

02/19/2014

West Deer Township
Board of Supervisors
February 19, 2014
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, Leonard Guerre, Lawrence K. McManus and Gerry Vaerewyck. Member absent, Rick W. Florentine. 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 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 Guerre to accept the minutes of the January 15, 2014 and February 5, 2014 meetings as presented with one correction: Supervisor DiSanti indicated at the January 15, 2014 meeting he made reference to West Deer and his feelings the Board should be congratulated for opting-in the legal suit that was filed against the Commonwealth to maintain Ordinances for the municipality in regard to gas wells. Supervisor DiSanti pointed out the Township was already opt-in and the minutes indicated he felt West Deer should opt-in to the suit. 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
January 31, 2014

I - GENERAL FUND:

Cash and Cash Equivalents:

Sweep Account	\$ 313,042	
		\$ 313,042

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted	\$ 45,150	
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Fire Tax Fund:

Sweep Account - Restricted	\$ 26,228	
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State/Liquid Fuels Fund:

Sweep Account - Restricted	\$ 1,690	
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\$ 73,067

Investments:

Operating Reserve Fund:

Sweep Account - Reserved	\$ 781,636	
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Capital Reserve Fund:

Sweep Account - Reserved	\$ 180,960	
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\$ 962,596

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

Route 910 II Waterline:

Sweep Account - Restricted	\$ 81,993	
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\$ 81,993

TOTAL CASH BALANCE 1/31/14

\$ 1,430,698

Interest Earned January 2014 **\$ 60**

	<u>12/31/2013</u> <u>Debt Balance</u>	<u>January</u> <u>Principal</u> <u>Payment</u>	<u>1/31/2014</u> <u>Debt Balance</u>
Mars National- VFC #3	\$ 58,269.64	\$ 1,799	\$ 56,269.64
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.

MOTION BY Supervisor Guerre 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.....	467.52
Beth's Barricades.....	155.00
Galls Inc.....	422.67
Griffith, McCague & Wallace, PC.....	2384.50
Jordan Tax Service, Inc.....	319.41
Kress Tire.....	2202.00
Markl Supply.....	96.00
Neville Terminal Services LLC.....	1046.04
North Eastern Uniforms & Equip Inc.....	1099.42
Office Depot.....	455.04
Shoup Engineering Inc.....	621.00
Staley Communications.....	183.47
Toshiba Financial Services.....	606.17
Trib Total Media.....	543.48
Tristani Brothers, Inc.....	298.25
Walsh Equipment.....	1334.16

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

UTILITIES & PAYROLL:

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to pay utilities and payroll from February 19, 2014 to March 19, 2014. Motion carried unanimously 6-0.

TAX REFUNDS:

The Board is in receipt of the list from the Tax Collector 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:
Belli, Christian & Angela	1839-R-305	\$ 17.16
Inwood Mariposa LLC	1859-D-201	\$ 33.93
Frattini, Denis A	1838-N-363	\$ 49.73
Kowalkowski, Jenean	1357-J-290	\$ 19.69
Simonetti, Roger P & Patricia A	1510-L-272	\$ 57.14
Rupp, Brian D & Elizabeth M	1358-C-92	\$ 65.53
Laurel Savings Assn.	1361-D-49	\$ 53.33
Laurel Savings Assn.	9952-X-1399	\$ 2.57
DiBucci, Daniel M & Lezlie G	1214-K-150	\$ 48.76
Struna, James & Eileen	1216-C-323	\$102.19
Simonetti, Roger	1218-L-6	\$ 16.09
Braun, Darlene	1218-M-221	\$ 66.12
Duryea, Anthony N & Dorothy A	1360-L-154	\$ 85.23
Horrick, Anna Marie	1361-S-209	\$ 93.61
Lebo, Matthew N & Maureen S	1507-C-30	\$ 32.57
Kress, Glenn J	2009-J-2	\$ 3.32
Kress, Glenn J	2009-K-68	\$ 93.80
Kress, Glenn J	2009-K-100	\$ 92.34
Wesolowski, ElmerT&SandraLee	2011-E-85-1150	\$ 40.76
Lengle, Charles J Jr & Donna R	2011-P-35	\$ 80.93
Hemphill, Elsie Mae	2197-C-126	\$146.27
Hemphill, Elsie Mae	2197-C-176	\$105.12

Cook, John S & Juliann	1218-N-100	\$336.04
Smith, Raymond J & Patricia A	1507-H-257	\$ 40.96
Catanese, Ronald S	1669-J-167	\$ 45.05
Kreis, Phillip	1357-K-120	\$210.23
Deer Creek Realty	1510-S-158	\$ 71.97
Deer Creek Realty	2384-G-113	\$ 57.92
Bull Creek Presbyterian Church	1839-K-247	\$ 18.13
Panza, Michael R & March L	1357-A-341	\$ 33.16
Pefferle, William R & Rose M	1360-S-149	\$ 15.61
Joswiak, Josh P & Lisa L	1511-A-53	\$ 54.61
Skultety, Wayne C	2008-L-115	\$ 69.62
Zellhart, Marjorie	1219-N-338	\$ 42.71
Curry, Paul R IrrevTestTrust	1357-H-244	\$312.63
Martini, William J & Carmela M	1509-C-389	\$ 44.86
Hunter, John B & Janice E	2009-R-360	\$168.69
Marckisotto, Frank	2194-J-64	\$ 5.86
Eiler, Albert	1358-A-103	\$ 27.31
Eiler, Albert	1358-A-150	\$125.79
Eiler, Albert	1358-E-63	\$ 87.37
Earls, George B & Donna M	1360-H-328	\$ 23.41
Dockman, Charles Jr & Claire M	2013-N-243	\$ 78.40
Dockman, Charles Jr & Claire M	2013-N-301	\$ 31.59
Kleiner, Cynthia D	2013-N-261	\$ 22.62
Agnic Farm	2387-M-214	\$ 12.87

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to issue the tax refunds as submitted by the Tax Collector. Motion carried unanimously 6-0.

POLICE CHIEF'S REPORT:

Chief Jon Lape was present and provided a summary report on the Police Department for the month of January 2014. Questions/comments followed. Copy of the report is on file at the Township.

At this time Chief Lape commented on the purchase of the SUV at the last meeting and clarified the equipment (two cages and the light bar) were included in the trade-in price. \$300.00 was added on so the trade-in price would be \$3,800.00 instead of \$3,500.00. The Chief informed the Board that he did not order the vehicle until he clarified the equipment was included. The Board directed the Chief to order the SUV.

Chief Lape asked the Board to add the purchase of a police vehicle at the March 5th meeting agenda and explained the ongoing repairs to the Crown Victoria police vehicle. Chief Lape also indicated the Township would sale two vehicles plus the Expedition.

PARKS & RECREATION BOARD REPORT:

Ms. Marilyn Kirin, Chairwoman, was not present but asked the Chief to provide the report for the Parks & Recreation Board:

*January 22, 2014 meeting-Reorganization/elected the same officers. Also Community Days meeting and secured the rides.

*Easter Egg Hunt/April 13th at 12 noon at Bairdford Park.

*Reported the locks at the Nike Site garage are bad and some of the lights need replaced.

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/Haberstich/McDonald Plan; Miscellaneous/None.

RESOLUTION #2014-2:

PLANNING MODULE/HABERSTICH/MACDONALD:

Resolution #2014-2 is a Resolution for the PA DEP Sewage Facilities Planning Module for the Haberstich/MacDonald Plan of Lots located at McKrell Road and Crest Street. The Board received the copy of the letter from Mr. Shoup, Shoup Engineering, dated February 6, 2014 indicating the additions and revisions have been addressed and the Planning Module will need to be adopted by Resolution by the Board of Supervisors.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Vaerewyck to adopt Resolution #2014-2 – the Resolution for the PA DEP Sewage Facilities Planning Module for the Haberstich/MacDonald Plan of Lots. Motion carried unanimously 6-0.

2014 ROAD IMPROVEMENT PROJECT:

The Township received a memorandum from Scott Shoup, Township Engineer, dated February 13, 2014 in regard to the 2014 Road Improvement Project.

Supervisor Adamik commented on the roads listed in the 2014 Road Improvement Project (Joseph Street was added to the list) and also there was a discussion on the salt/winter expenditures.

After some discussion, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor McManus to authorize the Township Engineer to solicit bids for the 2014 Road Improvement Project as per the memorandum dated February 13, 2014 from the Township Engineer with Joseph Street being added. Motion carried unanimously 6-0.

LETTERS OF RESIGNATION/PART TIME POLICE OFFICERS:

The Board received two (2) resignation letters from Joseph J. Wetzel effective March 8, 2014 and Austin Campanella, effective immediately, as part time police officers.

The Board also received copies of thank you letters to both officers.

MOTION BY Supervisor McManus and SECONDED BY Supervisor DiSanti to accept the resignation of Joseph J. Wetzel and Austin Campanella as part time police officers for West Deer Township and wish them the best of luck. Motion carried 6-0.

HIRE PART TIME POLICE OFFICERS:

The Board is in receipt of a memorandum for Chief Lape recommending the hiring of the following individuals for the position of part time police officers:

- 1) Donald B. Myers
- 2) Zakary T. Fedunok

Background checks were performed. The two individuals were present at the meeting.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre as per the recommendation by Chief Lape, to hire Donald B. Myers as a part time police officer for West Deer Township under the conditions he successfully completes all requirements to receive his certification number and

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre as per the recommendation by Chief Lape, to hire Zakary T. Fedunok as a part time police officer for West Deer Township under the conditions he successfully completes all requirements to receive his certification number.

Motion carried unanimously 6-0.

ZONE CHANGE REQUEST/NAGY:

Mr. Mator answered various questions the Board had in regard to the proposed zone change.

The Township is in receipt of a zone change request from Thomas J. & Karen M. Nagy for two (2) parcels located at 315 and 311 W. Starz Road. The owners are requesting the zone change from R-1 Rural Residential to R-3 Suburban Residential.

The request will be forwarded to the West Deer Planning Commission and Allegheny County Economic Development for their review. In accordance with the PA Municipal Planning Code, the comments by the County Economic Development shall be made to the Township within 45 days.

MOTION BY Supervisor McManus and SECONDED BY Supervisor Adamik to set the public hearing for Wednesday, April 16, 2014 at 7:00 p.m. and also forward copies of the zone change request to the West Deer Planning Commission and Allegheny County Economic Development for their review. Motion carried unanimously 6-0.

BUILDING IMPROVEMENTS:

Supervisor Vaerewyck apologized to the Board for not completing the building information requested at the January 15th meeting (drawings, plans, proposals, etc.), as he was traveling the last couple of weeks. The matter is to be discussed at the next regular business meeting.

OLD BUSINESS:

* Mr. Mator requested the two items be placed on the next meeting agenda:

- 1) GEDF Grant/Resolution
- 2) Memorandum of Understanding/DCDBA

* Supervisor Vaerewyck commented on the Budget in regard to spending monies for housing recycling.

* Supervisor DiSanti reported the West Deer Dog Shelter luncheon collected over \$5,000.00 for the benefit of the dog shelter and requested the Board send a thank you letter to Elaine Purcell for her efforts in organizing the luncheon.

NEW BUSINESS:

* Supervisor Adamik commented on the letter received by Mrs. Clements in regard to water issues on Coffee Lane.

* Supervisor Adamik commented on the County Winter Maintenance Agreement and some discussion was held. Also commented on the long hours the Public Works Department put in during the winter and recommended in a good gesture to give them a half day on Friday. MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to give the Public Works Department a half day on Friday. Motion carried unanimously 6-0. Chairman Fleming asked Mr. Mator to inform the Public Works Department that the Board appreciates what they have done.

* Mr. Mator commented that the Manager from Middlesex Township contacted him in regard to the Glade Run Lake being drained and had asked the Board for a letter of support for the project to rebuild the dam and refill Glade Run Lake.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Adamik to opt-in to support the project for Glade Run. Motion carried unanimously 6-0.

SET AGENDA – Regular Business Meeting

March 5, 2014

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. 2014 Salvage Yard License Applications
8. Meeting Schedule
9. Hire/Code Enforcement Officer
10. Police Vehicles
11. Committee Reports
12. North Hills COG Report
13. Old Business
14. New Business
15. Set Agenda/March 19, 2014
16. Comments from the Public
17. Adjournment

Item Removed:

- * North Hills COG Report/Supervisor Guerre pointed out the COG meets every other month.

Items Added:

- * GEDF Resolution
- * Memorandum of Understanding/DCDBA

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. Jim Cesnick, 112 Michael Road, commented on a runoff issue on Michael Road and also the disposal/junk of the trailer removed on Michael Road.

ADJOURNMENT:

MOTION BY Supervisor Guerre and SECONDED BY Supervisor DiSanti to adjourn the meeting at 8:34 p.m. Motion carried unanimously 6-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager