

06/18/2014

West Deer Township  
Board of Supervisors  
June 18, 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, and Leonard Guerre. Members absent: Rick W. Florentine, 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 legal and personnel issues/Police Contract/Negotiations.

**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. Art Theys, 3528 Huntertown Road/Cedar Ridge Plan, reported high grass/overgrown weeds at an abandoned house located at 3547 Cedar Ridge Road.  
A discussion was held on overgrown grass and the procedure for cutting grass at abandoned properties in West Deer.

**ACCEPT MINUTES:**

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to accept the minutes of the May 21, 2014 meeting as presented. Motion carried unanimously 4-0.

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

**TOWNSHIP OF WEST DEER**  
**FINANCE OFFICER'S REPORT**  
**May 31, 2014**

**I - GENERAL FUND:**

**Cash and Cash Equivalents:**

Sweep Account	\$ 1,373,600	
		\$ 1,373,600

**II - SPECIAL REVENUE FUNDS**

**Cash and Cash Equivalents:**

**Street Light Fund:**

Sweep Account - Restricted	\$ 74,849	
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**Fire Tax Fund:**

Sweep Account - Restricted	\$ 114,830	
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**State/Liquid Fuels Fund:**

Sweep Account - Restricted	\$ 309,090	
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**\$ 498,769**

**Investments:**

**Operating Reserve Fund:**

Sweep Account - Reserved	\$ 706,793	
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**Capital Reserve Fund:**

Sweep Account - Reserved	\$ 180,982	
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**\$ 887,774**

**III - CAPITAL PROJECT FUNDS:**

**Cash and Cash Equivalents:**

**Route 910 II Waterline:**

Sweep Account - Restricted	\$ 86,387	
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**\$ 86,387**

**TOTAL CASH BALANCE 5/31/14**

**\$ 2,846,530**

**Interest Earned May 2014** **\$ 81**

	<u>4/30/2014</u>	<u>May</u>	<u>5/31/2014</u>
	<u>Debt Balance</u>	<u>Principal</u>	<u>Debt Balance</u>
		<u>Payment</u>	
Mars National- VFC #3	\$ 38,006.80	\$ 1,799	\$ 36,312.43
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 Adamik to approve the Finance Officer's Report as submitted. Motion carried unanimously 4-0.

**LIST OF BILLS:**

Best Wholesale Tire Co., Inc.....	1337.31
Beth’s Barricades.....	250.00
Culverts, Inc.....	5100.00
Griffith, McCague & Wallace, PC.....	4622.00
Hei-Way, LLC.....	1204.51
Independence Excavating Inc.....	3522.24
Jordan Tax Service, Inc.....	8834.37
Krigger & Co.....	167.55
MRM Workers’ Comp Fund.....	17263.34
Office Depot.....	689.71
Shoup Engineering Inc.....	1215.00
Staley Communications.....	183.47
The HDH Group, Inc.....	11846.00
Toshiba Financial Services.....	606.17
Trib Total Media.....	1173.12
Tristani Brothers, Inc.....	1375.00

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to pay the List of Bills as submitted. Motion carried unanimously 4-0.

**UTILITIES & PAYROLL:**

MOTION BY Supervisor Guerre and SECONDED BY Supervisor DiSanti to pay utilities and payroll from June 19, 2014 to July 16, 2014. Motion carried unanimously 4-0.

**POLICE CHIEF’S REPORT:**

Chief Jon Lape was present and provided a summary report on the Police Department for the month of May 2014. 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 Day at Deer Lakes Park
- Senior Luncheon/130 seniors attended the luncheon
- Ferris Bueller/June 20<sup>th</sup> at 8 pm
- Tennis Lessons started at Bairdford Park
- Bluebird Houses/July 16<sup>th</sup>
- Community Days meeting/June 19<sup>th</sup>
- Carpenter bees at Senior Center

**ENGINEER’S REPORT:**

The Board received the Engineer’s Report submitted by Shoup Engineering, Inc. Mr. Scott Shoup represented Shoup Engineering, Inc., and summarized his meeting attendances and details of his formal report:

- 2014 Road Improvement Project
- Township Building Renovation Project
- Senior Center Roof Replacement Project
- Flood Plain Ordinance

**MINI CELL TOWER ZONING AMENDMENT:**

At the last meeting, the Board tabled the Proposal from the Cohen Law Group to perform the necessary legal review and to draft amendments to West Deer’s Zoning Ordinance for review by the Planning Commission and adoption by the Board of Supervisors.

Mr. Daniel S. Cohen, Cohen Law Group, was present and addressed the Board in regard to their services to assist in the wireless facilities regulations.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to enter into an agreement with the Cohen Law Group at a COG-contracted cost not to exceed \$5,100.00 and with possibility of a reduction if other municipalities participate, to handle the legal review, drafting, and implementation of a wireless facilities ordinance update to the West Deer Township Zoning Ordinance.

Motion carried unanimously 4-0.

**CABLE AUDIT:**

A North Hills COG-negotiated cable franchise fee audit proposal was received by the Board of Supervisors in autumn of 2012, but was voted down by the Board. However, upon viewing the impressive returns on investment of the municipalities which participated, the Board requested the Cohen Law Group provide a new proposal.

Mr. Daniel S. Cohen, Cohen Law Group, was present and addressed the Board in regard to the cable franchise fee audit proposal to the Board.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to enter into an agreement with the Cohen Law Group to perform an audit on the Consolidated Communications and Comcast Cable Franchises at a cost of \$8,500.00 plus postage and copying expenses. Motion carried unanimously 4-0.

**PUBLIC WORKS TRUCK & MOWER:**

The Township advertised the 2004 GMC One Ton Dump Truck with Plow & Spreader and the 2005 Super Z Rotary Mower, both “As-Is” Condition.

Sealed bids were received on June 12, 2014 at 3:00 p.m. and shortly opened thereafter.

**2004 GMC ONE TON DUMP TRUCK WITH PLOW & SPREADER:**

The following nine (9) bids were received:

BIDDERS:	AMOUNT:
1. Emil Brunazzi, III	\$7,350.00
2. Joe Patsko	\$7,326.50
3. Allegheny Valley Chiropractic Assoc.	\$6,802.00
4. Hollibaugh Landscape & Excavation	\$6,432.00
5. Dan Loughlin	\$4,567.89
6. James Sokol	\$3,358.00
7. Gaudino Brothers LLC	\$3,235.00
8. Morows Masonry & Restoration Inc.	\$2,509.50
9. Melvin McNeal	\$2,460.00

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to sell the 2004 GMC One Ton Dump Truck with Plow & Spreader to Emil Brunazzi, III in the amount of \$7,350.00. Motion carried unanimously 4-0.

**2005 SUPER Z ROTARY MOWER:**

The following eight (8) bids were received:

BIDDERS:	AMOUNT:
1. Emil Brunazzi, III	\$3,401.00
2. Gary Parrish	\$1,851.00
3. Hollibaugh Landscape & Excavation	\$1,841.00
4. Morows Masonry & Restoration Inc.	\$1,609.00
5. Allegheny Valley Chiropractic Assoc.	\$1,208.00
6. David A. Christ	\$1,202.36
7. Melvin McNeal	\$1,176.00
8. Gaudino Brothers LLC	\$ 427.00

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to sell the 2005 Super Z Rotary Mower to Emil Brunazzi, III in the amount of \$3,401.00. Motion carried unanimously 4-0.

**FLOODPLAIN ORDINANCE ADVERTISEMENT:**

Provisions meeting the minimum requirements of the National Flood Insurance Program and the Pennsylvania Flood Plain Management Act (1978-166) Section 60.3 (d).

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, REQUIRING ALL PERSONS, PARTNERSHIPS, BUSINESSES, AND CORPORATIONS TO OBTAIN A PERMIT FOR ANY CONSTRUCTION OR DEVELOPMENT; PROVIDING FOR THE ISSUANCE OF SUCH PERMITS; SETTING FORTH CERTAIN MINIMUM REQUIREMENTS FOR NEW CONSTRUCTION AND DEVELOPMENT WITHIN AREAS OF WEST DEER TOWNSHIP WHICH ARE SUBJECT TO FLOODING; AND ESTABLISHING PENALTIES FOR ANY PERSONS WHO FAIL, OR REFUSE TO COMPLY WITH, THE REQUIREMENTS OR PROVISIONS OF THIS ORDINANCE.

Mr. Shoup commented and explained the proposed Floodplain Ordinance.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to authorize the advertisement of the Floodplain Ordinance for the Board to consider adopting at their July 16, 2014 meeting. Motion carried unanimously 4-0.

**CENTURY UNITED SOCCER:**

The Township received a copy of the email from Century United Soccer Association. In the email, Century United requested the use of the Nike Site Soccer Field for a four-day camp from August 18<sup>th</sup> to the 22<sup>nd</sup>, and from either 9:00 am to 12:00 pm or 6:00 pm to 8:00 pm. The fields are already reserved for Deer Lakes Youth Football during the 6:00 pm-8:00 pm time slot. At this time, Mr. Mator commented on the request from Century United Soccer.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Adamik to authorize the Chairman of the Board of Supervisors, the Township Manager, and Township Solicitor to negotiate an equitable agreement with Century United Soccer Association for the use of the Nike Site Soccer Fields from August 18<sup>th</sup> to August 22<sup>nd</sup>, 2014 from 9:00 am to 12:00 pm. Motion carried unanimously 4-0.

**PUBLIC WORKS GARAGE IMPROVEMENTS:**

The Public Works Committee requested proposals from four local contractors to repair/replace doors, windows, and perform framing work. The Board received copies of the proposals.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to award the Public Works Garage Repairs as specified to Thomas Mischen at a cost of \$8,650.00. Motion carried unanimously 4-0.

**SENIOR CENTER ROOF REPLACEMENT BIDS:**

Sealed bids were received for the Senior Center Roof Replacement Project on June 11, 2014. The work shall consist of all labor, equipment, and materials.

The bids received were as follows:

BIDDERS:	BASE BID	ALTERNATE BID
	<u>60 Mil/20 yr.warranty</u>	<u>90 Mil/30 yr.warranty</u>
1. L&L Roofing, Inc.	\$ 83,325.00	\$116,000.00
2. Tennis Roofing & Asphalt Inc.	\$ 83,850.00	\$ 98,825.00
3. Angelo's Roofing & Construction	\$ 87,644.00	\$ 95,758.00
4. G&F Roofing & Construction	\$ 99,400.00	\$116,250.00
5. TMR Roofing	\$158,850.00	\$174,352.00
6. S&N Industries, LLC	\$173,000.00	\$193,000.00

After some discussion/questions, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to award the contract for the Senior Center Roof Replacement Project to Angelo's Roofing & Construction in the amount of \$95,758.00 for the 90 Mil/30 year warranty bid.  
Motion carried unanimously 4-0.

**SENIOR CENTER ACCESSORY ROOFS REPLACEMENT BID:**

Bid Proposals were solicited for the Senior Center Accessory Roofs (Pump House and Garage). The work shall consist of all labor, equipment, and materials. The following bids were received:

Pump House:

L&L Roofing, Inc.           \$2,150.00 (Rubber Roof)  
                                      \$6,300.00 (Dimensional Shingle)

Garage:

L&L Roofing, Inc.           \$5,180.00 (Dimensional Shingle)  
                                      \$9,475.00 (Hidden Fastener)

After some discussion, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to award the contract for the Senior Center Accessory Roof Replacement Project to L&L Roofing, Inc. in the amount of \$8,330.00 plus the cost of replacement sheeting (if necessary) to include \$2,150.00 Rubber Roof bid for the Pump House and also include a \$5,180.00 Dimensional 30 year Shingle for the Garage. Motion carried unanimously 4-0.

**AUTHORIZE ADVERTISEMENT/SELL OF PUBLIC WORKS TRUCK & TRAILER – TWO (2) SEPARATE SEALED BIDS:**

The Public Works Committee requested the Board to authorize the advertisement to sell the following dump truck & trailer: 1995 Ford L9000 Dump Truck, Approximately 54,136 miles, Inspection Expired. As Is Condition and 2002 Eager Beaver Trailer, 20XPT Hi-Tensile, 20 Ton, Inspection/December 2014. As Is Condition.

After some discussion, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Adamik to authorize the advertisement to sell the 1995 Ford Dump Truck and the 2002 Trailer. Separate sealed bids will be received until July 10, 2014 at 3:00 p.m. and the bids may be considered and awarded at the July 16, 2014 meeting. Motion carried unanimously 4-0.

**MICROPHONES:**

The Board of Supervisors requested additional microphones so each Supervisor can be more easily heard. The Board received copies of proposals received from Pianos 'N Stuff Music.

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After some discussion, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to authorize the purchase of the equipment listed in the Pianos 'N Stuff proposal at a cost of \$2,530.00. Motion carried unanimously 4-0.

**EMS/WORKER'S COMPENSATION:**

After some discussion, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to authorize the allocation of \$16,044.00 to UPMC Workpartners for the West Deer EMS Worker's Compensation as budgeted. Motion carried unanimously 4-0.

**COG REPORT:**

Mr. Guerre reported on the COG meeting – Items discussed:

- Watershed Ordinances
- Rock Salt
- Grant Applications
- COG Dinner/September 18<sup>th</sup>

**COMMITTEE REPORTS:**

The Committee Chairperson reported on their Committee updates:

- 1) Mr. Vaerewyck/ABSENT – Public Safety Committee
- 2) Mr. McManus/ABSENT – Planning, Zoning, & Code Enforcement Committee
- 3) Mr. Adamik – Engineering & Public Works Committee
- 4) Mr. Guerre – Financial Legal, and Human Resources Committee
- 5) Mr. Florentine/ABSENT – Housing Committee
- 6) Dr. DiSanti – Parks & Recreation Committee
- 7) Mr. Fleming – Economic Development Committee

**OLD BUSINESS:**

- Mr. Mator commented on:
  - County Vacant Property Program -- Mr. Bill Payne, Code Enforcement, also commented on the program. Information will be distributed to the Board to review.
  - Senior Center Porch/Renovations

**NEW BUSINESS:**

- Mr. Mator commented on:
  - Roadway Lighting Agreement (Culmerville Bridge)
  - DLYF Revised Lease Agreement

**SET AGENDA – Regular Business Meeting**

July 16, 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. Accept Minutes
8. Monthly Financial Report
  - A. Finance Officer's Report
  - B. List of Bills
  - C. Utilities & Payroll
  - D. Tax Refunds
9. Police Chief's Report
10. Report from the Parks & Recreation Board
11. Engineer's Report
12. Floodplain Ordinance
13. Public Works Dump Truck & Trailer
14. County Vacant Property Program
15. Municipal Building Renovations
16. Committee Reports
17. Old Business
18. New Business
19. Set Agenda/August 20, 2014
20. Comments from the Public
21. Adjournment

Items added:

- Roadway Lighting Agreement
- DLYF Revised Lease Agreement

**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. Bill Hibbs, 17 Deer Park Drive, expressed his concerns on the road conditions in the Deer Park Plan.

**ADJOURNMENT:**

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to adjourn the meeting at 9:35 p.m. Motion carried unanimously 4-0. Meeting adjourned.

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Daniel J. Mator, Jr., Township Manager