

WEST DEER TOWNSHIP SUPERVISORS MEETING



February 15, 2017

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
February 15, 2017

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
9. Police Chief's Report
10. Building Inspector/Code Enforcement Officer's Report
11. Report from the Parks and Recreation Board
12. Engineer's Report
13. Adoption of Ordinance No. 416: Tax Collector Salary
14. Advertisment of Ordinance No. 417 – Advertising and Bidding Ordinance
15. Senior Citizen Wall Repair
16. Appointment: Full-Time Police Officer
17. Financing: Police SUV
18. Purchase and Financing: Public Works Pickup Truck w/Snowplow
19. Purchase: Public Works Mack Truck Snowplows
20. Purchase and Financing: Public Works Front Loader
21. Advertisement: 2017 Road Program
22. Advertisement: Nike Site Silo Shoring
23. Discussion: Municipal/School Complex
24. Committee Reports
25. Old Business
26. New Business
27. Set Agenda: March 15, 2017
28. Comments from the Public
29. Adjournment

1 Call to Order

2 Pledge of Allegiance

3 Roll Call - Mr. Mator . . .

4 Executive Session

REGISTERED COMMENTS FROM THE PUBLIC

- None

5

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.

6

ACCEPT MINUTES

ATTACHED ARE THE MINUTES OF THE JANUARY 18, 2017 MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO ACCEPT THE MINUTES OF THE JANUARY 18, 2017 MEETING AS PRESENTED.

MOTION SECOND AYES NAYES

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

7

West Deer Township
Board of Supervisors
18 January 2017
6:30 p.m.

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

Chairman Fleming opened and welcomed everyone to the meeting.

PLEDGE OF ALLEGIANCE

Roll Call taken by Mr. Mator – Quorum present.

REGISTERED COMMENTS FROM THE PUBLIC

- None

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.

- Jim Cesnick, Michael Road
 - Mr. Cesnick expressed concern regarding the Catanese Brothers salvage yard license application. He pointed out the vehicles, assorted tires, and trash on the site and suggested having them clean up the property before issuing the license.

ACCEPT MINUTES

At this time, Mr. Vaerewyck requested a correction to the Reorganization Meeting minutes. He stated that the section *Establish Rules of Order* had a “Rules of Order” addendum that was in the minutes, but were never read to the public. Supervisor Vaerewyck argued that it makes it appear that the addendum was passed. He therefore asked that the Rules of Order be stricken from the minutes.

Mr. Happel commented that there was a motion made that adopted Robert’s Rules of Order. He alerted the Board that the problem with excluding the addendum is that it was specifically addressed by he and the Board and – if it is not in the minutes – then the discussion of the solicitor and the Board will not make sense. Mr. Happel therefore recommended that the Board keep the addendum as part of the record.

Additional discussion was held.

MOTION BY Supervisor Guerre and SECONDED BY Supervisor DiSanti to accept the minutes of the 21 December 2016 and 3 January 2017 meetings as presented. Motion carried unanimously 7-0.

MONTHLY FINANCIAL REPORT

Mrs. Nardis read the following Finance Officer's Report.

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
31 December 2016

I - GENERAL FUND:

	<u>December</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	341,500.90	5,809,128.33	99.20%
Expenditures	1,012,377.79	5,824,262.38	99.46%

Cash and Cash Equivalents:

Sweep Account

30,010.53

30,010.53**II - SPECIAL REVENUE FUNDS****Cash and Cash Equivalents:****Street Light Fund:**

Sweep Account - Restricted

20,085.96

Fire Tax Fund:

Sweep Account - Restricted

76,216.53

State/Liquid Fuels Fund:

Sweep Account - Restricted

3,243.40

99,545.89**Investments:****Operating Reserve Fund:**

Sweep Account - Reserved

1,251,407.64

Capital Reserve Fund:

Sweep Account - Reserved

346,286.18

1,597,693.82**III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:**0.000.00**TOTAL CASH BALANCE 12/31/16**1,727,250.24**Interest Earned December 2016**

59.95

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

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

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

LIST OF BILLS

Best Wholesale Tire Co., Inc.....	650.33
Griffith, McCague & Wallace, PC.....	2052.00
Jordan Tax Service, Inc.....	1026.22
Kress Tire.....	2937.84
Office Depot.....	387.80
Shoup Engineering Inc.....	857.50
Staley Communications.....	172.47
Toshiba Financial Services.....	606.17
Trib Total Media.....	107.50
Tristani Brothers, Inc.....	1786.02
Walsh Equipment.....	304.55

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 7-0.

UTILITIES AND PAYROLL

At this time, Mr. Vaerewyck commented that Section C-1148 of the Township Charter states that the payroll and utility expenditures may be made at the direction of the Chairman of the Board or Acting Chairman. Supervisor Vaerewyck therefore argued the Board does not have to address this matter every month since the authority is already there.

MOTION BY Supervisor Vaerewyck that we pay utilities and payroll in compliance with the Charter, Section C-1148, until 31 December 2017. NO SECOND. Motion Failed.

Supervisor Vaerewyck questioned why the Board would want to approve something that already has Charter approval. Chairman Fleming responded that perhaps the Board wants to keep finances out in the open.

MOTION BY Supervisor Guerre and SECONDED BY Supervisor Hollibaugh to pay utilities and payroll from 19 January 2017 to 15 February 2017. Motion carried unanimously 7-0.

POLICE CHIEF'S REPORT

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

BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER'S REPORT

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

PARKS AND RECREATION BOARD REPORT

- No Report – No meetings held in November and December.
- Next meeting: 25 January 2017 at 7:00 p.m.

ENGINEER'S REPORT

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

DEVELOPMENTS/PROJECTS

- Benjamin Street Bridge Deck – Contract documents have been executed for this project and review will begin soon. Construction is anticipated in Spring of 2017.

DEVELOPMENT/SUBDIVISION REVIEWS

- McIntyre Heights PRD – A review of this preliminary PRD Plan was performed and a review letter was issued to the Township on 22 September 2016.
- Allison Park Contractors – Reviews of this land development plan were performed and review letters dated 22 December 2016 and 12 January 2017 were issued to the Township.

Additional discussion took place.

2017 SALVAGE YARD LICENSE APPLICATIONS

The Township received the following four (4) applications for the 2016 Salvage Yard License in West Deer Township:

- A) Blazczak Salvage, Inc.
- B) Boulevard Auto & Truck Salvage, LLC
- C) IAA Acquisition Corp.
- D) Catanese Brothers Salvage

All four (4) applicants have paid their fees. Mr. Payne inspected the properties in January and submitted the checklists as per Township Ordinance Number 349.

- A) **BLAZCZAK SALVAGE, INC.**
115 Kaufman Road, Gibsonia, PA 15044

The Board received Mr. Payne's inspection/checklist report of the property.

MOTION BY Supervisor Guerre and SECONDED BY Supervisor DiSanti to approve the Blazczak Salvage, Inc., application for the 2017 Salvage Yard License. Motion carried unanimously 7-0.

- B) **BOULEVARD AUTO & TRUCK SALVAGE, LLC**
1813 Saxonburg Blvd., Tarentum, PA 15084

The Board received Mr. Payne's inspection/checklist report of the property.

MOTION BY Supervisor Florentine and SECONDED BY Supervisor Hollibaugh to approve the Boulevard Auto & Truck Salvage, LLC application for the 2017 Salvage Yard License. Motion carried unanimously 7-0.

C) **IAA ACQUISITION CORPORATION**
49 Bairdford Road, Gibsonia, PA 15044

The Board received Mr. Payne's inspection/checklist report of the property.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to approve the IAA Acquisition Corporation application for the 2017 Salvage Yard License. Motion carried unanimously 7-0.

D) **CATANESE BROTHERS**
663 Little Deer Creek Valley Road, Russellton, PA 15076

The Board received Mr. Payne's inspection/checklist report of the property. Chairman Fleming requested that Mr. Payne report on the checklist since there were questions on this application checklist. Mr. Payne did so.

Mr. Payne addressed the issue of the tires located in front of the building and said that there were significantly fewer tires than the prior year, and that no stagnant water and/or mosquito issues were observed. He commented that the tires that remain are for sale and are advertised as such.

Mr. Payne then addressed the vehicles outside of the fence. He again commented that – like the tires – there were less numerous that in prior years. Mr. Payne also stated that the two vehicles located across the road were not property of Catanese Brothers, and were in the process of being administratively salvaged. He explained that this is outside the Catanese Brothers control. Finally, Mr. Payne alerted the Board that many of the vehicles located outside the fence were in a “staging” area and/or were being used for the purposes of salvaging.

Supervisor Vaerewyck read from Ordinance No. 349 which states: All salvage, byproducts and equipment related to the salvage yard including but not limited to inoperable vehicles, flatbed trucks, tow trucks, tractor trailers, storage trailers, containers, ties, loading equipment, dumpsters, etc., shall be kept inside the confines of the said fence at all times unless in motion by transport to or from the site. Upon completing the reading, he questioned how Mr. Payne could argue as he did. Mr. Vaerewyck commented that there should be no staging area and that all of the equipment should be back inside the fence. He also questioned the accuracy of Mr. Payne's report by saying that there were not just a few vehicles outside the fence but a lot of vehicles outside the fence.

Supervisor Florentine stated that at least two of the vehicles Mr. Vaerewyck mentioned were on railroad property. Mr. Payne concurred.

Mr. Vaerewyck pointed out that the Catanese Brothers salvage yard is “a real eyesore,” and again questioned the accuracy of Mr. Payne's report. A disagreement between Supervisor Vaerewyck and Mr. Payne then took place with Mr. Vaerewyck making charges and Mr. Payne retorted by using his report.

Chairman Fleming interjected and accused Supervisor Vaerewyck of again setting up an attack in public. Mr. Fleming asked Mr. Vaerewyck why he did not ask these questions before the meeting when the Board and administration could take the time to research Supervisor Vaerewyck's concerns instead of having to answer everything on the fly. Chairman Fleming stated these attacks take a lot of time, and then the Board is not able to get more done.

Chairman Fleming then apologized to the residents for the ongoing debates.

Mr. Happel explained the current bidding process for the Township as set by ordinance, and stated it is outdated – the last one was adopted in 1980 – and needs to be reviewed and revised. He added that it does not relate to the Second Class Township Code or State’s bidding requirements for public contracts, but that the Home Rule Charter requires the Township adopt an ordinance and set procedures for the bidding process.

MOTION BY Supervisor Guerre and SECONDED BY Supervisor DiSanti to TABLE the advertisement of Ordinance No. 417 repealing and replacing Ordinance No. 135 and Ordinance No. 305, which establish a bidding procedure pursuant to Article XII, Section C-1163 of the Township Home Rule Charter. Motion carried unanimously to Table 7-0.

SENIOR CITIZEN CENTER FLOORING AWARD

The Township advertised and accepted bids for the replacement of flooring at the Senior Center until 13 January 2017 at 9:00 a.m. The following bids were received:

<u>BIDDERS</u>	<u>TOTAL PRICE</u>
A&S Carpet Collection	\$15,663.00
Redstone Flooring LLC	OPTION A: \$11,485.00 OPTION B: \$14,225.00
Bonitz Flooring Group, Inc.	\$21,359.00

Mr. Mator explained the bid notice was advertised in the newspaper and on the Township website. He also pointed out he placed telephone calls requesting bids.

Mr. Vaerewyck compared the bids and indicated A&S Carpet includes all necessary floor patching and Redstone Flooring excludes items.

Mr. Mator indicated he alerted the Board that such a problem would likely occur, and that all three bids were indeed different even though he sent out standard flooring specifications to all bidders.

The Board reviewed and discussed the bids received.

MOTION BY Supervisor Vaerewyck to award the contract to Redstone Flooring for Option A for the replacement of flooring at the Senior Center in the amount of \$11,485.00. After further discussion, Mr. Vaerewyck WITHDREW his motion.

After further comments/discussion, MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to award the contract to A&S Carpet Collection for the replacement of flooring at the Senior Center in the amount of \$15,663.00. Motion carried unanimously 7-0.

SENIOR CITIZEN WALL REPAIR

Mr. Shoup explained an inspection was performed of the northern entrance wall of the Senior Center. He added that the inspection revealed the wall was originally constructed with two vertical adjacent walls covered by stucco siding, and that a portion of the outermost masonry wall had separated from the inner wall and is leaning outward.

Mr. Shoup contacted Tim Broge of Broge Masonry Corp., Slippery Rock, who also inspected the site. Both Mr. Shoup and Mr. Broge were not exactly sure what was causing the failure, but they believe it may

be either an issue with the footing supporting the wall, or some other force that is pushing the two masonry walls apart.

Mr. Shoup suggested the Board authorize Mr. Broge to perform excavation of the area adjoining the footing and to selectively demolish the outer wall so that the source of the failure could be determined. Following the work, a formal plan to remedy the situation could be established and a cost for repair be provided to the Township. Mr. Shoup added that Broge's rate is \$60 per hour and it is anticipated that the initial exploration would not exceed ten hours in duration.

After some discussion, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh to authorize Broge Masonry Corp., to perform investigative work at a cost of \$60 per hour and not to exceed ten hours under the supervision of Mr. Shoup. Motion carried unanimously 7-0.

PLANNING MODULE: EISENBARTH PROPERTY
RESOLUTION #2017-1 & SRSTP MAINTENANCE AGREEMENT & ESCROW AGREEMENT

LANDOWNERS: Susan Lynn Eisenbarth and Rudy Marin Gonzales
 ADDRESS: 136 Donaldson Road, Gibsonia, PA 15044
 LOT & BLOCK # 2192-J-248

The Board received copies of the following:

- 1) Resolution #2017-1 which is the Resolution for the PA DEP Sewage Facilities Planning Module for the Single Residence Sewage Treatment Plant.
- 2) SRSTP Maintenance Agreement (Single Residence Sewage Treatment Plant).
- 3) Escrow Agreement – Escrow Amount of \$3,000.00 (and \$1,000.00 upfront fee to pay costs and expenses).

Mr. Shoup explained this property has a malfunctioning septic system and cannot be repaired as determined by the Allegheny County Health Department. He stated that the only viable means of sewage disposal available for this property would be the installation of a Single Residence Sewage Treatment Plant which would have a stream discharge. Mr. Shoup pointed out there are several systems of this type already in the Township, and that the DEP requires the resolution, maintenance agreement, and escrow agreement.

Mr. Happel explained the agreements and fees involved.

After questions/comments, MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to adopt Resolution #2017-1, and approve the SRSTP Maintenance Agreement, and the Escrow Agreement between Susan Lynn Eisenbarth and Rudy Marin Gonzales and the Township of West Deer. Motion carried unanimously 7-0.

ALLISON PARK CONTRACTORS SITE PLAN

The Planning Commission approved the Allison Park Contractors Site Plan at their 22 December 2016 meeting. The site plan is to construct a 3,500 sq. ft. open-faced garage at 4383 Gibsonia Road, Gibsonia, PA 15044. The property is zoned S/U (Special Use).

The Planning Commission recommended approval of the Allison Park Contractors Site Plan pending the review letter of 22 December 2016 from Shoup Engineering be addressed and architectural landscaping (planting of some trees between the new building and the existing building) be added in order to follow the original plan concept.

The Board received a review letter from Shoup Engineering dated 12 January 2017 stating that his 22 December 2016 review letter recommendations have been satisfactorily completed. Mr. Shoup also

indicated the project will be subject to a traffic impact fee in the amount of \$376.32 which will need to be paid prior to building permit issuance.

Mr. Payne commented on the Site Plan.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Florentine to approve the Allison Park Contractors Site Plan as per the Planning Commission's recommendation and subject to the Traffic Impact fee in the amount of \$376.32 be paid prior to the issuance of a building permit. Motion carried unanimously 7-0.

START THE PROCESS FOR FULL-TIME POLICE OFFICER TO SERGEANT

With the retirement of Sergeant Huffman in 2016, the Board received a memorandum from Chief Lape asking the Board to fill the sergeant's position with one of the current full-time officers. In promoting a full-time officer, there is policy that needs to be followed. The process takes approximately 3 – 4 months. A sergeant would not be recommended to the Board of Supervisors until May or June of this year.

There is a cost involved of the purchasing of study guides and books along with the test from the Pennsylvania Chiefs of Police Association. Those items were included in the training budget for 2017.

Chief Lape explained the process and the position and duties of the sergeant in the Department.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh to begin the process of promoting a full time police officer to the position of sergeant. Motion carried unanimously 7-0.

START THE PROCESS FOR PART-TIME TO FULL-TIME POLICE OFFICER

Also with the retirement of Sergeant Huffman in 2016, the Board received a memorandum from Chief Lape asking the Board to begin the process to hire a full-time police officer. That officer would be selected from the six current part-time officers within the Department.

A written exam along with an essay will be part of the testing along with interviews. The interview panel will consist of the Chief, Mr. Mator, a police chief within our Council of Governments, a former educator in the Deer Lakes School District, and a current Township business owner. The Chief's plan is to have the process completed at the beginning of February so action can be taken by the Board of Supervisors at the February meeting.

Chief Lape explained the need for part-time police officers and the process for the position of part-time to full-time.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Guerre to begin the process of hiring a full-time officer from the six current part-time officers currently employed by the Township. Motion carried unanimously 7-0.

HIRE PART-TIME POLICE OFFICER

The Board received a memorandum from Chief Lape recommending the hiring of the following individual for the position of part-time police officer: West-Deer resident Thomas J. Trocki.

A background check was performed.

Chief Lape introduced Thomas J. (TJ) Trocki. Mr. Trocki summarized his background and education.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh as per the recommendation by Chief Lape, to hire Thomas J. Trocki as a part-time police officer of West Deer Township with the condition he successfully completes all requirements to receive his certification number. Motion carried unanimously 7-0.

The Board congratulated Mr. Trocki and Mr. Trocki thanked the Board.

POLICE SUV

The Township received the quote from Tri Star Motors for a 2017 Ford Police Interceptor AWD for a cost of \$39,090.01. Tri Star is a participant in the SHACOG Purchasing Alliance.

To order the vehicle, Ford requires orders be received by the end of January. Since the Township just received the bid, the financing will be obtained and voted upon at the next business meeting.

After some questions/comments, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh to authorize the purchase of one 2017 Ford Police Interceptor AWD to Tri Star Motors in the amount of \$39,090.01 and to obtain the financing at the next meeting. Motion carried unanimously 7-0.

RESOLUTION NO. 2017-2: VACANT PROPERTY

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 1672-N-268 WOULD BE IN ACCORDANCE WITH THE COMPREHENSIVE PLAN OF THE MUNICIPALITY.

- Property Location: Superior Road

Mr. Payne commented on the property.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Florentine to adopt Resolution No. 2017-2 acknowledging that the acquisition and subsequent disposition of parcel with Lot and Block number 1672-N-268 would be in accordance with the Comprehensive Plan of the municipality. Motion carried unanimously 7-0.

COMMITTEE REPORTS

The Committee Chairperson reported on their Committee updates:

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

NOTE: Lee Schmidt resigned from his position of director/chief with West Deer Emergency Medical Services. The West Deer EMS Board of Directors named Matthew Lambert, the current Assistant Chief as his replacement. Mr. Mator was directed to send a thank you letter to Mr. Schmidt.

OLD BUSINESS

None

NEW BUSINESS

- Supervisor DiSanti commented on Clean-Up day in West Deer Township for 2017.
- Supervisor DiSanti commented on the possibility of the Township taking over winter maintenance of Creighton-Russellton Road & the Airport hill which are major arteries and school routes in the Township. Dr. DiSanti requested the Public Works Committee look into his request.

A discussion was also held on the State and County roads that are not being taken care of in a timely fashion including not only winter maintenance but also drainage, water run-offs, etc.

- Supervisor Guerre pointed out the Pittsburgh Mills Mall was sold today for \$100.00 to Wells Fargo and possibly a reassessment will be done. Mr. Guerre also announced the Deer Lakes School Board just raised the school taxes and no one was there to protest – only 3 people were at the meeting.

SET AGENDA: REGULAR BUSINESS MEETING

15 February 2017

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. Tax Collector Salary Ordinance
14. Advertising & Bidding Ordinance
15. Authorize Advertisement: Administrative Policies and Procedures
16. Police SUV Financing
17. Public Works: Pickup Truck w/plow
18. Public Works: Two Plows for the Two Mack Trucks
19. Public Works: Hi Lift
20. Committee Reports
21. Old Business
22. New Business
23. Set Agenda/ 15 March 2017
24. Comments from the Public
25. Adjournment

Items Added:

- 2017 Road Program Advertisement
- Nike Site Shoring Advertisement

- Senior Center Wall
- Full Time Police Officer

COMMENTS FROM THE PUBLIC

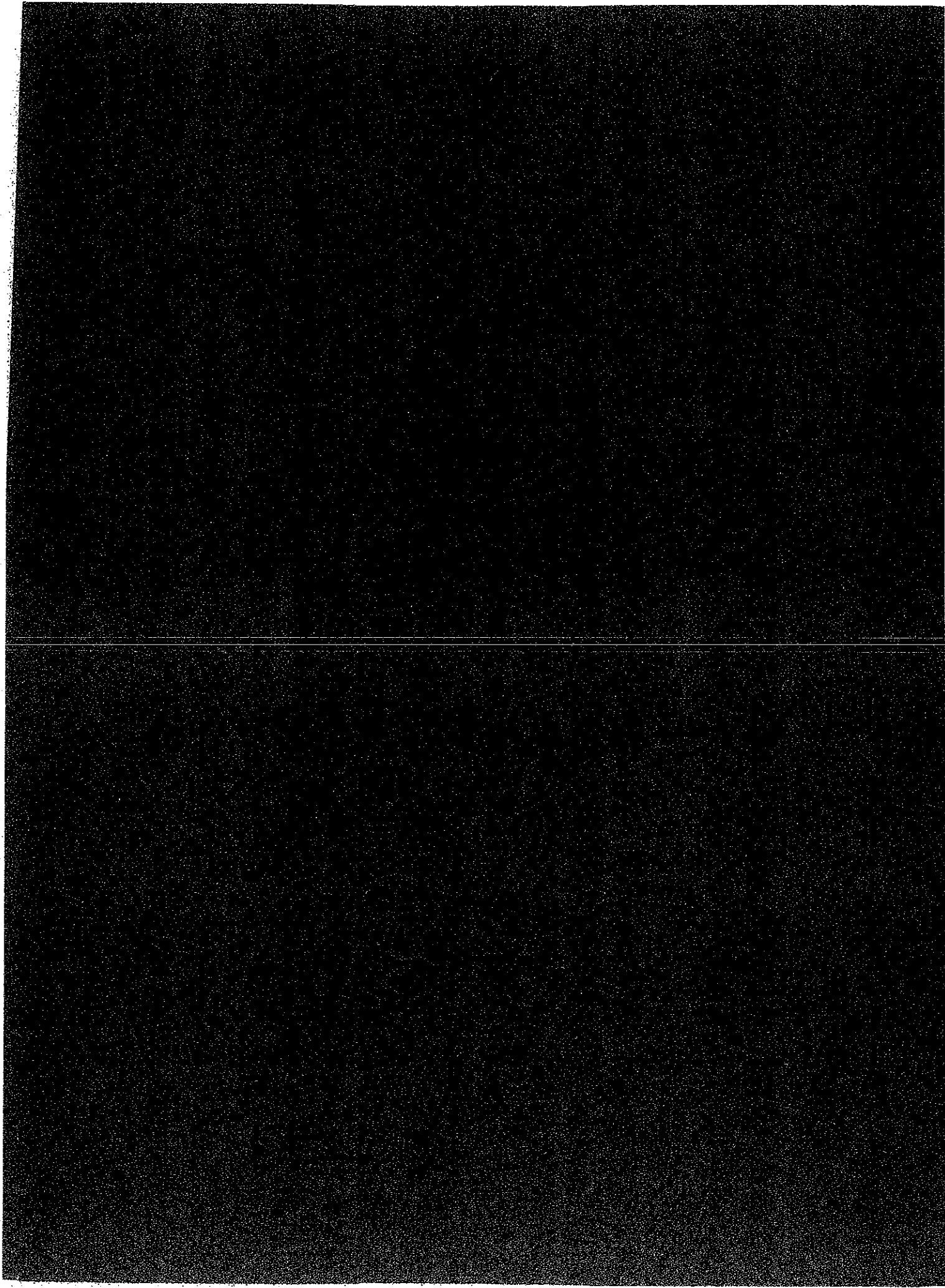
- John Romig, 30 Christonia Road, commented on the winter maintenance of State and County roads. Mr. Romig also stated that the Township does a great job on Christonia Road.

EXECUTIVE SESSION

The Board held an Executive Session at this time.

ADJOURNMENT:
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	___	___	___	___

S-A

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
January 31, 2017

I - GENERAL FUND:

	<u>January</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	669,712.56	669,712.56	10.94%
Expenditures	314,450.47	314,450.47	5.13%

Cash and Cash Equivalents:

Sweep Account	491,204.30	491,204.30
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II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted	14,050.39
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Fire Tax Fund:

Sweep Account - Restricted	26,364.27
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State/Liquid Fuels Fund:

Sweep Account - Restricted	3,244.59
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43,659.25

Investments:

Operating Reserve Fund:

Sweep Account - Reserved	704,372.79
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Capital Reserve Fund:

Sweep Account - Reserved	346,286.36
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1,050,659.15

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

0.00

0.00

TOTAL CASH BALANCE 1/31/17

1,585,522.70

Interest Earned January 2017

56.20

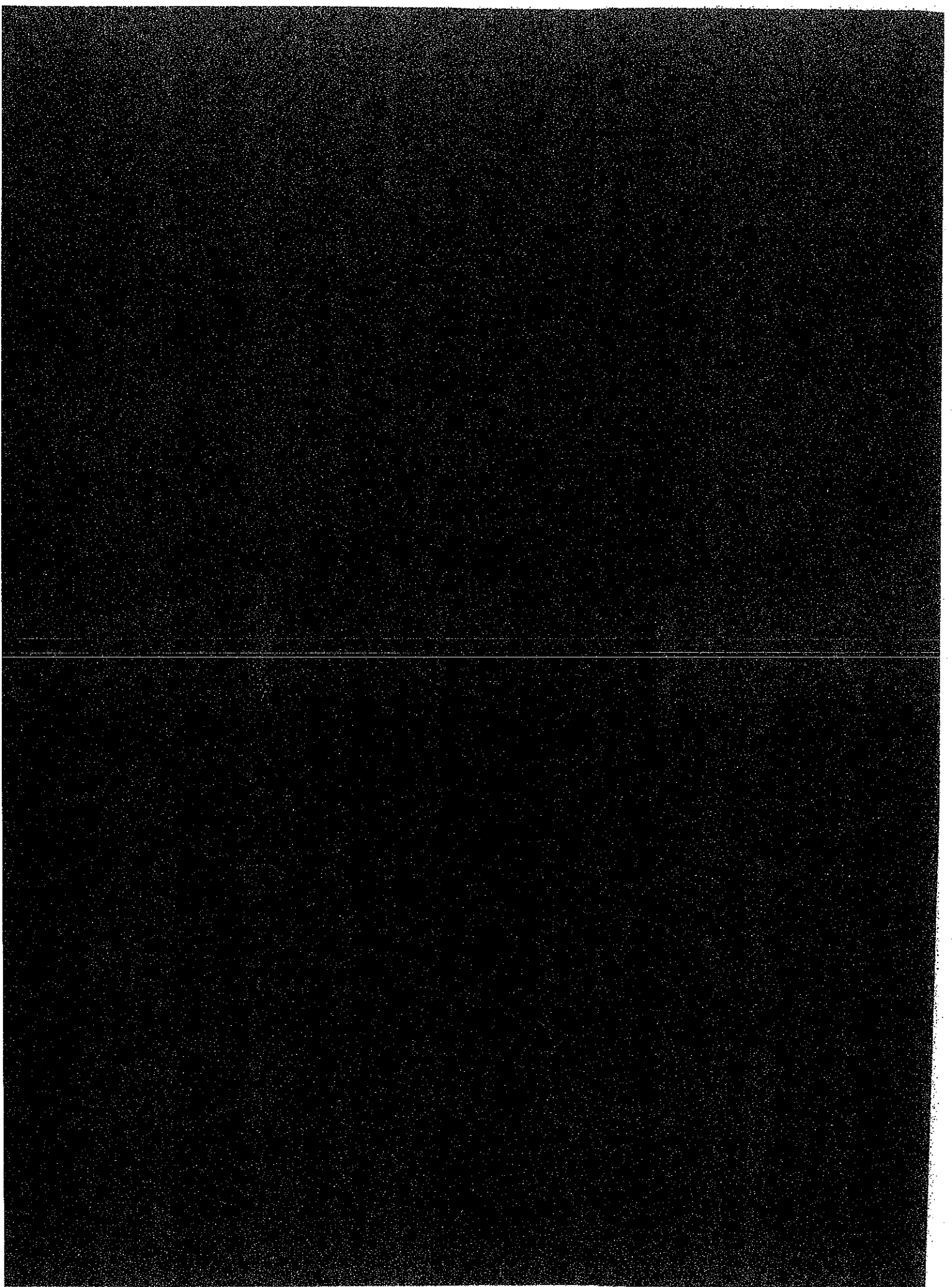
	<u>1/1/2017</u>		<u>January</u>		<u>1/31/2017</u>
	<u>Debt Balance</u>		<u>Principal</u>		<u>Debt Balance</u>
			<u>Payment</u>		
Mars National - VFC #3	270,000.00	\$	2,740.96		

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

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

INTEREST EARNED - 2017

	<u>JANUARY</u>	<u>YTD</u>
GENERAL FUND	\$21.40	\$21.40
STREET LIGHT FUND	\$0.74	\$0.74
FIRE TAX FUND	\$1.94	\$1.94
OPERATING RESERVE	\$30.93	\$30.93
STATE FUND	\$1.19	\$1.19
CAPITAL RESERVE	<u>\$0.00</u>	<u>\$0.00</u>
TOTAL INTEREST EARNED	<u><u>\$56.20</u></u>	<u><u>\$56.20</u></u>



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	___	___	___	___

S. B

By Name
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Time: 2:06 pm
Date: 02/09/2017
Page: 1

Due Dates: 02/15/2017 thru 02/15/2017

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00553	BEST WHOLESALE TIRE Police: Car #36-blw 0117	410.374	8397 01/06/2017	120.60				120.60		N
00553	BEST WHOLESALE TIRE Police: Car #37-clca 0117	410.374	8407 01/09/2017	57.00				57.00		N
00553	BEST WHOLESALE TIRE Police: Car #34-011 0117	410.374	8436 01/09/2017	44.15				44.15		N
00553	BEST WHOLESALE TIRE Police: Car #36-halo 0117	410.374	8443 01/12/2017	13.95				13.95		N
00553	BEST WHOLESALE TIRE Police: Car #33-1oca 0117	410.374	8477 01/18/2017	50.85				50.85		N
00553	BEST WHOLESALE TIRE Police: Car #36-rear 0117	410.374	8537 01/27/2017	217.45				217.45		N
00553	BEST WHOLESALE TIRE Police: Car #39-alte 0117	410.374	8560 01/31/2017	259.00				259.00		N
00553	BEST WHOLESALE TIRE Police: Car #37-rola 0117	410.374	8563 01/31/2017	62.65				62.65		N
Name: BEST WHOLESALE TIRE CO, INC				825.65				825.65		
00014	BETH'S BARRICADES Road: Sign-Park Close 0117	430.245	60494 01/17/2017	30.00				30.00		N
Name: BETH'S BARRICADES				30.00				30.00		
10315	GRIFFITH, MCCAGUE & Legal Services-Gener 0117	404.111	271364 01/31/2017	1700.50				1700.50		N
Name: GRIFFITH, MCCAGUE & WALLACE, PC				1700.50				1700.50		
00283	HAMPTON CONCRETE PRO Road: 18x24 Angle Gra 0117	430.611	9143 01/13/2017	176.00				176.00		N
Name: HAMPTON CONCRETE PRODUCTS INC				176.00				176.00		
00005	HEI-WAY, LLC Road: Cold Patch 0117	430.372	70112003 01/13/2017	263.03				263.03		N
00005	HEI-WAY, LLC Road: Cold Patch 0117	430.372	70117017 01/18/2017	902.99				902.99		N

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

By Name
Cutoff as of: 12/31/9999

Time: 2:06 pm
Date: 02/09/2017
Page: 2

Due Dates: 02/15/2017 thru 02/15/2017

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 0117	70124006 01/25/2017	888.23				888.23		N
00005	HEI-WAY, LLC Road: Cold Patch	430.372 0117	70126002 01/27/2017	758.76				758.76		N
Name: HEI-WAY, LLC				2813.01				2813.01		

00106	JORDAN TAX SERVICE, Delinquent R E Tax C	403.140 0117	1-C-#86 01/11/2017	2340.82				2340.82		N
00106	JORDAN TAX SERVICE, Municipal Claim-Demo	403.140 0117	1-C-#87 01/11/2017	34.00				34.00		N
00106	JORDAN TAX SERVICE, Real Estate Tax lien	403.140 0117	RE-SA-2017 01/26/2017	250.00				250.00		N
Name: JORDAN TAX SERVICE, INC.				2624.82				2624.82		

00362	KRESS TIRE Police: CAR #39 TIRE	410.374 0117	9156-37 01/23/2017	580.00				580.00		N
Name: KRESS TIRE				580.00				580.00		

00657	OFFICE DEPOT Office Supplies	406.210 0117	892100170001 01/05/2017	154.78				154.78		N
00657	OFFICE DEPOT Cleaning Supplies	409.226 0117	892100902001 01/05/2017	57.99				57.99		N
00657	OFFICE DEPOT Office Supplies	406.210 0117	897658776001 01/25/2017	14.97				14.97		N
00657	OFFICE DEPOT Cleaning Supplies	409.226 0117	897659062001 01/25/2017	92.76				92.76		N
00657	OFFICE DEPOT Office Supplies	406.210 0117	897659062001 01/25/2017	179.03				179.03		N
00657	OFFICE DEPOT Office Supplies	406.210 0117	897659062002 01/30/2017	15.98				15.98		N
Name: OFFICE DEPOT				515.51				515.51		

00830	SHOUP ENGINEERING IN Engineering: Allison	408.319 0117	17-32 01/31/2017	74.25				74.25		N
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By Name
Cutoff as of: 12/31/9999

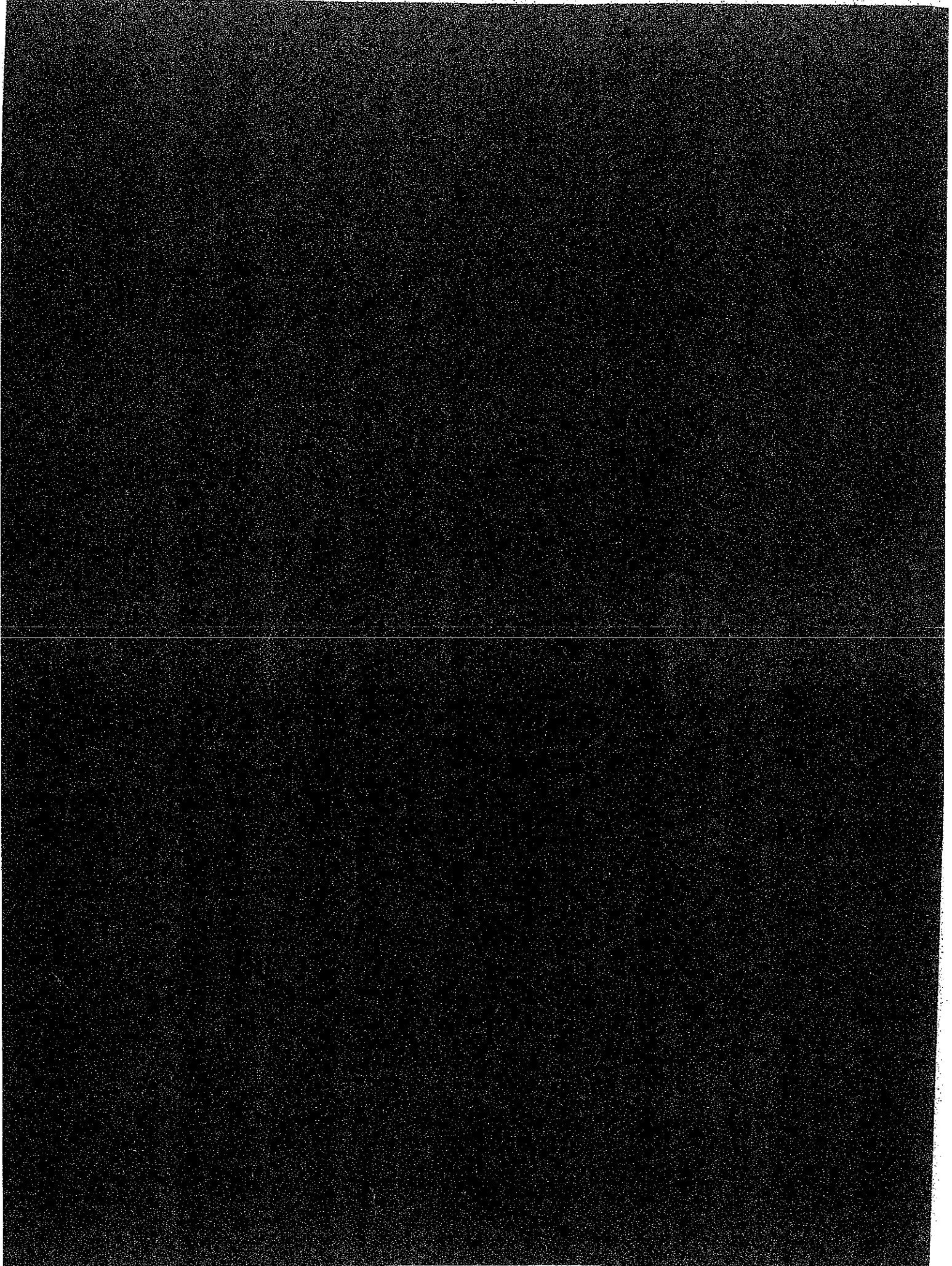
Time: 2:06 pm
Date: 02/09/2017
Page: 3

Due Dates: 02/15/2017 thru 02/15/2017

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00830	SHOUP ENGINEERING IN 408.319 Engineering: McIntyr 0117		17-33 01/31/2017	49.50		02/15/2017 02/03/2017		49.50	N	
00830	SHOUP ENGINEERING IN 408.313 Engineering: Miscel1 0117		17-34 01/31/2017	684.50		02/15/2017 02/03/2017		684.50	N	
00830	SHOUP ENGINEERING IN 408.319 Engineering: Whisper 0117		17-35 01/31/2017	24.75		02/15/2017 02/03/2017		24.75	N	
00830	SHOUP ENGINEERING IN 408.317 Eng:Permit Renewal/S 0217		17-41 02/09/2017	3530.00		02/15/2017 02/09/2017		3530.00	N	
Name: SHOUP ENGINEERING INC.				4363.00				4363.00		
00674	STALEY COMMUNICATTON 410.328 POL:Radio Equip Main 0217		86192 02/08/2017	115.00		02/15/2017 02/09/2017		115.00	N	
00674	STALEY COMMUNICATTON 430.327 Road:Radio Equip Mai 0217		86193 02/08/2017	57.47		02/15/2017 02/09/2017		57.47	N	
Name: STALEY COMMUNICATIONS				172.47				172.47		
00067	TRISTANI BROTHERS, I 430.374 Road:Trk #9-change m 0117		170128 01/31/2017	332.49		02/15/2017 02/07/2017		332.49	N	
00067	TRISTANI BROTHERS, I 430.374 Road:Trk #8-Inspect/ 0117		170129 01/31/2017	1543.47		02/15/2017 02/07/2017		1543.47	N	
Name: TRISTANI BROTHERS, INC.				1875.96				1875.96		

FINAL TOTALS:

15676.92 15676.92



C) UTILITIES & PAYROLL

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO PAY UTILITIES AND PAYROLL FROM FEBRUARY 16, 2017
TO MARCH 15, 2017.

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

8-C

POLICE CHIEF'S REPORT

CHIEF LAPE.....

9

OFFICER'S MONTHLY REPORT

TO: Jonathan D. Lape, Chief of Police
FROM: Pam Tedesco, Administrative Assistant
SUBJECT: OFFICER'S MONTHLY REPORT
DATE: February 9, 2017

Attached is the Officer's Monthly Report for January, 2017.

PT
Attachment

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

Points of Interest

Month of January 2017

Budget as of January 2017 – 7.82%

CHIEF JONATHAN LAPE –

January 5/6/9 – conducted interviews for part-time employment

January 17 – WP Chiefs of Police meeting

January 23/24 – attended mandatory updates

January 30 – conducted testing for part-time to full time officer

January 31 – assisted Hampton Township Police with testing for Sergeants position

OFFICER EDWARD NEWMAN –

January 17 – Nitro was injured

January 25 – assisted McCandless Township Detectives with issuing an arrest warrant

SGT. DARREN MIKUS/OFFICER ROBERT PETOSKY – SRT TRAINING –

January 13 – training was conducted at the Port Authority Garage in Harmar Township. Gear and equipment inspections were conducted along with annual munitions inventory being completed. Interior movements were also a part of the training day.

January 17 – training was conducted at the Port Authority Garage in Harmar Township and it consisted of drills on tubular bus assaults and interior movements with K-9 integration.

SCHOOL DISTRICT DETAILS – traffic/crowd control – boys/girls basketball games the following dates – January 3, 6, 9, 11, 13, 16, 17, 19, 20, 25, 27, 30

Six DARE classes were taught to the 5th grade in January

SPECIAL DETAILS/MISCELLANEOUS DETAILS –

January 18/19 – Officers Myers/Newman – mandatory updates

January 25/26 – Officers Fedunok/Wikert – mandatory updates

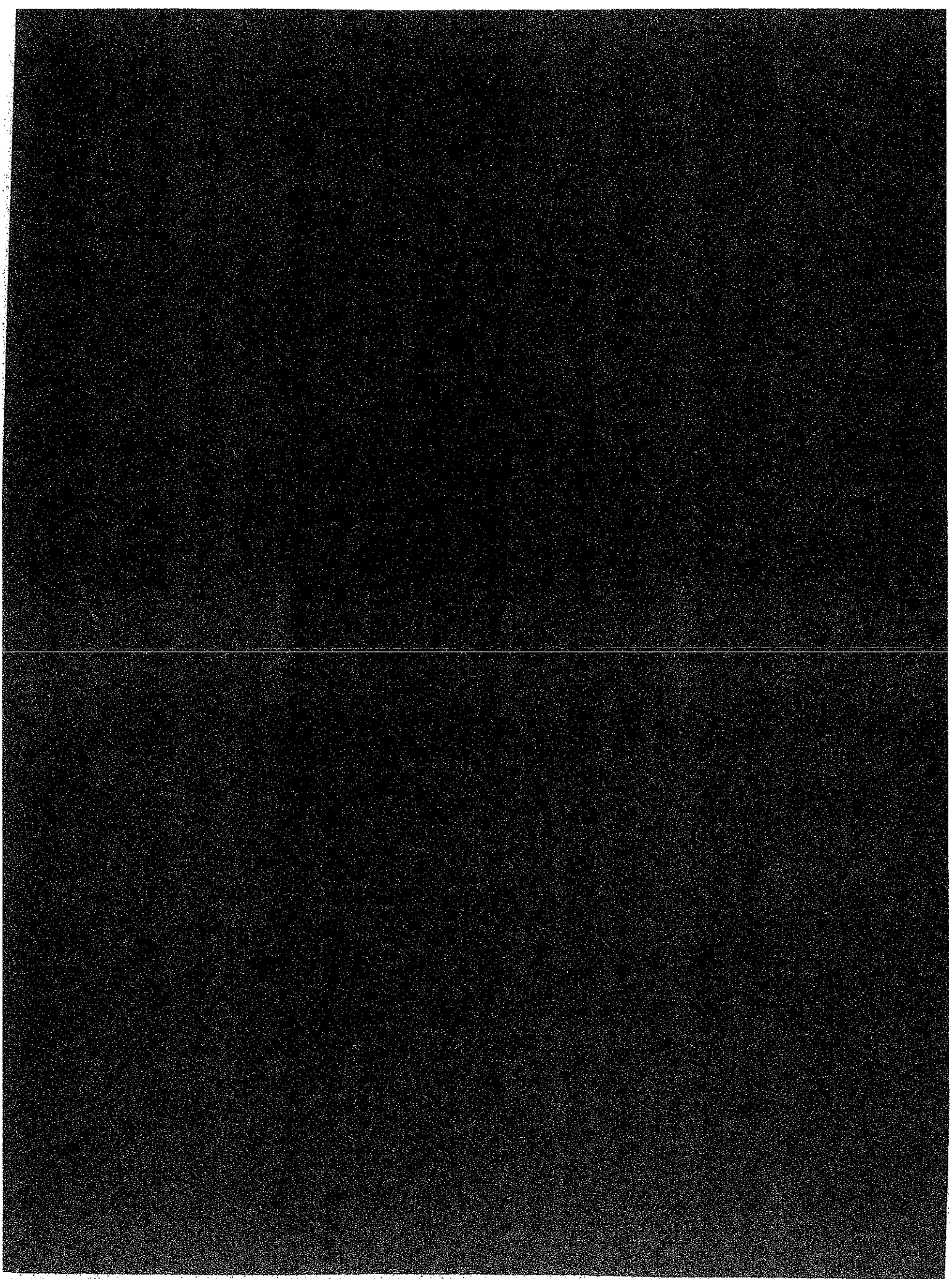
January 25 – Sgt. Mikus, Officers Gizienski, Loper and Shurina attended training in Indiana Township – Teen Social Media and Mental Health Usage Trends for Adults

January 30 – Officer Gizienski – mandatory updates

CORRESPONDENCE – nothing this month

OFFICERS MONTHLY REPORT
JANUARY 2017

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	61		
CALLS FOR SERVICE/FIELD CONTACTS	313		
ALL OTHER CALLS	464		
TOTALS CALLS FOR SERVICE	838		
<u>ARRESTS</u>			
ADULT	3		
JUVENILE	0		
TRAFFIC CITATIONS	9		
NON TRAFFIC CITATIONS	1		
PARKING CITATIONS	3		
WARNINGS	0		
<u>PERSONNEL</u>			
GRIEVANCES FILED BY PLICE OFFICERS	0		
CITIZENS COMPLAINTS ON POLICE OFFICERS	0		
LETTERS COMMENDING POLICE OFFICERS	0		
<u>VEHICLE REPORTS</u>			
TOTAL MILES TRAVELED	98820		
GALLONS OF GASOLINE USED	1046.6		
REPAIRS/MAINTENANCE	1405.65		
<u>OVERTIME PAID</u>			
COURT (OFF DUTY)	5		
PRELIMINARY HEARINGS	2		
PRETRIAL	0		
INVESTIGATIONS	17		
ARRESTS	3		
SPEED CHECKS	0		
PRIVATE CONTRACTS	9		
MISC. HOURS - FILLED SHIFTS	0		
MISC. HOURS - ADMIN. HOURS	0		
ALL OTHER MISC. HOURS - see below	0		
TOTAL HOURS	36		



BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER'S REPORT


MR. PAYNE.....

10

Code Enforcement

January 31, 2017

1. Issued 14 Occupancy Permits
2. Issued 8 Building Permits
3. Performed 23 site inspections
4. Planning commission meeting was and workshop items included Richland Holdings proposal of a PRD on McIntyre Road. The revision indicated the removal of the townhomes in the front to be replaced with patio homes, small single family detached homes. This revision addresses some of the parking concerns the planning commission expressed. The next workshop item was presented by Greystone Fields representative. They are proposing the conversion of an existing barn into a small place of assembly that can support non formal settings like, picnics, family reunions, gradation parties, etc.
5. The Zoning Hearing Board met and overturned my notice of violation at 61 Greenleaf Drive for a fence being constructed to close to property line. A side yard variance was also granted to construct a garage at 4536 Bakerstown Culmerville Road.



William Payne
Code Enforcement Officer

West Deer Township
109 East Union Road
Cheswick, PA 15024

From 01/01/2017 To 01/31/2017

Date	Inspection Type	Permitted Owner	Permitted Owner Address	Legal Address	Permitted ID	Status	Inspector
1/3/2017	Complaint Follow Up		9 Garden Street, Russellton, PA, 15076	9 GARDEN ST	1361-H-167	Open	William Payne
1/5/2017	Footer	PATRICIA KISH	4579 Bakerstown Culmerville Road, Tarentum, Pa, 15084	4579 BAKERSTOWN CULMERVILLE RD	2194-K-257	Passed	William Payne
1/9/2017	Footer	PATRICIA KISH	4579 Bakerstown Culmerville Road, Tarentum, Pa, 15084	4579 BAKERSTOWN CULMERVILLE RD	2194-K-257	Passed	William Payne
1/10/2017	Framing	JONATHON ARTEZ	19 DEER ST, TARENTUM, PA, 15084	19 DEER ST	1672-J-75	Passed	William Payne
1/10/2017	Framing		812 BRUTON DR., GIBSONIA, PA, 15044	695 BAIRD FORD RD	1511-B-271	Passed	William Payne
1/12/2017	Insulation		9380 MCKNIGHT RD, PITTSBURGH, PA, 15237	4551 GIBSONIA RD	1358-J-371	Passed	William Payne
1/17/2017	Floodplain			871 ASHLEY RD	1510-D-20	Passed	William Payne
1/18/2017	Footer			871 ASHLEY RD	1510-D-20	Cancelled	William Payne
1/18/2017	Framing	JOSEPH & MERDYTH HELLER	5 GOLDEN LANE, Russellton, PA, 15076	5 GOLDEN LANE	1672-N-179	Passed	William Payne
1/19/2017	Electrical/Plumbing		800 S.WASHINGTON ST., EVANS CITY, PA, 16033	372 SADDLEBROOK LN	1666-R-100-22A	Passed	William Payne
1/19/2017	Fire/Safety Inspection		800 S.WASHINGTON ST., EVANS CITY, PA, 16033	372 SADDLEBROOK LN	1666-R-100-22A	Passed	William Payne
1/19/2017	Final		800 S.WASHINGTON ST., EVANS CITY, PA, 16033	372 SADDLEBROOK LN	1666-R-100-22A	Passed	William Payne
1/24/2017	Complaint Follow Up		466 BAIRD FORD RD, BAIRD FORD, PA, 15006	466 BAIRD FORD RD	1669-K-356	Failed	William Payne
1/26/2017	Drywall	RICHLAND HOLDINGS	1426 PITTSBURGH RD, VALENCIA, PA, 16059	116 Lex Lane	1214-a-139	Passed	William Payne
1/31/2017	Footer	DEAN & MARY LOUISE YATES	4413 SKYVIEW TERRACE, GIBSONIA, PA, 15044	4413 SKYVIEW TERRACE	1508-E-19	Passed	William Payne
1/31/2017	Footer	DEAN & MARY LOUISE YATES	4413 SKYVIEW TERRACE, GIBSONIA, PA, 15044	4413 SKYVIEW TERRACE	1508-E-19	Failed	William Payne

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

From 01/01/2017 To 01/31/2017

Count by Type

TYPE	COUNT
Fire/Safety Inspection	1
Complaint Follow Up	2
Drywall	2
Electrical/Plumbing	1
Final	1
Fireblocking	1
Floodplain	1
Footer	5
Framing	7
Insulation	2
Total	23

**Occupancy Permits - West Deer Township
109 East Union Road
Cheswick, PA 15024**

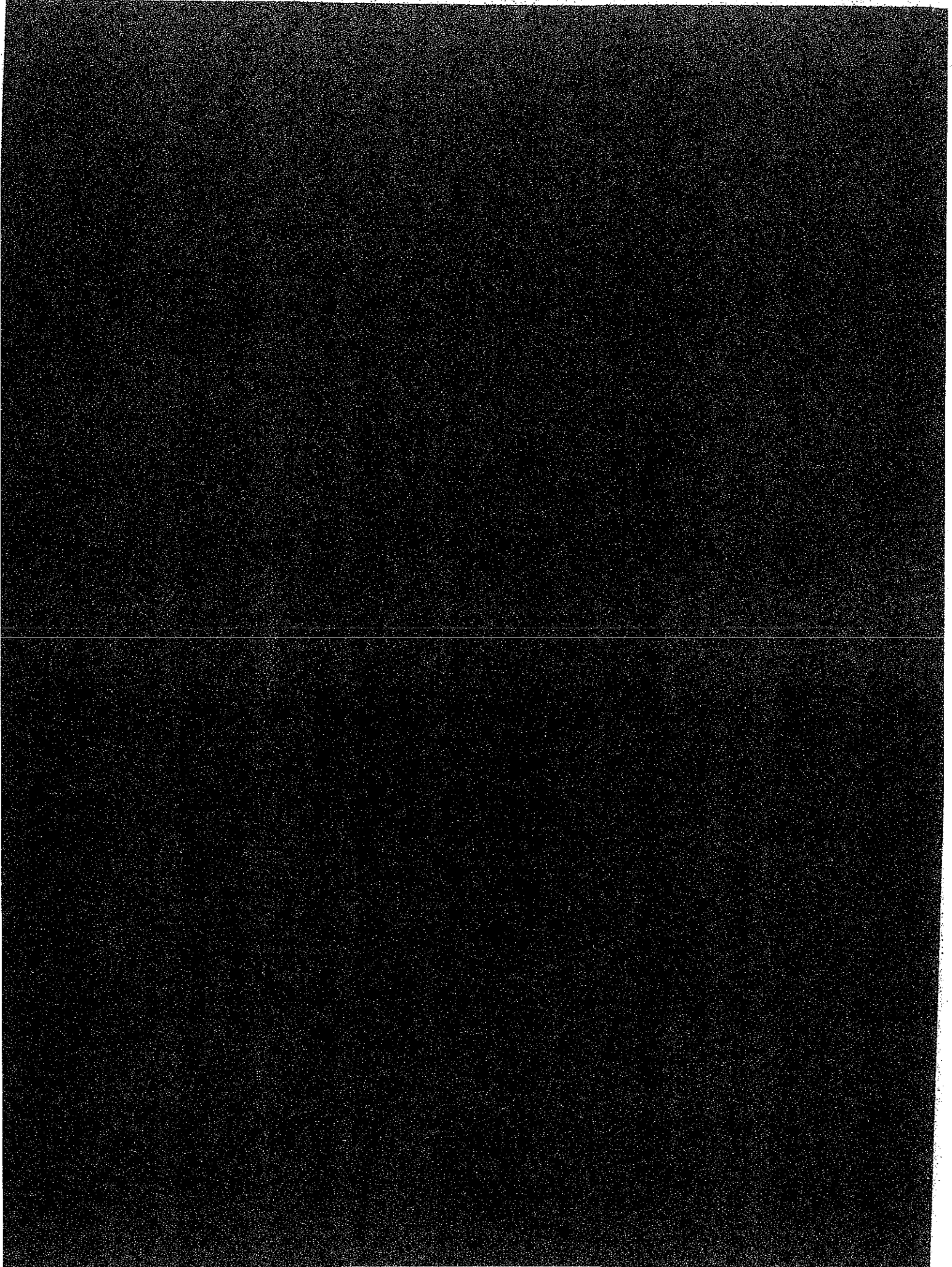
Date	Permit	Lot/Block	Applicant Name	Street Address	Use	New Construction
1/3/2017	17-002	2011-E-85-1260	JASON FULVI / TINA MAHAT	1260 NICKLAUS WAY	Quad	No
1/3/2017	O17-001	1214-A-145	ROBERT & LYNDA STATES	110 LEX LANE	Duplex/Carriage House	Yes
1/4/2017	O17-003	1361-S-080	HUMAN SERVICES HOUSE	105-108 CEDARWOOD CIR		No
1/6/2017	O17-004	1508-S-50	PRO MOTORSPORTS LLC	4361 Gibsonia Road	Business	No
1/12/2017	O17-005	1357-E-247	TERRA JACKSON	125 SQUIRREL HOLLOW RD	Single Family Home	No
1/12/2017	O17-006	1507-H-096	TYLER & DANIELLE WILLIAMS	4046 CRESTWOOD DR	Single Family Home	No
1/12/2017	O17-007	1214-M-162	VINCENT CONSOLO	3700 CEDAR RIDGE RD	Single Family Home	No
1/12/2017	O17-008	1361-D-109	RICHARD TIBENSKY / GERIANN GEORGE	735 LITTLE DEER CREEK RD	Business	No
1/17/2017	O17-009	1214-A-105	DOUGLAS & VIRGINIA WEAVER	318 RIDGE VIEW CT.	Duplex/Carriage House	Yes
1/19/2017	O17-010	1668-R-152	Joan M Tutak	121 OAK RD	Single Family Home	No
1/19/2017	O17-011	1507-S-276	Sherri Anderson Haight	3510 W STAG DR	Single Family Home	No
1/19/2017	O17-012	1668-R-226	Brenda L. Adams	242 ASH LANE	Single Family Home	No
1/19/2017	O17-013	1666-R-100-22A	BRENNAN BUILDERS	372 SADDLEBROOK LN	Quad	Yes
1/23/2017	O17-014	1672-N-306	MICHAEL COLETTA	40 FAWN ST	Single Family Home	No
Total Fees Collected by Month						
January - \$275.00						
Total Fees Collected						
Grand Total - \$275.00						

West Deer Township
109 East Union Road
Cheswick, PA 15024

From 01/01/2017 To 01/31/2017

Building Permit Report

Permit Date	Permit Number	Permit Type	Parcel Owner	Legal Address	Parcel ID	Cost of Construction	Fee Collected
1/10/2017	P16-191	Structural Alteration	JONATHON ARTEZ	19 DEER ST	1672-J-75	\$400.00	\$5.00
1/3/2017	P17-001	Accessory Structure	Rick Klein	2411 SAXONBURG BLVD	1216-H-206	\$2,000.00	\$25.00
1/17/2017	P17-003	Demolition	DONALD G & JANE DILLNER	9 OLD SPRING HOUSE LANE	2382-R-284	\$10,000.00	\$40.00
1/18/2017	P17-004	Antenna	DEAN & MARY LOUISE YATES	4413 SKYVIEW TERRACE	1508-E-19	\$52,000.00	\$297.00
1/18/2017	P17-005	Garage	STEPHEN WERTH	17 JOSEPH ST	1217-G-348	\$15,000.00	\$90.00
1/19/2017	P17-006	Commercial Structure	Allison Park Contractors	4383 Gibsonia Road	1508-P-126	\$40,000.00	\$220.00
1/1/2017	P17-007	Demolition	RONALD KOWALKOWSKI	13 CREST ST	1512-S-251	\$8,000.00	\$0.00
1/26/2017	P17-008	Demolition	PAUL PETE & MARGARET PAPIRSKA	359 W. 12TH WAY	2012-H-187	\$4,400.00	\$0.00
Total:						\$131,800.00	\$677.00



REPORT FROM THE PARKS AND RECREATION BOARD

MRS. JORDAN.....

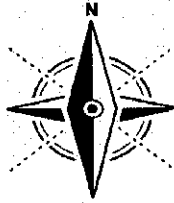
11

ENGINEER'S REPORT

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

MR. SHOUP.....

12



SHOUP ENGINEERING
FOR OVER 50 YEARS

329 Summerfield Drive, Baden PA 15005
Phone: 724-869-9560 Fax: 724-869-7434
shoupeng@comcast.net

JANUARY 2017 ENGINEER'S REPORT
WEST DEER TOWNSHIP
Prepared January 10, 2017

VIA EMAIL

1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meeting:

- Board of Supervisors Meeting – January 18, 2017
- Planning Commission – January 26, 2017
- Public Works Committee Meeting – February 1, 2017

2. DEVELOPMENTS/PROJECTS

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

- 2017 Road Improvement Project – Preparation of plans, specifications and bid documents have begun anticipating that bids will be reviewed at the Board of Supervisors March Meeting.
- Nike Site Closure/Shoring Project – Consideration of various means of closure methods has occurred. Bidding of the project will occur as directed by the Board of Supervisors.

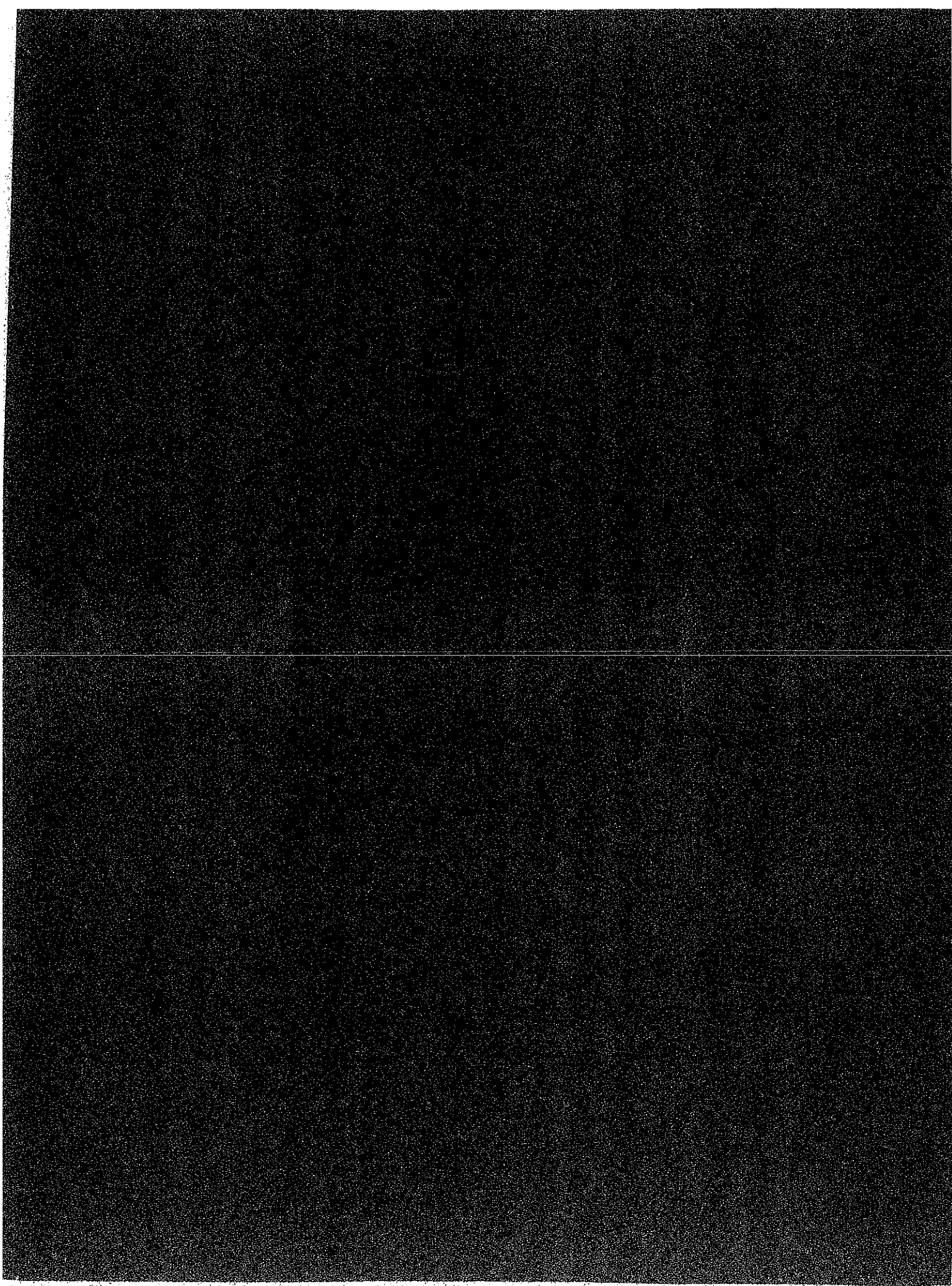
Development/Subdivision Reviews: The following subdivision and land development plan projects had been reviewed, and review letters were issued to the Township as noted:

- McIntyre Heights PRD - A review of this preliminary PRD Plan was performed and a review letter was issued to the Township on September 22, 2016.

Respectfully Submitted,

SHOUP ENGINEERING, INC.

Scott A. Shoup, P.E.
Township Engineer



ADOPTION OF ORDINANCE NO. 416: TAX COLLECTOR SALARY

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, FIXING THE ELECTED TAX COLLECTOR COMPENSATION FOR THE 2018 TO 2021 TERM.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO ADOPT ORDINANCE NO. 416 FIXING THE ELECTED TAX COLLECTOR COMPENSATION FOR THE 2018 TO 2021 TERM.

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

13

OFFICIAL
WEST DEER TOWNSHIP
County of Allegheny
Commonwealth of Pennsylvania

ORDINANCE NO. 416

**AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY,
COMMONWEALTH OF PENNSYLVANIA, FIXING THE ELECTED TAX COLLECTOR
COMPENSATION FOR THE 2018 TO 2021 TERM.**

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Board of Supervisors of West Deer Township, regularly assembled, and IT IS HEREBY ORDAINED AND ENACTED by the authority of the same, that:

WHEREAS, State law 72 P.S. § 5511.36a – known as the “Local Tax Collection Law” and passed in 1965 – entitled “Increase or reduction of compensation” states:

When any taxing district or taxing authorities propose to either raise or reduce the compensation or salary for the office of an elected tax collector, such action shall be by ordinance or resolution, finally passed or adopted prior to the fifteenth day of February of the year of the municipal election; and

WHEREAS, West Deer Township must comply with this State law;

NOW, THEREFORE, the Township of West Deer hereby fixes the elected Tax Collector compensation as follows:

Section 1. Tax Collector Compensation. The compensation of the Township of West Deer Tax Collector for the collection of property taxes from the 2018 to 2021 calendar years shall be:

- a. \$20,000 per annum; plus
- b. Five percent (5%) of the following taxes and/or assessments collected by the Tax Collector:
 1. The West Deer Township Fire Tax;
 2. The West Deer Township Streetlight Assessment;
 3. West Deer Township real estate taxes collected at a penalty; and
 4. Any new taxes or assessments established during the 2018 to 2021 calendar years and collected by the West Deer Township Tax Collector.

Section 2. Severability. If any sentence, clause, section, or part of this Ordinance is for any reason found to be unconstitutional, illegal, or invalid, such unconstitutionality, illegality, or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts of this Ordinance. It is hereby declared as the intent of the Board

of Supervisors of West Deer Township that this Ordinance would have been adopted had such unconstitutional, illegal, or invalid sentence, clause, section, or part thereof not been included herein.

Section 3. Repealer. All ordinances or parts of ordinances conflicting with the provisions of this Ordinance shall be hereby repealed insofar as they are inconsistent with this Ordinance.

ORDAINED AND ENACTED **this 15th day of February 2017.**

ATTEST:

WEST DEER TOWNSHIP

Township Manager

Chairman of the Board of Supervisors

Approved as to Form:

Township Solicitor

CERTIFICATE

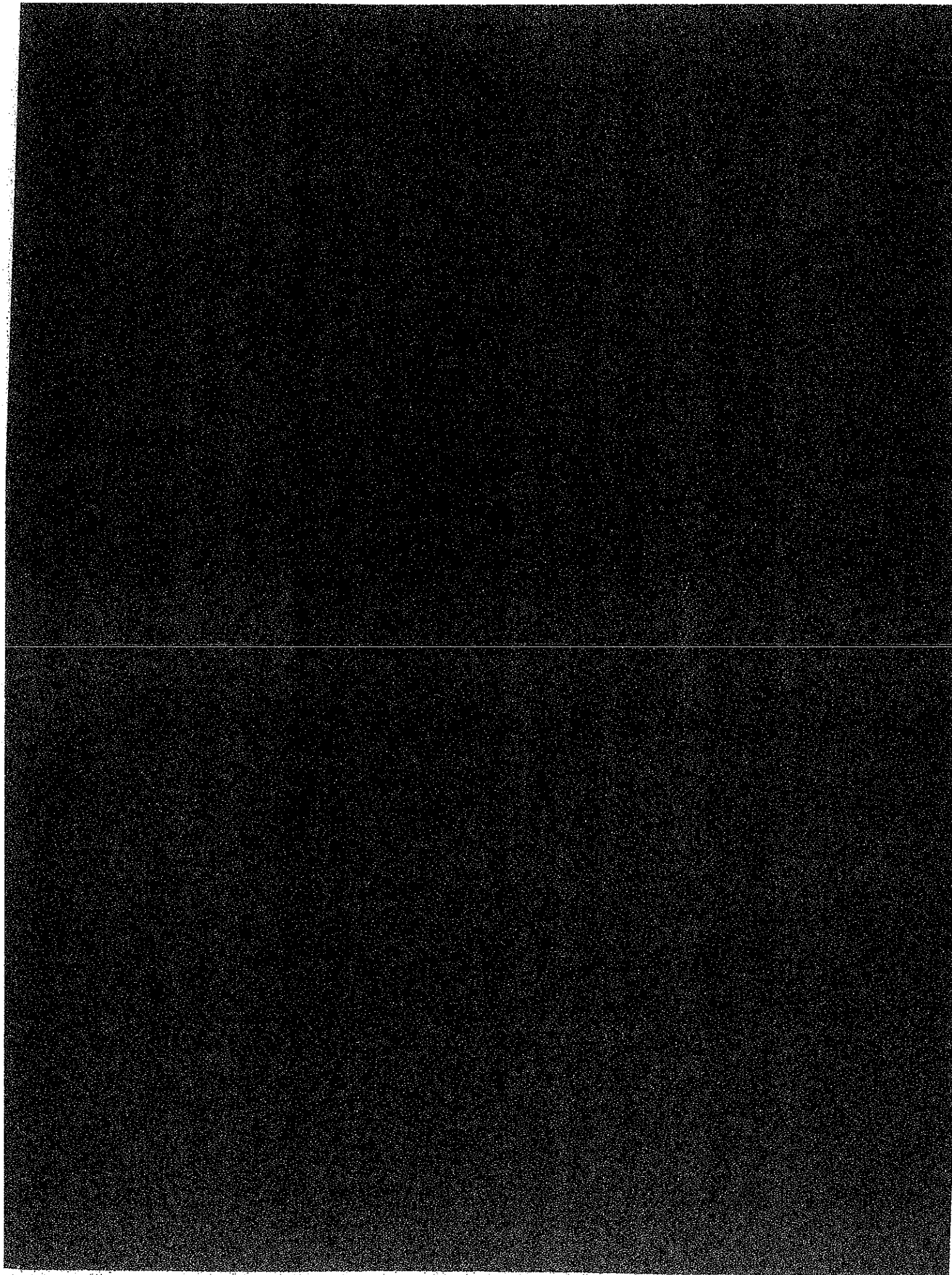
I, the undersigned, hereby certify that the foregoing and attached is a true copy of an Ordinance which was duly enacted at a meeting of the Board of Supervisors of West Deer Township on 15 February 2017, and that at such meeting a quorum was present and acting throughout, after due notice to the members of the Board of Supervisors of West Deer Township and to the public and such meeting was at all times open to the public; that the Ordinance was duly recorded in the West Deer Township Minutes Book and that a summary thereof was published as required by law in a newspaper of general circulation in the Township. I further certify that the Township met the advance requirements of Act No. 1998-93 by advertising the date of the meeting and posting a notice of the meeting at the public meeting place of the Board of Supervisors; that the total number of members of the Board of Supervisors is seven; and the vote upon the Ordinance was called and duly recorded upon the minutes and that the members voted in the following manner:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Jeffrey D. Fleming, Chairperson				
Richard DiSanti, Vice Chairperson				
Rick W. Florentine				
Leonard Guerre				
Shirley Hollibaugh				
Joyce Romig				
Gerry Vaerewyck				

WITNESS my hand and the seal of the Township on this 15th day of February 2017.

[SEAL]

By: _____
Daniel Mator
Township Manager



**AUTHORIZE ADVERTISEMENT: ORDINANCE NO. 417 –
ADVERTISING AND BIDDING ORDINANCE**

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER REPEALING AND REPLACING ORDINANCE NO. 135 AND ORDINANCE 305, WHICH ESTABLISH A BIDDING PROCEDURE PURSUANT TO ARTICLE XII, SECTION C-1163 OF THE TOWNSHIP HOME RULE CHARTER.

AT THEIR LAST MEETING, THE BOARD TABLED THE ADVERTISEMENT FOR FURTHER REVIEW OF THE ORDINANCE.

THE BOARD WILL CONSIDER ADOPTION OF THE ORDINANCE AT THEIR MARCH 15, 2017 MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO AUTHORIZE THE ADVERTISEMENT OF ORDINANCE NO. 417 REPEALING AND REPLACING ORDINANCE NO. 135 AND ORDINANCE NO. 305, WHICH ESTABLISH A BIDDING PROCEDURE PURSUANT TO ARTICLE XII, SECTION C-1163 OF THE TOWNSHIP HOME RULE CHARTER.

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

14

OFFICIAL

**WEST DEER TOWNSHIP
County of Allegheny
Commonwealth of Pennsylvania**

ORDINANCE NO. 417

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER REPEALING AND REPLACING ORDINANCE NO. 135 AND ORDINANCE NO. 305, WHICH ESTABLISH A BIDDING PROCEDURE PURSUANT TO ARTICLE XII, SECTION C-1163 OF THE TOWNSHIP HOME RULE CHARTER.

WHEREAS, West Deer Township is desirous of simplifying purchasing procedures and becoming congruent with established bid requirements of the Commonwealth of Pennsylvania, and avoiding unnecessary expenses in connection with Township purchasing; and

WHEREAS, West Deer Township desires to ensure a fair, open, and ethical process.

NOW, THEREFORE BE IT ENACTED AND ORDAINED by the Board of Supervisors of the Township of West Deer, County of Allegheny, Commonwealth of Pennsylvania as follows:

§ 14-1. Purpose and Function

1. Purpose

- a. The purpose of this Chapter shall be to establish procedures for the purchase of products, goods, and services. Procedures shall include negotiated contracts, competitive bidding, and electronic bidding and auction.

2. The purchasing procedures set forth herein are intended to achieve the following objectives:

- a. Procurement of the highest quality supplies, materials, equipment and contractual services at the least amount of cost to the residents.
- b. Encouragement of open, competitive pricing.
- c. Encouragement of savings through bulk or quantity purchasing.
- d. Maintenance of lists of vendors and contractors.
- e. Assurance of vendor and contractor compliance with municipal specifications and contract terms and provisions.
- f. Administration of a system of stocking or warehousing of materials and supplies for day-to-day use.
- g. Encouragement of the purchase of goods made in West Deer Township, Pennsylvania, and/or the United States of America.

§ 14-2. Competitive Bidding

But for the exceptions listed in Section C-1164 of the West Deer Township Home Rule Charter, competitive bidding shall be required for all contracts for equipment, services, and construction with an estimated value threshold determined annually by the Pennsylvania Department of Labor and Industry under State Act 90 of 2011.

The following provisions shall apply to competitive bidding:

1. Notice to Prospective Bidders

Notice of the desire of the Township to receive bids from contractors or vendors shall be given as follows:

- a. The Township Manager shall announce the bid on the West Deer Township website no more than forty-five days prior to the bid deadline. This announcement shall include a general description of the supplies, materials, equipment, and contractual services to be purchased, a statement as to where bid forms, specifications, and other information may be secured, and the time and place for the opening of bids. Said website shall be generally operational and accessible to the public and all potential interested bidders from the first posting until the deadline for submission of bids.
- b. When the Board of Supervisors deems a newspaper advertisement necessary, the Township Manager shall advertise the information listed in the preceding subsection in at least one newspaper of generally circulated in the Township. The advertisement shall be published not more than forty-five days and no less than ten days – prior to the date of the opening of bids. A period of less than ten days may be approved by the Board of Supervisors or the Township Manager where an expedited process is believed to be beneficial to the Township.
- c. At the discretion of the Township Manager, additional notice may be given in any publication or journal devoted to the dissemination of information about construction, materials, and supplies.
- d. The Township Manager may also solicit bids from prospective bidders by mailing, delivering, or electronically transmitting copies of the specifications and forms and/or any other information which will acquaint them with the proposed purchase or contract.

2. Specifications for Bidders

When bids are sought for the erection, construction, or alteration of any public building or facility, the Manager may – upon approval of the Board of Supervisors – have separate specifications prepared for any of the phases, parts, sections, or internal or external systems of the work. When this occurs, separate bids may

be required for each of those parts of the work, and the contract may be awarded to each of the lowest responsible bidders for each part and on a lowest total price basis.

3. Bid Security

When it is deemed necessary by the Board of Supervisors to protect the interests of the Township, bid security shall be required in an amount to be determined upon recommendation of the Township Manager. The amount of security required shall be set forth in the bid specifications. Bid security may be in the form of a certified check, cashier's check, or bid bond. If a bid bond is submitted, it must be in a form approved by the Township Manager.

4. Submission, Acceptance, and Opening of Bids

- a. Depending on the aforementioned current thresholds prescribed in State Act 90 of 2011, the Township will permit either the telephonic, electronic, physical, or sealed submission of bids.
- b. All bids submitted must be received by the Township by the date and time and at the address specified in the public notice. Any bids received after the stated time shall not be accepted.
- c. Sealed bids shall be sealed, shall be identified by their specific bids on the envelope, shall be submitted at the place of opening no later than the time stated in the public notice inviting bids, and shall be opened by the Manager or his or her designee in public at the time and place stated in the public notice. The Township will maintain the confidentiality of these bids until the date and time of the bid opening.

5. Award of Contracts

- a. Contract awards by the Board of Supervisors shall be made at an advertised public meeting.
- b. The following shall apply to the Board of Supervisors' awards:
 - i. Awards shall normally be made to the lowest responsible bidder. However, the Board of Supervisors, upon recommendation of the Township Manager, shall have the right to take into consideration such other factors as delivery date, quality of service, length of warranty, etc., in determining which bid to select.
 - ii. The Board of Supervisors shall have the authority to waive minor irregularities.
 - iii. The Board of Supervisors shall have the authority to accept or reject any and/or all bids or to hold all bids for sixty days or until the next regular Board of Supervisors meeting.
 - iv. Tie Bids.
 1. If two or more of the lowest bids received are for the same total amount or unit prices and the quality, delivery date, and service capability are equal, the contract may be awarded to a bidder upon consideration of the following factors:
 - a. Proximity to the Township

- b. Prior history and record of service.
- c. Experience.
- 2. As an alternative, the Township Manager may break ties by requesting each of the equal low bidders to submit, in writing, their lowest and final bid. Said tiebreaking bids shall be opened in public, and each of the bidders shall be informed of the time and place of the opening. If the bids are still tied, either bidder may be chosen by the Board of Supervisors at their discretion.
- v. A tabulation of bids shall be made available for public inspection.

6. Additional Exceptions

In addition to the aforementioned exceptions listed in Section C-1164 of the West Deer Township Home Rule Charter, contracts or purchases made by the Township to which this Section 14-2 shall not apply, unless the Board of Supervisors shall otherwise direct for a specific instance, shall include:

- a. Those where particular types of goods or services cannot reasonably be acquired from more than one vendor.
- b. Those made for improvements, repairs, and maintenance of any kind of property of the Township for labor, materials, or profits and overhead, and entered into with any organization engaged in rehabilitative or job training programs, and where such organization receives state or federal funding for such purposes.
- c. Those cases, with the Board of Supervisors approval, where the Township Manager deems it is in the best interest of the Township to purchase without competitive bidding because compatibility with existing Township equipment or systems is of high importance.
- d. Those involving the purchase of equipment and services related to computer software, technology, and information systems. The purchase of equipment and services related to computer software, technology, and information systems shall be made on the basis of best-value procurement. Contracts under best-value procurement shall be made only after the Township has solicited proposals based on performance and outcome specifications developed by the Township and describing, at minimum, the objectives to be met by the system, the tasks to be performed by the system, the users of the system, system security issues, the time frame for system implementation, potential operating technologies, compatibility with existing systems, training and maintenance, and shall indicate the process by which the contract shall be awarded. Best-value procurement shall not require a sealed bid process and shall permit the Township to negotiate the terms of the agreement with any responsive and responsible vendor.
- e. Those involving construction management services, which may be awarded on a best-value procurement basis similar to that set forth in the preceding subsection.

- f. Those involving professional expertise or other unique and special expertise where quality of the service is more valuable to the Township than the price of the service.
- g. Those where the Township piggybacks on, purchases from, or participates in a contract legally awarded by the federal government, by the commonwealth or any subdivision thereof, any intergovernmental cooperative or council of governments, any municipal authority, or by any cooperative purchasing program operated by or for any public entity or association of public entities or otherwise recognized by law as eligible to perform cooperative purchasing functions for public entities.

7. Disposition of Bid Deposits

- a. The Township shall return to the unsuccessful bidders any bid deposits submitted by them.
- b. A successful bidder shall forfeit any deposit made upon failure on their part to enter into a contract with the Township within twenty calendar days after award, unless an extended time is authorized, in writing, by the Township Manager.

8. Piecemeal Contracts and Purchases Restricted

- a. It shall be prohibited for any officer or employee of the Township to purposely evade use of the procedures for competitive bidding by making a series of purchases or contracts, each under the minimum stated thresholds, or by making several simultaneous purchases or contracts, each below that minimum amount.

9. Performance Bonds

- a. To protect the interests of the Township, a performance bond – which shall be not less than 10% nor more than 100% of the contract amount – shall be required from the successful bidder before entering into a construction contract. The amount of the bond shall be stated in the bid specifications.
- b. The Township Manager shall establish the percent of the contract price required in the performance bond for purchase of materials, supplies and equipment. If the performance bond is not furnished within twenty days after the award of the contract, the award shall be void. Deliveries, accomplishments, and guarantees may be required in all cases of expenditure.

10. Bonds for the Protection of Labor and Materials

Any person entering into a contract with the Township for the construction, erection, installation, completion, alteration, or repair of or alteration to any public work or improvement whatsoever shall, before commencing work under the contract, execute and deliver to the Township, in addition to the performance bond, an additional bond in a sum not less than 50% and not more than 100%.

This determination shall be prescribed by the Township Manager and conditioned for the prompt payment of all material furnished and labor supplied, or performed, in the prosecution of the work, whether or not the material or labor entered into becomes component parts of the work or improvement contemplated. This additional bond shall be deposited with and held by the Township for the use of any interested party. This bond shall provide that every person who, whether as subcontractor or otherwise, has furnished material or supplied or performed labor in the prosecution of the work and who has not been paid for it may sue in assumpsit on this additional bond, for his use, and prosecute the suit to final judgment for whatever sum may be justly due him, and have execution thereof. The Township shall not be liable for the payment of any costs or expenses of any suit.

11. Workers' Compensation

Every contract entered into by the Township which involves the construction or doing of any work involving the employment of labor shall contain a provision that the contractor shall accept, insofar as the work covered by that contract is concerned, the provisions of the Workers' Compensation Act of 1915, and its supplements and amendments, and that the contractor will insure his liability under that act or file with the Township a certificate of exemption from insurance from the Bureau of Workers' Compensation of the Pennsylvania Department of Labor and Industry. Any contract executed in violation of this section shall be null and void.

12. Discrimination Prohibited

Any contract entered into by the Township for the construction, alteration, or repair of any public building or public work may contain provisions by which the contractor agrees that, in the hiring of employees for the performance of work under the contract or any subcontract under it, no contractor or subcontractor and no person acting on behalf of the contractor or subcontractor shall, by reason of race, creed, sex, or color, discriminate against any person who is qualified and available to perform the work to which the employment relates. Violations of this provision by the contractor will constitute grounds for terminating the contract.

13. Competitive Electronic Auction Bidding

- a. Notwithstanding any other provision of this Section regarding the requirements for competitive bidding for purchases and contracts, if the Township determines that use of competitive electronic auction bidding is in the Township's best interest, a contract for supplies and services – but not for construction or design professional services – may be entered into by competitive electronic auction bidding.
- b. An invitation for bids shall be issued and shall include a procurement description and all contractual terms, whenever practical, and conditions applicable to the procurement, including a notice that bids will be received in an electronic auction manner.

- c. Public notice and advertisement of the invitation for bids shall be given in the same manner as provided in §14-2(1) or other governing law.
- d. Bids shall be accepted electronically at the time and in the manner designated in the invitation for bids. During the auction, each bidder shall have the capability to view his/her bid rank or the low bid price. Bidders may reduce their bid prices during the auction. At the conclusion of the auction, the record of the bid prices received and the name of each bidder shall be open to public inspection.
- e. Contract awards by the Board of Supervisors shall be made at an advertised public meeting in the manner proscribed in §14-2(5).

§ 14-3. Emergency Purchases

In case of actual emergency and with notice being given to the Board of Supervisors, the Township Manager may directly purchase any supplies, materials, and/or equipment, of which the immediate procurement is essential to prevent that which might vitally affect the life, health, safety, and/or welfare of citizens.

After having made any emergency purchase as authorized by this section, the Township Manager shall record and file the emergency purchase, together with a report of the circumstances of the emergency.

§ 14-4. Cooperative Purchasing

The Township Manager, upon approval of the Board of Supervisors, shall have authority to join with other units of government, intergovernmental cooperatives, councils of governments, government purchasing associations, the commonwealth, or any other cooperative purchasing plan offering the benefits of cooperative purchasing to public entities when the best interests of the Township would be served.

§ 14-5. Effective date

All provisions of this ordinance and of the Code shall be in force and effect on and after 16 February 2017.

ORDAINED AND ENACTED this 15th day of February 2017.

ATTEST:

WEST DEER TOWNSHIP

Township Manager

Chairman of the Board of Supervisors

Approved as to Form:

Township Solicitor

CERTIFICATE

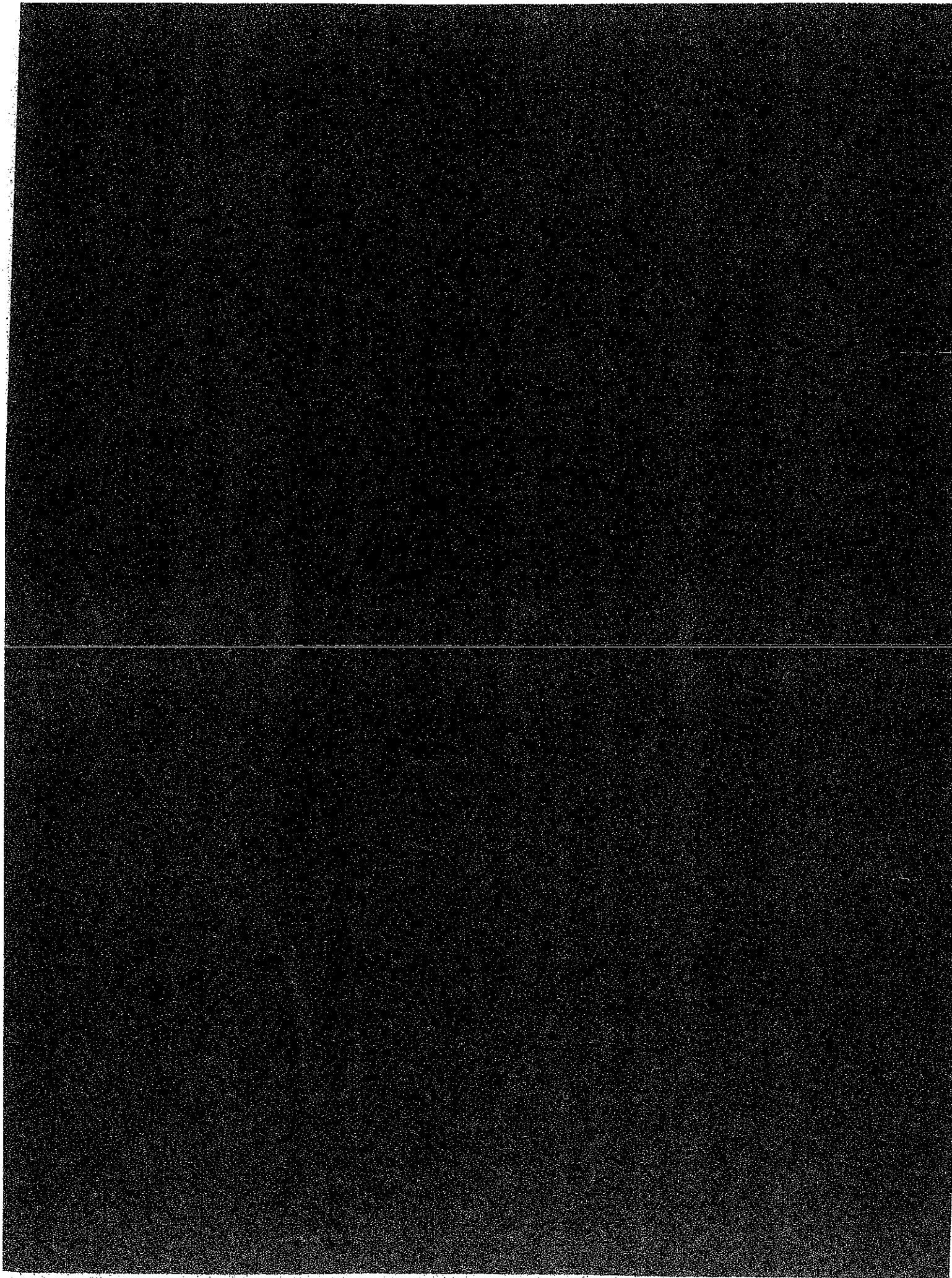
I, the undersigned, hereby certify that the foregoing and attached is a true copy of an Ordinance which was duly enacted at a meeting of the Board of Supervisors of West Deer Township on 15 February 2017, and that at such meeting a quorum was present and acting throughout, after due notice to the members of the Board of Supervisors of West Deer Township and to the public and such meeting was at all times open to the public; that the Ordinance was duly recorded in the West Deer Township Minutes Book and that a summary thereof was published as required by law in a newspaper of general circulation in the Township. I further certify that the Township met the advance requirements of Act No. 1998-93 by advertising the date of the meeting and posting a notice of the meeting at the public meeting place of the Board of Supervisors; that the total number of members of the Board of Supervisors is seven; and the vote upon the Ordinance was called and duly recorded upon the minutes and that the members voted in the following manner:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Jeffrey D. Fleming, Chairman				
Richard W. DiSanti, Jr., Vice Chair				
Rick W. Florentine				
Leonard Guerre				
Shirley A. Hollibaugh				
Joyce A. Romig				
Gerry Vaerewyck				

WITNESS my hand and the seal of the Township on this 15th day of February 2017.

[SEAL]

By: _____
Daniel Mator
Township Manager



SENIOR CITIZEN WALL REPAIR

AT THE LAST MEETING THE BOARD AUTHORIZED BROGE MASONRY CORPORATION TO PERFORM INVESTIGATIVE WORK FOR THE SENIOR CITIZEN WALL REPAIR.

MR. SHOUP.....

WHAT ACTION DOES THE BOARD WISH TO TAKE?

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

15

APPOINTMENT: FULL-TIME POLICE OFFICER

THE PROCESS FOR PROMOTING A CURRENT PART-TIME POLICE OFFICER TO THE POSITION OF FULL-TIME HAS BEEN COMPLETED. FIVE OF THE CURRENT PART-TIME OFFICERS CHOSE TO BE A PART OF THE PROMOTING PROCESS.

THE BOARD RECEIVED THE ATTACHED MEMORANDUM FROM CHIEF LAPE RECOMMENDING PROMOTING MATTHEW EVAN TO THE POSITION OF FULL-TIME POLICE OFFICER FOR WEST DEER TOWNSHIP WITH FEBRUARY 23, 2017 AS HIS STARTING DATE.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO PROMOTE MATTHEW EVAN TO THE POSITION OF FULL-TIME POLICE OFFICER WITH FEBRUARY 23, 2017 BEING HIS STARTING DATE.

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

16

West Deer Twp. Police

MEMO

To: Daniel Mator, Township Manager
From: Jonathan D. Lape, Chief of Police
Subject: Recommendation – Full Time Officer
Date: February 8, 2017

As per the instructions of the Board of Supervisors the process for promoting of a current part time officer to the position of full time has been completed. Five of the current part time officers chose to be a part of the promoting process.

After careful and diligent consideration I recommend that the Board of Supervisors promote Officer Matthew Evan to the position of full time police officer. Matt has been employed as a part time officer since March of 2014. He has a Associates Degree in Criminal Justice.

The results of the oral interview, written exam and essay are attached.

Please consider February 23, 2017 as the starting date since that is the beginning of the pay period.

Cc: J. Flemming
Dr. R. DiSanti
L. Guerre
R. Florentine
S. Hollibaugh
J. Romig
G. Vaerewyck
Sgt. W. Bailey
Sgt. D. Mikus



TOWNSHIP OF WEST DEER POLICE DEPARTMENT



JONATHAN D. LAPE
Chief of Police

109 East Union Road • Box 2 • Russellton, PA 15076
www.westdeertownship.com / wdpc@westdeertownship.com

Emergency: 911
Office: 724-265-1100
Fax: 724-265-1140

2017 Full Time Officer Promotion Results Written Examination Oral Interview Essay

The written examination was comprised of 50 questions (100 points) consisting of department policies, Pa. Laws and their knowledge of West deer Township. The oral interview had the possibility of 500 points. There were fifteen questions asked by an interview panel of five. The essay had the possibility of 100 points and was scored by a retired Deer Lakes School District Educator. The written examination was 50% of the score the essay was 10% and the oral interview was 40%. The total possible is 100%.

Individual Written Exam

Evan	-	43.00%
Myers	-	40.00%
Krakowiak	-	36.00%
Dobson, W.	-	33.00%
Fedunok	-	32.00%

Individuals Essay

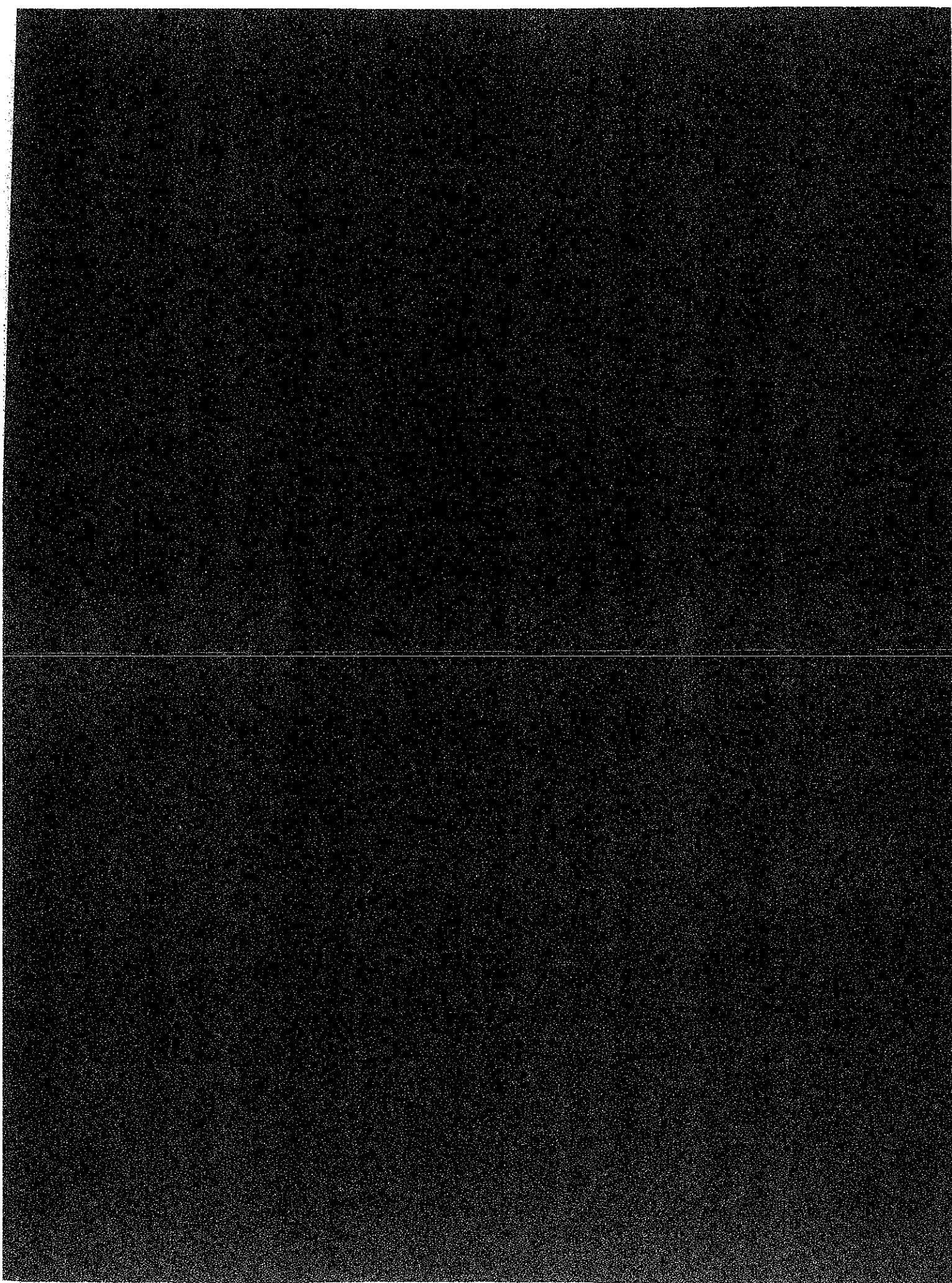
Myers	-	8.6%
Evan	-	8.2%
Krakowiak	-	7.8%
Dobson, W.	-	7.5%
Fedunok	-	5.8%

Individual Interview

Evan	-	37.62%
Myers	-	35.76%
Dobson, W.	-	33.88%
Fedunok	-	33.22%
Krakowiak	-	33.18%

Totals

Evan	-	88.82%
Myers	-	84.36%
Krakowiak	-	76.98%
Dobson, W.	-	74.38%
Fedunok	-	71.02%



FINANCING: POLICE SUV

AT THE LAST MEETING THE BOARD AUTHORIZED THE PURCHASE OF A 2017 FORD POLICE INTERCEPTOR AWD IN THE AMOUNT OF \$39,090.00. FINANCING PROPOSALS WERE TO BE OBTAINED FOR THIS MEETING.

THE FOLLOWING FINANCING PROPOSALS ARE ATTACHED:

	<u>36-months</u>	<u>60-months</u>
1) First National Bank	2.49%	2.79%
2) Huntington Bank	2.50%	2.75%
3) Laurel Capital Corp.	3.15%	3.55%
4) M&T Bank	3.183%	3.25%
5) 911 Leasing.com	3.19%	3.19%
6) Leasing Consultants	3.79%	3.89%

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE FINANCING FOR THE 2017 FORD POLICE INTERCEPTOR AWD THROUGH FIRST NATIONAL BANK AT THE RATE OF 2.49% FOR 36 MONTHS.

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

17



First National Bank

3320 East State Street, Hermitage, PA 16148-3389
(724) 981-6000

January 26, 2017

West Deer Township
Attn: Daniel Mator
109 East Union Road
Cheswick, PA 15024

Dear Mr. Mator,

We are pleased to express our interest in providing West Deer Township the credit facility described below, to finance a 2017 Ford Police Interceptor Explorer AWD.

Loan Amount	\$39,090.01
Term	36-months (3 years)
Interest Rate	2.49%
Approximate Payment	\$1,129 per month
Term	60-months (5 years)
Interest Rate	2.79%
Approximate Payment	\$699 per month

Please note that this letter does not constitute a commitment to lend on the part of First National Bank of PA. It's only to summarize for discussion purposes the credit accommodation which we are pursuing at this time. A submitted application and full underwriting processes must take place.

Please contact me with any questions or if additional information is needed.

Sincerely,

Ron Manges
Vice President – Business Development Officer
First National Bank of PA
600 Wal Mart Drive
Gibsonia, PA 15044
724.493.1610

911Leasing.com
432A Frye Farm Road
Greensburg PA, 15601



Phone: (800) 214-4606
Fax: (724) 238-3133
Sales@911Leasing.com

Financing Proposal for West Deer Township

January 26, 2017

To: Daniel Mator

REF: 1.26.WDT.17

From: 911Leasing.com
432A Frye Farm Road
Greensburg, PA 15650

Option #1 & 2 is based on \$33,813.00 Option #3 & 4 is based on \$39,090.01 Option #5 & 6 is based on \$121,971.00

1.	Three Years	3.19%	3 Payments @ \$11,997.62 Due Starting January 2018
2.	Five Years	3.19%	5 Payments @ \$7,423.32 Due Starting January 2018
3.	Three Years	3.19%	3 Payments @ \$13,870.02 Due Starting January 2018
4.	Five Years	3.19%	5 Payments @ \$8,581.84 Due Starting January 2018
5.	Three Years	3.19%	3 Payments @ \$43,278.06 Due Starting January 2018
6.	Five Years	3.19%	5 Payments @ \$26,777.58 Due Starting January 2018

As you review our quote, please note the following points:

- This is a proposal. Final terms are subject to credit review and your acceptance.
- The expiration date is the date by which we must receive executed financing documents. It is not the date by which you agree to the terms. **This quote expires on February 15, 2017**
- **NO ADDITIONAL FEES OR COSTS**
- Should we proceed with this transaction, you would have the title to the equipment from the beginning. There would, however, be a lien on the equipment until the obligation is paid.
- This transaction must be designated as a Tax-Exempt under section 103 of the Internal Revenue Code of 1986 as amended.

Accepted By: _____ / _____	Title _____	Date _____
----------------------------	-------------	------------

LAUREL CAPITAL CORPORATION

6600 Brooktree Court
Suite 3000

P.O. Box 839
Wexford, PA 15090-0839

Phone: (724) 933-5200
Fax: (724) 933-5203
Muitter@laurelcapital.net

February 7, 2017

West Deer Township
109 East Union Road
Cheswick Pa 15024
Attn: Daniel Mator, Township Manager

Dear Mr. Mator,

Per our conversation, please find the following equipment lease proposals from Laurel Capital Corporation. Equipment: Ford F250, JCB Wheel loader and a Ford Explorer AWD

Lessee: West Deer Township

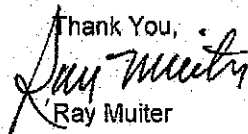
Amount	Term,	Rate	Payment:	Fee
\$33,813.00	3 annual payments	3.15%	\$11,623.00	\$350.
\$33,813.00	5 annual payments	3.55%	\$7,243.00	\$350.
\$121,971.00	3 annual payments	3.15%	\$41,925.00	\$350.
\$121,971.00	5 annual payments	3.55%	\$26,126.00	\$350.
\$39,090.01	3 annual payments	3.15%	\$13,437.00	\$350.
\$39,090.01	5 annual payments	3.55%	\$8,374.00	\$350.

Buy-out: \$1.00

Advance payment: One annual payment in advance at closing.

The above terms are based on current market conditions and subject to final credit approval.

Please call if you have any questions or need to discuss other terms.

Thank You,

Ray Muiiter

Leasing Consultants

January 24, 2017

FORMAL PROPOSAL

OBLIGOR: WEST DEER TOWNSHIP, PA

- ✓ This is a finance/ownership contract. No residual value.
- ✓ Fixed interest rate for the three (3) year, and five (5) year terms.

EQUIPMENT: ONE (1) NEW FORD POLICE INTERCEPTOR

OPTION 1

Acquisition Cost:	\$39,090.01	Term:	Three (3) years	First Payment Due:	At Closing
Down Payment:	\$0.00	Payment Mode:	Annual in Advance	Payment Amount:	\$13,517.60
Trade In:	\$0.00	Interest Rate:	3.790%		
Principal Balance:	\$39,090.01	Rate Factor:	0.345807		

OPTION 2

Acquisition Cost:	\$39,090.01	Term:	Five (5) years	First Payment Due:	At Closing
Down Payment:	\$0.00	Payment Mode:	Annual in Advance	Payment Amount:	\$8,425.80
Trade In:	\$0.00	Interest Rate:	3.890%		
Principal Balance:	\$39,090.01	Rate Factor:	0.215549		

- * **This is a proposal only and is not a commitment to finance. This proposal is subject to credit review and approval and proper execution of mutually acceptable documentation.**
- * Failure to consummate this transaction once credit approval is granted and the documents are drafted and delivered to Obligor will result in a documentation fee being assessed to the Obligor.
- * This transaction must be credit approved, all documents properly executed and returned to Leasing Consultants and the transaction funded on ALL proposals on or before February 7, 2017. If funding does not occur within that time-frame, or there is a change of circumstance which adversely affects the expectations, rights, or security of Obligee or its assignees, then Obligee or its assignees reserve the right to adjust and determine a new interest rate factor and payment amount, or withdraw this proposal in its entirety.
- * This transaction must be designated as tax-exempt under Section 103 of the Internal Revenue Code of 1986 as amended.
- * **OBLIGOR'S TOTAL AMOUNT OF TAX-EXEMPT DEBT TO BE ISSUED IN THIS CALENDAR YEAR WILL NOT EXCEED THE \$10,000,000 LIMIT, OR THE INTEREST RATE IS SUBJECT TO CHANGE.**

Leasing Consultants	WEST DEER TOWNSHIP, PA
	Signature:
	Typed Name & Title
	Date:

M&T Bank

Understanding what's important®

February 7, 2017

Mr. Daniel Mator
Township Manager
West Deer Township
109 East Union Road
Cheswick, PA 15024

Dear Daniel,

Manufacturers and Traders Trust Company ("M&T Bank") is pleased to outline the following financing proposal for West Deer Township.

LESSOR: M&T Bank (its nominees, assigns or affiliates)

LESSEE: West Deer Township

EQUIPMENT & FUNDING AMOUNT:	2017 Ford F250 4x4 SRW Regular Cab Pickup and Plow	\$ 33,813.00
	2017 JCB 427ZX Wheel Loader	\$121,971.00
	2017 Ford Police Interceptor Explorer AWD	<u>\$ 39,090.01</u>
	Total:	\$194,874.01

FACILITY: Tax-Exempt Municipal Lease Purchase Agreement

This will be a non-cancelable, net lease transaction whereby maintenance, insurance, applicable taxes, and all items of a similar nature will be the responsibility of the Lessee. Provisions of the lease will require that Lessor be named Lender/Loss Payee on the insurance coverage.

TERMS & PAYMENT:	Lease Term:	3 or 5 Years
	Closing Date:	March 1, 2017 (estimate)
	First Payment Date:	March 1, 2017 (at funding)
	Payment Frequency:	Annual in Advance
	Interest Rate:	3.183% for 3 Year Term 3.250% for 5 Year Term
	Payment Amount:	See attached sample Amortization Schedules. Other structures are available.

**BASIS OF RENTAL
FACTORS:**

The interest rates this proposal are based on M&T Bank's respective two (2) or four (4) year Cost of Funds (COF) as of February 6, 2017 for a Bank Qualified transaction. The actual rate will be fixed three days prior to the closing and may be indexed to this cost of funds at discretion of Lessor.

Cost of Funds shall mean the most recent yield on United States Treasury Obligations adjusted to a constant like-term maturity in effect three (3) business days prior to closing date as published by the Board of Governors of the Federal Reserve Statistical Release H.15 (519), or by such other quoting service, index or commonly available source utilized by the Bank, plus the ask side of the like-term swap spread in effect three (3) business days prior to closing date as set forth in Bloomberg, L.P., or by such other quoting service, index or commonly available source utilized by the Bank.

**TAX
INDEMNIFICATION:**

Pennsylvania

Lessee will provide to Lessor the appropriate Commonwealth of Pennsylvania Exempt Organization certificate. This proposal assumes that this transaction qualifies as tax exempt, Bank Qualified pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended. Lessor reserves the option to require that Lessee provides bond counsel tax opinion, at Lessee's expense, stating the aforementioned qualifications.

**DOCUMENTATION &
APPLICABLE FEES:**

All documentation will be provided by Lessor and must be satisfactory to all parties. No documentation fees, acquisition fees, disposition fees or security deposit will be charged to this account.

**END OF LEASE
OPTIONS:**

Provided the Lessee has met all the terms and conditions of the lease agreement, the Lessee at lease expiration will have clear title of equipment upon payment of all amounts due under the lease.

EARLY TERMINATION:

Pursuant to General Municipal Law the lease will allow for early termination for reasons of non-appropriation.

CONDITIONS:

This proposal is For Discussion Purposes Only. Final approval, if any, may only be granted upon receipt of all information deemed appropriate by Lessor and in accordance with Lessor's loan, legal and other applicable policies. This proposal is subject to Lessor's final credit and investment approval. Lessor takes a general exception to the application of any contract terms and conditions included in any solicitation for quotations. The terms and conditions applicable to the provision of our products and services will be those reflected in those final signed agreements and documents.

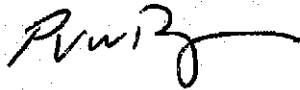
Lessee shall have delivered to M&T Bank, sufficiently in advance of closing, all documentation and other information required by the Bank in accordance with all applicable banking laws and regulations in effect from time to time, including, without limitation, the USA PATRIOT Act. Any failure by Lessee or any necessary third party to deliver to the Bank, in a timely manner, any material information requested, or any misrepresentation or inaccuracy with respect to any such information received, or if Bank's due diligence reveals that opening the accounts contemplated herein would potentially violate the Bank's regulatory compliance policies or applicable law, shall permit the Bank, in its sole discretion, to withdraw and/or cancel this proposal without liability, and retain any fees.

ACCEPTANCE &
EXPIRATION:

The Lessee may acknowledge its approval of this lease proposal by signing and returning this letter. This proposal shall expire in thirty (30) days unless extended by Lessor.

Thank you for allowing us the opportunity to present this proposal. Please contact me at (610) 449-3944 if you have any questions in reference to this proposal.

Sincerely,



Paul V.W. Black
Vice President – Municipal Leasing
Phone: 610-449-3944
Fax: 610-449-3945
Email: pvblack@mtb.com

PROPOSAL ACCEPTED THIS _____ DAY OF _____, 2017

By: _____
West Deer Township

CC: Dave Worthing, M&T Bank

M&T Bank
- Sample Amortization Schedule -

West Deer Township - \$39,090.01 for 3 Year Term

Compound Period: Monthly

Nominal Annual Rate: 3.183%

CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Lease	03/01/2017	39,090.01	1		
2 Lease Payment	03/01/2017	13,446.32	3	Annual	03/01/2019

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

	Date	Lease Payment	Interest	Principal	Balance
Lease	03/01/2017				39,090.01
1	03/01/2017	13,446.32	0.00	13,446.32	25,643.69
2017 Totals		13,446.32	0.00	13,446.32	
2	03/01/2018	13,446.32	828.25	12,618.07	13,025.62
2018 Totals		13,446.32	828.25	12,618.07	
3	03/01/2019	13,446.32	420.70	13,025.62	0.00
2019 Totals		13,446.32	420.70	13,025.62	
Grand Totals		40,338.96	1,248.95	39,090.01	

M&T Bank
- Sample Amortization Schedule -

West Deer Township - \$39,090.01 for 5 Year Term

Compound Period: Monthly

Nominal Annual Rate: 3.250%

CASH FLOW DATA

	Event	Date	Amount	Number	Period	End Date
1	Lease	03/01/2017	39,090.01	1		
2	Lease Payment	03/01/2017	8,333.54	5	Annual	03/01/2021

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

	Date	Lease Payment	Interest	Principal	Balance
Lease	03/01/2017				39,090.01
1	03/01/2017	8,333.54	0.00	8,333.54	30,756.47
2017 Totals		8,333.54	0.00	8,333.54	
2	03/01/2018	8,333.54	1,014.61	7,318.93	23,437.54
2018 Totals		8,333.54	1,014.61	7,318.93	
3	03/01/2019	8,333.54	773.17	7,560.37	15,877.17
2019 Totals		8,333.54	773.17	7,560.37	
4	03/01/2020	8,333.54	523.76	7,809.78	8,067.39
2020 Totals		8,333.54	523.76	7,809.78	
5	03/01/2021	8,333.54	266.15	8,067.39	0.00
2021 Totals		8,333.54	266.15	8,067.39	
Grand Totals		41,667.70	2,577.69	39,090.01	



TERM SHEET

Date: February 8, 2017

Type of Transaction: Lease-Purchase Agreement (the "Lease")

Lessee: West Deer Township

Lessor: Huntington Public Capital Corporation

Escrow Agent: The Huntington National Bank or other mutually acceptable financial institution

Financed Amount: \$194,874.00

Use of Proceeds: To finance a 2017 Ford F250 and Plow, a 2017 Wheel Loader and a 2017 Police Interceptor Explorer (the "Equipment")

Structure/Security: The Lease shall be payable from legally available revenues of the Lessee, subject to annual appropriation. Pursuant to the Lease documentation, the Lessee shall hold title to the Equipment and grant Lessor a continuing, first prior security interest in any and all right, title and interest of Lessee in the Equipment and in all additions, attachments, accessions, and substitutions thereto.

Tax Status: Tax-Exempt (Bank Qualified)

Commencement Date: TBD

If escrow funding is required, the Financed Amount will be deposited with the Escrow Agent on the Commencement Date for the benefit of the Lessee. As Equipment is delivered to and accepted by the Lessee, disbursements will be made by the Escrow Agent at the direction of the Lessee and with the written approval of Lessor

Term: 3 years and 5 years

Payment Frequency: Annual

Lessor Rate: Interest rates will be determined using the following formula and will be set ten (10) days prior to the funding.

$$(\text{Base Rate} + \text{Spread}) \times 65\%$$

Base Rates will be the Five (5) Year "Week Ending" interest rate swap as published in the latest available Federal Reserve H.15 report at the time the rates are to be set. The report can be found at:

<http://www.federalreserve.gov/releases/H15/update/>

Interest Rates as of today are as follows:

3 Year Option: $(1.91\% + 1.94\%) \times 65\% = \underline{2.50\% - \text{Fixed Rate}}$

5 Year Option: $(1.91\% + 2.32\%) \times 65\% = \underline{2.75\% - \text{Fixed Rate}}$

Fees:

Documentation Fee:	\$250.00
Escrow Fee:	\$350.00

Prepayment Option: The Lease may be prepaid at any time (in whole, but not in part) at a price equal to the then outstanding balance ("Balance"), plus accrued interest, plus a prepayment premium calculated as follows: 3% of the Balance if paid in the first 12 months of the Lease Term; 2% of the Balance if paid in the second 12 months of the Lease Term; and 1% of the Balance if paid after the second 12 months of the Lease Term.

Insurance: Lessee, at its own expense, will provide insurance naming Lessor as loss payee and additional insured.

Warranties: Lessor makes no warranties expressed or implied. Lessee's sole warranty rights are any provided by the Equipment vendors and/or manufacturers.

Net Lease: Lessor is not a manufacturer or dealer of equipment. All maintenance, license fees, taxes, insurance, and any other costs related to ownership and operation of the Equipment shall be the responsibility of Lessee.

Documentation: Lessor contemplates using standardized documentation and intends to use in-house legal counsel. If this transaction necessitates that the Lessor use outside legal counsel or incur any other extraordinary expenses, such costs shall be borne by Lessee.

Credit Approval: The terms set forth herein reflect a proposed, preliminary structure and are subject to final credit approval by Lessor and the negotiation of mutually acceptable documentation. They do not represent all of the terms and conditions that may ultimately be included in a financing between Lessee and Lessor.

Proposal Expiration: This proposal shall expire at Lessor's option if (a) Lessor has not received the Lessee's written acceptance by February 24, 2017; or (b) if the funding does not occur on or before March 17, 2017.

Huntington Contact: Jill Murphy, Vice President
Director of Business Development – Huntington Public Capital
Phone: 330-841-0179
Email: Jill.Murphy@Huntington.com

Accepted By:
West Deer Township

By

Name

Title

Date

Huntington Public Capital® ("HPC"), a division of The Huntington National Bank (the "Bank"), is providing the information contained in this document for discussion purposes only in connection with an arm's-length transaction under discussion between you and HPC. If you are a "municipal entity" or "obligated person" within the meaning of the municipal advisor rules (the "Rules") of the Securities and Exchange Commission, Rule 15Ba1-1 et seq. this information is provided to you pursuant to and in reliance upon the "bank exemption," and/or other exemptions and/or the "general information" exclusion provided under the Rules. HPC is acting for its own interest and has financial and other interests that differ from yours. HPC is not acting as a municipal advisor or financial advisor, and has no fiduciary duty, to you or any other person pursuant to the Rules. The information provided in this document is not intended to be and should not be construed as "advice" within the meaning of the Rules. HPC is not recommending that you take or refrain from taking any action with respect to the information contained in this document. Before acting on this information, you should discuss it with your own financial and/or municipal, legal, accounting, tax and other advisors as you deem appropriate. As used in this notice, the "Rules" means Section 15B of the Securities Exchange Act of 1934, the Securities and Exchange Commission's Rule 15Ba1-1, et seq., and any related municipal advisor rules of the Municipal Securities Rulemaking Board, all as they may be amended from time to time.

Sample Lease Payment Schedule

Three (3) Year Option

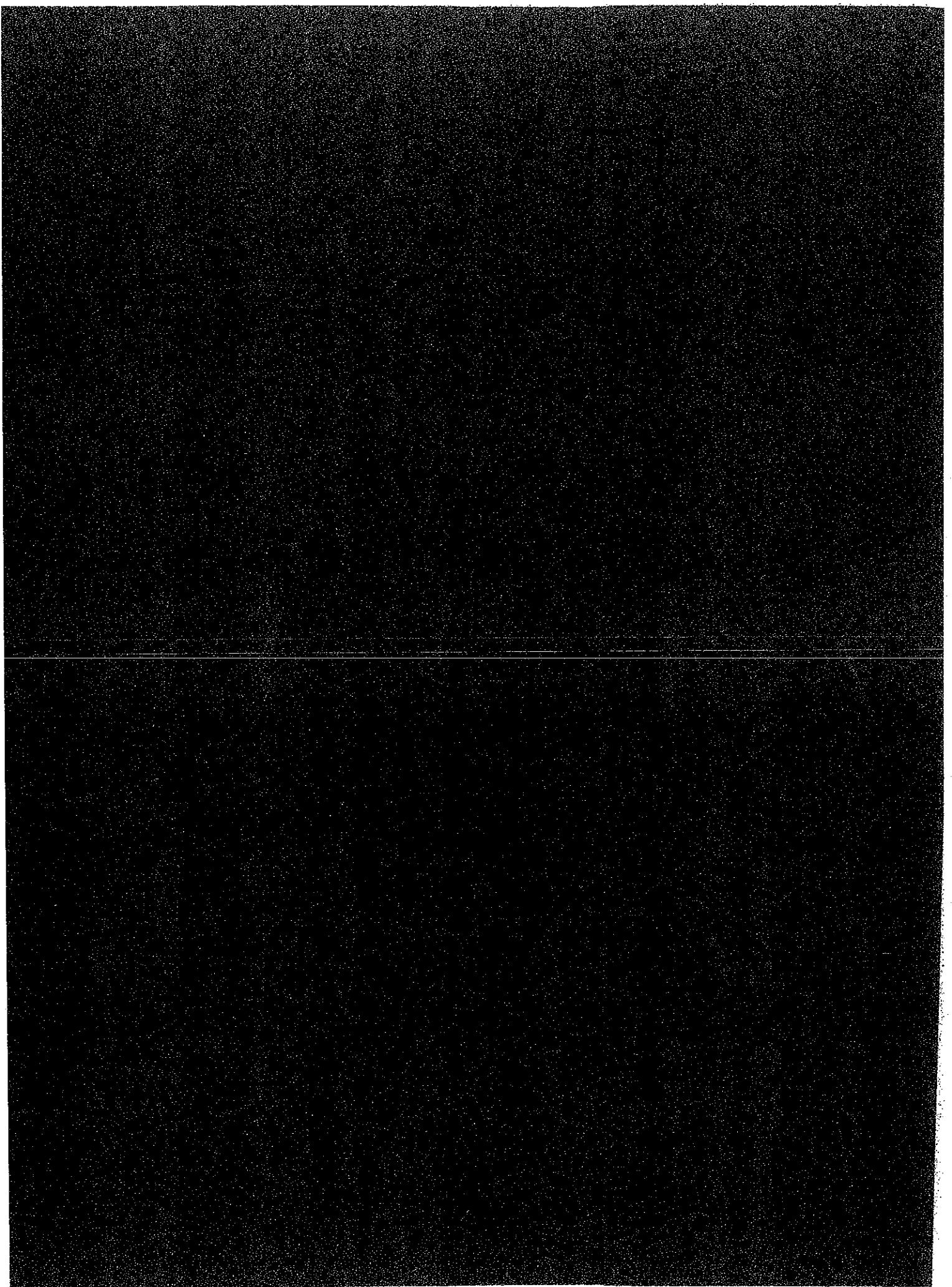
Currently: 2.50%

	Date	Payment	Interest	Principal	Balance
Loan	3/17/2017				\$194,874.00
1	4/1/2017	\$ 50,589.48	\$ 200.21	\$ 50,389.27	\$144,484.73
2	4/1/2018	\$ 50,589.48	\$3,612.12	\$ 46,977.36	\$ 97,507.37
3	4/1/2019	\$ 50,589.48	\$2,437.68	\$ 48,151.80	\$ 49,355.57
4	4/1/2020	\$ 50,589.48	\$1,233.91	\$ 49,355.57	\$ -
Grand Totals		\$202,357.92	\$7,483.92	\$194,874.00	

Five (5) Year Option

Currently: 2.75%

	Date	Payment	Interest	Principal	Balance
Loan	3/17/2017				\$194,874.00
1	4/1/2017	\$ 34,760.16	\$ 220.23	\$ 34,539.93	\$160,334.07
2	4/1/2018	\$ 34,760.16	\$ 4,409.19	\$ 30,350.97	\$129,983.10
3	4/1/2019	\$ 34,760.16	\$ 3,574.54	\$ 31,185.62	\$ 98,797.48
4	4/1/2020	\$ 34,760.16	\$ 2,716.93	\$ 32,043.23	\$ 66,754.25
5	4/1/2021	\$ 34,760.16	\$ 1,835.74	\$ 32,924.42	\$ 33,829.83
6	4/1/2022	\$ 34,760.16	\$ 930.33	\$ 33,829.83	\$ -
Grand Totals		\$208,560.96	\$13,686.96	\$194,874.00	



PURCHASE AND FINANCING: PUBLIC WORKS PICKUP TRUCK W/ SNOWPLOW

ATTACHED IS A QUOTE FOR THE PURCHASE OF A 2017 FORD F-250 4x4 PICKUP TRUCK WITH SNOWPLOW IN THE AMOUNT OF \$33,813.00.

VEHICLE: \$27,405.00
 SNOW PLOW: \$ 6,408.00
 TOTAL: \$33,813.00

THE FOLLOWING FINANCING PROPOSALS ARE ATTACHED:

	<u>36-months</u>	<u>60-months</u>
1) First National Bank	2.49%	2.79%
2) Huntington Bank	2.50%	2.75%
3) Laurel Capital Corp.	3.15%	3.55%
4) M&T Bank	3.183%	3.25%
5) 911 Leasing.com	3.19%	3.19%
6) Leasing Consultants	3.79%	3.89%

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE PURCHASE OF ONE 2017 FORD F250 4x4 PICKUP TRUCK TO TRI-STAR MOTORS IN THE AMOUNT OF \$27,405.00 AND THE SNOWPLOW TO WALSH EQUIPMENT IN THE AMOUNT OF \$6,408.00 FOR A TOTAL OF \$33,813.00, AND THE FINANCING THROUGH FIRST NATIONAL BANK AT THE RATE OF 2.49% FOR 36 MONTHS.

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

18



930 Route # 22 West, Box # 307
 Blairsville, PA 15717
 724 459 9300 X 239
 724 459 0307 FAX
 (412) 668-0448 CELL
 Chuck Jefferson
cjefferson@tristarmotors.com
 Government Accounts Manager

Ref: West deer twp

1/6/2017

New 2017 Ford F250 4X4 SRW (Regular Cab Pick Up)

- 142" Wheelbase
- Race Red Exterior
- Medium Stone Vinyl Interior
- 40/20/40 Vinyl Bench Seat
- Preferred Equipment Package 600A
- XL Trim
- Air Conditioner
- AM/FM Stereo/Clock
- Trailer Towing Package
- 6.2L V8 Gas Engine
- 6 Speed Automatic Transmission
- LT245/75R17E BSW All Terrain Tires
- 3:73 E-locking Rear Axle
- Power Equipment Group
- 10,000# GVWR
- 50 State Emissions
- Snow Plow Package
- Spare Tire & wheel
- Trailer Brake Controller
- Front & Rear Splash shields
- upfitter switches
- Spray In Bed Liner
- LED Warning strobes

- CO-STARS # 025-026
- *VEHICLE MUST BE ORDERED
- *No Tax w/ Tax Exempt Cert
- *No Charge for Title & License
- *K or Q Ford FIN Code Required
- *Delivery Charge Added If Delivered
- *Payment Due Upon Receipt of Chassis

Vehicle Priced @

\$27,405.00

OPTIONS

6.7L Diesel Engine	ADD	9200
Molded Black Side Steps	ADD	325
RustProof & Undercoating	ADD	600

Signature: _____

Date _____

PO# _____

ACQUISITION NOTICE:

NO VEHICLE SHALL BE SHIPPED OR ALTERED PRIOR TO SIGN OFF AND PAYMENT ON CHASSIS IS MADE.





WALSH EQUIPMENT

MUNICIPAL AND INDUSTRIAL SUPPLIES SINCE 1932

796 Unionville Rd Prospect PA 16052

PH: 724-865-9221 FX: 724-865-9817

EMAIL: walsh@walshequipmentinc.com

January 6, 2017

West Deer Township
Allegheny County, PA

We are pleased to quote the following snowplow for your consideration of a new 2017 F250 ¾ Ton Pick Up Truck. This quote is prepared from the current PA Costars Contract #025-021 for Municipal Work Vehicles. Walsh Equipment's Costars Vendor Number is 146096.

8 ft 6 in Western Pro Plus Steel Snowplow with Fleet Flex Electric-over-Hydraulic kit, Nighthawk plow lights with turn signals. Ultramount truck-specific hitch; A-frame & lift quadrant. 12-ga Steel Moldboard with 4 trip springs, 2 shock absorbers, 8 vertical ribs. Cast iron plow shoes, corner markers, 1-1/2" x 12" angling rams. In-cab plow controller, township's choice of hand-held or dash mounted. Carbide cutting edge; poly top deflector.

Installed on your truck: \$6,408

Thank you for the opportunity to quote from the PA Costars Contract.

Sincerely,

Walt Garrison

WMG/vmc



First National Bank

3320 East State Street, Hermitage, PA 16148-3389
(724) 981-6000

January 26, 2017

West Deer Township
Attn: Daniel Mator
109 East Union Road
Cheswick, PA 15024

Dear Mr. Mator,

We are pleased to express our interest in providing West Deer Township the credit facility described below, to finance a 2017 Ford F250 4x4 SRW Regular Cab Pickup and Plow.

Loan Amount	\$33,813
Term	36-months (3 years)
Interest Rate	2.49%
Approximate Payment	\$976 per month
Term	60-months (5 years)
Interest Rate	2.79%
Approximate Payment	\$605 per month

Please note that this letter does not constitute a commitment to lend on the part of First National Bank of PA. It's only to summarize for discussion purposes the credit accommodation which we are pursuing at this time. A submitted application and full underwriting processes must take place.

Please contact me with any questions or if additional information is needed.

Sincerely,

Ron Manges
Vice President – Business Development Officer
First National Bank of PA
600 Wal Mart Drive
Gibsonia, PA 15044
724.493.1610

911Leasing.com
432A Frye Farm Road
Greensburg PA, 15601



Phone: (800) 214-4606
Fax: (724) 238-3133
Sales@911Leasing.com

Financing Proposal for West Deer Township

January 26, 2017

To: Daniel Mator

REF: 1.26.WDT.17

From: 911Leasing.com
432A Frye Farm Road
Greensburg, PA 15650

Option #1 & 2 is based on \$33,813.00 Option #3 & 4 is based on \$39,090.01 Option #5 & 6 is based on \$121,971.00

1.	Three Years	3.19%	3 Payments @ \$11,997.62 Due Starting January 2018
2.	Five Years	3.19%	5 Payments @ \$7,423.32 Due Starting January 2018
3.	Three Years	3.19%	3 Payments @ \$13,870.02 Due Starting January 2018
4.	Five Years	3.19%	5 Payments @ \$8,581.84 Due Starting January 2018
5.	Three Years	3.19%	3 Payments @ \$43,278.06 Due Starting January 2018
6.	Five Years	3.19%	5 Payments @ \$26,777.58 Due Starting January 2018

As you review our quote, please note the following points:

- This is a proposal. Final terms are subject to credit review and your acceptance.
- The expiration date is the date by which we must receive executed financing documents. It is not the date by which you agree to the terms. **This quote expires on February 15, 2017**
- **NO ADDITIONAL FEES OR COSTS**
- Should we proceed with this transaction, you would have the title to the equipment from the beginning. There would, however, be a lien on the equipment until the obligation is paid.
- This transaction must be designated as a Tax-Exempt under section 103 of the Internal Revenue Code of 1986 as amended.

Accepted By: _____ / _____	Title _____	Date _____
----------------------------	-------------	------------

LAUREL CAPITAL CORPORATION

6600 Brooktree Court
Suite 3000

P.O. Box 839
Wexford, PA 15090-0839

Phone: (724) 933-5200
Fax: (724) 933-5203
Muiter@laurelcapital.net

February 7, 2017

West Deer Township
109 East Union Road
Cheswick Pa 15024
Attn: Daniel Mator, Township Manager

Dear Mr. Mator,

Per our conversation, please find the following equipment lease proposals from Laurel Capital Corporation. Equipment: Ford F250, JCB Wheel loader and a Ford Explorer AWD

Lessee: West Deer Township

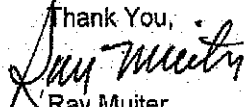
Amount	Term,	Rate	Payment:	Fee
\$33,813.00	3 annual payments	3.15%	\$11,623.00	\$350.
\$33,813.00	5 annual payments	3.55%	\$7,243.00	\$350.
\$121,971.00	3 annual payments	3.15%	\$41,925.00	\$350.
\$121,971.00	5 annual payments	3.55%	\$26,126.00	\$350.
\$39,090.01	3 annual payments	3.15%	\$13,437.00	\$350.
\$39,090.01	5 annual payments	3.55%	\$8,374.00	\$350.

Buy-out: \$1.00

Advance payment: One annual payment in advance at closing.

The above terms are based on current market conditions and subject to final credit approval.

Please call if you have any questions or need to discuss other terms.

Thank You,

Ray Muiter

Leasing Consultants

January 24, 2017

FORMAL PROPOSAL

OBLIGOR: WEST DEER TOWNSHIP, PA

- ✓ This is a finance/ownership contract. No residual value.
- ✓ Fixed interest rate for the three (3) year, and five (5) year terms.

EQUIPMENT: ONE (1) NEW FORD F250 PICKUP AND PLOW

OPTION 1

Acquisition Cost:	\$33,813.00	Term:	Three (3) years	First Payment Due:	At Closing
Down Payment:	\$0.00	Payment Mode:	Annual in Advance	Payment Amount:	\$11,692.78
Trade In:	\$0.00	Interest Rate:	3.790%		
Principal Balance:	\$33,813.00	Rate Factor:	0.345807		

OPTION 2

Acquisition Cost:	\$33,813.00	Term:	Five (5) years	First Payment Due:	At Closing
Down Payment:	\$0.00	Payment Mode:	Annual in Advance	Payment Amount:	\$7,288.34
Trade In:	\$0.00	Interest Rate:	3.890%		
Principal Balance:	\$33,813.00	Rate Factor:	0.215549		

- * **This is a proposal only and is not a commitment to finance. This proposal is subject to credit review and approval and proper execution of mutually acceptable documentation.**
- * Failure to consummate this transaction once credit approval is granted and the documents are drafted and delivered to Obligor will result in a documentation fee being assessed to the Obligor.
- * This transaction must be credit approved, all documents properly executed and returned to Leasing Consultants and the transaction funded on ALL proposals on or before February 7, 2017. If funding does not occur within that time-frame, or there is a change of circumstance which adversely affects the expectations, rights, or security of Obligee or its assignees, then Obligee or its assignees reserve the right to adjust and determine a new interest rate factor and payment amount, or withdraw this proposal in its entirety.
- * This transaction must be designated as tax-exempt under Section 103 of the Internal Revenue Code of 1986 as amended.
- * **OBLIGOR'S TOTAL AMOUNT OF TAX-EXEMPT DEBT TO BE ISSUED IN THIS CALENDAR YEAR WILL NOT EXCEED THE \$10,000,000 LIMIT, OR THE INTEREST RATE IS SUBJECT TO CHANGE.**

Leasing Consultants	WEST DEER TOWNSHIP, PA
	Signature:
	Typed Name & Title
	Date:

M&T Bank
- Sample Amortization Schedule -

West Deer Township - \$33,813.00 for 3 Year Term

Compound Period: Monthly

Nominal Annual Rate: 3.183%

CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Lease	03/01/2017	33,813.00	1		
2 Lease Payment	03/01/2017	11,631.12	3	Annual	03/01/2019

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

	Date	Lease Payment	Interest	Principal	Balance
Lease	03/01/2017				33,813.00
1	03/01/2017	11,631.12	0.00	11,631.12	22,181.88
2017 Totals		11,631.12	0.00	11,631.12	
2	03/01/2018	11,631.12	716.44	10,914.68	11,267.20
2018 Totals		11,631.12	716.44	10,914.68	
3	03/01/2019	11,631.12	363.92	11,267.20	0.00
2019 Totals		11,631.12	363.92	11,267.20	
Grand Totals		34,893.36	1,080.36	33,813.00	

M&T Bank
- Sample Amortization Schedule -

West Deer Township - \$33,813.00 for 5 Year Term

Compound Period: Monthly

Nominal Annual Rate: 3.250%

CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Lease	03/01/2017	33,813.00	1		
2 Lease Payment	03/01/2017	7,208.54	5	Annual	03/01/2021

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

	Date	Lease Payment	Interest	Principal	Balance
Lease	03/01/2017				33,813.00
1	03/01/2017	7,208.54	0.00	7,208.54	26,604.46
2017 Totals		7,208.54	0.00	7,208.54	
2	03/01/2018	7,208.54	877.64	6,330.90	20,273.56
2018 Totals		7,208.54	877.64	6,330.90	
3	03/01/2019	7,208.54	668.79	6,539.75	13,733.81
2019 Totals		7,208.54	668.79	6,539.75	
4	03/01/2020	7,208.54	453.06	6,755.48	6,978.33
2020 Totals		7,208.54	453.06	6,755.48	
5	03/01/2021	7,208.54	230.21	6,978.33	0.00
2021 Totals		7,208.54	230.21	6,978.33	
Grand Totals		36,042.70	2,229.70	33,813.00	



TERM SHEET

Date: February 8, 2017

Type of Transaction: Lease-Purchase Agreement (the "Lease")

Lessee: West Deer Township

Lessor: Huntington Public Capital Corporation

Escrow Agent: The Huntington National Bank or other mutually acceptable financial institution

Financed Amount: \$194,874.00

Use of Proceeds: To finance a 2017 Ford F250 and Plow, a 2017 Wheel Loader and a 2017 Police Interceptor Explorer (the "Equipment")

Structure/Security: The Lease shall be payable from legally available revenues of the Lessee, subject to annual appropriation. Pursuant to the Lease documentation, the Lessee shall hold title to the Equipment and grant Lessor a continuing, first prior security interest in any and all right, title and interest of Lessee in the Equipment and in all additions, attachments, accessions, and substitutions thereto.

Tax Status: Tax-Exempt (Bank Qualified)

Commencement Date: TBD

If escrow funding is required, the Financed Amount will be deposited with the Escrow Agent on the Commencement Date for the benefit of the Lessee. As Equipment is delivered to and accepted by the Lessee, disbursements will be made by the Escrow Agent at the direction of the Lessee and with the written approval of Lessor

Term: 3 years and 5 years

Payment Frequency: Annual

Lessor Rate: Interest rates will be determined using the following formula and will be set ten (10) days prior to the funding.

$$(Base Rate + Spread) \times 65\%$$

Base Rates will be the Five (5) Year "Week Ending" interest rate swap as published in the latest available Federal Reserve H.15 report at the time the rates are to be set. The report can be found at:

<http://www.federalreserve.gov/releases/H15/update/>

Interest Rates as of today are as follows:

3 Year Option: $(1.91\% + 1.94\%) \times 65\% = \underline{2.50\% - Fixed Rate}$

5 Year Option: $(1.91\% + 2.32\%) \times 65\% = \underline{2.75\% - Fixed Rate}$

Fees: Documentation Fee: \$250.00
Escrow Fee: \$350.00

- Prepayment Option:** The Lease may be prepaid at any time (in whole, but not in part) at a price equal to the then outstanding balance ("Balance"), plus accrued interest, plus a prepayment premium calculated as follows: 3% of the Balance if paid in the first 12 months of the Lease Term; 2% of the Balance if paid in the second 12 months of the Lease Term; and 1% of the Balance if paid after the second 12 months of the Lease Term.
- Insurance:** Lessee, at its own expense, will provide insurance naming Lessor as loss payee and additional insured.
- Warranties:** Lessor makes no warranties expressed or implied. Lessee's sole warranty rights are any provided by the Equipment vendors and/or manufacturers.
- Net Lease:** Lessor is not a manufacturer or dealer of equipment. All maintenance, license fees, taxes, insurance, and any other costs related to ownership and operation of the Equipment shall be the responsibility of Lessee.
- Documentation:** Lessor contemplates using standardized documentation and intends to use in-house legal counsel. If this transaction necessitates that the Lessor use outside legal counsel or incur any other extraordinary expenses, such costs shall be borne by Lessee.
- Credit Approval:** The terms set forth herein reflect a proposed, preliminary structure and are subject to final credit approval by Lessor and the negotiation of mutually acceptable documentation. They do not represent all of the terms and conditions that may ultimately be included in a financing between Lessee and Lessor.
- Proposal Expiration:** This proposal shall expire at Lessor's option if (a) Lessor has not received the Lessee's written acceptance by February 24, 2017; or (b) if the funding does not occur on or before March 17, 2017.
- Huntington Contact:** Jill Murphy, Vice President
Director of Business Development – Huntington Public Capital
Phone: 330-841-0179
Email: Jill.Murphy@Huntington.com

Accepted By:
West Deer Township

By _____

Name _____

Title _____

Date _____

Huntington Public Capital ("HPC"), a division of The Huntington National Bank (the "Bank"), is providing the information contained in this document for discussion purposes only in connection with an arm's-length transaction under discussion between you and HPC. If you are a "municipal entity" or "obligated person" within the meaning of the municipal advisor rules (the "Rules") of the Securities and Exchange Commission, Rule 15Ba1-1 et seq. this information is provided to you pursuant to and in reliance upon the "bank exemption," and/or other exemptions and/or the "general information" exclusion provided under the Rules. HPC is acting for its own interest and has financial and other interests that differ from yours. HPC is not acting as a municipal advisor or financial advisor, and has no fiduciary duty, to you or any other person pursuant to the Rules. The information provided in this document is not intended to be and should not be construed as "advice" within the meaning of the Rules. HPC is not recommending that you take or refrain from taking any action with respect to the information contained in this document. Before acting on this information, you should discuss it with your own financial and/or municipal, legal, accounting, tax and other advisors as you deem appropriate. As used in this notice, the "Rules" means Section 15B of the Securities Exchange Act of 1934, the Securities and Exchange Commission's Rule 15Ba1-1, et seq., and any related municipal advisor rules of the Municipal Securities Rulemaking Board, all as they may be amended from time to time.

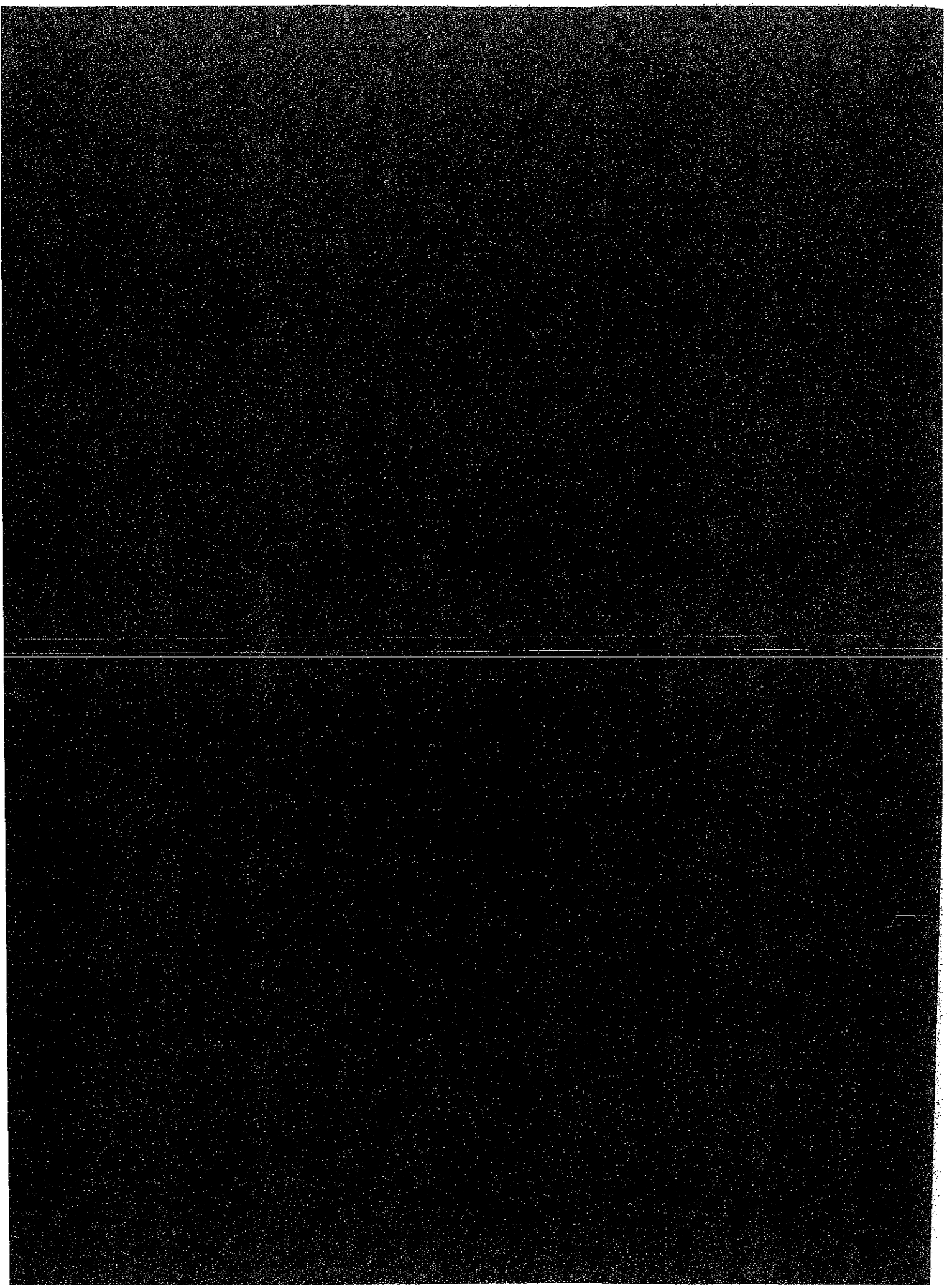
Sample Lease Payment Schedule

Three (3) Year Option
Currently: 2.50%

	Date	Payment	Interest	Principal	Balance
Loan	3/17/2017				\$194,874.00
1	4/1/2017	\$ 50,589.48	\$ 200.21	\$ 50,389.27	\$144,484.73
2	4/1/2018	\$ 50,589.48	\$3,612.12	\$ 46,977.36	\$ 97,507.37
3	4/1/2019	\$ 50,589.48	\$2,437.68	\$ 48,151.80	\$ 49,355.57
4	4/1/2020	\$ 50,589.48	\$1,233.91	\$ 49,355.57	\$ -
Grand Totals		\$202,357.92	\$7,483.92	\$194,874.00	

Five (5) Year Option
Currently: 2.75%

	Date	Payment	Interest	Principal	Balance
Loan	3/17/2017				\$194,874.00
1	4/1/2017	\$ 34,760.16	\$ 220.23	\$ 34,539.93	\$160,334.07
2	4/1/2018	\$ 34,760.16	\$ 4,409.19	\$ 30,350.97	\$129,983.10
3	4/1/2019	\$ 34,760.16	\$ 3,574.54	\$ 31,185.62	\$ 98,797.48
4	4/1/2020	\$ 34,760.16	\$ 2,716.93	\$ 32,043.23	\$ 66,754.25
5	4/1/2021	\$ 34,760.16	\$ 1,835.74	\$ 32,924.42	\$ 33,829.83
6	4/1/2022	\$ 34,760.16	\$ 930.33	\$ 33,829.83	\$ -
Grand Totals		\$208,560.96	\$13,686.96	\$194,874.00	



PURCHASE: PUBLIC WORKS MACK TRUCK SNOWPLOWS

ATTACHED IS THE QUOTE FROM WALSH EQUIPMENT UNDER THE PA COSTARS CONTRACT FOR TWO SNOWPLOWS FOR THE 1999 AND 2001 MACK TRUCKS.

THE PRICE PER PLOW IS \$6,558.00 AND IF TWO SNOWPLOWS ARE ORDERED AT THE SAME TIME, THE TOWNSHIP CAN DEDUCT \$100.00 PER PLOW.

\$ 6,558.00

\$ 6,558.00

\$13,116.00 minus \$200.00 = \$12,916.00

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE PURCHASE OF THE TWO MACK TRUCK SNOWPLOWS FROM WALSH EQUIPMENT IN THE AMOUNT OF \$12,916.00.

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

19



WALSH EQUIPMENT

796 Unionville Rd Prospect PA 16052

PH: 724-865-9221 * EMAIL: walsh@walshequipmentinc.com * FX: 724-865-9817

January 6, 2017

West Deer Township, Allegheny County
Fax 724-265-2228

We are pleased to quote the following fixed angle snowplows for your consideration, priced through the PA Costars-025-021 Municipal Work Vehicles Contract. Walsh Equipment's Vendor Number is 146096.

SNOWPLOW

10 ft Gledhill Model TB1WT Fixed Angle Snowplow
10 ft Cutting edge length, with sectional carbide cutting edges
27-1/2 inch Intake; 46-3/4 inch Discharge height
10-Ga Steel Moldboard with 3 moldboard trip springs
One-way fixed tube-type table
No plow shoes or carrying devices
Top-mounted rubber 12" wide deflector
30" Pin centers
Front of Plow painted yellow; back side is painted black
Minimum 75 day production time ARO

Costars Price per Plow: \$6,558

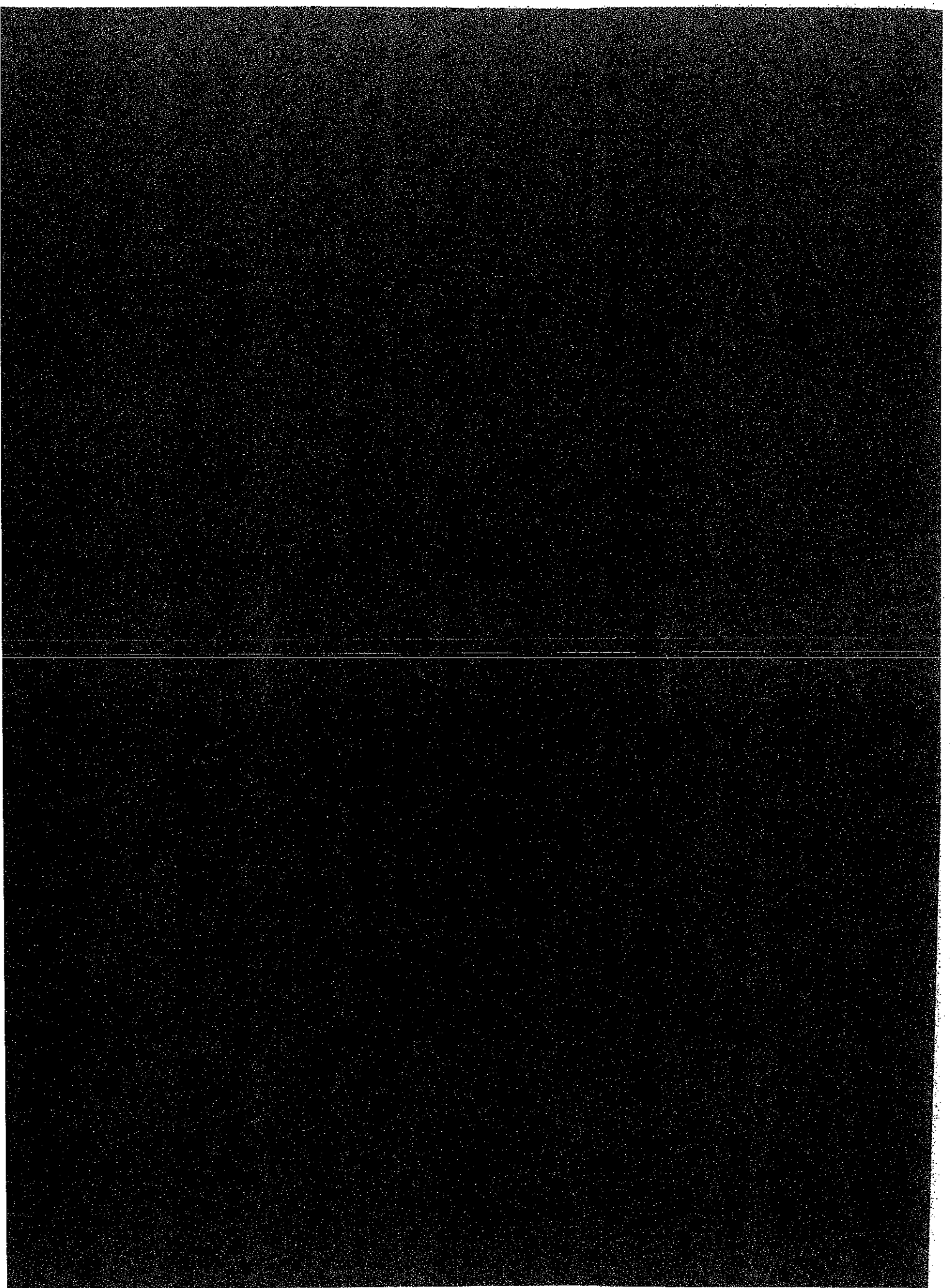
If two plows are ordered at the same time, deduct \$100 per plow.

Prices are subject to change.

Thank you for the opportunity to quote Gledhill Snowplows.

Best regards,

Walt Garrison,
Sales Representative
WMG/vmc



PURCHASE AND FINANCING: PUBLIC WORKS FRONT LOADER

ATTACHED IS THE QUOTE FROM WALSH EQUIPMENT FOR ONE NEW JCB 427ZX WHEEL LOADER UNDER THE PA STATEWIDE CONTRACT.

STATE CONTRACT LIST PRICE: \$207,636.00

STATE CONTRACT SALE PRICE: \$166,156.80

TRADE-IN FOR 2003 WHEEL LOADER - 44,185.80

PRICE AFTER TRADE & DISCOUNTS: **\$121,971.00**

THE FOLLOWING FINANCING PROPOSALS ARE ATTACHED:

	<u>36-months</u>	<u>60-months</u>
1) First National Bank	2.49%	2.79%
2) Huntington Bank	2.50%	2.75%
3) Laurel Capital Corp.	3.15%	3.55%
4) M&T Bank	3.183%	3.25%
5) 911 Leasing.com	3.19%	3.19%
6) Leasing Consultants	3.79%	3.89%

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE PURCHASE OF ONE NEW JCB 427ZX WHEEL LOADER – WITH TRADE-IN – TO WALSH EQUIPMENT IN THE AMOUNT OF \$121,971.00, AND THE FINANCING THROUGH HUNTINGTON BANK AT THE RATE OF 2.75% FOR 60 MONTHS.

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

20



WALSH EQUIPMENT

MUNICIPAL AND INDUSTRIAL SUPPLIES SINCE 1932

796 Unionville Rd Prospect PA 16052

PH: 724-865-9221

FX: 724-865-9817

EMAIL: walsh@walshequipmentinc.com

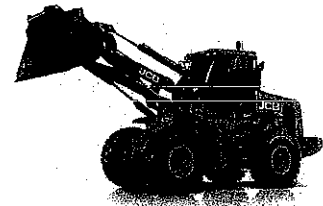
West Deer Twp.

1/06/2017

We are pleased to quote the following JCB with the pricing from the PA Statewide Construction Heavy Duty Type Power Equipment Parent Contract # 4400011435.

New JCB 427ZX Wheel Loader

6.7L, 6 Cylinder Cummins T4F Engine
JCB 20.5R25; L3 Radial Tires
Powershift Transmission, Standard Axles
Full Cab with Heat & A/C, Fabric Air Suspended Seat
Standard Height Loader Arms
3 Spool Joystick control with 3rd Spool ARV
Converter - Electric w/ Receptacle (24v to 12v in Cab)
4 Front & 4 Rear LED Worklights
ACS Hydraulic Quick Coupler
3.0 cu yd General Purpose Bucket with bolt on edge
Operators Manual
2 Year / 2000 Hour Full Machine Warranty



State Contract List Price - \$207,636

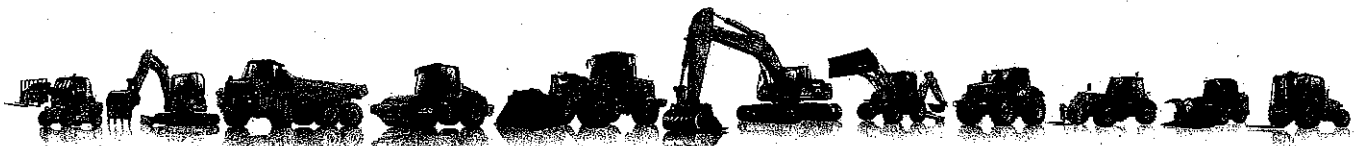
State Contract Sale Price -\$166,156.80

West Deer Twp price After Trade and Discounts \$121,971

Thank you for this opportunity to quote JCB Equipment

Best Regards,
Walt Garrison

*Quote Expires on 2/06/17, Unit is subject to availability





First National Bank

3320 East State Street, Hermitage, PA 16148-3389
(724) 981-6000

January 26, 2017

West Deer Township
Attn: Daniel Mator
109 East Union Road
Cheswick, PA 15024

Dear Mr. Mator,

We are pleased to express our interest in providing West Deer Township the credit facility described below, to finance a 2017 JCB 427ZX Wheel Loader.

Loan Amount	\$121,971
Term	36-months (3 years)
Interest Rate	2.49%
Approximate Payment	\$3520 per month
Term	60-months (5 years)
Interest Rate	2.79%
Approximate Payment	\$2181 per month

Please note that this letter does not constitute a commitment to lend on the part of First National Bank of PA. It's only to summarize for discussion purposes the credit accommodation which we are pursuing at this time. A submitted application and full underwriting processes must take place.

Please contact me with any questions or if additional information is needed.

Sincerely,

Ron Manges
Vice President – Business Development Officer
First National Bank of PA
600 Wal Mart Drive
Gibsonia, PA 15044
724.493.1610

911Leasing.com
432A Frye Farm Road
Greensburg PA, 15601



Phone: (800) 214-4606
Fax: (724) 238-3133
Sales@911Leasing.com

Financing Proposal for West Deer Township

January 26, 2017

To: Daniel Mator

REF: 1.26.WDT.17

From: 911Leasing.com
432A Frye Farm Road
Greensburg, PA 15650

Option #1 & 2 is based on \$33,813.00 Option #3 & 4 is based on \$39,090.01 Option #5 & 6 is based on \$121,971.00

1.	Three Years	3.19%	3 Payments @ \$11,997.62	Due Starting January 2018
2.	Five Years	3.19%	5 Payments @ \$7,423.32	Due Starting January 2018
3.	Three Years	3.19%	3 Payments @ \$13,870.02	Due Starting January 2018
4.	Five Years	3.19%	5 Payments @ \$8,581.84	Due Starting January 2018
5.	Three Years	3.19%	3 Payments @ \$43,278.06	Due Starting January 2018
6.	Five Years	3.19%	5 Payments @ \$26,777.58	Due Starting January 2018

As you review our quote, please note the following points:

- This is a proposal. Final terms are subject to credit review and your acceptance.
- The expiration date is the date by which we must receive executed financing documents. It is not the date by which you agree to the terms. **This quote expires on February 15, 2017**
- **NO ADDITIONAL FEES OR COSTS**
- Should we proceed with this transaction, you would have the title to the equipment from the beginning. There would, however, be a lien on the equipment until the obligation is paid.
- This transaction must be designated as a Tax-Exempt under section 103 of the Internal Revenue Code of 1986 as amended.

Accepted By: _____ / _____	Title _____	Date _____
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LAUREL CAPITAL CORPORATION

6600 Brooktree Court
Suite 3000

P.O. Box 839
Wexford, PA 15090-0839

Phone: (724) 933-5200
Fax: (724) 933-5203
Muitter@laurelcapital.net

February 7, 2017

West Deer Township
109 East Union Road
Cheswick Pa 15024
Attn: Daniel Mator, Township Manager

Dear Mr. Mator,

Per our conversation, please find the following equipment lease proposals from Laurel Capital Corporation. Equipment: Ford F250, JCB Wheel loader and a Ford Explorer AWD

Lessee: West Deer Township

Amount	Term,	Rate	Payment:	Fee
\$33,813.00	3 annual payments	3.15%	\$11,623.00	\$350.
\$33,813.00	5 annual payments	3.55%	\$7,243.00	\$350.
\$121,971.00	3 annual payments	3.15%	\$41,925.00	\$350.
\$121,971.00	5 annual payments	3.55%	\$26,126.00	\$350.
\$39,090.01	3 annual payments	3.15%	\$13,437.00	\$350.
\$39,090.01	5 annual payments	3.55%	\$8,374.00	\$350.

Buy-out: \$1.00

Advance payment; One annual payment in advance at closing.

The above terms are based on current market conditions and subject to final credit approval.

Please call if you have any questions or need to discuss other terms.

Thank You,

Ray Muiiter

Leasing Consultants

January 24, 2017

FORMAL PROPOSAL

OBLIGOR: WEST DEER TOWNSHIP, PA

- ✓ This is a finance/ownership contract. No residual value.
- ✓ Fixed interest rate for the three (3) year, and five (5) year terms.

EQUIPMENT: ONE (1) NEW JCB WHEEL LOADER

OPTION 1

Acquisition Cost:	\$121,971.00	Term:	Three (3) years	First Payment Due:	At Closing
Down Payment:	\$0.00	Payment Mode:	Annual in Advance	Payment Amount:	\$42,039.57
Trade In:	\$0.00	Interest Rate:	3.440%		
Principal Balance:	\$121,971.00	Rate Factor:	0.344669		

OPTION 2

Acquisition Cost:	\$121,971.00	Term:	Five (5) years	First Payment Due:	At Closing
Down Payment:	\$0.00	Payment Mode:	Annual in Advance	Payment Amount:	\$26,047.20
Trade In:	\$0.00	Interest Rate:	3.390%		
Principal Balance:	\$121,971.00	Rate Factor:	0.213552		

- * **This is a proposal only and is not a commitment to finance. This proposal is subject to credit review and approval and proper execution of mutually acceptable documentation.**
- * Failure to consummate this transaction once credit approval is granted and the documents are drafted and delivered to Obligor will result in a documentation fee being assessed to the Obligor.
- * This transaction must be credit approved, all documents properly executed and returned to Leasing Consultants and the transaction funded on ALL proposals on or before February 23, 2017. If funding does not occur within that time-frame, or there is a change of circumstance which adversely affects the expectations, rights, or security of Obligee or its assignees, then Obligee or its assignees reserve the right to adjust and determine a new interest rate factor and payment amount, or withdraw this proposal in its entirety.
- * This transaction must be designated as tax-exempt under Section 103 of the Internal Revenue Code of 1986 as amended.
- * **OBLIGOR'S TOTAL AMOUNT OF TAX-EXEMPT DEBT TO BE ISSUED IN THIS CALENDAR YEAR WILL NOT EXCEED THE \$10,000,000 LIMIT, OR THE INTEREST RATE IS SUBJECT TO CHANGE.**

Leasing Consultants	WEST DEER TOWNSHIP, PA
	Signature:
	Typed Name & Title
	Date:

M&T Bank
- Sample Amortization Schedule -

West Deer Township - \$121,971.00 for 3 Year Term

Compound Period: Monthly

Nominal Annual Rate: 3.183%

CASH FLOW DATA

	Event	Date	Amount	Number	Period	End Date
1	Lease	03/01/2017	121,971.00	1		
2	Lease Payment	03/01/2017	41,956.03	3	Annual	03/01/2019

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

	Date	Lease Payment	Interest	Principal	Balance
Lease	03/01/2017				121,971.00
1	03/01/2017	41,956.03	0.00	41,956.03	80,014.97
2017 Totals		41,956.03	0.00	41,956.03	
2	03/01/2018	41,956.03	2,584.36	39,371.67	40,643.30
2018 Totals		41,956.03	2,584.36	39,371.67	
3	03/01/2019	41,956.03	1,312.73	40,643.30	0.00
2019 Totals		41,956.03	1,312.73	40,643.30	
Grand Totals		125,868.09	3,897.09	121,971.00	

M&T Bank
- Sample Amortization Schedule -

West Deer Township - \$121,971.00 for 5 Year Term

Compound Period: Monthly

Nominal Annual Rate: 3.250%

CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Lease	03/01/2017	121,971.00	1		
2 Lease Payment	03/01/2017	26,002.80	5	Annual	03/01/2021

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

	Date	Lease Payment	Interest	Principal	Balance
Lease	03/01/2017				121,971.00
1	03/01/2017	26,002.80	0.00	26,002.80	95,968.20
2017 Totals		26,002.80	0.00	26,002.80	
2	03/01/2018	26,002.80	3,165.85	22,836.95	73,131.25
2018 Totals		26,002.80	3,165.85	22,836.95	
3	03/01/2019	26,002.80	2,412.49	23,590.31	49,540.94
2019 Totals		26,002.80	2,412.49	23,590.31	
4	03/01/2020	26,002.80	1,634.28	24,368.52	25,172.42
2020 Totals		26,002.80	1,634.28	24,368.52	
5	03/01/2021	26,002.80	830.38	25,172.42	0.00
2021 Totals		26,002.80	830.38	25,172.42	
Grand Totals		130,014.00	8,043.00	121,971.00	



TERM SHEET

Date: February 8, 2017

Type of Transaction: Lease-Purchase Agreement (the "Lease")

Lessee: West Deer Township

Lessor: Huntington Public Capital Corporation

Escrow Agent: The Huntington National Bank or other mutually acceptable financial institution

Financed Amount: \$194,874.00

Use of Proceeds: To finance a 2017 Ford F250 and Plow, a 2017 Wheel Loader and a 2017 Police Interceptor Explorer (the "Equipment")

Structure/Security: The Lease shall be payable from legally available revenues of the Lessee, subject to annual appropriation. Pursuant to the Lease documentation, the Lessee shall hold title to the Equipment and grant Lessor a continuing, first prior security interest in any and all right, title and interest of Lessee in the Equipment and in all additions, attachments, accessions, and substitutions thereto.

Tax Status: Tax-Exempt (Bank Qualified)

Commencement Date: TBD

If escrow funding is required, the Financed Amount will be deposited with the Escrow Agent on the Commencement Date for the benefit of the Lessee. As Equipment is delivered to and accepted by the Lessee, disbursements will be made by the Escrow Agent at the direction of the Lessee and with the written approval of Lessor

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Interest Rates as of today are as follows:

3 Year Option: $(1.91\% + 1.94\%) \times 65\% = \underline{2.50\% - Fixed Rate}$

5 Year Option: $(1.91\% + 2.32\%) \times 65\% = \underline{2.75\% - Fixed Rate}$

Fees: Documentation Fee: \$250.00
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Prepayment Option: The Lease may be prepaid at any time (in whole, but not in part) at a price equal to the then outstanding balance ("Balance"), plus accrued interest, plus a prepayment premium calculated as follows: 3% of the Balance if paid in the first 12 months of the Lease Term; 2% of the Balance if paid in the second 12 months of the Lease Term; and 1% of the Balance if paid after the second 12 months of the Lease Term.

Insurance: Lessee, at its own expense, will provide insurance naming Lessor as loss payee and additional insured.

Warranties: Lessor makes no warranties expressed or implied. Lessee's sole warranty rights are any provided by the Equipment vendors and/or manufacturers.

Net Lease: Lessor is not a manufacturer or dealer of equipment. All maintenance, license fees, taxes, insurance, and any other costs related to ownership and operation of the Equipment shall be the responsibility of Lessee.

Documentation: Lessor contemplates using standardized documentation and intends to use in-house legal counsel. If this transaction necessitates that the Lessor use outside legal counsel or incur any other extraordinary expenses, such costs shall be borne by Lessee.

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Huntington Contact: Jill Murphy, Vice President
Director of Business Development – Huntington Public Capital
Phone: 330-841-0179
Email: Jill.Murphy@Huntington.com

Accepted By:
West Deer Township

By _____

Name _____

Title _____

Date _____

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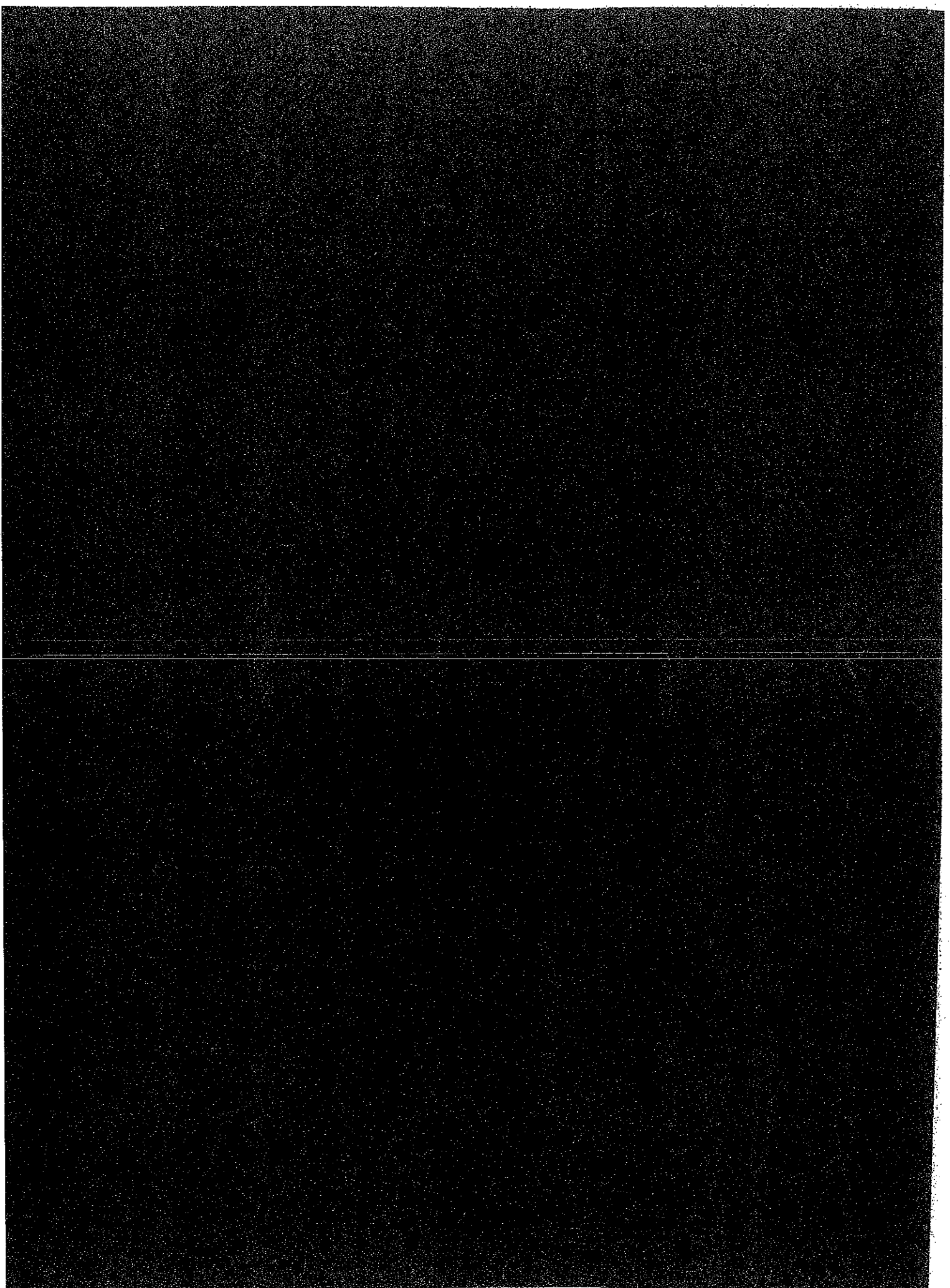
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Currently: 2.50%

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2	4/1/2018	\$ 50,589.48	\$3,612.12	\$ 46,977.36	\$ 97,507.37
3	4/1/2019	\$ 50,589.48	\$2,437.68	\$ 48,151.80	\$ 49,355.57
4	4/1/2020	\$ 50,589.48	\$1,233.91	\$ 49,355.57	\$ -
Grand Totals		\$202,357.92	\$7,483.92	\$194,874.00	

Five (5) Year Option
Currently: 2.75%

	Date	Payment	Interest	Principal	Balance
Loan	3/17/2017				\$194,874.00
1	4/1/2017	\$ 34,760.16	\$ 220.23	\$ 34,539.93	\$160,334.07
2	4/1/2018	\$ 34,760.16	\$ 4,409.19	\$ 30,350.97	\$129,983.10
3	4/1/2019	\$ 34,760.16	\$ 3,574.54	\$ 31,185.62	\$ 98,797.48
4	4/1/2020	\$ 34,760.16	\$ 2,716.93	\$ 32,043.23	\$ 66,754.25
5	4/1/2021	\$ 34,760.16	\$ 1,835.74	\$ 32,924.42	\$ 33,829.83
6	4/1/2022	\$ 34,760.16	\$ 930.33	\$ 33,829.83	\$ -
Grand Totals		\$208,560.96	\$13,686.96	\$194,874.00	



ADVERTISEMENT: 2017 ROAD PROGRAM

ATTACHED IS THE MEMORANDUM RECEIVED FROM THE TOWNSHIP ENGINEER IN REGARD TO THE 2017 ROAD PROGRAM.

MR. SHOUP.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE TOWNSHIP ENGINEER TO ADVERTISE AND SOLICIT BIDS FOR THE 2017 ROAD PROGRAM.

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

21



SHOUP ENGINEERING
FOR OVER 50 YEARS

329 Summerfield Drive, Baden PA 15005
Phone: 724-869-9560 Fax: 724-869-7434
shoupeng@comcast.net

MEMORANDUM

February 10, 2017

TO: West Deer Township Board of Supervisors
FROM: Scott Shoup, P.E.
RE: 2017 Road Improvement Project

2017 ROAD IMPROVEMENT PROJECT

The public works committee has recommended that the following roads be included in the 2017 Road Improvement Project bid letting:

Hot Mix Asphalt

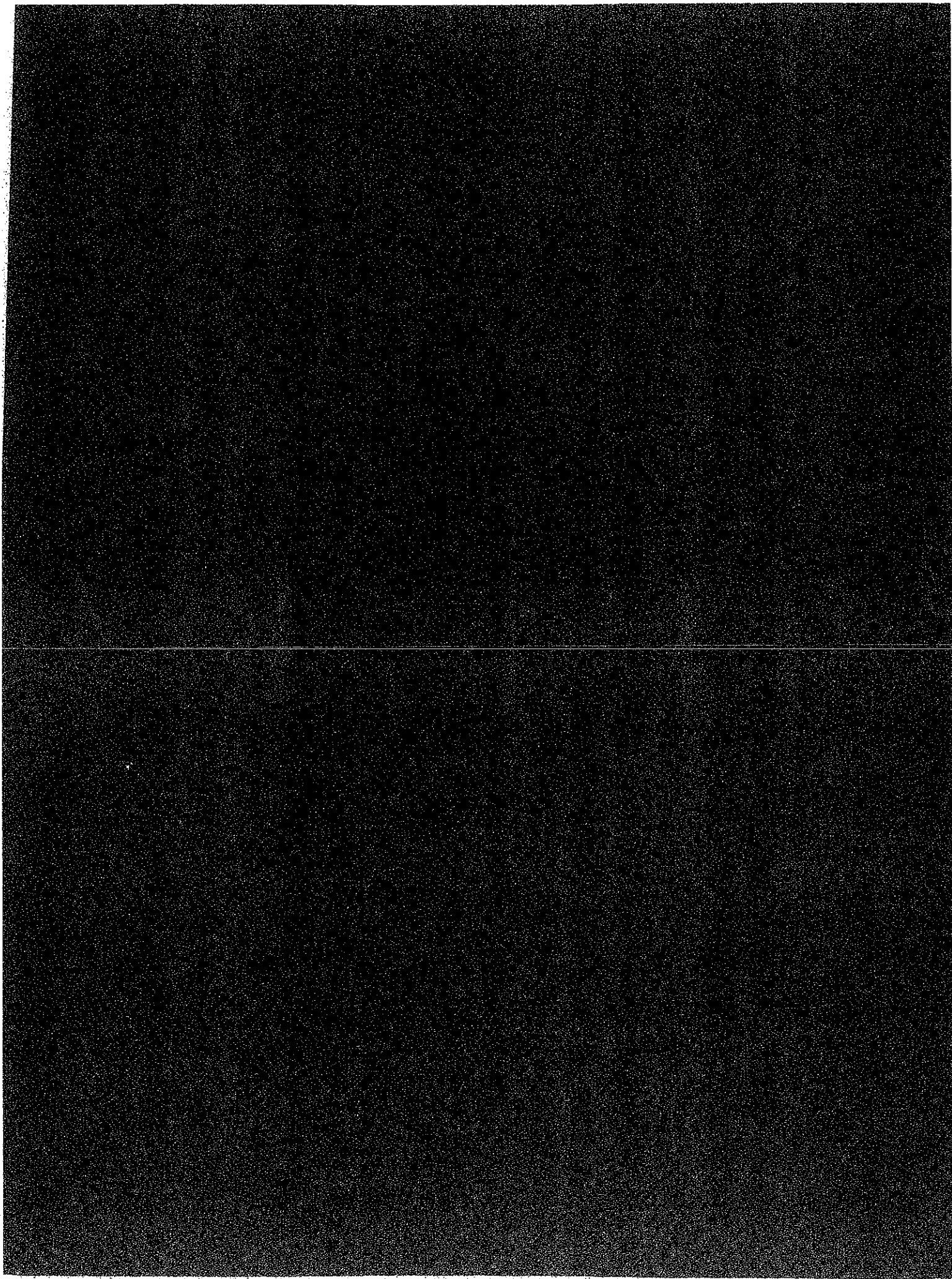
Benjamin Street
Deerton Street
McClure Road (East Union to Overlook Place)
Reaghard Drive
Magill Road
Ideal Drive
Park Place
Overlook Place
Cherry Lane
Christonia Road
Betty Lane
Carl Lane

Cold Mix Asphalt

Trump Road
Lick Road

Bituminous Seal Coat

Clendenning Road
McMorrان Road



ADVERTISEMENT: NIKE SITE SILO SHORING

PRIOR TO FURTHER DEVELOPMENT OF THE NIKE SITE PARK, IT IS RECOMMENDED THAT ADDITIONAL MEASURES BE IMPLEMENTED TO BETTER PERMANENTLY SEAL OFF VARIOUS OPENINGS TO THE UNDERGROUND CHAMBERS AT THE PARK. THESE OPENINGS CONSIST OF STAIRWELLS, VENTILATION OPENINGS AND EMERGENCY HATCHES.

MR. SHOUP.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE TOWNSHIP ENGINEER TO ADVERTISE AND SOLICIT BIDS FOR THE NIKE SITE SILO SHORING.

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

22

DISCUSSION: MUNICIPAL/SCHOOL COMPLEX

MR. FLEMING...

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

23

COMMITTEE REPORTS

Engineering & Public Works Committee

Chairman – Mr. Florentine

Financial, Legal & Human Resources Committee

Chairman – Dr. DiSanti

EMS Oversight Committee

Chairman – Mr. Vaerewyck

North Hills COG Report:

Mr. Florentine

24

OLD BUSINESS

25

NEW BUSINESS

26

**SET AGENDA / Regular Business Meeting
March 15, 2017**

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
9. Police Chief's Report
10. Building Inspector/Code Enforcement Officer's Report
11. Report from the Parks & Recreation Board
12. Engineer's Report
13. Adoption of Ordinance No. 417: Advertising & Bidding Ordinance
14. Advertisement: Ordinance No. 418 – Administrative Policies and Procedures
15. Award: 2017 Road Program Project
16. Award: Nike Site Silo Shoring Project
17. Purchase: Board iPads
18. Committee Reports
19. Old Business
20. New Business
21. Set Agenda/April 19, 2017
22. Comments from the Public
23. Adjournment

27

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.

28

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	___	___	___	___