

**WEST DEER
TOWNSHIP
SUPERVISORS
MEETING**



August 16, 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
August 16, 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**
 - 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. **Acceptance: Minimum Municipal Obligations (MMOs)**
14. **Acceptance: Police Union Arbitration Award**
15. **Advertisement: Public Works Laborer**
16. **Authorization: 2017 West Deer Nightmare Haunted House**
17. **Authorization: Advertisement for Nike Site Pavilion Bids**
18. **Authorization: Benjamin Street Bridge Change Order #1**
19. **Authorization: Invitation to East Deer and Frazer (Joint "Community Building")**
20. **Discussion: Act 172 (Firefighter EIT Credit) Ordinance**
21. **Discussion: Russellton Private Property Pipe Cleaning**
22. **Committee Reports**
23. **Old Business**
24. **New Business**
25. **Set Agenda: September 20, 2017**
26. **Comments from the Public**
27. **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 JULY 19, 2017 MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

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

MOTION SECOND AYES NAYES

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

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West Deer Township
Board of Supervisors
19 July 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: Richard W. DiSanti, Jr., Vice Chairman; Rick W. Florentine, Leonard Guerre, Shirley Hollibaugh, Joyce A. Romig and Gerry Vaerewyck. Member absent: Jeffrey D. Fleming, Chairman. 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.

Vice Chairman DiSanti opened and welcomed everyone to the meeting.

PLEDGE OF ALLEGIANCE

Roll Call taken by Mr. Mator – Quorum present.

No Executive Session was held.

REGISTERED COMMENTS FROM THE PUBLIC

- None

COMMENTS FROM THE PUBLIC

Vice Chairman DiSanti 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. Joe Wisniewski, Deer Creek Road
 - Mr. Wisniewski questioned if the residents on Deer Creek Road would be able to comment on the Starling Hall Site Plan/Barn during Public Comment or during the time it comes up on the agenda. After some discussion, the Board agreed to receive comments from the residents when the agenda item arises.

ACCEPT MINUTES

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Guerre to accept the minutes of the 21 June 2017 meeting as presented. Motion carried unanimously 6-0.

APPOINTED AUDITOR'S REPORT

The Township Auditor, Mr. Mark Turnley, CPA, was present to answer any questions the Board may have had on the Financial Statements/Audit Report he provided to the Township.

Supervisor Vaerewyck – as he has done in previous years – commented on and questioned the portion of Mr. Turnley's report which states:

In my opinion, because of the significance of the matter described in the "Basis for Adverse Opinion on Governmental Activities" paragraph, the statement of net position and statement of activities referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the governmental activities of the Township of West Deer as of December 31, 2016, and the changes in financial position thereof for the year then ended.

Mr. Turnley explained the Township's "modified accrual" basis of accounting, and again explained that the aforementioned statement is boilerplate language that any of his clients receives if they do not use the "full accrual" basis of accounting. He added that West Deer is not required to use full accrual, but that method is recommended by the Government Accounting Standards Board. Mr. Turnley mentioned that full accrual is more detailed, but that there is a significant additional cost to switch to that method in the form of implementation and staffing requirements, and that other municipalities who have switched to full accrual have switched back due to the great cost involved.

Vice Chairman DiSanti thanked Mr. Turnley and stated that he felt the reports the Board receives are sufficient. He added that he did not feel the increased details are worth the additional investment.

Dr. DiSanti then asked Mr. Turnley if the State reviewed Mr. Turnley's audit. Mr. Turnley stated they did.

Mr. Mator asked Mr. Turnley – as the Township's appointed auditor since around 2003 – if the Department of Community and Economic Development's audit review ever revealed any impropriety. Mr. Turnley answered that no impropriety was ever reported during his tenure.

Additional discussion took place, and a copy of the 2016 Auditor's Report is on file at the Township office.

MONTHLY FINANCIAL REPORT

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

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
30 June 2017

I - GENERAL FUND:

	<u>June</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	\$397,895.63	\$3,901,531.66	63.71%
Expenditures	\$1,153,128.46	\$2,668,851.30	43.58%

Cash and Cash Equivalents:

Sweep Account	\$1,465,353.42	\$1,465,353.42
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II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted	\$28,930.33
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Fire Tax Fund:

Sweep Account - Restricted	\$107,819.45
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State/Liquid Fuels Fund:

Sweep Account - Restricted	\$221,816.95
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\$358,566.73

Investments:

Operating Reserve Fund:

Sweep Account - Reserved \$704,507.26

Capital Reserve Fund:

Sweep Account - Reserved \$346,287.44

\$1,050,794.70

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

\$0.00

\$0.00

TOTAL CASH BALANCE 6/30/17

\$2,874,714.85

Interest Earned June 2017

\$250.77

	<u>6/1/2017</u>	<u>June</u>	<u>6/30/2017</u>
	<u>Debt Balance</u>	<u>Principal</u>	<u>Debt Balance</u>
		<u>Payment</u>	
Mars National - VFC #3	\$262,444.40	\$2,607.94	\$260,374.11

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

LIST OF BILLS

Allegiance Technology Partners	3370.59
Best Wholesale Tire Co, Inc.....	433.28
Beth's Barricades	1518.00
Culverts, Inc.	5360.00
Griffith, McCague & Wallace, PC	1330.00
Hei-Way, LLC.....	401.51
Industrial Networking Solutions	4185.71
Jordan Tax Services, Inc.	1280.39
Kress Tire	989.08
Krigger & Co.....	43.86
Mark C. Turnley	1000.00
Martino, Inc.....	19692.00
North Eastern Uniforms & Equip, Inc.....	1076.96
North Hills COG SRT Vehicle Maintenance	1200.00
Office Depot.....	193.90
Shoup Engineering Inc.	5227.75
Staley Communications.....	3982.05
Toshiba Financial Services.....	606.17
Tristani Brothers, Inc.....	4482.32
Walsh Equipment	13252.55
Wine Concrete Products, Inc.....	2986.80

MOTION BY Supervisor Florentine 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 6-0.

UTILITIES AND PAYROLL

MOTION BY Supervisor Guerre and SECONDED BY Supervisor Romig to pay utilities and payroll from 22 June 2017 to 19 July 2017. Motion carried unanimously 6-0.

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 County for the Years 2016 and 2017:

2016 REAL ESTATE TAX REFUND

<u>NAME</u>	<u>LOT/BLOCK</u>	<u>AMOUNT</u>
Paholich, Robert M. / Barbara C.	1838-G-153	\$268.34

2017 REAL ESTATE TAX REFUND

<u>NAME</u>	<u>LOT/BLOCK</u>	<u>AMOUNT</u>
Allaman, Donald P. / Janet R.	1834-K-57	\$25.78
Porreca, Jack A. / Judith C.	2011-E-85-1136	\$97.58

MOTION BY Supervisor Romig and SECONDED BY Supervisor Hollibaugh to issue the tax refund as submitted by the Tax Collector. Motion carried unanimously 6-0.

POLICE CHIEF'S REPORT

Chief Jon Lape was present and provided a summary report on the Police Department for the month of June 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 June 2017. A copy of the report is on file at the Township. Questions/comments followed.

PARKS AND RECREATION BOARD REPORT

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

An announcement was made for the dates of Community Days: August 4th and 5th

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
 - All paving by Shields Asphalt Paving and Youngblood Paving is complete except for Benjamin Street, which will occur when the bridge work is complete.

- Benjamin Street Bridge Deck Replacement Project
 - Bridge deck replacement is complete, and Mr. Shoup worked an agreement with Shields Asphalt which would save time and money. He announced paving will be done shortly.
- 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.
- Nike Site/Senior Center Parking Lot Projects
 - Contracts have been executed with Martino Inc. and work is scheduled to begin this month.

Development/Subdivision Reviews

- Starling Hall
 - Reviews of this land development plan were performed and review letters were issued to the Township on 27 April, 22 June, and 13 July 2017.

AUTHORIZATION: CEDAR RIDGE PIPE CCTV AND CLEANING

As part of the 2018 Road and Stormwater Programs, the Public Works Committee met with a contractor to discuss lining certain stormwater pipes in the Cedar Ridge Plan. In order to receive an accurate proposal, the pipes in question need to be cleaned and videoed.

The Board received a copy of the proposal from Insight Pipe Contracting, LLC., and Mr. Shoup explained the proposal and the work to be performed.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Romig to authorize Insight Pipe Contracting, LLC to complete the cleaning and CCTV recording of the Cedar Ridge Roads listed in their proposal at a cost of \$11,361.86. Motion carried unanimously 6-0.

At this time, Supervisor Vaerewyck questioned if the Township could have the same thing done – as part of this agreement – to the area of Russellton which floods. Some discussion was held, but Mr. Mator pointed out that the storm line in question was not owned by West Deer Township, but by the Commonwealth.

Dr. DiSanti agreed, and asked how the Township could legally perform work on someone else's line, and whether the owners would be able to force the Township to make future repairs if it fixed the lines now and something happens later. He asked how liable the Township would be in that scenario.

Mr. Vaerewyck responded that if it was a matter of a thousand dollars, he would recommend just having it cleaned as a benefit to the businesses, then say "we thought it was our line" if anyone later questioned it.

Vice Chairman DiSanti stated he understood the issue in Russellton, and that he was sympathetic to the people because of the impact of the flooding there, but that he was unsure whether the Board should address the matter since it was not the Township's line.

After further discussion, the Solicitor was directed to look into whether or not to pursue the cleaning of the State pipes.

SITE PLAN APPROVAL: STARLING HALL

The Planning Commission approved the Starling Hall Site Plan at their 22 June 2017 meeting.

Property Location: 997 Deer Creek Road, Gibsonia, PA 15044
 Zoning District: R – Rural District

The site plan converts the existing barn into a place of assembly for wedding events and other gatherings.

The Planning Commission recommended approval with the following conditions:

1. Create a 48 inch height mounding on the northern line.
2. Provide a mixture of three (3) different species of trees.
3. Provide a minimum of 21 evergreens (at least 3 different species) interspersed between the trees on the northern and western border.
4. Satisfying the outstanding issues of Shoup Engineering review letter dated 22 June 2017.

The Board received the review letter from Shoup Engineering dated 13 July 2017 that the following comments should be considered:

1. A Stormwater Management operation and Maintenance Agreement must be entered into with the Township.
2. Pennsylvania Department of Transportation Highway Occupancy Permits will be required for the site driveways and stormwater system.
3. An NPDES Permit must be secured from the Allegheny County Conservation District prior to the initiation of any earthmoving activity.

PUBLIC COMMENTS BY RESIDENTS:

- Mr. Joe Wisniewski, Deer Creek Road – questioned the limited amplification, the outdoor patio area, and the location of dumpsters.
- Mr. Chris Galbraith, Shady Lane – commented on the parking lot/dust free parking lot, site plan, State road/retention pond run-off on properties, and lighting. Mr. Galbraith also pointed out the owner's residence is blocked and will see nothing from their residence and when the plan began, it was off-site parking and now it is on-site parking. Mr. Galbraith also indicated he has a private lane and feels everyone will turn around in it.
- Mr. John Lambert, Middle Road Extension – commented on a traffic study and feels the speed limits on both Deer Creek Road and Middle Road Extension are way too high.
- Mrs. Christine Galbraith, Shady Lane – commented she has spent her lifetime living on the farm/rural area and asked when the Board makes their provisions, to consider the lifetime members on Deer Creek Road who went from Rural to Commercial with a large parking lot right in the middle of it.

Supervisor Vaerewyck commented as to why he has been in favor of this project from the beginning.

Mr. Shoup commented on the site plan.

Mr. John Schleicher, Gibson Thomas Engineers, was present and addressed the concerns of the residents: Signs posted, increased size of retention pond, mounding and landscaping/increased mounding and evergreen trees added, lighting/lamp posts, paving/gravel, and addressed all of the Planning Commission recommendations. Explained the front landscaping that defines the slope, amplified music, entrance signing and lighting.

Supervisor Guerre pointed out in the nineties, the Board waited until all of the conditions were made before even hearing plans, let alone approving them. Mr. Happel explained there are legal time constraints.

Mr. Happel asked Mr. Schleicher to address additional issues and Mr. Schleicher addressed and explained the issues.

Mr. Payne and Mr. Shoup answered questions from Mr. Happel in regard to lighting, on-site parking and the dust free gravel.

Mr. Schleicher commented on the permits that are still required before any permits are issued:

- A Stormwater Management Operation and Maintenance Agreement must be entered into with the Township – Will be executed after the Stormwater Plan – Needs to be approved first.
- Pennsylvania Department of Transportation Highway Occupancy Permits will be required for the site driveways and stormwater system – Applied.
- An NPDES Permit must be secured from the Allegheny County Conservation District prior to the initiation of any earthmoving activity – Applied.

Mr. Schleicher also pointed out the DEP Planning Module permit has been approved.

Mr. Happel asked Mr. Payne and Mr. Shoup if there are any Township ordinances or Land Development ordinances that are not in compliance by the applicant at this time. Mr. Payne indicated everything seems to be in compliance, and Mr. Shoup indicated he was not aware of any problems.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Romig to approve the Starling Hall Site Plan as per the Planning Commission's recommendation and items listed in Shoup Engineering review letter dated 13 July 2017. A roll call vote was taken. Members voting yes, Mrs. Hollibaugh, Mrs. Romig, Mr. Florentine, Mr. Vaerewyck, and Dr. DiSanti. Member voting no, Mr. Guerre. Motion carried, 5 – yes and 1 – no.

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

- At this time Supervisor Vaerewyck commented on his concern of a possible new community building for the School District and Municipalities. He stated that he does not feel this idea is necessary and does not feel the taxpayers should pay for a feasibility study. He asked that the idea be “killed.”

Mr. Mator replied that there was a public meeting at the School and explained what was discussed at the meeting. He stated that there are numerous issues to be discussed, but that none of the boards, nor the residents, have the information to even decide whether to move forward with the project, and that was the reason for the proposed study. Mr. Mator added that it is just a concept at this point – everything is preliminary – and the School Board representatives simply would like to extend the offer to East Deer and Frazer townships to participate in the feasibility study. He also mentioned that the School Board representatives were attempting to have the cost of the study donated.

Mr. Mator concluded his statement by saying he personally disagrees with many of the aspects of the project that were brought up at the meeting, but that no one is in a position to come to a decision without first having the information to make such a decision.

Mr. Jack Best was also present at the School Board's meeting, and stated he does not feel it is necessary to spend any monies unless all four bodies agree on it.

Much discussion was held on this issue.

NEW BUSINESS

- None

SET AGENDA: REGULAR BUSINESS MEETING

16 August 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
 - 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. Resolution: Police Union Labor Agreement
14. Advertisement: Act 172 (Firefighter EIT Credit) Ordinance
15. Authorization: Invitation to East Deer and Frazer (Joint "Community Building")
16. Purchase: iPads
17. Purchase: Board iPad Application
18. Authorization: Advertisement for Nike Site Backfilling/Landscaping
19. Authorization: Advertisement for Nike Site Pavilion Bids
20. Committee Reports
21. Old Business
22. New Business
23. Set Agenda: September 20, 2017
24. Comments from the Public
25. Adjournment

COMMENTS FROM THE PUBLIC

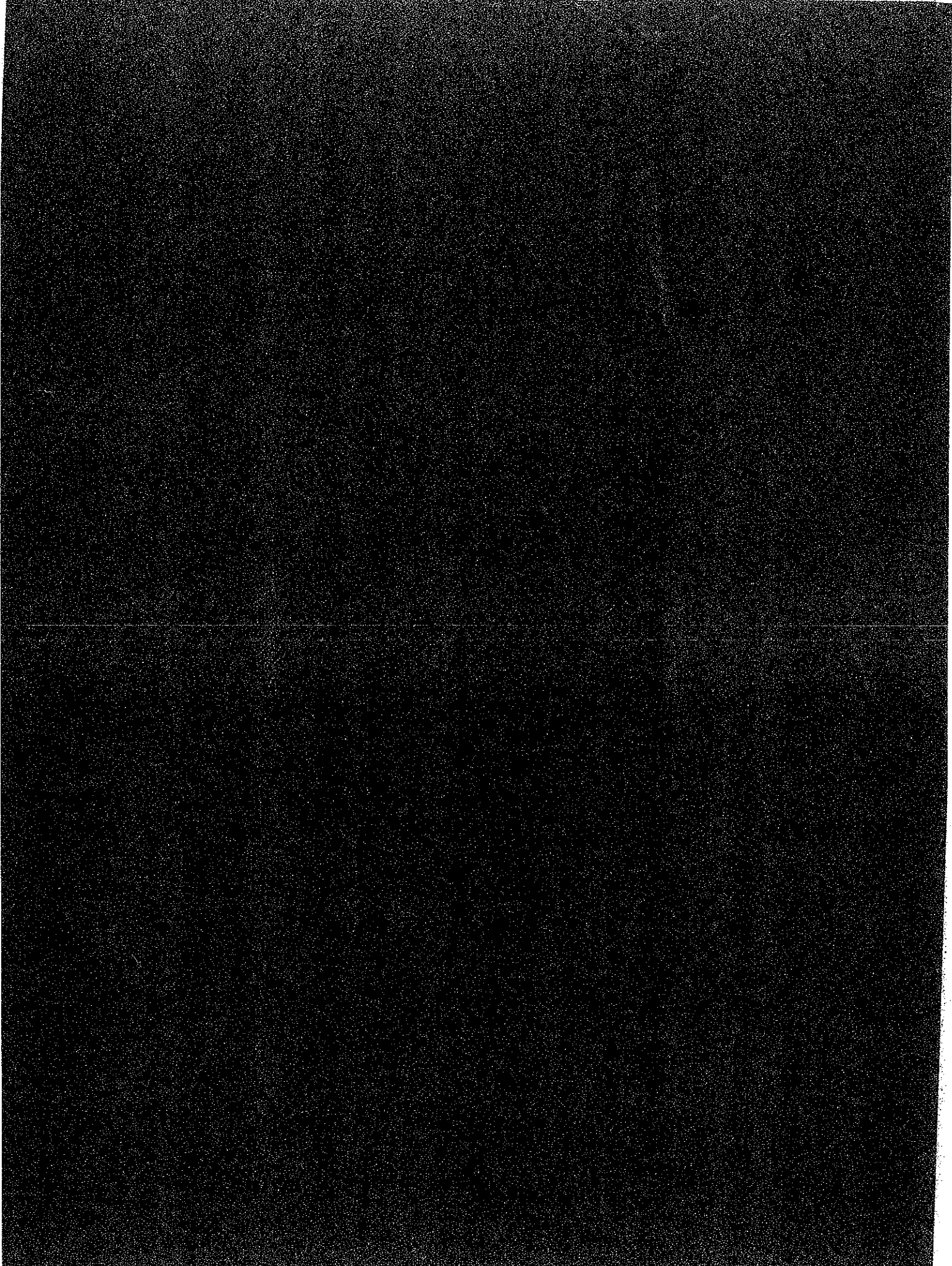
- Mr. Jim Cesnick, Michael Road

- Mr. Cesnick commented on the Catanese Salvage site; junk in the Township; the possibility of having a Public Works report; and encouraged attendance at the Charter Meetings.

ADJOURNMENT

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Florentine to adjourn the meeting at 8:30 p.m. Motion carried unanimously 6-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager



MONTHLY FINANCIAL REPORT

A) FINANCE OFFICER'S REPORT

MRS. NARDIS.....

WHAT ACTION DOES THE BOARD WISH TO TAKE?

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

MOTION SECOND AYES NAYES

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

8-A

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

I - GENERAL FUND:

	<u>July</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	303,425.90	4,146,482.56	67.71%
Expenditures	288,946.35	2,957,797.65	48.30%

Cash and Cash Equivalents:

Sweep Account		<u>1,449,381.43</u>	<u>1,449,381.43</u>
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II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted		26,779.40	
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Fire Tax Fund:

Sweep Account - Restricted		115,398.84	
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State/Liquid Fuels Fund:

Sweep Account - Restricted		<u>221,957.89</u>	
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364,136.13

Investments:

Operating Reserve Fund:

Sweep Account - Reserved		704,535.06	
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Capital Reserve Fund:

Sweep Account - Reserved		<u>349,710.89</u>	
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1,054,245.95

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

0.00

0.00

TOTAL CASH BALANCE 7/31/17

2,867,763.51

Interest Earned July 2017

4,682.75

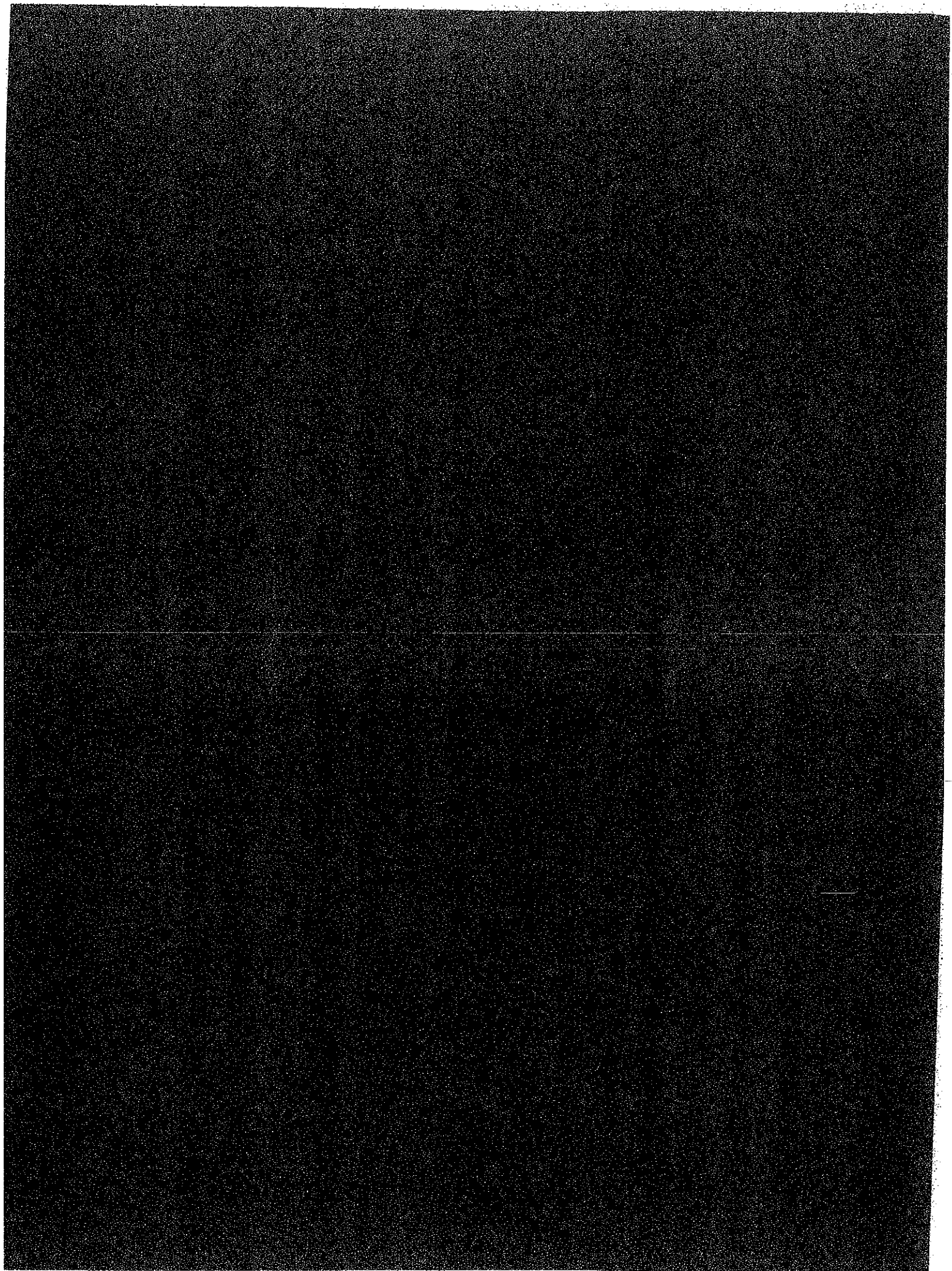
	<u>7/1/2017</u>		<u>7/31/2017</u>
	<u>Debt Balance</u>	<u>July</u>	<u>Debt Balance</u>
		<u>Principal</u>	
		<u>Payment</u>	
Mars National - VFC #3	260,374.11	\$ 2,607.94	258,512.94

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

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

INTEREST EARNED - 2017

	<u>JULY</u>	<u>YTD</u>
GENERAL FUND	\$62.88	\$341.10
STREET LIGHT FUND	\$1.13	\$5.77
FIRE TAX FUND	\$18.28	\$54.34
OPERATING RESERVE	\$27.80	\$193.20
STATE FUND	\$140.94	\$663.63
CAPITAL RESERVE	<u>\$3,423.45</u>	<u>\$3,424.71</u>
TOTAL INTEREST EARNED	<u>\$3,674.48</u>	<u>\$4,682.75</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

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

8-B

By Name
Cutoff as of: 12/31/9999

Time: 11:20 am
Date: 08/10/2017
Page: 1

Due Dates: 08/15/2017 thru 08/15/2017

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00337	AMERIKOHL AGGREGATES Road: Limestone	430.611	30665 07/30/2017	1734.40				1734.40		N
Name: AMERIKOHL AGGREGATES INC										
00338	AMERIKOHL TRANSPORT Road: Delivery of Lj	430.611	23402 07/30/2017	1319.23				1319.23		N
Name: AMERIKOHL TRANSPORT INC										

00553	BEST WHOLESALE TIRE Police:Car #39-Brake	410.374	9729 07/10/2017	95.70				95.70		N
00553	BEST WHOLESALE TIRE Police:Car #33-Chang	410.374	9877 07/27/2017	42.65				42.65		N
00553	BEST WHOLESALE TIRE Police:Car #39-shift	410.374	9882 07/27/2017	224.20				224.20		N
00553	BEST WHOLESALE TIRE Police:2016 Ford Exp	410.374	9892 07/28/2017	60.68				60.68		N
Name: BEST WHOLESALE TIRE CO, INC										

00238	CULVERTS, INC Road:Steel M Frames/	430.611	IN00125171 07/19/2017	3360.00				3360.00		N
Name: CULVERTS, INC										

10315	GRIFFITH, MCCAGUE & Legal Services-Gener	404.111	271889 07/31/2017	655.50				655.50		N
10315	GRIFFITH, MCCAGUE & Legal Services-Forbe	404.111	271890 07/31/2017	104.50				104.50		N
10315	GRIFFITH, MCCAGUE & Legal Services-Richl	404.111	271891 07/31/2017	38.00				38.00		N
Name: GRIFFITH, MCCAGUE & WALLACE, PC										

00005	HEI-MAY, LLC Road: Cold Patch	430.372	70712006 07/13/2017	350.70				350.70		N
Name: HEI-MAY, LLC										

00005	HEI-MAY, LLC Road: Cold Patch	430.372	70807002 08/08/2017	149.95				149.95		N
Name: HEI-MAY, LLC										

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

By Name
Cutoff as of: 12/31/9999

Time: 11:20 am
Date: 08/10/2017
Page: 2

Due Dates: 08/15/2017 thru 08/15/2017

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: HEI-WAY, LLC										
00106	JORDAN TAX SERVICE, Delinquent R E Tax C	403.140	7-C-#139 07/20/2017	1048.81				1048.81		N
Name: JORDAN TAX SERVICE, INC.										
00362	KRESS TIRE	454.374	9452-23 07/18/2017	15.00				15.00		N
00362	KRESS TIRE	410.374	9453-18 07/14/2017	18.50				18.50		N
Name: KRESS TIRE										
00580	KRIGGER & CO	454.374	476644 07/12/2017	339.99				339.99		N
Name: KRIGGER & CO										
00657	OFFICE DEPOT	406.210	944298621001 07/19/2017	400.29				400.29		N
Name: OFFICE DEPOT										
00830	SHOUP ENGINEERING IN	408.313	17-259 07/31/2017	1055.25				1055.25		N
00830	SHOUP ENGINEERING IN	408.319	17-260 07/31/2017	123.75				123.75		N
00830	SHOUP ENGINEERING IN	408.316	17-269 08/10/2017	7342.50				7342.50		N
Name: SHOUP ENGINEERING INC.										
00674	STALEY COMMUNICATION	410.328	87878 08/02/2017	115.00				115.00		N
00674	STALEY COMMUNICATION	430.327	87879 08/02/2017	57.47				57.47		N
Name: STALEY COMMUNICATIONS										
00067	TRISTANI BROTHERS, I	430.374	170734 07/31/2017	361.22				361.22		N

By Name
Cutoff as of: 12/31/9999

Time: 11:20 am
Date: 08/10/2017
Page: 3

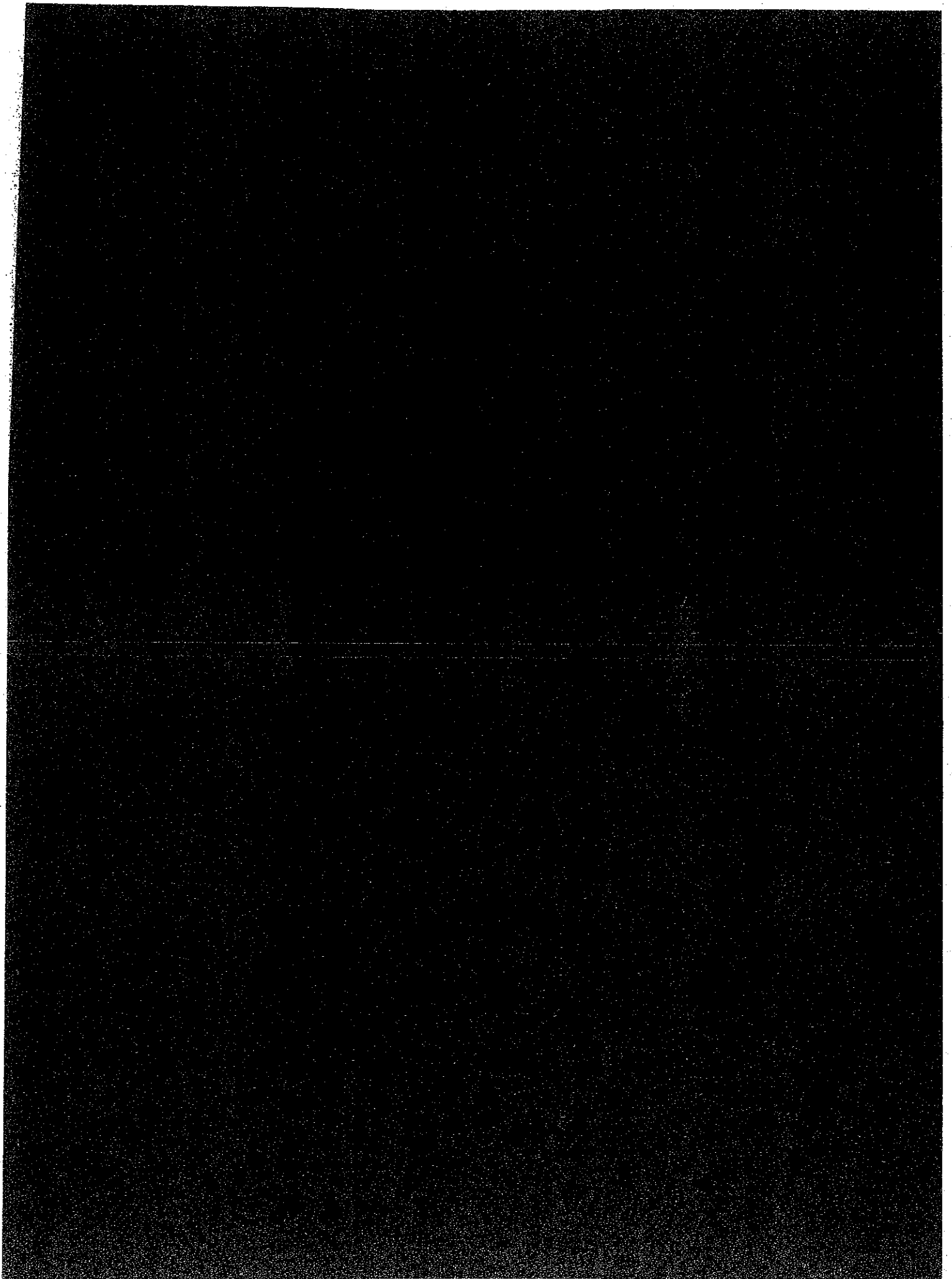
Due Dates: 08/15/2017 thru 08/15/2017

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00067	TRISTANI BROTHERS, I Road: GMC Pickup-Insp	430.374	170735 07/31/2017	392.00		08/15/2017	08/08/2017	392.00	N	
00067	TRISTANI BROTHERS, I Road: Trk #8-0'1 Leak	430.374	170736 07/31/2017	744.97		08/15/2017	08/08/2017	744.97	N	
Name: TRISTANI BROTHERS, INC.										
00074	WALSH EQUIPMENT Road: 18"x20' Pipe	430.611	P92013 07/24/2017	172.58		08/15/2017	07/26/2017	172.58	N	
00074	WALSH EQUIPMENT Road: 15"x20' Pipe/1	430.611	P92179 07/27/2017	5985.00		08/15/2017	07/31/2017	5985.00	N	
Name: WALSH EQUIPMENT										
00059	WINE CONCRETE PRODUC Road: Catch Basins/24	430.611	78662 07/22/2017	2540.70		08/15/2017	07/26/2017	2540.70	N	
Name: WINE CONCRETE PRODUCTS, INC.										
				2540.70				2540.70		

FINAL TOTALS:

28848.54

28848.54



C) UTILITIES & PAYROLL

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO PAY UTILITIES AND PAYROLL FROM JULY 20, 2017 TO AUGUST 16, 2017.

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

B-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 YEARS 2016 AND 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 listthe names, lot & block, & amounts will be typed in the minutes.)

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

8-D

WEST DEER TOWNSHIP

ate: 08/09/17
ime: 12:30:45

REAL ESTATE TAX REFUNDS FOR BOARD APPROVAL
August 2017

Page: 1

Refunds Due to County Change Orders

Payable to: PHEASANT RIDGE GROUP LLC
6065 RITTMAN RD
GIBSONIA PA 15044

Lot & Block 2385-E-98
6065 RITTMAN RD
GIBSONIA PA 15044

Refund of 1,006.50 due for tax year: 2016

Orig Value:	584,100	Orig Tax:	1,139.11
New Value:	68,000	New Tax:	132.61
Exoneration:	516,100	Refund:	1,006.50

WEST DEER TOWNSHIP

ate: 08/09/17

REAL ESTATE TAX REFUNDS FOR BOARD APPROVAL

Page: 1

ime: 12:15:31

August 2017

Refunds Due to County Change Orders

Payable to: PHEASANT RIDGE GROUP LLC
6065 RITTMAN RD
GIBSONIA PA 15044

Lot & Block 2385-E-98
6065 RITTMAN RD
GIBSONIA PA 15044

Refund of 1,512.28 due for tax year 2017

Orig Value: 584,100

Orig Tax: 1,711.53

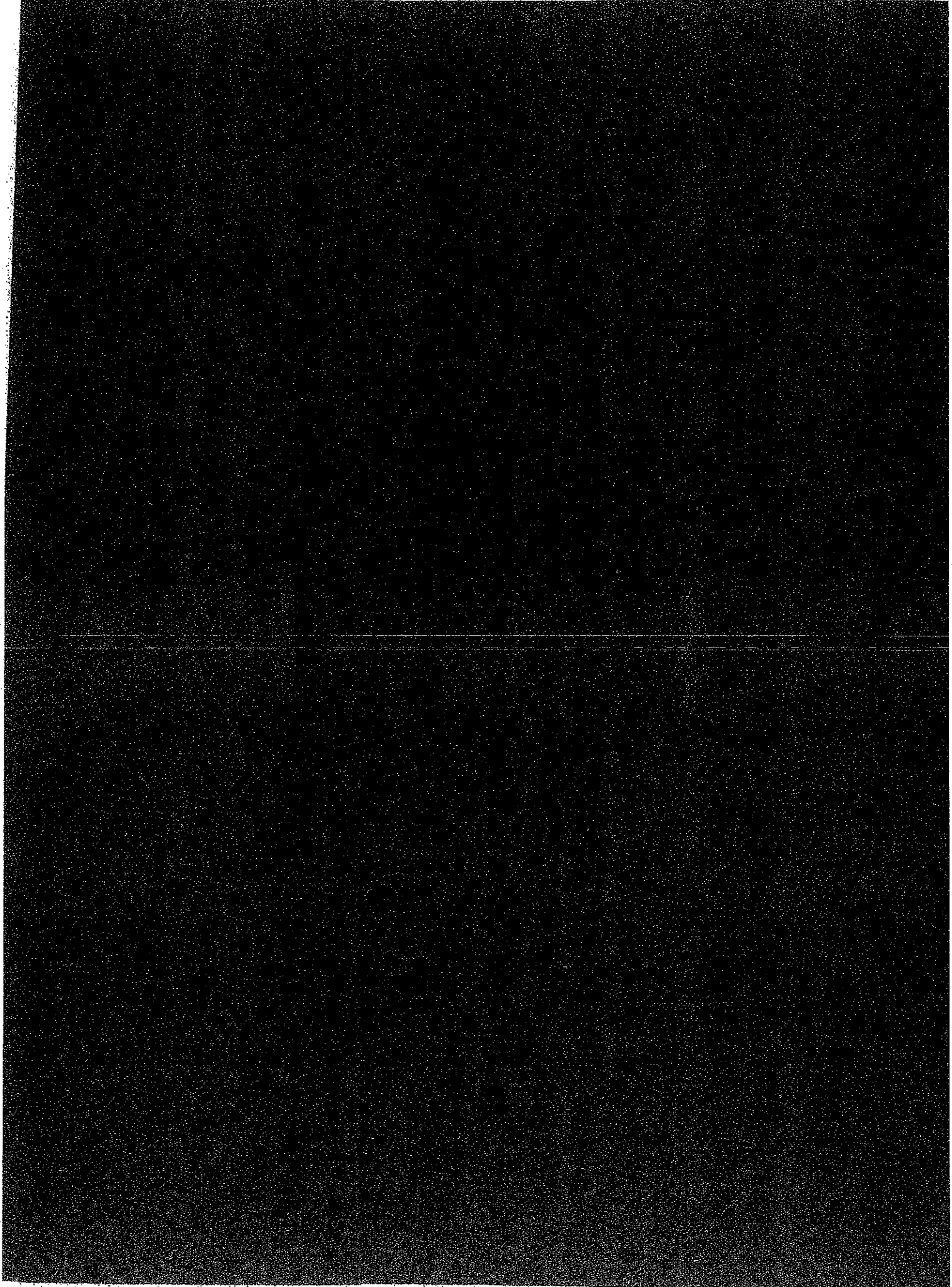
New Value: 68,000

New Tax: 199.25

Exoneration: 516,100

Refund: 1,512.28

August 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: August 9, 2017

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

PT

Attachment

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

OFFICERS MONTHLY REPORT
JULY 2017

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	75	465	540
CALLS FOR SERVICE/FIELD CONTACTS	334	1677	2011
ALL OTHER CALLS	523	2838	3361
TOTALS CALLS FOR SERVICE	932	4980	5912
<u>ARRESTS</u>			
ADULT	8	40	48
JUVENILE	0	1	1
TRAFFIC CITATIONS	18	204	222
NON TRAFFIC CITATIONS	1	23	24
PARKING CITATIONS	0	4	4
WARNINGS	8	49	57
<u>PERSONNEL</u>			
GRIEVANCES FILED BY PLICE OFFICERS	0	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0	0
LETTERS COMMENDING POLICE OFFICERS	0	2	2
<u>VEHICLE REPORTS</u>			
TOTAL MILES TRAVELED	10078	58819	68897
GALLONS OF GASOLINE USED	735.6	4612.3	5347.9
REPAIRS/MAINTENANCE	441.73	7665.96	8107.69
<u>OVERTIME PAID</u>			
COURT (OFF DUTY)	20	37.5	57.5
PRELIMINARY HEARINGS	26 1/2	30.5	57
PRETRIAL	0	0	0
INVESTIGATIONS	7	42.5	49.5
ARRESTS	5	40	45
SPEED CHECKS	0	0	0
PRIVATE CONTRACTS	0	9	9
MISC. HOURS - FILLED SHIFTS	8	26.5	34.5
MISC. HOURS - ADMIN. HOURS	0	0	0
MISC. HOURS	2	5	7
TOTAL HOURS	68.5	235.5	304

**Points of Interest
Month of July 2017**

Budget as of July 31, 2017 – 52.94%

CHIEF JONATHAN LAPE –

July 5 - attended a meeting along with Sgt. Mikus with Deer Lakes School District to discuss an opiate program

OFFICER EDWARD NEWMAN – K9 REPORT – no report for July

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

July 14/28 – Training was held at the Laquinta Suites in North Hills and began with a weapons inspection. Training consisted of “round robin” training that included rappelling in elevator shafts. Instructions were also given by the TEMS on heat related injuries and low light technology. Additionally practice sessions were also given on interior movements and instruction was given on all of the items in the officers medical pouches.

SCHOOL DISTRICT DETAILS – nothing to report

SPECIAL DETAILS/MISCELLANEOUS DETAILS –

July 29 - Stationary DUI checkpoint – Indiana Township

CORRESPONDENCE –

July 7 - letter to PENN DOT relative to signage on Mountainview Road – see their reply in a letter dated July 18

July 10 - letter to PENN DOT relative to a Hidden Driveway sign on Bakertown-Culmerville Road – see their reply in letter dated July 24, 2017

July 11 – letter to Mrs. Arlene Stewart relative to a Hidden Driveway sign on Donaldson Road

July 25 – letter to Mr. Theodore Verheyen relative to “Local Traffic Only” signs on Hunter Road



TOWNSHIP OF WEST DEER POLICE DEPARTMENT



JONATHAN D. LAPE
Chief of Police

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

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

July 7, 2017

Mr. Todd Kravits, District Traffic Engineer
Pennsylvania Department of Transportation
45 Thoms Run Road
Bridgeville, PA 15017

Dear Mr. Kravits:

I would like to request signage be posted on Mountainview Road and Route 910 that would read "No Trucks Over 30". It's very hazardous and difficult for a truck that size to maneuver on the roadway. We continually have trucks unable to make the bends once they're at this location which creates traffic hazards for all involved.

The same problem occurs on Bryson Road. We would like to request signage be posted at the intersection of Bryson and Bairdford Road.

We've experienced the same type of problem on Campbell Road. Since then your department posted the same signage and the problem has been eliminated. I hope Penn DOT acts on this request expediently before any major accidents occur.

Your assistance is appreciated.

Sincerely,

Jonathan D. Lape
Chief of Police

cc: Daniel Mator, Manager
West Deer Township Board of Supervisors ✓
John Yourish, Road Foreman



pennsylvania
DEPARTMENT OF TRANSPORTATION
www.dot.state.pa.us

7/21/2017 ADVISED JOBS GRM NO NON-
REPORTABLES IN 16/17. NO PROBLEM THEY WILL
PROCEED WITH THE STUDY PER THE
letter.

July 18, 2017

Mr. Jonathan D. Lape, Manager
Township of West Deer
109 East Union Road, Box 2
Russellton, PA 15076

Re: Allegheny County
Township of West Deer
S.R. 1022/S.R. 1024
Truck Restriction Study

Dear Mr. Lape:

Thank you for your letter of July 7, 2017 requesting a truck restriction study on S.R. 1022 (Bryson Road/Bairdford Road) and S.R. 1025 (Mountain View Road/W. Starz Road) in the Township of West Deer, Allegheny County.

The Department will conduct a truck restriction traffic and engineering study for S.R. 1022 (Bryson Road/Bairdford Road) and S.R. 1024 (Mountain View Road/W. Starz Road). I will forward you the results of the study upon completion. Please allow us adequate time to review and study the necessary data. Based on our current workload, we hope to have the results within the next six (6) to eight (8) weeks.

Your interest in our transportation system in Allegheny County is appreciated. Should you have any further questions about this matter or require additional information, please contact Mr. William Lesterick, District Safety Manager at (412) 429-4803.

Sincerely,
PENNDOT District 11

Todd M. Kravits, P.E.
District Traffic Engineer

cc D. MATOS

J. YOURISH

SUPERVISORS



TOWNSHIP OF WEST DEER POLICE DEPARTMENT



JONATHAN D. LAPE
Chief of Police

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

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

July 10, 2017

Mr. Todd Kravits, District Traffic Engineer
Pennsylvania Department of Transportation
45 Thoms Run Road
Bridgeville, PA 15017

Dear Mr. Kravits:

I'm writing today to ask permission to post a "Hidden Driveway" sign at 5071 Bakerstown-Culmerville Road. There are two driveways at this location which are unsuspecting to motorists utilizing this roadway. If permission is granted, West Deer Township agrees to purchase, post and maintain the sign according to Penn DOT regulations.

Thank you for your assistance in this request.

Sincerely,

Jonathan D. Lape
Chief of Police

JLT/PT

cc: Mr. Daniel Mator, Manager
West Deer Township Board of Supervisors
Mr. John Yourish, Road Foreman
Mr. Robert Beitko



pennsylvania
DEPARTMENT OF TRANSPORTATION
www.dot.state.pa.us

July 24, 2017

RECEIVED
JUL 28 2017
WEST DEER
TOWNSHIP POLICE

Mr. Jonathan D. Lape, Chief of Police
Township of West Deer
109 East Union Road, Box 2
Russellton, PA 15076

Re: Allegheny County
Township of West Deer
S.R. 1028 (Bakerstown Road/Culmerville Road)
Hidden Driveway Sign (W11-103)

Dear Mr. Lape:

Thank you for your letter of July 10, 2017 requesting permission to install and maintain "Hidden Driveway" signs in advance of the driveway for 5071 Bakerstown Road/Culmerville Road (S.R. 1028) in the Township of West Deer, Allegheny County.

In response, we have reviewed your request and we are agreeable to the installation of the signs as you have requested. Permission is therefore given to the Township of West Deer to install and maintain the signs.

Please keep in mind, the signs must be acquired from an approved manufacturer and installed in accordance with the regulations as stated in the Pennsylvania Code. (Attached is a copy of the approved sign).

Your interest in our transportation system in Allegheny County is appreciated. Should you have any further questions about this matter or require additional information, please contact Mr. Kevin Bobyak, Traffic Operations Supervisor at (412) 429-4973.

Sincerely,
PENNDOT District 11

Todd M. Kravits, P.E.
District Traffic Engineer

CC BIETKO
SUPV
MATOF
VOUCRSCA } 8/2/17



TOWNSHIP OF WEST DEER POLICE DEPARTMENT



JONATHAN D. LAPE
Chief of Police

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

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

July 11, 2017

Mrs. Arlene Stewart
189 Donaldson Road
Gibsonia, PA 15044

Dear Mrs. Stewart:

I'm writing in reference to your request to have a "Hidden Driveway" sign posted at your residence. After viewing your location we feel your trees need to be trimmed prior to us making a decision to post the signage. If we post the sign prior to trimming the trees, the visibility issue may still remain.

Please contact us if and when you have your trees trimmed and we will revisit your location to ascertain whether a "Hidden Driveway" sign is warranted.

Sincerely,

Jonathan D. Lape
Chief of Police

JDL/PT

cc: Daniel Mator, Manager
John Yourish, Road Foreman
West Deer Township Board of Supervisors



TOWNSHIP OF WEST DEER POLICE DEPARTMENT



JONATHAN D. LAPE
Chief of Police

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

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

July 25, 2017

Mr. Theodore Verheyen
45 Hunter Road
Gibsonia, PA 15044

Dear Mr. Verheyen:

I'm writing in regards to your request for a "Local Traffic Only" sign posting on Hunter Road at Bairdford Road. As this type of sign is basically only used as a deterrent for large trucks or vehicles and it is non-enforceable, unfortunately I cannot honor your request.

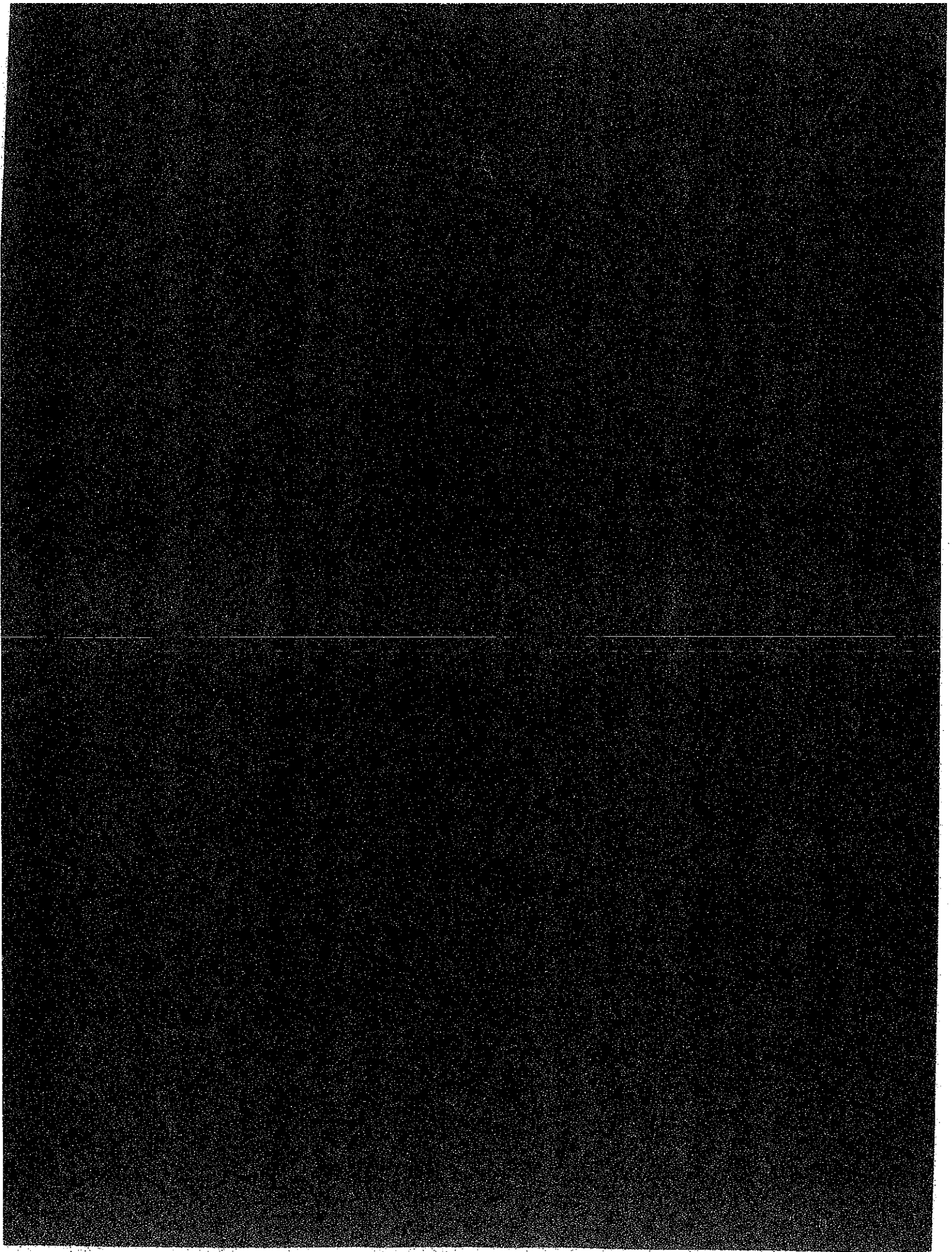
Feel free to contact me should you have any questions or concerns relative to this matter.

Sincerely,

Jonathan D. Lape
Chief of Police

JDL/PT

cc: Daniel Mator, Manager
John Yourish, Road Foreman
West Deer Township Board of Supervisors ✓



BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER'S REPORT

MR. PAYNE.....

10

Code Enforcement

July 31, 2017

1. Issued 19 Occupancy Permits
2. Issued 27 Building Permits
3. Performed 51 site inspections
4. No Planning Commission meeting was held.
5. Zoning Hearing Board granted a side yard variance at 22 Park Drive in the Magil Plan of Homes to build a deck off the side of their home.



William Payne
Code Enforcement Officer

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Permit Report
From 07/01/2017 To 07/31/2017

Building Permit Report

Permit Date	Permit Number	Permit Type	Parcel Owner	Legal Address	Parcel ID	Cost of Construction	Fee Collected
7/5/2017	P17-125	Grading	BENJAMIN KOHSER	1748 SAXONBURG BLVD	1837-M-135		\$50.00
7/6/2017	P17-126	In Ground Pool	KEVIN & JACQUELINE TRAPANI	1417 SANDSTONE DR	1570-L-016	\$25,755.00	\$64.00
7/7/2017	P17-127	Single Family Dwelling	LINKS DEVELOPMENT COMPANY INC	381 SADDLEBROOK RD	1666-R-100029D	\$175,000.00	\$630.00
7/7/2017	P17-128	Addition	CYNTHIA L GARVER	324 GLASGOW RD	2363-E-247	\$25,000.00	
7/7/2017	P17-129	Shed	JOHN C & MARGARET ZOURELIAS	16 MAGILL DR	1360-B-154	\$6,000.00	\$45.00
7/7/2017	P17-130	Fence	WENDY L & DAVID LONG	139 REAGHARD DR	1511-K-392	\$500.00	\$5.00
7/7/2017	P17-131	Single Family Dwelling	LINKS DEVELOPMENT COMPANY INC	383 SADDLEBROOK RD	1666-R-100029A	\$175,000.00	\$630.00
7/7/2017	P17-132	Single Family Dwelling	LINKS DEVELOPMENT COMPANY INC	0 SADDLEBROOK RD	1666-R-100029C	\$175,000.00	\$630.00
7/7/2017	P17-133	Single Family Dwelling	LINKS DEVELOPMENT COMPANY INC	387 SADDLEBROOK RD	1666-R-100029B	\$175,000.00	\$630.00
7/11/2017	P17-134	Single Family Dwelling	Jim and Kerryne Guere	52 CRESTVIEW DR	8000-T-3374	\$45,000.00	\$378.90
7/12/2017	P17-135	Deck	TIMOTHY BARTLEY	4524 DAWN RD	1507-H-203	\$1,920.00	\$25.00
7/12/2017	P17-136	Other	ZEBBLEY BROTHERS	4399 GIBSONIA RD	1508-J-75	\$5,000.00	\$40.00
7/13/2017	P17-137	Accessory Structure	JUDITH PAYNE	3 OLD SAXONBURG BLVD	1838-N-073	\$2,000.00	\$25.00
7/14/2017	P17-138	Deck	THOMAS & MARGARET GOLEMBIEWSKI/SR	100 FORD ST	1838-P-221	\$6,500.00	\$50.00
7/17/2017	P17-139	Fence	HUMAN SERVICES HOUSE	105-108 CEDARWOOD CIR	1361-S-080	\$4,000.00	\$35.00
7/18/2017	P17-140	Single Family Dwelling	Don Ryan Builders	883 ASHLEY RD.	1510-D-8	\$278,000.00	\$628.50
7/18/2017	P17-141	Single Family Dwelling	""	873 ASHLEY RD.	1510-D-18	\$292,000.00	\$616.20
7/18/2017	P17-142	Single Family Dwelling	""	865 ASHLEY RD.	1510-D-26	\$288,000.00	\$616.20
7/18/2017	P17-142	Single Family Dwelling	""	885 ASHLEY RD.	1510-D-6	\$268,000.00	\$616.20
7/19/2017	P17-143	Addition	LINKS DEVELOPMENT COMPANY INC	375 SADDLEBROOK RD	1666-R-1000-30A	\$20,000.00	\$132.00

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Permit Report
From 07/01/2017 To 07/31/2017

Permit Date	Permit Number	Permit Type	Parcel Owner	Legal Address	Parcel ID	Cost of Construction	Fee Collected
7/21/2017	P17-144	Addition	WILLIAM R & MARIA MCCONNELL	1378 MACARTHUR EXTN DR	1218-C-142	\$15,000.00	\$379.80
7/24/2017	P17-145	Fence	CHARLES & LAGIE CLAYPOOLE	103 REAGHARD DR	1511-J-339	\$2,100.00	\$30.00
7/26/2017	P17-146	Garage	Dan & Lori Bertha	393 BAIRD FORD RD	1669-J-276	\$30,000.00	\$165.00
7/26/2017	P17-147	Single Family Dwelling	Dan Ryan Bldgr	894 ASHLEY RD	1669-S-41	\$328,000.00	\$925.80
7/28/2017	P17-148	Addition	M. Coletta	15 POMA ST	1512-S-100	\$150,000.00	\$1,407.00
7/31/2017	P17-149	Above Ground Pool	Adam Olszewski	4837 TREMONT DR	1214-J-280	\$8,900.00	\$44.00
7/31/2017	P17-150	Pole Building/Barn	Regis Ferlan	43 CHRISTONIA RD	1358-E-087	\$11,000.00	\$70.00
Total:						\$2,512,675.00	\$8,868.60

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

Permit	Lot/Block	Applicant Name	Street Address	Use	Approved	
7/5/2017	O17-123	1216-H-187	Benjamin Bienvenue	2417 SAXONBURG BLVD	Single Family Home	No
7/5/2017	O17-124	1834-F-86	SHAWN & PAMELA KOSCHIK	139 SHEPARD RD	Single Family Home	No
7/5/2017	O17-125	1834-F-332	SHAWN & PAMELA KOSCHIK	0 CLENDENNING RD		No
7/6/2017	O17-128	2192-G-325	AMY BAJUS	121 GLASGOW RD	Single Family Home	No
7/6/2017	O17-129	1214-E-337	JOHN & ROBERTA DASKIVICH	311 RIDGE VIEW CT.	Duplex/Carriage House	Yes
7/6/2017	O17-130	1214-E-335	DAVID & JOANN WALSH	309 RIDGE VIEW CT.	Duplex/Carriage House	Yes
7/7/2017	O17-131	1833-H-10	Jerome and Constance Valenti	4347 Clendenning Road	Single Family Home	No
7/13/2017	O17-132	1666-S-090	WILLIAM & MARY FONTANA	308 SADDLEBROOK RD	Quad	No
7/17/2017	O17-133	1214-P-138	CHRISTIAN DEUTSCHBAUER	4823 BAYFIELD RD	Single Family Home	No
7/17/2017	O17-134	1512-M-183	BRIAN PAZAK	41 MC KRELL RD	Single Family Home	No
7/17/2017	O17-135	1670-M-133	CHRISTOF STRAUB	2014 MARSHALL ST	Single Family Home	No
7/17/2017	O17-136	1357-J-261	JOSHUA FLORENTINE	168 LAGER DR	Single Family Home	No
7/19/2017	O17-137	1357-B-369	SAMANTHA GEISWITE	136 RACCOON WAY	Single Family Home	No
7/19/2017	O17-138	1666-R-100-17B	RONALD & MARY ANN SARVER	325 SADDLEBROOK LN	Quad	No
7/20/2017	O17-111	1361-D-109	RICHARD TIBENSKY / GERIANN GEORGE	735 LITTLE DEER CREEK RD	Apartment	No
7/24/2017	O17-139	1507-H-078	MATTHEW & KELCEY DITURO	4052 CRESTWOOD DR	Single Family Home	No
7/27/2017	O17-140	1507-D-143	MICHAEL & PAMELA SCHERER	113 WALKER LANE	Duplex/Carriage House	No
7/27/2017	O17-141	1361-H-152	RONALD & KAREN PLESH	808-812 LITTLE DEER CREEK VALLEY RD	Business	No
7/27/2017	O17-142	1668-R-180	JOHN & EDEN ELASCHAT JR	272 OAK RD	Single Family Home	No

Total Fees Collected by Month

July - ~~\$424.00~~ \$425.00

Total Fees Collected

Grand Total - \$424.00

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 07/01/2017 To 07/31/2017

Date	Type	Owner	Parcel Owner Mailing	Legal Address	Parcel ID	Status	Inspector
7/5/2017	Footer		102 Wagon Wheel Road, Gibsonia, Pa, 15044	102 WAGON WHEEL LANE	1509-M-369	Passed	William Payne
7/5/2017	Fireblocking		201 LAGER DR, GIBSONIA, PA, 15044	201 LAGER DR	1356-H-037	Failed	William Payne
7/5/2017	Insulation		201 LAGER DR, GIBSONIA, PA, 15044	201 LAGER DR	1356-H-037	Passed	William Payne
7/5/2017	Framing		1015 YORK WAY, GIBSONIA, PA, 15044	1015 YORK WAY	1510-H-243	Passed	William Payne
7/5/2017	Final		1015 YORK WAY, GIBSONIA, PA, 15044	1015 YORK WAY	1510-H-243	Passed	William Payne
7/6/2017	Fire/Safety Inspection		4375 Gibsonia Rd, GIBSONIA, PA, 15044	4375 Gibsonia Road	1508-R-5	Passed	William Payne
7/11/2017	Drywall		201 LAGER DR, GIBSONIA, PA, 15044	201 LAGER DR	1356-H-037	Passed	William Payne
7/11/2017	Framing		3549 HUNTERTOWN RD, ALLISON PARK, PA, 15101	3549 HUNTERTOWN RD	1214-F-144	Failed	William Payne
7/12/2017	Framing		221 Pine Lane, Gibsonia, Pa, 15044	221 Pine Lane	1509-C-400	Failed	William Payne
7/13/2017	Fireblocking		221 Pine Lane, Gibsonia, Pa, 15044	221 Pine Lane	1509-C-400	Passed	William Payne
7/13/2017	Fireblocking		812 BRUTON DR., GIBSONIA, PA, 15044	695 BAIRDFORD RD	1511-B-271	Passed	William Payne
7/13/2017	Complaint Follow Up		1378 MACARTHUR EXTN DR, RUSSELLTON, PA, 15076	1378 MACARTHUR EXTN DR	1218-C-142	Passed	William Payne
7/13/2017	Foundation		181 MC INTYRE RD, GIBSONIA, PA, 15044	181 MC INTYRE RD	1667-K-329	Passed	William Payne
7/13/2017	E/S Control Inspection		1417 SANDSTONE DR, TARENTUM, PA, 15084	1417 SANDSTONE DR	1670-L-016	Failed	William Payne
7/14/2017	Insulation		812 BRUTON DR., GIBSONIA, PA, 15044	695 BAIRDFORD RD	1511-B-271	Passed	William Payne
7/17/2017	Complaint Follow Up		474 BAIRDFORD RD, BAIRDFORD, PA, 15006	474 BAIRDFORD RD	1669-F-063	Passed	William Payne
7/17/2017	Framing		0 SADDLEBROOK LANE, GIBSONIA, PA, 15044	357 SADDLEBROOK LANE	1666-R- 100-32D	Passed	William Payne
7/17/2017	Insulation		0 SADDLEBROOK LANE, GIBSONIA, PA, 15044	357 SADDLEBROOK LANE	1666-R- 100-32D	Passed	William Payne
7/17/2017	Framing		312 SADDLEBROOK LANE, GIBSONIA, PA, 15044	371 SADDLEBROOK LANE	1666-R- 100-31B	Passed	William Payne
7/17/2017	Drywall		319 RIDGE VIEW CT, ALLISON PARK, PA, 15101	319 RIDGE VIEW CT.	1214-E-345	Passed	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 07/01/2017 To 07/31/2017

Inspection Date	Inspection Type	Parcel Owner	Parcel Owner Mailing	Legal Address	Parcel ID	Status	Inspector
7/17/2017	Framing		0 SADDLEBROOK LANE, GIBSONIA, PA, 15044	365 SADDLEBROOK LANE	1666-R- 100-31D	Passed	William Payne
7/17/2017	Drywall		367 SADDLEBROOK LANE, GIBSONIA, PA, 15044	367 SADDLEBROOK LANE	1666-R- 100-31A	Passed	William Payne
7/17/2017	Framing		0 SADDLEBROOK LANE, GIBSONIA, PA, 15044	357 SADDLEBROOK LANE	1666-R- 100-32D	Passed	William Payne
7/17/2017	Footer		20 CHRISTINE DR, CHESWICK, PA, 15024	20 CHRISTINE DR	1216-S-301	Passed	William Payne
7/18/2017	Fireblocking		0 SADDLEBROOK LANE, GIBSONIA, PA, 15044	357 SADDLEBROOK LANE	1666-R- 100-32D	Failed	William Payne
7/18/2017	Insulation		221 Pine Lane, Gibsonia, Pa, 15044	221 Pine Lane	1509-C-400	Passed	William Payne
7/18/2017	Framing		4772 Bayfield, Allison Park, Pa, 15101	4772 BAYFIELD RD	1214-N-18	Passed	William Payne
7/18/2017	Final		4772 Bayfield, Allison Park, Pa, 15101	4772 BAYFIELD RD	1214-N-18	Passed	William Payne
7/18/2017	Footer		4524 DAWN RD, GIBSONIA, PA, 15044	4524 DAWN RD	1507-H-203	Passed	William Payne
7/21/2017	E/S Control Inspection		1417 SANDSTONE DR, TARENTUM, PA, 15084	1417 SANDSTONE DR	1670-L-016	Failed	William Payne
7/21/2017	Framing		4073 Sandy Hill Road, Gibsonia, Pa, 15044	4073 SANDY HILL RD	2382-R-326	Failed	William Payne
7/21/2017	Insulation		312 SADDLEBROOK LANE, GIBSONIA, PA, 15044	371 SADDLEBROOK LANE	1666-R- 100-31B	Passed	William Payne
7/21/2017	Fireblocking		312 SADDLEBROOK LANE, GIBSONIA, PA, 15044	371 SADDLEBROOK LANE	1666-R- 100-31B	Failed	William Payne
7/21/2017	Complaint Follow-Up		1378 MACARTHUR EXTN DR, RUSSELLTON, PA, 15076	1378 MACARTHUR EXTN DR	1218-C-142	Passed	William Payne
7/24/2017	Complaint Follow Up		474 BAIRD FORD RD, BAIRD FORD, PA, 15006	474 BAIRD FORD RD	1669-F-063		
7/24/2017	Complaint Follow-Up		348 OAK RD, GIBSONIA, PA, 15044	348 OAK RD	1668-M-080	Passed	William Payne
7/24/2017	E/S Control Inspection		1417 SANDSTONE DR, TARENTUM, PA, 15084	1417 SANDSTONE DR	1670-L-016	Failed	William Payne
7/24/2017	E/S Control Inspection			0 ASHLEY RD	1510-G-175	Failed	William Payne
7/25/2017	Drywall		221 Pine Lane, Gibsonia, Pa, 15044	221 Pine Lane	1509-C-400	Open	William Payne
7/25/2017	Footer		1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	885 ASHLEY RD.	1510-D-6	Open	William Payne
7/25/2017	Final		3549 HUNTERTOWN RD, ALLISON PARK, PA, 15101	3549 HUNTERTOWN RD	1214-F-144	Open	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 07/01/2017 To 07/31/2017

Inspection Date	Inspection Type	Parcel Owner	Parcel Owner Mailing	Legal Address	Parcel ID	Status	Inspector
7/26/2017	Footer		20 ASHLEY RD, GIBSONIA, PA, 15044	20 ASHLEY RD	1510-G-236	Passed	William Payne
7/26/2017	Footer		200 TARENTUM CULMERVILLE RD, TARENTUM, PA, 15084	200 TARENTUM CULMERVILLE RD.	1839-K-4	Passed	William Payne
7/27/2017	Insulation		4073 Sandy Hill Road, Gibsonia, Pa, 15044	4073 SANDY HILL RD	2382-R-326	Passed	William Payne
7/27/2017	Framing		4073 Sandy Hill Road, Gibsonia, Pa, 15044	4073 SANDY HILL RD	2382-R-326	Passed	William Payne
7/27/2017	Fireblocking		4073 Sandy Hill Road, Gibsonia, Pa, 15044	4073 SANDY HILL RD	2382-R-326	Passed	William Payne
7/28/2017	E/S Control Inspection			0 ASHLEY RD	1510-G-175	Failed	William Payne
7/28/2017	Footer		350 W. STARZ RD., GIBSONIA, PA, 15044	15 POMA ST	1512-S-100	Passed	William Payne
7/31/2017	E/S Control Inspection		1417 SANDSTONE DR, TARENTUM, PA, 15084	1417 SANDSTONE DR	1670-L-016	Open	William Payne

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

**WD Inspection Report
From 07/01/2017 To 07/31/2017**

Count by Type

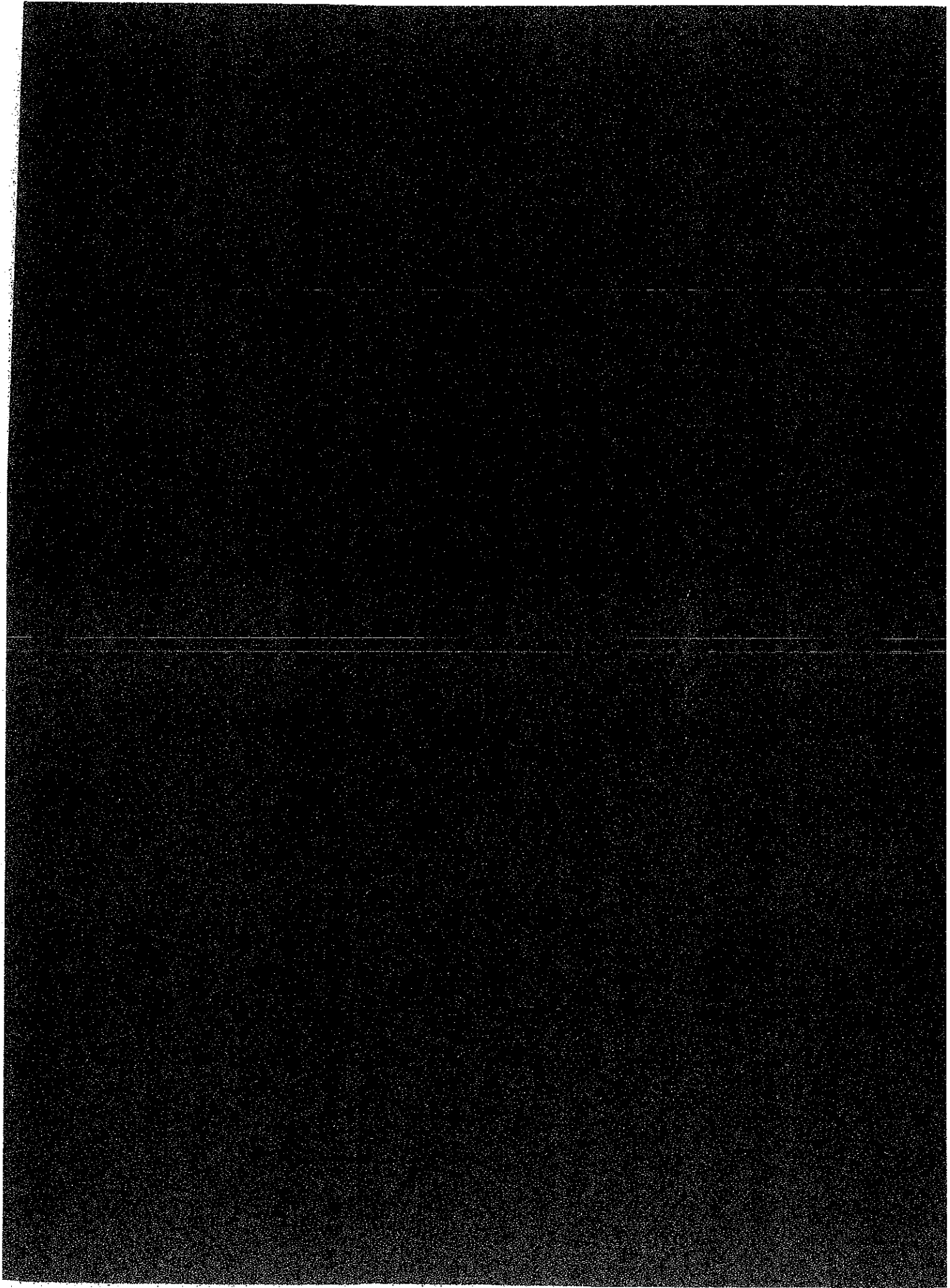
Type	Count
Fire/Safety Inspection	1
Complaint Follow Up	3
Complaint Follow-Up	2
Drywall	4
E/S Control Inspection	6
Final	3
Fireblocking	7
Footer	7
Foundation	1
Framing	10
Insulation	7
Total:	51

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 07/01/2017 To 07/31/2017

Count by Status

Status	Count
Failed	1
Open	11
Passed	4
Total:	35
	51



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.....

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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

JULY 2017 ENGINEER'S REPORT
WEST DEER TOWNSHIP
Prepared August 10, 2017

VIA EMAIL

1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

- Board of Supervisors Meeting – July 19, 2017

2. DEVELOPMENTS/PROJECTS

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

- 2017 Road Improvement Project – Shields Asphalt Paving has now completed all hot-mix asphalt paving on Benjamin Street. Youngblood Paving has completed all cold mix asphalt and bituminous seal coat work on their project.
- Benjamin Street Bridge Deck Replacement Project – Bridge deck replacement has been completed by Bioni Drilling. Guiderail work is to be performed soon and the road will be reopened.
- MS4 Permitting – An Application for renewal will be submitted to PADEP in September 2017. A Pollution Reduction Plan has been prepared to reduce stream sediment loading in conjunction with this project. A review of the Pollution Reduction Plan will occur with the Board of Supervisors at their August 16, 2017 meeting.
- Nike Site/Senior Center Parking Lot Projects – Contracts have been executed with Martino Inc. and work has begun.

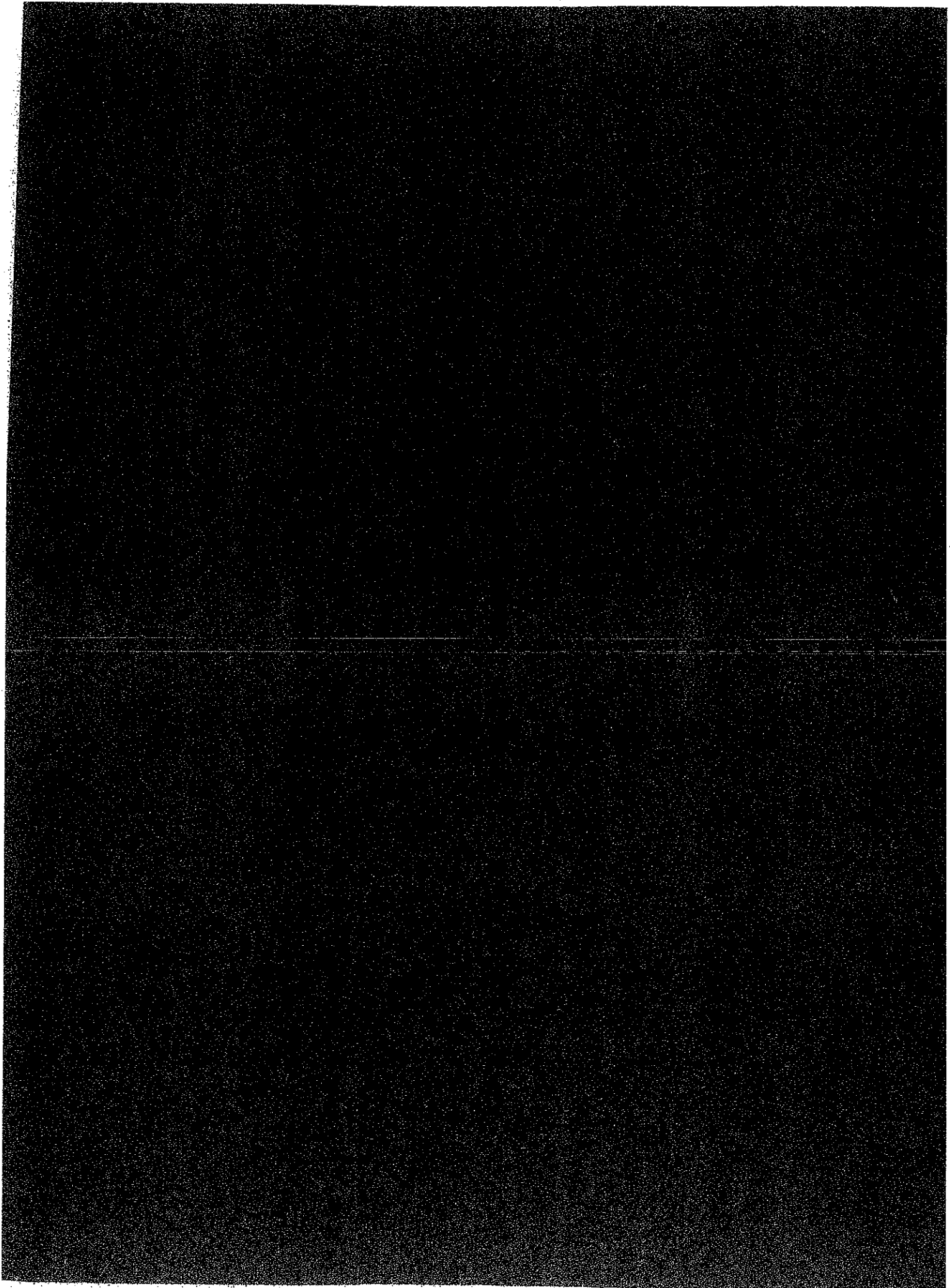
Development/Subdivision Reviews: The following subdivision and land development plan projects had been reviewed, and review letters were issued to the Township as noted:

- None

Respectfully Submitted,

SHOUP ENGINEERING, INC.

Scott A. Shoup, P.E.
Township Engineer



ACCEPTANCE: MINIMUM MUNICIPAL OBLIGATIONS (MMOs)

ATTACHED ARE THE 2018 MINIMUM MUNICIPAL OBLIGATIONS REPORTS FOR THE POLICE AND MUNICIPAL EMPLOYEE PENSION PLANS.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO ACKNOWLEDGE RECEIPT OF THE 2018 MINIMUM MUNICIPAL OBLIGATIONS FOR THE POLICE AND MUNICIPAL EMPLOYEE PENSION PLANS.

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

**TOWNSHIP OF WEST DEER POLICE PENSION PLAN
FINANCIAL REQUIREMENT AND MINIMUM MUNICIPAL OBLIGATION
FOR 2018 MUNICIPAL BUDGET**

A. Normal Cost

1. Normal Cost as a Percent of Payroll	22.746%
2. Estimated 2017 Payroll for Active Participants	\$ <u>839,578</u>
3. Normal Cost (A1 x A2)	\$ <u>190,970</u>

B. Financial Requirement

1. Normal Cost (A3)	\$ 190,970
2. Anticipated Insurance Premiums	0
3. Anticipated Administrative Expense	40,300
4. Amortization Payment, if any	<u>165,783</u>
5. Financial Requirement (B1 + B2 + B3 + B4)	\$ <u>397,053</u>

C. Minimum Municipal Obligation

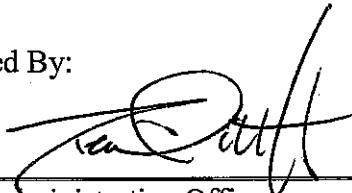
1. Financial Requirement (B5)	\$ 536,372
2. Anticipated Employee Contributions (5.0% of Estimated Payroll)	41,979
3. Funding Adjustment, if any	<u>0</u>
4. Minimum Municipal Obligation (C1 - C2 - C3)	\$ <u>355,074</u>

NOTES:

1. 2018 General Municipal Pension System State Aid may be used to fund part or all of the municipal obligation and must be deposited within 30 days of receipt. Any remaining balance must be paid from municipal funds.
2. Deposit into the Plan's assets must be made by December 31, 2018 to avoid an interest penalty.
3. Any delinquent Minimum Municipal Obligation from prior years must be included in the 2018 budget along with an interest penalty.

I hereby certify that the above calculations, to the best of my knowledge, are true, accurate, and conform with the provisions of Chapter 3 of Act 205 of 1984.

Certified By:



Chief Administrative Officer



Date

Prepared using the January 1, 2017 Valuation.

**MUNICIPAL EMPLOYEES' PENSION PLAN FOR TOWNSHIP OF WEST DEER
FINANCIAL REQUIREMENT AND MINIMUM MUNICIPAL OBLIGATION
FOR 2018 MUNICIPAL BUDGET**

A. Normal Cost

1. Normal Cost as a Percent of Payroll	8.114%
2. Estimated 2017 Payroll for Active Participants	\$ <u>635,881</u>
3. Normal Cost (A1 x A2)	\$ <u><u>51,595</u></u>

B. Financial Requirement

1. Normal Cost (A3)	\$ 51,595
2. Anticipated Insurance Premiums	0
3. Anticipated Administrative Expense	26,707
4. Amortization Payment, if any	<u>15,984</u>
5. Financial Requirement (B1 + B2 + B3 + B4)	\$ <u><u>94,286</u></u>

C. Minimum Municipal Obligation

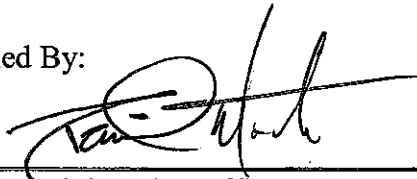
1. Financial Requirement (B5)	\$ 94,286
2. Anticipated Employee Contributions (5.0% of Estimated Payroll)	31,794
3. Funding Adjustment, if any	<u>0</u>
4. Minimum Municipal Obligation (C1 - C2 - C3)	\$ <u><u>62,492</u></u>

NOTES:

1. 2018 General Municipal Pension System State Aid may be used to fund part or all of the municipal obligation and must be deposited within 30 days of receipt. Any remaining balance must be paid from municipal funds.
 2. Deposit into the Plan's assets must be made by December 31, 2018 to avoid an interest penalty.
 3. Any delinquent Minimum Municipal Obligation from prior years must be included in the 2018 budget along with an interest penalty.
-

I hereby certify that the above calculations, to the best of my knowledge, are true, accurate, and conform with the provisions of Chapter 3 of Act 205 of 1984.

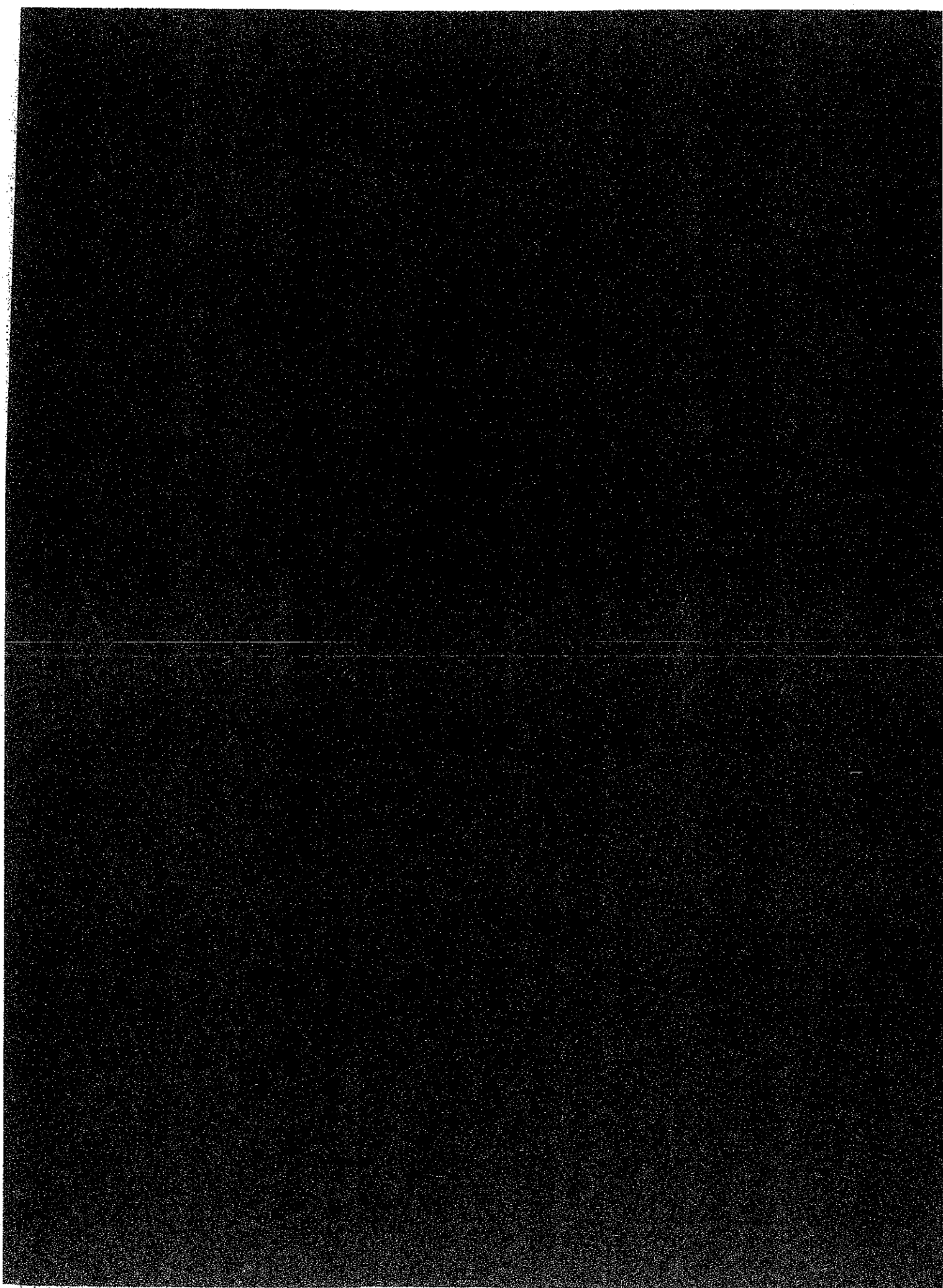
Certified By:



Chief Administrative Officer

21 July 2017
Date

Prepared using the January 1, 2017 Valuation.



ACCEPTANCE: POLICE UNION ARBITRATION AWARD

ON JULY 17, 2017, ARBITRATOR MICHELLE MILLER-KOTULA ISSUED HER ARBITRATION AWARD TO BOTH WEST DEER TOWNSHIP AND THE POLICE UNION. ATTACHED IS THAT AWARD.

ACT 111 PROCEDURES STATE THAT THE BOARD SHOULD FORMALLY ACCEPT THE ARBITRATOR'S DECISION.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO ACCEPT THE ARBITRATION AWARD OF ARBITRATOR MICHELLE MILLER-KOTULA DATED JULY 17, 2017 IN REGARD TO THE GENERAL TEAMSTERS LOCAL POLICE UNION NO. 249.

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

14

AMERICAN ARBITRATION ASSOCIATION

IN THE MATTER OF THE ACT 111 OF
1968 INTEREST ARBITRATION
BETWEEN:

WEST DEER TOWNSHIP

AND

GENERAL TEAMSTERS LOCAL
UNION NO. 249

:
:
:
:
:
: Case No. 01-16-0004-1753
:
:
:
:
:

ACT 111 INTEREST ARBITRATION AWARD

Board of Arbitration:

Michelle Miller-Kotula
Impartial Arbitrator

Michael A. Palombo, Esquire
Arbitrator for West Deer Township

Amanda B. Bundick, Esquire
Arbitrator for General Teamsters Local Union No. 249

BACKGROUND

West Deer Township and General Teamsters Local Union No. 249 are parties to a collective bargaining agreement that expired on December 31, 2016. In accordance with Act 111 of 1968, when the parties were unable to resolve their collective bargaining negotiations they pursued interest arbitration. General Teamsters Local Union No. 249 appointed Amanda B. Bundick, Esquire as its arbitrator, and West Deer Township appointed Michael A. Palombo, Esquire as its arbitrator. These two party-arbitrators struck from the list of three arbitrators provided by the American Arbitration Association with the result that Michelle Miller-Kotula was appointed chairman of the tri-partite panel of arbitrators. A hearing in this case was held on January 31, 2017 at which time both parties were afforded a full and fair opportunity to present evidence and witness testimony in support of their positions. Executive sessions were held and the following Award is hereby issued for terms and conditions of a collective bargaining agreement to replace the agreement that expired on December 31, 2016.

It is noted that while not unanimous as to every issue, there are at least two supportive votes for every provision in this Award. The provisions of the expired collective bargaining agreement that remain unchanged by this Award shall continue and this arbitration panel shall reserve jurisdiction to resolve any disputes concerning the compilation of an integrated collective bargaining agreement.

AWARD

1. The term of the collective bargaining agreement shall be four (4) years with effective dates of January 1, 2017 through December 31, 2020.

2. **Article X, Hospitalization/Health Care Insurance.**

Effective January 1, 2017, police officers shall contribute monthly five (5%) percent of the health care premium for the level of coverage selected without a cap.

Effective January 1, 2018, police officers shall contribute monthly six (6%) percent of the premium for the level of coverage selected and shall also pay, in addition to the six (6%) percent contribution, seven percent (7%) of any increase in the premium rate over the rates in effect in January 2017. (For example, if the premium rate for family coverage in 2017 was \$1000 and increased to \$1100 in 2018, the employee in 2018 would pay 6% of the premium or \$66, plus 7% of the increase, an additional \$7, for a total monthly contribution of \$73.)

Effective January 1, 2019, police officers shall contribute monthly seven (7%) percent of the premium for the level of coverage selected and shall also pay, in addition to the seven (7%) percent contribution, seven percent (7%) of any cumulative increase in the premium rate over the rates in effect in January 2017. (For example, if the premium rate for family coverage in 2017 was \$1000 and increased to \$1200 in 2019, the employee in 2019 would pay 7% of the premium or \$84, plus 7% of the increase from January of 2017, an additional \$14, for a total monthly contribution of \$98.)

Effective January 1, 2020, police officers shall contribute monthly seven (7%) percent of the premium for the level of coverage selected and shall also pay, in addition to the seven (7%) percent contribution, seven percent (7%) of any cumulative increase in the premium rate over the rates in effect in January 2017. (For example, if the premium rate for family coverage in 2017 was \$1000 and increased to \$1300 in 2020, the employee in 2020 would pay 7% of the premium or \$91, plus 7% of the increase from January of 2017, an additional \$21, for a total monthly contribution of \$112.)

In addition, the following language shall be added to the collective bargaining agreement:

During the term of this agreement, the parties may discuss a change to the existing health care coverage including, but not limited to, hospitalization, dental, and vision coverage so long as the coverage proposed is comparable to and less costly than the current coverage. In the event that either party proposes comparable coverage, the parties will meet to discuss the health care options and if no agreement is reached, either party may invoke expedited arbitration under the American Arbitration Association rules for expedited arbitration. The arbitrator shall have the authority to continue the current coverage or implement a comparable, less costly alternative. In making his or her decision, the arbitrator shall consider all of the financial implications to the employees and the employer.

3. **Article XII, Vacations.** For all police officers hired on or after the date of this Award, the following modified vacation schedule shall apply:

0 – 1 Year	None
1 – 5 Years	Two (2) Weeks
6 – 10 Years	Three (3) Weeks
11 – 15 Years	Four (4) Weeks
16+ Years	Five (5) Weeks

4. **Article XIV, Bereavement Pay.** Article XIV shall be revised to provide as follows:

Each police officer shall be entitled to a leave of absence of four (4) days in the event of a death in the officer's immediate family or in the event of a death in the spouse's immediate family; and two (2) days for the death of grandparents, aunts, uncles and spouse's grandparents. If the leave days include a weekend or scheduled day(s) off no compensation shall be made for these days.

5. **Article XIV, Wages.** The base salary for a police shall be increased 3% January 1, 2017, 2.75% effective January 1, 2018, 2.75% effective January 1, 2019 and 2.5 % effective January 1, 2020. The sergeant rates and new hire rates shall continue to be calculated on the basis of the percentages set forth in the expired collective bargaining agreement.

6. **Article VIII, Retirement and Disability.** This issue was perhaps the most difficult issue to resolve. The prior CBA and the pension ordinance currently provide for officers hired prior to December 31, 1998, to receive a seventy-five (75%) percent benefit. The Township believes this provision is in violation of Act 600 and has sought an Award requiring revision of the plan consistent with the terms and provisions of Act 600. For police officers hired on or after December 31, 1998, the collective bargaining agreement confirms that all benefits must be consistent with Act 600. The Union contends that the 75% benefit provision is compliant with the law, was previously revised prospectively, cannot now be revised to impact existing employees and would otherwise operate as an unfair hardship if the change were to be made now, given the number of years of service of those who would be affected. The parties also have a continuing dispute concerning the inclusion of any lump sum payment officers would receive under the Sick Leave Article upon retirement in the pension calculation.

I find that with respect to the pension calculation at seventy-five (75%) percent, a change is not required by law. The provision was included prior to the Commonwealth Court decision in the Municipality of Monroeville v. Monroeville Police Department Wage Policy Committee, 767 A.2d 596 (PA Commonwealth 2001). There has been no finding by the Auditor General that the provision, which pre-dated the Monroeville decision, is illegal or improper. In fact, as noted, the changes to ensure compliance with Act 600 were adopted prior to the Monroeville decision. Accordingly, I find that no change to the pension benefit here is warranted. However, on the dispute concerning inclusion of lump sum payments for sick leave, I find that those payments are not appropriately included and shall be excluded from any future pension calculation. It is found that the lump sum payment for sick leave envisioned in Article XIII is a post-retirement payment that is not appropriately included in the measuring period, except as to sick leave earned in the measuring period.

7. Because the pension issues were so significant in crafting this Award in its totality, and because either party may appeal this Award solely on the basis of the pension issues, this panel shall retain jurisdiction in the event an appeal is filed. The panel may, in such circumstances, reconvene upon the conclusion of such litigation in order for the panel to review and revise the Award as needed to ensure that the Award, in its totality, is a fair and reasonable Award for both parties.

8. The collective bargaining agreement that expired on December 31, 2016 shall be revised to integrate the terms and provisions of this Award. In addition, with respect to the pension provisions set forth above regarding the lump sum payment, the Township shall be authorized to revise its pension plan ordinance to confirm with clarity the exclusion of the post-retirement lump sum payment for sick leave. The Township shall prepare a new agreement which accurately reflects the modifications this Award and shall provide the same to General Teamsters Local Union No. 249 within ninety (90) days from execution of this Award. The revised pension ordinance may be adapted upon proper advertising in accordance with law. Any disputes concerning the integration of the Award into a new collective bargaining agreement shall be subject to the jurisdiction of this panel for the purpose of resolving disputes until such time as an integrated collective bargaining agreement is executed.

By: Michelle Miller-Kotula
Michelle Miller-Kotula
Impartial Arbitrator

Date: 7/17/17

WEST DEER TOWNSHIP

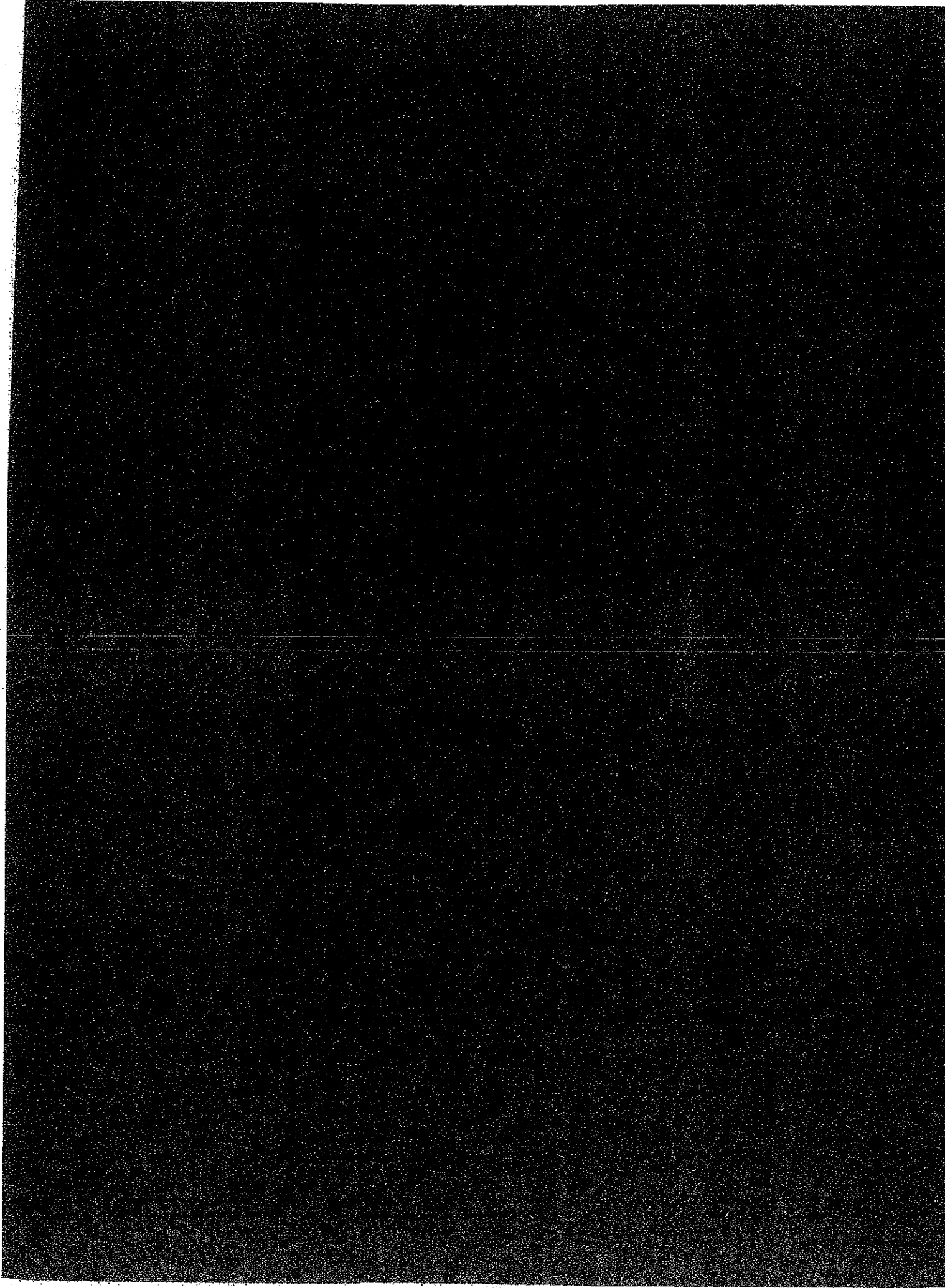
GENERAL TEAMSTERS LOCAL
UNION NO. 249

By: _____
Michael A. Palombo, Esquire

By: _____
Amanda B. Bundick, Esquire

Date: _____

Date: _____



ADVERTISEMENT: PUBLIC WORKS LABORER

THE TOWNSHIP HAS RECENTLY BEEN NOTIFIED THAT A CURRENT PUBLIC WORKS LABORER INTENDS TO RETIRE IN THE NEAR FUTURE. IN ANTICIPATION OF THIS RETIREMENT, THE TOWNSHIP MANAGER AND PUBLIC WORKS FOREMAN ARE RECOMMENDING THE PROCESS COMMENCE TO HIRE THIS INDIVIDUAL'S REPLACEMENT.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO AUTHORIZE THE TOWNSHIP MANAGER TO ADVERTISE FOR THE POSITION OF PUBLIC WORKS LABORER AND TO BEGIN THE INTERVIEWING/HIRING PROCESS.

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

15

AUTHORIZATION: 2017 WEST DEER NIGHTMARE HAUNTED HOUSE

SHAWN MAUDHUIT IS AGAIN REQUESTING THE USE OF THE BAIRDFORD PARK PAVILION FOR THE WEST DEER NIGHTMARE HAUNTED HOUSE IN 2017. (SEE ATTACHMENTS)

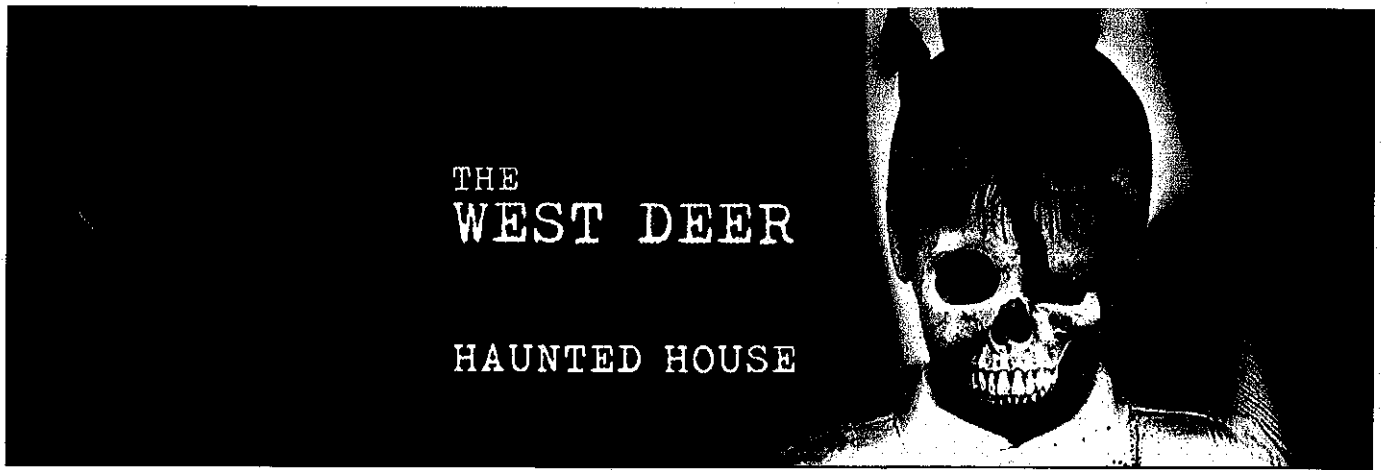
MR. MAUDHUIT.....

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO AUTHORIZE MR. MAUDHUIT'S USE OF THE BAIRDFORD PARK PAVILION FOR THE WEST DEER NIGHTMARE HAUNTED HOUSE STARTING SET UP ON MONDAY, AUGUST 28TH THROUGH OCTOBER 30TH OF 2017, AND THE TEAR DOWN COMPLETED BY NOVEMBER 15TH 2017.

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

16



The West Deer Nightmare Haunted House 2017

Thank you very much for supporting this event.
The 2016 season brought 1,610 customers to Bairdford Park.
I am requesting to use the Bairdford Park pavilion again in 2017.

Hauling and construction of the haunted house will start Monday August 28th, 2017. The haunted house consists of over 200 walls and 300 2x4 and 2x3 studs to support the structure.

The West Deer Nightmare will open Friday October 6th and run until Sunday October 29th. The event will be open every Friday and Saturday in October from 7pm - 11pm, and select Sundays 7pm - 10pm.

Tear down of the haunted house will begin Monday October 30th and be completed by Wednesday November 15th.

The West Deer Nightmare is fully insured for \$2,000,000. A copy of the 2016 insurance policy has been included.

Last year we we teamed up with an organization called "Don't Be A Monster" (www.dontbeamonster.org) that conducts assemblies for bullying prevention and awareness for grades 4th through 10th. We plan to partner with them again for the 2017 season. We also offer free admission to all active military personnel.

Thank You for your consideration,
Shawn Maudhuit
www.westdeernightmare.com

INSURED MEMBER GENERAL LIABILITY DECLARATIONS CERTIFICATE

Insurance Company: HOUSTON CASUALTY COMPANY

Address: RICHMOND, VA

Policy Number: 15/7005166

Certificate Number: 0137

Policyholder: Sports And Special Event Risk Purchasing Group, Inc. A Risk Retention Purchasing Group Filed Under The Risk Retention Purchasing Group Act Of 1986.

Address: P.O. Box 1250, Midlothian, VA 23113-1250

INSURED MEMBER AND ADDRESS

West Deer Nightmare/HauntPro LLC
2072 Saxonburg Blvd.
Gibsonia, PA 15044

Coverage Effective Date: 08/29/16
Coverage Expiration Date: 11/20/16
Both At 12:01 AM At The Address Of
The Insured Member.

Insured Operations: Haunted Attraction

Location: Gibsonia, PA

\$2,000,000	General Aggregate Per Participating Member
\$2,000,000	Products-Completed Operations Aggregate Limit
\$1,000,000	Each Occurrence Limit
\$1,000,000	Personal And Advertising Injury Liability Limit
\$ 300,000	Damage to Rented Premises
\$ 5,000	Medical Expense Limit Any One Person
\$ 0	Deductible Each Claim

The Coverage Afforded Is Subject To Policy Limits, Terms And Conditions. The Above Is A Recitation, And Does Not Provide Separate, Increased Or Additional Limits. This Certificate Evidences That Coverage Exists For The Insured Operations.

Premium, Taxes And Service Provider Fees

Premium:	\$350.00
Program Administrative Fee:	\$ 50.00
State Tax:	\$ 10.50
Stamping Fee:	\$ 25.00
Broker Fee:	\$ N/A

Total Member Charge:	\$435.50
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This Endorsement/Certificate Is Issued At The Request Of: Frazier Insurance Agency, Inc.

Dated At Richmond, Virginia
July 28, 2016

John W. Frazier

INSURED MEMBER GENERAL DECLARATIONS CERTIFICATE

This Declaration Certificate Is Not An Insurance Policy. It Represents An Outline of The Insurance Provided By The Group Policy Identified As Covering The Sports And Special Event Risk Purchasing Group, Inc. Insurance Provided Is Subject To The Application, Quotation, And The Provisions, Exclusions, Terms, Representatives, Special Representations, Limitations, Warranties, Conditions, And Agreements Of The Coverage Issued.

Coverage Is Restricted To Benefits Provided Under The Policy Issued To The Named Insured Purchasing Group And Is Subject To Laws In The Commonwealth Of Virginia.

It Is Expressly Understood And Agreed By The Named Insured, Insured Member, And All Other Parties Who May Have An Interest In The Insurance, That Neither The Purchasing Group, Nor Any Contracted Service Provider Of The Purchasing Group Are To Be Considered The Insurance Company Hereunder, And Are Not, Nor Shall Be, Liable For Any Loss Or Claim Whatsoever. The Insurer Is The Company Identified On This Certificate As The Insurance Company.

NO FLAT CANCELLATIONS ARE PERMITTED. ALL COVERAGE CHARGES AND FEES ARE MINIMUM AND FULLY EARNED COVERAGE CHARGES AS OF THE COVERAGE EFFECTIVE DATE OF COVERAGE.

FORM NUMBERS: CG 21 46 07 98; H AB EX; H FW/PT EX; H FLD ENT EX; H PL EX; H SFI EX; H SLE EX; H ST EX; H SIL EX; HC-GL-40-012 (04/11); CG 21 73 01 15; H ATT EX; PRG 9199 (02/10)

SPECIAL CONDITIONS: Major Exclusions, but Not All Included: War Liability; Contractual Liability Limitation; Fungi or Bacteria; Hazardous Materials; Assault and Battery; Employment-Related Practices; Athletic Participants; Aircraft; Liquor Legal Liability; Non-Owned/Hired Automobile; Rap/Hip-Hop/Heavy Metal; TRIA, Terrorism Not Covered By TRIA

CANCELLATION: Should The Policy Or The Insured Member Declarations Certificate Be Cancelled Before Its Expiration Date, The Issuing Company Will Endeavor To Mail Thirty (30) Days Written Notice To An Additional Insured Or Certificate Holder, But Failure To Mail Such Notice Shall Impose No Obligation Or Liability Of Any Kind Upon The Insurance Company.

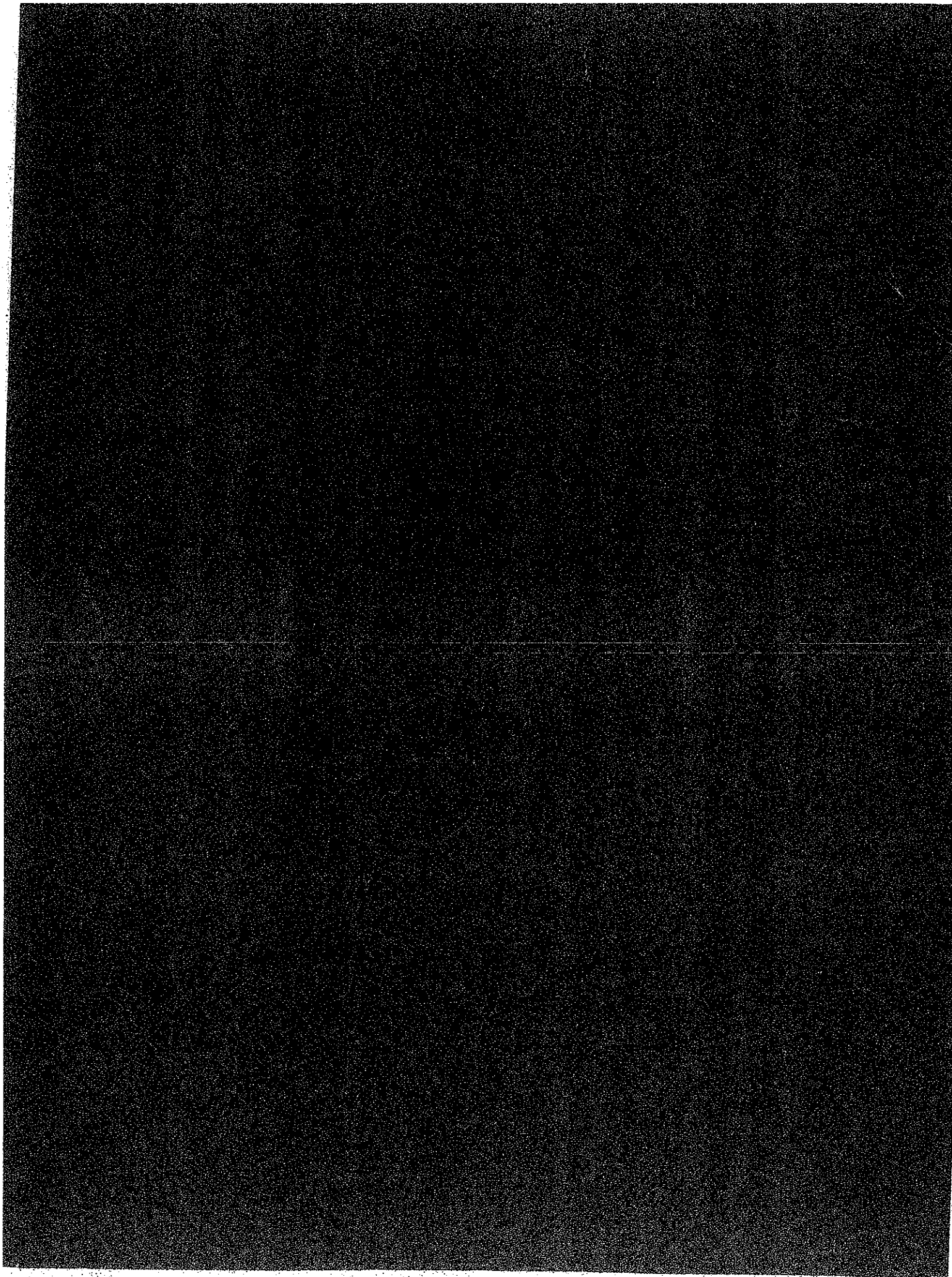
Houston Casualty Company Is Authorized To Do Business Pursuant To The Surplus Lines Insurance Laws Of The Commonwealth Of Virginia.

NOTICE

The insurer which has issued this insurance is not licensed by the Pennsylvania Insurance Department and is subject to limited regulation. This insurance is NOT covered by the Pennsylvania Property and Casualty Insurance Guaranty Association. (40 P.S. §991.1612).

SSERPG-01-GL (01/10)

Page 2 of 2



AUTHORIZATION: ADVERTISEMENT FOR NIKE SITE PAVILION BIDS

AS PART OF THE TOWNSHIP'S DCNR GRANT, A PAVILION MUST BE INSTALLED AT THE NIKE SITE. THE TOWNSHIP MANAGER AND ENGINEER PLAN – AS PER THE RECOMMENDATION OF THE DCNR – TO USE THE COSTARS BID TABULATIONS, BUT ARE REQUESTING AUTHORIZATION TO ADVERTISE THE PAVILION BIDS IF NECESSARY.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO AUTHORIZE THE TOWNSHIP ENGINEER TO ADVERTISE FOR THE NIKE SITE PAVILION BIDS IF NECESSARY.

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

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AUTHORIZATION: BENJAMIN STREET BRIDGE CHANGE ORDER #1

AS PART OF THE BENJAMIN STREET BRIDGE REPLACEMENT – AND AS DETERMINED BY THE TOWNSHIP ENGINEER – ADDITIONAL CONCRETE WORK WAS REQUIRED TOTALING \$5,000.

MR. SHOUP...

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO AUTHORIZE THE PAYMENT OF THE BENJAMIN STREET BRIDGE CHANGE ORDER #1 IN THE AMOUNT OF \$5,000 TO BIONI DRILLING, INC.

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

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CHANGE ORDER NO. 1

CHANGES IN WORK, LABOR, and MATERIALS

Contractor Name Bioni Drilling Date July 31, 2017
Contractor Address P.O. Box 266 Municipality West Deer Township
Lawrence, PA 15055 Project Name Benjamin Street Bridge
Phone Number 724-743-3920 Project Number 9444

In connection with the above-referenced project number 9444 located in West Deer Township, the following additions are ordered to this project:

Additional construction of three reinforced concrete cheek walls complete with dowels in to the existing concrete wing walls (northeast, southwest and northwest corners of the bridge). Work to be deleted to consist of paving of road surfaces with 9.5mm wearing course on bridge deck and approaches.

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

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

Five Thousand Dollars and No Cents (\$5,000.00)

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:

Bioni Drilling

By: Ted Bioni
Signed Name

Ted Bioni
Written Name

Printed Title: Pres.

DATE: 8-7-17

West Deer Township:

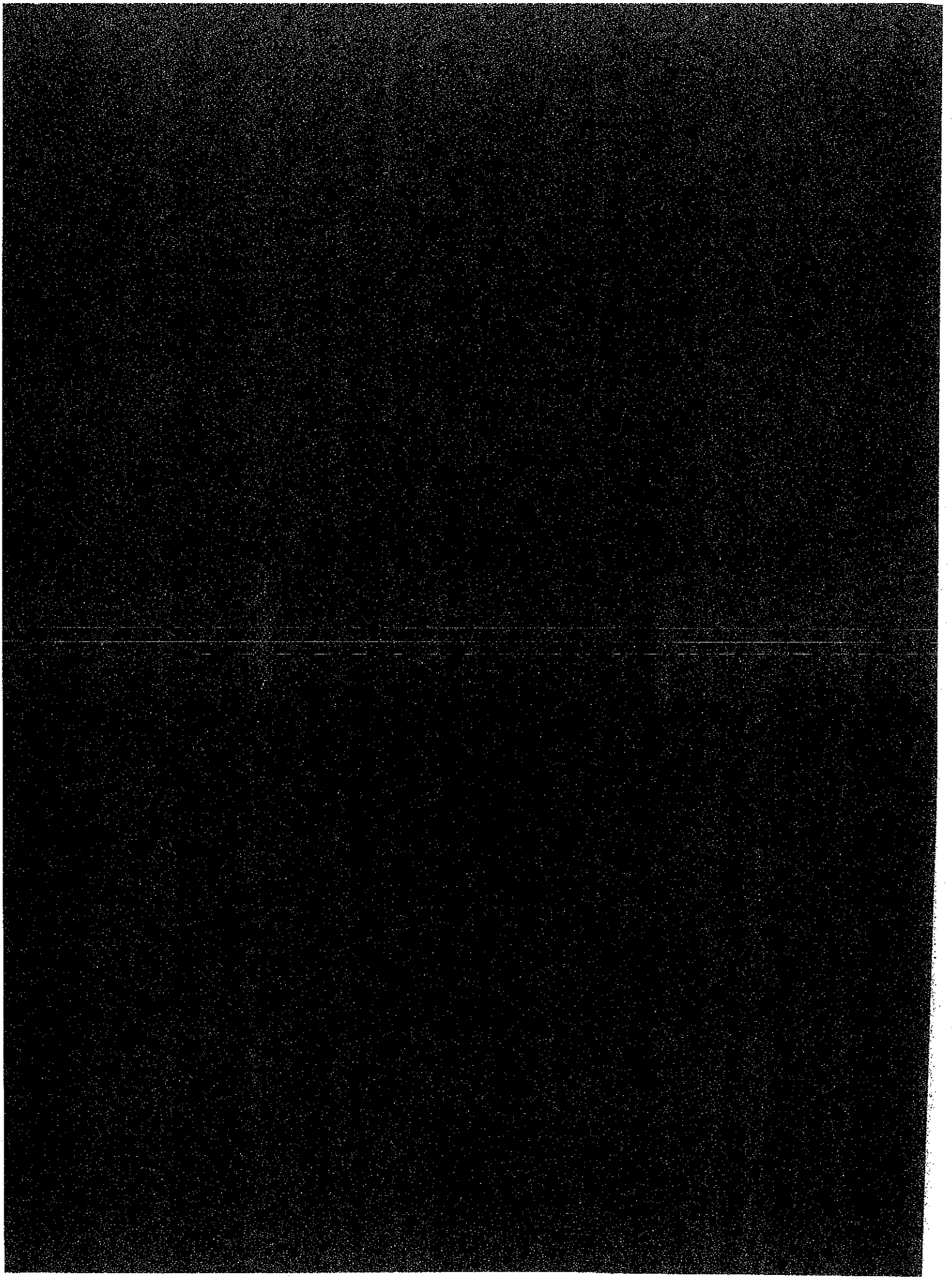
By: _____
Signed Name

Written Name

Printed Title: _____

DATE: _____

Phone No.: _____



AUTHORIZATION: INVITATION TO EAST DEER AND FRAZER TOWNSHIPS (JOINT "COMMUNITY BUILDING")

THE DEER LAKES SCHOOL DISTRICT RECENTLY HELD A PUBLIC MEETING TO DISCUSS THE POSSIBILITY OF ACQUIRING INFORMATION THROUGH A FORMAL, THIRD-PARTY STUDY TO SEE IF A JOINT ADMINISTRATIVE/COMMUNITY BUILDING WOULD BE FEASIBLE.

AT THAT MEETING, THE SCHOOL BOARD REPRESENTATIVES REQUESTED THAT THE WEST DEER TOWNSHIP BOARD OF SUPERVISORS JOIN THEM IN INVITING THE OTHER TWO TOWNSHIPS IN THE SCHOOL DISTRICT TO PARTICIPATE IN THIS STUDY.

DETAILS OF THE STUDY - INCLUDING COST - WOULD BE INTRODUCED TO THE RESPECTIVE BOARDS AT A LATER DATE FOR APPROVAL. THIS REQUEST WAS SIMPLY AN INVITATION TO THE OTHER TWO MUNICIPALITIES TO TAKE PART IN THE PROCESS.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO AUTHORIZE THE TOWNSHIP MANAGER TO COORDINATE WITH THE DEER LAKES SCHOOL DISTRICT TO INVITE THE TOWNSHIPS OF EAST DEER AND FRAZER TO POSSIBLY PARTICIPATE IN THE JOINT ADMINISTRATIVE/COMMUNITY CENTER BUILDING STUDY.

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

DISCUSSION: ACT 172 (FIREFIGHTER EIT CREDIT) ORDINANCE

ON NOVEMBER 21, 2016, GOVERNOR TOM WOLF SIGNED INTO LAW ACT 172 OF 2016, WHICH AUTHORIZES MUNICIPALITIES TO GRANT LOCAL TAX CREDITS TO FIRE AND EMERGENCY MEDICAL SERVICE (EMS) VOLUNTEERS.

THE NORTH HILLS COG SOLICITOR – IN CONJUNCTION WITH THE SOLICITOR FOR THE ALLEGHENY NORTH TAX COLLECTION DISTRICT ATTORNEY – DRAFTED A MEMORANDUM AND A DRAFT ORDINANCE. THE TOWNSHIP MANAGER THEN PERSONALIZED THE ORDINANCE TO WEST DEER TOWNSHIP.

THE TOWNSHIP MANAGER IS RECOMMENDING THE TOWNSHIP SOLICITOR AND THE BOARD OF SUPERVISORS REVIEW THE ATTACHED ORDINANCE AND OFFER ANY SUGGESTED CHANGES PRIOR TO THE SEPTEMBER REGULAR BUSINESS MEETING. AT THAT POINT A MOTION CAN BE MADE TO ADVERTISE THE ORDINANCE.

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

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Memorandum

TO: Wayne Roller, Executive Director, North Hills COG

FROM: Gavin A. Robb, Solicitor
Daniel C. Conlon, Esq.

DATE: August 2, 2017

RE: North Hills Council of Government ("NHCOG") - Draft Ordinance to Authorize Tax Credits for Volunteers at Fire Companies

On November 21, 2016, Governor Tom Wolf signed into law HB1683 (Act 172 of 2016), which authorizes municipalities to grant local tax credits to fire and emergency medical service (EMS) volunteers. Act 172 took effect on January 20, 2017.

This memorandum includes frequently asked Q&A's that explain key sections of Act 172. Also, at NHCOG's request we drafted a sample ordinance and resolution (enclosed with this memorandum) that NHCOG members may consider using as a template after consulting with their respective solicitors. The sample ordinance is based on a model ordinance developed by the Pennsylvania State Association of Boroughs and other local government associations in consultation with the Department of Community and Economic Development and the State Fire Commissioner. The sample resolution includes the criteria agreed upon by the NHCOG Fire Chief's Association for a volunteer to be eligible for certification under the Volunteer Service Credit Program. Finally, this memorandum includes notes and comments regarding the sample ordinance, a timeline for approving volunteer applications and the procedure for a municipality to adopt the ordinance.

I. FREQUENTLY ASKED Q&A

- Q. Can all members of a volunteer fire company ("VFC") or nonprofit emergency medical service agency ("EMS") claim a tax credit on their real estate and earned income taxes?
- A. No. Only volunteers who are residents of a municipality that has enacted an ordinance authorizing earned income and real estate tax credits and are certified as Active Volunteers by the municipality's governing body may claim these credits.
- Q. Who is an "Active Volunteer"?
- A. An individual who (i) volunteers at a VFC or nonprofit EMS, (ii) meets the service activities set by municipality's governing body, and (iii) is certified by the

municipality's governing body to have met the criteria required to qualify for tax credits.

While Act 172 allows a municipality to determine the criteria required for a volunteer to be certified as an Active Volunteer, the governing body must consider the following: (1) the number of emergency calls to which a volunteer responds; (2) the level of training and participation in formal training and drills for a volunteer; (3) the total amount of time expended by a volunteer on administrative and other support services, including fundraising and facility or equipment maintenance, and (4) the involvement in other events or projects that aid the financial viability, emergency response or operational readiness of a VFC or a nonprofit EMS agency.

- Q. How much credit can a municipality allow an Active Volunteer to claim on his (or her) earned income tax ("EIT") return?
 - A. Act 172 does not set a limit on the credit amount. The credit may be a fixed amount or a percentage of a volunteer's EIT liability to the municipality. If the credit is a fixed amount, the credit may not exceed the individual's tax liability.
- Q. How can an Active Volunteer claim his (or her) EIT credit?
 - A. The local tax collection district's EIT return form will allow a volunteer to claim the authorized credit when filing the return next year. Act 172 tax credits do not apply to school districts, so the EIT return will only allow a volunteer to apply the credit to the volunteer's EIT liability to the municipality.
- Q. Can an Active Volunteer claim a credit on his (or her) earned income when filing a joint return?
 - A. Yes. The municipality may allow Active Volunteers to claim a credit on a joint EIT return.
- Q. Can a municipality adopt an ordinance that restricts tax credits to individuals who volunteer at a VFC or EMS agency within the municipality's corporate limits?
 - A. No. Tax credits are available to all Active Volunteers residing in a municipality that has enacted an ordinance authorizing Act 172 tax credits regardless of where they perform their volunteer services, as long as those services are performed at eligible entities as designated by each municipality in its ordinance.
- Q. Does the municipality need to have a public hearing before adopting an ordinance to authorize Act 172 tax credits?
 - A. Yes. At least 30 days prior to adoption of the ordinance, the Borough must advertise its intent to adopt an ordinance authorizing Act 172 tax credits and must conduct at least one public hearing on the issue.

II. NOTES AND COMMENTS TO SAMPLE ORDINANCE

1. The sample ordinance is primarily for volunteers at volunteer fire companies. However, we have included language to give each municipality the option to include volunteers at nonprofit emergency medical services agencies. Act 172 only covers volunteers at a nonprofit EMS and we understand that most NHCOC members are served by for-profit EMS agencies and the few nonprofit EMS agencies have paid staff.
2. Section 2. NHCOC members who have codified ordinances may want to amend their chapter on Taxation to add the terms of the Act 172 ordinance to their respective codes.
3. Section 4.B. Municipalities must adopt a resolution that specifies the criteria required for a volunteer to be certified under the Volunteer Service Credit Program. We have drafted a sample resolution (enclosed with this memorandum) that includes the criteria agreed upon by the NHCOC Fire Chief's Committee and thereafter recommended by the COG Managers Advisory Committee and ratified by the COG Executive Board, for a volunteer to be eligible for certification under the Volunteer Service Credit Program. NHCOC members may consider adopting the enclosed sample resolution after consultation with their solicitors. We recommend adopting the sample ordinance and resolution required by Section 4.B. at the same meeting.
4. Section 4.C. In this section, a municipality should identify all volunteer fire companies (or nonprofit emergency medical service agencies). A municipality may also include a volunteer fire company outside of its corporate limits where any of its residents volunteer, such as pursuant to a mutual aid agreement.
5. Section 4.F. and Section 4.G. Each municipality should designate an officer in the administration to be the point-of-contact to receive volunteer applications and the notarized list from the fire chief. We drafted a sample volunteer application that includes the criteria agreed upon by the NHCOC Fire Chief's Committee for a volunteer to be eligible for certification under the Volunteer Service Credit Program.
6. While Act 172 enables municipalities to grant real property tax credits, we understand that NHCOC members have discussed only authorizing tax credits for volunteers' earned income tax. Pursuant to Act 172, the governing body has discretion to decide the amount of the EIT tax credit.
7. Section 4.H. The governing body for each member municipality has discretion to decide whether each volunteer that has applied for certification is eligible for a tax credit. The governing body should have the ultimate say because its members are authorized by Section 4.E. to review service logs at each of the participating volunteer fire companies. In cases where the governing body denies certification, the affected volunteer has the right to appeal the decision pursuant to Section 4.I.

III. TIMELINE FOR APPROVING VOLUNTEER APPLICATIONS

1. In 2017, all volunteer service activities from January 20, 2017, through December 31, 2017, will count towards the criteria required to be eligible for certification under the Volunteer Service Credit Program in Section 4. In 2018, and every year thereafter, all volunteer activities from the beginning of the year to the end will count towards the criteria required for certification.
2. Volunteers at a municipality that adopts the sample ordinance this year may claim a credit of up to \$300.00 on their earned income tax return for next year.
3. On or before the second Monday in January, volunteers must submit their applications to the fire chief for certification.
4. On or before the first Monday in February, volunteer applications and a notarized list must be submitted to the municipality by the fire chief.
5. At the governing body's first regular meeting in March, the governing body will approve or reject each volunteer that applied for certification and appears on the notarized list.
6. After the governing body's first regular meeting in March, Active Volunteers will receive a tax credit certificate.

IV. PROCEDURE FOR ADOPTING ORDINANCE

1. Advertise Proposed Ordinance and Public Hearing - Thirty (30) days prior to adopting the ordinance.
2. Public Hearing - The governing body must hold at least one public hearing to discuss the ordinance before adopting it.
3. Specific Notice - After the governing body has adopted the ordinance, the municipality must mail a copy to the State Fire Commission at the following mailing address:

State Fire Commission
Commissioner Timothy Solobay
1310 Elmerton Avenue
Harrisburg, PA 17110

OFFICIAL

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

ORDINANCE NO. 418

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING ORDINANCE NO. 388 BY ESTABLISHING A VOLUNTEER SERVICE CREDIT PROGRAM; AUTHORIZING LOCAL TAX CREDITS FOR VOLUNTEER MEMBERS OF VOLUNTEER FIRE COMPANIES AND NONPROFIT EMERGENCY MEDICAL SERVICES AGENCIES, AND ESTABLISHING ADMINISTRATIVE PROCEDURES AND APPEALS.

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, on 21 November 2016, Governor Tom Wolf signed into law HB1683 (Act 172 of 2016), which authorizes municipal governments to grant local tax credits to volunteers of volunteer fire companies and emergency medical service agencies (EMS); and

WHEREAS, Act 172 of 2016 became effective on 20 January 2017; and

WHEREAS, the Board of Supervisors of West Deer Township acknowledges the value of volunteer fire protection and nonprofit emergency medical services provided by volunteers in the West Deer Township; and

WHEREAS, the Board of Supervisors of West Deer Township desires to encourage residents to volunteer in a fire company and/or Nonprofit Emergency Medical Services Agency; and

WHEREAS, the Board of Supervisors of West Deer Township desires to establish a tax credit program that allows active volunteers at volunteer fire companies or Nonprofit Emergency Medical Services Agencies to receive local tax credits as authorized by Act 172 of 2016.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Board of Supervisors of West Deer Township, and it is hereby ordained and enacted by the authority of the aforesaid as follows:

SECTION 1. RECITALS. The above recitals are incorporated herein by reference.

SECTION 2. AMENDMENT. Ordinance No. 388 (Section 189, Article IV of the Codified Ordinances of the Township of West Deer) is hereby amended to include this ordinance as Section

SECTION 3. DEFINITIONS. The following words and phrases when used in this Ordinance shall have the meanings given to them in this Section unless the context clearly indicates otherwise.

"Active Volunteer." An individual who volunteers at a Volunteer Fire Company or Nonprofit Emergency Medical Services Agency and has satisfied the following conditions:

1. Completes the activities of the Volunteer Service Credit Program set forth in Section 4,
2. Receives certification as an Active Volunteer by the Chief or designee of a Volunteer Fire Company or the supervisor, Chief or designee of a nonprofit emergency medical services agency, and
3. Receives approval as an Active Volunteer by the Board of Supervisors of West Deer Township.

"Application." A form provided by the Township of West Deer to a volunteer applying for certification under the Volunteer Service Credit Program.

"Authorized Earned Income Tax Collector." Keystone Collections Group or the current regional earned income tax collector.

"Commissioner." The State Fire Commissioner of the Commonwealth.

"Earned Income Tax." A tax on earned income and net profits levied under Chapter 3 of the act of December 31, 1965 (P.L. 257, No.511), known as The Local Tax Enabling Act.

"Eligibility Period." The timeframe when volunteers may earn credit under the Volunteer Service Credit Program.

"Emergency Responder." A volunteer who responds to an emergency call with one of the entities listed under Section 4.C.

"Emergency Response Call." Any emergency call to which a volunteer responds, including travel directly from and to a volunteer's home, place of business, or other place where he/she shall have been when the call was received.

"Volunteer." A member of a volunteer fire company or a Nonprofit Emergency Medical Service Agency.

SECTION 4. VOLUNTEER SERVICE CREDIT PROGRAM.

A) Establishment. The Township of West Deer hereby establishes a Volunteer Service Credit Program. The goal of the program is to encourage membership and service in the community's volunteer fire companies and nonprofit emergency medical services agencies.

B) Program Criteria. The Board of Supervisors shall establish, by resolution, the annual criteria that must be met to qualify for credits under the program based on the following:

- (1) The number of emergency response calls to which a volunteer responds.
- (2) The level of training and participation in formal training and drills for a volunteer.
- (3) The total amount of time expended by a volunteer on administrative and other support services, including but not limited to:
 - (i) fundraising
 - (ii) providing facility or equipment maintenance
 - (iii) financial bookkeeping
- (4) The involvement in other events or projects that aid the financial viability, emergency response or operational readiness of a volunteer fire company or a nonprofit emergency medical service agency.
- (5) The total number of years the volunteer has served.

C) Eligible Entities. The Volunteer Service Credit Program is available to residents of the municipality who are volunteers of the following volunteer fire companies and nonprofit emergency medical service agencies:

- (1) West Deer Volunteer Fire Department #1, Station 288
- (2) West Deer Volunteer Fire Department #2, Station 289
- (3) West Deer Volunteer Fire Company #3, Station 290
- (4) West Deer Emergency Medical Service

D) Eligibility Period. A volunteer must meet the minimum criteria, set by resolution under this section, during the eligibility period to qualify for the tax credits authorized under Section 5.

(1) For 2017, the eligibility period under the Volunteer Service Credit Program shall run from 20 January 2017 until 31 December 2017.

(2) For 2018, and each subsequent year thereafter, the eligibility period shall run from January 1st until December 31st.

E) Recordkeeping. The Chief of each volunteer fire company or the supervisor of the nonprofit emergency medical service agency listed under Section 4.C shall keep specific records of each volunteer's activities in a service log to establish credits under the Volunteer Service Credit Program. Service logs shall be subject to audit/review by:

- a. The Township Manager or the Manager's designee,
- b. The State Fire Commissioner, and
- c. The State Auditor General.

F) Volunteer Application. On or before the second (2nd) Monday in January of each year, volunteers who have met the minimum criteria of the Volunteer Service Credit Program shall sign and submit an application for certification provided by the Township of West Deer to their Chief or supervisor. The Chief or supervisor shall sign the application if the volunteer has met the minimum criteria of the Volunteer Service Credit Program, and shall forward said application to the West Deer Township Manager together with the notarized list required by Section 4.G. within the timeframe specified herein.

G) Notarized List. On or before the first (1st) Monday in February of each year, the Chief, or supervisor, shall mail or hand deliver to the Township Manager a notarized eligibility list of all volunteers that have met the minimum criteria for the Volunteer Service Credit Program and applied for certification pursuant to Section 4.F. The Chief or supervisor shall post the notarized eligibility list in an accessible area of the volunteer agency's facilities.

H) Municipal Review. The Township Manager shall review the applications for credit under the Volunteer Service Credit Program and shall cross reference them with the notarized eligibility list. At the first regular meeting in March of each year, the Board of Supervisors of West Deer Township shall approve or disapprove the volunteers that appear on the notarized list submitted by the Chief or supervisor pursuant to Section 4.F. All applicants approved by the Board shall be issued a tax credit certificate by the Township Manager.

I) Appeal of Denial of Certification. A volunteer who is denied certification as an active volunteer shall have the right to request a hearing before the Board of Supervisors within thirty days of the denial pursuant to the provisions of 2 Pa.C.S. Chapter 5, Subchapter B

(relating to practice and procedure of local agencies), and 2 Pa.C.S. Chapter 7, Subchapter B (relating to judicial review of local agency action), also known as the "Local Agency Law."

J) Official Tax Credit Register. The Township shall keep an official Tax Credit Register of all Active Volunteers that were issued tax credit certificates. The Township Manager shall issue updates, as needed, of the official Tax Credit Register to the following:

- (1) the Board of Supervisors of West Deer Township;
- (2) Chief of the volunteer fire company;
- (3) Authorized Earned Income Tax Collector;
- (4) Chief or supervisor of the nonprofit emergency medical services agency

K) Injured Volunteers.

- (1) An emergency responder that is injured during an emergency response call may be eligible for future tax credits. The injury must have occurred while responding to, participating in, or returning from an emergency response call with one of the entities listed under Section 4.C.
- (2) An injured emergency responder shall provide documentation from a licensed physician with the application required under Section 4.F stating that their injury prevents them from performing duties to qualify as an active volunteer. In such a case, the injured emergency responder shall be deemed an active volunteer for that tax year.
- (3) An injured emergency responder shall annually submit the application required under Section 4.F along with updated documentation from a licensed physician stating that the injury still exists and prevents them from qualifying as an active volunteer. The injured emergency responder shall again be deemed an active volunteer for that tax year. An injured emergency responder shall only be deemed an active volunteer for a maximum of five consecutive tax years.

SECTION 5. EARNED INCOME TAX CREDIT.

- A) Tax Credit.** Each active volunteer who has been certified under the West Deer Township Volunteer Service Credit Program shall be eligible to receive a tax credit of up to \$300.00 of the Earned Income Tax levied by the Township. When an active volunteer's earned income tax liability is less than the amount of the tax credit, the tax credit shall equal the individual's earned income tax liability.
- B) Claim.** An active volunteer with a tax credit certificate may claim a tax credit on his (or her) West Deer Township Earned Income Tax liability when filing a final return for the preceding calendar year with the Authorized Earned Income Tax Collector.

C) Rejection of Tax Credit Claim.

- (1) The tax officer shall reject a claim for a tax credit if the taxpayer is not on the official Tax Credit Register issued by the Township Manager.
- (2) If the tax officer rejects the claim, the taxpayer shall be notified in writing of the decision. The notice shall include the reasons for the rejection and provide the method of appealing the decision pursuant to Section 6.
- (3) Taxpayers shall have thirty (30) days to appeal the decision of the tax officer pursuant to Section 6.

SECTION 6. APPEALS.

A) Earned Income Tax Credit Appeals.

- (1) Any taxpayer aggrieved by a decision under Section 5 shall have a right to appeal said decision.
- (2) A taxpayer shall have thirty (30) days to appeal a decision or rejection of claim.
- (3) All appeals of decisions under Section 5 shall follow the provisions of the Act of May 5, 1998, P.L.301, No. 50, known as the Local Taxpayers Bill of Rights and *[reference the procedure identified by the municipality's Local Taxpayer Bill of Rights ordinance]*

SECTION 7. PENALTIES FOR FALSE REPORTING.

- A) Any individual who knowingly makes or conspires to make a false report in an application for certification under this Ordinance commits a misdemeanor of the first degree punishable by a fine of \$2,500.
- B) Any individual who knowingly provides or conspires to provide false information that is used to compile a service log under this Ordinance commits a misdemeanor of the first degree punishable by a fine of \$2,500.

SECTION 8. REPEALER. All ordinances or parts of ordinances in conflict with the terms of this Ordinance are repealed and rescinded to the extent of such conflict.

SECTION 9. SEVERABILITY. In the event that any provision, section, sentence, clause, or part of this Ordinance is held to be invalid, such invalidity shall not affect or impair any remaining provision, section, sentence, clause or part of the Ordinance, it being the intent of the Board of Supervisors of West Deer Township that such remainder shall remain in full force and effect and for this purpose the provisions of this Ordinance are hereby declared to be severable.

SECTION 10. EFFECTIVE DATE. This Ordinance shall be effective 19 October 2017.

SECTION 11. RETROACTIVE EFFECT. Once effective, this Ordinance shall apply retroactively to 20 January 2017.

ORDAINED AND ENACTED this 18th day of October 2017.

ATTEST:

WEST DEER TOWNSHIP

Daniel J. Mator, Jr.
Township Manager

Jeffrey D. Fleming, Chairman
Board of Supervisors

Approved as to Form:

Township Solicitor

DRAFT

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 18 October 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.

Yes No Abstain Absent

Jeffrey D. Fleming, Chairperson

Richard DiSanti, Vice Chairperson

Rick W. Florentine

Leonard Guerre

Shirley Hollibaugh

Joyce Romig

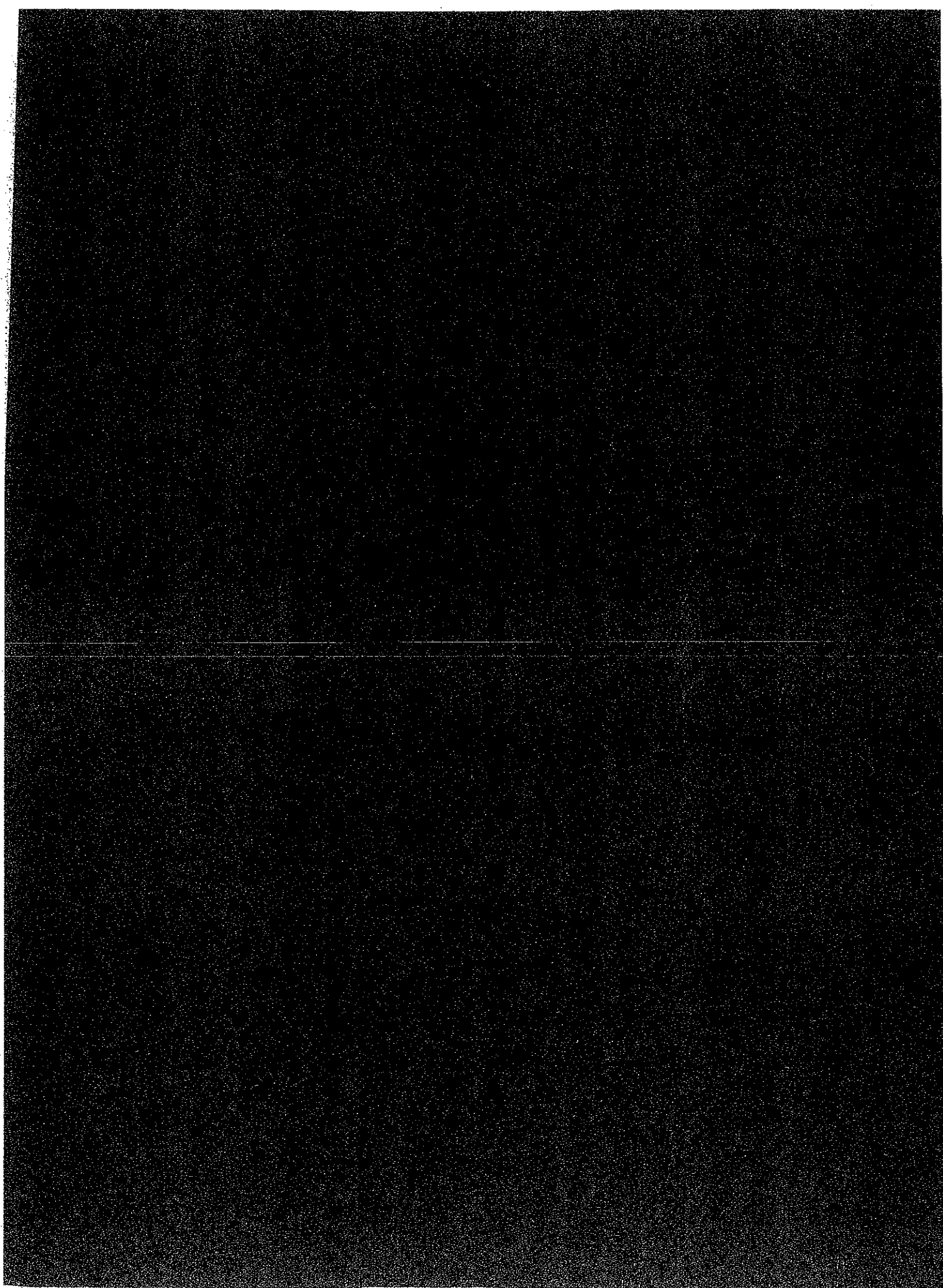
Gerry Vaerewyck

WITNESS my hand and the seal of the Township on this 18th day of October 2017.

[SEAL]

By: _____

Daniel Mator
Township Manager



DISCUSSION: RUSSELLTON PRIVATE PROPERTY PIPE CLEANING

AT THE BOARD'S JULY MEETING, SUPERVISOR VAEREWYCK RECOMMENDED USING TOWNSHIP FUNDS TO CLEAN PRIVATE STORMWATER PIPES IN RUSSELLTON IN AN EFFORT TO ALLEVIATE FLOOD CONCERNS. THE TOWNSHIP MANAGER QUESTIONED THE LEGALITY OF USING TOWNSHIP FUNDS ON PROPERTY THAT DID NOT BELONG TO THE TOWNSHIP, AND SUPERVISOR DISANTI ASKED THE BOARD FOR DIRECTION. IT WAS AGREED THAT THE SOLICITOR WOULD LOOK INTO THE LEGALITY AND REPORT BACK TO THE BOARD.

MR. HAPPEL...

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

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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

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OLD BUSINESS

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NEW BUSINESS

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**SET AGENDA / Regular Business Meeting
September 20, 2107**

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. Advertisement: Act 172 (Firefighter EIT Credit) Ordinance
14. Advertisement: Budget Process/Meeting Advertisement
15. Advertisement: Nike Site Backfilling/Landscaping
16. Advertisement: North Hills COG Walking Trail (CDBG Grant)
17. Authorization: Nike Site Pavilion Bids
18. Authorization: North Hills COG Walking Trail (CDBG Grant)
19. Resolution: Police Union Labor Agreement
20. Committee Reports
21. Old Business
22. New Business
23. Set Agenda: October 18, 2017
24. Comments from the Public
25. Adjournment

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COMMENTS FROM THE PUBLIC

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

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ADJOURNMENT

I MOVE TO ADJOURN AT _____ P.M.

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

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