

03/19/2014

West Deer Township  
Board of Supervisors  
March 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, Rick W. Florentine, Leonard Guerre, Lawrence K. McManus and Gerry Vaerewyck. Also present were: Cathy Sopko, Administrative Assistant; Barbara Nardis, Finance Officer; Douglas 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, held five interviews for the Code Enforcement Officer and also discussed West Deer EMS.

**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.

- Mr. Rick Cerra, 4722 Woodlake Drive, was present on behalf of the Deer Lakes Softball Association -- commented and requested assistance on the ongoing drainage issues at the fields at Bairdford Park and also expressed his concerns of safety issues.
- Mr. Vernon Frey, Jr., 50 Beam Run -- commented on the guiderail removal on his property on Haven Hill Drive and informed the Board at this time he has nothing set for development on that property.

**ACCEPT MINUTES:**

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to accept the minutes of the February 19, 2014 and March 5, 2014 meetings as presented. Motion carried unanimously 7-0.

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

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**TOWNSHIP OF WEST DEER**



Galls Inc.....	74.33
Griffith McCague & Wallace, PC.....	2264.50
Hei-Way, LLC.....	1301.21
Jordan Tax Service, Inc.....	1039.86
Kress Tire.....	721.55
Mark C. Turnley.....	3500.00
Markl Supply.....	339.82
MRM Workers' Comp Fund.....	17263.34
Neville Terminal Services LLC.....	4602.18
North Eastern Uniforms & Equip Inc.....	1206.78
Office Depot.....	391.29
Shoup Engineering Inc.....	2085.50
Staley Communications.....	183.47
Toshiba Financial Services.....	606.17
Tristani Brothers, Inc.....	7834.86
Walsh Equipment.....	1666.42

MOTION BY Supervisor Guerre 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 DiSanti to pay utilities and payroll from March 20, 2014 to April 16, 2014. Motion carried unanimously 7-0.

**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:
Stillwagon, James E Jr & Lori P	1214-N-342	\$ 21.64
Tuminella, Gary & Ramona	1216-S-262	\$ 27.11
Werbaneth, James P	1356-H-85	\$ 18.53
Glasso Development Co.	1667-N-248	\$178.59
Kobik, Andretta	2196-S-362	\$ 23.21
Deer Creek Realty	1357-M-50	\$452.26
Nolan, William J Jr.	1670-D-235	\$ 33.16
Gornick, Edward	1672-N-341	\$ 67.87
Shurina, Gregory B & Shirley J	1838-P-328	\$ 52.27
Bovankovita, Mike	1512-S-33	\$ 2.14

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

**POLICE CHIEF'S REPORT:**

Chief Lape was absent but submitted a copy of the summary report on the Police Department for the month of February 2014.

At this time Supervisor Vaerewyck read Chief Lape's report. Copy of the report is on file at the Township.

**PUBLIC WORKS DEPARTMENT REPORT:**

Mr. Jeff Florentine was present and provided a summary report on the Public Works Department. Questions/comments followed.

\*On behalf of the Board, Chairman Fleming informed Mr. Florentine that the Board appreciates all of the work done during the winter months by the Public Works Department. Supervisor Vaerewyck also commented on receiving a lot of positive comments on the road maintenance this year.

\*Chairman Fleming explained to the Board that at the Public Works Committee meeting, Jeff Florentine informed the Committee that he doesn't mind attending the meeting once a month to give his report but it does cost the Township money for him to be at the meeting and he would be fine with Supervisor Adamik giving his report. There were no objections by the Board.

\*Supervisor DiSanti questioned the salt supply for the start of the year/larger stock pile for next year and also questioned if the road workers could pick up garbage bags on the side of the road if the Township holds a spring clean-up day. Mr. Florentine indicated there would be no problem.

**PARKS & RECREATION BOARD REPORT:**

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

- \*Meeting with the Girl Scouts at Lowes in regard to Senior Citizen bench project.
- \*Thanked Pam Tedesco for setting the Fishing Day at Deer Lakes Park/June 8<sup>th</sup>
- \*Beginner Geology class/June 11<sup>th</sup>
- \*Building Blue Birdhouse/July 16<sup>th</sup>
- \*Ferris Bueller concert at Bairdford Park/June 20<sup>th</sup>
- \*Movie at East Union Community Center/April 11<sup>th</sup>
- \*Regular meeting & Community Days meeting/March 26<sup>th</sup> at 7 pm
- \*Requested new locks at the doors at the Senior Citizen Center.
- \*Community Days will be August 1<sup>st</sup> & 2<sup>nd</sup> – Vendor forms will be available April 1<sup>st</sup>
- \*Easter Egg Hunt at Bairdford Park/April 13<sup>th</sup>

**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/Projects: Vento Plan of Lots and 2014 Road Improvement Project.

**VENTO PRELIMINARY & FINAL SUBDIVISION PLAN:**

The Planning Commission approved the Vento Preliminary & Final Plan of Lots Subdivision Plan at their February 27, 2014 meeting.

This is a (2) two lot subdivision located at 36 Corbriwood Lane in the R-2 Semi-Suburban Residential Zoning District.

\*Lot 1A = 2.29 acres

\*Lot 1B = (South) and Lot 1B (North) = 7.91 acres

Lot 1A will be used for a single family house. Lot 1A has public water but a private on-lot septic system will be constructed. Planning Module for septic system has been submitted to Shoup Engineering for review and signatures.

The Planning Commission recommended approval for the 2 lot subdivision of the Vento Plan of Lots, along with the Planning Module for Lot 1A, subject to Shoup Engineering reviewing corrections outlined in the review letter dated February 11, 2014.

The Board received the letter dated February 28, 2014 from Mr. Scott Shoup indicating the comments contained in his February 11, 2014 review letter have been adequately addressed.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Florentine to approve the Vento Preliminary & Final Subdivision Plan as per the recommendation by the Planning Commission. Motion carried unanimously 7-0.

**2014 ROAD IMPROVEMENT PROJECT**

**CONTRACTS #14-01/ASPHALT PAVING AND #14-02/BITUMINOUS SEAL COAT:**

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Plans, specifications and bid documents were prepared by Shoup Engineering for the 2014 Road Improvement Project on various Township roads. The work shall consist of all labor, equipment, and materials necessary for the attached projects. The project was publicly advertised and bids were opened on March 18, 2014 at 2:00 p.m. The Public Works Committee met later that day to discuss the bids and to formulate a recommendation.

At this time Supervisor Adamik recommended the Board table the bids until the April 16<sup>th</sup> meeting due to the review of the bids/including the alternates and weather/road conditions. The Committee will then make a recommendation to the Board. MOTION BY Supervisor Adamik and SECONDED BY Supervisor McManus to table. After some discussion, a roll call vote was taken. Motion carried unanimously 7-0.

**HIRE CODE ENFORCEMENT OFFICER:**

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Guerre to table the hiring of the Code Enforcement Officer until the April 16<sup>th</sup> meeting. Motion carried unanimously 7-0.

**RESIGNATION/PT POLICE OFFICER:**

The Board received a resignation letter from Joshua Logan as a part time police officer effective March 31, 2014. Officer Logan was offered a full time position in the Borough of Millvale. The Board also received a copy of the thank you letter.

MOTION BY Supervisor McManus and SECONDED BY Supervisor Adamik to accept the resignation of Joshua Logan as a part time police officer for West Deer Township and wish him the best of luck. Motion carried unanimously 7-0.

**SENIOR CITIZEN PORCH SCREENING:**

The Township has been in the process of receiving bids for the screening of the Senior Center porch and the associated roof repairs in anticipation of starting the project when spring finally arrives.

To date, the Township received only one bid. Supervisor Vaerewyck indicated a Scout Troop contacted him and could do the job late April to early May. Chairman Fleming indicated two more bids will be coming in but did not make the deadline.

MOTION BY Supervisor McManus and SECONDED BY Supervisor Florentine to table this until the April 16, 2014 meeting to receive the other two bids. After some discussion, Supervisor McManus AMENDED his motion to table this vote until the April 16<sup>th</sup> meeting to give the contractor who did submit a bid to correct his bid in accordance to what the specifications will be and also allow the other two contractors to submit their bids and have the Boy Scouts submit a proposal. Supervisor Florentine seconded the amendment. Motion carried unanimously 7-0.

**OLD BUSINESS:**

\*Supervisor Adamik reported the Public Works Committee met at Coffee Lane to review the water issues on Coffee Lane and the Committee will be making a recommendation to the Board.

\*Supervisor Vaerewyck commented he will have the plans of the changes to the building ready at the next meeting and if everyone agrees with the plans then he will pass it onto Mr. Shoup for the bidding process.

**NEW BUSINESS:**

Chairman Fleming announced the Board TABLED three (3) items and will be on the April 16<sup>th</sup> meeting agenda: Road Improvement Bids, Hire Code Enforcement Officer, and Porch Screening.

**ANNOUNCEMENT:**

**HARD-TO-RECYCLE COLLECTION EVENT – INCLUDING TELEVISIONS:**

Saturday, April 5, 2014

Time: 9:00 a.m. to 1:00 p.m.

Pittsburgh Mills Parking Lot

For more information, visit [www.prc.org](http://www.prc.org) or 412-488-7490 x236

**SET AGENDA – Regular Business Meeting**

April 16, 2014

6:30 p.m. – Executive Session  
7:00 p.m. – Public Hearing/Proposed Zone Change/Nagy  
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. Police Chief's Report
10. Report from the Parks & Recreation Board
11. Engineer's Report
12. Hire PT Police Officer
13. NH COG Report
14. Committee Reports
15. Old Business
16. New Business
17. Set Agenda/May 21, 2014
18. Comments from the Public
19. Adjournment

Items Added:

- \*2014 Road Improvement Project
- \*Hire Code Enforcement Officer
- \*Senior Center Porch Screening
- \*Coffee Lane

**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.

**EXECUTIVE SESSION – ADJOURNMENT:**

At this time Chairman Fleming announced the Board will hold an Executive Session to discuss the West Deer EMS. Meeting adjourned at 8:30 p.m.

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Daniel J. Mator, Jr., Township Manager