The West Deer Township Board of Supervisors held their 2015 Budget/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, representing Shoup Engineering, Inc.

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.

2015 FINAL BUDGET:

The 2015 Budget proposes no tax increase and the Real Estate Tax millage will remain at 1.99 mils for the 2015 Tax Year.

GENERAL FUND BUDGET
Revenues: $5,211,726.87
Expenditures: $5,211,726.87

STREET LIGHTING FUND BUDGET
Revenues: $70,027.00
Expenditures: $79,500.00

FIRE TAX FUND BUDGET
Revenues: $180,000.00
Expenditures: $180,000.00

CAPITAL RESERVE FUND BUDGET
Revenues: $8,371.37
Expenditures: $150,000.00
LIQUID FUELS FUND BUDGET
Revenues: $ 332,164.88
Expenditures $ 350,000.00

OPERATING RESERVE FUND BUDGET
Revenues: $ 300.00
Expenditures: $ 401,680.29

RESOLUTION NO. 2014-15
A RESOLUTION ADOPTING THE 2015 BUDGET OF THE TOWNSHIP OF WEST DEER,
ALLEGHENY COUNTY, PENNSYLVANIA.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Florentine to adopt Resolution No.
2014-15 the 2015 Budget. Motion carried unanimously 7-0.

ACCEPT MINUTES:
MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to accept the minutes of the
November 19, 2014 meeting as presented. Motion carried unanimously 7-0.

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

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

I - GENERAL FUND:
Cash and Cash Equivalents:
Sweep Account $ 446,505

II - SPECIAL REVENUE FUNDS
Cash and Cash Equivalents:
Street Light Fund:
Sweep Account - Restricted $ 43,011
Fire Tax Fund:
Sweep Account - Restricted $ 74,813
State/Liquid Fuels Fund:
Sweep Account - Restricted $ 294,490

Investments:
Operating Reserve Fund:
Sweep Account - Reserved $ 391,361
Capital Reserve Fund:
Sweep Account - Reserved $ 496,610

$ 887,971
III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:
Route 910 II Waterline:
Sweep Account - Restricted $ 87,869

TOTAL CASH BALANCE 11/30/14 $ 1,834,659

Interest Earned November 2014 $ 70

| November 10/31/2014 Principal Payment 11/30/2014 Debt Balance |
|-----------------|----------------|----------------|-----------------|
| Mars National- VFC #3 | $ 27,721.60 | $ 1,799 | $ 26,001.25 |

Restricted - Money which is restricted by legal or contractual requirements.
Reserved - Money which is earmarked for a specific future use.

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......................................................... 1644.34
Cohen Law Group ......................................................................... 2125.00
Galls Inc. ....................................................................................... 663.70
Griffith, McCague & Wallace, PC ............................................... 3505.50
Hampton Concrete Products, Inc. ................................................. 482.00
Jordan Tax Service, Inc. ............................................................... 3009.25
Kress Tire ...................................................................................... 339.28
Krigger & Co................................................................. ............................ 20.30
Meyer Excavating, In................................................................. 5900.00
MRM Workers’ Comp Fund......................................................... 21523.98
North Eastern Uniforms & Equip Inc............................................ 289.45
Office Depot .................................................................................. 198.36
Russell Standard .......................................................................... 12240.00
Shoup Engineering Inc................................................................. 17245.50
Staley Communications................................................................. 361.75
Trib Total Media ......................................................................... 949.28
Tristani Brothers, Inc................................................................. 947.63
Walsh Equipment ..................................................................... 4429.60
Witner Public Safety Group, Inc.................................................. 834.82

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor McManus to pay the List of Bills as submitted, and all approved reimbursable items in compliance with generally accepted accounting practices. Motion carried unanimously 7-0.
UTILITIES & PAYROLL:
MOTION BY Supervisor McManus and SECONDED BY Supervisor DiSanti to pay utilities and payroll from December 18, 2014 to January 21, 2015. Motion carried unanimously 7-0.

TAX REFUNDS:
The Board is in receipt of a letter dated December 3, 2014 from the Tax Collector requesting the issuance of a tax refund due to a tax bill paid twice in the year 2012. One payment to be refunded to:
Gary Crissman……..Lot & Block #1357-J-267……..$474.43

MOTION BY Supervisor McManus and SECONDED BY Supervisor Vaerewyck to issue the tax refund as submitted by the Tax Collector. 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 November 2014. Questions/comments followed. Copy of the report is on file at the Township. The Chief was commended for his work on the Toys for Children Program.

BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER’S REPORT:
Mr. Bill Payne was present and provided a summary report on Code Enforcement for the month of November 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:
- Children’s Christmas Party/December 14th at WD Fire Company No. 1.
- Movie Night/January 9th at 7 pm at East Union Community Center.
- Ice Skating Rink at Bairdford Park.
- Next meeting/January 28, 2015/Reorganization and Community Days.

Supervisor Adamik thanked the Parks & Recreation Board for their participation at the Children’s Christmas party.

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.
- Clendenning Road Culvert Replacement.
- Development/Subdivision Reviews/Curtisville Plan of Lots Revision #1.

Supervisor DiSanti pointed out he received a call from a resident at the corner of Bairdford Road and Cypress Street in regard to water issues after the paving project. Mr. Shoup stated he would look into the matter.
CLENDENNING ROAD CULVERT PROCUREMENT PROJECT:

Sealed bids were received until 1:30 p.m. on Tuesday, December 16, 2014 and opened and read aloud at that time. The bids may be considered for award at tonight’s meeting for the following:

Clendenning Road Culvert Procurement Project – contractor is to provide a structural steel plate box culvert with an inside span of 16 feet 8 inches, a total rise of 3 feet 8 inches, and a length of 34 feet. Culvert is to include various appurtenances, such as toe walls and head walls. Contractor is to deliver the box culvert and appurtenances to the Township public works site. Contractor will not be involved in the construction phase.

One bid was received:

<table>
<thead>
<tr>
<th>BIDDER</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lane Enterprises, Inc.</td>
<td>$33,262.00</td>
</tr>
<tr>
<td>8271 Mercer St., Pulaski, PA 16143</td>
<td></td>
</tr>
</tbody>
</table>

After a few questions and as per Mr. Shoup’s recommendation, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Florentine to award the contract for the Clendenning Road Culvert Procurement Project to Lane Enterprises, Inc., in the amount of $33,262.00. Motion carried unanimously 7-0.

AUTHORIZE ADVERTISEMENT / ORDINANCE ACCEPTANCE OF STREETS:

Richland Holdings, LLC recently applied the final asphalt wearing course to HyTyre Farms Drive and Casindra Court in the HyTyre Farms Plan.

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING THE FOLLOWING STREETS IN THE HYTYRE FARMS PLAN: HYTYRE FARMS DRIVE AND CASINDRA COURT; AND AMENDING ORDINANCE NO. 351 TO INCLUDE THE SAME.

After a few questions, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor McManus to authorize the advertisement of the Ordinance to accept the streets in the HyTyre Farms Plan or HyTyre Farms Drive and Casindra Court. Ordinance to be considered for adoption at the January 21, 2015 meeting. Motion carried unanimously 7-0.

WEST DEER NIGHTMARE HAUNTED HOUSE 2015:

The Board received a copy of the request from Shawn Maudhuit to use the Bairdford Park pavilion for the West Deer Nightmare Haunted House in 2015 and a copy of the Certificate of Liability Insurance and Inspection Reports. Mr. Maudhuit was present at the meeting and summarized this year’s event and answered questions from the Board.

MOTION BY Supervisor McManus and SECONDED BY Supervisor DiSanti to authorize Mr. Maudhuit to use the Bairdford Park pavilion for the West Deer Nightmare Haunted House in 2015 subject to negotiation and execution of a contract between West Deer Township and Mr. Maudhuit. Motion carried unanimously 7-0.
GUIDE RAIL PROJECT:

The following quotes were received for the Guide Rail Project on Michael, McClure, Poplar, and Quigley Roads:

<table>
<thead>
<tr>
<th>BIDDERS</th>
<th>Michael Rd</th>
<th>McClure Rd</th>
<th>Poplar Rd</th>
<th>Quigley Rd</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fence by Maintenance Service</td>
<td>$2,430.00</td>
<td>$3,627.00</td>
<td>$598.00</td>
<td>$2,535.00</td>
<td>$9,190.00</td>
</tr>
<tr>
<td>Allegheny Fence Const., Co., Inc.</td>
<td>$2,840.00</td>
<td>$4,060.00</td>
<td>$1,140.00</td>
<td>$3,020.00</td>
<td>$11,060.00</td>
</tr>
<tr>
<td>Penn Line Service, Inc.</td>
<td>$2,500.00</td>
<td>$4,550.00</td>
<td>$1,500.00</td>
<td>$3,000.00</td>
<td>$11,550.00</td>
</tr>
</tbody>
</table>

MOTION BY Supervisor McManus and SECONDED BY Supervisor DiSanti to approve the Guide Rail Project to Fence by Maintenance Service in the amount of $9,190.00 for Michael, McClure, Poplar, and Quigley Roads. Motion carried unanimously 7-0.

CHANGE ORDER NO. 2/GENERAL CONSTRUCTION/TOWNSHIP BUILDING RENOVATION PROJECT FOR FLEMING-WALKER, INC:

Vice Chairman DiSanti chaired the meeting for this item.

The Board received Change Order No. 2 for the following additions to this project:

The Contractor is to install washable protective wall lining around the holding cell walls. Work shall include installation of FRP panels on 3 walls. The panel on the real wall is to be glued. The panels on the side walls are to be made to slide in and out for cleaning.

The contract price is increased by the amount of $1,052.00.

After questions/comments, MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor McManus to accept the Change Order No. 2 for the addition of the General Construction for Fleming-Walker, Inc., for the Township Building Renovation Project in the amount of $1,052.00. A roll call vote was taken. Members voting yes, Mr. McManus, Mr. Adamik, Dr. DiSanti, Mr. Guerre, Mr. Florentine, and Mr. Vaerewyck. Member abstaining, Mr. Fleming. Motion carried 6 – yes and 1 – abstention.

ELECTRICAL WORK:

Additional work needs to be completed on the electrical for the Township Building. Mr. Shoup explained the electrical room and the need to upgrade it to meet current code.

After some discussion, MOTION BY Supervisor McManus and SECONDED BY Supervisor DiSanti to authorize the Township Engineer and the Township Manager to obtain bids and authorize electrical work at a cost not to exceed $10,000.00. Motion carried unanimously 7-0.
AUTHORIZE ADVERTISEMENT/SALE OF ONE TON DUMP TRUCK:

The Public Works Committee requested the Board to authorize the advertisement to sell the following Public Works truck:

2006 GMC 3500 One Ton Dump Truck, 8.1 Liter Automatic Transmission, 4x4, w/plow & spreader
Mileage: 63,302
Color: Red
Inspection Expired
As is Condition

MOTION BY Supervisor McManus and SECONDED BY Supervisor Adamik to authorize the advertisement to sell the 2006 GMC One Ton Dump Truck w/plow & spreader. Sealed bids will be received by Thursday, January 15, 2015 at 1:30 p.m. and opened shortly thereafter. Bids may be considered and awarded at the January 21, 2015 meeting. Motion carried unanimously 7-0.

PUBLIC WORKS GARAGE SIDING:

The Public Works Committee requested bids be solicited for siding at the Public Works Garage.
Two bids were able to be obtained:
1) Smith Metal Buildings...................$ 13,780
2) Thomas Mischen.........................$ 10,800 w/option $6,900

Mr. Adamik explained the siding for the back of the building at the Public Works Garage and discussed the scope of work and the quote from Smith Metal includes all material and labor.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to award the siding proposal for the Public Works Garage to Smith Metal Buildings in the amount of $13,780.00. Motion carried unanimously 7-0.

CROSS ROADS REVISED PLAN/SEWAGE FACILITIES PLANNING MODULES
RESOLUTION #2014-16

Resolution #2014-16 is a resolution for the PA DEP Sewage Facilities Planning Module for the Cross Roads Revised Plan of Lots located at 4361 Route 910 (Gibsonia Road).

The Board received a copy of the letter from Mr. Shoup dated December 3, 2014 indicating his review is complete and found to be acceptable and recommends the Board approve the resolution included with the Planning Module submittal.

MOTION BY Supervisor McManus and SECONDED BY Supervisor DiSanti to adopt Resolution #2014-16 which is the Resolution for the PA DEP Sewage Facilities Planning Module for the Cross Roads Revised Plan of Lots. Motion carried unanimously 7-0.

NORTH HILLS COG:

Mr. Guerre reported on the COG meeting:
- Adopted the 2015 Budget and a discussion held on salt.
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

ANNOUNCEMENT – Mr. Bill Payne passed his Certifications for Building Inspector and now is a Certified Building Inspector for West Deer Township.

OLD BUSINESS:
• Supervisor Vaerewyck questioned the status on grant monies for Bairdford Park. Mr. Mator summarized the status of each grant attained, including the Park Master Plan.

NEW BUSINESS:
• Supervisor Adamik commented that resident Paul Petrovich had a hearing with the Zoning Hearing Board for a variance and was denied. He decided to move his building back further and still doesn’t meet the setbacks and needs to go through another hearing and asked if the Board could waive his fees for the second hearing. This item will be added to the January 21, 2015 meeting agenda.

Mr. Payne was present and explained the request and will have the necessary information for the Board for their meeting.

• Supervisor Guerre announced the 910 bridge over the turnpike is now opened.

SET AGENDA – Reorganization Meeting
January 5, 2015 at 8:00 p.m.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Nominate & Elect Chairperson for the Year 2015
5. Nominate & Elect Vice Chairperson for the Year 2015
6. Appoint Township Manager & Treasurer
7. Appoint Police Chief
8. Appoint Code Enforcement Officer
9. Appoint Finance Officer
10. Furnish Bonds
12. Depository for Funds
13. Facsimile Signature
14. Appoint Township Solicitor
15. Appoint Township Engineer
16. Set Monthly Meeting/Date & Time
17. Appoint Delegate & Alternate/NH COG
18. Appoint Delegate & Alternate/Allegheny County Association of Township Officials
19. Appoint Delegate & Alternates/EIT Tax Committee
20. Conferences
21. 2015 Board Appointments
   A – Planning Commission – 2
   B – Zoning Hearing Board – 1
   C – Parks & Recreation Board – 3
   D – Deer Creek Drainage Basin Authority – 1
22. Set Agenda/January 21, 2015
23. Adjournment

**ANNOUNCEMENT:**

**6TH ANNUAL WEST DEER DOG SHELTER BENEFIT**

**ALL YOU CAN EAT BUFFET:**
Sunday, January 25, 2015 – Doors open at 12 noon, Lunch served at 1 pm
Luncheon will be held at the Clarion Hotel, Tarentum Bridge Road, New Kensington, PA
$20.00 per Adult, Children 10 & under $12.00
Tickets must be purchased by January 15th.
Stop by Shelter or mail checks to:
West Deer Dog Shelter, P.O. Box 2, Russellton, PA 15076 – Attn: Barb Pasquale
50/50 Raffle, Chinese Auction & many door prizes.

**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, Michael Road, commented on various items including the Committees and what the Board intends to accomplish in 2015, Services/Agreements up for the remainder of the year, and the Financial Reports.

Chairman Fleming thanked everyone for attending the meeting and wished everyone a Merry Christmas and Happy New Year.

**ADJOURNMENT:**

MOTION BY Supervisor McManus and SECONDED BY Supervisor Guerre to adjourn the meeting at 8:42 p.m. Motion carried unanimously 7-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager