

# **WEST DEER TOWNSHIP SUPERVISORS MEETING**



**May 17, 2017**

**5:30 p.m./Executive Session**

**6:00 p.m./Public Hearing: Transfer of Liquor License**

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

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

**WEST DEER TOWNSHIP  
Board of Supervisors  
May 17, 2017**

**5:30 pm: Executive Session  
6:00 pm: Public Hearing: Transfer of Liquor License  
6:30 pm: Regular Business Meeting**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session Held
5. Registered Comments from the Public
6. Comments from the Public
7. Accept minutes
8. Monthly Financial Report
  - A. Finance Officer's Report
  - B. List of Bills
  - C. Utilities & Payroll
  - D. Tax Refunds
9. Police Chief's Report
10. Building Inspector/Code Enforcement Officer's Report
11. Report from the Parks and Recreation Board
12. Engineer's Report
13. McIntyre Heights PRD Conditional Use
14. Bids: Nike Site Park Parking Lot Project
15. Change Order No. 1: Nike Site Closure/Shoring
16. Authorize Advertisement: Sale of Police Vehicle
17. 2018 Road Program List (preliminary)
18. EMS Parking Lot
19. Advertisement: Planning Commission Members
20. Announcements (Memorial Day Services & Rabies Clinic)
21. Committee Reports
22. Old Business
23. New Business
24. Set Agenda: June 21, 2017
25. Comments from the Public
26. Adjournment

**1 Call to Order**

**2 Pledge of Allegiance**

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

**4 Executive Session Held**

**REGISTERED COMMENTS FROM THE PUBLIC**

- None

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**COMMENTS FROM THE PUBLIC**

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

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**ACCEPT MINUTES**

ATTACHED ARE THE MINUTES OF THE APRIL 19, 2017 MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO ACCEPT THE MINUTES OF THE APRIL 19, 2017 MEETING AS PRESENTED.

MOTION SECOND AYES NAYES

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

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The West Deer Township Board of Supervisors held a Public Hearing and their Regular Business Meeting at the West Deer Township Municipal Building. Members present: Jeffrey D. Fleming, Chairman; Richard W. DiSanti, Jr., 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.

**6:00 p.m. PUBLIC HEARING – CONDITIONAL USE – PRD: MCINTYRE HEIGHTS PLAN**

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

The public hearing is for a conditional use for a Planned Residential Development (PRD) for the applicant, Richland Holdings, LLC to construct 35 single family patio homes and 34 duplex units on 38.7 acres located at McIntyre Road, Gibsonia, PA 15044.

Name of Plan: McIntyre Heights Plan  
Lot/Block Numbers: 1666-S-249 and 1666-S-160  
Zoning District: R-2 Semi-Suburban Residential

A conditional use / PRD is a permitted use as listed in the Zoning Ordinance in the R-2 – Semi Suburban Residential Zoning District, Section 5.4 Authorized Land Uses by District for the McIntyre Heights Plan. After review and recommendation by the Planning Commission, the Board of Supervisors can place additional reasonable conditions on this permitted use this evening

The Planning Commission recommended approval for the conditional use at their 23 March 2017 meeting with the following conditions:

1. Recommend approval with 10 feet side yard setbacks.
2. Recommend departure on cul-de-sac length due to topography and parcel shape.
3. Recommend 6,000 sq. ft. vs. 21,780 sq. ft. lot area.
4. Recommend departure requirement for guest parking. (See Engineering Review letter, Item #2, dated March 23, 2017).
5. Submit covenants and HOA documentation for review by Township Solicitor.
6. 40% of lots to have variations of up to 5 feet in front yard setback.
7. Recommend pavilion and picnic area.

The Board also received the review letter dated 14 April 2017 by Shoup Engineering. And received a copy of the Plan Narrative submitted by Gibson-Thomas Engineering the firm for Richland Holdings, LLC.

At this point, the floor was opened for public comment. Chairman Fleming asked all those who are interested in speaking this evening to please rise to be sworn-in. The court reporter swore-in all those individuals.

Mr. John Schleicher of Gibson-Thomas Engineering was present and explained the McIntyre Heights PRD/Conditional Use Plan for the construction of thirty-five single family patio homes and thirty-four duplex units. Mr. Schleicher summarized the plan and answered various questions/concerns from the Board.

Summary of concerns of the Board: Small lot size; crowded development plan; only one entrance; parking issues; possibly increase/additional parking areas; wetlands/run-off area; entrance area/visibility; sidewalk distance; and stop signs/signage.

Mr. Jeff Martin, partner of Richland Holdings, was also present, and explained the project. He stated he felt that the parking should not be a problem.

**PUBLIC COMMENTS:**

- Mr. Ken Hillenbrand, 505 Shadow Court
  - Mr. Hillenbrand expressed concern over the pond and the bridge at the bottom of McIntyre Road/traffic, and the maintenance facility. Mr. Schleicher indicated the pond will be filled in.
- Mr. Marshall Brindza, member on the Board of Directors of the Whispering Pines Home Owners Association
  - Mr. Brindza expressed his concern regarding the creek that runs through their property. He stated that the development would create a detention facility for flood water that will lead into the creek which runs through some of the owners' properties.
- Mr. Jerry McNalley, 347 Saddlebrook Road
  - Mr. McNalley questioned if the property has been surveyed, and if the fifty-foot buffer of trees will remain. He also questioned if dates have been scheduled for construction.
- Mrs. Angela Watmore, 512 Shadow Court
  - Ms. Watmore indicated she moved to West Deer for open land and beautiful views, is concerned with the traffic pattern in the area, and that she has concerns regarding the parking within the development.

Mr. Jeff Martin pointed out they changed their plan from the previous version, and are not going to have a clubhouse or swimming pool. This, Mr. Martin stated, will reduce the need for parking, which will in turn reduce stormwater runoff.

- Mr. Michael Evans, 509 Shadow Court
  - Mr. Evans asked if the developer had any thought of putting the patio homes in the back section of the property. Mr. Evans also stated he had concerns with the traffic issues.

Mr. Scott Shoup, Township Engineer, stated he was also the Township Engineer for Richland Township and commented on the bridge on McIntyre Road, but located in Richland Township. Mr. Shoup pointed out it is a County owned bridge and the deck is scheduled to be taken off, rebuilt, and widened this year.

- Mr. Marshall Brindza
  - Mr. Brindza commented that he had not heard of the bridge, and added that – based on his past experience – people will drive their vehicles to the pavilion and park at the pavilion rather than walk. He also stated that he feels a study needs to be done with the plan because of the additional water run-off.

Mr. Happel pointed out that this is a hearing for tentative approval of the Planned Residential Development and the Board has sixty days in which to render their decision. The Board was advised that it could conclude the hearing and decide whether or not to approve the proposal as it has been presented, grant



tentative approval subject to additional conditions, or deny approval of the Plan. Mr. Happel also alerted the Board that action could be taken at the next meeting.

**CONCLUDE HEARING -- MEETING ADJOURNED.**

## **OPEN REGULAR MEETING**

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.

- Mr. Bill Becker, President of the Owls Club in Russellton
  - Mr. Becker submitted a proposal for the installation of a street light across from the Owls Club entrance. Mr. Becker read the letter requesting the new street light.

Mr. Mator was directed to contact West Penn Power to investigate the lighting configuration along Little Deer Creek Road.

Dr. DiSanti commented on the lighting area and suggested also relocating the one at the old McKrell Road bridge.

- Mr. Jim Cesnick, Michael Road
  - Mr. Cesnick stated that he met with Magistrate Tom Swan, and the Judge told him that the two matters he heard the most are truancy and drugs. Mr. Cesnick suggested coming up with ideas to stem the drug epidemic, and suggested the Board work with the Chief on a solution.

### **ACCEPT MINUTES**

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh to accept the minutes of the March 15, 2017 meeting as presented. Members voting yes, Mrs. Hollibaugh, Dr. DiSanti, Mr. Florentine, Mr. Guerre, and Mrs. Romig. Members abstaining, Mr. Vaerewyck (absent) and Mr. Fleming (absent).

Motion carried, 5 – yes, 0 – no, and 2 abstained.

**MONTHLY FINANCIAL REPORT**

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

**TOWNSHIP OF WEST DEER**  
**FINANCE OFFICER'S REPORT**  
**31 March 2017**

**I - GENERAL FUND:**

	<u>January</u>	<u>YTD</u>	<u>% of Budget</u>
<b>Revenues</b>	384,108.35	1,298,276.92	21.20%
<b>Expenditures</b>	257,414.33	922,363.81	15.06%

**Cash and Cash Equivalents:**

Sweep Account	495,023.46	<u>495,023.46</u>
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**II - SPECIAL REVENUE FUNDS****Cash and Cash Equivalents:****Street Light Fund:**

Sweep Account - Restricted	16,160.58
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**Fire Tax Fund:**

Sweep Account - Restricted	27,946.95
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**State/Liquid Fuels Fund:**

Sweep Account - Restricted	299,422.66
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**343,530.19****Investments:****Operating Reserve Fund:**

Sweep Account - Reserved	704,425.68
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**Capital Reserve Fund:**

Sweep Account - Reserved	346,286.73
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**1,050,712.41****III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:**

0.00
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**0.00****TOTAL CASH BALANCE 3/31/17****1,889,266.06****Interest Earned March 2017****213.56**

	<u>3/1/2017</u>		<u>March</u>		<u>3/31/2017</u>
	<u>Debt Balance</u>		<u>Principal</u>		<u>Debt Balance</u>
			<u>Payment</u>		
<b>Mars National - VFC #3</b>	268,249.04	\$	2,607.94		266,333.32

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

**LIST OF BILLS**

Amerikohl Aggregates Inc. ....	1312.65
Amerikohl Transport Inc.....	719.33
Best Wholesale Tire Co., Inc.....	950.48
Campbell, Durrant, Beatty .....	2669.86
Culverts, Inc. ....	2800.00
Griffith, McCague & Wallace, PC .....	1640.00
Hei-Way, LLC.....	3287.44
Jordan Tax Service, Inc.....	1888.49
Kress Tire.....	725.08
Mark C. Turnley.....	1000.00
Markl Supply.....	2619.66
Office Depot.....	1017.11
Shoup Engineering Inc. ....	1457.50
Simtac Services .....	912.50
Staley Communications.....	172.47
Toshiba Financial Services.....	617.50
Tristani Brothers, Inc.....	389.00
Walsh Equipment.....	6197.16

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh 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**

MOTION BY Supervisor Guerre and SECONDED BY Supervisor Romig to pay utilities and payroll from 20 April 2017 to 17 May 2017. Motion carried unanimously 7-0.

**TAX REFUNDS**

The Board is in receipt of the list from the Tax Collector requesting the issuance of a real estate tax refund due to an assessment change by Allegheny for the Year 2016:

**2016 REAL ESTATE TAX REFUND**

<u>NAME</u>	<u>LOT/BLOCK</u>	<u>AMOUNT</u>
Paholich, Benjamin E. / Heather	2013-S-10	\$19.70

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

**POLICE CHIEF’S REPORT**

Chief Lape was not present – The Chief is attending the DUI Conference at State College.

Sgt. William Bailey was present and provided a summary report on the Police Department for the month of March 2017. 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 March 2017. A copy of the report is on file at the Township.

### **PARKS AND RECREATION BOARD REPORT**

Mrs. Beverly Jordan, Chairwoman, was not present – No report.

### **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:

#### Projects

- 2017 Road Improvement Project – Contracts have been executed with Shields Asphalt Paving and Youngblood Paving. Shields Asphalt commenced milling operations on 13 April 2017, and will commence paving work during the week of 17 April 2017.
- Nike Site Closure/Shoring Project – A contract has been executed with DeFrank Development for this project and work is expected to begin soon.
- Benjamin Street Bridge Deck Replacement Project – An update will be provided at the Board of Supervisors meeting as to the schedule for this work.
- Senior Center Wall – Tim Broge will be performing the work on the Senior Center entrance wall soon.

#### Development/Subdivision Reviews

- McIntyre Heights PRD – Reviews of this preliminary PRD Plan were performed and review letters were issued to the Township on 23 February 2017 and 23 March 2017.
- Greystone Fields – A review of this land development plan was performed and a review letter was issued to the Township on 23 March 2017.

### **ADVERTISEMENT: NIKE SITE PAVING**

The Township received a grant from the Department of Conservation and Natural Resources to make improvements to the Nike Site Park. One of those improvements is the paving of the rear parking lot, with the front parking lot and driveway serving as an add/alternate bid.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh to authorize the Township Engineer to advertise the Nike Site Paving Project in anticipation of a May award. Motion carried unanimously 7-0.

**SITE PLAN: GREYSTONE FIELDS – BARN VENUE**

The Planning Commission approved the Greystone Fields – Barn Venue Site Plan at their 23 March 2017 meeting.

The site plan is to convert a pole barn into a seasonal venue for informal events located at 4085 Sandy Hill Road in the R-Rural Estate Zoning District.

The Planning Commission recommended approval with the following conditions:

1. Only one event at a time, either at the “barn” or Greystone Fields.
2. This project is conditionally recommended for approval subject to review annually, if warranted, by the Township Zoning Officer.
3. Subject to formal written response to Shoup Engineering review letter dated 23 March 2017.

The Board received the review letter dated 14 April 2017 from Shoup Engineering indicating his 23 March 2017 review letter has been adequately addressed.

Mr. Vaerewyck questioned similar site plans where the Township listed more conditions such as hours of operation, etc. Mr. Bill Payne, Code Enforcement Officer, indicated this is a much smaller facility, and the parking/handicap accessibility has been addressed, this plan is under the umbrella of their other facility, and the hours of operation have been established.

Mr. Adam Alexandrunas was present to represent the plan and explained the pole barn is meant to be a very simple structure. He reported that it will have no operating or running water, and is meant to be similar to park pavilions where you bring in beverages, food, etc. Mr. Alexandrunas stated that the pole barn has metal siding, and guests would therefore be protected against inclement weather conditions.

- Outlets and lighting will be brought up to Code, including exit compliances/battery backup signs.
- Size: 50' x 64', 104 parking spots, and rental restroom facilities will be used.

Mr. Payne commented on previous concerns of the adjoining property owners and that those items/concerns were satisfactorily addressed.

After some questions/comments, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Florentine to approve the Greystone Fields – Barn Venue Site Plan as per the Planning Commission's recommendation with the above listed conditions. Motion carried unanimously 7-0.

**PLAN REVIEW: FORBES PLANNING MODULE**

The Township received the DEP Planning Module/Transmittal Letter for review for the Forbes Holding Tank application. The applicant is seeking approval from DEP for the Sewage Facilities Planning Module for two (2) 2,000 gallon holding tanks to serve a proposed renovated barn to be used for special events located at 997 Deer Creek Road, Gibsonia, PA 15044, R-Rural Estate Zoning District.

The Planning Commission reviewed the application at their 23 March 2017 meeting and approved the Component 4A Sewage Facilities Planning Module with the condition that a copy of the Annual Lab Analysis Report be provided to the Township.

The Board received the letter from Mr. Shoup dated 14 April 2017 indicating he has reviewed the Sewage Facilities Planning Module and found it to be satisfactory and recommends the Board approves the Forbes Holding Tank application.

Dr. DiSanti asked Mr. Shoup a few questions in regard to the holding tank.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to approve the PA DEP Sewage Facilities Planning Module for the Forbes Holding Tank application. Motion carried unanimously 7-0.

**ORDINANCE NO. 417 – ADVERTISING AND BIDDING ORDINANCE**

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER REPEALING AND REPLACING ORDINANCE NO. 135 AND ORDINANCE NO. 305 – AS CODIFIED IN CHAPTER 14 OF THE CODE OF THE TOWNSHIP OF WEST DEER – WHICH ESTABLISHES A SYSTEM OF COMPETITIVE BIDDING PURSUANT TO ARTICLE XII, SECTION C-1163 OF THE TOWNSHIP HOME RULE CHARTER.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh to adopt Ordinance No. 417 repealing and replacing Ordinance no. 135 and Ordinance No. 305 – as codified in Chapter 14 of the Code of the Township of West Deer – which establishes a system of competitive bidding pursuant to Article XII, Section C-1163 of the Township Home Rule Charter. 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: Brandon Kozar

A background check was performed and he is a current part time police officer with the Borough of Verona.

After a few questions, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Hollibaugh as per the recommendation by Chief Lape, to hire Brandon Kozar as a part time police officer of West Deer Township with the condition he provides the Township with a current physiological evaluation report and a current credit report as required by the Pennsylvania Municipal Police Officers Education & Training Commission. Motion carried unanimously 7-0.

The Board congratulated Mr. Kozar and Mr. Kozar thanked the Board for the opportunity to serve the Township.

**REQUEST FOR EXTENSION: CATANESE PROPERTY**

Mr. Payne commented on the Catanese property for the 2017 Salvage License and pointed out they made significant improvement on the site but unfortunately is not at the point of compliance yet and asked for an extension. After further comments/discussion, MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Romig to provide an additional 30-day extension. Mrs. Hollibaugh pointed out that she would rather give them a 60-day extension so they have time. Motion carried unanimously 7-0.

Mr. Payne was directed to take pictures of the site.

**SET PUBLIC HEARING: TO CONSIDER INTER-MUNICIPAL TRANSFER OF RESTAURANT LIQUOR LICENSE**

The Township received a letter from Caputo & Caputo, P.C., representing Olde Barn Dispensary Pub & Tavern, LLC, who is seeking an Inter-Municipal Transfer of Restaurant License R-17074 from 1600 Stone Mansion Road, Sewickley, Pennsylvania (Franklin Park Borough) to the location of 4551 Gibsonia Road, Gibsonia, PA 15044 within West Deer Township.

Pursuant to Section 461(b.3) of the Pennsylvania Liquor Code, the applicant must first get the approval of West Deer Township before filing an application with the Pennsylvania Liquor Control Board ("PLCB") to transfer the liquor license from Franklin Park Borough to West Deer Township. The Liquor Code requires the applicant request a public hearing before the governing body for the purpose of taking public comments on the proposed transfer.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Vaerewyck to set the public hearing for the Inter-Municipal Transfer of PLCB License R-17074 on Wednesday, 17 May 2017 at 6:00 p.m. Motion carried unanimously 7-0.

### **TIMBERING: TOWNSHIP PROPERTY**

The Township received a letter from Select Timbering about timbering the Township property located at Hemphill and Blanchard Roads. Lot & Block #2197-P-290 – approximately 57 acres.

The owners at 71 Norris Lane which abuts the backside of the Township property contacted Select Timbering to have their property timbered. Upon inspection of their property, Select Timber contacted the Township to see if the Township also wanted the Township property timbered as well. Mr. Payne informed them that it would need to be discussed at the Board of Supervisors' meeting. Select Timbering is offering an amount of \$27,000 for all timber 16" at chest height or larger.

Mr. Vaerewyck commented he knows residents in that area, and stated that they do not want the timbering done. He indicated the property was given to the Township and has been maintained as a "natural" area, pointing out the trails and recreational activities residents take part in on that property.

Chairman Fleming and Vice Chairman DiSanti both spoke against the timbering. Mr. Florentine was also against the timbering, but added that he had concerns with the liability created by the activities Supervisor Vaerewyck mentioned.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Florentine to disapprove the timbering of the Township property located at Blanchard and Hemphill Roads. Motion carried unanimously 7-0 to disapprove.

Mr. Vaerewyck suggested having the Township property surveyed. He stated that Township properties have been surveyed, but not marked.

Chairman Fleming concurred with Mr. Florentine, and stated he felt the Township needs to look into the liability of the activities.

### **RESOLUTION NO. 2017-5: ALLEGHENY VALLEY JOINT SEWER AUTHORITY 537 PLAN CREATION**

The Township received a letter from the Solicitor of the Allegheny Valley Joint Sewer Authority – the Authority that works with the Deer Creek Drainage Basin Authority to handle the Township's sanitary sewage – requesting the Board's authorization to allow the Authority to prepare an Act 537 Plan for the Department of Environmental Protection. There is no cost to the Township in preparing this plan.

Mr. Shoup, Mr. Happel, and Mr. Mator all concur that this Plan should be created, and recommend the adoption of the Resolution. Mr. Shoup commented on the Act 537 Plan and explained that Allegheny Valley has a time frame to follow and the work to be done on this project. Mr. Fleming had concerns on the time frame on this project and felt it should have been started years ago.

A RESOLUTION AUTHORIZING THE ALLEGHENY VALLEY JOINT SEWER AUTHORITY (AVJSA) TO PREPARE AN ACT 537 PLAN ON WEST DEER TOWNSHIP'S BEHALF.

After some discussion, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Florentine to adopt Resolution No. 2017-5, authorizing the Allegheny Valley Joint Sewer Authority to prepare an Act 537 Plan on West Deer Township's behalf. Members voting yes, Mrs. Hollibaugh, Mr. Vaerewyck, Mrs. Romig, Dr. DiSanti, Mr. Florentine, and Mr. Fleming. Member voting no, Mr. Guerre. Motion carried 6 – yes and 1 – no.

**RESOLUTION NO. 2017-6: PENNDOT ROADWAY LIGHTING AGREEMENT (CULMERVILLE BRIDGE)**

In August 2014 the Board passed a Resolution to enter into a Roadway Lighting Agreement with PennDot for the light at the Culmerville Bridge. PennDot rejected the agreement because they said the Chairman lacked the authority to enter into such an agreement.

A RESOLUTION AUTHORIZING THE CHAIRMAN OF THE BOARD OF SUPERVISORS TO ENTER INTO THE ATTACHED ROADWAY LIGHTING AGREEMENT NO. 118880 WITH THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION.

Mr. Mator summarized the Roadway Lighting Agreement with Penn Dot located at the Culmerville Bridge. Mr. Happel commented the agreement is to assume the responsibility of the light and the Township is agreeing to maintain it.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Florentine to adopt Resolution No. 2017-6, authorizing the Chairman of the Board of Supervisors to enter into the Roadway Lighting Agreement No. 118880 with the Pennsylvania Department of Transportation. Motion carried unanimously 7-0.

**ANNOUNCEMENTS**

- West Deer Community Spring Clean-Up Day  
The event will be held on Saturday, April 29<sup>th</sup>. Arrive at the Township Building at 9:00 a.m. for a 10:00 a.m. start.  
The rain date will be Sat., May 6.
- West Deer Police 6<sup>th</sup> Annual Golf Scramble  
Friday, May 5<sup>th</sup> at 9 a.m. at Pheasant Ridge Golf Club.  
Benefits West Deer Township Police K9 Unit & DARE.
- Televisions & Electronics Collection Event  
Saturday, May 13<sup>th</sup> from 9:00 a.m. to 1:00 p.m.  
Pittsburgh Mills Parking Lot  
(PA Resources Council expects to charge \$25/t.v.)
- West Deer Dog Shelter – Rabies Clinic  
May 27, 2017 from 2 pm to 4 pm  
Cost: \$10.00  
Proceeds benefit the West Deer Dog Shelter



**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
- 4) Mr. Guerre – North Hills COG Report

**OLD BUSINESS**

- Supervisor Hollibaugh reported she attended the Seven Springs Conference and indicated it was a very informative conference. Mrs. Hollibaugh stated she attended the MRM Trust meetings for the liability insurance and workman's compensation and that she received two dividend checks totaling \$80,181.22. She also announced that West Deer Township since the MRM Trust started is in the Top 30, and that the Township has received \$338,000 in dividends to date.
- Mrs. Hollibaugh additionally reported she attended the ACATO meeting on March 16<sup>th</sup> and commented on the various topics discussed.
- Supervisor Hollibaugh reported she went to the Court House and received the Banner Community award for the Township on March 31<sup>st</sup> – Chairman Fleming read the Recognition Citation which is on the file at the Township.
- Dr. DiSanti questioned if there were any updates on the Verizon cell tower in Russellton. Mr. Payne indicated there are no updates at this time.

**NEW BUSINESS**

- None

**SET AGENDA: REGULAR BUSINESS MEETING**

May 17, 2017

5:30 p.m. – Executive Session

6:00 p.m. – Public Hearing – Inter-Municipal Transfer of Liquor License

6:30 p.m. – Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
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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. Advertisement: Ordinance – Administrative Policies and Procedures
14. Authorize Advertisement: Sale of Police Vehicle
15. Purchase: Board iPads
16. Committee Reports
17. Old Business
18. New Business
19. Set Agenda: 21 June 2017
20. Comments from the Public
21. Adjournment

Item Added:

- McIntyre Heights Conditional Use – PRD
- Possible EMS Parking Lot Work

**COMMENTS FROM THE PUBLIC**

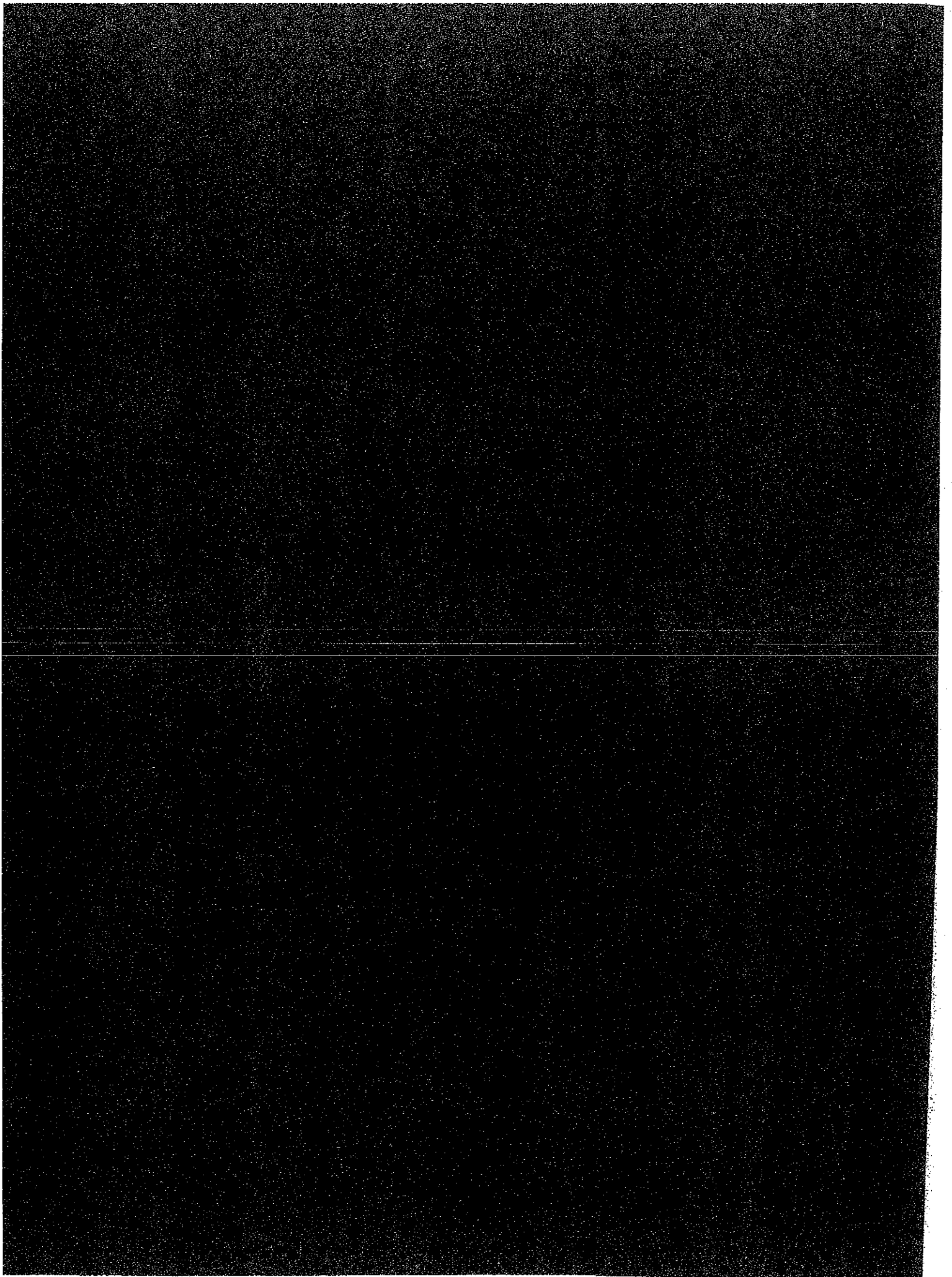
- Ms. Anna Marie Catanese, 66 McKrell Road
  - Ms. Catanese indicated she has pictures on her phone of the Catanese Brothers Salvage Yard and will submit them to Mr. Payne. Ms. Catanese explained the vehicles on the site and also commented on the litigation on the property, and pointed out that in the past they always received the salvage license.
- Mr. George Hollibaugh, W. Starz Road
  - Mr. Hollibaugh commented on the survey of Township properties and the need to have permanent markers placed. Mr. Hollibaugh also commented on the sewage system and stormwater in West Deer Township.
- Mr. Scott Woloszyk, Shuster Road
  - Mr. Woloszyk commented on the increase of needles alongside roadways, and wanted to express to the residents taking part in Clean-Up Day to be very careful.

**ADJOURNMENT**

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Florentine to adjourn the meeting at 9:06 p.m. Motion carried unanimously 7-0. Meeting adjourned.

---

Daniel J. Mator, Jr., Township Manager



**MONTHLY FINANCIAL REPORT**

A) **FINANCE OFFICER'S REPORT**

MRS. NARDIS.....

WHAT ACTION DOES THE BOARD WISH TO TAKE?

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

MOTION    SECOND    AYES    NAYES

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

S-A

**TOWNSHIP OF WEST DEER**  
**FINANCE OFFICER'S REPORT**  
**April 30, 2017**

**I - GENERAL FUND:**

	<u>April</u>	<u>YTD</u>	<u>% of Budget</u>
<b>Revenues</b>	1,172,895.15	2,471,172.07	40.35%
<b>Expenditures</b>	237,470.75	1,161,568.56	18.97%

**Cash and Cash Equivalents:**

Sweep Account		<u>1,466,431.81</u>	<u>1,466,431.81</u>
---------------	--	---------------------	---------------------

**II - SPECIAL REVENUE FUNDS**

**Cash and Cash Equivalents:**

**Street Light Fund:**

Sweep Account - Restricted		17,920.40	
----------------------------	--	-----------	--

**Fire Tax Fund:**

Sweep Account - Restricted		78,510.51	
----------------------------	--	-----------	--

**State/Liquid Fuels Fund:**

Sweep Account - Restricted		<u>251,436.00</u>	
----------------------------	--	-------------------	--

347,866.91

**Investments:**

**Operating Reserve Fund:**

Sweep Account - Reserved		704,450.78	
--------------------------	--	------------	--

**Capital Reserve Fund:**

Sweep Account - Reserved		<u>346,286.95</u>	
--------------------------	--	-------------------	--

1,050,737.73

**III - CAPITAL PROJECT FUNDS:**

**Cash and Cash Equivalents:**

0.00

0.00

**TOTAL CASH BALANCE 4/30/17**

2,865,036.45

**Interest Earned April 2017**

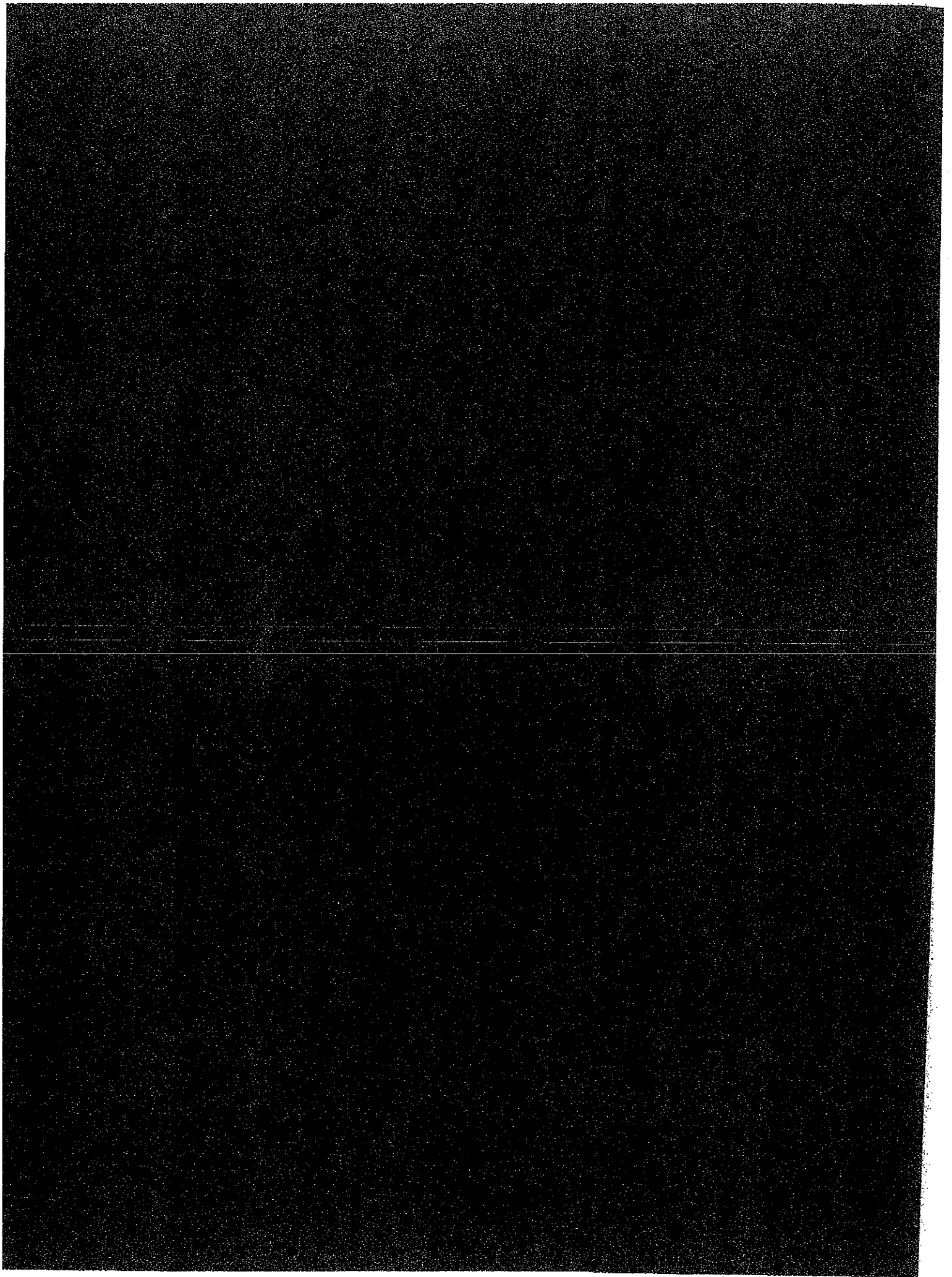
**191.93**

	<u>4/1/2017</u>		<u>4/30/2017</u>
	<u>Debt Balance</u>	<u>April</u>	<u>Debt Balance</u>
		<u>Principal</u>	
		<u>Payment</u>	
<b>Mars National - VFC #3</b>	266,333.32	\$ 2,607.94	264,445.59

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

## INTEREST EARNED - 2017

	<u>APRIL</u>	<u>YTD</u>
GENERAL FUND	\$35.44	\$97.69
STREET LIGHT FUND	\$0.75	\$2.21
FIRE TAX FUND	\$6.31	\$9.65
OPERATING RESERVE	\$25.10	\$108.92
STATE FUND	\$124.11	\$291.09
CAPITAL RESERVE	<u>\$0.22</u>	<u>\$0.77</u>
<b>TOTAL INTEREST EARNED</b>	<b><u><u>\$191.93</u></u></b>	<b><u><u>\$510.33</u></u></b>



B) LIST OF BILLS

WHAT ACTION DOES THE BOARD WISH TO TAKE?

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

MOTION SECOND AYES NAYES

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

8-B



ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

By Name  
Cutoff as of: 12/31/9999

Time: 09:30 am  
Date: 05/11/2017  
Page: 1

Due Dates: 05/15/2017 thru 05/15/2017

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00337	AMERIKOHL AGGREGATES Road: Limestone 0517	430.611	29954 05/08/2017	1494.72				1494.72		N
Name: AMERIKOHL AGGREGATES INC										
00338	AMERIKOHL TRANSPORT Road: Delivery of Li 0517	430.611	22847 05/08/2017	1136.91				1136.91		N
Name: AMERIKOHL TRANSPORT INC										
00553	BEST WHOLESALE TIRE Police:Car #38-Headl 0417	410.374	8964 04/01/2017	69.25				69.25		N
00553	BEST WHOLESALE TIRE Police:Car #35-Inspe 0417	410.374	9060 04/14/2017	211.60				211.60		N
00553	BEST WHOLESALE TIRE Police:Car #34-Inspe 0417	410.374	9084 04/18/2017	80.00				80.00		N
00553	BEST WHOLESALE TIRE Police:Car #37-011 C 0417	410.374	9096 04/19/2017	62.65				62.65		N
00553	BEST WHOLESALE TIRE Police:Car #38-Inspe 0417	410.374	9106 04/20/2017	123.15				123.15		N
00553	BEST WHOLESALE TIRE Police:Car #31-011 C 0417	410.374	9111 04/21/2017	60.68				60.68		N
00553	BEST WHOLESALE TIRE Police:'08 Trailer-I 0417	410.374	9161 04/28/2017	42.00				42.00		N
Name: BEST WHOLESALE TIRE CO, INC										
00014	BETH'S BARRICADES Road: Sign Post/8' U 0417	430.245	61975 04/21/2017	40.00				40.00		N
Name: BETH'S BARRICADES										
00534	GENERAL CODE Zoning:eCode360 Annu 0517	404.318	GC00101601 05/01/2017	1195.00				1195.00		N
Name: GENERAL CODE										
00283	HAMPTON CONCRETE PRO Road: 2x4 Basket Gra 0517	430.611	9574 05/02/2017	326.00				326.00		N
Name: GENERAL CODE										

By Name  
Cutoff as of: 12/31/9999

Time: 09:30 am  
Date: 05/11/2017  
Page: 2

Due Dates: 05/15/2017 thru 05/15/2017

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: HAMPTON CONCRETE PRODUCTS INC										
00005	HEI-WAY, LLC	430.372	70412014	703.05				703.05		
	Road: Cold Patch	0417	04/13/2017	05/15/2017	04/17/2017					
326.00										
00005	HEI-WAY, LLC	430.372	70425009	975.91				975.91		
	Road: Cold Patch	0417	04/26/2017	05/15/2017	04/27/2017					
00005	HEI-WAY, LLC	430.372	70503003	734.18				734.18		
	Road: Cold Patch	0517	05/04/2017	05/15/2017	05/05/2017					
Name: HEI-WAY, LLC										
00737	INTECH WORLDWIDE	407.273	2016503	3495.00				3495.00		
	Police: Support Cont	0417	04/15/2017	05/15/2017	05/09/2017					
Name: INTECH WORLDWIDE										
00106	JORDAN TAX SERVICE, INC.	403.140	3-C-#131	1817.91				1817.91		
	Delinquent R E Tax C	0417	04/13/2017	05/15/2017	04/17/2017					
Name: JORDAN TAX SERVICE, INC.										
00362	KRESS TIRE	430.374	9496-34	82.00				82.00		
	Road: Trk #1-Mounts/	0417	04/26/2017	05/15/2017	05/02/2017					
Name: KRESS TIRE										
00580	KRIGGER & CO	454.374	474566	17.94				17.94		
	Park: 5.2 oz 2 cycle	0417	04/06/2017	05/15/2017	04/17/2017					
Name: KRIGGER & CO										
00830	SHOUP ENGINEERING IN	408.319	17-141	24.75				24.75		
	Engineering: Copper	0417	04/30/2017	05/15/2017	05/08/2017					
00830	SHOUP ENGINEERING IN	408.319	17-142	74.25				74.25		
	Engineering: Greysto	0417	04/30/2017	05/15/2017	05/08/2017					
00830	SHOUP ENGINEERING IN	408.319	17-143	49.50				49.50		
	Engineering: PRD-MCI	0417	04/30/2017	05/15/2017	05/08/2017					
00830	SHOUP ENGINEERING IN	408.319	17-145	297.00				297.00		
	Engineering: Forbes-	0417	04/30/2017	05/15/2017	05/08/2017					
00830	SHOUP ENGINEERING IN	408.319	17-153	148.50				148.50		
	Engineering: Ippolit	0417	04/30/2017	05/15/2017	05/08/2017					

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

By Name  
Cutoff as of: 12/31/9999

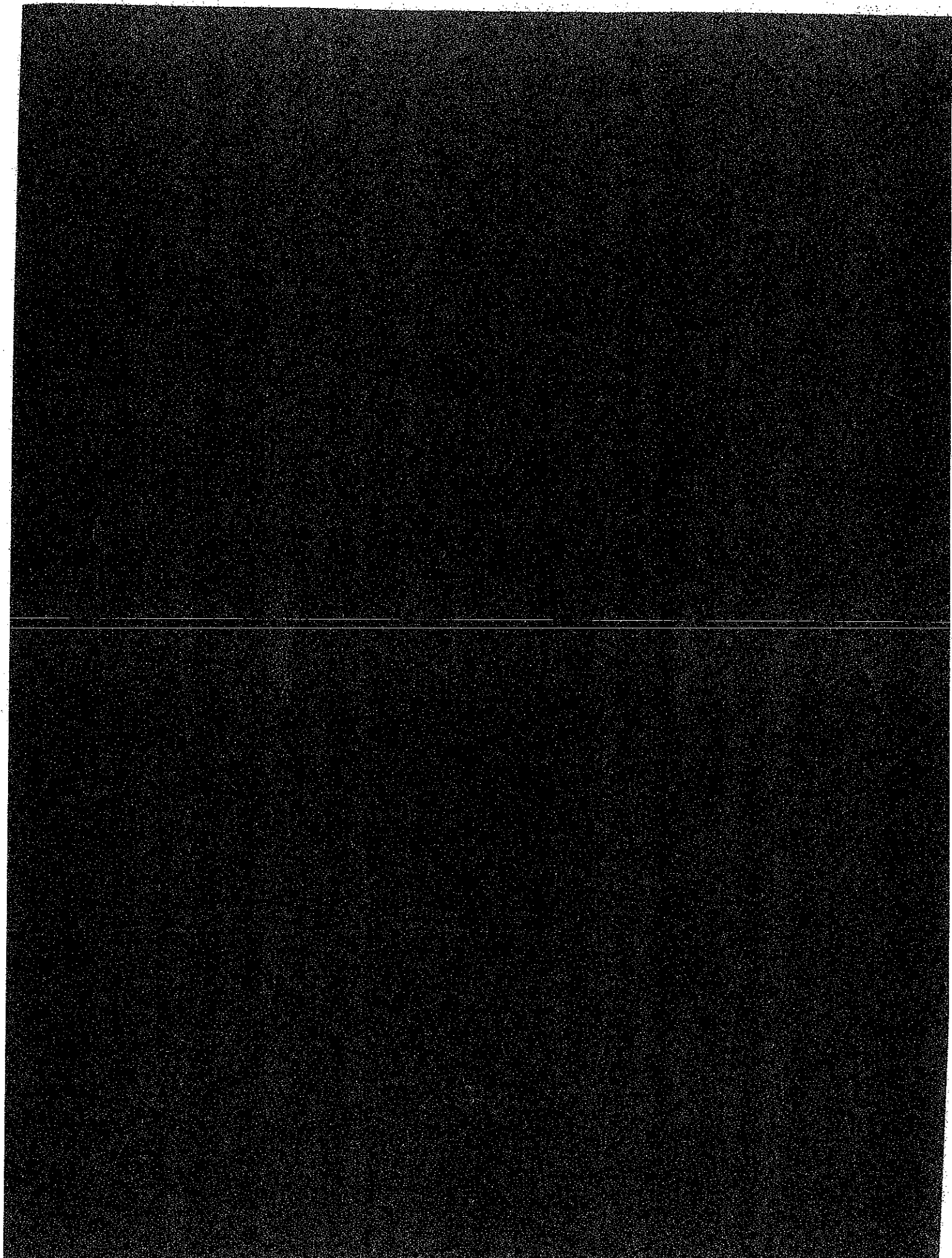
Time: 09:30 am  
Date: 05/11/2017  
Page: 3

Due Dates: 05/15/2017 thru 05/15/2017

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00830	SHOUP ENGINEERING IN 408.313 Engineering: miscell 0417		17-154 04/30/2017	1311.75		05/15/2017	05/08/2017	1311.75		N
00830	SHOUP ENGINEERING IN 454.286 Engineering:nike sit 0517		17-162 05/10/2017	588.25		05/15/2017	05/10/2017	588.25		N
Name: SHOUP ENGINEERING INC.				2494.00				2494.00		
00674	STALEY COMMUNICATION 410.328 POL: Radio Equip Mai 0517		87067 05/03/2017	115.00		05/15/2017	05/04/2017	115.00		N
00674	STALEY COMMUNICATION 430.327 Road: Radio Equip Ma 0517		87068 05/03/2017	57.47		05/15/2017	05/04/2017	57.47		N
Name: STALEY COMMUNICATIONS				172.47				172.47		
00577	TOSHIBA FINANCIAL SE 406.261 Lease & Maintenance 0417		66877669 04/30/2017	366.42		05/15/2017	05/04/2017	366.42		N
00577	TOSHIBA FINANCIAL SE 410.261 Lease & Maintenance 0417		66877669 04/30/2017	239.75		05/15/2017	05/04/2017	239.75		N
Name: TOSHIBA FINANCIAL SERVICES				606.17				606.17		

FINAL TOTALS: 15940.59

15940.59



C) UTILITIES & PAYROLL

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO PAY UTILITIES AND PAYROLL FROM MAY 18, 2017 TO JUNE 21, 2017.

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

8-C

D) TAX REFUNDS

THE BOARD IS IN RECEIPT OF THE ATTACHED LIST FROM THE TAX COLLECTOR REQUESTING THE ISSUANCE OF REAL ESTATE TAX REFUNDS DUE TO ASSESSMENT CHANGES BY ALLEGHENY COUNTY FOR THE YEAR 2017.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

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

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

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

8-D

WEST DEER TOWNSHIP

Date: 05/02/17

REAL ESTATE TAX REFUNDS FOR BOARD APPROVAL

Page: 1

Time: 13:03:12

May 2017

Refunds Due to County Change Orders

Payable to: ARTISTIC MANAGEMENT GROUP LLC  
4016 CRESTWOOD DR  
GIBSONIA PA 15044

Lot & Block 1362-E-79  
64 CREIGHTON RUSSELLTON  
Tarentum, PA 15084

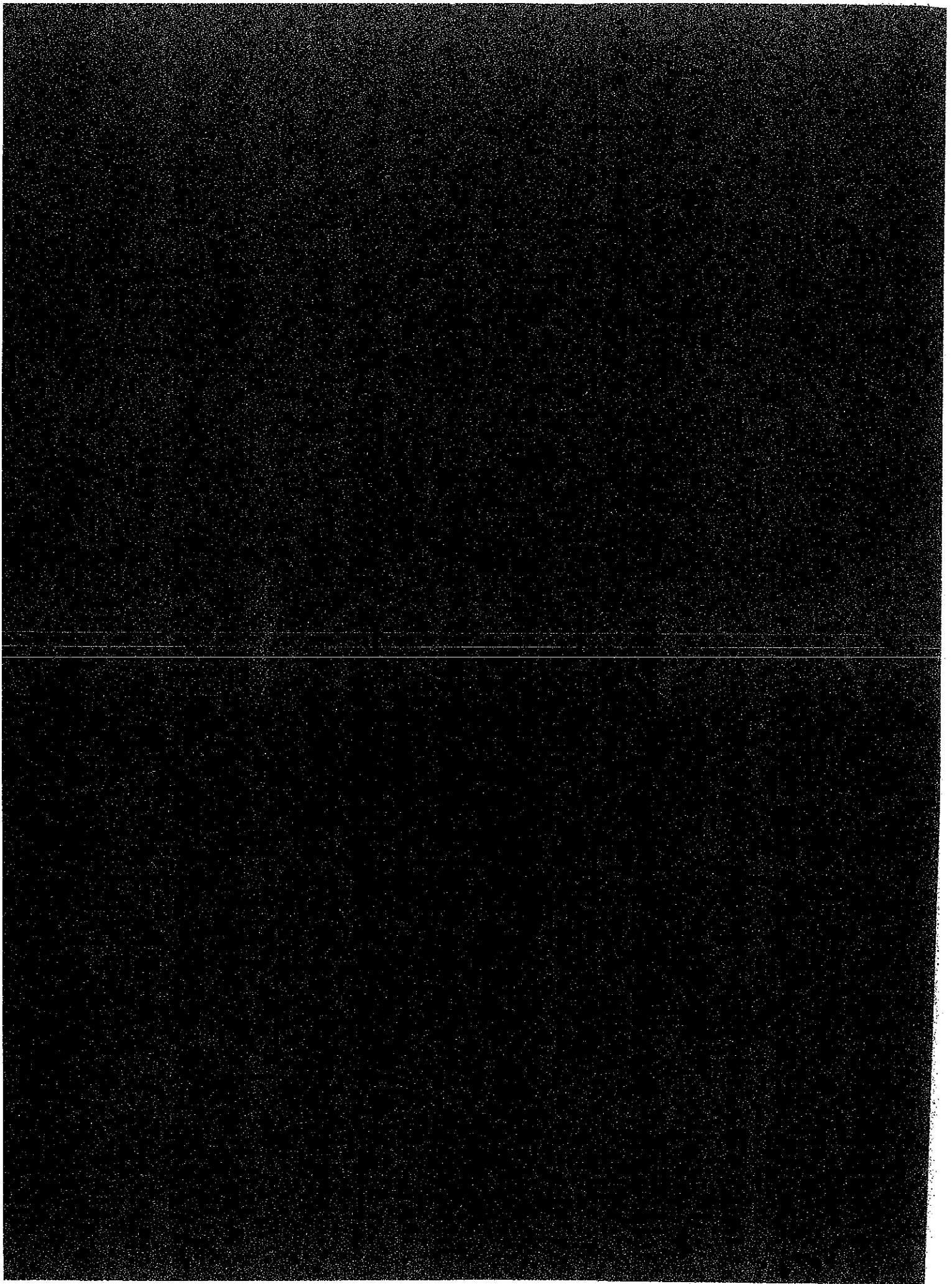
Refund of 60.65 due for tax year: 2017

Orig Value: 70,000  
New Value: 49,300  
Exoneration: 20,700

Orig Tax: 205.11  
New Tax: 144.46  
Refund: 60.65

\*\*\*\*\*

May 2017





**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:** May 11, 2017

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

**PT**  
**Attachment**

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

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OFFICERS MONTHLY REPORT  
APRIL 2017

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	185	146	331
CALLS FOR SERVICE/FIELD CONTACTS	155	911	1066
ALL OTHER CALLS	463	1366	1829
TOTALS CALLS FOR SERVICE	803	2423	3226

ARRESTS

ADULT	7	15	22
JUVENILE	0	1	1
TRAFFIC CITATIONS	58	54	112
NON TRAFFIC CITATIONS	12	3	15
PARKING CITATIONS	0	3	3
WARNINGS	16	11	27

PERSONNEL

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

VEHICLE REPORTS

TOTAL MILES TRAVELED	9965	29025	38990
GALLONS OF GASOLINE USED	630.4	2517.6	3148
REPAIRS/MAINTENANCE	1245.33	3825.8	5071.13

OVERTIME PAID

COURT (OFF DUTY)	4 1/2	11	15 1/2
PRELIMINARY HEARINGS	7	6	13
PRETRIAL	0	0	0
INVESTIGATIONS	2 1/2	26	28 1/2
ARRESTS	8	12	20
SPEED CHECKS	0	0	0
PRIVATE CONTRACTS	0	9	9
MISC. HOURS - FILLED SHIFTS	10 1/2	8	18 1/2
MISC. HOURS - ADMIN. HOURS	0	0	0
ALL OTHER MISC. HOURS - see below	0	0	0
TOTAL HOURS	32 1/2	72	104 1/2

## Points of Interest

### Month of April

Budget as of April – 27.25%

#### CHIEF JONATHAN LAPE –

- April 10 – second interviews were conducted for the position of part-time police officer
- April 10 – Chief Lape, Sgts. Bailey and Mikus did a tour and took part in a fire drill at Rebecca Residence
- April 11 - DARE Graduation
- April 13 – attended an Allegheny County Chiefs meeting
- April 18 – April 21 – Chief Lape and Officer Dobson attended the DUI Conference
- April 26 – attended a community days meeting with the Parks & Recreation group
- April 27 - assisted in the storm weather drills in the school district

#### OFFICER EDWARD NEWMAN – K9 REPORT –

- April 6 – assisted in a school search at Shaler High School and Middle School
- April 13 - did training at the Butler County Jail
- April 20 - did a school search of Deer Lakes Schools
- April 27 - worked on the DARE Golf Outing

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

April 14 – training was held at the Steamfitters Technology Center in Harmony. Operators and medics underwent training on the BROCO Mini-Tac Tactical Cutting Torch. This tool will cut through any type of metal.

April 28 – training was held on the Hampton Township Police Range and consisted of their annual PT test. After the test was completed the team work on various pistol and rifle drills.

#### SCHOOL DISTRICT DETAILS –

April 18 – school board meeting detail

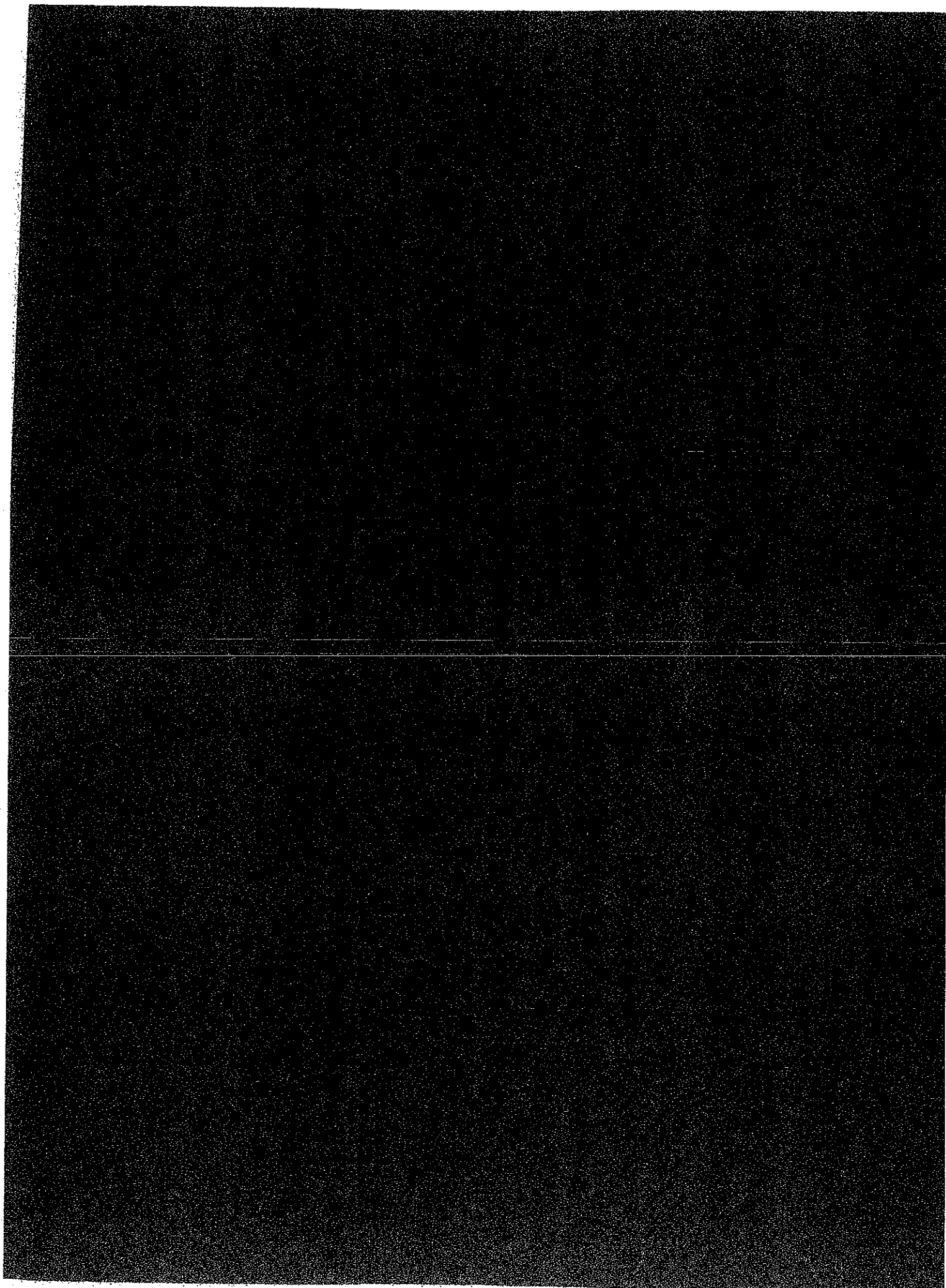
#### SPECIAL DETAILS/MISCELLANEOUS DETAILS –

April 3, 7, 10, 11, 27 – Aggressive Driving details conducted

April 18 – school board meeting detail

All officers underwent SIMS training in Hampton Township throughout the month

April 27 – Officers B. Dobson and Shurina underwent TAC training



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

MR. PAYNE.....

10

# Code Enforcement

April 30, 2017

1. Issued 19 Occupancy Permits
2. Issued 37 Building Permits
3. Performed 39 site inspections
4. Planning commission discussed and tabled the Starling Hall development to address Townships engineers letter and add further details to site plan. John Ippolito's warehouse development was also tabled.
5. No Zoning hearing board meeting was held. Tomorrow there will be a ZHB hearing for 2 different property owners in the Industrial Park off of Middle Road extensions who want to expand their existing businesses.
6. I attended continuing education training for my pesticide certification.
7. In the last meeting the board asked me to supply some pictures of Catanese Brothers Salvage Yard. They have made tremendous improvement over the last 30 days. There are still a couple of violations according the salvage license standards. They do operate a PA state inspection/service station on Saturdays which is separate from the Salvage Yard. The violations of the Salvage Yard Ordinance are as follows:
  - A. White Pickup trucks located to the left of the building from the road.
  - B. Red International dump truck on the left edge of the gravel parking lot from the road.
  - C. Scrap and debris on right side of property under tree.



---

William Payne  
Code Enforcement Officer

WEST DEER TOWNSHIP - BUILDING PERMITS - 2017

APRIL, 2017

DATE	PERMIT#	PERMIT TYPE	PARCEL OWNER	ADDRESS	Lot Block	CONSTRUCTION COST	PERMIT FEE
4/3/17	P17-034	SOLAR PANELS	GLENN EICHNER	3500 SUNNYVALE DR.	1214-J-254	\$10,248.00	\$260.00
4/3/17	P17-035	SOLAR PANELS	DAVID DELDUCA	4315 PARADISE DR.	1508-E-108	\$5,000.00	\$325.00
4/3/17	P17-036	SOLAR PANELS	DANIEL & CYNTHIA YEAGER	48851 TREMONT	1214-E-224	\$6,664.00	\$325.00
4/4/17	P17-037	POLE BLDG/BARN	JACOB CAPLAN	1320 LOGAN RD.	2011-M-50	\$10,000.00	\$65.00
4/4/17	P17-038	SOLAR PANELS	RICHARD KING	4304 PARADISE DR.	1508-J-371	\$13,322.40	\$260.00
4/4/17	P17-039	SOLAR PANELS	DAVID & JANET GATES	4828 SPRING VALLEY DR.	1213-M-269	\$10,700.00	\$325.00
4/4/17	P17-040	SOLAR PANELS	RICHARD & KRISTA TEXTER	3614 NORTHRIDGE DR.	1214-K-040	\$13,700.00	\$390.00
4/4/17	P17-041	SOLAR PANELS	US BANK NA	4616 ROYAL CT.	1079-A-325	\$17,421.60	\$260.00
4/4/17	P17-042	SOLAR PANELS	WALTER & KATHERIN BARIE	3610 NORTHRIDGE DR.	1214-K-036	\$11,000.00	\$263.00
4/4/17	P17-043	SOLAR PANELS	JOHN SIMMONS	282 OAK RD.	1668-R-194	\$4,000.00	\$260.00
4/4/17	P17-044	SOLAR PANELS	RALPH WAYBRIGHT	3531 HUNTERTOWN RD.	1214-E-123	\$14,327.00	\$260.00
4/4/17	P17-045	SOLAR PANELS	FRANK SWITALSKI	3549 HUNTERTOWN RD.	1214-F-144	\$13,384.80	\$260.00
4/4/17	P17-046	SOLAR PANELS	MICHAEL & PENNY FISCHETTI	3511 HUNTERTOWN RD.	1214-E-035	\$10,700.00	\$260.00
4/7/17	P17-047	ACCESSORY STRUCT.	ANDREW & HEATHER DETAR	161 SQUIRREL HOLLOW RD.	1367-F-394	\$2,637.34	\$30.00
4/7/17	P-17-048	DECK	RICHARD KING	4304 PARADISE DR.	1508-J-371	\$4,800.00	\$40.00
4/7/17	P17-049	COMMERCIAL STRUCT	FIRE CO #2	2163 SAXONBURG BLVD.	1511-J-134	\$485,000.00	\$0.00
4/7/17	P17-050	DECK	JONATHON & JENNIFER MAJERNIK	506 SHADOW CT.	1667-N-53	\$23,000.00	\$130.00
4/13/17	P17-051	ADDITION	THOMAS PILTOFF	173 MICHAEL RD.	1361-R-230	\$5,000.00	\$120.60
4/14/17	P17-052	ANTENNA	EDWARD BREYAK	74 HILL TOP RD.	1509-R-287	\$75,000.00	\$400.00
4/14/17	P17-053	SINGLE FAMILY	DAVID & DIANE HOLLINGER JR.	1020 YORK WAY	1510-H-241	\$250,000.00	\$849.00
4/14/17	P17-054	ACCESSORY STRUCT.	DAVID & DIANE HOLLINGER JR.	1015 YORK WAY	1510-H-243	\$15,000.00	\$90.00
4/18/17	P17-055	ADDITION	STEPHEN & DAWN McWILLIAMS	201 LAGER DR.	1356-H-037	\$63,324.00	\$291.00
4/18/17	P17-056	SOLAR PANELS	SAMUEL & MARY HOUP	4720 WOODLAKE DR.	1213-M-154	\$11,100.00	\$260.00
4/18/17	P17-057	SOLAR PANELS	JOSEPH & SHARON HAUN	3550 HUNTERTOWN RD.	1214-E-106	\$9,000.00	\$260.00
4/18/17	P17-058	SOLAR PANELS	MICHAEL & JENNIFER BAHNEY	4840 SPRING VALLEY DR.	1213-H-299	\$9,000.00	\$260.00
4/18/17	P17-059	OTHER	MATTHEW PENK	229 SHUSTER RD.	2012-B-293	\$12,700.00	\$390.00
4/18/17	P17-060	OTHER	MICHAEL & JEAN BITELY	27 BAIRD FORD RD.	2010-E-119	\$4,664.80	\$260.00
4/18/17	P17-061	SOLAR PANELS	LUCAS & DANIELLE GODINEZ	36 FARM LANE	1671-S-388	\$9,329.60	\$260.00
4/20/17	P17-062	FENCE	CHARLES & LESLIE SPULLER	11 CRISTONIA RD.	1358-J-131	\$6,300.00	\$50.00



**WEST DEER TOWNSHIP - BUILDING PERMITS - 2017**

4/21/17	P17-063	ACCESSORY STRUCT.	MICHAEL & LISA FRANK	4818 BAYFIELD RD.	1214-P-156	\$8,500.00	\$60.00
4/21/17	P17-064	FENCE	COLLEEN BURNS	35 DEER PARK DR.	1360-M-161	\$480.00	\$5.00
4/21/17	P17-065	ABOVE GROUND POOL	HEATHER WILLIAMS	217 POLLOCK ST.	1838-P-036	\$1,200.00	\$44.00
4/24/17	P17-066	DECK	LAUREN KOSALEC	224 SHOAF ST.	1838-N-263	\$1,500.00	\$25.00
4/24/17	P17-067	ABOVE GROUND POOL	SARA UHL	192 WEST STARZ RD.	1359-P-179	\$3,500.00	\$44.00
4/24/17	P17-069	SHED	NACOLE WERRIES	125 STARR RD.	1361-C-248	\$7,000.00	\$50.00
4/25/17	P17-070	ABOVE GROUND POOL	DAVE PARISE	1423 SANDSTONE DR.	1670-K-87	\$4,000.00	\$44.00
4/25/17	P17-071	DECK	JONATHAN OTT	350 WILLOW WAY	2012-H-215	\$4,000.00	\$35.00

TOTAL..... **\$1,156,503.54**    **\$7,510.60**

## Occupancy Permits - West Deer Township

109 East Union Road

Cheswick, PA 15024

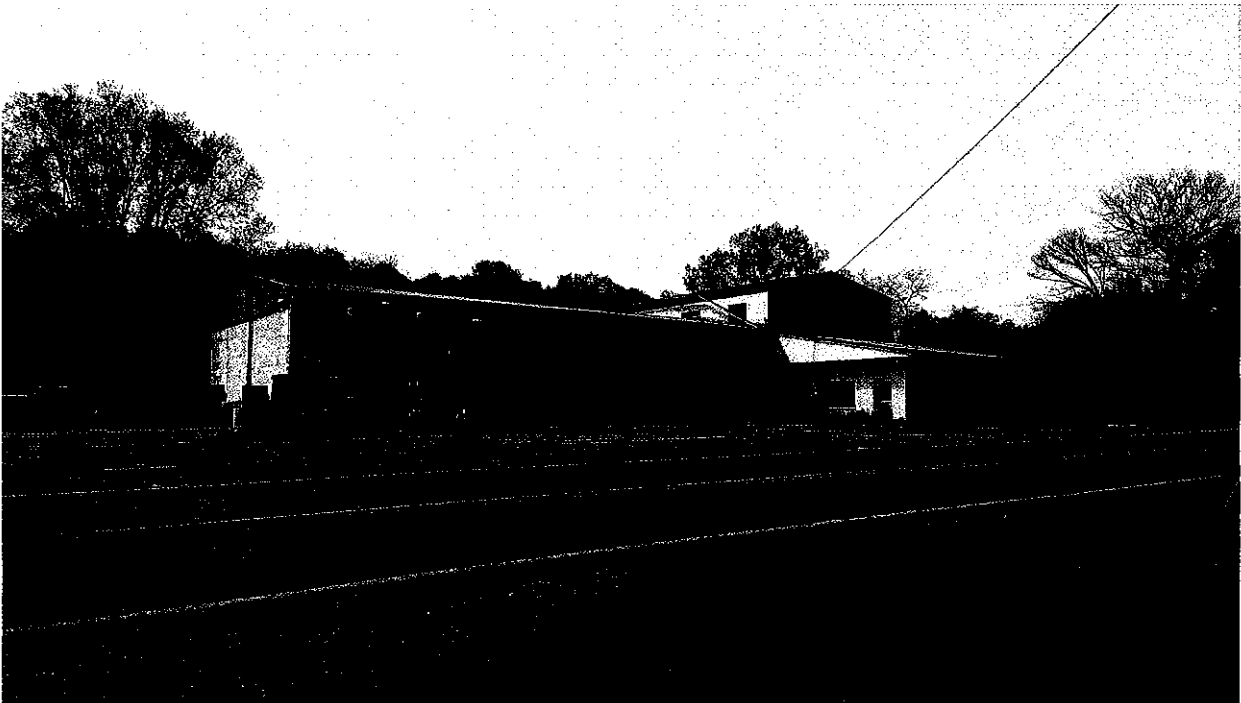
Date	Permit #	Lot Block	Applicant Name	Street Address	Use	New Construction
4/3/2017	O17-048	1360-N-69	RICHARD CALFO	70 MCCLURE RD	Single Family Home	No
4/3/2017	O17-049	1838-A-283	SCARLETT GAETA	1642 SAXONBURG BLVD	Single Family Home	No
4/3/2017	O17-050	1511-K-056	ANDREA & SAMUEL WHITE	54 EAST UNION RD	Single Family Home	No
4/3/2017	O17-051	1214-A-109	EDWARD & ELIZABETH GRZYWNA	314 Ridge View Ct.	Duplex/Carriage House	Yes
4/3/2017	O17-052	1357-J-368	DAVID & RENEE WUNDERLEY	141 RINGNECK CT	Single Family Home	No
4/3/2017	O17-053	1356-D-68	ERIC AVERY & SARAH DEEDS	390 PARTRIDGE RUN RD	Single Family Home	No
4/4/2017	O17-054	1511-K-050	MARGARET FALLON & PAUL WISEMAN	52 EAST UNION RD	Single Family Home	No
4/10/2017	O17-055	1219-N-121	MARY MONTGOMERY	1021 LITTLE DEER CREEK RD	Single Family Home	No
4/18/2017	O17-056	1214-A-103	SUSAN ZONA	322 RIDGE VIEW CT.	Duplex/Carriage House	Yes
4/18/2017	O17-057	1668-R-147	JOHN POLCSAK and SAMANTHA KRIVAK	210 LOCUST ST	Single Family Home	No
4/18/2017	O17-058	1356-D-374	CHRISTINE McCOMBS	3417 E STAG DR	Single Family Home	No
4/20/2017	O17-059	1669-S-021	CHARLES & CHERYL GILBERT	103 OAKWOOD CIR	Single Family Home	No
4/24/2017	O17-060	1509-B-281	DANE CLARK	226 OAK RD	Single Family Home	No
4/25/2017	O17-061	2014-M-396	DREW & DEBRA LESHER	187 MILLERSTOWN CULMERVILLE RD	Single Family Home	No
4/25/2017	O17-065	1838-M-036	STEPHEN & JILL SHIPE	186 SUPERIOR RD	Single Family Home	No
4/25/2017	O17-066	1508-R-3	SAFETY PROPERTIES, LLC.	1624 Middle Rd. Ext	Business	No
4/25/2017	O17-067	1508-L-1	SAFETY PROPERTIES, LLC	1623 MIDDLE EXT RD	Business	No
4/25/2017	O17-068	1358-G-036	SAFETY PROPERTIES	80 MOUNTAINVIEW RD	Business	No
4/26/2017	O17-069	2014-M-275	STARTING FRESH RENTALS, LLC	188 MILLERSTOWN CULMERVILLE RD	Single Family Home	No

**Total Fees Collected by Month**

**April - \$325.00**

**Total Fees Collected**

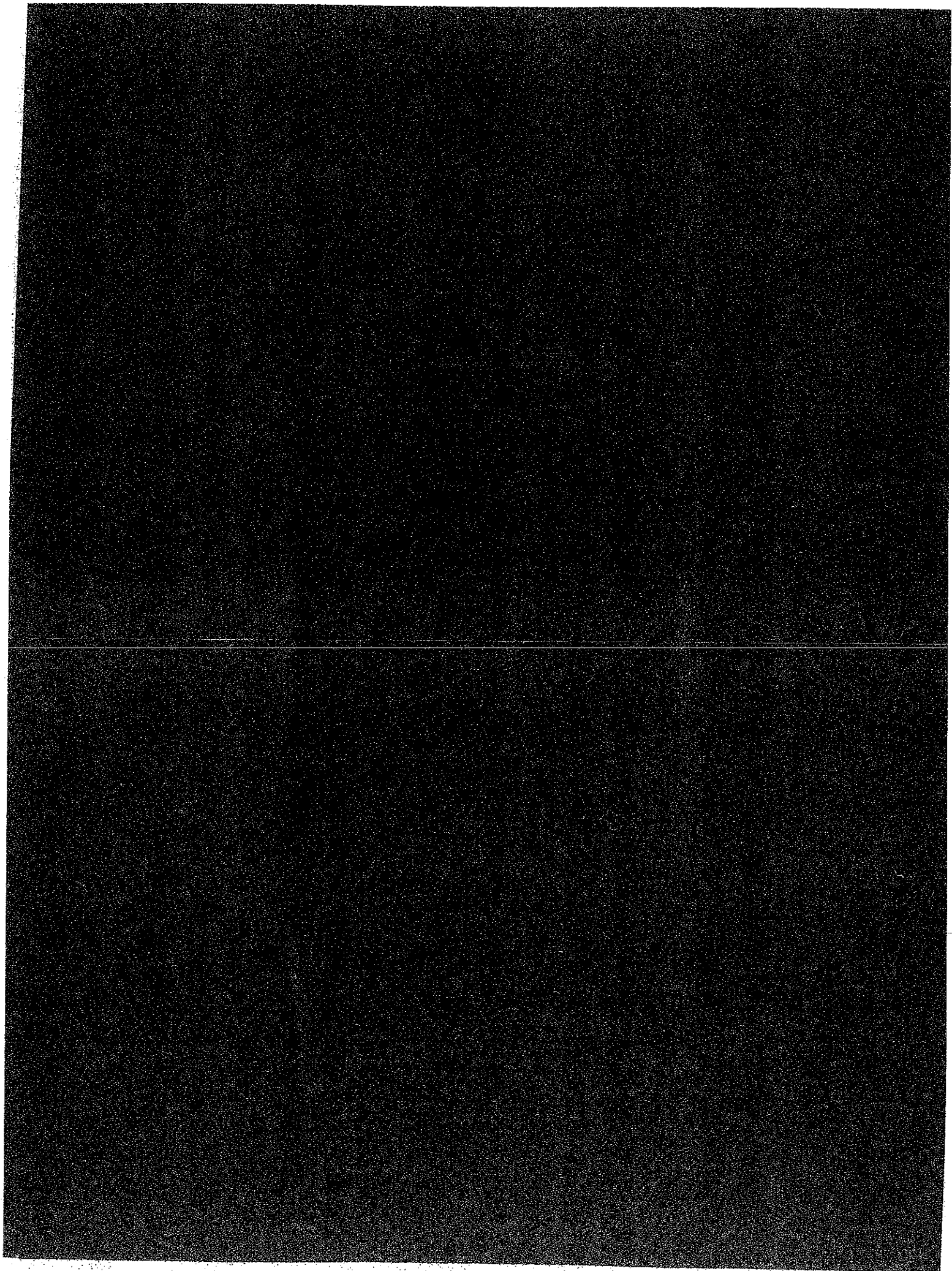
**Grand Total - \$325.00**



# Code Enforcement

April 30, 2017





**REPORT FROM THE PARKS AND RECREATION BOARD**

MRS. JORDAN.....

//

**ENGINEER'S REPORT**

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

MR. SHOUP.....

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**SHOUP ENGINEERING**  
**FOR OVER 50 YEARS**

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

**APRIL 2017 ENGINEER'S REPORT**  
**WEST DEER TOWNSHIP**  
Prepared May 12, 2017

**VIA EMAIL**

**1. MEETING ATTENDANCE**

Shoup Engineering attended and participated in the following meeting:

- Board of Supervisors Meeting – April 19, 2017
- Planning Commission – April 27, 2017

**2. DEVELOPMENTS/PROJECTS**

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

- 2017 Road Improvement Project – Contracts have been executed with Shields Asphalt Paving and Youngblood Paving. Shields Asphalt has completed milling and paving operations on all streets except for Benjamin St. which will occur following the bridge deck replacement.
- Nike Site Closure/Shoring Project – DeFrank Development has completed work on this project.
- Benjamin Street Bridge Deck Replacement Project – An update will be provided at the Board of Supervisors meeting as to the schedule for this work.
- Senior Center Wall – Tim Broge has completed the work on the Senior Center entrance wall.
- MS4 Permitting - an Application for renewal will be submitted to PADEP in September, 2017. A Pollution Reduction Plan is being prepared to reduce stream sediment loading in conjunction with this project.

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

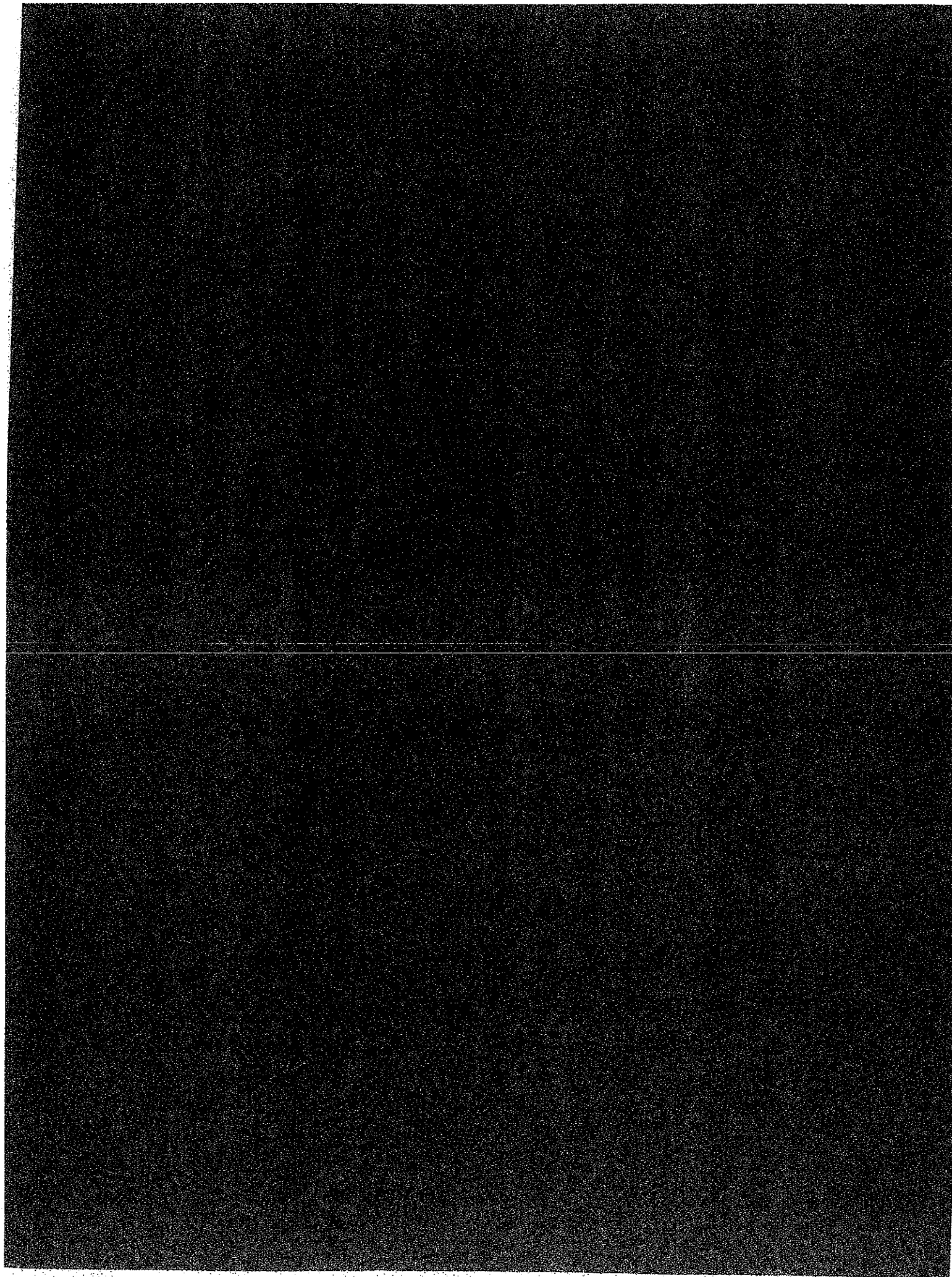
- McIntyre Heights PRD - Reviews of this preliminary PRD Plan were performed and review letters were issued to the Township on February 23, 2017 and March 23, 2017.

Respectfully Submitted,

**SHOUP ENGINEERING, INC.**

Scott A. Shoup, P.E.  
Township Engineer





**MCINTYRE HEIGHTS PRD CONDITIONAL USE**

ON APRIL 19, 2017 THE BOARD HELD A PUBLIC HEARING FOR A CONDITIONAL USE FOR A PLANNED RESIDENTIAL DEVELOPMENT (PRD) FOR RICHLAND HOLDINGS, LLC TO CONSTRUCT 35 SINGLE FAMILY PATIO HOMES AND 34 DUPLEX UNITS ON 38.7 ACRES LOCATED AT MCINTYRE ROAD, GIBSONIA, PA 15044.

THE PLANNING COMMISSION RECOMMENDED APPROVAL FOR THE CONDITIONAL USE / PRD AT THEIR MARCH 23, 2017 MEETING WITH THE FOLLOWING CONDITIONS:

1. Recommend approval with 10 feet side yard setbacks.
2. Recommend departure on cul-de-sac length due to topography and parcel shape.
3. Recommend 6,000 sq. ft. vs. 21,780 sq. ft. lot area.
4. Recommend departure requirement for guest parking. (See Engineering Review letter, Item #2, dated March 23, 2017).
5. Submit covenants and Home Owner's Association (HOA) documentation for review by Township Solicitor.
6. 40% of lots to have variations of up to 5 feet in front yard setback.
7. Recommend pavilion and picnic area.

MR. HAPPEL.....

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	___	___	___

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West Deer Township Planning Commission  
Meeting Report for March 23, 2017

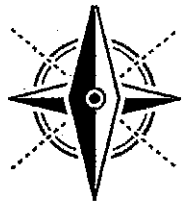
Project Name: McIntyre Heights – PRD

Property Location: McIntyre Road  
Zoned: R-2 (Semi-Suburban Residential – Low/Medium Density)

Seeking approval for the construction of 37 single family patio homes and 32 duplex units on 38.7 acres with picnic/pavilion area.

Planning Commission voted to **RECOMMEND APPROVAL** with the following conditions:

1. Recommend approval with 10 feet side yard setbacks.
2. Recommend departure on cul-de-sac length due to topography and parcel shape.
3. Recommend 6,000 sq. ft. vs. 21,780 sq.ft. lot area.
4. Recommend departure requirement for guest parking. (See Engineering Review letter, Item #2, dated March 23, 2017.)
5. Submit covenants and HOA documentation for review by Township Solicitor.
6. 40% of lots to have variations of up to 5 feet in front yard setback.
7. Recommend pavilion and picnic area.



**SHOUP ENGINEERING**  
**FOR OVER 50 YEARS**

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

March 23, 2017

Mr. Bill Payne  
West Deer Township  
109 East Union Road  
Cheswick, PA 15024

Re: McIntyre Heights  
Application for Tentative Approval - PRD (Plans revised March 13, 2017)

Dear Mr. Payne,

I have reviewed the above referenced application for Tentative Approval - PRD located in the R-2 Zoning District and the following comments should be considered:

1. The use of a PRD is a Conditional Use in the R-2 Zoning District.
2. Zoning Section 18.6.4.B.2 requires that there be one off-street parking space, excluding driveways, for every two dwelling units in the PRD for visitor parking. Such parking is to be within 100 feet of the dwelling units. The applicant is proposing six off-street parking spaces.
3. Zoning Section 5.5.1 requires that PRDs within the R-2 Zoning District have minimum lot areas of 21,780 square feet. The applicant is requesting a departure to allow for smaller lots.
4. Zoning Section 18.6.2.A requires that separation between buildings be at least 30 feet. The applicant is requesting a departure to allow for a smaller building separation.
5. The applicant should update the Plan Narrative to include all departures that are being sought.

A written response should be provided as to how each of the above comments has been addressed.

Bill Payne  
McIntyre Heights  
March 23, 2017  
Page 2

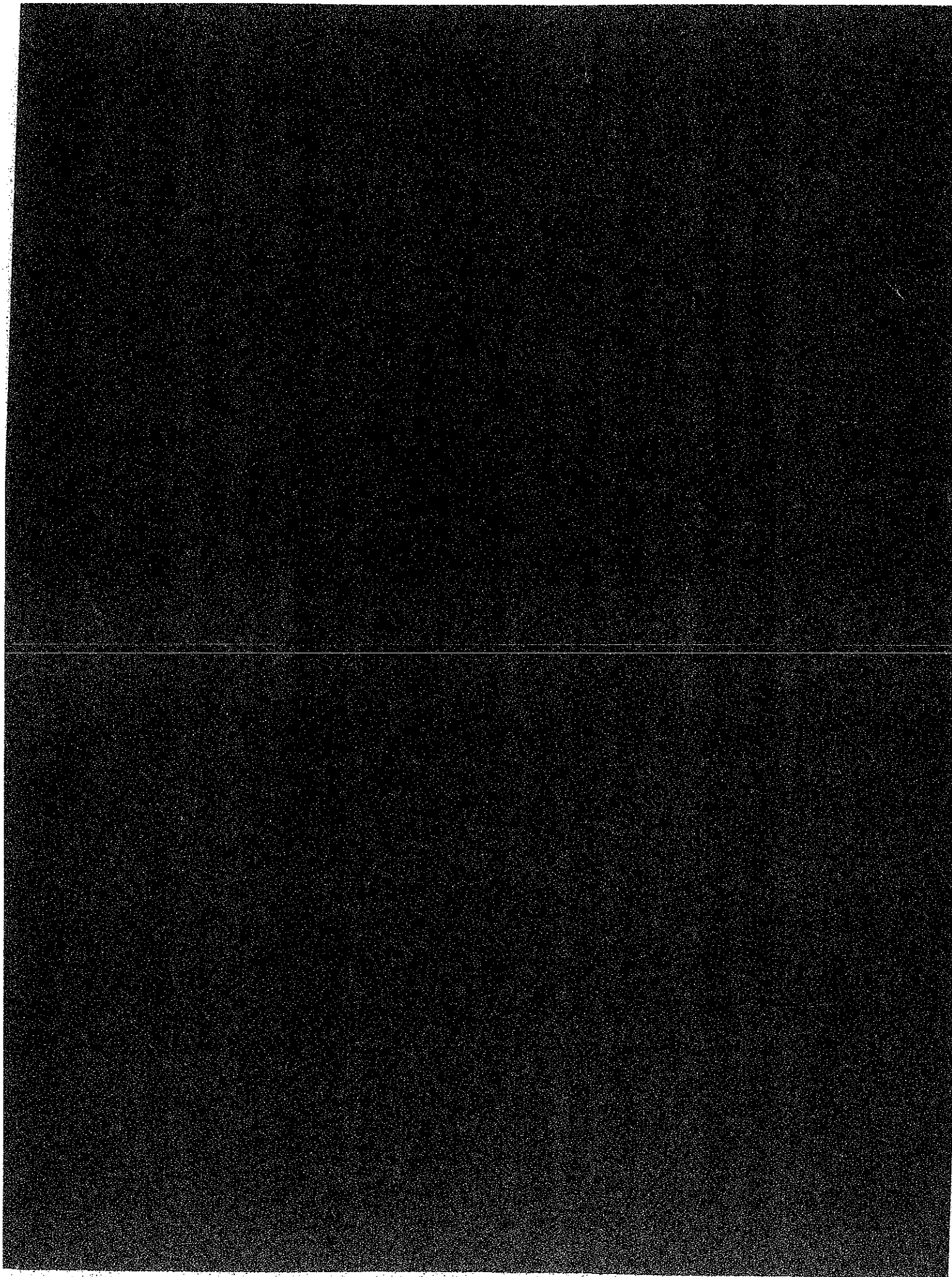
If you should have any questions please do not hesitate to contact me at your convenience.

SHOUP ENGINEERING, INC.

A handwritten signature in black ink, appearing to be 'S. Shoup', written over a horizontal line.

Scott A. Shoup, P.E.

cc: Daniel Mator, via email  
Gibson-Thomas Engineering, via fax 724-935-8189



**BIDS: NIKE SITE PARK PARKING LOT PROJECT**

SEALED BIDS WERE RECEIVED AND OPENED ON MAY 16, 2017 FOR THE NIKE SITE PARK PARKING LOT PROJECT. THE WORK WILL CONSIST OF THE FOLLOWING --

BASE BID: CONSTRUCTION OF A NEW ASPHALT PARKING LOT APPROXIMATELY 9,600 SY IN AREA.

ALTERNATE BID: CONSTRUCTION OF A NEW HOT MIX ASPHALT DRIVEWAY AND PARKING LOT APPROXIMATELY 4,000 SY IN AREA.

WORK WILL ALSO INCLUDE MILLING, EARTHWORK, INSTALLATION OF STORM SEWERS AND INLETS, LINE STRIPING AND OTHER MISCELLANEOUS WORK.

**MR. SHOUP WILL DISTRIBUTE THE BID RESULTS AND PROVIDE HIS RECOMMENDATION AT THE MEETING...**

MR. SHOUP.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE **(BASE BID/ALTERNATE BID)** NIKE SITE PARK PARKING LOT PROJECT TO \_\_\_\_\_ IN THE AMOUNT OF \$ \_\_\_\_\_.

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

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**CHANGE ORDER NO. 1: NIKE SITE CLOSURE/SHORING**

ATTACHED IS CHANGE ORDER NO. 1 FOR THE NIKE SITE CLOSURE/SHORING PROJECT. THE CHANGE ORDER IS FOR EXISTING CURBING AROUND THE SILO DOORS THAT HAD TO BE REPLACED, AND FOR ADDITIONAL STONE FOR BACKFILLING THAT WAS IN EXCESS OF THE CONTRACT AMOUNT.

THE ADDITIONAL PAYMENT TO DeFRANK DEVELOPMENT, INC., WILL BE \$4,656.00.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACCEPT CHANGE ORDER NO. 1 FOR THE NIKE SITE CLOSURE/SHORING PROJECT IN THE AMOUNT OF \$4,656.00.

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

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**CHANGE ORDER NO. 1**  
**CHANGES IN WORK, LABOR, and MATERIALS**

Contractor Name DeFrank Development, Inc. Date May 2, 2017  
Contractor Address 593 Industrial Park Road Municipality West Deer Township  
Smock, PA 15480 Project Name Nike Site Closure/Shoring  
Phone Number 724-430-1812 Project Number 9483

In connection with the above-referenced project number 9483 located in West Deer Township, the following additions are ordered to this project:

Addition of extra materials to perform work on the project as follows:

Forming and installation of concrete curbs at silo doors ..... 12 LF at \$ 52 per LF  
Providing and compacting #2A Aggregate ..... 84 TON at \$ 48 per TON

Subject to conditions hereinafter set forth, and equitable adjustment of the contract price as follows:

The Contract Price is **INCREASED** approximately by the following amount:

Four Thousand Six Hundred Fifty Six Dollars and 00 Cents (\$ 4,656.00)

The conditions last above-referenced to are as follows:

- A. The aforementioned change(s) and work affected thereby, are subjected to all contract stipulations and covenants; and
- B. The rights of the Local Public Agency are not prejudiced; and
- C. All claims against the Local Public Agency which are incidental to or as a consequence of the aforementioned change is satisfied.

**CHANGE ORDER NUMBER 1 IS ACCEPTED BY:**

DEFRANK DEVELOPMENT, INC.:

WEST DEER TOWNSHIP:

By: JOSEPH M. ALLISON  
Printed Name

By: \_\_\_\_\_  
Printed Name

Joseph M Allison  
Written Name

\_\_\_\_\_  
Written Name

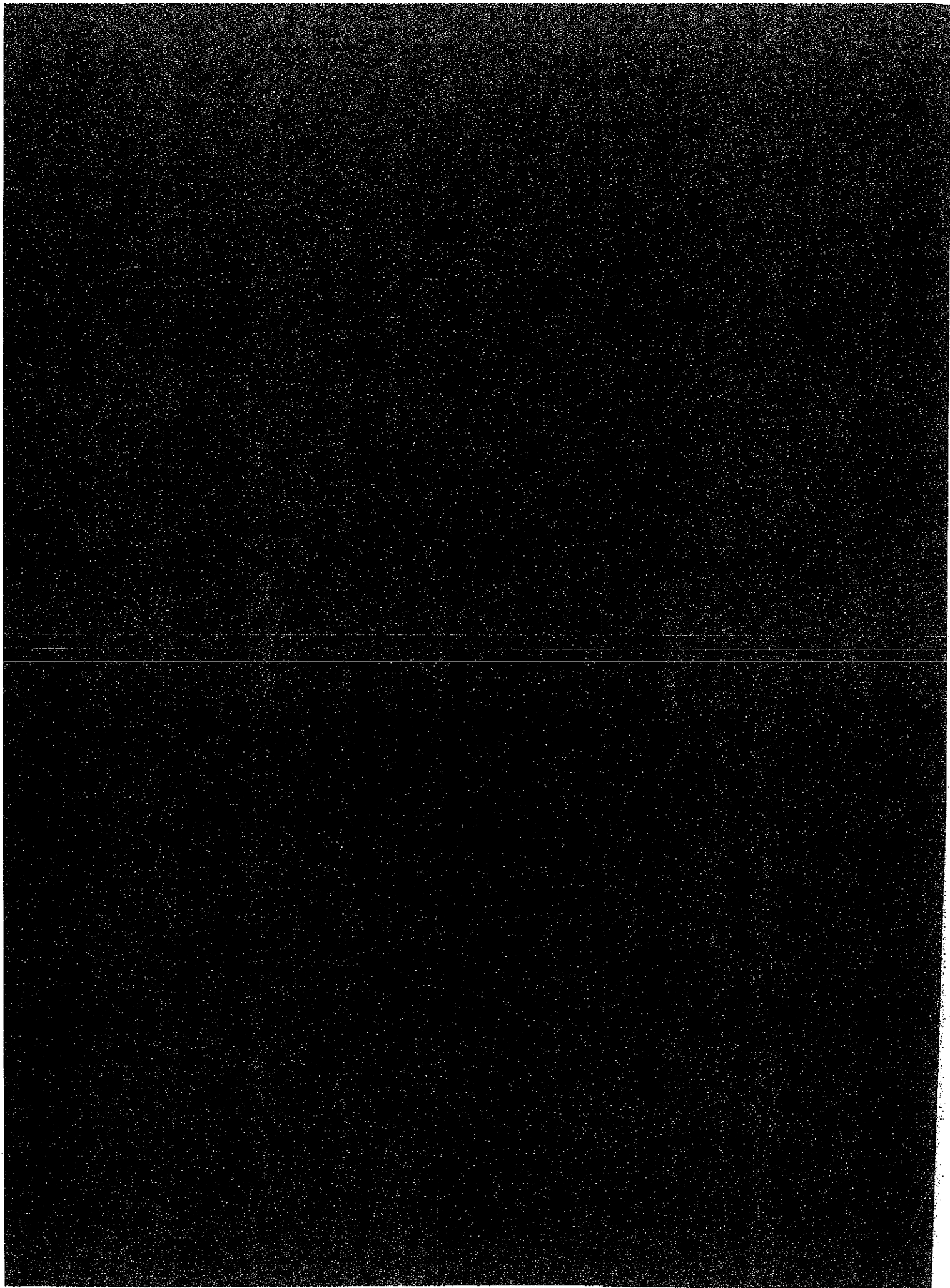
Printed Title: ESTIMATOR/PROJECT MANAGER

Printed Title: \_\_\_\_\_

DATE: 5/3/17

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

Phone No.: \_\_\_\_\_



**AUTHORIZE ADVERTISEMENT: SALE OF POLICE VEHICLE**

THE CHIEF REQUESTED THE BOARD TO AUTHORIZE THE ADVERTISEMENT FOR THE SALE OF THE FOLLOWING POLICE VEHICLE:

2011 Ford Crown Victoria Police Interceptor  
4.6 Liter V8 Automatic Transmission  
Color: White  
Approximately: 110,000 miles  
Inspection Expires: May of 2018  
AS IS CONDITION

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE ADVERTISEMENT FOR THE SALE OF THE 2011 FORD CROWN VICTORIA POLICE INTERCEPTOR. SEALED BIDS WILL BE RECEIVED UNTIL THURSDAY, JUNE 15, 2017 AT 2:00 P.M. AND OPENED SHORTLY THEREAFTER.

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

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**2018 ROAD PROGRAM LIST (PRELIMINARY)**

THE PUBLIC WORKS COMMITTEE MET AND ARE RECOMMENDING THE FOLLOWING PRELIMINARY ROADS FOR THE 2018 ROAD PROGRAM:

- BAYFIELD ROAD
- CEDAR GLEN DRIVE
- COTTONWOOD COURT
- HUNTERTOWN ROAD (EAST PORTION)
- NORTH RIDGE DRIVE
- TREMONT DRIVE
- VALLEYFIELD DRIVE
- MCKALLOFF ROAD
- OLD BAKERSTOWN ROAD
- MCCLURE ROAD (OVERLOOK PLACE TO SAXONBURG BLVD)
- DAWSON ROAD
- BLANCHARD ROAD
- HEMPHILL ROAD
- OAKWOOD CIRCLE

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE TOWNSHIP ENGINEER TO COMPLETE THE ENGINEERING FOR THE POTENTIAL ROADS LISTED AS PART OF THE 2018 ROAD PROGRAM, AND TO NOTIFY ALL UTILITY COMPANIES OF THE SAME.

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

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**EMS PARKING LOT**

DISCUSSION.....

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

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**ADVERTISEMENT: PLANNING COMMISSION MEMBERS**

THE BOARD RECEIVED THE ATTACHED LETTER FROM MARK B. SCHMIDT, CHAIRMAN OF THE WEST DEER TOWNSHIP PLANNING COMMISSION. MR. SCHMIDT IS REQUESTING THE BOARD CONSIDER REPLACING TWO MEMBERS DUE TO EXCESSIVE ABSENTEEISM.

MEMBERS TED GALL AND ADAM WOODS HAVE FAR EXCEEDED THE NUMBER OF ABSENCES PERMITTED UNDER THE PLANNING COMMISSION POLICIES. ATTACHED ARE LETTERS SENT TO THE TWO MEMBERS ON MARCH 28, 2017.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPROVE THE REQUEST FROM THE PLANNING COMMISSION TO REPLACE THE TWO MEMBERS DUE TO EXCESSIVE ABSENTEEISM AND ADVERTISE FOR THE TWO VACANCIES.

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

**WEST DEER TOWNSHIP PLANNING COMMISSION**

109 East Union Road  
Cheswick, PA 15024

4 May 2017

Board of Supervisors  
Township of West Deer

RE: Jeffrey D. Fleming, Chairman  
West Deer Township  
109 East Union Road  
Cheswick, PA 15024

The Planning Commission is requesting the Board of Supervisors consider replacing two members due to excessive absenteeism. Members Ted Gall and Adam Woods have far exceed the number of absences permitted under our bylaws. Reference the attached letters that were sent to each on the 28th of March 2017.

If you have any questions please feel free to call.

Respectfully Submitted,  
West Deer Township Planning Commission

*Mark B Schmidt*

Mark B. Schmidt, P.L.S.  
Chairman

Hi Ted,

I hope this finds you well and everything is going good in your life. I know that you younger guys have a lot of things going on and life probably keeps you pretty busy. However, I must take this opportunity to point out that you have missed 6 of the last 10 Planning Commission meetings. Section 5 of the West Deer Township Planning Commission bylaws requires you to attend all meetings unless excused. Unfortunately you have far exceeded any reasonable allowance. I shall be forwarding a letter to the Board of Supervisors requesting the appointment of a new member.

I wish you the best in your future endeavors. If you wish to discuss any of this please feel free to email me at [marks@hampton-tech.net](mailto:marks@hampton-tech.net) or call me at 412-287-9856.

Best regards,

Mark B. Schmidt, P.L.S.  
*Chairman - West Deer Township Planning Commission.*

Hi Adam,

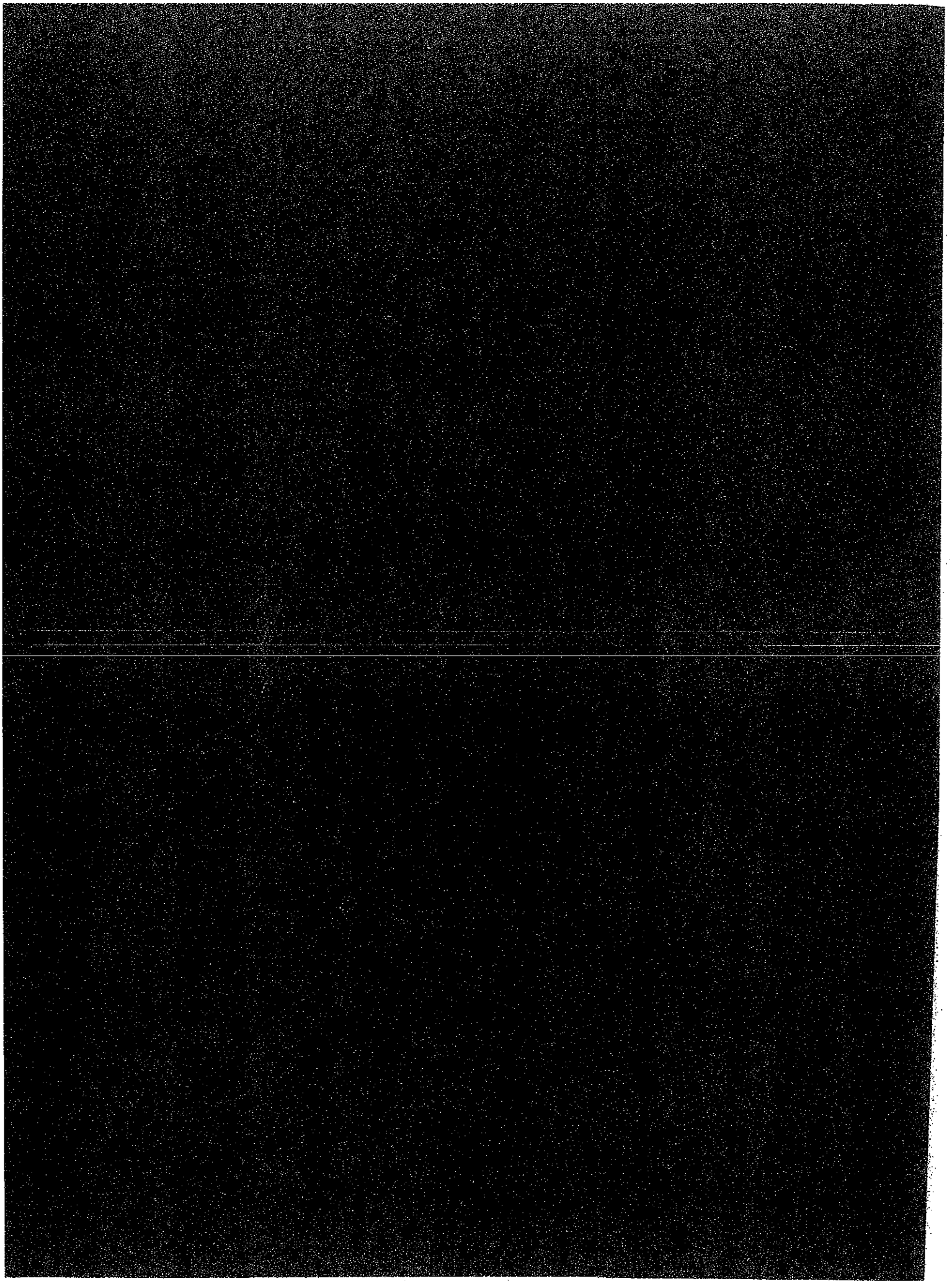
I hope this finds you well and everything is going good in your life. I know that you younger guys have a lot of things going on and life probably keeps you pretty busy. However, I must take this opportunity to point out that you have missed 8 of the last 10 Planning Commission meetings. Section 5 of the West Deer Township Planning Commission bylaws requires you to attend all meetings unless excused. Unfortunately you have far exceeded any reasonable allowance. I shall be forwarding a letter to the Board of Supervisors requesting the appointment of a new member.

I wish you the best in your future endeavors. If you wish to discuss any of this please feel free to email me at [marks@hampton-tech.net](mailto:marks@hampton-tech.net) or call me at 412-287-9856.

Best regards,

Mark B. Schmidt, P.L.S.  
*Chairman - West Deer Township Planning Commission.*





## ANNOUNCEMENTS

- **Memorial Day Services** – Monday, May 29, 2017

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

Services are conducted by the Veterans of the West Deer Legion and members of the Sons of the American Legion. Luncheon served at the Legion – all are invited to attend.

- **Rabies Clinic** – Saturday, May 27<sup>th</sup> from 2 pm to 4 pm  
Cost: \$10.00    Proceeds benefit the West Deer Dog Shelter

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## **COMMITTEE REPORTS**

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

Chairman – Mr. Florentine

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

Chairman – Dr. DiSanti

### **EMS Oversight Committee**

Chairman – Mr. Vaerewyck

### **North Hills COG Report:**

Mr. Florentine

**OLD BUSINESS**

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22

**NEW BUSINESS**

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23

**SET AGENDA / Regular Business Meeting  
June 21, 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
  - D. Tax Refunds
9. Police Chief's Report
10. Building Inspector/Code Enforcement Officer's Report
11. Report from the Parks & Recreation Board
12. Engineer's Report
13. Hire Part Time Police Officer(s)
14. Sale of Police Vehicle
15. Committee Reports
16. Old Business
17. New Business
18. Set Agenda: July 19, 2017
19. Comments from the Public
20. Adjournment

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**COMMENTS FROM THE PUBLIC**

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

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**ADJOURNMENT**

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

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