

West Deer Township
Board of Supervisors
Reorganization Meeting
7 January 2019
8:00 p.m.

The West Deer Township Board of Supervisors held their Reorganization Meeting at the West Deer Township Municipal Building. Members present: Shirley Hollibaugh; 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; Barbara Nardis, Finance Officer; and Douglas Happel, representing Griffith, McCague, & Wallace.

PLEDGE OF ALLEGIANCE

Chairwoman Hollibaugh opened and welcomed everyone to the Reorganization Meeting.

Roll Call taken by Mr. Mator – Quorum present.

Mr. Happel announced prior to the meeting, the Board held an Executive Session to discuss one personnel issue.

NOMINATE AND ELECT CHAIRPERSON FOR THE YEAR 2019

Nominations opened for Chairperson:

- Supervisor Jordan nominated Shirley Hollibaugh

No other nominations.

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 2019. Members are permitted to vote for themselves.

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

Mrs. Hollibaugh – 6 votes.

2019 Chairperson – Mrs. Shirley Hollibaugh

Mrs. Hollibaugh thanked the Board.

NOMINATE AND ELECT VICE CHAIRPERSON FOR THE YEAR 2019

Nominations opened for Vice Chairperson:

- Supervisor Karpuzi nominated Richard DiSanti

No other nominations.

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 2019.

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

Dr. DiSanti – 6 votes.

2019 Vice Chairperson – Dr. Richard DiSanti

Dr. DiSanti thanked the Board.

APPOINTMENT: TOWNSHIP AUDITOR

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to appoint Mark C. Turnley, Certified Public Accountant, as the Township Auditor of West Deer Township for the Year 2019. Motion carried unanimously 6-0.

FURNISH BONDS

MOTION BY Supervisor Karpuzi and SECONDED BY Supervisor Jordan to furnish bonds for the Township Manager and the Administrative personnel for the Year 2019. The bonds will be paid from the General Fund. Motion carried unanimously 6-0.

RE-ESTABLISH ROBERT'S RULES OF ORDER

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to re-establish the Robert's Rules of Order for the Year 2019. Motion carried unanimously 6-0.

DEPOSITORY FOR FUNDS

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to designate PNC Bank and PLGIT (PA Local Government Investment Trust) as depositories for the Township funds for the Year 2019. Motion carried unanimously 6-0.

FACSIMILE SIGNATURE

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to authorize the use of the facsimile stamp signature on all of the West Deer Township accounts. Motion carried unanimously 6-0.

SET MONTHLY MEETING DATE AND TIME

At this time Dr. DiSanti asked the Board to consider moving the meeting time up a half hour from 7:00 p.m. to 6:30 p.m.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to set the Township meeting based on the discussion on the third Wednesday of each month at 6:30 p.m. for the Year 2019 and executive session at 6:00 p.m., or at a time of the Chairwoman's discretion, as needed, and to advertise in accordance with applicable laws. A roll call vote was taken. Members voting yes: Dr. DiSanti; Mrs. Jordan; Mr. Karpuzi; Mr. Maudhuit; and Mrs. Hollibaugh. Member voting no, Mrs. Romig. Motion carried, 5 – yes and 1 – no.

APPOINTMENT: DELEGATE AND ALTERNATE TO THE NORTH HILLS COUNCIL OF GOVERNMENTS FOR THE YEAR 2019

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to appoint Arlind Karpuzi as the Delegate to the North Hills Council of Governments for the Year 2019. Motion carried unanimously 6-0.

DELEGATE: Arlind Karpuzi

MOTION BY Supervisor Karpuzi and SECONDED BY Supervisor DiSanti to appoint Beverly Jordan as the Alternate Delegate to the North Hills Council of Governments for the Year 2019. Motion carried unanimously 6-0.

ALTERNATE: Beverly Jordan

APPOINTMENT: DELEGATE AND ALTERNATE TO THE ALLEGHENY COUNTY ASSOCIATION OF TOWNSHIP OFFICIALS

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to appoint Shirley Hollibaugh as the Voting Delegate to the Allegheny County Association of Township Officials for the Year 2019. Motion carried unanimously 6-0.

DELEGATE: Shirley Hollibaugh

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to appoint Beverly Jordan as the Voting Alternate Delegate to the Allegheny County Association of Township Officials for the Year 2019. Motion carried unanimously 6-0.

ALTERNATE: Beverly Jordan

APPOINTMENT: DELEGATE AND ALTERNATE TO THE ALLEGHENY NORTH TAX COLLECTION COMMITTEE

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to appoint Daniel Mator as Delegate to the Allegheny North Tax Collection Committee for the Year 2019. Motion carried unanimously 6-0.

DELEGATE: Daniel Mator

APPOINTMENT ALTERNATE:

The Board agreed to appoint Supervisor Vaerewyck but since he was absent, the Board wasn't sure if he'd accept the position. Therefore it was decided that this item would be placed on the January 16th agenda.

APPOINTMENT: POLICE SECRETARY

With Pam Tedesco retiring February 28, 2019, the Township advertised and interviewed applicants to fill her position of police secretary. The Board voted to hire Debra Pfeiffer at their December meeting, but Ms. Pfeiffer rescinded her acceptance of the offer.

Police Chief Jon Lape and Township Manager Daniel Mator are recommending the hiring of Jennifer Borczyk.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to hire Jennifer L. Borczyk as a full-time employee of West Deer Township and appoint her the police secretary effective January 22, 2019. Motion carried unanimously 6-0.

CONFERENCES

The Allegheny County Association of Township Officials 2019 Seven Springs Conferences are held in the spring and fall.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan 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 6-0.

2019 BOARD APPOINTMENTS

As of 31 December 2018, there are vacancies on the Planning Commission, Zoning Hearing Board, and the Deer Creek Drainage Basin Authority. The Township advertised for all of the vacancies.

- **PLANNING COMMISSION - Two Appointments**

Two members, Suzanne L. Garlena and Alan M. Banks, had their terms expire 31 December 2018.

Both Ms. Garlena and Mr. Banks requested reappointments. The Township received one other Letter of Interest from Patrick D. Stark. The Board received copies of the letters.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to appoint Suzanne L. Garlena as a member of the Planning Commission for a four (4) year term to expire 31 December 2022. Motion carried unanimously 6-0.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to appoint Patrick D. Stark as a member of the Planning Commission for a four (4) year term to expire 31 December 2022. Motion carried unanimously 6-0.

- **ZONING HEARING BOARD – One Appointment**

One member, Sean Parkinson, had his term expire 31 December 2018

Mr. Parkinson requested reappointment. The Township did not receive any other Letters of Interest.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to appoint Sean Parkinson as a member of the Zoning Hearing Board for a five year term to expire December 31, 2023. Motion carried unanimously 6-0.

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

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

In 2019, West Deer Township will have five members and Indiana will have four members serve on the Deer Creek Drainage Basin Authority.

The Township received one Letter of Interest from resident David Trocki.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to appoint David Trocki as a member of the Deer Creek Drainage Basin Authority for a five-year term to expire 31 December 2023. Motion carried unanimously 6-0.

SET AGENDA: 16 JANUARY 2019

6:00 p.m. -- Executive Session

6:30 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. 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. 2019 Salvage Yard License Applications
 - A. Blazczak Salvage, Inc.
 - B. Catanese Brothers Salvage
 - C. IAA Acquisition Corp.
 - D. Smullin Recycling
14. Two – 2019 F550 Dump Trucks
15. One – 2019 JCB Skid Steer
16. Old Business
17. New Business
18. Set Agenda: 20 February 2019
19. Comments from the Public
20. Adjournment

Item Added: Appointment: Alternate (ANTCC Committee)

ADJOURNMENT

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to adjourn the reorganization meeting at 8:26 p.m. Motion carried unanimously 6-0. Meeting adjourned.

Daniel J. Mator, Township Manager