

West Deer Township  
Board of Supervisors  
Summary of December 19, 2018 meeting  
7:00 p.m.

Members present: Shirley Hollibaugh, Chairwoman; Richard W. DiSanti, Jr., Beverly Jordan, Arlind Karpuzi, Shawn Maudhuit, Joyce A. Romig, and Gerry Vaerewyck.

**RESOLUTION NO. 2018-9**

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to adopt Resolution No. 2018-9 – the 2019 Budget. Motion carried unanimously 7-0.

**ACCEPT MINUTES**

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Romig to accept the minutes of the November 21, 2018 meeting as presented. Dr. DiSanti pointed out he was not at that meeting but voted yes. Motion carried unanimously 7-0.

**MONTHLY FINANCIAL REPORT**

MOTION BY Supervisor Romig and SECONDED BY Supervisor DiSanti to approve the Finance Officer's Report as submitted. Motion carried unanimously 7-0.

**LIST OF BILLS**

MOTION BY Supervisor Karpuzi and SECONDED BY Supervisor Jordan 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.

**TAX REFUNDS**

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to issue the tax refund as submitted by the Tax Collector. Motion carried unanimously 7-0.

**ADOPTION: ORDINANCE NO. 431 (STREETLIGHT ASSESSMENT INCREASE)**

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to adopt Ordinance No. 431 setting the streetlight assessment at \$40 per affected parcel for the 2019 tax year. Motion carried unanimously 7-0.

**ADOPTION: RESOLUTION NO. 2018-10 (APPROVAL OF THE FIREFIGHTER ROSTERS)**

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to adopt Resolution No. 2018-10 approving the volunteers that appear on the notarized lists submitted by the Fire Chiefs and verified by the Township Manager. Motion carried unanimously 7-0.

**ADOPTION: RESOLUTION NO. 2018-11 (VACANT PROPERTY PROGRAM)**

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to adopt Resolution No. 2018-11 acknowledging that the acquisition and subsequent disposition of two parcels with lot and block numbers 2012-H-190 and 2012-H-198 would be in accordance with the Comprehensive Plan of the Municipality. Motion carried unanimously 7-0.

**APPOINTMENT: POLICE SECRETARY**

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to hire Debra J. Pfeiffer as a full-time employee of West Deer Township and appoint her the Police Secretary effective January 1, 2019. Motion carried unanimously 7-0.

**APPROVAL: MEMORANDUM OF UNDERSTANDING (SCHOOL RESOURCE OFFICER)**

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to approve and authorize the Chief of Police to sign the Memorandum of Understanding between the Deer Lakes School District and West Deer Township to provide the District a School Resource Officer from August 22, 2018 through June 30, 2019, and providing reimbursement for said services. Motion carried unanimously 7-0.

**AUTHORIZATION: PUBLIC OUTREACH****A. EMERGENCY TEXTING SERVICE**

MOTION BY Supervisor Karpuzi and SECONDED BY Supervisor Jordan to authorize the Township Manager to enroll the Township in an Emergency Texting Service for the purpose of notifying resident subscribers of emergencies. Motion carried unanimously 7-0.

**B. QUARTERLY NEWSLETTER**

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to authorize the Township Manager to receive proposals for the creation, printing, and mailing of a 2019 first-quarter Township Newsletter. Motion carried unanimously 7-0.

**C. TOWNSHIP FACEBOOK PAGE**

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to authorize the Township Manager to receive proposals for the creation and maintenance of a Township Facebook Page. Motion carried unanimously 7-0.

**ADJOURNMENT**

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to adjourn the meeting at 7:45 p.m. Motion carried unanimously 7-0. Meeting adjourned.