

West Deer Township
Board of Supervisors
Reorganization Meeting
2 January 2018
8:00 p.m.

The West Deer Township Board of Supervisors held their Reorganization Meeting at the West Deer Township Municipal Building. Members present: Richard W. DiSanti, Jr., Shirley Hollibaugh, Beverly Jordan, Arlind Karpuzi, Shawn Maudhuit, Joyce A. Romig and Gerry Vaerewyck. Also present were: Daniel J. Mator, Jr., Township Manager; Barbara Nardis, Finance Officer; and Douglas Happel, representing Griffith, McCague, & Wallace.

Vice-Chair DiSanti Called the Reorganization Meeting to Order.

Pledge of Allegiance

Roll Call Taken by Mr. Mator – Quorum Present

OPEN NOMINATIONS TO ELECT CHAIRPERSON

At this time, Supervisor Vaerewyck asked to speak and welcomed the new Supervisors to the Board. He stated that the Township will be bringing about change with the three new members, indicated he is looking forward to a fantastic year, and stated he wanted to put the personal attacks behind and move forward. He stated that in that spirit, he would like to nominate Shirley Hollibaugh for Chairwoman.

Nominations opened for Chairperson:

- Supervisor Vaerewyck nominated Shirley Hollibaugh
- Supervisor Hollibaugh nominated Richard DiSanti

Nominations closed.

A roll call vote was taken – by stating a nominee by name – to appoint a nominee as Chairperson of the West Deer Township Board of Supervisors for the Year 2018. Members are permitted to vote for themselves.

Dr. DiSanti – voted for Richard DiSanti
Mrs. Hollibaugh – voted for Richard DiSanti
Mrs. Jordan – voted for Shirley Hollibaugh
Mr. Karpuzi – voted for Shirley Hollibaugh
Mr. Maudhuit – voted for Shirley Hollibaugh
Mrs. Romig – voted for Shirley Hollibaugh
Mr. Vaerewyck – voted for Shirley Hollibaugh

Mrs. Hollibaugh – 5 votes and Dr. DiSanti – 2 votes

2018 Chairperson – Shirley Hollibaugh

OPEN NOMINATIONS TO ELECT VICE CHAIRPERSON

Nominations opened for Vice Chairperson:

- Supervisor Karpuzi nominated Joyce Romig

- Supervisor Hollibaugh nominated Richard DiSanti

Nominations closed.

A roll call vote was taken to appoint a nominee as Vice Chairperson of the West Deer Township Board of Supervisors for the Year 2018.

Mrs. Hollibaugh– voted for Richard DiSanti
Mrs. Jordan– voted for Richard DiSanti
Mr. Karpuzi – voted for Joyce Romig
Mr. Maudhuit – voted for Richard DiSanti
Mrs. Romig – voted for Joyce Romig
Mr. Vaerewyck – voted for Joyce Romig
Dr. DiSanti – voted for Richard DiSanti

Dr. DiSanti – 4 votes and Mrs. Romig – 3 votes

2018 Vice Chairperson – Richard DiSanti

Dr. DiSanti congratulated Chairwoman Hollibaugh, and thanked the Board for their confidence in electing him as Vice Chairman.

APPOINT TOWNSHIP AUDITOR

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to appoint Mark C. Turnley, Certified Public Accountant, as the Township Auditor of West Deer Township for the Year 2018. Motion carried unanimously 7-0.

FURNISH BONDS

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to furnish bonds for the Township Manager and the Administrative personnel for the Year 2018. The bonds will be paid from the General Fund. Motion carried unanimously 7-0.

RE-ESTABLISH ROBERT'S RULES OF ORDER

MOTION BY Supervisor Romig and SECONDED BY Supervisor Karpuzi to re-establish the Robert's Rules of Order for the Year 2018. Motion carried unanimously 7-0.

DEPOSITORY FOR FUNDS

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to designate PNC Bank and PLGIT (PA Local Government Investment Trust) as depositories for the Township funds for the Year 2018. Motion carried unanimously 7-0.

FACSIMILE STAMP SIGNATURE

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to authorize the use of the facsimile stamp signature on all of the West Deer Township accounts. Motion carried unanimously 7-0.

SET MONTHLY MEETING DATE AND TIME

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Romig to set the Township meeting on the third Wednesday of each month at 7:00 p.m. for the Year 2018 and executive session at 6:30 p.m., as needed, and to advertise in accordance with the Law. A roll call vote was taken. Members voting yes: Mrs. Jordan; Mrs. Romig; Mr. Vaerewyck; and Mrs. Hollibaugh. Members voting no: Dr. DiSanti; Mr. Karpuzi; and Mr. Maudhuit. Motion carried 4-yes and 3-no.

APPOINT DELEGATE AND ALTERNATE: NORTH HILLS COUNCIL OF GOVERNMENTS FOR THE YEAR 2018

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Jordan to appoint Arlind Karpuzi as the Delegate to the North Hills Council of Governments for the Year 2018. Motion carried unanimously 7-0.

DELEGATE: Arlind Karpuzi

MOTION BY Supervisor Karpuzi and SECONDED BY Supervisor Vaerewyck to appoint Beverly Jordan as the Alternate Delegate to the North Hills Council of Governments for the Year 2018. Motion carried unanimously 7-0.

ALTERNATE: Beverly Jordan

APPOINT DELEGATE AND ALTERNATE: ALLEGHENY COUNTY ASSOCIATION OF TOWNSHIP OFFICIALS FOR THE YEAR 2018

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to appoint Shirley Hollibaugh as the Voting Delegate to the Allegheny County Association of Township Officials for the Year 2018. Motion carried unanimously 7-0.

DELEGATE: Shirley Hollibaugh

MOTION BY Supervisor Romig and SECONDED BY Supervisor Karpuzi to appoint Gerry Vaerewyck as the Voting Alternate to the Allegheny County Association of Township Officials for the Year 2018. Motion carried unanimously 7-0.

ALTERNATE: Gerry Vaerewyck

APPOINT DELEGATE AND ALTERNATE: EIT TAX COMMITTEE

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Jordan to appoint Daniel Mator as Delegate to the Allegheny North Tax Collection Committee for the Year 2018. Motion carried unanimously 7-0.

DELEGATE: Daniel Mator

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Vaerewyck to appoint Joyce Romig as an Alternate to the Allegheny North Tax Collection Committee for the Year 2018. Motion carried unanimously 7-0.

ALTERNATE: Joyce Romig

CONFERENCES

The Allegheny County Association of Township Officials 2018 Seven Springs Conferences are held in the spring and fall.

MOTION BY Supervisor Romig and SECONDED BY Supervisor DiSanti to authorize the Board members to attend the spring and fall conferences of the Allegheny County Association of Township Officials and expenses to be reimbursed for the Board members. Motion carried unanimously 7-0.

2018 BOARD APPOINTMENTS

As of 31 December 2017, there are vacancies on the Planning Commission, Zoning Hearing Board, Parks & Recreation Board and the Deer Creek Drainage Basin Authority. The Township advertised for all of the vacancies.

- **PLANNING COMMISSION - Two Appointments**

Two members' terms expired 31 December 2017:

- 1) Mark B. Schmidt
- 2) John H. Butala

Both Mr. Schmidt & Mr. Butala requested reappointment.

The Township did not receive any other Letters of Interest.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Karpuzi to appoint Mark B. Schmidt as a member of the Planning Commission for a four (4) year term to expire 31 December 2021 and John H. Butala as a member of the Planning Commission for a four (4) year term to expire 31 December 2021. Motion carried unanimously 7-0.

- **ZONING HEARING BOARD – One Appointment**

One members' term expired on 31 December 2017.

- 1) George Hollibaugh

Mr. Hollibaugh requested reappointment.

The Township did not receive any other Letters of Interest.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to appoint George Hollibaugh as a member of the Zoning Hearing Board for a five year term to expire 31 December 2022. A roll call vote was taken. Members voting yes: Mr. Karpuzi; Mr. Maudhuit; Mrs. Romig; Mr. Vaerewyck; Mrs. Jordan; and Dr. DiSanti. Member abstaining: Mrs. Hollibaugh. Motion carried, 6-yes and 1-abstention.

- **PARKS AND RECREATION BOARD – Two Appointments**

One members' term expired on 31 December 2017:

- 1) Tom DeMartini – Mr. DeMartini requested reappointment.

One member resigned due to being elected to the Board of Supervisors.

2) Beverly Jordan -- Term expires 31 December 2019

The Township also received two Letters of Interest from:

Arjona Karpuzi
Leslie Petrosky

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Romig to appoint Tom DeMartini as a member of the Parks and Recreation Board for a five-year term to expire 31 December 2022. A roll call vote was taken. Members voting yes: Mrs. Romig; Mr. Vaerewyck; and Dr. DiSanti. Members voting no: Mr. Maudhuit; Mrs. Jordan; and Mrs. Hollibaugh. Member abstaining: Mr. Karpuzi. Motion failed, 3-yes, 3-no, and 1-abstention.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Maudhuit to appoint Arjona Karpuzi as a member of the Parks and Recreation Board for a five-year term to expire 31 December 2022. A roll call vote was taken. Members voting yes: Mr. Maudhuit; Mrs. Romig; Mr. Vaerewyck; Dr. DiSanti; Mrs. Jordan; and Mrs. Hollibaugh. Member abstaining: Mr. Karpuzi. Motion carried, 6-yes and 1-abstention.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Vaerewyck to appoint Leslie Petrosky as a member of the Parks and Recreation Board to fill the unexpired term of Beverly Jordan. Term to expire 31 December 2019. A roll call vote was taken. Members voting yes: Mrs. Romig; Mr. Vaerewyck; Dr. DiSanti; Mrs. Jordan; Mr. Maudhuit; and Mrs. Hollibaugh. Member abstaining: Mr. Karpuzi. Motion carried, 6-yes and 1-abstention.

- **DEER CREEK DRAINAGE BASIN AUTHORITY – One Appointment**

In 2017, West Deer Township had five members and Indiana Township had four members serve on the Deer Creek Drainage Basin Authority.

In 2018, West Deer Township will have four members and Indiana will have five members serve on the Deer Creek Drainage Basin Authority.

Two members' term expired 31 December 2017:

1) JoAnna L. Bieniek
2) David Trocki

The Township received a letter for reappointment by Mr. Trocki.
No letter was received by Mrs. Bieniek.

The Township also received a Letter of Interest from Ronald A. Plesh.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Karpuzi to appoint Ronald Plesh as a member of the Deer Creek Drainage Basin Authority for a five-year term to expire 31 December 2022. Motion carried unanimously 7-0.

ADOPTION: ORDINANCE NO. 419 (ARTICLE III CHARTER REVISIONS)

ORDINANCE NO. 419

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING PROPOSED LANGUAGE AMENDING SECTIONS C-1011, C-1013, AND C-1020 OF THE WEST DEER TOWNSHIP HOME RULE CHARTER BY REDUCING THE NUMBER OF SUPERVISORS FROM SEVEN TO FIVE, POSSIBLY CREATING REPRESENTATIVE DISTRICTS FOR SUPERVISORS, AND RECOMMENDING SPECIFIC LANGUAGE REGARDING THE SAME TO BE PLACED ON THE 15 MAY 2018 (PRESUMABLY) PRIMARY ELECTION BALLOT AS TWO REFERENDUM QUESTIONS TO BE VOTED UPON BY THE ELECTORATE OF WEST DEER TOWNSHIP.

Supervisor Karpuzi asked for clarification that these are the ordinances that will be put on the referendum for everyone to vote on, and he pointed out that although he does not agree with every bit and piece of these ordinances, he does believe they should be voted on to be sent to referendum for the public to decide upon.

MOTION BY Supervisor Karpuzi and SECONDED BY Supervisor Jordan to adopt Ordinance No. 419 as advertised and presented. A roll call vote was taken. Members voting yes: Mrs. Jordan; Mr. Karpuzi; Mr. Maudhuit; Dr. DiSanti; and Mrs. Hollibaugh. Members voting no: Mrs. Romig and Mr. Vaerewyck. Motion carried, 5-yes and 2-no.

Mrs. Jordan asked Mr. Happel and Mr. Mator to explain to the process of the referendum to the public. They explained the process, and stated that the Ordinance contains two questions, thus giving the voters options.

Supervisor Vaerewyck asked Mr. Mator what would happen if both questions received affirmative votes. Mr. Mator answered that the question with the greatest number of affirmative votes would then carry.

Additional discussion took place.

ADOPTION: ORDINANCE NO. 420 (ARTICLE III CHARTER REVISIONS)

ORDINANCE NO. 420

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING PROPOSED LANGUAGE AMENDING SECTIONS C-1012, C-1015, C-1016, C-1017, C-1018, C-1019, AND C-1021 OF THE WEST DEER TOWNSHIP HOME RULE CHARTER REMOVING TIME/DATE-SPECIFIC AND GENDER-BASED LANGUAGE; PERMITTING COMPENSATION FOR SUPERVISORS; RESTRICTING INDIVIDUAL SUPERVISOR AUTHORITY OVER DAY-TO-DAY OPERATIONS; AND RECOMMENDING SPECIFIC LANGUAGE REGARDING THE SAME TO BE PLACED ON THE 15 MAY 2018 (PRESUMABLY) PRIMARY ELECTION BALLOT AS A REFERENDUM QUESTION TO BE VOTED UPON BY THE ELECTORATE OF WEST DEER TOWNSHIP.

Mr. Vaerewyck asked the Township Solicitor what penalties would be imposed if a supervisor violated the individual supervisor portion of this Ordinance. Mr. Happel explained that there was no specific penalty,

but that the provision was not intended to penalize, but to give supervisors “a road map” for working with the staff and other members of the Board.

Supervisor Jordan asked Mr. Mator to confirm to those in attendance: 1) supervisors could turn down the compensation if they chose, and 2) not sitting supervisor would be eligible to receive the compensation. Mr. Mator confirmed both.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to adopt Ordinance No. 420 as advertised and presented. A roll call vote was taken. Members voting yes: Mrs. Jordan; Dr. DiSanti; and Mrs. Hollibaugh. Members voting no: Mr. Karpuzi; Mr. Maudhuit; Mrs. Romig; and Mr. Vaerewyck. Motion failed, 3-yes and 4-no.

ADOPTION: ORDINANCE NO. 421 (ARTICLE IV CHARTER REVISIONS)

ORDINANCE NO. 421

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING PROPOSED LANGUAGE AMENDING SECTIONS C-1034, C-1035, AND C-1041 OF THE WEST DEER TOWNSHIP HOME RULE CHARTER REMOVING GENDER-BASED LANGUAGE; ALLOWING FOR MODERN FORMS OF ELECTRONIC COMMUNICATION AND PUBLIC PARTICIPATION; MAKING TYPOGRAPHICAL CORRECTIONS; AND RECOMMENDING SPECIFIC LANGUAGE REGARDING THE SAME TO BE PLACED ON THE 15 MAY 2018 (PRESUMABLY) PRIMARY ELECTION BALLOT AS A REFERENDUM QUESTION TO BE VOTED UPON BY THE ELECTORATE OF WEST DEER TOWNSHIP.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to adopt Ordinance No. 421 as advertised and presented. A roll call vote was taken. Members voting yes: Mr. Maudhuit; Mrs. Romig; Mrs. Jordan; Mr. Karpuzi; Dr. DiSanti; and Mrs. Hollibaugh. Member voting no: Mr. Vaerewyck. Motion carried, 6-yes and 1-abstention.

At this time, Mr. Mator asked the Board members if they could share their reasons for not adopting Ordinance 420 so he could inform the Charter Commission what those reasons were, and the Commission would then know what to work on. Individual supervisors responded that they had an issue with the compensation and individual supervisor authority provisions.

SET AGENDA: 17 January 2018

6:30 p.m. -- Executive Session

7:00 p.m. -- Regular 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 and Payroll

- D. Tax Refunds
- 9. Police Chief's Report
- 10. Building Inspector/Code Enforcement Officer's Report
- 11. Report from the Parks & Recreation Board
- 12. Engineer's Report
- 13. Adoption: Resolution 1-2018 (Opposition to House Bill 1620)
- 14. 2018 Salvage Yard License Applications
 - A. Blazczak Salvage, Inc.
 - B. Boulevard Auto & Truck Salvage, LLC
 - C. IAA Acquisition Corp.
 - D. Catanese Brothers Salvage
- 15. Old Business
- 16. New Business
- 17. Set Agenda: 15 February 2017
- 18. Comments from the Public
- 19. Adjournment

Items Added:

*Goals for 2018

*Formation of Committees

ADJOURNMENT

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to adjourn at 8:44 p.m. Motion carried unanimously 7-0. Meeting adjourned.

Daniel J. Mator, Township Manager