

West Deer Township
Board of Supervisors
21 March 2018
7:00 p.m.

The West Deer Township Board of Supervisors held their Regular Meeting at the West Deer Township Municipal Building. Members present: Shirley Hollibaugh, Chairwoman; Richard W. DiSanti, Jr., Beverly Jordan, Arlind Karpuzi, Shawn Maudhuit, and Joyce A. Romig. Member absent: Gerry Vaerewyck. Also present were: Daniel J. Mator, Jr., Township Manager; Douglas Happel, representing Griffith, McCague, & Happel; and Scott Shoup, representing Shoup Engineering.

PLEDGE OF ALLEGIANCE

Chairwoman Hollibaugh opened and welcomed everyone to the meeting.

Roll Call taken by Mr. Mator – Quorum present.

REGISTERED COMMENTS FROM THE PUBLIC

- None

COMMENTS FROM THE PUBLIC

- None

ACCEPT MINUTES

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to accept the minutes of the 21 February 2018 meeting as presented. Motion carried unanimously 6-0.

MONTHLY FINANCIAL REPORT

Mrs. Nardis submitted the following Finance Officer's Report:

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
28 February 2018

I - GENERAL FUND

	<u>February</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	263,520.21	914,168.57	14.93%
Expenditures	359,160.35	666,483.48	10.88%

Cash and Cash Equivalents:

Sweep Account

210,616.87

210,616.87

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted

10,298.95

Fire Tax Fund:

Sweep Account - Restricted

13,019.20

State/Liquid Fuels Fund:

Sweep Account - Restricted

72,178.43

95,496.58

Investments:

Operating Reserve Fund:

Sweep Account - Reserved

805,969.89

Capital Reserve Fund:

Sweep Account - Reserved

349,732.13

1,155,702.02

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

0.00

0.00

TOTAL CASH BALANCE 02/28/18

1,461,815.47

Interest Earned February 2018

186.89

	<u>February</u>	<u>February</u>	<u>February</u>
	<u>02/1/2018</u>	<u>Principal</u>	<u>02/28/2018</u>
	<u>Debt Balance</u>	<u>Payment</u>	<u>Debt Balance</u>
Mars National - VFC #3	\$244,687.05	\$ -	\$244,687.05

MOTION BY Supervisor Karpuzi and SECONDED BY Supervisor Romig to approve the Finance Officer's Report as submitted. Motion carried unanimously 6-0.

LIST OF BILLS

Amerikohl Aggregates Inc.....	2484.61
Amerikohl Transport Inc	1104.51
Best Wholesale Tire Co., Inc.....	703.13
Culverts, Inc.	3360.00
Griffith, McCague & Happel, PC	1263.50
Hei-Way, LLC	2736.78
Jordan Tax Service, Inc.	2588.13
MRM Workers' Comp Fund	20752.65
Roadsafe Traffic Systems	300.00
Shoup Engineering Inc.	1525.00
Staley Communications	541.07
Toshiba Financial Services	490.64
Tristani Brothers, Inc.	583.10

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to pay the List of Bills as submitted, and all approved reimbursable items in compliance with generally accepted accounting practices. Motion carried unanimously 6-0.

POLICE CHIEF’S REPORT

Chief Jon Lape was present and provided a summary report on the Police Department for the month of February 2018. A copy of the report is on file at the Township. Questions/comments followed.

BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER’S REPORT

Mr. Bill Payne was present and provided a summary report on Code Enforcement for the month of February 2018. A copy of the report is on file at the Township. Questions/comments followed.

PARKS AND RECREATION BOARD REPORT

Supervisor Beverly Jordan pointed out Chairwoman Amy Stark was not able to attend tonight’s meeting and Mrs. Jordan announced the Easter Egg Hunt will be held this Sunday, March 25th at Bairdford Park. Registration at 12 noon and the hunt will begin promptly at 1:00 p.m.

ENGINEER’S REPORT

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

Projects

- AVJSA Act 537 Plan Update
 - The Act 537 Plan Update has been submitted to the Township for Board review and consideration. The Plan Update proposes treatment plant and conveyance system upgrades which have a preliminary cost estimate of \$65,000,000, and would be completed in 2022. The project as currently estimated would see the rate for a typical Township customer using 12,000 gallons per quarter rise from \$25 per month (\$75 per quarter) to \$46 per month (\$146 per quarter).

- 2018 Road Improvement Project

- Bids were opened on 19 March 2018 for three contracts. The bids were tabulated and provided to the Board of Supervisors for possible award at the current meeting.

Development/Subdivision Reviews

- None

ADOPTION: ORDINANCE NO. 422 (ACCEPTANCE OF STREETS IN SHOFF FARMS PLAN)

The developer of the Shoff Farms Plan of Lots installed the final asphalt wearing course on the stated streets in the fall of 2017. As per Mr. Shoup's review letter dated 23 February 2018, the work was inspected and completed in a professional and satisfactory manner. Therefore, Mr. Shoup recommended the Township accept Lex Lane and Ridge View Court as Township streets.

ORDINANCE NO. 422

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING THE FOLLOWING STREETS IN THE SHOFF FARMS PLAN: LEX LANE AND RIDGE VIEW COURT; AND AMENDING ORDINANCE NO. 351 TO INCLUDE THE SAME.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to adopt Ordinance No. 422 accepting Lex Lane and Ridge View Court in the Shoff Farms Plan. Motion carried unanimously 6-0.

ADOPTION: RESOLUTION NO. 2018-4 (ACT 537 SEWAGE FACILITIES PLAN UPDATE)

RESOLUTION NO. 2018-4

A RESOLUTION OF WEST DEER TOWNSHIP
ALLEGHENY COUNTY, PENNSYLVANIA
FOR ACT 537 SEWAGE FACILITIES PLAN UPDATE

A discussion was held in regard to the recent meeting held with the members of the Deer Creek Drainage Basin Authority (DCDBA) at which time they explained their concerns with the Act 537 Plan proposed by the Allegheny Valley Joint Sewer Authority (AVJSA).

Mr. Shoup informed those in attendance that the AVJSA was ordered by the Pennsylvania Department of Environmental Protection to make improvements to both the plant and to their conveyance system. He continued that the AVJSA requested the municipalities affected by the plan approve and adopt the plan by the end of the month. Mr. Shoup then informed the public that the DCDBA expressed reservations about the plan update, and that they alerted the Board of their concerns at the DCDBA's public meeting.

Mr. Shoup explained that the primary concerns of the DCDBA are that some of the facilities being worked into the design of the conveyance system along Freeport Road and in towns along the Allegheny River are being under-designed. He said that the bottom line of such a design is that it increases the cost about 2.6 million dollars plus financing.

The Engineer stated that the plan update to the treatment plant and conveyance system has a cost estimate of 65 million dollars.

Mr. Shoup and Mr. Mator stated that the DCDBA is concerned about the 2.6 million dollars cost increase, and therefore recommended the Board defer action on the plan and send a letter stating their concern to the AVJSA.

Much discussion was held.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to TABLE Resolution No. 2018-4 and to send the draft letter distributed to the Board to the Allegheny Valley Joint Sewer Authority with the Township's position on the matter. Motion carried unanimously to table 6-0.

ADOPTION: RESOLUTION NO. 2018-5 (BAIRDFORD/NIKE PARK C2P2 GRANT AUTHORIZATION)

RESOLUTION NO. 2018-5

A RESOLUTION OF WEST DEER TOWNSHIP
ALLEGHENY COUNTY, PENNSYLVANIA
AUTHORIZING THE WEST DEER TOWNSHIP MANAGER TO APPLY
FOR – AND THE CHAIRPERSON OF THE BOARD OF SUPERVISORS
TO SIGN FOR (IF APPROVED) – A DCNR C2P2 GRANT FOR THE
BAIRDFORD/NIKE PARK PORTION OF THE WEST DEER TOWNSHIP
MASTER PARK PLAN

MOTION BY Supervisor Karpuzi and SECONDED BY Supervisor Jordan to adopt Resolution No. 2018-5 authorizing the Township Manager to apply for – and the Chairperson of the Board of Supervisors to sign for (if approved) – a DCNR C2P2 Grant for the Bairdford/Nike Park portion of the West Deer Township Master Park Plan. Motion carried unanimously 6-0.

AUTHORIZATION: ADOPT-A-ROADWAY

At its last meeting, the Board of Supervisors discussed moving forward with an “Adopt-A-Roadway” program within West Deer Township to include:

1. Applications where residents, businesses, and/or other organizations could apply to “adopt” and remove litter from a Township road at least twice a year.
2. Two “Litter Crew Ahead” signs provided by the Township, but stored and maintained by the applicant, for each adopted road or portion of road.
3. Vests and gloves provided by the Township.
4. Indemnification for the Township.

The Board received a sample application.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to authorize the Township Manager to implement an Adopt-A-Roadway program in West Deer Township, effective 1 April 2018. Motion carried unanimously 6-0.

Supervisor DiSanti thanked Mr. Scott Woloszyk for his input in the program.

AWARD: 2018 ROAD IMPROVEMENT PROJECT BIDS (CONTRACTS 18-02, 18-03, & 18-04)

Plans, specifications and bid documents were prepared by Shoup Engineering for the 2018 Road Improvement Project on various Township roads.

The project was advertised and sealed bids were received until 1:30 p.m. on Monday, 19 March 2018 at which time they were opened and read aloud.

Contract 18-02 – Work consists of profile milling installation of hot mix superpave binder and wearing courses, base repair, inlet adjustment and other miscellaneous work on 8 Township roads totaling approximately 18,430 feet in length. Alternate bids for similar work will also be received for 2 other Township roads.

Contract 18-03 – Work will consist of the installation of cold mix FB modified binder leveling course, base repair and other miscellaneous work on 2 Township roads totaling approximately 1,370 feet in length. Alternate bids for similar work will also be received for 3 other Township roads.

Contract 18-04 – Work will consist of the installation of a double bituminous seal coat and other miscellaneous work on 3 Township roads totaling approximately 8,340 feet in length.

CONTRACT 18-02 HOT MIX ASPHALT

Base Bid: Bayfield Road, Cedar Glen Drive, Cottonwood Court, Huntertown Road (east portion), North Ridge Drive, Tremont Drive, Valleyfield Dr., McClure Road (Overlook Dr. to Saxonburg Blvd).

Alternate Bid 1: Oakwood Circle

Alternate Bid 2: Blue Row

Mr. Shoup commented on the bids received and the project.

<u>BIDDER</u>	<u>BASE BID</u>	<u>ALT.1</u>	<u>ALT.2</u>
1) Youngblood Paving, Inc.	\$775,955.00	\$62,075.90	\$38,515.90
2) Shields Asphalt Paving, Inc.	\$862,341.60	\$71,908.10	\$44,210.50
3) A. Liberoni, Inc.	\$864,246.10	\$69,245.34	\$42,600.14
4) Mele & Mele & Sons, Inc.	\$898,693.60	\$74,946.60	\$47,123.30
5) Tresco Paving Corporation	\$912,423.00	\$74,924.50	\$43,935.00
6) El Grande Industries, Inc.	\$924,751.80	\$73,906.60	\$45,686.40
7) A. Folino Construction, Inc.	\$926,373.00	\$78,244.76	\$49,051.46
8) Victor Paving & Construction	\$1,005,869.00	\$83,229.60	\$50,804.60
9) Protech Asphalt Maintenance	\$1,122,012.90	\$89,496.20	\$56,141.40

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to award the 2018 Road Program Hot Mix Asphalt Paving Contract 18-02 to Youngblood Paving, Inc., in the amount of \$876,546.80 for the base bid and Alternate 1 and Alternate 2 bids. Motion carried unanimously 6-0.

CONTRACT 18-03 – COLD MIX ASPHALT

Base Bid: McKaloff Road and Old Bakerstown Road

Alternate Bid 1: Dawson Road

Alternate Bid 2: Blanchard Road

Alternate Bid 3: Hemphill Road

<u>BIDDER</u>	<u>BASE BID</u>	<u>ALT.1</u>	<u>ALT.2</u>	<u>ALT.3</u>
1) Youngblood Paving, Inc.	\$52,614.50	\$169,665.50	\$94,621.75	\$145,701.00
2) Russell Standard Corporation	\$61,070.00	\$180,555.00	\$100,357.25	\$155,081.50

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to award the 2018 Road Program Cold Mix Asphalt Paving Contract 18-03 to Youngblood Paving in the amount of \$52,614.50 for the base bid. Motion carried unanimously 6-0.

CONTRACT 18-04 – BITUMINOUS SEAL COATING

Base Bid: Lick Road, Trump Road (Burger Road to Saxonburg Blvd.) and Carl Lane

<u>BIDDER</u>	<u>BASE BID</u>
1) Russell Standard Corporation	\$48,548.55
2) Youngblood Paving, Inc.	\$50,403.00

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to award the 2018 Road Program Bituminous Seal Coating Paving Contract 18-04 to Russell Standard Corporation in the amount of \$48,548.55 for the base bid. Motion carried unanimously 6-0.

GRAND TOTAL: \$977,709.85

AWARD: BAIRDFORD PARK PLAYGROUND

At its last meeting, the Board asked the Township Manager to reach out to playground vendors to obtain updated proposals for a playground/swingset at Bairdford Park.

Mr. Mator obtained proposals and the Parks and Recreation Committee reviewed them.

Mr. Mator and Mrs. Jordan provided a PowerPoint presentation of the proposals and the Parks and Recreation Committee recommended MRC/Game Time.

After some discussion, MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to award the Bairdford Park playground contract to MRC/GameTime in the amount of \$51,256.77.

At this time Mr. Mator pointed out the actual cost may not be that high, and suggested Mrs. Jordan amend her motion to read a cost *not to exceed* \$51,256.77.

Mrs. Jordan agreed and AMENDED her motion.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to award the Bairdford Park playground contract to MRC/GameTime in an amount not to exceed \$51,256.77. Motion carried unanimously 6-0.

Chairwoman Hollibaugh thanked Mrs. Jordan and Mr. Mator for their effort in getting this proposal to the Board so quickly.

DISCUSSION: GOALS FOR 2018

At its last meeting, the Board agreed to discuss ongoing projects and goals for 2018 at this meeting. Chairwoman Hollibaugh indicated Mr. Vaerewyck wasn't present at the meeting to discuss the goals as he requested.

Supervisor DiSanti said he felt the goals listed are part of an ongoing process, but that he felt it is good to talk about long term goals.

Supervisor Jordan commented on the EMS and Fire Protection. She stated that she felt it is good to inform the residents of what the fire departments do, and suggested receiving a report from each fire department.

There was some discussion on the fire departments. Chief Josh Wiegand, Fire Company No. 3 was present and also commented favorably on Mrs. Jordan's proposal.

Other goals discussed briefly: 2018 Road Program; Parks and Recreation (playground equipment); communication with organizations such as School Board, Sewage Authority, EMS/Fire, etc.

ANNOUNCEMENTS

- Parks & Recreation Annual Easter Egg Hunt, Sunday, March 25th for children 12 and under at Bairdford Park. Registration begins at 12 noon. The hunt begins promptly at 1:00 p.m.
- Spring Clean-Up Day on Saturday, April 21st. Volunteers are needed and will meet at the Municipal Building at 9:00 a.m., for a 10 a.m. start. Email or phone the Township to register. (Rain date will be Saturday, April 28th).
- Hard to Recycle Collection Event (Televisions & Electronics), Saturday, May 12th at the Pittsburgh Mills Mall parking lot from 9 am to 1 pm.

COMMITTEE REPORTS

The Committee Chairperson reported on their Committee updates:

- 1) Mr. Vaerewyck – ABSENT – EMS Committee
- 2) Mrs. Romig – Engineering & Public Works Committee
- 3) Dr. DiSanti – Financial, Legal & Human Resources Committee
- 4) Mrs. Jordan – Parks & Recreation Committee
- 5) Mr. Karpuzi – Zoning, Planning & Code Committee
- 6) Mr. Karpuzi – North Hills COG Report

OLD BUSINESS

- Supervisor DiSanti commented on the safety created by having streetlights in the Township, and questioned why a street light is no longer at the intersection of McKrell Road and Saxonburg Boulevard.

NEW BUSINESS

- Supervisor DiSanti commented on the creek bank retention work that is being done in West Deer, and stated that he asked Mr. Shoup if he could consider add the portion of Deer Creek going through Russellton to the program. Dr. DiSanti indicated that there were some issues over the years, and said he thought Deer Creek could qualify. Mr. Shoup stated he will look at that area.

SET AGENDA: REGULAR BUSINESS MEETING

18 April 2018

6:30 p.m. – Executive Session

7:00 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. 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. Committee Reports
 14. Old Business
 15. New Business
 16. Set Agenda/May 16, 2018
 17. Comments from the Public
 18. Adjournment

Items Added:

- Act 537

COMMENTS FROM THE PUBLIC

- None

ADJOURNMENT

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to adjourn the meeting at 8:38 p.m. Motion carried unanimously 6-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager