

# **WEST DEER TOWNSHIP SUPERVISORS MEETING**



**May 18, 2016**

**6:00 p.m./Executive Session**

**6:30 p.m./Regular Business Meeting**

Members present:

Dr. DiSanti \_\_\_\_\_  
Mr. Florentine \_\_\_\_\_  
Mr. Guerre \_\_\_\_\_  
Mrs. Hollibaugh \_\_\_\_\_  
Mrs. Romig \_\_\_\_\_  
Mr. Vaerewyck \_\_\_\_\_  
Mr. Fleming \_\_\_\_\_

**WEST DEER TOWNSHIP**  
**Board of Supervisors**  
**May 18, 2016**

**6:00 pm: Executive Session**

**6:30 pm: 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. **Utilities & 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. **Shoff Farms: Stormwater Management Agreement**
14. **Guiderail Project**
15. **Public Works: Zero Turn Mower**
16. **Hire Seasonal Parks Laborer**
17. **Police Department: Implement Nasal Naloxone (NARCAN) Use & Training**
18. **Announcement: Memorial Day Services**
19. **Committee Reports**
20. **Old Business**
21. **New Business**
22. **Set Agenda: June 15, 2016**
23. **Comments from the Public**
24. **Adjournment**

**1 Call to Order**

**2 Pledge of Allegiance**

**3 Roll Call - Mr. Mator . . .**

**4 Executive Session**

**REGISTERED COMMENTS FROM THE PUBLIC**

- None

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**COMMENTS FROM THE PUBLIC**

THE BOARD WILL HEAR COMMENT ON AGENDA AND PUBLIC-RELATED ITEMS AT THIS TIME. PLEASE APPROACH THE MICROPHONE, CLEARLY STATE YOUR NAME AND ADDRESS, AND LIMIT YOUR COMMENTS TO FIVE (5) MINUTES.

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**ACCEPT MINUTES**

ATTACHED ARE THE MINUTES OF THE APRIL 20, 2016 MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACCEPT THE MINUTES OF THE APRIL 20, 2016 MEETING AS PRESENTED.

MOTION SECOND AYES NAYES

MR. VAEREWYCK	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
DR. DISANTI	___	___	___	___
MR. FLORENTINE	___	___	___	___
MR. GUERRE	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. FLEMING	___	___	___	___

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West Deer Township  
Board of Supervisors  
April 20, 2016  
6:30 p.m.

The West Deer Township Board of Supervisors held a Public Hearing and their Regular Business Meeting at the West Deer Township Municipal Building. Members present: Jeffrey D. Fleming, Chairman; Richard W. DiSanti, Jr., Leonard Guerre, Shirley Hollibaugh, Joyce A. Romig and Gerry Vaerewyck. Member absent, Rick W. Florentine. Also present were: Daniel J. Mator, Jr., Township Manager; Douglas Happel, representing Griffith, McCague, & Wallace; and Scott Shoup, representing Shoup Engineering.

**6:00 p.m. PUBLIC HEARING – CONDITIONAL USE: PAW LUVERS, LLC**

- Chairman Fleming opened the public hearing.
- Pledge of Allegiance.
- Roll call taken by Mr. Mator – Quorum present.
- The public hearing was advertised in compliance with the Law.
- Property posted.
- Adjoining property owners notified via mail.
- Court Reporter present.

A conditional use is a permitted use as listed in the Zoning Ordinance in the SU – Special Use Zoning District, Section 23.4.21 for Paw Luvers, LLC. After review and recommendation by the Planning Commission, the Board of Supervisors can place additional reasonable conditions on this permitted use this evening.

The public hearing is for a conditional use for Paw Luvers, LLC to operate a dog kennel/boarding/doggie daycare facility located at 6 McIntyre Road, Gibsonia, PA 15044. Property is zoned SU Special Use Zoning District.

The Planning Commission recommended approval for the conditional use at their February 25, 2016 meeting with the following conditions:

1. Comply with the recommendations from Fire Chief Josh Weigand's attached letter dated February 9, 2016.
2. Meet the conditions set forth in Zoning Ordinance #394, Section 23.4.21.C in regards to the opaque fencing.
3. Dogs to be limited outside between the hours of 7:00 a.m. to 7:00 p.m.
4. If any complaints arise with the operation, it is up to the Zoning Officer's discretion to take the matter before the Board.

At this point, the floor was opened for public comment. Chairman Fleming asked all those who are interested in speaking this evening, to please rise to be sworn-in. The court reporter swore-in all those individuals. **THE COURT REPORTER WAS PRESENT TO TRANSCRIBE THE HEARING.**

- Mr. John Mann, Deer Creek Road, speaking on behalf of neighbors in the area that couldn't make the meeting – Opposed due to the possible noise, barking, and smell in the area.
- Ms. Debbie Dunn, Havencrest. – Opposed due to the possible noise, barking, and odor in the area. Commented she already has eleven dogs in her neighborhood and hears barking all day long. She feels the dog kennel will have twelve hours of barking.
- Applicant/owner Emily Murphy was present and addressed the concerns of the residents regarding the noise levels of the dog kennel and the odor. She explained they wanted to be good neighbors and do not want to cause any problems. She addressed the specific issues by stating:

- They clean up after the dogs multiple times during the day.
  - A sound Engineer submitted a report.
  - A kennel attendant will be accompanying the dogs throughout the day.
  - They will install a sound proofing barrier on the chain link fence in addition to the natural barrier of the concrete block building.
  - They are trained in the behavioral requirements of dogs.
  - They take serious consideration of noise pollution and sanitation.
- Mr. David Turner, building/property owner, was present and commented that this is a business with regulations and the dogs will not be left outside like a residential neighbor does. He mentioned that the specific schedule is from 7:00am to 7:00pm, and is regulated. Mr. Turner also mentioned:
    - The back side of building will be used as a dog run. Mr. Payne submitted a picture of the back side of the building.
    - The site location is on four acres.
    - The building is air conditioned.
    - The property is zoned SU – Special Use – and dog kennels are a permitted use in that district.
    - They will have to pass the State Dog Warden’s inspections.
    - There are no adjacent residential properties in West Deer.
    - Dog waste will be picked up in a timely manner, air tight plastic bags will be used, and they will go in the dumpster.
  - Various questions and/or comments followed from Dr. DiSanti, Mr. Guerre, Mr. Payne, Mr. Vaerewyck, and Mr. Mator.
  - Mr. Earl Fish, Aber Road, stated he was not against the kennel but commented that, in the past, there were complaints/noise when there was a concrete stone plant nearby.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to approve the Paw Lovers, LLC Conditional Use as per the recommendation by the Planning Commission with the above listed conditions. Motion carried unanimously 6-0.

**ADJOURNMENT/PUBLIC HEARING:**

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to adjourn the public hearing at 6:30 p.m. Motion carried unanimously 6-0. Public hearing adjourned.



## **OPEN REGULAR MEETING**

Chairman Fleming opened and welcomed everyone to the meeting.

### **PLEDGE OF ALLEGIANCE**

Roll Call taken by Mr. Mator – Quorum present.

Mr. Happel announced the Board held an Executive Session to discuss the Forbes litigation matter and also discussed employee matters.

### **REGISTERED COMMENTS FROM THE PUBLIC**

- Mr. Michael Foreman, Department of Community and Economic Development (DCED), was present and discussed the technical assistance the state agency could render in the possible update to the Township's Home Rule Charter. He stated he could serve as a neutral and impartial reviewer of the existing Home Rule Charter from 1976, and that he could provide feedback for updates or provisions.

He explained the differences between the Second Class Township Code and Home Rule Charter municipalities. One item he mentioned was the flexibility of taxation and the importance of referenda. Mr. Foreman also mentioned that certain State Laws cannot be superseded by a Home Rule Charter.

Mr. Foreman advised the Board that an amendment of the Home Rule Charter is initiated either by the Board of Supervisors or by a citizen initiative through petitions. He added that a review of the Home Rule Charter provides an opportunity to engage the public and make the process educational and informative. In turn, Mr. Foreman stated, everyone can understand what our Charter has, what it did have, and what it may have in the future.

After questions/comments, the Board thanked Mr. Foreman for attending the meeting and explaining the DCED's review process of the Home Rule Charter. Mr. Foreman stated he will await word from the Township on whether it chooses to accept DCED assistance.

### **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. Robert Schiavone, Cedar Glen Drive.
  - Mr. Schiavone addressed the Board regarding the condition of the roads in the Cedar Ridge Plan (second half of the plan) that was not completed when the first half was paved a few years back. He asked if there was any way to get the second half paved in the near future. Mr. Mator responded that the Board was aware of the conditions, but that budgetary constraints prohibit the paving. He explained that the Township has over \$7 million of roadwork that needs completed, but that the Budget has never been more than \$1 million for roadwork in a given year. Therefore, the Board is faced with prioritizing each year. Mr. Mator also mentioned that – given the current schedule – the second half of the Cedar Ridge Plan could be completed in 2019.

- Mr. Scott Woloszyk, Shuster Road.
  - Mr. Woloszyk addressed the Board regarding Clean-Up Day and the involvement this year. Mr. Vaerewyck asked the day and time of the event, and Mr. Mator responded that Clean-Up Day is April 30<sup>th</sup> this year, with a 9:00am arrival at the Municipal Building and 10:00am start.

**ACCEPT MINUTES**

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh to accept the minutes of the March 16, 2016 meeting as presented. Motion carried unanimously 6-0.

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

**TOWNSHIP OF WEST DEER**  
**FINANCE OFFICER'S REPORT**  
**March 31, 2016**

**I - GENERAL FUND:**

	<u>March</u>	<u>YTD</u>	<u>% of Budget</u>
<b>Revenues</b>	219,845.24	1,323,399.33	22.60%
<b>Expenditures</b>	311,043.14	902,995.53	15.42%

**Cash and Cash Equivalents:**

Sweep Account		560,584.49	
		560,584.49	560,584.49

**II - SPECIAL REVENUE FUNDS**

**Cash and Cash Equivalents:**

**Street Light Fund:**

Sweep Account - Restricted		5,909.46	
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**Fire Tax Fund:**

Sweep Account - Restricted		19,655.25	
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**State/Liquid Fuels Fund:**

Sweep Account - Restricted		499,891.09	
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**525,455.80**

**Investments:**

**Operating Reserve Fund:**

Sweep Account - Reserved		575,807.52	
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**Capital Reserve Fund:**

Sweep Account - Reserved		346,752.60	
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**922,560.12**

**III - CAPITAL PROJECT FUNDS:**

**Cash and Cash Equivalents:**

0.00

**0.00**

**TOTAL CASH BALANCE 3/31/16****2,008,600.41****Interest Earned March 2016****178.39**

Restricted - Money which is restricted by legal or contractual requirements.

Reserved - Money which is earmarked for a specific future use.

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

**LIST OF BILLS**

Best Wholesale Tire Co., Inc.....	1096.70
Beth's Barricades .....	460.00
Culverts, Inc .....	6760.00
Galls LLC.....	350.77
Griffith, McCague & Wallace, PC .....	2270.50
Hei-Way, LLC.....	4178.27
Jordan Tax Service, Inc.....	2327.83
Krigger & Co.....	339.99
Markl Supply.....	2217.44
Naccarati Contracting, Inc.....	72688.50
Neville Terminal Services LLC .....	2795.87
North Eastern Uniforms & Equip Inc.....	656.79
North Hills COG CATV Fund .....	3779.11
Office Depot.....	543.37
Shoup Engineering Inc .....	18170.00
Staley Communications.....	183.47
Toshiba Financial Services.....	667.79
Trib Total Media .....	558.72
Walsh Equipment.....	5271.60
Wine Concrete Products, Inc.....	2360.70

MOTION BY Supervisor Guerre and SECONDED BY Supervisor DiSanti 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.

**UTILITIES & PAYROLL**

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh to pay utilities and payroll from April 21, 2016 to May 18, 2016. Motion carried unanimously 6-0.

**POLICE CHIEF'S REPORT**

Chief Lape was present and provided a summary report on the Police Department for the month of March 2016. Questions/comments followed. A copy of the report is on file at the Township.

**BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER'S REPORT**

Mr. Bill Payne was present and provided a summary report on Code Enforcement for the month of March 2016. Questions/comments followed. A copy of the report is on file at the Township.

**PARKS & RECREATION BOARD REPORT**

Mrs. Beverly Jordan, Chairwoman, was present and reported on the Parks & Recreation Board:

- Last meeting: March 23, 2016
- Bow & Arrow Clinic: June 26, 2016 @ 1 pm (no lacrosse clinic)
- Senior Luncheon: May 26, 2016
- 80's in the Park: June 24, 2016 (ordering new signs)
- Community Days meeting
- Next meeting: April 27, 2016 at 7 pm

**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:

**DEVELOPMENTS/PROJECTS**

- 2016 Road Improvement Project – Contracts with Liberoni, Inc. and Youngblood Paving have been executed for the hot-mix and cold-mix paving projects.
- Curtisville Plan No. 1 Storm Sewer Project – Contracts for this project have been executed and Nacaratti Contracting began work on this project on March 1, 2016.
- Development/Subdivision Reviews:
  - Bergonzi Plan of Lots – Preliminary and Final Subdivision reviews dated March 18, 2016, March 28, 2016 and April 13, 2016.

**RESOLUTION NO. 2016-7: VACANT PROPERTY (FORD STREET)**

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF WEST DEER ACKNOWLEDGING THAT THE ACQUISITION AND SUBSEQUENT DISPOSITION OF PARCEL WITH LOT AND BLOCK NUMBER 1838-P-225 WOULD BE IN ACCORDANCE WITH THE COMPREHENSIVE PLAN OF THE MUNICIPALITY.

Property location – Vacant Lot / Ford Street  
Mr. Payne explained the property/vacant lot.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to adopt Resolution No. 2016-7 acknowledging that the acquisition and subsequent disposition of parcel with Lot and Block number of 1828-P-225 would be in accordance with the Comprehensive Plan of the Municipality. Motion carried unanimously 6-0.

**RESOLUTION #2016-8: BERGONZI PLAN OF LOTS & PLANNING MODULE**

The Planning Commission approved the Bergonzi Plan of Lots at their March 24, 2016 meeting. This is a three lot subdivision located at 218 East Union Road in the R-2 Semi Suburban Residential Zoning District.

Property measures 23.9313 acres

- Lot 1 = 0.6509 acres (28,355 sq. ft.)
- Lot 2 = 0.9123 acres (39,738 sq. ft.)
- Parcel A will be a residual lot measuring 22.9312 acres (974,354 sq. ft.)

The Planning Commission voted to recommend approval of the Bergonzi Plan of Lots contingent upon meeting the requirements of the Engineering review letter dated March 18, 2016. The Board also received the review letters dated March 28, 2016 and the April 13, 2016 which indicated the plan has adequately addressed the comments contained in Mr. Shoup's March 28<sup>th</sup> review letter.

Mr. Shoup also reviewed the PA Department of Environmental Protection Planning Module documents prepared for the subdivision and found the same to be satisfactory and therefore recommended the Township approve the Resolution.

**RESOLUTION NO. 2016-8 – THE PA DEP SEWAGE FACILITIES PLANNING MODULE FOR THE BERGONZI PLAN OF LOTS.**

**MOTION BY Supervisor Guerre and SECONDED BY Supervisor Hollibaugh to approve the Bergonzi Plan of Lots as per the Planning Commission's recommendation and adopt Resolution No. 2016-8 which is the Resolution for the PA DEP Sewage Facilities Planning Module for the Bergonzi Plan of Lots. Motion carried unanimously 6-0.**

**ALLISON PARK CONTRACTORS – WORKSHOP BUILDING #2**

The Planning Commission also approved the Allison Park Contractors – Workshop Building #2 Site Plan at their March 24, 2016 meeting. The site plan is to construct an additional storage building measuring 2800 sq. ft. at 4383 Gibsonia Road. Zoning District: SU (Special Use).

The Planning Commission recommended approval of the Allison Park Contractors – Workshop Building #2 subject to addressing all points of the Engineering review letter and the Planning Commission.

The Board received the April 13, 2016 review letter indicating Mr. Shoup's comments contained in his March 22, 2016 review letter have been adequately addressed.

The development is, however, subject to a Traffic Impact Fee in the amount of \$301.06 which must be paid at the time of the building permit application.

After some questions, **MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to approve the Allison Park Contractors – Workshop Building #2 Site Plan as per the Planning Commission's recommendation and subject to the Traffic Impact Fee in the amount of \$301.06 be paid at the time of the building permit application. Motion carried unanimously 6-0.**

**RESOLUTION #2016-9: DEER LAKES PARK SMALL FLOW SEWAGE TREATMENT FACILITY PLANNING MODULE**

**RESOLUTION #2016-9 IS A RESOLUTION FOR THE PA DEP SEWAGE FACILITIES PLANNING MODULE FOR A SMALL FLOW TREATMENT FACILITY AT DEER LAKES PARK LOCATED NEAR THE SPRAY PARK.**

The Board also received a letter from Mr. Shoup dated April 13, 2016 indicating he has reviewed the Pennsylvania Department of Environmental Protection Planning Module and found it to be acceptable. If the Operations and Maintenance Agreement which accompanies the Planning Module is in a position to be approved, Mr. Shoup would recommend that the Township adopt the Resolution for the Planning Module.

Mr. Shoup commented on the Planning Module. Mr. Happel indicated he drafted the Installation and Maintenance Agreement, and that Mr. Shoup also reviewed it. He mentioned that, at this time, it is being reviewed by the Allegheny County and the DEP. Mr. Happel said it can be approved as presented, but if there are material changes or additions made by the County or DEP, it will come back to the Board.

Representatives from ALCOA were present as well as County Planning officials. Dr. Jaw Fu of Alcoa Technology explained the project and the system to the Board. The location will be on the upper and lower parking lot near the spray park.

Mr. Vaerewyck expressed concern regarding the County and DEP's position supporting this venture, yet pushing residents to connect to sewer lines rather than septic systems. He stated he felt this is a septic system and that the County should be required to tie into the local sewer instead. Dr. Fu corrected Mr. Vaerewyck and stated that this system is different from a septic system.

Supervisor Vaerewyck also added that the area is prone to flooding, but was corrected by members of the Board regarding the location of the facility.

Supervisor DiSanti asked Mr. Shoup his thoughts, and Mr. Shoup stated he supported the project and that he saw no issues with it. Dr. DiSanti then mentioned he was impressed by the "innovative" nature of this project.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh to adopt Resolution #2016-9 which is the Resolution for the PA DEP Sewage Facilities Planning Module for a Small Flow Sewage Treatment Facility at Deer Lakes Park. Members voting yes, Mrs. Romig, Mr. Guerre, Mrs. Hollibaugh, Dr. DiSanti, and Mr. Fleming. Member voting no, Mr. Vaerewyck. Motion carried, 5 – yes and 1 – no.

#### **DEER LAKES PARK AGREEMENT FOR INSTALLATION & MAINTENANCE OF SMALL FLOW TREATMENT FACILITY**

Once again, Mr. Happel indicated the agreement is under review by the Allegheny County and the DEP and if there are any changes, it will come back to the Board for approval.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh to approve the Agreement for the Installation & Maintenance of the Small Flow Treatment Facility at Deer Lakes Park. Members voting yes, Dr. DiSanti, Mrs. Romig, Mr. Guerre, Mrs. Hollibaugh, and Mr. Fleming. Member voting no, Mr. Vaerewyck. Motion carried, 5 – yes and 1 – no.

#### **COPPER CREEK DEVELOPER'S AGREEMENT**

The Board received a copy of the Developer's Agreement for the Copper Creek Plan.

The Supervisors approved the Copper Creek Plan at their January 20, 2016 meeting. The subdivision is located on McIntyre Road to construct twenty-nine lots. Twenty-seven lots will be duplex style patio home, and two lots will be single-family detached homes. The property is in the R-2 Semi-Suburban Residential Zoning District.

Both Mr. Happel and Mr. Shoup reviewed and recommended the Developer's Agreement.

Mr. Happel commented that the Developer's Agreement was presented to the Developer's council and that he is still waiting for her response. He advised that the Board can approve the agreement in its current form, and that if there are material changes it will come back to the Supervisors to be reviewed again.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to approve the Developer's Agreement for the Copper Creek Plan contingent upon any changes that may be presented from the Developer and be further reviewed. Motion carried unanimously 6-0.

### **ORDINANCE NO. 408: GENERAL CODE CODIFICATION**

#### ORDINANCE NO. 408

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER TO APPROVE, ADOPT, AND ENACT CODIFICATION; TO PROVIDE FOR THE REPEAL OF CERTAIN LEGISLATION NOT INCLUDED THEREIN; TO SAVE FROM REPEAL CERTAIN OTHER LEGISLATION NOT INCLUDED THEREIN; AND TO PROVIDE PENALTIES FOR TAMPERING WITH THE CODE.

Mr. Vaerewyck commented he feels this needs to be reviewed by a Committee of this Board prior to a vote passing it through for a number of reasons. He stated that certain ordinances are stated as being repealed because they have been superseded by State Law. Supervisor Vaerewyck asked Mr. Happel if an ordinance was enacted and enforced prior to a State Law being enacted, wouldn't the Township ordinances still be valid until amended?

Mr. Happel replied that he reviewed the Ordinance and the sections that are listed to be repealed. He explained that he agreed with the wording of the Ordinance, and cited the four ordinances in question. Mr. Happel added that it was his opinion that those particular ordinances are indeed correctly superseded:

- One is superseded by County Law.
- Two are repealed because they are obsolete because both have expired.
- One covers trailers and campgrounds, which is now included in the new Zoning Ordinance.

Supervisor Vaerewyck commented on a conflict between other adopted ordinances and the Township Charter, then asked for an explanation of why the Ordinance includes Section 1-13: Altering or tampering with Code; violations and penalties. He asked what the intent was.

Mr. Mator responded that the provision exists to define violations and penalties so that someone cannot go into the files and, for instance, replace a page or change language of filed copies of passed ordinances. Mr. Vaerewyck then asked if that would apply if someone misstated an ordinance in public. Mr. Happel and Mr. Mator answered that misstating an ordinance is not a violation, but that the provision covers physical tampering with the Code.

Dr. DiSanti questioned Section 1-11 (code books to be kept up-to-date). Mr. Mator explained the process of copies of newly-passed ordinances being sent to the County Law Library and General Code. General Code would then update the online Code and send the administration replacement pages with directions of where exactly to place them in the hard copies of the Code of Ordinance books.

Supervisor Vaerewyck asked if that provision would preclude us from keeping sequential records of ordinances, but Mr. Mator responded that it does not. The Township would still keep sequential records of ordinances passed in the Township files.

At this time, Chairman Fleming brought up the disagreement that took place at the prior meeting regarding this matter. Since Mr. Mator was away at a conference that evening, Mr. Fleming asked Mr. Mator to explain the whole process and what this new Ordinance meant.

Mr. Mator explained and summarized the process of the recodification begun by Keystate Publishing and then transferred to General Code when the owner of Keystate passed away and the company was dissolved. He added that General Code was already contracted by the Board to handle the Township's online services, and therefore made the most sense to complete the project.

Mr. Mator then clarified exactly why the Township needs this Ordinance. He explained that the Code of Ordinances is every ordinance passed by the Board, and that every ordinance after 2008 – the last year the Code was restated (recodified) – was not included in the current Codebook. This created a situation where the residents would have incorrect – or outdated – information if they were to search the existing Codebook. Furthermore, the current Codebook was physically too small, and could no longer fit any more updates.

Mr. Mator addressed the disagreement that took place the meeting before, and explained to everyone in attendance that the Ordinance in question was not the creation of any member of the Board, the Solicitor, or himself. He further clarified by saying that the Code is a compilation of all the ordinances, and that each of those ordinances had already been passed at public meetings by the Board of Supervisors. So there was nothing “new” being added, he said, and simplified it all by stating the Ordinance on the agenda was nothing more than the old Codebook, plus all the ordinances passed since 2008, minus all the repealed/superseded ordinances, and with minor grammatical – such as a missing comma – and spelling corrections if General Code found any. Mr. Mator said this was all in an effort to give the residents the most accurate information possible.

Chairman Fleming asked Mr. Mator if this project was a paid service, and Mr. Mator said it was. The Township had paid approximately \$8,000 to have the project completed, and he explained that the Township would never pay \$8,000 to simply have pages added, but that we paid for those pages *plus* the aforementioned editorial work. Mr. Mator stated that General Code is staffed with attorneys who specialize in constitutional and code law, and that they are well-respected in the field.

Mr. Happel also spoke to the credibility of General Code and indicated General Code did the codification for the County and numerous other municipalities.

Mr. Mator added that not only was General Code handling the Codebook and the online Code, but that the Board also recently contracted with them to create the Code Enforcement solution for the Township, Municipality. He said that having all three covered by one company creates a seamless network between the three.

Mr. Vaerewyck then questioned Section 1-7: Interpretation of Provisions. He stated that the first sentence of that Section is almost identical to a separate section in our Charter, and that we had “slipped” this section into the Ordinance which he felt changes the meaning. He added that he feels it should follow the wording of the Charter.

Mr. Mator explained that he heard the same type of discussion came out at the last meeting, and that he wanted to be sure everyone understands that the Charter was not touched. He asked everyone in attendance to understand that there is a difference between the Charter and the Code, and that they are two completely different documents.

Supervisor Vaerewyck still contended that the meaning would be changed if the language of the Ordinance did not match that of the Charter. Mr. Mator reiterated that the Charter and the Code are separate documents, and explained that the language used in the Code by General Code's attorneys is “boilerplate” language placed in there for a reason. Mr. Happel also differentiated between the two documents and stated that the aforementioned boilerplate language did not interfere with the Charter.

Mr. Vaerewyck then stated that he disagreed with the quotes and editor's notes at the front of the draft Codebook. Mr. Mator clarified that those quotes and notes were already removed. Supervisor Vaerewyck responded that he still saw them in the draft, but Mr. Mator explained that the draft was for the Township to



review. Once the Township made its review, the Ordinance in front of the Board was drafted to be voted upon.

Supervisor Vaerewyck asked what exactly the Board was voting upon. Mr. Mator answered that the Board was voting upon the Ordinance, which had every "difference" between the old Code and new Code listed to make it simple for the Board to understand what differences existed. He added that if -- for whatever reason -- some change was made to the Code that was not listed in the Ordinance before the Board, then that change would not be law. Mr. Happel concurred.

Additional discussion was held between Supervisor DiSanti, Supervisor Vaerewyck, Mr. Happel, and Mr. Mator regarding clarification of the aforementioned Section 1-7 issue.

At this time, Mr. Mator pointed out a typographical error in the Ordinance that did not affect its meaning. He explained that Section 1-3. Inconsistent legislation repealed -- B (7) says Former Ch. 189, Taxation, Article XII. Mr. Mator indicated the article number is actually Article XIII and will be corrected. Mr. Vaerewyck objected to the correction.

MOTION BY Supervisor Dr. DiSanti and SECONDED BY Supervisor Mrs. Hollibaugh to adopt Ordinance No. 408 approving, adopting, and enacting codification; to provide for the repeal of certain legislation not included therein; to save from repeal certain other legislation not included therein; and to provide penalties for tampering with the code and to advertise the ordinance in accordance with all applicable laws. Members voting yes, Mrs. Hollibaugh, Mr. Guerre, Mrs. Romig, Dr. DiSanti, and Mr. Fleming. Member voting no, Mr. Vaerewyck. Motion carried, 5 -- yes and 1 -- no.

**PUBLIC WORKS/ZERO TURN MOWER**

The Township received three quotes for a new zero turning mower:

- 1) J&J Power Equipment (Ferris)..... \$10,299.00
- 2) Critchlow Enterprises, Inc. (Gravely)..... \$10,676.66
- 3) Vettori LP (Hustler)..... \$11,332.52

The Public Works Committee discussed the purchase of a new mower. The recommendation of the Committee was to purchase either the Gravely or the Hustler.

Mrs. Romig indicated parts are readily available at Critchlow for the Gravely. Chairman Fleming stated he looked at the old mower and explained the necessary repairs to the old mower such as: using oil, leaking antifreeze, engine short. He suggested the Hustler.

Mr. Vaerewyck suggested getting three competitive bids on the Hustler mower from three different dealers. The Board agreed and this item will be on next month's agenda.

**ANNOUNCEMENTS**

**2016 WEST DEER COMMUNITY SPRING CLEAN-UP DAY**

The event has been set up to collect trash and debris around the Township as a community. Saturday, April 30<sup>th</sup> -- Please arrive at 9 am at the Township Building for a 10 am start. The rain date will be Saturday, May 7<sup>th</sup>.

**WEST DEER DOG SHELTER RABIES CLINIC**

Saturday, May 28, 2016 2 pm to 4 pm  
Cost: \$10.00 -- Proceeds benefit the West Deer Dog Shelter

**WEST DEER TOWNSHIP GOLF SCRAMBLE**

Benefits the West Deer Police K-9 Unit & D.A.R.E. Program

May 13, 2016 -- 9 a.m. Shotgun Start

Pheasant Ridge Golf Course

Four Man Scramble -- \$85/golfer

**COMMITTEE REPORTS:**

The Committee Chairperson reported on their Committee updates:

- 1) Mr. Florentine -- Engineering & Public Works Committee -- ABSENT
- 2) Dr. DiSanti -- Financial Legal, and Human Resources Committee
- 3) Mr. Vaerewyck -- EMS Oversight Committee

**OLD BUSINESS:**

- Mr. Vaerewyck questioned as to where the new web site is? Mr. Mator indicated the web site is done but right now the staff is going through it for corrections/issues. Mr. Vaerewyck indicated the old web site now doesn't have the 2016 Budget posted and no solicitations are posted.
- Mrs. Hollibaugh reported she attended the two MRM Trust meetings at the Seven Springs Conference and the Township received one check for our Workers Compensation for \$31,400.78 and one for our Liability Insurance for \$47,191.96/dividend checks. Mrs. Hollibaugh brought back a total of \$78,592.74. Mrs. Hollibaugh also indicated they had a meeting with U.S. Attorney David Hickman on the drug abuse problem in Pennsylvania and that Carnegie Mellon puts out a program/play for a cost of \$500.00 and they said it would be good for every police department/ every school to show this program to the kids. Mr. Hickman said it's amazing and very impressive. Also there were reports from the County Executive, County Council, and Public Utilities. Mrs. Romig also attended the conference and reported there were Senators and Representatives from the State at the conference -- they took questions and she stated it was very informative.
- Mrs. Hollibaugh also attended the ACATO meeting, discussed the banner communities and they asked her to be 2<sup>nd</sup> Vice President and she accepted the position.
- Mr. Mator received an email from the School District's Solicitor that said they are not interested in exchanging parcels of property with the Township, however, the School Board is prepared to convey the property upon which the ambulance service building is located in exchange for a deed from the ambulance service giving the district a deed regarding any interest they may have involving the use of the district property for a helicopter pad. In addition, the ambulance service at this time also agreed to provide free ambulance service to the School District whenever needed including football games.

**NEW BUSINESS:**

- None.

**SET AGENDA/REGULAR BUSINESS MEETING**

May 18, 2016

6:00 p.m. -- Executive Session

6:30 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. Utilities & Payroll
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. MS4/Memorandum of Understanding
14. Old Business
15. New Business
16. Set Agenda/June 15, 2016
17. Comments from the Public
18. Adjournment

Item Added:

\*Zero Turn Mower

#### **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.

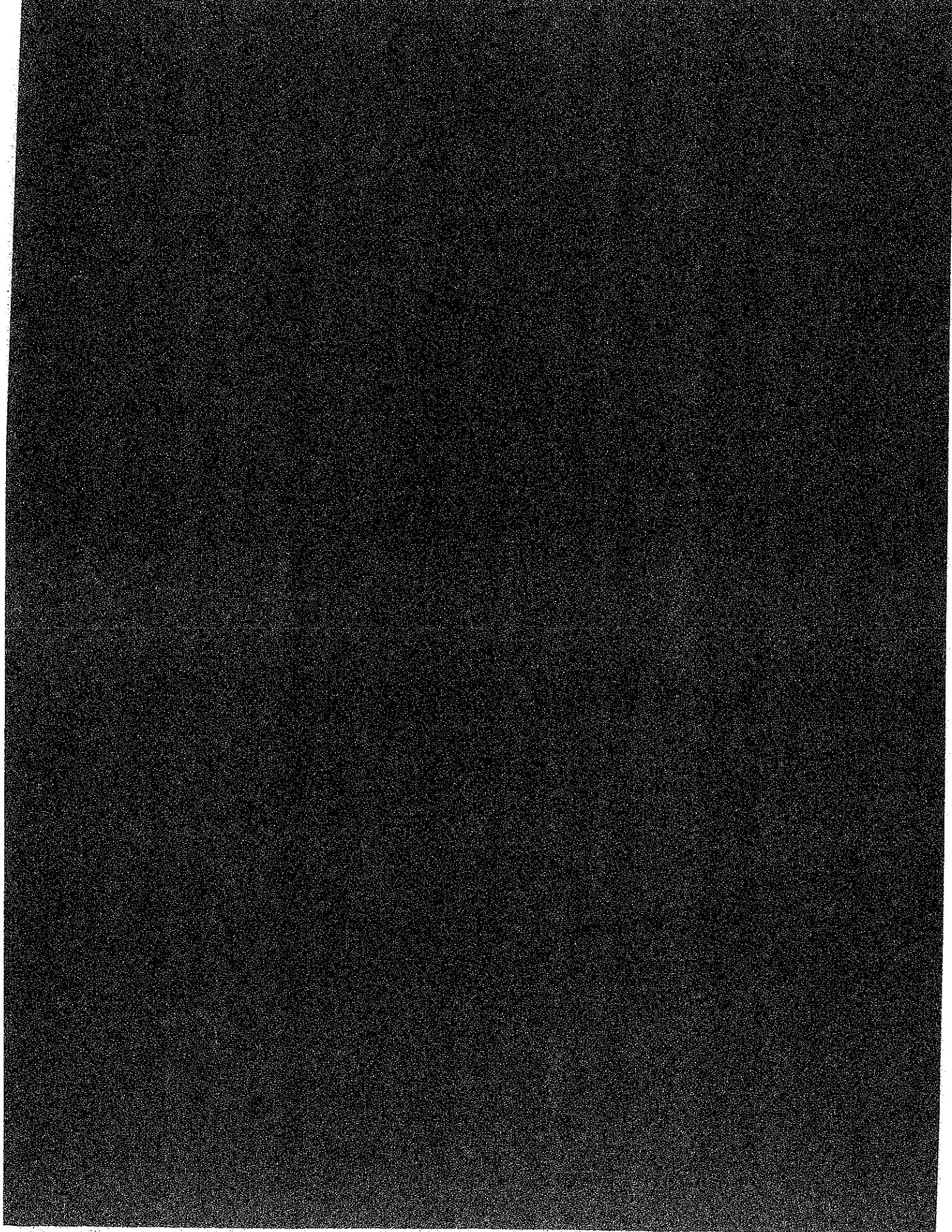
- Mr. Jim Cesnick, Michael Road
  - Mr. Cesnick commented on the trees cut on Bairdford Road, and thanked Mr. Payne for a job well done.
  - Mr. Cesnick also thanked Mr. Mator for explaining the Code Ordinance.
  - Mr. Cesnick commented on purchasing equipment. Suggested following the three rules – Form, Fit, & Function and suggested maintenance agreements.
- Mr. Franklin Nicolazzo, Curtisville
  - Mr. Nicolazzo commented on maintenance work needed for Benjamin Street and the bridge on Benjamin Street.

#### **ADJOURNMENT:**

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Vaerewyck to adjourn the meeting at 8:45 p.m. Motion carried unanimously 6-0. Meeting adjourned.

---

Daniel J. Mator, Jr., Township Manager



**MONTHLY FINANCIAL REPORT**

A) **FINANCE OFFICER'S REPORT**

MRS. NARDIS.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPROVE THE FINANCE OFFICER'S REPORT AS SUBMITTED.

MOTION SECOND AYES NAYES

MRS.HOLLIBAUGH	___	___	___	___
DR. DISANTI	___	___	___	___
MR. FLORENTINE	___	___	___	___
MR. GUERRE	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MR. FLEMING	___	___	___	___

8-A

**TOWNSHIP OF WEST DEER**  
**FINANCE OFFICER'S REPORT**  
**April 30, 2016**

**I - GENERAL FUND:**

	<u>April</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	917,569.46	2,240,968.79	38.27%
Expenditures	360,429.06	1,263,424.59	21.58%

**Cash and Cash Equivalents:**

Sweep Account		<u>1,174,807.40</u>	
			<u><b>1,174,807.40</b></u>

**II - SPECIAL REVENUE FUNDS**

**Cash and Cash Equivalents:**

**Street Light Fund:**

Sweep Account - Restricted		34,794.92	
----------------------------	--	-----------	--

**Fire Tax Fund:**

Sweep Account - Restricted		79,814.58	
----------------------------	--	-----------	--

**State/Liquid Fuels Fund:**

Sweep Account - Restricted		<u>451,438.57</u>	
----------------------------	--	-------------------	--

**566,048.07**

**Investments:**

**Operating Reserve Fund:**

Sweep Account - Reserved		575,828.36	
--------------------------	--	------------	--

**Capital Reserve Fund:**

Sweep Account - Reserved		<u>346,764.36</u>	
--------------------------	--	-------------------	--

**922,592.72**

**III - CAPITAL PROJECT FUNDS:**

**Cash and Cash Equivalents:**

		<u>0.00</u>	
--	--	-------------	--

**0.00**

**TOTAL CASH BALANCE 4/30/16**

**2,663,448.19**

**Interest Earned April 2016**

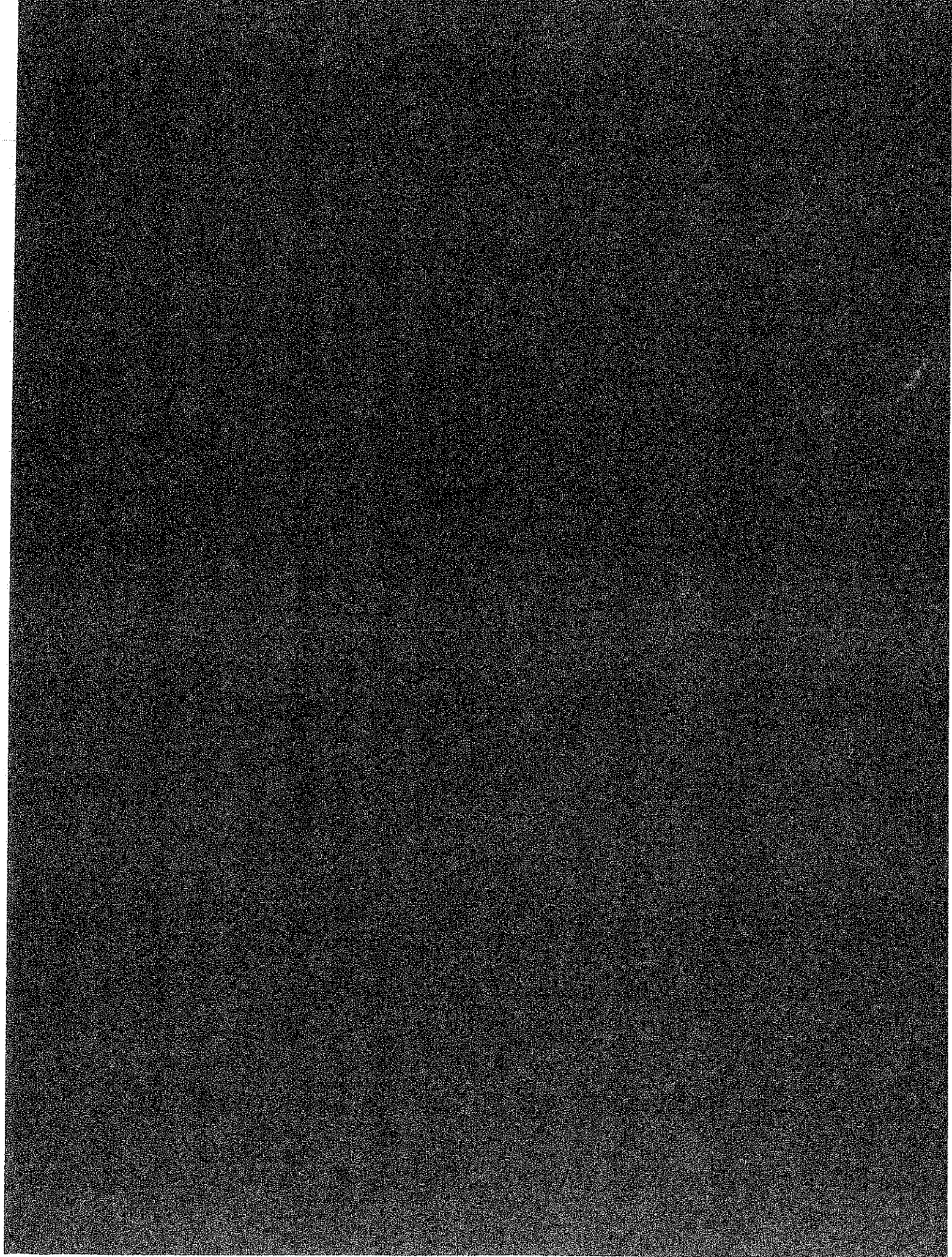
**172.82**

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

**INTEREST EARNED - 2016**

	<u>APRIL</u>	<u>YTD</u>
GENERAL FUND	\$31.16	\$115.36
STREET LIGHT FUND	\$0.58	\$1.78
FIRE TAX FUND	\$1.64	\$5.86
OPERATING RESERVE	\$20.84	\$89.15
STATE FUND	\$106.84	\$296.33
CAPITAL RESERVE	<u>\$11.76</u>	<u>\$48.65</u>
<b>TOTAL INTEREST EARNED</b>	<b><u>\$172.82</u></b>	<b><u>\$557.13</u></b>







B) LIST OF BILLS

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO PAY THE LIST OF BILLS AS SUBMITTED, AND ALL APPROVED REIMBURSABLE ITEMS IN COMPLIANCE WITH GENERALLY ACCEPTED ACCOUNTING PRACTICES.

MOTION SECOND AYES NAYES

DR. DISANTI	—	—	—	—
MR. FLORENTINE	—	—	—	—
MR. GUERRE	—	—	—	—
MRS. ROMIG	—	—	—	—
MR. VAEREWYCK	—	—	—	—
MRS. HOLLIBAUGH	—	—	—	—
MR. FLEMING	—	—	—	—

8-B

By Name  
Cutoff as of: 12/31/9999

Time: 12:13 pm  
Date: 05/12/2016  
Page: 1

Due Dates: 05/15/2016 thru 05/15/2016

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00553	BEST WHOLESALE TIRE Police: Car #33:repa 0416	410.374	6407 04/14/2016	197.50				197.50		
00553	BEST WHOLESALE TIRE Police: Car #38:insp 0416	410.374	6417 04/15/2016	155.60				155.60		
00553	BEST WHOLESALE TIRE Police: Car #32:insp 0416	410.374	6465 04/21/2016	135.60				135.60		
00553	BEST WHOLESALE TIRE Police: Car #36:Atig 0416	410.374	6466 04/21/2016	85.00				85.00		
00553	BEST WHOLESALE TIRE Police: Car #38:Atig 0416	410.374	6474 04/21/2016	85.00				85.00		
Name: BEST WHOLESALE TIRE CO, INC				658.70				658.70		
00014	BETH'S BARRICADES Road: 8' U-Channel P 0416	430.245	53786 04/22/2016	720.00				720.00		
00014	BETH'S BARRICADES Road:No Parking/Spce 0416	430.245	53838 04/28/2016	620.00				620.00		
Name: BETH'S BARRICADES				1340.00				1340.00		
10158	CLEVELAND BROTHERS E Road:Excavator-New T 0516	430.374	SERV6744306 05/02/2016	6685.35				6685.35		
Name: CLEVELAND BROTHERS EQUIPMENT CO. INC.				6685.35				6685.35		
00238	CULVERTS, INC Road:2'x4' Bike Grate 0516	430.611	IN00111042 05/05/2016	3450.00				3450.00		
Name: CULVERTS, INC				3450.00				3450.00		
00651	DELL MARKETING L P Police: Toner Cartri 0416	407.272	XJX34KMN5 04/04/2016	3599.84				3599.84		
Name: DELL MARKETING L P				3599.84				3599.84		
00534	GENERAL CODE Twp: 5-Code Books 0416	404.318	BILL00020768 04/28/2016	3376.00				3376.00		
Name: GENERAL CODE				3376.00				3376.00		
10315	GRIFFITH, MCCAGUE & Legal Services-Gener 0416	404.111	270487 04/30/2016	2033.00				2033.00		

By Name  
Cutoff as of: 12/31/9999

Time: 12:13 pm  
Date: 05/12/2016  
Page: 2

Due Dates: 05/15/2016 thru 05/15/2016

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	paid	Un-Paid	Check#	Check Amt.
10315	GRIFFITH, MCCAGUE & Legal Services-Rock	404.111 0416	270488 04/30/2016	19.00				19.00		N
10315	GRIFFITH, MCCAGUE & Legal Services-Keyst	404.111 0416	270489 04/30/2016	19.00				19.00		N
10315	GRIFFITH, MCCAGUE & Legal Services-Non-U	404.111 0416	270490 04/30/2016	779.00				779.00		N
10315	GRIFFITH, MCCAGUE & Legal Services-Forbe	404.111 0416	270491 04/30/2016	275.50				275.50		N
10315	GRIFFITH, MCCAGUE & Legal Services-Coppe	404.111 0416	270492 04/30/2016	399.00				399.00		N
Name: GRIFFITH, MCCAGUE & WALLACE, PC				3524.50				3524.50		
00005	HEI-WAY, LLC Road: Cold Patch	430.372 0416	60413006 04/14/2016	232.71				232.71		N
00005	HEI-WAY, LLC Road: Cold Patch	430.372 0416	60414014 04/15/2016	256.47				256.47		N
00005	HEI-WAY, LLC Road: Cold Patch	430.372 0416	60418013 04/19/2016	246.64				246.64		N
00005	HEI-WAY, LLC Road: Cold Patch	430.372 0416	60419022 04/20/2016	235.17				235.17		N
00005	HEI-WAY, LLC Road: Cold Patch	430.372 0416	60421016 04/22/2016	504.75				504.75		N
00005	HEI-WAY, LLC Road: Cold Patch	430.372 0416	60425005 04/26/2016	225.34				225.34		N
00005	HEI-WAY, LLC Road: Cold Patch	430.372 0416	60426021 04/27/2016	197.48				197.48		N
00005	HEI-WAY, LLC Road: Cold Patch	430.372 0416	60428019 04/29/2016	245.00				245.00		N
00005	HEI-WAY, LLC Road: Cold Patch	430.372 0516	60503013 05/04/2016	237.63				237.63		N
00005	HEI-WAY, LLC Road: Cold Patch	430.372 0516	60504020 05/05/2016	234.35				234.35		N

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

By Name  
Cutoff as of: 12/31/9999

Time: 12:13 pm  
Date: 05/12/2016  
Page: 3

Due Dates: 05/15/2016 thru 05/15/2016

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	paid	Un-Paid	Check#	Check Amt.
00005	HEI-WAY, LLC Road: Cold Patch	430.372 0516	60505020 05/06/2016	215.50				215.50		
00005	HEI-WAY, LLC Road: Cold Patch	430.372 0516	60510008 05/11/2016	206.49				206.49		
Name: HEI-WAY, LLC				3037.53				3037.53		
00106	JORDAN TAX SERVICE, Certifying for 15 Li	403.140 0416	4-16-145 04/12/2016	900.00				900.00		
00106	JORDAN TAX SERVICE, Delinquent R E Tax C	403.140 0416	4-C-#133 04/18/2016	1135.22				1135.22		
Name: JORDAN TAX SERVICE, INC.				2035.22				2035.22		
00362	KRESS TIRE Police: CAR 33-TIRES	410.374 0416	9644-4 04/13/2016	525.08				525.08		
00362	KRESS TIRE Police: CAR 36-Mount	410.374 0416	9647-21 04/18/2016	82.00				82.00		
00362	KRESS TIRE Police: CAR 38-Tires	410.374 0416	9648-4 04/19/2016	573.72				573.72		
00362	KRESS TIRE Road: Trk #7-Tires	430.374 0516	9651-10 05/05/2016	1488.00				1488.00		
00362	KRESS TIRE Park: Flat Repair-Mo	454.374 0516	9657-44 05/02/2016	15.00				15.00		
Name: KRESS TIRE				2683.80				2683.80		
00140	MEYER EXCAVATING, IN Road: Cedar Glen Dr-s	430.611 0516	050316 05/03/2016	6500.00				6500.00		
Name: MEYER EXCAVATING, INC				6500.00				6500.00		
00533	NACCARATI CONTRACTIN Road:App #3-Storm Se	430.611 0516	#3 05/12/2016	44329.05				44329.05		
Name: NACCARATI CONTRACTING, INC				44329.05				44329.05		
00205	NORTH EASTERN UNIFOR Vuljakovich:Body Armo	410.191 0416	30606 04/15/2016	1028.00				1028.00		
Name: NORTH EASTERN UNIFORMS, INC				1028.00				1028.00		

By Name  
Cutoff as of: 12/31/9999

Time: 12:13 pm  
Date: 05/12/2016  
Page: 4

Due Dates: 05/15/2016 thru 05/15/2016

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.	
Name: NORTH EASTERN UNIFORMS & EQUIP INC.											
00657	OFFICE DEPOT	406.210	834630306001	270.18				270.18			
	Twp: Office Supplies	0416	04/16/2016	05/15/2016		04/28/2016					
				1028.00							
00657	OFFICE DEPOT	406.210	835276416001	202.56				202.56			
	Twp: Office Supplies	0416	04/20/2016	05/15/2016		04/28/2016					
				472.74							
Name: OFFICE DEPOT											
00830	SHOUP ENGINEERING IN	408.319	16-150	73.50				73.50			
	Engineer:ng: Allison	0416	04/30/2016	05/15/2016		05/05/2016					
00830	SHOUP ENGINEERING IN	408.319	16-151	73.50				73.50			
	Engineer:ng: Bergonz	0416	04/30/2016	05/15/2016		05/05/2016					
00830	SHOUP ENGINEERING IN	408.319	16-152	73.50				73.50			
	Engineer:ng: Copper	0416	04/30/2016	05/15/2016		05/05/2016					
00830	SHOUP ENGINEERING IN	408.319	16-153	147.00				147.00			
	Engineer:ng: Forbes	0416	04/30/2016	05/15/2016		05/05/2016					
00830	SHOUP ENGINEERING IN	408.319	16-154	24.50				24.50			
	Engineer:ng: Links @	0416	04/30/2016	05/15/2016		05/05/2016					
00830	SHOUP ENGINEERING IN	408.313	16-155	931.00				931.00			
	Engineer:ng: Miscell	0416	04/30/2016	05/15/2016		05/05/2016					
00830	SHOUP ENGINEERING IN	408.319	16-156	49.00				49.00			
	Engineer:ng: Paw Luv	0416	04/30/2016	05/15/2016		05/05/2016					
00830	SHOUP ENGINEERING IN	408.319	16-157	49.00				49.00			
	Engineer:ng: Shoff F	0416	04/30/2016	05/15/2016		05/05/2016					
00830	SHOUP ENGINEERING IN	408.317	16-161	3865.50				3865.50			
	Engineer:ng: Curtt'sv	0516	05/06/2016	05/15/2016		05/10/2016					
				5286.50							
Name: SHOUP ENGINEERING INC.											
00674	STALEY COMMUNICATION	410.328	83032	126.00				126.00			
	POL: Radio Equip Ma	0516	05/04/2016	05/15/2016		05/11/2016					
00674	STALEY COMMUNICATION	430.327	83033	57.47				57.47			
	Road: Radio Equip Ma	0516	05/04/2016	05/15/2016		05/11/2016					
				183.47							
Name: STALEY COMMUNICATIONS											

By Name  
Cutoff as of: 12/31/9999

Time: 12:13 pm  
Date: 05/12/2016  
Page: 5

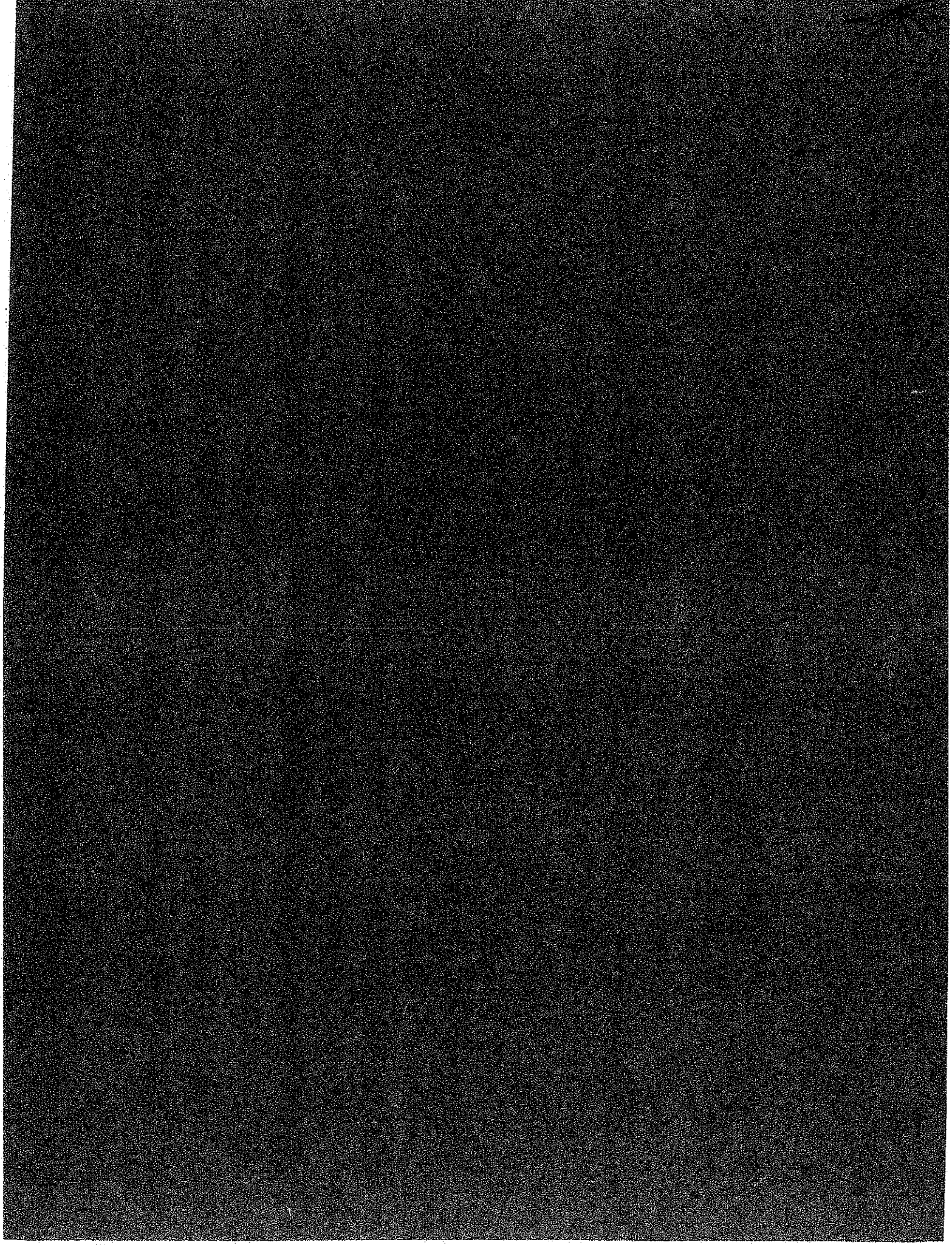
Due Dates: 05/15/2016 thru 05/15/2016

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00577	TOSHIBA FINANCIAL SE Lease & Maintenance	406.261	64773043	366.42				366.42		
00577	TOSHIBA FINANCIAL SE Lease & Maintenance	410.261	64773043	239.75				239.75		
Name: TOSHIBA FINANCIAL SERVICES										
00327	TRIB TOTAL MEDIA	404.341	1712175	154.80				154.80		
00327	TRIB TOTAL MEDIA	404.341	1719719	111.80				111.80		
Name: TRIB TOTAL MEDIA										
00067	TRISTANI BROTHERS, I	430.374	160423	258.34				258.34		
00067	TRISTANI BROTHERS, I	430.374	160424	289.97				289.97		
00067	TRISTANI BROTHERS, I	430.374	160425	250.00				250.00		
00067	TRISTANI BROTHERS, I	430.374	160425	60.00				60.00		
Name: TRISTANI BROTHERS, INC.										
00074	WALSH EQUIPMENT	430.374	P78944	65.40				65.40		
00074	WALSH EQUIPMENT	430.611	P79026	6017.94				6017.94		
Name: WALSH EQUIPMENT										
00059	WINE CONCRETE PRODUCT	430.611	75923	2360.70				2360.70		
00059	WINE CONCRETE PRODUCTS, INC.	430.611	75923	2360.70				2360.70		
Name: WINE CONCRETE PRODUCTS, INC.										

FINAL TOTALS:

98365.82

98365.82



C) UTILITIES & PAYROLL

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO PAY UTILITIES AND PAYROLL FROM MAY 19, 2016 TO JUNE 15, 2016.

	MOTION	SECOND	AYES	NAYES
MRS. ROMIG	___	___	___	___
MR. FLORENTINE	___	___	___	___
MR. GUERRE	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
DR. DISANTI	___	___	___	___
MR. FLEMING	___	___	___	___

8-C



D) TAX REFUNDS

THE BOARD IS IN RECEIPT OF THE ATTACHED LISTS FROM THE TAX COLLECTOR REQUESTING THE ISSUANCE OF TAX REFUNDS DUE TO ASSESSMENT CHANGES BY ALLEGHENY COUNTY FOR THE YEARS 2015 & 2016.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ISSUE THE TAX REFUNDS AS SUBMITTED BY THE TAX COLLECTOR.

*(Do not have to read the list ....the names, lot & block, & amounts will be typed in the minutes.)*

	MOTION	SECOND	AYES	NAYES
MR. FLORENTINE	___	___	___	___
MR. GUERRE	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. FLEMING	___	___	___	___

8-D

WEST DEER TOWNSHIP

Date: 05/03/16  
Time: 09:06:42

REAL ESTATE TAX REFUNDS FOR BOARD APPROVAL  
May 2016  
Refunds Due to County Change Orders

Page: 1

Payable to: HOLLIBAUGH JOHN E  
1012 YORK WAY  
GIBSONIA PA 15044

Lot & Block 1510-H-237  
390 W STARZ RD  
GIBSONIA PA 15044

Refund of 40.60 due for tax year: 2015

Orig Value:	44,400	Orig Tax:	88.36
New Value:	24,000	New Tax:	47.76
Exoneration:	20,400	Refund:	40.60

\*\*\*\*\*

Payable to: BK AND GS HOLDINGS LLC  
PO BOX 403  
WEXFORD PA 15090

Lot & Block 1508-S-50  
4361 ROUTE 910  
GIBSONIA PA 15044

Refund of 258.08 due for tax year: 2015

Orig Value:	762,100	Orig Tax:	1,668.24
New Value:	644,200	New Tax:	1,410.16
Exoneration:	117,900	Refund:	258.08

\*\*\*\*\*

WEST DEER TOWNSHIP

Date: 04/23/16

REAL ESTATE TAX REFUNDS FOR BOARD APPROVAL  
April 2016

Page: 1

Time: 08:26:57

Refunds Due to County Change Orders

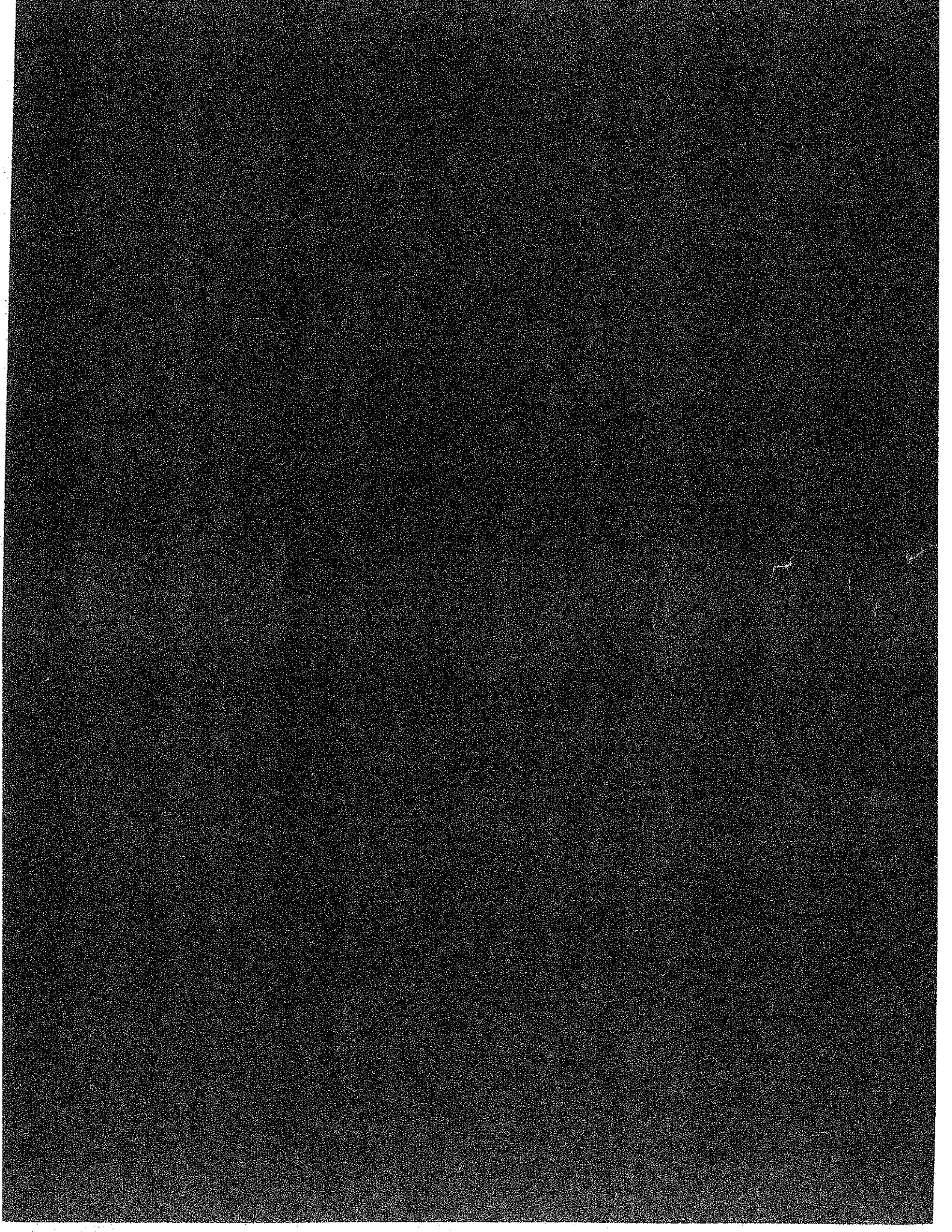
Payable to: ZOTTOLA SALVATORE  
500 JEFFREY LN  
PITTSBURGH PA 15238

Lot & Block 1359-D-209  
GRUBBS RD  
CHESWICK PA 15024

Refund of 10.54 due for tax year: 2016

Orig Value:	5,400	Orig Tax:	10.53
New Value:	0	New Tax:	-0.01
Exoneration:	5,400	Refund:	10.54

\*\*\*\*\*



**POLICE CHIEF'S REPORT**

CHIEF LAPE.....

9

**OFFICER'S MONTHLY REPORT**

**TO: Jonathan D. Lape, Chief of Police**  
**FROM: Pam Tedesco, Administrative Secretary**  
**SUBJECT: OFFICER'S MONTHLY REPORT**  
**DATE: February 11, 2016**

**Attached is the Officer's Monthly Report for April 2016.**

**PT**

**Attachment**

**cc: D. Mator, Manager**  
**J. Fleming, Chairman**  
**R. DiSanti**  
**R. Florentine**  
**L. Guerre**  
**S. Hollibaugh**  
**J. Romig**  
**G. Vaerewyck**

OFFICERS MONTHLY REPORT  
April 2016

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	65	157	222
CALLS FOR SERVICE/FIELD CONTACTS	248	800	1048
ALL OTHER CALLS	467	1352	1819
TOTALS CALLS FOR SERVICE	780	2309	3089

**ARRESTS**

ADULT	6	17	23
JUVENILE	0	2	2
TRAFFIC CITATIONS	64	45	109
NON TRAFFIC CITATIONS	0	6	6
PARKING CITATIONS	0	0	0
WARNINGS	4	10	14

**PERSONNEL**

GRIEVANCES FILED BY POLICE OFFICERS	0	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0	0
LETTERS COMMENDING POLICE OFFICERS	0	1	1

**VEHICLE REPORTS**

TOTAL MILES TRAVELED	10122	29408	39530
GALLONS OF GASOLINE USED	745.7	2761.1	3506.8
REPAIRS/MAINTENANCE	1839.5	3436.75	5276.25

**OVERTIME PAID**

COURT (OFF DUTY)	29	35 1/2	64 1/2
PRELIMINARY HEARINGS	8	32	40
PRETRIAL	0	0	0
INVESTIGATIONS	3	37	40
ARRESTS	3	5	8
SPEED CHECKS	0	0	0
PRIVATE CONTRACTS	0	0	0
MISC. HOURS - FILLED SHIFTS	8	2	10
MISC. HOURS - ADMIN. HOURS	0	0	0
ALL OTHER MISC. HOURS	12	7 1/2	19 1/2
TOTAL HOURS	63	119	182

**MISC. HOURS - CPR TRAINING**

**POINTS OF INTEREST**

**MONTH OF – APRIL 2016**

**Budget as of APRIL 2016- 31.21%**

**Chief Lape –**

**April 12-15 - attended a DUI Conference**

**April 19 – attended an EMA training session along with Sgt. Bailey**

**April 26 – attended DARE Graduation**

**April 27 – attended a community days meeting**

**K9 REPORT – Officer Edward Newman**

**April 7 – training in Springdale – drug training cars**

**April 11 – training Butler County Jail and elementary school drug work as well as bite work at Shallow Creek Kennels**

**April 12 – conducted a search at Mars High School**

**April 18 - conducted a K9 demo at Deer Creek Pre School**

**April 28 – drug work and tracking training in West Deer Township**

**SRT Training – Sgt. Mikus/Officer Petosky –**

**April 8 – training was held at the Wexford VFD. SWAT Operations were discussed, once completed the training moved to Mohawk Lane for warrant service operations.**

**April 22- training was held at the Hampton Township Municipal Range. Physical fitness tests were conducted as well at daylight primary and secondary qualifications.**

**MOTOR CARRIER ENFORCEMENT– Sgt. Franklin Huffman – no details**

**SCHOOL DISTRICT DETAILS: 10 fifth grade DARE classes were taught**

**April 11/12 – fingerprinting preschools**

**April 26 – DARE Graduation**

**SPECIAL DETAILS/MISC. DETAILS –**

**April 4-8 – Officer Myers underwent interview training**

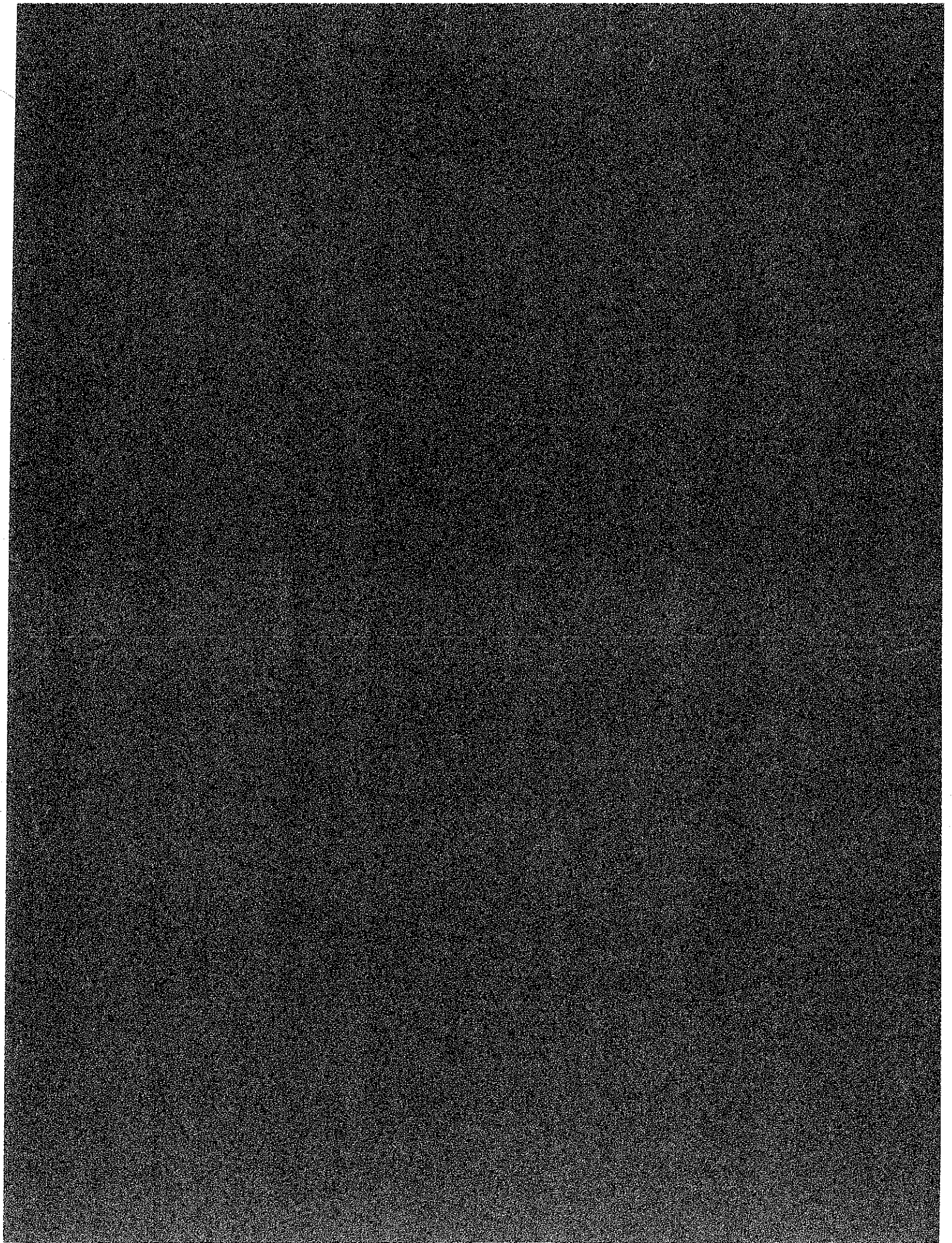
**April 4 – Officer Evan & Officer Fedunok underwent interview training**

**April 4 – the entire department – CPR/First Aid training**

**April 18 – Officer Bret Vulakovich was sworn in at magistrates office**

**April 25 – Officer Gizienski and Sgt. Mikus attended training for sexual assault investigations**





**BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER'S REPORT**

MR. PAYNE.....

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# Code Enforcement

April 30, 2016

1. Issued 21 Occupancy Permits
2. Issued 17 Building Permits
3. Performed 22 site inspections
4. Issued 3 Dog Law Citations.
5. Obtained Accessibility Certification.
6. No Planning Commission meeting was held.
7. No Zoning Hearing Board meeting was held.



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William Payne

Code Enforcement Officer

**WEST DEER TOWNSHIP - OCCUPANCY PERMITS - 2016**

**APRIL, 2016**

Date	Permit#	Lot_Block	Applicant Name	St #	Street Name	Use	New Const
4/4/16	16-047	1507-D-030	LETTERLE, Linda	115	CANTER LANE	Single Family - Quad	
4/4/16	16-048	2014-L-307	LANG, Carol	164	MILLERSTOWN CULMERY	Single Family	
4/4/16	16-049	1669-J-334	McKIBBEN, Reed & Sarah	356	OAK RD	Single Family	
4/7/16	16-050	1356-M-315	NICASSIO, Anthony & Christina	304	QUAIL RIDGE CT	Single Family	
4/11/16	16-051	1360-N-106	DULL, David	77	MCCLURE RD	Single Family	X
4/12/16	16-052	1356-S-142	HILTON, Jason & Kalley	310	QUAIL RIDGE CT	Single Family	
4/12/16	16-053	1507-H-139	Gosta Frantz	4505	DAWN RD	Single Family	
4/12/16	16-054	1667-J-177	SMULLICK, Gary & Wendy	613	WHISPERING PINES	Single Family- Duplex Patio Home	
4/12/16	16-055	1670-M-316	BESH, Todd	1911	SAXONBURG BLVD	Single Family	
4/13/16	16-056	1357-K-030	DeFilippo, Richard & Cindy	405	RACHAEL CT	Single Family	
4/16/16	16-065	2011-A-216	Lawrence Peters & Georgia Petrus	350	MONIER RD	Single Family	
4/18/16	16-057	1214-N-290	Ruben Martinez & Norma Quevedo	3514	WOODLAKE DR	Single family	
4/19/16	16-058	1507-H-223-3B	ALBERT, Jamie	5033	FOXWOOD COURT	Single Family - Townhouse	
4/19/16	16-060	1357-C-187	GOLDBACH, Mary Ann	187	STEEPLECHASE CIR	Single Family - Quad	
4/21/16	16-061	1666-R-100-20D	RAIBLE, William & Alexis	354	SADDLEBROOK RD	Single Family - Quad	X
4/21/16	16-062	2013-L-124	GALUBS, Alisha	410	DEER CREEK VALLEY	Single Family	X
4/25/16	16-063	1214-P-13	Anrew Bly & Chloe Hayes	4831	BAYFIELD RD	Single family	
4/26/16	16-064	1356-M-252	BLACK, Scott & Christine	558	PARTRIDGE RUN RD	Single Family	
4/26/16	16-066	1360-H-236	BECK, Brandon & Vittoria	210	MEADOWOOD DR	Single Family	
4/27/16	16-067	1507-H-13	Eric Young & Nicole Gegick	4047	CRESTWOOD DR	Single Family	
4/27/16	16-068	1359-D-172	GRAHAM, Patrick	2246	SAXONBURG BLVD	Single Family	

**WEST DEER TOWNSHIP - BUILDING PERMITS - 2016**

APRIL, 2016

Permit#	Date	Applicant	St.#	Street Name	Lot Block	Improvement Cost	Residential Use	Commercial	Permit Fee
16-031	4/4/16	BANKS, ALAN	201	SPRUCE ST	1668-R-261	\$4,000.00	FENCE		\$35.00
16-032	4/4/16	RESNICK, JOEL (LOWES)	58	HILLTOP LANE	1358-C-92	\$20,000.00	DECK		\$115.00
16-033	4/6/16	PAYNE, BILL	362	DEER CREEK VALLEY RD	2013-R-37	\$1,500.00	SHED		\$25.00
16-034	4/7/16	STARK, PATRICK	115	HEMPHILL RD.	2197-R-146	\$25,000.00	ADDITION		\$310.20
16-035	4/7/16	ROSSERO, Russ	3564	HUNTERTOWN RD	1214-K-014	\$6,800.00	DECK		\$50.00
16-036	4/11/16	CHARLES BATYKEFER CARPENTRY	108	RACCOON WAY	1357-A-42	\$4,500.00	DECK		\$40.00
16-037	4/12/16	OLEXA, JANE	8	PARK DR	1511-N-78	\$1,499.00	PERGOLA		\$25.00
16-038	4/11/16	ROMIG, TRACY	17	PECKHAM LANE	1358-B-240	\$70,000	REISSUING OF PERMIT 13-101 MASTER BATHROOM/CLOSE T		\$0.00
16-039	4/13/16	BAKER, BARBARA	296	WEST STARZ	1359-C-315	\$55,000.00			\$174.60
16-040	4/13/16	STELLO, GENO	20	TARENTUM CULMERVI	2013-L-41	\$2,000.00	SHED		\$25.00
16-041	4/19/16	TRUCHON, DANA	258	SHAGBARK DR	1360-H-12	\$3,100.00	FENCE		\$30.00
16-042	4/20/16	DAN RYAN BUILDERS	892	ASHLEY RD.	1510-D-72	\$301,500.00	SINGLE FAMILY		\$923.40
16-043	4/21/16		429	WEST STARZ RD	1510-H-325	\$6,975.00	Deck for Pool		\$55.00
16-044	4/22/16	NAPOLITANO, Tony	72	MCINTYRE RD	1507-D-248	\$800.00	SHED		\$20.00
16-045	4/22/16	ALLISON PARK CONTRACTING	4383	GIBSONIA RD	1508-P-126	\$30,000.00		WAREHOUSE	\$165.00
16-046	4/22/16	SHAGINAW, Frank	72	EAST UNION RD	1511-K-91	\$600.00	Grading		\$50.00
16-047	4/22/16	SHAGINAW, FRANK	72	EAST UNION RD	1511-K-91	\$25,000.00	GARAGE		\$140.00

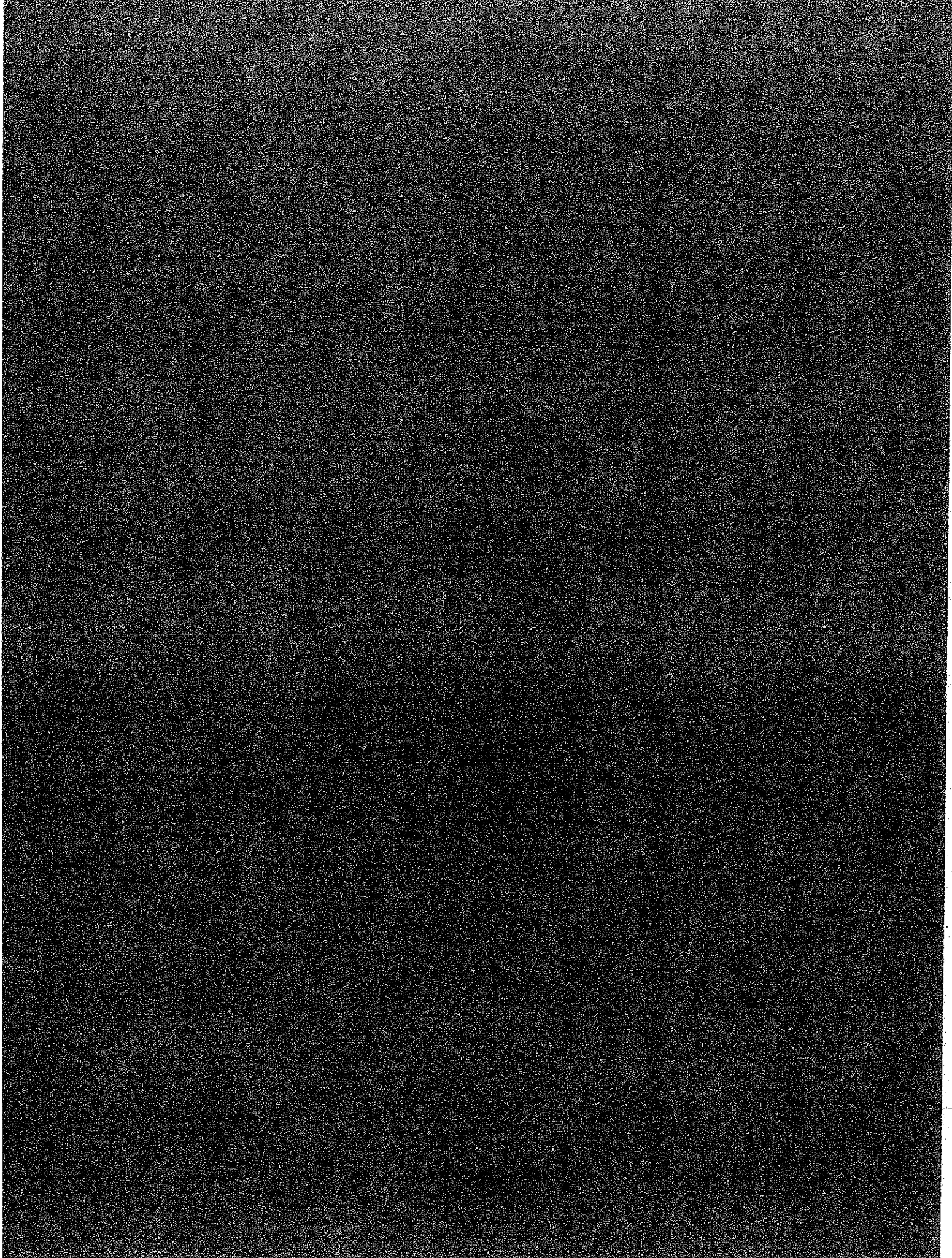
Improvement Cost ....

\$558,274.00

Total Permit Fee ....

\$2,183.20





**REPORT FROM THE PARKS & RECREATION BOARD**

MRS. JORDAN.....

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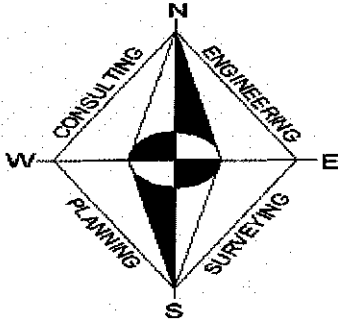
**ENGINEER'S REPORT**

ATTACHED IS THE ENGINEER'S REPORT SUBMITTED BY SHOUP  
ENGINEERING, INC.

MR. SHOUP.....

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**SHOUP ENGINEERING Inc.**

**ENGINEERS-PLANNERS-SURVEYORS**

329 SUMMERFIELD DRIVE  
BADEN, PENNSYLVANIA 15005

(724)869-9560  
FAX (724)869-7434  
shoupeng@comcast.net

**APRIL 2016 ENGINEER'S REPORT  
WEST DEER TOWNSHIP**

**VIA EMAIL**

Prepared May 12, 2016

**1. MEETING ATTENDANCE**

Shoup Engineering attended and participated in the following meetings:

- Board of Supervisors Meeting - April 20, 2016
- Public Works Committee - April 18, 2016

**2. DEVELOPMENTS/PROJECTS**

Shoup Engineering has provided input into the following developments/projects:

- 2016 Road Improvement Project - Contracts with Liberoni, Inc. and Youngblood Paving have been executed for the hot mix and cold mix paving projects. Liberoni is scheduled to begin work on May 16, 2016.
- Curtisville Plan No. 1 Storm Sewer Project - Contracts for this project have been executed and Nacaratti Contracting began work on this project on March 1, 2016. Work is nearly complete on this project.

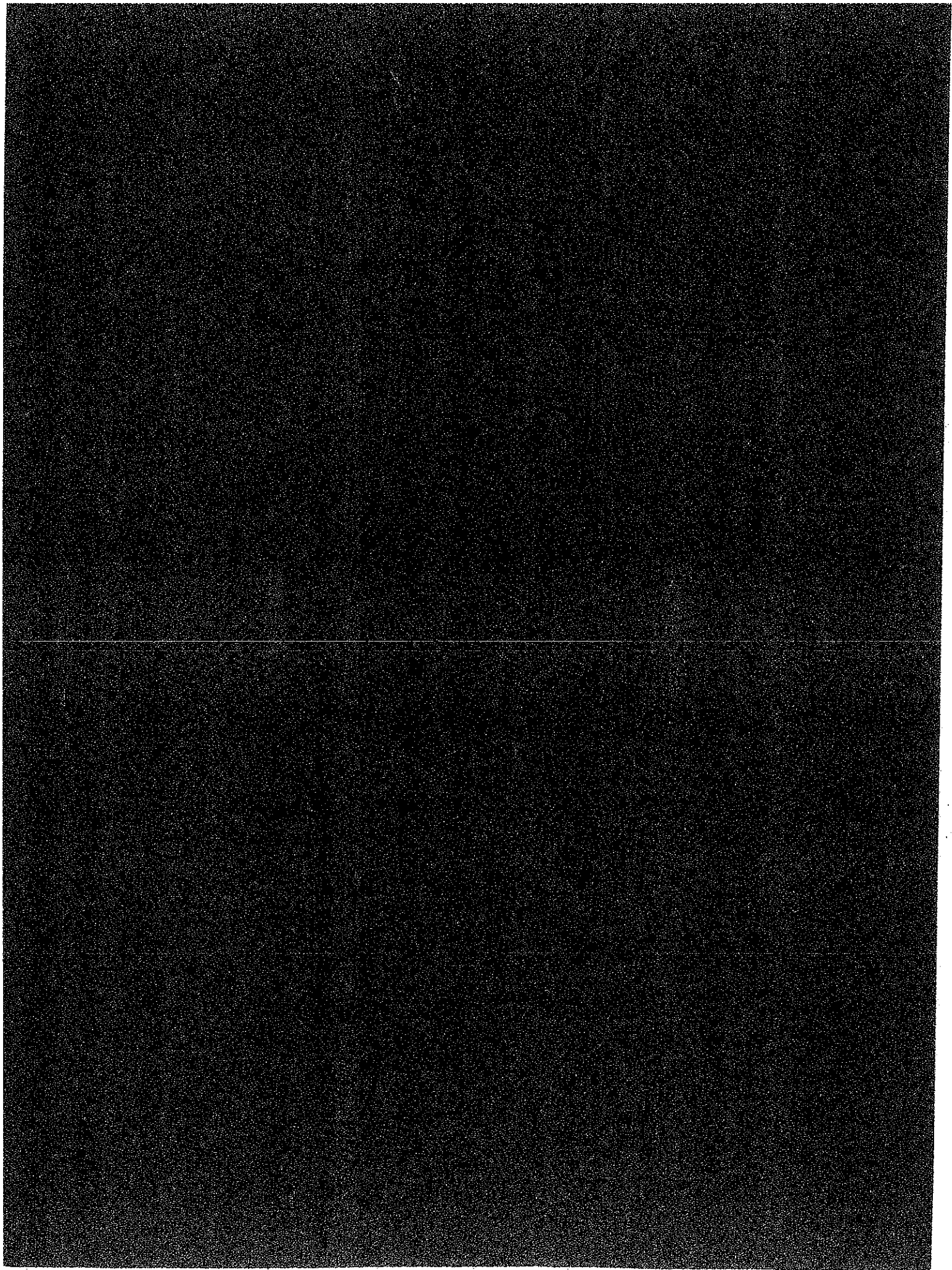
Development/Subdivision Reviews: The following subdivision and land development plan projects had been reviewed, and review letters were issued to the Township as noted:

- Bergonzi Plan of Lots - Preliminary and Final Subdivision reviews dated March 18, 2016, March 28, 2016 and April 13, 2016.

Respectfully Submitted,

**SHOUP ENGINEERING, INC.**

Scott A. Shoup, P.E.  
Township Engineer



**SHOFF FARMS STORMWATER MANAGEMENT AGREEMENT**

ATTACHED IS THE STORM WATER MANAGEMENT OPERATIONS AND MAINTENANCE AGREEMENT FOR SHOFF FARMS.

MR. SHOUP.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPROVE THE STORMWATER MANAGEMENT OPERATIONS AND MAINTENANCE AGREEMENT FOR SHOFF FARMS.

	MOTION	SECOND	AYES	NAYES
MR. GUERRE	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. FLORENTINE	___	___	___	___
MR. FLEMING	___	___	___	___

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**STORMWATER BEST MANAGEMENT PRACTICES  
OPERATIONS AND MAINTENANCE AGREEMENT**

THIS AGREEMENT, made and entered into this 13<sup>TH</sup> day of April, 2016, by and between RICHARD HOLDINGS LLC, (hereinafter the "Landowner"), and West Deer Township, Allegheny County, Pennsylvania, (hereinafter "Municipality");

**WITNESSETH**

**WHEREAS**, the Landowner is the owner of certain real property as recorded by deed in the land records of Allegheny County, Pennsylvania, Deed Book 15664 at Page 71, Block and Lot No. 1214-A-100, Parcel A in the Shoff Farms Plan of Lots as recorded in Plan Book Volume 284, Page 181 ), (hereinafter "Property").

**WHEREAS**, the Landowner is proceeding to build and develop the Property; and  
**WHEREAS**, the stormwater management BMP Operations and Maintenance Plan approved by the Municipality (hereinafter referred to as the "Plan") for the Property, provides for management of stormwater within the confines of the Property through the use of Best Management Practices (BMPs); and

**WHEREAS**, the Municipality and the Landowner, his successors and assigns, agree that the health, safety, and welfare of the residents of the Municipality and the protection and maintenance of water quality require that on-site stormwater BMPs be constructed and maintained on the Property; and

**WHEREAS**, for the purposed of this Agreement, the following definitions shall apply:

- BMP - "Best Management Practice;" activities, facilities, designs, measures or procedures used to manage stormwater impacts from land development, to protect and maintain water quality and groundwater recharge and to otherwise meet the purposes of the Municipal Stormwater Management Ordinance, including, but not limited to, infiltration trenches, seepage pits, filter strips, bioretention, wet (retention) ponds, permeable paving, rain gardens, grassed swales, forested buffers, sand filters and detention basins.
- Infiltration Trench - A BMP surface structure designed, constructed, and maintained for the purpose of providing infiltration or recharge of stormwater into the soil and/or groundwater aquifer,
- Seepage Pit - An underground BMP structure designed, constructed, and maintained for the purpose of providing infiltration or recharge of stormwater into the soil and/or groundwater aquifer,
- Bioretention (Rain Garden) - A BMP overlain with appropriate mulch and suitable vegetation designed, constructed, and maintained for the purpose of providing infiltration or recharge or stormwater into the soil and/or underground aquifer, and

**WHEREAS**, the Municipality requires, through the implementation of the Plan, that stormwater management BMPs as required by said plan and the Municipal Stormwater Management Ordinance be constructed and adequately operated and maintained by the Landowner, his successors and assigns.

**NOW, THEREAFTER**, in consideration of the foregoing and intending to be legally bound, the parties hereto agree as follows:

1. The BMPs shall be constructed by the Landowner in accordance with the plans and specifications identified in the SWM Plan.
2. The Landowner shall operate and maintain the BMPs, as shown on the Plan, in good working order acceptable to the Municipality, and in accordance with the specific maintenance requirements noted on the Plan and attached hereto, if any.
3. The Landowner agrees to inspect each BMP annually and after major storm events and correct any deficiencies noted during each inspection. The results of each inspection shall be provided to the Municipality upon request.
4. The Landowner hereby grants permission to the Municipality, its authorized agents and employees, to enter upon the property, at reasonable times and upon presentation of proper identification, to inspect the BMPs whenever it deems necessary. Whenever possible, the Municipality shall notify the Landowner prior to entering the property.
5. In the event that the Landowner fails to operate and maintain the BMPs, as shown on the Plan, in good working order acceptable to the Municipality, the Municipality or its representatives may enter upon the Property and take whatever action is deemed necessary to maintain said BMPs. This provision shall not be construed to allow the Municipality to erect any permanent structure on the land of the Landowner. It is expressed understood and agreed that the Municipality is under no obligation to maintain or repair said facilities, and in no event shall this Agreement be construed to impose any such obligation on the Municipality.
6. In the event that the Municipality, pursuant to this Agreement, performs work of any nature, or expends any funds in performance of said work for labor, use of equipment, supplies, materials, and the like, the Landowner shall reimburse the Municipality for all expenses incurred plus 10% for administrative overhead within 10 days of receipt of invoice from the Municipality.
7. The intent and purpose of this Agreement is to ensure the proper maintenance of the onsite BMPs by the Landowner; provided, however, that this Agreement shall not be deemed to create or effect any additional liability of any party for damage alleged to result from or be caused by stormwater runoff.
8. The Landowner, its executors, administrators, assigns, and other successors in interests, shall release the Municipality's employees and designated representatives from all damages, accidents, causalities, occurrences or claims which might arise or be asserted against said employees and representatives from

the construction, presence, existence, or maintenance of the BMPs by the Landowner or the Municipality. In the event that a claim is asserted against the Municipality, its designated representatives or employees, the Municipality shall promptly notify the Landowner and the Landowner shall defend, at his own expense, any suit based on the claim. If any judgement or claims against the Municipality's employees or designated representatives shall be allowed, the Landowner shall pay all costs and expenses regarding said judgement or claim.

9. This Agreement shall be recorded at the Office of the Recorder of Deeds of Allegheny County, Pennsylvania, and shall constitute a covenant running with the Property and/or equitable servitude, and shall be binding on the Landowner, his administrators, executors, assigns, heirs and any other successors in interests, in perpetuity.

## **VIII. STORMWATER BMP FACILITY OPERATION AND MAINTENANCE PROGRAM**

The proposed stormwater management facilities are designed to operate passively for controlling stormwater runoff from the site. However, in order to ensure that these facilities operate effectively and as intended during wet weather periods, some routine inspection and maintenance is required.

This O&M program applies to the following stormwater facilities:

1. Stormwater detention pond and outfall
2. Stormwater detention pipe and outfall
3. Stormwater infiltration beds
3. Storm collection system to the stormwater facilities

No alterations or modifications of any of the above stormwater facilities shall be conducted by the owner without prior written approval by West Deer Township.

The proposed stormwater detention facilities, collection system and all related appurtenances are to be owned, constructed, operated and maintained by:

Richland Holdings, LLC, 1426 Pittsburgh Road, Valencia, PA 16059

These facilities shall remain under the above party's ownership unless conveyed to other parties under recorded deed or other legal instrument. All obligations regarding operation, maintenance or repair of these facilities shall be the responsibility of the current owner.

In the event that the current owner fails to properly operate and maintain the stormwater facilities, West Deer Township shall have the legal ability to take corrective measures to correct any impairments to the stormwater facility and collection. The Township shall seek compensation for any and all expenses it has incurred in undertaking these corrective measures.

The stormwater detention facilities and their outlet structures shall be inspected at a minimum of twice per year and after every heavy rain event for signs of structural distress and to maintain the facilities free of debris and sediments. Any debris and sediments found in the outlet structures shall be promptly removed and properly disposed. Sediments accumulated on the bottom of the stormwater facilities shall be removed from the facilities whenever these sediments reach a depth that interferes or obstructs the low-flow orifice of the principle spillway outlet structure. These sediments shall be properly disposed without risk of erosion and contamination of surface waters.

Any eroded areas in the stormwater pond and its embankments, particularly the upstream and downstream faces of the dam embankment, shall be promptly repaired and stabilized. The dam embankment shall be kept free of any trees and other woody vegetation as well as animal burrows that may lead to destabilization of the compacted fill in the embankment. The stormwater pond shall be mowed at a minimum of twice per year. The dam embankment shall be inspected for signs of erosion, settlement, slumping, seepage, piping, ground-dwelling animal burrows or other signs that may indicate the compromise of the embankment's structural integrity.

No dumping of any yard waste, tree and bush trimmings, grass clippings, leaves, litter, junk, garbage or any other debris is allowed within the stormwater facilities and storm collection system. Any dumped material shall be removed from the stormwater facilities as soon as practicably possible and properly disposed.

Vegetation within the stormwater detention pond shall be maintained at a proper density so that the structures do not become too overgrown or devoid of vegetation. Dead vegetation shall be removed from these structures and replaced in kind as needed.

The pond outfall shall be inspected for signs of scour and erosion as well as kept clear of debris, excessive vegetative overgrowth, litter, sediment and any other material. Any evidence of such shall be repaired in a timely manner.

The detention pond and detention pipe principal spillway outlet structures shall be checked for signs of settlement, shifting, cracking, watertightness of joints, debris accumulation, corrosion, or any other signs of loss of physical integrity.

The underground stormwater infiltration beds and storm drain conveyance system shall be inspected at a minimum of twice per year and after every heavy rain event for signs of poor drainage such as standing water as evident in the inspection port, wet or marshy ground on the ground surface above the bed or stone washouts at the outfall from the bed. These may indicate the migration of soil fines into the stone bed, failure of the conveyance pipe to the bed, and/or the failure of the geotextile fabric lining the bed. Any failures shall be repaired as soon as practicable.

No trees or other vegetation with woody roots that might penetrate and tear the geotextile liner shall be planted or allowed to grow overtop or adjacent to the underground infiltration bed.



ATTEST:

WITNESS the following signatures and seals:

(SEAL)

For the Municipality:

ATTEST:

\_\_\_\_\_ (City, Borough, Township)

County of \_\_\_\_\_, Pennsylvania

I, \_\_\_\_\_, a Notary Public in and for the County and State aforesaid, whose commission expires on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_, do hereby certify that \_\_\_\_\_ whose name(s) is/are signed to the foregoing Agreement bearing the date of the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_, has acknowledged the same before me in my said County and State.

GIVEN UNDER MY HAND THIS \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_.

NOTARY PUBLIC

(SEAL)

(SEAL)

For the Landowner:

*Jeff A. Martin*

ATTEST:

MIDDLESEX TOWNSHIP (City, Borough, Township)

County of BUTLER, Pennsylvania

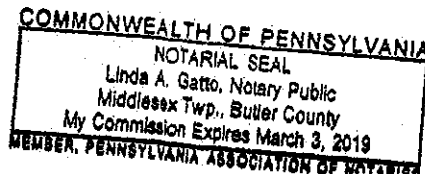
I, LINDA GATTO, a Notary Public in and for the County and State aforesaid, whose commission expires on the 3<sup>rd</sup> day of March 2019, 20 \_\_, do hereby certify that JEFF A. MARTIN whose name(s) is/are signed to the foregoing Agreement bearing the date of the 13<sup>th</sup> day of April, 20 16, has acknowledged the same before me in my said County and State.

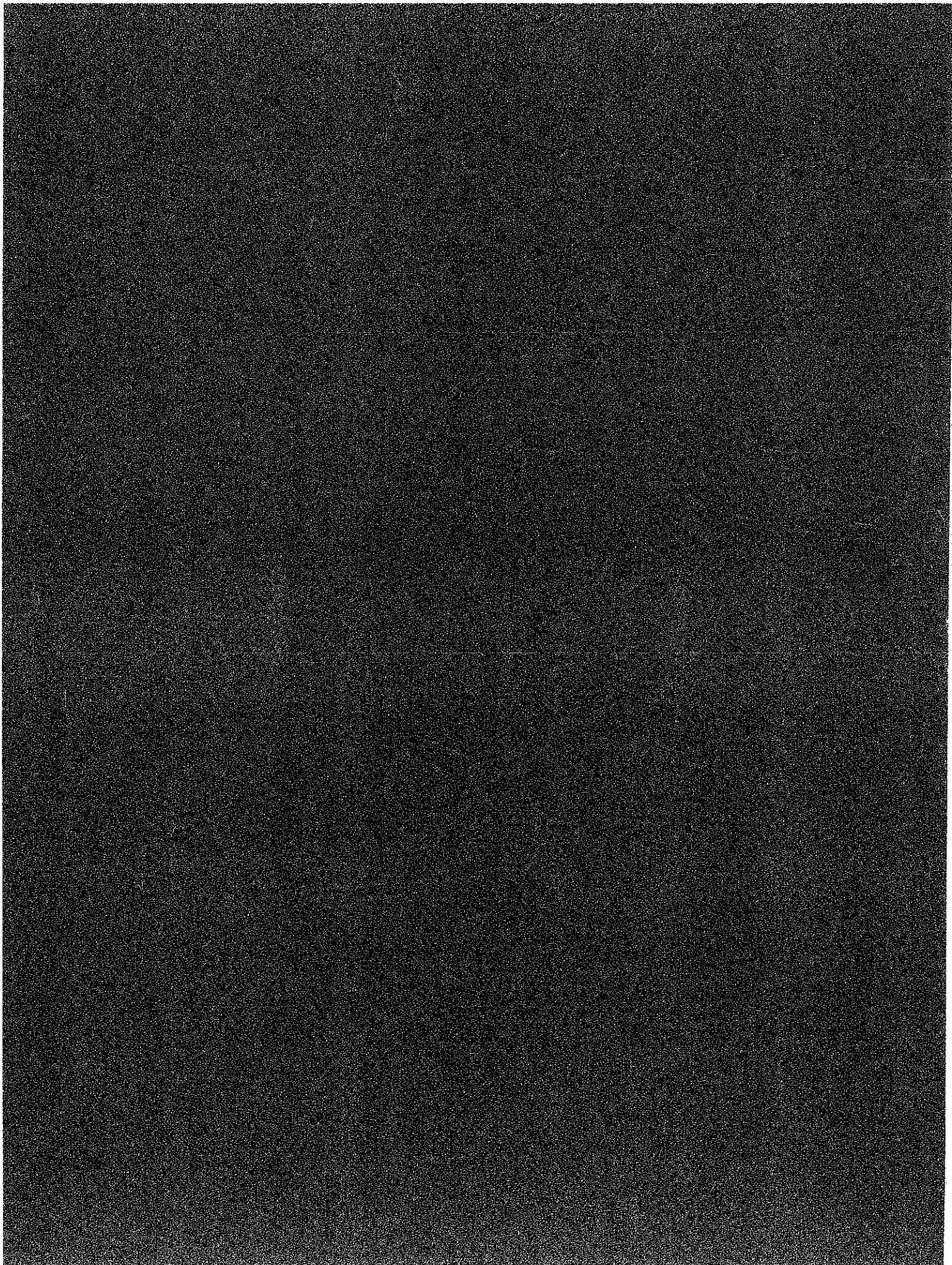
GIVEN UNDER MY HAND THIS 13<sup>th</sup> day of April, 2016.

*Linda A. Gatto*

NOTARY PUBLIC

(SEAL)





**GUIDERAIL PROJECT**

THE FOLLOWING QUOTES WERE RECEIVED FOR THE GUIDERAIL PROJECT TO FURNISH & INSTALL GUIDERAILS ON SHEPARD ROAD AND MARTIN ROAD. (QUOTES ATTACHED).

<u>BIDDERS:</u>	<u>TOTAL:</u>
1) FENCE BY MAINTENANCE SERVICE	\$ 9,852.00
2) ALLEGHENY FENCE CONST. CO., INC.	\$14,724.00
3) PENN LINE SERVICE, INC.	\$27,025.00

MR. SHOUP.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE GUIDERAIL PROJECT TO FENCE BY MAINTENANCE SERVICE IN THE AMOUNT OF \$9,852.00 FOR SHEPARD ROAD AND MARTIN ROAD.

	MOTION	SECOND	AYES	NAYES
MR. VAEREWYCK	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. FLORENTINE	___	___	___	___
MR. GUERRE	___	___	___	___
MR. FLEMING	___	___	___	___

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FMS

# FENCE Maintenance Service



10384 PERRY HIGHWAY • WEXFORD, PENNSYLVANIA 15090

412-931-4404  
PITTSBURGH

724-935-3021  
WEXFORD

724-285-8780  
BUTLER

724-776-3400  
CRANBERRY

FAX: 724-935-9311  
www.fencebyfms.com

Email: FenceByFMS@Consolidated.net

NAME	West Deer Twp		DATE	4-19-16
STREET	Att Scott / John		PHONE (Home)	724-816-6511 (Work)
CITY, STATE AND ZIP CODE	724-869-9560		(Other)	FAX 724-869-7434

INSTALL 337'6" OF PENN DOT G/R ON 12'6" CENTERS WITH 4"X6"X6' POST W BERM RAIL ALL GALVANIZED AT 10.60 PER FOOT ON SHEEPERS ROAD 8944.50

INSTALL 50' OF G/R SAME AS ABOVE WITH 2' RADIUS SECTION AT 13.35 PER FOOT ON MARTIN Rd. 667.50

INSTALL 4- WARP AROUND ENDS AT 60.00 EACH 240.00

TOTAL 9852.00

Price Good thru 2nd QUARTER ONLY

We Propose hereby to furnish material and labor-complete in accordance with above specifications, for the sum of:

9852.00 dollars (\$)

ABOVE PRICES ARE GOOD FOR 30 DAYS UNLESS OTHERWISE NOTED. FENCE BY MAINTENANCE SERVICE (FMS) AGREES TO GUARANTEE WORKMANSHIP FOR TWO (2) YEARS FROM DATE OF PURCHASE. PRICES QUOTED ASSUMES NORMAL DIGGING CONDITIONS, WHICH DOES NOT INCLUDE USE OF JACK HAMMER. IF JACK HAMMER IS REQUIRED TO COMPLETE JOB, EXTRA COST WILL BE INCLUDED IN THE FINAL INVOICE. CUSTOMER IS LIABLE TO CHECK ALL LOCAL ORDINANCES AND ACQUIRE ALL PERMITS. FMS WILL CALL PA-ONE CALL TO CHECK PUBLIC UTILITIES. OWNER IS TO MARK WITH PAINT ALL UNDERGROUND DRAINS, PIPES, GASLINES, POOL LINES, SPRINKLER LINES, ETC. ON THEIR PROPERTY. IF LINES ARE DAMAGED AND HAVE NOT BEEN MARKED, OWNER ASSUMES ALL COST TO REPAIR ANY DAMAGE. OWNER IS TO LAY OUT AND MARK ALL PROPERTY LINES. FMS CAN ASSIST BUT UNDER NO CIRCUMSTANCES CAN FMS BE HELD LIABLE IF WRONG. FMS RECOMMENDS OWNER OBTAIN A SURVEY IF NOT SURE OF PROPERTY LINES. OWNER TO CLEAR FENCE LINES OF ALL OBSTRUCTIONS. OWNER IS TO SUPPLY AREA FOR ALL EXTRA DIRT TO BE SPREAD. IF DIRT NEEDS TO BE REMOVED FROM SITE, EXTRA COST WILL NEED TO BE QUOTED. THE NATURAL CHARACTERISTICS OF WOOD PRODUCTS TO BOW, TWIST, WARP, CHECK SPLIT OR SHRINK ARE NOT COVERED UNDER THE ABOVE WARRANTY. FINAL BILL IS BASED UPON ACTUAL AMOUNT OF FENCE INSTALLED, PLUS OR MINUS. PARTIAL BILL MAY BE BILLED IF WORK IS STOPPED OR DELAYED. 1 1/2% FINANCE CHARGE PER MONTH ON PAST DUE ACCOUNTS. FENCE REMAINS PROPERTY OF FMS UNTIL PAID IN FULL. PROJECT MAY NOT BE SCHEDULED UNTIL DOWN PAYMENT AND SIGNED CONTRACT HAS BEEN RECEIVED. ALL WORK TO BE DONE ACCORDING TO STANDARD PRACTICES. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS, OR DELAYS BEYOND OUR CONTROL.

PAYMENT TO BE MADE AS FOLLOWS:

AUTHORIZED SIGNATURE

SIGNATURE

Acceptance of Proposal: THE ABOVE PRICE, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT MADE AS OUTLINED ABOVE.

DATE OF ACCEPTANCE

3% Service Charge Added for Credit Card Purchases.

PA HOME IMPROVEMENT REGISTRATION #PA049364

# ALLEGHENY FENCE CONST. CO., INC.

4301 IRVINE STREET  
412-421-6005

PITTSBURGH, PA 15207  
FAX 412-421-1734

DATE: April 7, 2016

SITE: West Deer Township

Guide Rail

TO: Shoup Engineering, Inc.  
329 Summerfield Drive  
Baden, Pa. 15005  
ATTN: Scott A. Shoup, P.E.

**PROPOSAL:** We are pleased to submit our estimate on the following at the above location.

QUANTITIES:

Furnish and install: 900' L.F. of galvanized guide rail.

SPECS:

4" x 6" posts mechanically driven into ground on 12'6" spacing of posts.  
12 gauge galvanized elements weighing 96 lbs. attached directly to posts.  
Flared wings at all terminal sections - total 4 required.  
Includes 8 5/8" x 1 1/4" splice nuts and bolts.

TOTAL LABOR AND MATERIALS:

A. Per Lineal Foot of Guide Rail:	\$ 15.96 L.F.
B. Per Each Flared End:	\$ 90.00 each

TOTAL PRICE:

A. 900'L.F. x \$ 15.96	=	\$ 14,364.00
B. 4 each x \$ 90.00	=	\$ 360.00

TOTAL PRICE: { 900' of guide rail with 6 ends } \$ 14,724.00

NOTE: Price based on one mobilization.

NOTE: Price based on posts being able to be mechanically driven into ground.

Price does not include patching any small cracks in asphalt that may arise from pounding of posts.

EXCLUDES: Traffic control. Flagmen. Removal.

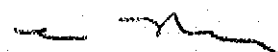
Customers responsibility to clear and show fence line, locate underground utilities and obtain permits.

**LABOR GUARANTEE:** 1 year.

**TERMS:** net 30 days. Per next page terms and conditions.

**DELIVERY:** As required by owner. Pa. Contractors License No. 031722.

Sincerely,

  
Craig Nayhouse

ACCEPTED: \_\_\_\_\_  
DATE: \_\_\_\_\_

# QUOTATION

## PENN LINE SERVICE, INC.

300 Scottdale Avenue  
P. O. Box 462  
Scottdale, Pennsylvania 15683-0462  
Voice - 724-887-9110 FAX - 724-887-0545

TO: QUOTATION Allegheny Co., Pa  
Letting of April 27, 2016  
Contract # West Deer Township

ITEM OR DESCRIPTION	QUANTITY	UNIT PRICE
<b>GUIDERAIL</b>		
Terminal Section (Single)	4.000 EA	\$100.00 EA
Type 2S Guiderail, 12'6" C-C, No Blocks	887.500 LF	\$30.00 LF
*		
**		
		----- 27,025.00

UNIT PRICES INCLUDE 2 EA MOBILIZATIONS

ANY UTILITY NOT LOCATED BY PA ONE CALL TO BE LOCATED BY OTHERS

ABOVE PRICES EXCLUDE ASPHALT OR CONCRETE PATCHING, SEALING, REPAIR AND/OR REPLACEMENT.

ABOVE PRICES DO NOT INCLUDE MAINTENANCE & PROTECTION OF TRAFFIC.

ABOVE PRICES EXCLUDE ASPHALT OR CONCRETE PATCHING, SEALING, REPAIR AND/OR REPLACEMENT.

ABOVE PRICES ARE BASED ON PERFORMING WORK AS 1 COMPLETE PACKAGE, INCLUDING ALL CATEGORIES OF WORK.

PARTIAL PACKAGE ITEMS WILL BE ACCEPTED, BUT WE RESERVE THE RIGHT TO ADJUST OUR PRICING SHOULD THIS BE REQUIRED

FINAL PROJECT QUANTITIES MUST BE SUBMITTED FOR PENN LINE APPROVAL PRIOR TO ACCEPTANCE BY OWNER.

TERMS: WITHIN 10 DAYS FROM RECEIPT OF PAYMENT BY OWNER.

1% PER MONTH SERVICE CHARGE ON UNPAID BALANCE AFTER 10 DAYS.

Compl. Date

THE ABOVE PRICES ARE VALID ONLY IF ACCEPTED ON

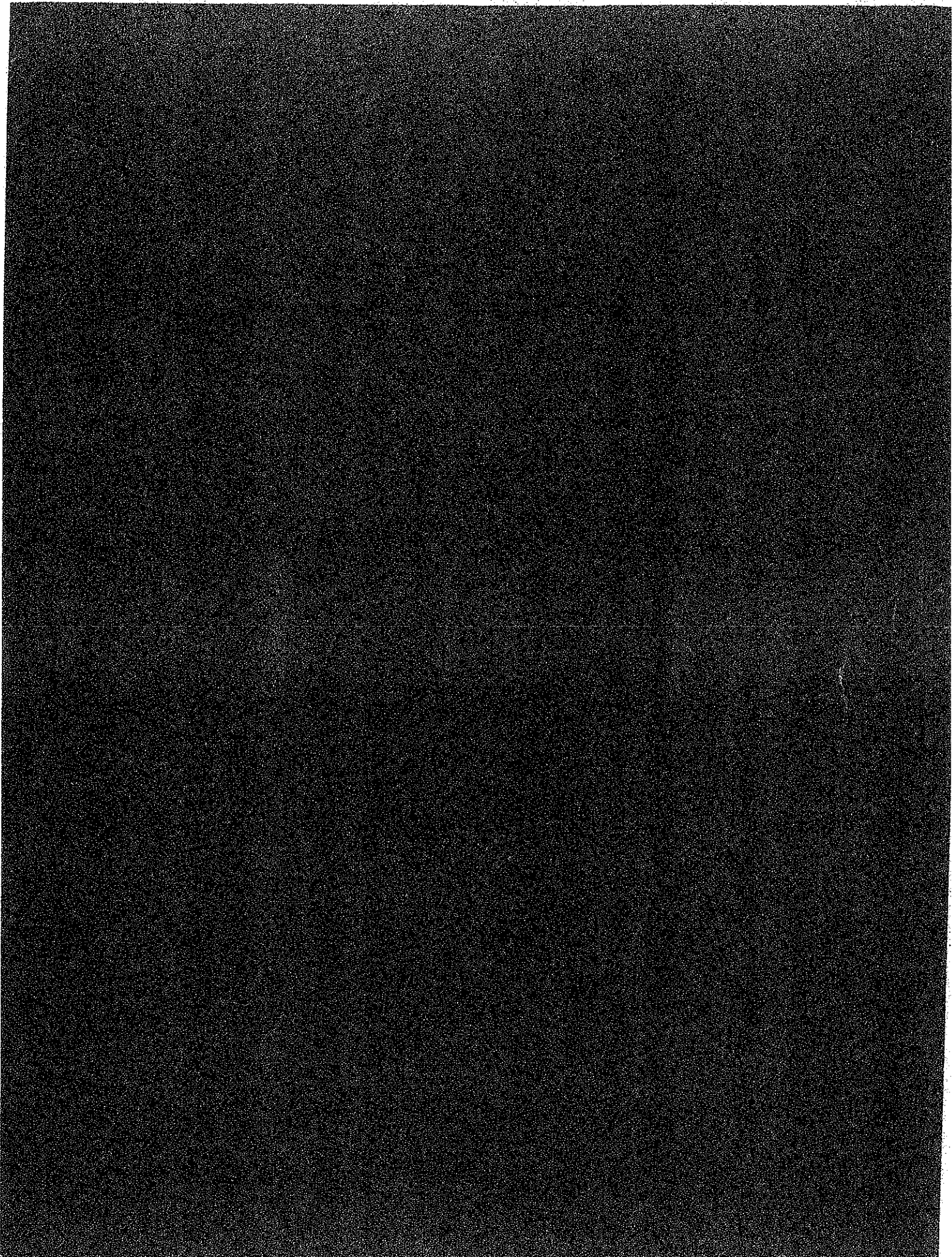
OR BEFORE May 27, 2016

Date Submitted April 27, 2016

PENN LINE SERVICE, INC.

**Ron Hill / Ryan Cramer**





**PUBLIC WORKS: ZERO TURN MOWER**

THE FOLLOWING QUOTES WERE RECEIVED FOR THE HUSTLER SUPER Z MOWER – MODEL #934968. PRICES ARE UNDER PA STATE CONTRACT.

<u>BIDDERS:</u>	<u>TOTAL:</u>
1) VETTORI LP	\$11,332.52
2) ULTIMATE RENTAL AND SALES, LLC	\$11,332.52
3) BILL'S SMALL ENGINE SERVICE	\$12,200.00

MR. MATOR.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO PURCHASE THE HUSTLER SUPER Z MOWER FROM VETTORI, LP IN THE AMOUNT OF \$11,332.52.

	MOTION	SECOND	AYES	NAYES
MRS. HOLLIBAUGH	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. FLORENTINE	___	___	___	___
MR. GUERRE	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MR. FLEMING	___	___	___	___

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**Vettori LP**  
 228 Pittsburgh Street  
 Saxonburg, PA 16056  
 USA

# QUOTATION

Quote Number: 232  
 Quote Date: Apr 29, 2016  
 Page: 1

Voice: 724-352-9269  
 Fax: 724-352-9155

West Deer Township\*  
 109 East Union Road  
 Cheswick, PA 15024  
 USA

Account	Due Date	Net Due
westd	5/29/16	

Qty	Part Number	Description	Unit Price	Total Price
1.00	eh934968	Hustler Super Z HD, 36 HP Vanguard, 72" VX4 Deck, Grammer Seat w/ROPS & Seatbelt	15,524.00	15,524.00
1.00		Less PA State Contract Discount *PO must be made to: Hustler Turf Equipment, 200 South Ridge Road, Hesston, KS 67062* *To be setup & delivered through Vettori's*	4,191.48	-4,191.48
<b>Subtotal</b>				<b>11,332.52</b>
<b>Sales Tax</b>				

# Ultimate Rental and Sales LLC

637 East Main Street  
Grove City, PA 16127

724-432-4332 phone  
724-432-0183 fax



Status: Quote

Quote #: 4610

Created To Date: Wed 6/1/2016 9:00AM

Operator: SHAWN ELDER

Customer: 8707

WEST DEER TOWNSHIP

PA 16053

Grove City, PA 16127

Qty	Key	Part No	Part	Status	Each	Price
1	NOTE-SALE	934966	HUSTLER SUPER Z HD 72"	Selling	\$11,332.62	\$11,332.62

ATTN: JOHN

Quote valid for 30 days.

## RENTAL CONTRACT

Rental:	\$0.00
Damage Waiver:	\$0.00
Sales:	\$11,332.62
Delivery Charge:	\$0.00
Misc. Charges:	\$0.00
<b>Subtotal:</b>	<b>\$11,332.62</b>
Sales Tax:	\$0.00
<b>TOTAL:</b>	<b>\$11,332.62</b>
PAID:	\$0.00
<b>AMOUNT DUE:</b>	<b>\$11,332.62</b>

SIGNATURE:

WEST DEER TOWNSHIP

1562 WASHINGTON ROAD  
APOLLO, PA 15613  
PHONE: 724-339-0150  
FAX: 724-339-7890



# Fax

<b>To:</b> JOHN	<b>From:</b> JAN
<b>Fax:</b> 724-265-2228	<b>Pages:</b> 1 INCLUDING COVER
<b>Phone:</b>	<b>Date:</b> April 28, 2016
<b>Re:</b> HUSTLER SUPER Z/HYPER DRIVE cc:	

Urgent     For Review     Please Comment     Please Reply     Please Recycle

Comments: *John- Please call me so I know*

HI JOHN!!! *you got the right price -*

MODEL 934968 SUPER Z WITH HYPERDRIVE

**VANGUARD BIG BLOCK (36hp) 72" DECK WITH A GRAMER SUSPENSION SEAT WITH ISOLATORS**

HERE IS A PRICE FOR YOU ON THE HUSTLER SUPER Z WITH HYPER DRIVE, 72" DECK, IS \$12,200.00. WE DON'T CHARGE FOR SET-UP OR DELIVERY (WITHIN A REASONABLE DISTANCE)! WHEN WE DELIVER YOUR NEW ZERO TURN, WE SHOW HOW TO OPERATE THE MACHINE CORRECTLY. WE ALSO FILL OUT YOUR BOOKS (MOWER AND ENGINE) SO YOU CAN FIND WHAT YOU NEED QUICKLY! I WILL REGISTER YOUR MACHINE AFTER YOU HAVE RECEIVED IT FOR WARRANTY PURPOSES AND ALSO KEEP A CARD WITH THOSE NUMBERS HERE AT OUR SHOP SO IF YOU NEED SOMETHING AND CAN'T OR DON'T HAVE YOUR BOOKS WITH YOU, WE CAN STILL LOOK-UP WHATEVER YOU NEED!

THANK YOU SO MUCH FOR THE INQUIRY!!

JAN SCARTON  
OFFICE/PARTS MANAGER

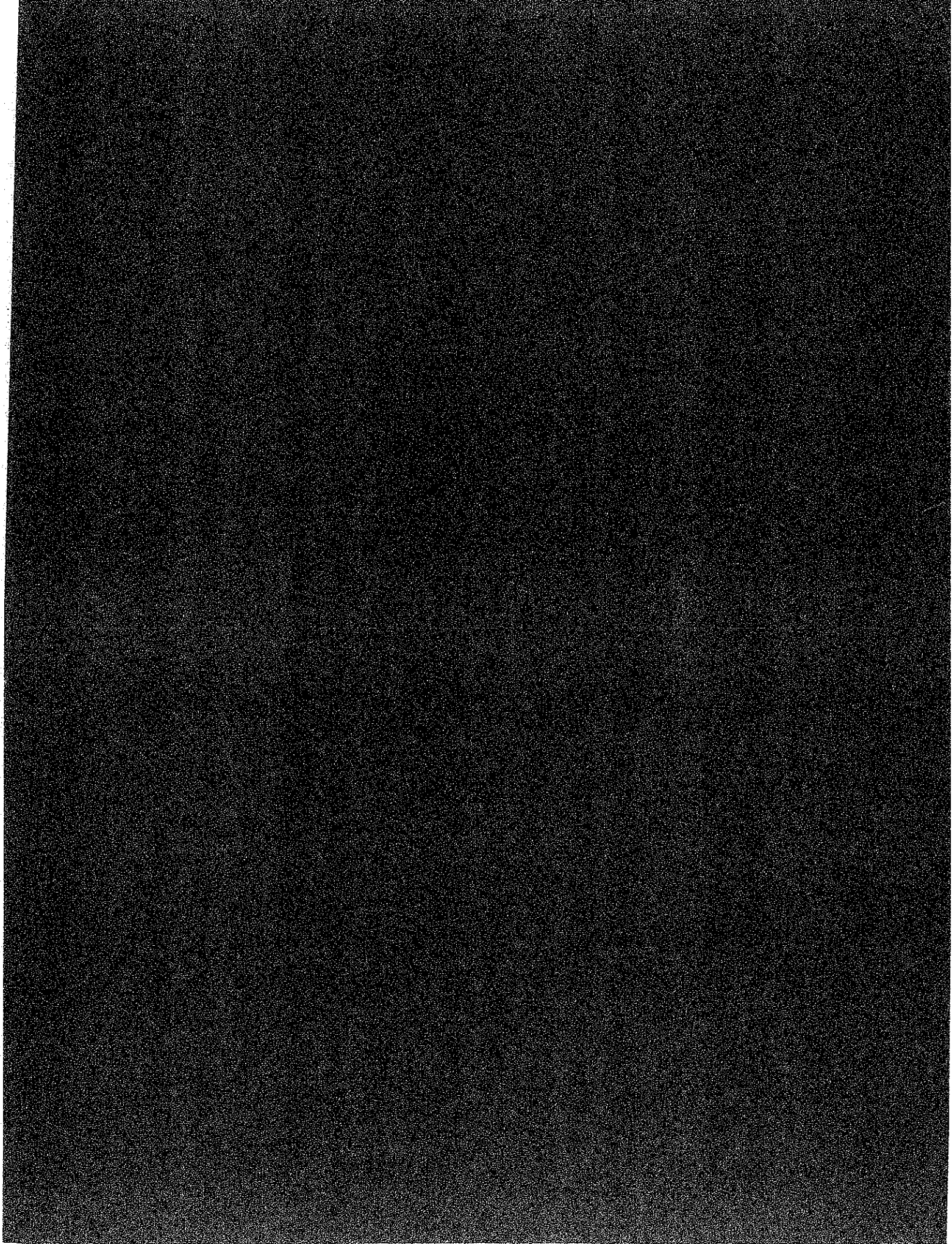
P.S. EVERY YEAR AFTER YOUR PURCHASE YOU WILL RECEIVE A LETTER OFFERING FREE PICK-UP AND DELIVERY BETWEEN NOVEMBER 1<sup>ST</sup> THRU MARCH 15<sup>TH</sup> IF YOU WOULD LIKE TO HAVE THE MACHINE SERVICED, THERE IS STILL A CHARGE FOR THE SERVICE LABOR AND PARTS.

BILL'S SMALL ENGINE SERVICE

724-339-0150

1582 WASHINGTON ROAD

APOLLO PA 15613



**HIRE SEASONAL PARKS LABORER**

THE TOWNSHIP ADVERTISED AND ACCEPTED APPLICATIONS FOR ONE SEASONAL PARKS LABORER POSITION.

THREE INTERVIEWS WERE HELD ON MONDAY, MAY 9, 2016 BY THE TOWNSHIP MANAGER.

BASED UPON THE INTERVIEWS, MR. MATOR RECOMMENDS RESIDENT BRANDON PHILISTINE BE HIRED FOR THE POSITION.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO HIRE BRANDON PHILISTINE AS A SEASONAL PARKS LABORER FOR THE TOWNSHIP AT A RATE OF \$10.00/HOUR.

	MOTION	SECOND	AYES	NAYES
DR. DISANTI	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. FLORENTINE	___	___	___	___
MR. GUERRE	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MR. FLEMING	___	___	___	___

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**POLICE DEPARTMENT: NASAL NALOXONE (NARCAN) USE AND TRAINING**

(SEE ATTACHMENT)

NARCAN NASAL SPRAY IS USED TO TREAT AN OPIOID OVERDOSE IN AN EMERGENCY SITUATION. EXAMPLES OF OPIOIDS INCLUDE:

Heroin, Morphine, OxyContin, Methadone, and Vicodin

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPROVE THE RECOMMENDATION OF CHIEF JONATHAN LAPE TO IMPLEMENT NASAL NALOXONE (NARCAN) USE AND TRAINING IN THE POLICE DEPARTMENT.

	MOTION	SECOND	AYES	NAYES
MRS. ROMIG	___	___	___	___
MR. FLORENTINE	___	___	___	___
MR. GUERRE	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
DR. DISANTI	___	___	___	___
MR. FLEMING	___	___	___	___

# ***West Deer Twp. Police***

# **MEMO**

**To:** Daniel Mator, Township Manager and Cathy Sopko, Administrative Assistant  
**From:** Jonathan D. Lape Chief of Police  
**Subject:** Nasal Naloxone (Narcan)  
**Date:** May 11, 2016

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Please pass this information onto the Board of Supervisors:

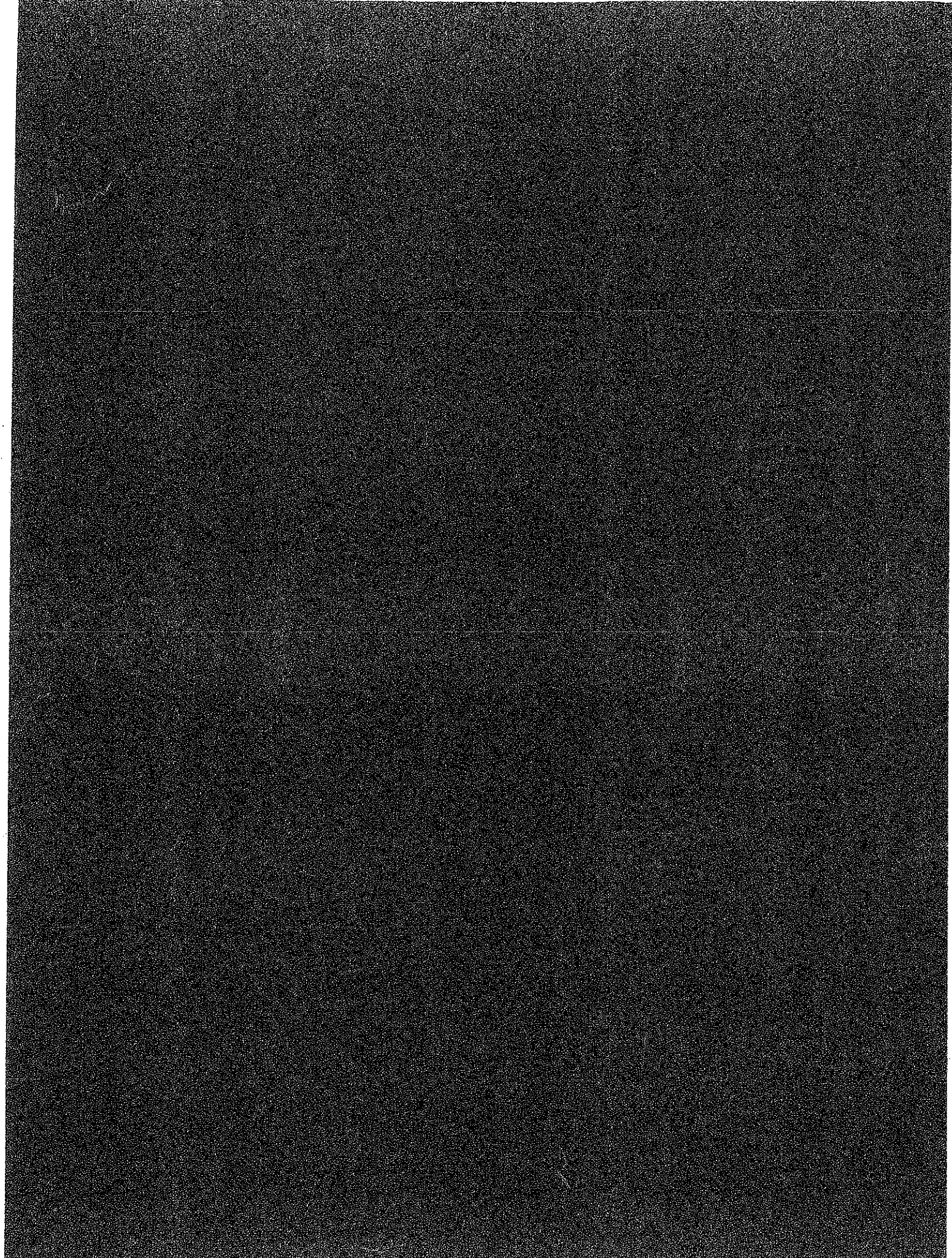
What is Nasal Naloxone (Narcan)? Narcan Nasal Spray contains naloxone hydrochloride. Naloxone blocks or reverses the effects of opioid medication, including extreme drowsiness, slowed breathing, or loss of consciousness. Narcan Nasal Spray is used to treat an opioid overdose in an emergency situation.

Examples of opioids: Heroin, Morphine, Oxycodone (OxyContin), Methadone, Hydrocodone (Vicodin), Codeine, and other prescription pain medication.

The department will be trained by UPMC Prehospital Staff at the end of May. The treatment falls under the Good Samaritan act the same as CPR does. A policy is being prepared for the use of the Nasal Naloxone Spray.

The department will be issued five kits at no cost by UPMC. If a kit is used we will receive a replacement from West Deer EMS and the cost of the kit will be placed on the patient's bill by the hospital and a replacement will be given to West Deer EMS.





# Memorial Day Services West Deer, East Deer, and Indiana Townships



**Monday, May 30, 2016**

- 8:30 a.m.....Bairdford Memorial  
9:00 a.m.....West Deer Township Memorial  
9:30 a.m.....Rural Ridge Volunteer Fire Dept.  
10:15 a.m.....East Deer Township Memorial  
11:00 a.m.....Indiana Township Memorial  
11:45a.m.....Lakewood Memorial Gardens  
12:30 p.m.....West Deer William Fish  
American Legion Post 593

During the 12:30 p.m. service at the West Deer – William Fish American Legion Post 593, members will be presenting two Karen Bizyak Scholarships in the amount of \$500 each. Also a \$250 Jimmy Switalski Military Award will be presented to a person entering a branch of the Armed Forces. There will be a luncheon served after the ceremony at the Legion Post. All are invited to attend.

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## **COMMITTEE REPORTS**

### **Engineering & Public Works Committee**

Chairman – Mr. Florentine

### **Financial, Legal & Human Resources Committee**

Chairman – Dr. DiSanti

### **EMS Oversight Committee**

Chairman – Mr. Vaerewyck

**OLD BUSINESS**

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**NEW BUSINESS**

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## **SET AGENDA / Regular Business Meeting**

June 15, 2016

6:00 p.m. – Executive Session

6:30 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. 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. MS4 Memorandum of Understanding
14. Nike Site Earthwork
15. Nike Site Paving
16. Nike Site Handicap/Walking Trail
17. Old Business
18. New Business
19. Set Agenda/July 20, 2016
20. Comments from the Public
21. Adjournment

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**COMMENTS FROM THE PUBLIC**

THE BOARD WILL HEAR COMMENT ON AGENDA AND PUBLIC-RELATED ITEMS AT THIS TIME. PLEASE APPROACH THE MICROPHONE, CLEARLY STATE YOUR NAME AND ADDRESS, AND LIMIT YOUR COMMENTS TO FIVE (5) MINUTES.

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**ADJOURNMENT**

I MOVE TO ADJOURN AT \_\_\_\_\_ P.M.

	MOTION	SECOND	AYES	NAYES
MRS. ROMIG	___	___	___	___
MR. GUERRE	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
DR. DISANTI	___	___	___	___
MR. FLORENTINE	___	___	___	___
MR. FLEMING	___	___	___	___

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