

01/15/2014

West Deer Township
Board of Supervisors
January 15, 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 personnel and legal issues/hiring a new Code Enforcement Officer and payroll.

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 Florentine to accept the minutes of the December 18, 2013 and January 6, 2014 meetings as presented. A roll call vote was taken. Members voting yes, Mr. McManus, Dr. DiSanti, Mr. Florentine, Mr. Vaerewyck, Mr. Adamik, and Mr. Fleming. Member abstaining, Mr. Guerre (Not at the December meeting or a Supervisor in December).

Motion carried, 6 - yes and 1 abstention.

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

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
December 31, 2013

I - GENERAL FUND:

Cash and Cash Equivalents:

Sweep Account	\$ 162,722	
		\$ 162,722

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted	\$ 54,030	
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Fire Tax Fund:

Sweep Account - Restricted	\$ 29,618	
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State/Liquid Fuels Fund:

Sweep Account - Restricted	\$ 18,070	
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\$ 101,718

Investments:

Operating Reserve Fund:

Sweep Account - Reserved	\$ 1,187,212	
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Capital Reserve Fund:

Sweep Account - Reserved	\$ 180,955	
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\$ 1,368,167

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

Route 910 II Waterline:

Sweep Account - Restricted	\$ 81,989	
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\$ 81,989

TOTAL CASH BALANCE 12/31/13

\$ 1,714,595

Interest Earned December 2013 \$ 73

	<u>11/30/2013</u>	<u>December</u>	<u>12/31/2013</u>
	<u>Debt Balance</u>	<u>Principal</u>	<u>Debt Balance</u>
		<u>Payment</u>	
Mars National- VFC #3	\$ 59,918.74	\$ 1,799	\$ 58,269.64
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 DiSanti and SECONDED BY Supervisor McManus to approve the Finance Officer's Report as submitted. Motion carried unanimously 7-0.

LIST OF BILLS:

American Rock Salt Company LLC.....	1261.35
Best Wholesale Tire Co., Inc.....	2199.10
Beth's Barricades.....	1882.00
Cleaning Systems, Inc.....	3534.00
Fence by Maintenance Service, Inc.....	13553.25
Grainger, Inc.....	1215.00
Griffith, McCague & Wallace, PC.....	2296.50
Hei-Way, LLC.....	1331.52
Keystate Publishers, Inc.....	8745.00
Kress Tire.....	1128.14
Office Depot.....	215.04
Shoup Engineering Inc.....	495.00
Staley Communications.....	183.47
Trib Total Media.....	58.40
Tristani Brothers, Inc.....	2114.23
Walsh Equipment.....	7,406.82

MOTION BY Supervisor Florentine 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 Guerre to pay utilities and payroll from January 16, 2014 to February 19, 2014. Motion carried unanimously 7-0.

POLICE CHIEF'S REPORT:

Chief Jon Lape was present and provided a summary report on the Police Department for the month of December 2013. Questions/comments followed. Copy of the report is on file at the Township. The Chief was commended on the Christmas Toy program.

PARKS & RECREATION BOARD REPORT:

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

- January 22nd at 7 pm – Meeting/Reorganization, Regular, & Community Days.
- February 7th at 7 pm – Movie at East Union Community Center.
- Girl Scout project at the Senior Citizen Center.
- Ice skating rink.

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 Subdivision; Miscellaneous/McIntyre Road. Mr. Shoup also reported on the flooding issues at the Fire Company No. 3 property/estimated cost to repair would be approximately \$4,000.00.

AUTHORIZE ADVERTISEMENT/PART TIME POLICE:

After some discussion, MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor McManus to authorize the advertisement for part time police. Motion carried unanimously 7-0.

OLD BUSINESS:

* Supervisor Vaerewyck reported the Police Committee met with the Chief and discussed:

- New police car. He explained the Township will need to order the new Expedition by February 24th/Authorization to purchase the vehicle will be on the next meeting agenda.

- The proposed renovation to the Township Building -- distributed copies of the proposed layout drawing of the building, updated Police Department offices, computer workplace/furniture, holding cell, relocated department offices, roof maintenance, improvements/HVAC, cost/bids, and request for bid proposals. Supervisor DiSanti addressed his concerns, including the extra space in the police garage area and the flat roof/roof maintenance.

Much discussion was held on the renovations to the Township Building. Supervisor DiSanti felt the project is a major undertaking and felt the Board should hire a professional architect to design the project and offer professional input to do it right. Supervisor McManus explained there are no load-bearing walls being built – just partitioned walls – and explained it is a very simple project. Mr. Mator advised the Board that a project of this proportion and cost (estimated at \$80,000) would need to go through a formal bidding process, and could not be done in a piecemeal fashion. Such a project would require a request for proposal, so he supported Dr. DiSanti's contention that an architect would be necessary to bid the job properly.

Chairman Fleming commented that the Board needed to move forward and decide on what direction to go. After further discussion, Mr. Fleming asked Supervisor Vaerewyck to present a detailed drawing and plan of the Police Department renovations at the next Township meeting. More discussion was held on moving offices around.

The funding the Board set aside to do the work is still in the original budget cost for the backside renovations. Chairman Fleming requested Supervisor Vaerewyck to get the price in writing from Mike Coletta for the project and work on the backside project and the Township will then have a total cost.

* Supervisor DiSanti – commented on the Pennsylvania Supreme Court case regarding to gas wells. It was filed by municipalities in the State in reference to trying to get back a certain degree of control over the gas well industry. Mr. Happel explained that a ruling was made about a month ago supporting the contention that municipalities do have a say on specific areas for drilling, and that the Township submitted an amicus brief in support of the municipalities filing the suit before Supervisor DiSanti was on the Board. Dr. DiSanti then congratulated the former Board members for sending a letter of support.

*Supervisor DiSanti – announced the West Deer Dog Shelter luncheon will be held on January 26th at the Clarion Hotel in New Kensington, to raise money for the Dog Shelter. Doors open at 12 noon. Tickets on sale until January 20th.

NEW BUSINESS:

*Supervisor Vaerewyck – commented on the leasing of properties for Marcellus drilling around the Blanchard Park area and suggested checking into leasing the Township property. The drilling at Deer Lakes Park was also discussed. More discussion held on drilling, leasing, etc.

SET AGENDA – Regular Business Meeting

February 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. Committee Appointments
8. Old Business
9. New Business
10. Set Agenda/February 19, 2014
11. Comments from the Public
12. Adjournment

Items Added:

*Police Vehicle

*Building Improvements

*North Hills 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.

ADJOURNMENT:

MOTION BY Supervisor McManus and SECONDED BY Supervisor DiSanti to adjourn the meeting at 8:37 p.m. Motion carried unanimously 7-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager