

West Deer Township
Board of Supervisors
July 16, 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: 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. Chairman Fleming also announced several members of the Board met last week with Senator Vulakovich on various issues pertaining to West Deer Township (roads, grants, etc.).

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:

Supervisor Guerre pointed out a correction to the June 18th minutes indicating the COG Dinner will be held on September 18th and not September 3rd, as listed. MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to accept the minutes of the June 18, 2014 meeting as presented. Roll call vote was taken. Members voting yes, Mr. Guerre, Dr. DiSanti, Mr. Adamik, and Mr. Fleming. Members abstaining (Absent at the June 18, 2014 meeting) Mr. McManus, Mr. Florentine, and Mr. Vaerewyck. Motion carried, 4 – yes and 3 abstentions. MINUTES CORRECTED.

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

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
June 30, 2014

I - GENERAL FUND:

Cash and Cash Equivalents:

Sweep Account	\$ 1,282,045	
		\$ 1,282,045

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted	\$ 70,994	
----------------------------	-----------	--

Fire Tax Fund:

Sweep Account - Restricted	\$ 94,342	
----------------------------	-----------	--

State/Liquid Fuels Fund:

Sweep Account - Restricted	\$ 309,092	
----------------------------	------------	--

		\$ 474,428
--	--	-------------------

Investments:

Operating Reserve Fund:

Sweep Account - Reserved	\$ 607,821	
--------------------------	------------	--

Capital Reserve Fund:

Sweep Account - Reserved	\$ 180,987	
--------------------------	------------	--

		\$ 788,808
--	--	-------------------

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

Route 910 II Waterline:

Sweep Account - Restricted	\$ 87,267	
----------------------------	-----------	--

		\$ 87,267
--	--	------------------

TOTAL CASH BALANCE 6/30/14

		\$ 2,632,548
--	--	---------------------

Interest Earned June 2014

\$ 104

	<u>5/31/2014</u>	<u>June</u>	<u>6/30/2014</u>
	<u>Debt Balance</u>	<u>Principal</u>	<u>Debt Balance</u>
	<u>Payment</u>		
Mars National- VFC #3	\$ 36,312.43	\$ 1,799	\$ 34,586.16
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.

After questions by Mr. Vaerewyck, 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.....	1540.09
Griffith, McCague & Wallace, PC	3382.00
Hei-Way, LLC.....	2047.68
Independence Excavating Inc.....	4058.64
Jordan Tax Service, Inc.....	1552.33
Kress Tire	1209.08
Lindy Paving Inc.	909.85
Mark C. Turnley	1300.00
Office Depot.....	191.61
Shoup Engineering Inc.	2659.00
Staley Communications.....	183.47
The Lane Construction Corporation	1798.69
Trib Total Media	394.00
Tristani Brothers, Inc.....	2208.31
Walsh Equipment	1714.79

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre 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 July 17, 2014 to August 20, 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 the years 2013 and 2014 real estate taxes.

2013 REAL ESTATE TAX REFUNDS:

NAME:	LOT/BLOCK:	AMOUNT:
Aymar, Daniel L	1361-D-117	\$151.44
Fyala, Steve J Jr & Anna	1668-R-240	\$ 74.49
Caro, Brandon	2194-A-387	\$110.44
Pater, Raymond J & Linda M	1218-A-376	\$106.09
DiSanti, Richard W Jr & Elizabeth B	1219-M-48	\$ 64.17
DiSanti, Richard W Jr & Elizabeth B	1512-S-64	\$ 92.22
DiSanti, Richard W Jr & Elizabeth B	1512-S-71	\$160.11
Ratti, Robert G	2387-K-337	\$ 1.37
Fischer, Robert F & Judith	2386-J-261	\$ 1.56
Baker, William N & Barbara J	1357-P-1	\$ 3.51
Noftz, Susan A	2191-D-59	\$ 96.34
Schwarzmeier, Anna	1668-R-238	\$ 78.80
Gazzo, Carl C Jr & Cynthia L	1079-A-314	\$ 53.63
Gizienski, Tricia L	1218-B-150	\$188.39
Iozzi, Philip L. & Gizienski, Tricia	1219-J-75	\$533.97
Guercione, John A & Vila J	1357-K-58	\$ 54.80
Bodnar, Thomas R & Frances E	1361-H-298	\$ 6.04
Hollibaugh, George T & Shirley A	1510-G-14	\$ 63.08
Hollibaugh, George T & Shirley A	1510-H-219	\$ 25.27
Loper, Robert & Christina	1511-C-1	\$ 31.21
Bruno, Louis P & Irene M	1511-N-95	\$ 57.73
DiNunzio, Charles & Leslie	1513-E-322	\$189.56
Gizienski, Tricia	1668-R-91	\$174.74
Paszek, Stanley J & Patricia A	1670-N-162	\$ 86.96
Weltner, Steven R & Linda L	1839-B-18	\$156.40

Talarico, John	2008-M-299	\$ 97.11
Kraig, John F & Marie E	2012-F-69	\$ 37.41
Norris, J Harold	2013-D-292	\$ 24.07
Norris, J Harold	2013-G-74	\$ 16.31
Norris, J. Harold	2013-H-385	\$ 79.79
Hileman, Kenneth C & Heather L	2194-J-203	\$ 93.61
Frauenpries, William R	2195-K-204	\$ 62.41
Ross, Rita J	1833-R-202	\$109.99
Hill, Linda	1361-S-106	\$ 26.52
Hill, Linda	1361-S-108	\$184.88

2014 REAL ESTATE TAX REFUNDS:

NAME:	LOT/BLOCK:	AMOUNT:
Anderson, Ronald C Jr	2010-N-101	\$ 22.81
Baker, William N & Barbara J	1357-P-1	\$ 3.51
Bodnar, Thomas R & Frances E	1361-H-298	\$ 6.05
Bruno, Louis P & Irene M	1511-N-95	\$ 57.72
Burdelski, Katherine	1510-S-375	\$123.25
DiNunzio, Charles T & Leslee A	1513-E-322	\$189.56
DiSanti, Richard W Jr & Elizabeth B	1219-M-48	\$ 64.16
DiSanti, Richard W Jr & Elizabeth B	1512-S-64	\$ 92.25
Fischer, Robert F & Judith B	2386-J-261	\$ 1.56
Frauenpries, William R	2195-K-204	\$ 62.41
Fyala, Steve J Jr & Anna	1668-R-240	\$ 74.50
Graham, Scott P & Megan L	1509-D-250-1D1	\$ 26.71
Guercione, John A & Viola J	1357-K-58	\$ 54.80
Hileman, Kenneth C & Heather L	2194-J-203	\$ 93.61
Kraig, John F & Marie E	2012-F-69	\$ 36.66
Loper, Robert & Christina	1511-C-1	\$ 31.20
Noftz, Susan A	2191-D-59	\$ 96.34
Norris, J Harold	2013-D-292	\$ 23.60
Norris, J Harold	2013-G-74	\$ 15.99
Norris, J Harold & Eleanor R	2013-H-385	\$ 78.20
Pater, Raymond J & Linda M	1218-A-376	\$106.09
Ratti, Robert G.	2387-K-337	\$ 1.36
Weltner, Steven R & Linda L	1839-B-18	\$156.41
Brickyard Park Holdings LLC	2013-K-128	\$ 88.35
Maronda Homes, Inc.	1667-J-6	\$ 16.58
Northern Allegheny Stone, Inc.	1838-N-125	\$176.88

MOTION BY Supervisor Guerre and SECONDED BY Supervisor Vaerewyck to issue the tax refunds as submitted by the Tax Collector. Roll call vote was taken. Members voting yes, Mr. Adamik, Mr. Guerre, Mr. Florentine, Mr. Vaerewyck, Mr. McManus, and Mr. Fleming. Member abstaining, Dr. DiSanti (Name is on the list of tax refunds). Motion carried, 6 – yes and 1 – abstention.

POLICE CHIEF'S REPORT:

Chief Jon Lape was not present but submitted a summary report on the Police Department for the month of June 2014. 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:

- Ferris Bueller Concert
- Community Days
- Blue Bird Houses/Bairdford Park
- Discussion held on the DCNR Park Grant

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 attendance and details of his formal report:

- 2014 Road Improvement Project
- Township Building Renovation Project
- Senior Center Roof Replacement Project – Also discussed gutters and downspouts.

AT&T COMMUNICATION ANTENNAE – RIDGE DRIVE/SITE PLAN:

The Planning Commission approved the AT&T Communication Antennae Site Plan at their June 26, 2014 meeting.

Property Location: 21 Ridge Drive
Zoning District: R-3 Suburban Residential

The Site Plan is to install an antennae on the existing water tower with approximately an 11 ½ ft. x 20 ft. shelter with a generator room. The generator noise level to measure 52-60 decibels.

The Planning Commission recommended approval with the condition that AT&T needs to demonstrate 60 decibels or less at all property lines prior to obtaining an occupancy permit. Mr. Jim Prokopiak representing AT&T was present and questions/comments followed.

MOTION BY Supervisor McManus and SECONDED BY Supervisor DiSanti to approve the AT&T Communication Antennae – Ridge Drive Site Plan as per the recommendation by the Planning Commission with the condition that AT&T needs to demonstrate 60 decibels or less at all property lines prior to obtaining an occupancy permit. Motion carried unanimously 7-0.

ZONING AMENDMENTS:

Mr. Happel explained there are three zoning amendments and one Flood Plain Management Act Ordinance that the Township will be adopting in September. Mr. Happel also explained the process and requirements for the Township to send the zoning amendments and the Flood Plain Ordinance to Allegheny County and the Planning Commission for their review/approval. The Flood Plain Management Act Ordinance is required by the Federal Government and the State. The amendments and Flood Plain Ordinance will be sent to the County and Planning Commission and the Board will hold a public hearing for adoption in September.

Mr. Mator indicated a zoning amendment is also required for the mini cell towers/antennas and will be included at the public hearing in September.

RESOLUTION #2014-9/DUI GRANT:

Resolution #2014-9 authorizing the Township Manager, Daniel Mator, to sign the DUI Grant on behalf of West Deer Township. Supervisor Vaerewyck recommended in the future that such items as the resolution, be sent to the Committee before the meeting.

After some discussion, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor McManus to adopt Resolution #2014-9. Motion carried unanimously 7-0.

PUBLIC WORKS DUMP TRUCK & TRAILER:

The Township advertised to sell the 1995 Ford L9000 Dump Truck and the 2002 Eager Beaver Trailer, As-Is Condition. Separate sealed bids were received on July 10, 2014 at 3:00 p.m. and shortly opened thereafter.

1995 Ford L9000 Dump Truck:

Bidders:	Amount:
Jon Roncevich Trucking & Excavating	\$5,111.11
Joseph R. Morow	\$2,551.00
Ronald Moretti Excavating	\$2,085.00
James Sokol	\$1,858.00
Smullin Asphalt	\$1,556.00

MOTION BY Supervisor McManus and SECONDED BY Supervisor DiSanti to sell the 1995 Dump Truck to Jon Roncevich Trucking & Excavating in the amount of \$5,111.11. Motion carried unanimously 7-0.

2002 Eager Beaver Trailer:

Bidders:	Amount:
Ronald Moretti Excavating	\$5,110.00
James Sokol	\$3,458.00
Smullin Asphalt	\$3,156.00
Jon Roncevich Trucking & Excavating	\$3,111.00
Joseph R. Morow	\$1,701.51

MOTION BY Supervisor McManus and SECONDED BY Supervisor Florentine to sell the 2002 Eager Beaver Trailer to Ronald Moretti Excavating in the amount of \$5,110.00. Motion carried unanimously 7-0.

RESOLUTION #2014-10/ALLEGHENY COUNTY VACANT PROPERTY RECOVERY PROGRAM:

A RESOLUTION OF THE TOWNSHIP OF WEST DEER (THE "TOWNSHIP") AUTHORIZING THE PARTICIPATION OF THE TOWNSHIP IN THE REDEVELOPMENT AUTHORITY OF ALLEGHENY COUNTY'S VACANT PROPERTY RECOVERY PROGRAM SUBJECT TO CERTAIN REQUIREMENTS.

Mr. Florentine reported the Housing Committee met to discuss the program and he felt it is beneficial to the Township to participate in the program. At this time Bill Payne, Code Enforcement, was present and further explained the program. Mr. Payne summarized that when there are vacant properties/abandoned houses and they're delinquent for three years -- local residents can fill out an application and pay a parcel fee. The program director will take the fees to the Courts and clear the title. All monies paid will be based on an independent appraisal. Questions/comments followed. Mr. Payne also explained the Township fronts no money on this program; the Township adopts the Resolution and posts the program on the Township's web site.

After further discussion, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Florentine to adopt Resolution #2014-10 authorizing the participation of the Township in the Redevelopment Authority of Allegheny County's Vacant Property Recovery Program subject to certain requirements. Motion carried unanimously 7-0.

ROADWAY LIGHTING AGREEMENT:

The Board received a copy of the Roadway Lighting Agreement between the PA Department of Transportation and West Deer Township for the PA Department, by contract and without a cost to the Township, to construct an electrical roadway light for the Culmerville Bridge Replacement over the Canadian National Railroad.

A discussion was held in regard to where the light is located on the drawing and the Board discussed to table the motion and request two lights/one on each side.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor McManus to TABLE (an adequate drawing accompanies the agreement) the Roadway Lighting Agreement between the PA Department of Transportation and West Deer Township. Motion carried unanimously to TABLE 7-0.

DLYF REVISED LEASE AGREEMENT/MEMORANDUM OF UNDERSTANDING:

The Board received a Memorandum of Understanding between West Deer Township and Deer Lakes Youth Football, Inc., amending the existing ground lease.

At this time, Mr. Mator explained the amendment to the existing ground lease.

MOTION BY Supervisor McManus and SECONDED BY Supervisor DiSanti to approve the Memorandum of Understanding between West Deer Township and Deer Lakes Youth Football, Inc., amending the existing ground lease to clarify control of the premises and facilities on the site. Motion carried unanimously 7-0.

COMMITTEE REPORTS:

The Committee Chairperson reported on their Committee updates:

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

OLD BUSINESS:

- Dr. DiSanti/ Cedar Ridge complaint/Right of Way.
- Mr. Guerre/COG dinner on September 18th at Sieb's Pub & Restaurant on Babcock Blvd.
- Mr. Fleming/Overgrown grass – Cedar Ridge

NEW BUSINESS:

- Mr. Vaerewyck/Recommended setting up a Committee for Planning & a Budget Committee.
- Mr. Mator/Two State paving projects in West Deer (Route 910 area & East Union Road area).

SET AGENDA – Regular Business Meeting

August 20, 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
9. Police Chief's Report
10. Report from the Parks & Recreation Board
11. Engineer's Report
12. Municipal Building Renovations
13. Senior Center Roof Change Order
14. Zoning Amendments
15. Committee Reports
16. Old Business
17. New Business
18. Set Agenda/September 17, 2014
19. Comments from the Public
20. Adjournment

Items added:

- Roadway Lighting Agreement
- CDBG/Demolition
- COG Report

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:

At this time, Chairman Fleming announced the Board will hold an Executive Session.

Daniel J. Mator, Jr., Township Manager