Vaerewyck discussed obtaining the funds to do the repairs in the budget.

Supervisor Vaerewyck indicated there is \$26,000 towards a car available and \$15,000 for repairs which is around \$40,000.00 and that would give us a nice building and eliminate a lot of the problems that are causing deterioration to the building.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to put together a specific list of improvements and put it out to bid so we have that available for the budget meeting and can proceed. Motion carried unanimously 7-0.

Emergency items which include the beam over the garage can be identified as an emergency and the Township can obtain three quotes and get it fixed. Mr. Happel recommended taking pictures of any emergency work that needs done under an emergency.

NORTH HILLS COG – There was discussion on the Township using the COG and what is actually available to the Township through the COG. (See New Business).

OLD BUSINESS:

None.

NEW BUSINESS:

- Chairman Fleming will direct Mr. Mator to put together a list of items available through the COG and what the COG does for the Township.
- Supervisor Vaerewyck reported on attending the Lank Bank training session at Penn State. Supervisor Vaerewyck summarized and explained the program at length on abandoned properties/houses and vacant lots.

ANNOUNCEMENTS/RECYCLING EVENTS:

• **HARD TO RECYCLE COLLECTION EVENT INCLUDING TELEVISIONS:**

Saturday, April 20th – 9 a.m. to 1 p.m.

Pittsburgh Mills Parking Lot

Free Of Charge Items: TV's Computers, Monitors, Laptops, Printers, Scanners, Fax Machines, Small Appliances, Cell Phones, Ink & Toner Cartridges.

• **HOUSEHOLD HAZARDOUS COLLECTION EVENT**

Saturday, May 4th – 9 a.m. to 1 p.m.

North Park Swimming Pool Parking Lot

\$2.00/Gallon – Cash Only -- Paint Products, Aerosol Cans, Automotive Fluids, Batteries, Household Cleaners, Gasoline & Kerosene, Pesticides/Herbicides, Pool Chemicals, Mercury.

• **GOODWILL -- FREE ELECTRONICS RECYCLING EVENT INCLUDING TELEVISIONS:**

West Deer Township Building Parking Lot

Saturday, August 24th – 10 a.m. to 2 p.m.

SET AGENDA – Regular Business Meeting

April 17, 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. Hire Part Time Police Officer
14. Police SUV
15. Road Equipment Bids
16. Committee Reports
17. Old Business
18. New Business
19. Set Agenda/May 15, 2013
20. Comments from the Public
21. Adjournment

Items Added:

*7:00 p.m. Public Hearing/Budget

*Per Capita Tax

Chairman Fleming recommended Supervisor Vaerewyck discuss the Land Bank Program with Mr. Mator and Supervisor Vaerewyck also suggested a Committee be put together to work on this program.

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.

Sgt. William Bailey addressed the Board in regard to information on the 2005 Expedition which has 90,000 miles on it. The total cost to replace it and buying new cages because the cages won't switch over, it will be \$35,231.41 and plans to sale the old Expedition to recoup some of those costs. There was money budgeted prior for this.

ADJOURNMENT:

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor McManus to adjourn the meeting at 9:30 p.m. Motion carried unanimously 7-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager