WEST DEER TOWNSHIP SUPERVISORS MEETING

October 18, 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
October 18, 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
   - Law Enforcement Explorer Post
10. Building Inspector/Code Enforcement Officer's Report
11. Report from the Parks and Recreation Board
12. Engineer's Report
13. Acknowledgement of Unsafe Structure: 71 Norris Lane
14. Advertisement: Bids for Demolition at 71 Norris Lane
15. Adoption: Ordinance No. 418 (Act 172 Firefighter EIT Credit)
16. Adoption: Resolution No. 2017-9 (Public Works Union Agreement)
17. Adoption: Resolution No. 2017-10 (Secretarial Union Agreement)
18. Adoption: Resolution No. 2017-11 (Police Union Agreement)
19. Advertisement: Sale of Public Works Pick Up Truck
20. Authorization: Guiderail Project
21. Authorization: Nike Site Pavilion
22. Discussion: Chairman Fleming
23. Discussion: Internet Sale "Safe Meetup Spot"
24. Committee Reports
25. Old Business
26. New Business
27. Set Agenda: November 15, 2017
28. Comments from the Public
29. Adjournment

1 Call to Order

2 Pledge of Allegiance

3 Roll Call - Mr. Mator...

4 Executive Session

REGISTERED COMMENTS FROM THE PUBLIC

- None

5

COMMENTS FROM THE PUBLIC

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

ACCEPT MINUTES

ATTACHED ARE THE MINUTES OF THE SEPTEMBER 20, 2017 MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO ACCEPT THE MINUTES OF THE SEPTEMBER 20, 2017 MEETING AS PRESENTED.

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

West Deer Township
Board of Supervisors
20 September 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.

PLEDGE OF ALLEGIANCE

Vice Chairman DiSanti opened and welcomed everyone to the meeting. Dr. DiSanti announced Chairman Fleming is working out of town and is absent from the meeting.

Roll Call taken by Mr. Mator – Quorum present.

Mr. Happel announced the Board held an Executive Session at 6:00 p.m. to discuss two union negotiations and the non-union salaries for the non-union employees.

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.

- None

ACCEPT MINUTES

MOTION BY Supervisor Guerre and SECONDED BY Supervisor Vaerewyck to accept the minutes of the 16 August 2017 meeting as presented. Motion carried unanimously 6-0.

MONTHLY FINANCIAL REPORT

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

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

I - GENERAL FUND:

	August	YTD	% of Budget
Revenues	314,019.86	4,460,502.42	72.84%
Expenditures	580,666.24	3,538.961.89	57.79%

Cash and Cash Equivalents:		
Sweep Account	1,238,774.98	
		1,238,774.98
II - SPECIAL REVENUE FUNDS		
Cash and Cash Equivalents:		
Street Light Fund:		
Sweep Account - Restricted	20,653.09	
Fire Tax Fund:		
Sweep Account - Restricted	109,847.74	
State/Liquid Fuels Fund:		
Sweep Account - Restricted	222,102.82	
		352,603.65
Investments:		
Operating Reserve Fund:		
Sweep Account - Reserved	704,562.85	
Capital Reserve Fund:		
Sweep Account - Reserved	349,713.45	
		1,054,276.30
III - CAPITAL PROJECT FUNDS:		
Cash and Cash Equivalents:		
	0.00	
		0.00
TOTAL CASH BALANCE 8/31/17		**2,645,654.93**
Interest Earned August 2017	**261.45**	

	8/1/2017 Debt Balance	August Principal Payment	8/31/2017 Debt Balance
Mars National - VFC #3	$258,512.94	$2,607.94	$256,498.14

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

LIST OF BILLS

Air-Vac Inc.	5780.00
Axon Enterprises, Inc.	13476.45
Best Wholesale Tire Co, Inc.	1375.58
Culverts, Inc.	3360.00
Fence by Maintenance Service, Inc.	4855.00
Griffith, McCague & Wallace, PC	1225.50
Hei-Way, LLC	1202.07
Human Factor Research Group, Inc.	1054.00
Jordan Tax Service, Inc.	3863.32
Kress Tire	2019.16
Krigger & Co.	11.96
MRM Workers' Comp Fund	20752.65
Office Depot	439.86
Roadsafe Traffic Systems	854.00
Shoup Engineering Inc.	11165.35
Staley Communications	172.47
The Lane Construction Corporation	211.21
Toshiba Financial Services	606.17
Tristani Brothers, Inc.	1014.26
Walsh Equipment	2008.48

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 17 August 2017 to 20 September 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 2014, 2015, and 2017.

2014 REAL ESTATE TAX REFUND

NAME	LOT/BLOCK	AMOUNT
DOCD Enterprises LLC / Narcisi	1358-K-328	$1,515.70

2015 REAL ESTATE TAX REFUND

NAME	LOT/BLOCK	AMOUNT
DOCD Enterprises LLC / Narcisi	1358-K-328	$1,515.70

2017 REAL ESTATE TAX REFUND

NAME	LOT/BLOCK	AMOUNT
Csupak, Doug E / Dina M	1671-G-395	$ 142.12
Morrison, Valerie J	1667-N-57	$ 5.27

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Florentine to issue the tax refunds 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 August 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 attending a conference and not present at the meeting. Mr. Payne submitted his summary report on Code Enforcement for the month of August 2017. A copy of the report is on file at the Township.

PARKS AND RECREATION BOARD REPORT

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

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

Shoup Engineering has provided input into the following projects:

- MS4 Permitting – an Application for renewal of the Township's NPDES Permit along with the Pollution Reduction Plan are being filed with PADEP.
- Nike Site/Senior Center Parking Lot Projects – Martino, Inc. has completed the storm sewer work on the project, and stone/asphalt work installation is to occur next.
- AVJSA Act 537 Plan Update – Mr. Shoup reported that he attended multiple meetings regarding the Act 537 Plan Update. The proposed treatment plant expansion and pump station projects have been given a preliminary cost of $62,000,000 based on conceptual plans.
- Cedar Ridge Storm Sewers – Insight Pipe is scheduled to perform this cleaning/video work the week of September 11th.

A discussion was held on the Cedar Ridge Storm Sewers in regard to authorization of the heavy cleaning of the pipe if needed – as an emergency.

MOTION BY Supervisor Vaerewyck to authorize up to $5,000.00 for heavy cleaning with Mr. Shoup's oversight.

After further discussion:

MOTION AMENDED BY Supervisor Vaerewyck to authorize up to $5,000.00 for heavy cleaning per the North Hills COG bid and Mr. Shoup's oversight. SECONDED BY Supervisor Romig.
Motion carried unanimously 6-0.

Development/Subdivision Reviews

- None

ADVERTISEMENT: ACT 172 (FIREFIGHTER EIT CREDIT) ORDINANCE

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.

The Board will consider adoption of the Ordinance at their 18 October 2017 meeting.

Chief Josh Wiegand, Fire Company No. 3 and Chief Adam Williams, Fire Company No. 2 were both present and commented on the ordinance. They both felt it would be beneficial to the volunteer members. Chief Wiegand explained the point system where each individual has to earn fifty points per year to be eligible for the tax credit for that year.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Hollibaugh to authorize the advertisement of Ordinance No. 418. Motion carried unanimously 6-0.

ADVERTISEMENT: BUDGET PROCESS/MEETING ADVERTISEMENT

The Board received a copy of the Budget Schedule and Advertisements:

ADVERTISEMENT DATE: October 26, 2017
The West Deer Township Board of Supervisors will hold a Budget workshop meeting at 6:30 p.m. to discuss the preliminary 2018 Budget on Thursday, November 2, 2017 at the Township Building located at 109 East Union Road, Cheswick, PA 15024. Members of the public are welcome to attend.
Daniel J. Mator, Jr., Township Manager.

ADVERTISEMENT DATE: November 9, 2017
The West Deer Township Board of Supervisors will hold a Budget workshop meeting immediately following their regular business meeting to discuss the preliminary 2018 Budget on November 15, 2017. Members of the public are welcome to attend.

The proposed 2018 Budget will be on public display from November 22, 2017 through December 20, 2017 during regular business hours.

The Board will consider the adoption of the 2018 Budget on December 20, 2017 at 6:30 p.m. Members of the public are welcome to attend.

The workshop meeting, adoption vote, and the public inspection will be held at the Township Building located at 109 East Union Road, Cheswick, PA 15024.
Daniel J. Mator, Jr., Township Manager

Supervisor Vaerewyck commented that he would like to encourage and see all of the Departments work to have a 3% budget reduction this year to see if they can find some areas to cut some costs out. Mr. Mator indicated he can pass it onto the Department Heads.

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor Guerre to authorize the advertisements for the 2018 Budget in compliance with the Township Charter. Motion carried unanimously 6-0.

AUTHORIZATION: NIKE SITE PAVILION BIDS

As a requirement of the Township's DCNR Grant for the Nike Site, a pavilion must be constructed at the Park. The DCNR recommended using COSTARS bids.

Mr. Shoup and Mr. Mator were working on obtaining "apples-to-apples" quotes for both the pavilion and the labor, and recommended the award be tabled until the October meeting.

MOTION BY Supervisor Romig and SECONDED BY Supervisor Hollibaugh to table until the next meeting. Motion carried unanimously 6-0.

AUTHORIZATION: NORTH HILLS COG WALKING TRAIL (CDBG GRANT) BIDS

The Township was awarded a grant to construct ADA accessible walking trails at the Nike Site Park. The COG administered the bid process, and bids were received and opened at the COG office at 11:00 a.m. on September 15, 2017.

No Bids were received. The project will be rebid.

DISCUSSION: CHARTER COMMISSION RECOMMENDATIONS:

The appointed Charter Commission met over the past year to discuss changes to the Charter they felt were necessary. The Commission is recommending changes to Articles III and IV of the Home Rule Charter.

Home Rule Charter Commission/Members:
Jeffrey D. Fleming, Richard W. DiSanti, Jr., Shirley Hollibaugh, Jack Best, Jim Cesnick, Brandon Forbes, and Bev Jordan.

Guidance/Advisors:
Daniel Mator, Douglas Happel, and Michael Foreman.

ARTICLE III TOWNSHIP BOARD OF SUPERVISORS
Section C-1011 Composition; Section C-1012 Terms; Section C-1013 Election; Section C-1014 Election Procedure (unchanged); Section C-1015 Compensation of Supervisors; Section C-1016 Qualifications of Supervisors; Section C-1017 Authority; Section C-1018 Prohibitions; Section C-1019 Vacancies; Section C-1020 Filling of Vacancies; and Section C-1021 Organization of the Board.

ARTICLE IV OPERATION AND PROCEDURES OF THE BOARD OF SUPERVISORS
Section C-1034 Meetings; Section C-1035 Records; Section C-1036 Public Meetings; Section C-1037 Operating Rules; Section C-1038 Quorum; Section C-1039 Majority Action; Section C-1040 Form of Action by the Board; and Section C-1041 Citizens' Right to be Heard.

Comments and explanations on the Sections in Articles III and IV were made by: Dr. DiSanti, Mr. Jim Cesnick, Mr. Brandon Forbes, Mr. Jack Best, Mr. Mator, Mr. Happel, and Mrs. Hollibaugh.

Questions/comments were made by: Mr. Vaerewyck, Mr. Guerre.

The Commission held numerous workshops, as well as two public forums.

If the Board approves the Commission's recommendations then it will be on the May 2018 ballot as a referendum to be voted upon by the voters of West Deer Township.

Mr. Happel explained that there is a process to follow with the County Board of Elections.

Much discussion/comments were held.

Dr. DiSanti complimented the Charter Commission on their diligence and hard work.

DISCUSSION: INTERNET SALE "SAFE MEETUP SPOT"

Supervisor Vaerewyck asked that the Board discuss creating an internet "safe meetup spot" in the Township Building parking lot. He stated that "On July 27, 2017 the Harmar Township Board of Supervisors approved a 'safe meetup spot' to be located in the Township Building near the Police Department's office. Since security cameras are positioned around the parking lot, any individuals who make purchases off the internet (Craigslist, Ebay, etc.) may use our parking lot to make their exchanges. Several West Deer residents asked for this same service."

Mr. Vaerewyck commented that most people don't want individuals coming to their homes, and Harmar Township's Board passed a motion to create a safe meetup spot where residents can exchange items at their parking lot. He cited the proximity to the police department and the number of cameras providing a feeling of safety.

Supervisor DiSanti questioned the legality and possible liability associated with such a concept, and asked Mr. Happel to review those issues.

Chief Lape stated that he is opposed to the idea because the police department had already been asked to be a safe meetup spot for child custody changes, and he was advised not to take up that practice. He also mentioned that he felt the Township's liability would increase greatly because "what if someone came to the spot and got shot?" The Chief added that he felt it could also open the door to actual drug dealings because the officers would not suspect any wrongdoing due to the safe meetup spot designation. Finally, Chief Lape stated that all the lights and cameras in the world do not provide safety.

Mr. Mator stated that he understood the concept and was not opposed to it. However, he agreed with Chief Lape's assessment that the lights and cameras only provide a false sense of security. Mr. Mator stated that anytime he made such public sale, he did so in well-lit, public parking lot such as at Giant Eagle. He stated that the difference is that there are people at those other locations, and those people provide much more actual safety than lighting or cameras.

Mr. Happel and Chief Lape will check into the legality of the "safe meetup spot."

DISCUSSION: ONE-HOUR TOWNSHIP RESPONSE TIME TO ALL INQUIRIES

Supervisor Vaerewyck asked that the Board discuss creating a policy where Township employees "respond to all phone calls from citizens, reporters, general public within an hour with the answer of whether the Township will answer the question or not, who will answer, and approximate time frame."

He stated that the basis for the request was "complaints from both citizens and reporters about unreturned phone calls."

At this point, Dr. DiSanti asked a reporter in the audience if he ever had any problems with calls not being returned. The reporter responded that he never had such a problem with West Deer Township.

Mr. Vaerewyck stated that he felt if someone calls the Township with a question, then someone should call them back promptly and either give them the answer, or give them a time when they would be answered. He stated that this practice has not been happening.

Supervisor DiSanti stated that he felt formalizing this practice would be disruptive to the Township operation. He added that if an employee is already busy and someone leaves a message, then they respond later. Mr. Vaerewyck countered that such a practice is "not happening."

Dr. DiSanti said that anytime a resident has ever approached him with a problem, he has directed them to the Township Manager. He stated that he also asks the resident to get back in touch with him if they do not receive a response, and that he has never been called back by the resident.

Mr. Mator stated that anytime someone calls him, he either answers right away or calls them back when he has the opportunity. He added that every member of the staff is instructed to do the same thing.

Mr. Mator asked – because he knows the staff is doing as they should – if this issue was based on facts or an assumption, as he does not receive complaints about a lack of a response from the staff or himself. He mentioned that after being accused of not returning phone calls or emails from a reporter at the last meeting, he looked into his response times to the reporter mentioned. Mr. Mator reported that with the exception of one instance where the reporter was contacted the following day, each response was within hours, and often within minutes.

In regard to that one instance, Mr. Mator explained that "sometimes things happen." He mentioned that sometimes he and members of the staff have meetings, and the administrative assistants do not know when those meetings will conclude. Therefore, he stated, the assistants would not be able to accurately give a specific time a response would be given.

Mr. Mator concluded by explaining that it is difficult for him to address an issue when he has never received actual complaints that a problem exists.

Dr. DiSanti asked Mr. Mator to talk to the Department Heads and bring this point up – indicating that Supervisor Vaerewyck implied he had some concerns from some residents on not calling back – and to stay on top of it and see where it goes.

COMMITTEE REPORTS

The Committee Chairperson reported on their Committee updates:

1) Mr. Florentine – Engineering & Public Works Committee

- Mr. Mator commented on the spreading of a disease killing the deer in Pennsylvania. The State contacted the Township because the Game Commission can't keep up with it and met with Chief Lape. Mr. Mator pointed out that if anyone sees a dead deer along the road, contact the Township – Public Works will take care of it by burying the deer until another solution is found.

2) Dr. DiSanti – Financial, Legal, and Human Resources Committee
3) Mr. Vaerewyck – EMS Oversight Committee
4) Mr. Florentine – North Hills COG Report – No meetings.

OLD BUSINESS

- Dr. DiSanti asked Mr. Happel if there is any update on the status of the airport as far as the bankruptcy. Mr. Happel indicated nothing today but he will have an update at the next meeting.
- Mr. Vaerewyck questioned the status of the EMS deed transfer. Mr. Happel indicated the title search on the properties are raising some issues and possibly next month will have it completed.

- Dr. DiSanti questioned the winter maintenance on Russellton Airport Road. Mr. Mator indicated he is still waiting to hear back from the State.
- Mr. Mator commented on the mobile home tax in the Code and explained since the 70's that it hasn't been collected – Township can repeal it but it will cost money. Mr. Vaerewyck suggested the Township start a list of corrections. Mr. Mator stated they already do that, and commented on the other issue brought up the month prior – the Per Capita tax being listed as $3.00 – and pointed out the $3.00 amount was a typographical error, but was corrected to the $5.00 stated in the Ordinance.

NEW BUSINESS

- Mr. Guerre announced the bridge on 910 is supposed to open on October 2nd.

SET AGENDA: REGULAR BUSINESS MEETING

18 October 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. Adoption: Act 172 (Firefighter EIT Credit) Ordinance
14. Advertise: Nike Site Backfilling/Landscaping
15. Resolution: Police Union Agreement
16. Resolution: Public Works Union Agreement
17. Resolution: Secretarial Union Agreement
18. Sale of Public Works Pick Up Truck
19. Committee Reports
20. Old Business
21. New Business
22. Set Agenda: 15 November 2017
23. Comments from the Public
24. Adjournment

Items Added:

*Internet Sale "Safe Meetup Spot"
*Nike Site Pavilion Bids
*Advertise: Charter Ordinance

COMMENTS FROM THE PUBLIC

None.

ADJOURNMENT

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Florentine to adjourn the meeting at 8:10 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
September 30, 2017

I - GENERAL FUND:

	September	YTD	% of Budget
Revenues	502,042.34	4,962,544.76	81.04%
Expenditures	727,122.53	4,266,084.42	69.66%

Cash and Cash Equivalents:		
Sweep Account	1,031,531.32	
		1,031,531.32
II - SPECIAL REVENUE FUNDS		
Cash and Cash Equivalents:		
Street Light Fund:		
Sweep Account - Restricted	14,320.06	
Fire Tax Fund:		
Sweep Account - Restricted	108,510.69	
State/Liquid Fuels Fund:		
Sweep Account - Restricted	222,243.50	
		345,074.25
Investments:		
Operating Reserve Fund:		
Sweep Account - Reserved	704,588.86	
Capital Reserve Fund:		
Sweep Account - Reserved	349,715.93	
		1,054,304.79
III - CAPITAL PROJECT FUNDS:		
Cash and Cash Equivalents:		
	0.00	
		0.00
TOTAL CASH BALANCE 9/30/17		**2,430,910.36**
Interest Earned September 2017	**240.92**	

	9/1/2017 Debt Balance		September Principal Payment	9/30/2017 Debt Balance
Mars National - VFC #3	256,498.14	$	2,607.94	254,625.85

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

INTEREST EARNED - 2017

	SEPTEMBER	YTD
GENERAL FUND	$49.41	$451.85
STREET LIGHT FUND	$0.66	$7.42
FIRE TAX FUND	$21.68	$99.86
OPERATING RESERVE	$26.01	$247.00
STATE FUND	$140.68	$949.24
CAPITAL RESERVE	$2.48	$3,429.75
TOTAL INTEREST EARNED	**$240.92**	**$5,185.12**

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

WEST DEER TOWNSHIP

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

By Name
Cutoff as of: 12/31/9999

Time: 10:05 am
Date: 10/12/2017
Page: 1

Due Dates: 10/15/2017 thru 10/15/2017

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00026	AIR-VAC INC	430.372	33769	2730.00						
	Road: Tar-2 pallets	1017	10/03/2017	10/15/2017	10/04/2017			2730.00	N	
00026	AIR-VAC INC	430.372	33823	4500.00						
	Road:Tar Kettle Rent	1017	10/09/2017	10/15/2017	10/11/2017			4500.00	N	
Name: AIR-VAC INC				7230.00				7230.00		
00553	BEST WHOLESALE TIRE	410.374	10176	85.00						
	Police:Car#31-Alignm	0917	09/05/2017	10/15/2017	10/05/2017			85.00	N	
00553	BEST WHOLESALE TIRE	410.374	10261	62.65						
	Police:Car#36-Oil Ch	0917	09/15/2017	10/15/2017	10/05/2017			62.65	N	
00553	BEST WHOLESALE TIRE	410.374	10291	46.60						
	Police:Car#35-Oil Ch	0917	09/20/2017	10/15/2017	10/05/2017			46.60	N	
00553	BEST WHOLESALE TIRE	410.374	10293	60.68						
	Police:Car#31-Oil Ch	0917	09/20/2017	10/15/2017	10/05/2017			60.68	N	
00553	BEST WHOLESALE TIRE	410.374	10340	42.65						
	Police:Car#33-Oil Ch	0917	09/27/2017	10/15/2017	10/05/2017			42.65	N	
00553	BEST WHOLESALE TIRE	410.374	10343	66.70						
	Police:Car#37-Haloge	0917	09/27/2017	10/15/2017	10/05/2017			66.70	N	
Name: BEST WHOLESALE TIRE CO, INC				364.28				364.28		
00651	DELL MARKETING L P	407.272	10189208173	3283.86						
	Police: T330 PowerEd	0917	09/05/2017	10/15/2017	09/21/2017			3283.86	N	
00651	DELL MARKETING L P	407.272	10192026560	674.94						
	Police: Printer Cart	1017	09/20/2017	10/15/2017	10/02/2017			674.94	N	
Name: DELL MARKETING L P				3958.80				3958.80		
00215	DIGITAL-ALLY	410.550	1096296	14240.60						
	Police:8/25-DVM-800	0917	09/01/2017	10/15/2017	10/06/2017			14240.60	N	
Name: DIGITAL-ALLY				14240.60				14240.60		
10315	GRIFFITH, MCCAGUE &	404.111	272106	1130.50						
	Legal Services-Gener	0917	09/30/2017	10/15/2017	10/10/2017			1130.50	N	
10315	GRIFFITH, MCCAGUE &	404.111	272107	693.50						
	Legal Services-West	0917	09/30/2017	10/15/2017	10/10/2017			693.50	N	

Due Dates: 10/15/2017 thru 10/15/2017

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: GRIFFITH, MCCAGUE & WALLACE, PC				1824.00				1824.00		
00106	JORDAN TAX SERVICE,	403.140	9-C-#116	1281.16				1281.16		
	Delinquent R E Tax C	0917	09/15/2017	10/15/2017	09/18/2017				N	
Name: JORDAN TAX SERVICE, INC.				1281.16				1281.16		
00362	KRESS TIRE	430.550	9576-13	47.00				47.00		
	Road: 9-Tires/Dispos	1017	10/04/2017	10/15/2017	10/04/2017				N	
00362	KRESS TIRE	430.374	9583-12	996.00				996.00		
	Road:Utility Trk:TIR	0917	09/14/2017	10/15/2017	09/14/2017				N	
00362	KRESS TIRE	413.374	9584-43	340.00				340.00		
	Zoning:Truck-TIRES	0917	09/13/2017	10/15/2017	09/14/2017				N	
00362	KRESS TIRE	430.374	9586-45	18.00				18.00		
	Road:Flat Repair	0917	09/06/2017	10/15/2017	09/19/2017				N	
Name: KRESS TIRE				1401.00				1401.00		
20082	MANAGEMENT SCIENCE A	407.273	PJ2017090214	80.19				80.19		
	Police: Data Storage	0917	09/29/2017	10/15/2017	10/05/2017				N	
20082	MANAGEMENT SCIENCE A	407.271	PJ2017090214	18.81				18.81		
	Township: Data Stora	0917	09/29/2017	10/15/2017	10/05/2017				N	
20082	MANAGEMENT SCIENCE A	407.273	PJ2017090221	2300.00				2300.00		
	Police:IT-20 Hrs-Sup	0917	09/29/2017	10/15/2017	10/05/2017				N	
Name: MANAGEMENT SCIENCE ASSOCIATES, INC.				2399.00				2399.00		
00657	OFFICE DEPOT	410.550	958514780001	11.34				11.34		
	Police:8/30-Wrist Re	0917	09/01/2017	10/15/2017	09/15/2017				N	
00657	OFFICE DEPOT	410.550	958514781001	34.39				34.39		
	Police:8/30-Jacket,P	0917	09/01/2017	10/15/2017	09/15/2017				N	
00657	OFFICE DEPOT	410.210	959712240001	239.02				239.02		
	Police: Office Suppl	0917	09/05/2017	10/15/2017	09/22/2017				N	
00657	OFFICE DEPOT	410.210	95971724001	51.38				51.38		
	Police: Office Suppl	0917	09/05/2017	10/15/2017	09/22/2017				N	
00657	OFFICE DEPOT	410.190	95971724101	19.47				19.47		
	Burk: Surge Protecto	0917	09/04/2017	10/15/2017	09/22/2017				N	

Due Dates: 10/15/2017 thru 10/15/2017

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00657	OFFICE DEPOT	410.190	95971724101	19.47				19.47		
	Dobson: Surge Protec	0917	09/04/2017	10/15/2017	09/22/2017				N	
00657	OFFICE DEPOT	410.190	95971724101	19.47				19.47		
	Mikus: Surge Protect	0917	09/04/2017	10/15/2017	09/22/2017				N	
00657	OFFICE DEPOT	410.210	95971724101	38.94				38.94		
	Police: 2 Surge Prot	0917	09/04/2017	10/15/2017	09/22/2017				N	
00657	OFFICE DEPOT	403.550	962886755001	229.42				229.42		
	Tax Office:Black Ton	0917	09/15/2017	10/15/2017	09/28/2017				N	
00657	OFFICE DEPOT	406.210	962886755001	82.39				82.39		
	Office Supplies	0917	09/15/2017	10/15/2017	09/28/2017				N	
00657	OFFICE DEPOT	406.210	964198120001	95.59				95.59		
	Office Supplies	0917	09/20/2017	10/15/2017	09/28/2017				N	
00657	OFFICE DEPOT	409.226	964198120001	91.75				91.75		
	Cleaning Supplies	0917	09/20/2017	10/15/2017	09/28/2017				N	
Name: OFFICE DEPOT				932.63				932.63		
00830	SHOUP ENGINEERING IN	454.286	17-319	904.25				904.25		
	Engineering:CDBG-Wal	0917	09/25/2017	10/15/2017	09/26/2017				N	
00830	SHOUP ENGINEERING IN	408.316	17-330	2360.00				2360.00		
	Engineering: Copper	0917	09/30/2017	10/15/2017	10/04/2017				N	
00830	SHOUP ENGINEERING IN	408.316	17-331	123.75				123.75		
	Engineering: Giziens	0917	09/30/2017	10/15/2017	10/04/2017				N	
00830	SHOUP ENGINEERING IN	408.313	17-332	1252.75				1252.75		
	Engineering: Miscell	0917	09/30/2017	10/15/2017	10/04/2017				N	
00830	SHOUP ENGINEERING IN	408.316	17-333	49.50				49.50		
	Engineering: Shoff F	0917	09/30/2017	10/15/2017	10/04/2017				N	
00830	SHOUP ENGINEERING IN	408.316	17-334	24.75				24.75		
	Engineering: Starlin	0917	09/30/2017	10/15/2017	10/04/2017				N	
00830	SHOUP ENGINEERING IN	408.317	17-346	2838.50				2838.50		
	Engineering:6/13-9/1	1017	10/05/2017	10/15/2017	10/12/2017				N	
00830	SHOUP ENGINEERING IN	408.318	17-346	5840.00				5840.00		
	Engineering:6/13-9/1	1017	10/05/2017	10/15/2017	10/12/2017				N	

Due Dates: 10/15/2017 thru 10/15/2017

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: SHOUP ENGINEERING INC.				13393.50				13393.50		
00674	STALEY COMMUNICATION	410.328	4619177	1094.13				1094.13		
	POL:8/30-Bogen Ampli	0917	09/01/2017	10/15/2017	09/28/2017				N	
00674	STALEY COMMUNICATION	410.328	88439	115.00				115.00		
	POL: Radio Equip Mai	1017	10/03/2017	10/15/2017	10/06/2017				N	
00674	STALEY COMMUNICATION	430.327	88440	57.47				57.47		
	Road: Radio Equip Ma	1017	10/03/2017	10/15/2017	10/06/2017				N	
Name: STALEY COMMUNICATIONS				1266.60				1266.60		
00207	THE LANE CONSTRUCTIO	430.372	1832395	1050.77				1050.77		
	Road: Asphalt	0917	09/12/2017	10/15/2017	09/18/2017				N	
00207	THE LANE CONSTRUCTIO	430.372	1832805	1749.70				1749.70		
	Road: Asphalt	0917	09/13/2017	10/15/2017	09/18/2017				N	
00207	THE LANE CONSTRUCTIO	430.372	1833037	972.81				972.81		
	Road: Asphalt	0917	09/14/2017	10/15/2017	09/18/2017				N	
Name: THE LANE CONSTRUCTION CORPORATION				3773.28				3773.28		
00577	TOSHIBA FINANCIAL SE	406.261	67586423	366.42				366.42		
	Lease & Maintenance	1017	10/01/2017	10/15/2017	10/06/2017				N	
00577	TOSHIBA FINANCIAL SE	410.261	67586423	239.75				239.75		
	Lease & Maintenance	1017	10/01/2017	10/15/2017	10/06/2017				N	
Name: TOSHIBA FINANCIAL SERVICES				606.17				606.17		
00067	TRISTANI BROTHERS, I	430.374	170921	355.52				355.52		
	Road:Trk #9-Hydrauli	0917	09/30/2017	10/15/2017	10/10/2017				N	
00067	TRISTANI BROTHERS, I	430.374	170922	521.48				521.48		
	Road:Trk #8-Coolant	0917	09/30/2017	10/15/2017	10/10/2017				N	
00067	TRISTANI BROTHERS, I	430.374	170923	718.02				718.02		
	Road:2012 F350-Brake	0917	09/30/2017	10/15/2017	10/10/2017				N	
Name: TRISTANI BROTHERS, INC.				1595.02				1595.02		
FINAL TOTALS:				54266.04				54266.04		

C) UTILITIES & PAYROLL

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO PAY UTILITIES AND PAYROLL FROM SEPTEMBER 21, 2017 TO OCTOBER 18, 2017.

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

8-C

D) TAX REFUNDS

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

REAL ESTATE TAX REFUNDS FOR BOARD APPROVAL
October 2017
Refunds Due to County Change Orders

Payable to: COLLEDGE JAMES A | COLLEDGE MIKELL
920 LOGAN RD
TARENTUM PA 15084

Lot & Block 1670-G-61
920 LOGAN RD
TARENTUM PA 15084

Refund of 175.34 due for tax year: 2016

Orig Value:	21,700 *	Orig Tax:	438.02
New Value:	-162,000	New Tax:	262.68
Exoneration:	183,700	**Refund:**	175.34

** Multiple change orders apply to this property.*

****

Payable to: ADAMIL MICHELLE
215 MILLERSTOWN CULMERVILLE RD
TARENTUM PA 15084

Lot & Block 1217-A-109
SIMON RD
CHESWICK PA 15024

Refund of 128.55 due for tax year: 2016

Orig Value:	73,800	Orig Tax:	146.86
New Value:	9,200	New Tax:	18.31
Exoneration:	64,600	**Refund:**	128.55

****

REAL ESTATE TAX REFUNDS FOR BOARD APPROVAL
October 2017
Refunds Due to County Change Orders

Payable to: ADAMIK MICHELLE | GUERRIERI
215 MILLERSTOWN CULMERVI
TARENTUM PA 15084

Lot & Block 1217-A-109
SIMON RD
CHESWICK PA 15024

Refund of 212.47 due for tax year: 2017

Orig Value:	73,800	Orig Tax:	242.73
New Value:	9,200	New Tax:	30.26
Exoneration:	64,600	**Refund:**	212.47

****

Payable to: COLLEDGE JAMES A | COLLEDGE MIKELL
920 LOGAN RD
TARENTUM PA 15084

Lot & Block 1670-G-61
920 LOGAN RD
TARENTUM PA 15084

Refund of 239.50 due for tax year: 2017

Orig Value:	200,100	Orig Tax:	598.30
New Value:	120,000	New Tax:	358.80
Exoneration:	80,100	**Refund:**	239.50

****

Payable to: REBECCA RESIDENCE
3746 CEDAR RIDGE RD
ALLISON PARK PA 15101

Lot & Block 1215-J-221
3746 CEDAR RIDGE RD
ALLISON PARK PA 15101

Refund of 547.17 due for tax year: 2017

Orig Value:	183,000	Orig Tax:	536.23
New Value:	0	New Tax:	-10.94
Exoneration:	183,000	**Refund:**	547.17

****

Payable to: Redevelopment Auth of Alleg Co
One Chatham Center, Suite 900
112 Washington Place
Pittsburgh, PA 15219

Lot & Block 1838-P-225
60 FORD ST
TARENTUM PA 15084

Refund of 8.23 due for tax year: 2017

Orig Value:	2,500	Orig Tax:	8.23
New Value:	0	New Tax:	0.00
Exoneration:	2,500	**Refund:**	8.23

****

WEST DEER TOWNSHIP

:10/04/17
:13:58:51

REAL ESTATE TAX REFUNDS FOR BOARD APPROVAL

October 2017

Refunds Due to County Change Orders

Payable to: Redevelopment Auth of Alleg Co
One Chatham Center, Suite300
112 Washington Place
Pittsburgh PA 15219

Lot & Block 1361-M-305
181 MICHAEL RD
RUSSELLTON PA 15076

Refund of 61.00 due for tax year: 2017

Orig Value:	20,400	Orig Tax:	61.00
New Value:	0	New Tax:	0.00
Exoneration:	20,400	**Refund:**	61.00

****

POLICE CHIEF'S REPORT

CHIEF LAPE.....

- **LAW ENFORCEMENT EXPLORER POST**
  (See attached)

West Deer Twp. Police **MEMO**

To: **Daniel Mator, Township Manager**
From: **Jonathan D. Lape, Chief of Police**
Subject: **Law Enforcement Explorer Post**
Date: **October 6, 2017**

Mr. Mator,

As we discussed at our staff meeting on Tuesday October 3rd the police department is looking to start a law enforcement explorer post. I am providing you with a little background of the program and why we think it would work within our community. If you could please pass this onto the Board of Supervisors it would be appreciated.

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

Law Enforcement Exploring is the preeminent career orientation and experience program for young people contemplating a career in the field of criminal justice. Its mission is to offer young adults, ages 14-21, interested in a career in law enforcement a personal awareness of the criminal justice system through training, practical experiences and other activities. Law Enforcement Explorer Posts are sponsored by local, state and federal law enforcement agencies throughout the country. Law Enforcement Exploring is a well-established and highly respected program that has served as a platform from which countless young adults have launched a successful career with local, county, state and federal law enforcement agencies. Exploring Posts became a part of the Boy Scouts in 1959 with the first law enforcement group beginning in 1976.

The Mission of Law Enforcement Exploring:

All Exploring Programs are based on the following five areas of emphasis: Career Opportunities, Life Skills, Citizenship, Character Education, and leadership Experience. Law Enforcement Exploring fulfills all of these areas of emphasis in its mission to offer Explorers interested in a career in Law Enforcement the opportunity to:

1. Gain exposure to various criminal justice careers and to have positive interaction with law enforcement professionals.
2. Obtain "hands-on" experience and awareness of the criminal justice system, thereby helping an Explorer make an informed decision on a career in law enforcement or a related field.
3. Receive comprehensive career focused training that in many cases qualifies for academic credit.
4. Benefit from interpersonal growth through self-discipline, teamwork, challenging experiences, and high standards of performance and personal conduct.
5. Enhance character development and improve physical and mental fitness.
6. Learn responsibility to self and others through leadership.
7. Serve the community by assisting their sponsoring agency in a supplementary law enforcement and liaison capacity.

Law Enforcement Exploring is based on a unique partnership between a participating agency (hereafter referred to as a sponsoring agency), normally a law enforcement agency, and the Exploring component of the Learning for Life program. The partnership involves an agreement between the sponsoring agency and Exploring that is memorialized in a Memorandum of Understanding (MOU) that is signed annually by the head of the sponsoring agency and the Learning for Life representative. The partnership includes, but is not limited to, the following:

a) The sponsoring agency provides:
    1. Screening and selection of at least one adult advisor, a committee composed of 3 or more adult members, and a minimum of 5 Explorers.

2. A career orientation and activities program for the Explorers as well as continuing program development and support.
3. Administrative support for the Explorer Post.
4. Meeting and training facilities.
5. In many cases, uniforms, equipment and other types of financial support.

b) The Exploring program provides:
1. Affiliation with one of the most respected youth organizations in the country.
2. Leadership training for adults and youth leaders.
3. Recruitment assistance (annual high school survey, etc.)
4. Comprehensive general liability insurance coverage for the sponsoring agency.
5. Personal accident insurance for Explorers and adults (for a small fee or in some instances, may be provided by local learning for Life Council as a part of the annual registration fee.)

Having an Explorer Post within West Deer Township is just another way our officers can meet and work with the youth of the community. We had the program in the mid 1990's and it did not succeed. At that time we were a young inexperienced department. We have grown so much over the years and learned so many different aspects of law enforcement and we feel it is time to pass it on to the younger people of our community. Some of the topics that we will be discussing and have the trained certified officers to do so are: finger printing, evidence / crime scene photography, special weapon and tactic operations, basic firearms safety, defensive tactics and much more.

We are asking your permission to initiate this program. Our projected startup date would begin in January with the recruiting process. We are going to start with students in the 9th thru 12th grades. Depending on the amount of children we get from our high school we are planning on reaching out to students who live in Indiana, Hampton and Richland Townships. If you have any questions pertaining to this program please let me know.

OFFICER'S MONTHLY REPORT

TO: Jonathan D. Lape, Chief of Police

FROM: Pam Tedesco, Administrative Assistant

SUBJECT: OFFICER'S MONTHLY REPORT

DATE: October 4, 2017

Attached is the Officer's Monthly Report for September 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
SEPTEMBER 2017

	CURRENT MONTH	PREVIOUS MONTH TO DATE	YEAR TO DATE
REPORTABLE CALLS FOR SERVICE	81	596	677
CALLS FOR SERVICE/FIELD CONTACTS	355	2427	2782
ALL OTHER CALLS	526	3910	4436
TOTALS CALLS FOR SERVICE	962	6933	7895
ARRESTS			
ADULT	13	55	68
JUVENILE	0	1	1
TRAFFIC CITATIONS	18	331	349
NON TRAFFIC CITATIONS	8	26	34
PARKING CITATIONS	0	4	4
WARNINGS	23	74	97
PERSONNEL			
GRIEVANCES FILED BY PLICE OFFICERS	0	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0	0
LETTERS COMMENDING POLICE OFFICERS	1	4	5
VEHICLE REPORTS			
TOTAL MILES TRAVELED	10212	79558	89770
GALLONS OF GASOLINE USED	885.8	6212.9	7098.7
REPAIRS/MAINTENANCE	364.28	11204.43	11568.71
OVERTIME PAID			
COURT (OFF DUTY)	12	57.5	69.5
PRELIMINARY HEARINGS	13	90.5	103.5
PRETRIAL	0	0	0
INVESTIGATIONS	3.5	54	57.5
ARRESTS	8.5	51.5	60
SPEED CHECKS	0	0	0
PRIVATE CONTRACTS	0	9	9
MISC. HOURS - FILLED SHIFTS	8	34.5	42.5
MISC. HOURS - ADMIN. HOURS	0	0	0
MISC. HOURS	2	120	122
TOTAL HOURS	47	417	464

OFFICERS MONTHLY REPORT
SEPTEMBER 2017

	2016 YEAR TO DATE	2017 YEAR TO DATE
REPORTABLE CALLS FOR SERVICE	591	677
CALLS FOR SERVICE/FIELD CONTACTS	2481	2782
ALL OTHER CALLS	4273	4436
TOTAL CALLS FOR SERVICE	7345	7895
ARRESTS		
ADULT	69	68
JUVENILE	3	1
TRAFFIC CITATIONS	492	349
NON TRAFFIC CITATIONS	21	34
PARKING CITATIONS	0	4
WARNINGS	217	92
PERSONNEL		
GRIEVANCES FILED BY POLICE OFFICERS	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0
LETTERS COMMENDING POLICE OFFICERS	3	5
VEHICLE REPORTS		
TOTAL MILES TRAVELED	90231	89770
GALLONS OF GASOLINE USED	8017.7	7098.7
REPAIRS/MAINTENANCE	13530.46	11568.71
OVERTIME		
COURT (OFF DUTY)	142.5	69.5
PRELIMINARY HEARINGS	106.5	103.5
PRETRIAL	0	0
INVESTIGATIONS	58.5	57.5
ARRESTS	41.5	60
SPEED CHECKS	0	0
PRIVATECONTRACTS	0	9
MISC. HOURS - FILLED SHIFTS	33	42.5
MISC. HOURS - ADMIN HOURS	0	0
ALL OTHER MISC. HOURS	126	122
TOTAL HOURS	508	464

Points of Interest

Month of September 2017

Budget as of September 2017 – 69.31%

CHIEF JONATHAN LAPE –

September 19 – attended a Western PA Chiefs meeting
September 21 – Chief, Officers Newman and Fedunok met with the Boy Scouts of America relative to an Explorer Group
September 27 – attended a Chiefs COG meeting

OFFICER EDWARD NEWMAN – K9 REPORT –

September 14 – training Butler County Courthouse – drug work
September 19 – assist McCandless with suspect that had warrants and ran
September 26 – training West Deer – obedience, gunfire, recalls
September 29 – training Slippery Rock Township – tracking
September 29 – school search Slippery Rock High

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

September 10 – A joint training session was held with various municipal police officers, emergency medical services and volunteer fire departments. The training was held at Ross Park Mall and the scenario was active shooters.

September 22 – training was held in Warrendale and involved warrant service. Operations training was conducted with various tools that are used to breach into a residence or business. Training also included ladder operations.

SCHOOL DISTRICT DETAILS –

September 8 – traffic/crowd control – football game – DL vs Freeport
September 12 – traffic/crowd control – school board meeting
September 19 – traffic/crowd control – school board meeting
September 22 – traffic/crowd control – homecoming
SRO/DARE Officer gave talks throughout the month on traffic laws. Additionally numerous Childline matters were addressed.

SPECIAL DETAILS/MISCELLANEOUS DETAILS –

August 31-September 1 – Officers Petosky & Dobson attended ARIDE classes
September 9 - DUI checkpoint – stationary – West Deer
September 16 – DUI checkpoint – Shaler
September 27-29 – Officers Evan, Shurina & Wikert attended Street Survivor training

CORRESPONDENCE –

August 23 - Letter to resident on Logan Road regarding their request for a traffic mirror
September 20 – letter from Pennsylvania Juvenile Court Judges Commission – Compliance letter relative Juvenile Justice and Delinquency Prevention
September 22 – letter to resident relative to a "Hidden Driveway Ahead" sign on Little Deer Creek Valley Road

OMR

Newman
Bailey

INDIANA TOWNSHIP
3710 Saxonburg Boulevard • Pittsburgh, PA 15238

TOWN HALL

POLICE DEPARTMENT
Phone: 412-767-5333 Ext. 315 • Fax: 412-767-4042

September 5, 2017

West Deer Police Department
Chief John Lape
109 East Union Road
Cheswick, PA 15024

Dear Chief Lape,

On August 30, 2017 at 5:34pm, officers from the Indiana Township Police Department were dispatched to an armed robbery in progress at Largents Recycling which is located at 934 Route 910. A description of the actors and their vehicle was broadcast for all local agencies to watch for.

At 6:05pm the suspect vehicle was located in a driveway on Rich Hill Road where the homeowner reported two males fitting the description of the robbery suspects fled into the woods. A lengthy search operation then ensued. After approximately 4 hours the search was terminated due to concerns for officer safety and the fact that one of the suspects had been identified by investigators. At noon the next day, both actors were taken into custody without incident at the Target Store in Harmar Township following a tip from the store's manager.

Your agency was one of many who assisted us in successfully solving this crime and charging the two we feel are responsible for committing it. Agencies assisted our department with setting up perimeters, performing saturation patrols, K9 searches, air support, investigative work and overall coordination of the event. At one point almost 30 units were participating in the search effort.

Please accept my sincere appreciation for your agency's assistance in bringing this to a successful conclusion. If possible, please share this with the personnel from your agency who assisted us. Coordinated efforts such as this go far toward making our communities a safer place to live and work. If the Indiana Township Police Department can be of assistance to you in the future, do not hesitate to call.

Sincerely,

Robert Wilson

Robert Wilson

Chief of Police

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

August 23, 2017

Mr. & Mrs. Scott Albert
1422 Logan Road
Gibsonia, PA 15044

Dear Mr. & Mrs. Albert:

I'm writing in reference to your letter of August 16th regarding a traffic mirror. Your letter was forwarded onto Daniel Mator who is the township manager. Per Mr. Mator, due to liability concerns, West Deer Township will not grant your request, however, if you choose to do so, you may install the mirror on your own with the following stipulations:

- You must purchase and maintain the mirror at your own expense
- The mirror cannot be posted to any utility pole, existing signage or trees and cannot be posted on someone else's property
- You must sign a hold harmless agreement that releases any and all liability on the part of West Deer Township

Should you have any further questions regarding this issue, I would suggest you contact Mr. Mator at 724-265-3680.

Sincerely,

Jonathan D. Lape
Chief of Police

JDL/PT

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

pennsylvania
JUVENILE COURT JUDGES' COMMISSION

Chief Jonathan D. Lape
West Deer Township Police Department
109 East Union Road
Russellton PA 15024

September 20, 2017

Re: PCCD Compliance Monitoring Program

Chief Lape

Thank you for the time and assistance your staff provided during the Pennsylvania Commission on Crime and Delinquency Compliance Monitoring visit on Tuesday, September 19, 2017. The visit provided valuable information about how juveniles are being handled within your Department.

No violations or problems requiring formal resolutions were identified during the site visit. The West Deer Township Police Department appears to be in full compliance with the core protections identified within the federal Juvenile Justice and Delinquency Prevention Act of 2002. I commend you for your hard work and dedication toward ensuring juveniles are being handled in a manner that is consistent with federal requirements.

If you have any further questions concerning the site visit, or would like additional information and/or technical assistance, please do not hesitate to contact me at 412-932-9647 or c-pdonalds@pa.gov. I look forward to continuing to work with you.

Sincerely,

Paul Donaldson, Police Liaison Western Region

Police Liaison Project

cc: Marcella Szumanski, PCCD

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

September 22, 2017

Mrs. Ruth Preisser
8 Oak Street
Russellton, PA 15076

Dear Mrs. Preisser:

I'm writing in reference to your recent request for a "Hidden Driveway Ahead" sign to be posted on Little Deer Creek Valley Road. As Little Deer Creek Valley Road is state owned, it was necessary for us to contact the Department of Transportation for permission to post the requested signage. As you will see from the attached, permission was not granted due to the reasons noted.

I'm sorry for the outcome of this request but the township has no authority as to signage on state owned roadways.

Sincerely,

Jonathan D. Lape
Chief of Police

JDL/PT

Attachment

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

OS-2 (10-08)

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

September 15, 2017

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

Re: Allegheny County
Township of West Deer
S.R. 1015 (Little Deer Creek Valley Road)
"Hidden Driveway Ahead" Sign

Dear Mr. Lape:

Thank you for your letter of August 25, 2017 requesting permission to install a "Hidden Driveway Ahead" sign in advance of the "Hidden Driveway" sign on S.R. 1015 (Little Deer Creek Road) in the Township of West Deer, Allegheny County for the driveway at 884 (Little Deer Creek Valley Road).

The "Hidden Driveway" sign that was approved for installation on September 19, 2008 is technically considered an "Advance Warning" sign as it is installed in advance of the driveway where the sight distance is limited. To install an additional sign serving the same purpose as the one previously approved would be considered redundant signing and therefore cannot be approved.

Your interest in our transportation system in Allegheny 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

Attachment

RECEIVED
SEP 21 2017
WEST DEER
TOWNSHIP POLICE

1100/TMK/KPB/bas

cc:
Todd M. Kravits, P.E., District Traffic Engineer, TU #6895
Jeff Thompson, P.E., Assistant District Traffic Engineer
Kevin P. Bobyak, Traffic Operations Supervisor
File

BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER'S REPORT

MR. PAYNE.....

10

Code Enforcement

September 30, 2017

1. Issued 23 Occupancy Permits
2. Issued 19 Building Permits
3. Performed 67 site inspections
4. No Planning Commission meeting was held.
5. No Zoning Hearing Board was held but there is one scheduled for October 19th regarding a permitted retail business space request for variances regarding parking space requirements.
6. Attended 3 day training for continuing education for certifications.

William Payne
Code Enforcement Officer

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

9/5/2017	O17-173	1360-H-377	Charles and Emily Page	226 East Union Road	New One or Two Family Residences	Yes
9/5/2017	O17-174	1357-F-104	THOMAS & KATHRYN WESTMAN	104 STEEPLECHASE CIR	Quad	No
9/5/2017	O17-175	1666-R-100-31B	JEAN WHEELER	371 SADDLEBROOK RD.	Quad	Yes
9/5/2017	O17-176	1507-H-223-3E	EDWARD CARLSON	5027 FOXWOOD COURT	Townhome	No
9/5/2017	O17-177	1508-J-75	ZEBLEY BROTHERS	4399 GIBSONIA RD	Miscellaneous	No
9/6/2017	O17-178	1510-R-317	BRIAN & SUZANNE KOBLE	311 WEST STARZ RD	Single Family Home	No
9/7/2017	O17-179	1214-F-013	LAWRENCE & KIMBERLY NEIDIG	3409 CEDAR GLEN DR	Single Family Home	No
9/11/2017	O17-180	1666-R-100-31A	ASHLEY MILLER	367 SADDLEBROOK RD	Quad	Yes
9/11/2017	O17-181	2014-E-146	MARK & AMY WARD	35 BLANCHARD RD	Single Family Home	No
9/11/2017	O17-183	2012-S-139	SAMANTHA KRIVAK	448 MAGNOLIA LANE	Single Family Home	No
9/12/2017	O17-184	1507-D-115	DAVID & BRENDA THOMAS	116 WALKER LANE	Duplex/Carriage House	No
9/12/2017	O17-185	1214-E-343	RONALD & JACQUELINE MAZUREK	317 RIDGE VIEW CT.	Duplex/Carriage House	Yes
9/12/2017	O17-187	1216-H-86	JAMES & NATALIE SNYDER	34 MILLER RD	Single Family Home	No
9/13/2017	O17-188	2194-J-121	STEVEN HARPER / KERRI HUTCHISON	4560 BAKERSTOWN CULMERVILLE	Single Family Home	No
9/14/2017	O17-189	2011-E-85-1112	JAMES & ADRIENNE McCURRY	1112 LINKS WAY	Quad	No
9/15/2017	O17-190	1362-L-115	Samuel A. Sowinski	143 CREIGHTON RUSSELLTON	Single Family Home	No
9/18/2017	O17-191	1507-D-48	JANE SIPKO	416 ALLISON RD	Quad	No
9/18/2017	O17-192	1361-H-279	SHELLEY WALCK	789-791 LITTLE DEER CREEK RD	Single Family Home	No
9/19/2017	O17-193	1666-R-100-31D	LOUIS & ANN DONATO	365 SADDLEBROOK RD	Quad	No
9/25/2017	O17-194	1214-E-345	MICHAEL & FRANCES BURKHART	319 RIDGE VIEW CT.	Duplex/Carriage House	Yes
9/25/2017	O17-195	1214-A-101	ELAINE PARKS	323 RIDGE VIEW CT.	Duplex/Carriage House	Yes
9/26/2017	O17-196	2383-R-306	BRIAN & JOYCE ANICA	212 GLASGOW RD	Single Family Home	No
9/26/2017	O17-197	1666-R-100-32D	RUTH COSIDINE	357 SADDLEBROOK RD	Quad	Yes

September - $476.00

Grand Total - $476.00

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Permit Report
From 09/01/2017 To 09/30/2017

Building Permit Report

Permit Date	Permit Number	Permit Type	Parcel Owner	Legal Address	Parcel ID	Cost of Construction	Fee Collected
9/1/2017	P17-178	Garage	TIMOTHY J & LISA A AUGUSTINE	1155 MIDDLE RD	1835-A-091	$32,000.00	$175.00
9/5/2017	P17-179	Single Family Dwelling	HARRY & RAYMOND RILEY JR	115 BRYSON RD	1669-N-273	$50,000.00	$444.60
9/7/2017	P17-180	Single Family Dwelling	LINKS DEVELOPMENT COMPANY INC	397 SADDLEBROOK RD	1666-R-100-27D	$175,000.00	$630.00
9/7/2017	P17-181	Single Family Dwelling	LINKS DEVELOPMENT COMPANY INC	399 SADDLEBROOK RD	1666-R-100-27A	$175,000.00	$630.00
9/7/2017	P17-182	Single Family Dwelling	LINKS DEVELOPMENT COMPANY INC	401 SADDLEBROOK RD	1666-R-100-27C	$175,000.00	$630.00
9/7/2017	P17-183	Single Family Dwelling	LINKS DEVELOPMENT COMPANY INC	403 SADDLEBROOK RD	1666-R-100-27B	$175,000.00	$630.00
9/7/2017	P17-184	Accessory Structure	DOROTHY L HERSICK	44 RUSSELLTON DORSEYVILLE	1216-M-244	$756.00	$20.00
9/8/2017	P17-185	Commercial Structure	GEORGE H WILLIAMS	1622 MIDDLE RD EXT	1508-R-075	$100,000.00	$713.40
9/8/2017	P17-185	Commercial Structure	GEORGE H WILLIAMS	1622 MIDDLE RD EXT	1508-R-075	$100,000.00	$713.40
9/8/2017	P17-186	Commercial Structure	MICHAEL COCO	9 Commerce Drive	1358-J-150	$28,000.00	$250.00
9/11/2017	P17-187	Accessory Structure	STEVEN R & PATRICIA S VANCE	3525 WOODLAKE DR	1214-N-236	$1,100.00	$25.00
9/12/2017	P17-188	Addition	JOHN P & JUANITA EICHMILLER	1354 LOGAN RD	2011-G-065	$27,000.00	$150.00
9/14/2017	P17-189	Single Family Dwelling	STEPHANIE ROCKWELL	14 SKYLINE DR	8000-T-3416	$66,612.00	$405.00
9/14/2017	P17-189	Single Family Dwelling	STEPHANIE ROCKWELL	14 SKYLINE DR	8000-T-3416	$66,612.00	$405.00
9/19/2017	P17-190	Structural Alteration	DANIEL & REBEKAH GORAJEWSKI	225 SUPERIOR RD	1839-E-352	$4,500.00	$20.00
9/19/2017	P17-191	Structural Alteration	MICHAEL & BETH SNYDER DURBIN	4816 BAYFIELD RD	1214-P-154	$5,000.00	$40.00
9/25/2017	P17-192	Commercial Structure	COLETTA MICHAEL	212 STARR RD	1361-D-151	$54,000.00	$1,149.00
9/25/2017	P17-193	Single Family Dwelling	DAN RYAN BUILDERS	890 ASHLEY RD.	1510-D-70	$305,000.00	$840.30
9/27/2017	P17-195	Fence	BEVERLY MAZE	2042 SAXONBURG BLVD	1511-B-28	$250.00	$5.00

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Permit Report

From 09/01/2017 To 09/30/2017

Permit Date	Permit Number	Permit Type	Parcel Owner	Legal Address	Parcel ID	Cost of Construction	Fee Collected
9/28/2017	P17-196	Single Family Dwelling	FAIRBANKS HOLDING CO.	135 SUPERIOR RD	1838-S-34	$20,000.00	$855.00
9/29/2017	P17-197	Shed	DAVID L. UJAZDOWSKI	4526 DAWN RD	1507-H-198	$1,500.00	$25.00
Total:						~~$1,562,330.00~~ $1,395,718.00	~~$8,755.70~~ $7,637.30

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Permit Report

From 09/01/2017 To 09/30/2017

Count by Type

Type	Count
Accessory Structure	2
Addition	1
Commercial Structure	3
Fence	1
Garage	1
Shed	1
Single Family Dwelling	8
Structural Alteration	2
Total:	**19**

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 09/01/2017 To 09/30/2017

9/5/2017	Footer	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	883 ASHLEY RD.	1510-D-8	Passed	William Payne
9/5/2017	Fire/Safety Inspection	4399 GIBSONIA RD, GIBSONIA, PA, 15044	4399 GIBSONIA RD	1508-J-75	Open	William Payne
9/5/2017	Framing	2163 Saxonburg Blvd., CHESWICK, PA, 15024	2163 Saxonburg Blvd.	1511-J-134	Failed	William Payne
9/5/2017	Foundation	2163 Saxonburg Blvd., CHESWICK, PA, 15024	2163 Saxonburg Blvd.	1511-J-134	Passed	William Payne
9/5/2017	Final	226 East Union Road, Cheswick, Pa, 15024	226 East Union Road	1360-H-377	Failed	William Payne
9/7/2017	Complaint Follow-Up	162 REAGHARD DR, CHESWICK, PA, 15024	162 REAGHARD DR	1511-F-030	Open	William Payne
9/7/2017	Framing	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	377 SADDLEBROOK RD	1666-R-100-30C	Passed	William Payne
9/7/2017	Framing	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	379 SADDLEBROOK RD	1666-R-100-30B	Passed	William Payne
9/7/2017	Framing	231 SHOAF ST, TARENTUM, PA, 15084	231 SHOAF ST	1838-N-188	Passed	William Payne
9/7/2017	Footer	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	889 ASHLEY RD.	1510-D-2	Failed	William Payne
9/11/2017	Complaint Follow Up	3415 CEDAR GLEN DR, ALLISON PARK, PA, 15101	3415 CEDAR GLEN DR	1214-K-092	Passed	
9/11/2017	Complaint Follow Up	3415 Cedar Glen, Allison Park, Pa, 15101	3415 CEDAR GLEN DR	1214-K-092	Passed	
9/11/2017	Complaint Follow Up	249 PINTAIL DR, GIBSONIA, PA, 15044	249 PINTAIL DR	1357-A-270	Open	William Payne
9/12/2017	Framing	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	885 ASHLEY RD.	1510-D-6	Passed	William Payne
9/12/2017	Footer	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	395 SADDLEBROOK RD	1666-R-100-28B	Passed	William Payne
9/12/2017	Footer	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	391 SADDLEBROOK RD	1666-R-100-28A	Passed	William Payne
9/12/2017	Footer	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	389 SADDLEBROOK RD	1666-R-100-28D	Passed	William Payne
9/12/2017	Footer	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	393 SADDLEBROOK RD	1666-R-100-28C	Passed	William Payne
9/13/2017	Drywall	113 Lex Lane, Allison Park, Pa, 15101	113 LEX LANE	1214-A-100	Passed	William Payne
9/13/2017	Insulation	1015 YORK WAY, GIBSONIA, PA, 15044	1020 YORK WAY	1510-H-241	Passed	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 09/01/2017 To 09/30/2017

9/14/2017	Drywall	1015 YORK WAY, GIBSONIA, PA, 15044	1020 YORK WAY	1510-H-241	Passed	William Payne
9/14/2017	Insulation	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	885 ASHLEY RD.	1510-D-6	Passed	William Payne
9/14/2017	Foundation	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	883 ASHLEY RD.	1510-D-8	Passed	William Payne
9/15/2017	Footer	1155 MIDDLE RD, GIBSONIA, PA, 15044	1155 MIDDLE RD	1835-A-091	Passed	William Payne
9/15/2017	Insulation	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	377 SADDLEBROOK RD	1666-R-100-30C	Passed	William Payne
9/15/2017	Fireblocking	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	377 SADDLEBROOK RD	1666-R-100-30C	Passed	William Payne
9/15/2017	Fireblocking	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	379 SADDLEBROOK RD	1666-R-100-30B	Cancelled	William Payne
9/15/2017	Insulation	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	379 SADDLEBROOK RD	1666-R-100-30B	Cancelled	William Payne
9/15/2017	Framing	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	865 ASHLEY RD.	1510-D-26	Passed	William Payne
9/15/2017	Fireblocking	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	885 ASHLEY RD.	1510-D-6	Failed	William Payne
9/15/2017	Final	367 SADDLEBROOK RD., GIBSONIA, PA, 15044	367 SADDLEBROOK RD	1666-R-100-31A	passed	William Payne
9/15/2017	Fire/Safety Inspection	367 SADDLEBROOK RD., GIBSONIA, PA, 15044	367 SADDLEBROOK RD	1666-R-100-31A	Passed	William Payne
9/15/2017	Framing	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	358 SADDLEBROOK RD	1666-R-100-21C	Passed	William Payne
9/18/2017	Drywall	365 SADDLEBROOK RD., GIBSONIA, PA, 15044	365 SADDLEBROOK RD	1666-R-100-31D	Passed	William Payne
9/18/2017	Complaint Follow Up	43 QUIGLEY RD, CHESWICK, PA, 15024	43 QUIGLEY RD	1359-H-149	Failed	
9/19/2017	Insulation	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	358 SADDLEBROOK RD	1666-R-100-21C	Failed	William Payne
9/19/2017	Complaint Follow Up	108 JEFFERSON AVE, CHESWICK, PA, 15024	865 LITTLE DEER CREEK RD	1361-S-222	Passed	
9/19/2017	Complaint Follow Up	50 WOODHILL DR, CHESWICK, PA, 15024	50 WOODHILL DR	1360-M-113	Passed	
9/19/2017	Footer	4816 BAYFIELD RD, ALLISON PARK, PA, 15101	4816 BAYFIELD RD	1214-P-154	Passed	William Payne
9/19/2017	Insulation	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	379 SADDLEBROOK RD	1666-R-100-30B	Passed	William Payne
9/19/2017	Fireblocking	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	379 SADDLEBROOK RD	1666-R-100-30B	Passed	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 09/01/2017 To 09/30/2017

9/19/2017	Drywall	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	377 SADDLEBROOK RD	1666-R-100-30C	Passed	William Payne
9/19/2017	Fireblocking	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	885 ASHLEY RD.	1510-D-6	Passed	William Payne
9/19/2017	Framing	100 FORD ST, TARENTUM, PA, 15084	100 FORD ST	1838-P-221	Open	William Payne
9/25/2017	Footer	115 Bryson Road, Gibsonia, Pa. 15044	115 BRYSON RD	1669-N-273	Passed	William Payne
9/25/2017	Framing	20 ASHLEY RD, GIBSONIA, PA, 15044	20 ASHLEY RD	1510-G-236	Failed	William Payne
9/25/2017	Fireblocking	23 Mckrell Road, RUSSELLTON, PA, 15076	4 Poma Street	1512-S-283	Passed	William Payne
9/25/2017	Framing	23 Mckrell Road, RUSSELLTON, PA, 15076	4 Poma Street	1512-S-283	Passed	William Payne
9/25/2017	Insulation	23 Mckrell Road, RUSSELLTON, PA, 15076	4 Poma Street	1512-S-283	Passed	William Payne
9/25/2017	Fireblocking	23 Mckrell Road, RUSSELLTON, PA, 15076	4 Poma Street	1512-S-283	Failed	William Payne
9/25/2017	Framing	23 Mckrell Road, RUSSELLTON, PA, 15076	4 Poma Street	1512-S-283	Failed	William Payne
9/25/2017	Complaint Follow Up	1251 PATTON DR, RUSSELLTON, PA, 15076	1251 PATTON DR	1218-M-301	Failed	
9/25/2017	Fireblocking	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	358 SADDLEBROOK RD	1666-R-100-21C	Failed	William Payne
9/25/2017	Insulation	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	358 SADDLEBROOK RD	1666-R-100-21C	Passed	William Payne
9/25/2017	Insulation	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	865 ASHLEY RD.	1510-D-26	Passed	William Payne
9/25/2017	Fireblocking	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	865 ASHLEY RD.	1510-D-26	Passed	William Payne
9/25/2017	Footer	350 W. STARZ RD., GIBSONIA, PA, 15044	212 STARR RD	1361-D-151	Passed	William Payne
9/25/2017	Floodplain	350 W. STARZ RD., GIBSONIA, PA, 15044	212 STARR RD	1361-D-151	Passed	William Payne
9/27/2017	Footer	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	403 SADDLEBROOK RD	1666-R-100-27B	Passed	William Payne
9/27/2017	Footer	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	401 SADDLEBROOK RD	1666-R-100-27C	Passed	William Payne
9/27/2017	Footer	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	399 SADDLEBROOK RD	1666-R-100-27A	Passed	William Payne
9/27/2017	Footer	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	397 SADDLEBROOK RD	1666-R-100-27D	Passed	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report

From 09/01/2017 To 09/30/2017

9/27/2017	Final		231 SHOAF ST, TARENTUM, PA, 15084	231 SHOAF ST	1838-N-188	Passed	William Payne
9/27/2017	Drywall		23 Mckrell Road, RUSSELLTON, PA, 15076	4 Poma Street	1512-S-283	Passed	William Payne
9/27/2017	Fireblocking		800 S. WASHINGTON ST., EVANS CITY, PA, 16033	358 SADDLEBROOK RD	1666-R-100-21C	Passed	William Payne
9/27/2017	Final		357 SADDLEBROOK RD, GIBSONIA, PA, 15044	357 SADDLEBROOK RD	1666-R-100-32D	Passed	William Payne
9/28/2017	Complaint Follow Up		43 QUIGLEY RD, CHESWICK, PA, 15024	43 QUIGLEY RD	1359-H-149	Open	William Payne
9/28/2017	Drywall		1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	885 ASHLEY RD.	1510-D-6	Open	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report

From 09/01/2017 To 09/30/2017

Count by Type

Fire/Safety Inspection	2
Complaint Follow Up	7
Complaint Follow-Up	1
Drywall	6
Final	4
Fireblocking	10
Floodplain	1
Footer	14
Foundation	2
Framing	11
Insulation	9
Total	67

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report

From 09/01/2017 To 09/30/2017

Count by Status

Cancelled	2
Failed	11
Open	6
Passed	48
Total	67

REPORT FROM THE PARKS AND RECREATION BOARD

MRS. JORDAN.....

11

ENGINEER'S REPORT

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

MR. SHOUP.....

12

SHOUP ENGINEERING
FOR OVER 50 YEARS
329 Summerfield Drive, Baden PA 15005
Phone: 724-869-9560 Fax: 724-869-7434
shoupeng@comcast.net

SEPTEMBER 2017 ENGINEER'S REPORT **VIA EMAIL**
WEST DEER TOWNSHIP
Prepared October 12, 2017

---

1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

- Board of Supervisors Meeting – September 20, 2017

2. DEVELOPMENTS/PROJECTS

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

- Nike Site/Senior Center Parking Lot Projects – Work on this project is nearly complete with paving work on-going and line striping to follow.
- AVJSA Act 537 Plan Update – I have attended multiple meetings regarding the Act 537 Plan Update. The proposed treatment plant expansion and pump station projects have been given a preliminary cost of $62,000,000 based on conceptual plans. The Act 537 Plan should be presented to the Township by the end of the year.
- Cedar Ridge Storm Sewers – Insight Pipe has completed the CCTV and cleaning work on this project.
- EMS Building Subdivision – I have met with the Solicitor to review the subdivision required to formally create the parcel of land on which the EMS building sits upon. The subdivision will require a survey and plotting of approximately 17 acres of the School District property. The cost for preparation of the survey subdivision would be $4,600.00.

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

ACKNOWLEDGEMENT OF UNSAFE STRUCTURE: 71 NORRIS LANE

- NOTICE OF UNSAFE STRUCTURE
- PROPERTY LOCATED AT 71 NORRIS LANE IN TARENTUM
- LOT/BLOCK #2013-D-349
- DEED BOOK 11498, PAGE 10

TWO STRUCTURES WERE INSPECTED BY WILLIAM PAYNE, CODE ENFORCEMENT OFFICER AND DETERMINED, PURSUANT TO TOWNSHIP ORDINANCE 172 THAT THE HOUSE LOCATED THEREON IS IN A DANGEROUS CONDITION AND CONSTITUTES A PUBLIC NUISANCE. SPECIFICALLY, THE HOUSE IS IN VIOLATION OF ARTICLE VI HOUSES AND COMMUNITY ENVIRONMENT OF ALLEGHENY HEALTH DEPARTMENT RULES AND REGULATIONS AND THE MANUFACTURE HOME IS AN ILLEGAL STRUCTURE PER WEST DEER ZONING ORDINANCE NO. 394 AND PA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT.

(SEE ATTACHED LETTER LISTING VIOLATIONS)

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACKNOWLEDGE THE STRUCTURES LOCATED AT 71 NORRIS LANE IN TARENTUM, PA 15084, AS BEING UNSAFE STRUCTURES.

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

Chairman of the Board
Jeffrey D. Fleming

Vice-Chairman of the Board
Richard W. DiSanti, Jr.

Township Manager
Daniel J. Mator, Jr.

September 5, 2017

Lisa Darrah
1222 Pin Oak Ct
Gibsonia Pa 15044

RE: 71 Norris Lane

An inspection was performed on your property located at 71 Norris Lane on August 14th 2017. Per Allegheny County Health Department (ACHD) Article VI, section 615A:

> When a Director determines that a dwelling is unfit for human habitation, the Director shall give notice to the owner to repair or alter the dwelling. An "Unfit for Human Habitation" notice is issued when a dwelling unit has one (1) Class 1, or two (2) Class 2 and one (1) Class 3, or one (1) Class 2 and three (3) Class 3, or five (5) Class 3 violations. The notice and service that a dwelling is unfit for human habitation shall be made in accordance with Section 607.

In accordance with this Article, there were several violations found to be present, and because of the condition of the property it has been classified as "Unfit for Human Habitation" by the definition stated above.

The violations are broken down into classes of violations that impact the severity of a dwelling being unfit for human habitation.

The property located at 71 Norris Lane in Tarentum Pa currently has:

- **(3)**Class 1 Violation
- **(2)**Class 2 Violations
- **(18)** Class 3 Violations
- **(5)** Class 4 Violations

The specific list of violations attached includes, but is not limited to, the ones that I have identified to be present on the property. They need to be corrected within ***30 days*** to avoid citations being filed at the local Magistrate. Fines can be up to $300 per day per offense. The Township also has the right to correct the violations or remove the structure at the owner's expense.

You have a right to appeal my decision in accordance with Allegheny County Health Department Article XI.

Sincerely,

William Payne
Code Enforcement Officer
West Deer Township

Received By: _____ _____
(Name) (Date)

Class 1 Violations

1. **There appears to be no heat in the structure, home is almost entirely gutted.**
   Section 615B.1.1.4 No Heat: The majority of habitable rooms and bathrooms are at sixty (60) degrees Fahrenheit or below measured in accordance with procedures outlined in Section 629F.
2. **Large section of foundation is collapsed and appears to be failing in several other locations. (Photos 9, 53, 54, 55, 56, 57, 58, 60, 61, 62, and 63)**
   Section 615B.1.1.5 Severe Structural Deficiencies: Obvious recent movement in foundation, bearing walls, roof or flooring with a significant risk of caving or collapse.
3. **Water pipes at removed/disconnected to water supply. (Photos 58 and 60)**
   Section 615B.1.1.8 No Water: Supplied to dwelling unit.

Class 2 Violations

1. **Upstairs bathroom toilet is inoperable, feces in toilet. (Photo 42)**
   Section 615B.2.2.2 Missing or Inoperable Sanitary Facilities: Dwelling unit, light housekeeping unit or rooming unit lacks access to operating toilet.
2. **Electric lines appear to be removed from a large portion of structure including wall outlets, and main service panel. The meter socket was also removed. (Photos 7, 47, 48, 51, 61, and 64)**
   Section 615B2.2.7Discontinued Gas or Electrical Service: Gas or electricity shut off to the dwelling due to a service malfunction or unpaid bills in the name of the owner or a bill whose charged include areas serviced beyond the control of a single tenant.

Class 3 Violations

1. **Bathtub/shower is inoperable. (Photos44 and 45)**
   Section 615B.3.3.9 Defective Plumbing: Direct cross-connection; broken, obstructed, or leaking waterline causing major structural damage (falling plaster, foundation movement, etc.); an inoperable required fixture; required fixture lacks hot or cold running water; presence of defective toilet or water heater; water heater improperly installed; dwelling lacks operating bathtub/shower or lavatory sinks; dwelling unit or rooming house common kitchen lacks kitchen sink.
2. **Bathroom sink is inoperable. (Photo 41)**
   Section 615B.3.3.9 Defective Plumbing: Direct cross-connection; broken, obstructed, or leaking waterline causing major structural damage (falling plaster, foundation movement, etc.); an inoperable required fixture; required fixture lacks hot or cold running water; presence of defective toilet or water heater; water heater improperly installed; dwelling lacks operating bathtub/shower or lavatory sinks; dwelling unit or rooming house common kitchen lacks kitchen sink.
3. **Main water supply is leaking and causing foundation to deteriorate. (Photo 60)**
   Section 615B.3.3.9 Defective Plumbing: Direct cross-connection; broken, obstructed, or leaking waterline causing major structural damage (falling plaster, foundation movement, etc.); an inoperable required fixture; required fixture lacks hot or cold running water; presence of defective toilet or water heater; water heater improperly installed; dwelling lacks operating bathtub/shower or lavatory sinks; dwelling unit or rooming house common kitchen lacks kitchen sink.
4. **Active bee colony in 1st floor ceiling cavity. (Photos 15, 16, 17, 27, 28, 29, 30, 31, 32, 49, and 50)**
   Section 615B3.3.13: Major Pest Vector Problem: Evidence of a major rodent or other pest vector infestation within the structure.
5. **Kitchen sink (required fixture) is missing. (Photo 14)**

Section 615B.3.3.9 Defective Plumbing: Direct cross-connection; broken, obstructed, or leaking waterline causing major structural damage (falling plaster, foundation movement, etc.); an inoperable required fixture; required fixture lacks hot or cold running water; presence of defective toilet or water heater; water heater improperly installed; dwelling lacks operating bathtub/shower or lavatory sinks; dwelling unit or rooming house common kitchen lacks kitchen sink.

6. **Large sections of drywall are missing. (Photos 10, 18, 19, 51, and 52)**
   Section 615B.3.3.11 Structural Defects: Missing, loose, weak, rotted or unevenly spaced stair treads; missing handrails on stairs three (3) or more steps; missing banisters or balustrades farther than three and one-half (3 ½) inches apart on porches, balconies or decks which are thirty (30) or more inches above ground; one (1) square foot or more of the floor area will not safely bear the weight of an occupant; appurtenance, porch, balcony sagging or pulling away; missing or rotted column or support; missing or broken floor boards in areas accessible to an occupant; ceiling or wall surfaces sagging, broken, loose or falling of four (4) square feet or more in area; leaking roof with the presence of water damage.
7. **Front entry door window is broken. (Photo 8)**
   Section 615B.3.12 Defects and Openings: Missing exterior door or window; hole through foundation, exterior wall or structure that is four (4) inches or more in diameter; air infiltration through gaps, broken or missing window glass or spaces around window sashes or one-half (1/2) inch or more during the heating season.
8. **Broken window next to entry door on driveway side.**
   Section 615B.3.12 Defects and Openings: Missing exterior door or window; hole through foundation, exterior wall or structure that is four (4) inches or more in diameter; air infiltration through gaps, broken or missing window glass or spaces around window sashes or one-half (1/2) inch or more during the heating season.
9. **Broken window in front entryway on left side. (Photo 12)**
   Section 615B.3.12 Defects and Openings: Missing exterior door or window; hole through foundation, exterior wall or structure that is four (4) inches or more in diameter; air infiltration through gaps, broken or missing window glass or spaces around window sashes or one-half (1/2) inch or more during the heating season.
10. **Broken window in right rear of home from driveway entry. (Photo 20 and 24)**
    Section 615B.3.12 Defects and Openings: Missing exterior door or window; hole through foundation, exterior wall or structure that is four (4) inches or more in diameter; air infiltration through gaps, broken or missing window glass or spaces around window sashes or one-half (1/2) inch or more during the heating season.
11. **Broken window on 2nd floor above bee colony. (Photo 27)**
    Section 615B.3.12 Defects and Openings: Missing exterior door or window; hole through foundation, exterior wall or structure that is four (4) inches or more in diameter; air infiltration through gaps, broken or missing window glass or spaces around window sashes or one-half (1/2) inch or more during the heating season.
12. **Broken window in bedroom of 2nd floor opposite side of room with bee colony. (Photo 38)**
    Section 615B.3.12 Defects and Openings: Missing exterior door or window; hole through foundation, exterior wall or structure that is four (4) inches or more in diameter; air infiltration through gaps, broken or missing window glass or spaces around window sashes or one-half (1/2) inch or more during the heating season.
13. **Broken window in bedroom on 2nd floor with red window trim. (Photo 37)**
    Section 615B.3.12 Defects and Openings: Missing exterior door or window; hole through foundation, exterior wall or structure that is four (4) inches or more in diameter; air infiltration through gaps, broken or missing window glass or spaces around window sashes or one-half (1/2) inch or more during the heating season.

14. **Broken window in room on same side of bathroom on 2nd floor. (Photo 39)**
    Section 615B.3.12 Defects and Openings: Missing exterior door or window; hole through foundation, exterior wall or structure that is four (4) inches or more in diameter; air infiltration through gaps, broken or missing window glass or spaces around window sashes or one-half (1/2) inch or more during the heating season.
15. **Broken bathroom window on 2nd floor. (Photo 43)**
    Section 615B.3.12 Defects and Openings: Missing exterior door or window; hole through foundation, exterior wall or structure that is four (4) inches or more in diameter; air infiltration through gaps, broken or missing window glass or spaces around window sashes or one-half (1/2) inch or more during the heating season.
16. **Broken window on 1st floor in front of bee colony. (Photos 49 and 50)**
    Section 615B.3.12 Defects and Openings: Missing exterior door or window; hole through foundation, exterior wall or structure that is four (4) inches or more in diameter; air infiltration through gaps, broken or missing window glass or spaces around window sashes or one-half (1/2) inch or more during the heating season.
17. **Various holes in foundation. (Photos 53, 54, 55, 57, 58, 60, 61, 62, and 63)**
    Section 615B.3.12 Defects and Openings: Missing exterior door or window; hole through foundation, exterior wall or structure that is four (4) inches or more in diameter; air infiltration through gaps, broken or missing window glass or spaces around window sashes or one-half (1/2) inch or more during the heating season.
18. **Bathroom door is missing. (Photo 40)**
    Section 615B.3.3.14 Inadequate Bathroom: Dwelling unit lacks private bathroom; rooming house or light housekeeping shared bathroom only accessible through rooming unit or light housekeeping unit; inadequate number of bathroom fixtures in rooming house or boarding home.

Class 4 violations

1. **Unrestricted plant growth in excess of 10 inches around dwelling unit. (Photos 1, 2, 5, 7, 53, and 54)**
   Section 651E Rodent and Pest Vector Control: Maintenance – Any premises determined by the Director to be a nuisance by reason of unrestricted plant growth shall be maintained so as to restrict such growth to ten (10) inches or less. In single family dwellings, the occupant shall be responsible for compliance with this section.
2. **Demolition and house debris is piled in the front yard. (Phots 1, 2, 3, and 4)**
   Section 650E Rodent and Pest Vector Control: Protection- No person or municipality shall maintain a premise so as to cause the development of nuisance pest vectors.
3. **Demolition and house debris is piled in the front yard. (Phots 1, 2, 3, and 4)**
   Section 653 Refuse: Facilities Required- Every dwelling unit shall be supplied by the occupant with adequate refuse storage facilities, except that in the case of multiple dwellings and rooming houses, the owner or operator shall be responsible for supplying such facilities. Refuse storage facilities shall be made of metal or equivalent material, shall be water tight and provided with tight covers which shall be kept securely closed at all times. The type and location of refuse storage and disposal facilities shall be subject to approval by the Director and meet the standards set forth in Article VIII.
4. **Demolition and house debris is piled in the front yard. (Phots 1, 2, 3, and 4)**
   Section 654 Refuse: Responsibility for Proper Storage and Disposal- The occupant of every dwelling unit shall be responsible for the storage of garbage, refuse and rubbish in a clean and sanitary manner in accordance with the provisions of this Article and in compliance with any other Rules and Regulations of the County. IN the case of multiple dwellings and rooming houses, the owner or operator shall be responsible for maintaining the shared refuse storage facilities in a clean and sanitary manner.
5. **Demolition and house debris is piled in the front yard. (Phots 1, 2, 3, and 4)**

Section 657 General Sanitation: Owner Responsibility for Shared or Public Areas – Every occupant of a swelling unit, light housekeeping unit or rooming unit shall keep that part of the dwelling and premise which they occupy and control in a clean and sanitary condition, free from any accumulation of dirt, refuse, debris or other matter.

To resolve these violations:

Class 1 violations

1. Provide an operational furnace or heating source for the structure.
2. Repair or replace the foundation where needed.
3. Provide an operational clean potable water source for the structure.

Class 2 violations

1. Provide operational toilet that meets ACHD Plumbing division standards.
2. Provide fully operational electrical service to structure with updated electrical inspection.

Class 3 violations

1. Provide operational bathtub/shower that meets ACHD Plumbing division standards.
2. Provide operational sink that meets ACHD Plumbing division standards.
3. Repair main water supply line leak.
4. Remove active bee colony.
5. Provide operational kitchen sink that meets ACHD Plumbing division standards.
6. Replace large sections of missing drywall.
7. Replace entry door glass insert or replace door.
8. Repair window glass or replace window.
9. Repair window glass or replace window.
10. Repair window glass or replace window.
11. Repair window glass or replace window.
12. Repair window glass or replace window.
13. Repair window glass or replace window.
14. Repair window glass or replace window.
15. Repair window glass or replace window.
16. Repair window glass or replace window.
17. Repair holes in foundation.
18. Repair/replace bathroom door to ensure privacy.

Class 4 violations

1. Cut grass around dwelling unit.
2. Remove debris in front yard.
3. Remove debris in front yard.
4. Remove debris in front yard.
5. Remove debris in front yard.

If you no longer wish to save the structure you can avoid mentioned repairs by applying for a demolition permit and removing the structure completely and removing the debris in the front yard.

ADVERTISEMENT: BIDS FOR DEMOLITION AT 71 NORRIS LANE

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACCEPT BIDS ON THE DEMOLITION OF TWO STRUCTURES ON THE PROPERTY LOCATED AT 71 NORRIS LANE, TARENTUM, PA 15084

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

14

ADOPTION: ORDINANCE NO. 418 (ACT 172 FIREFIGHTER CREDIT)

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 SERVICE AGENCIES; AND ESTABLISHING ADMINISTRATIVE PROCEDURES AND APPEALS.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO ADOPT ORDINANCE NO. 418 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 SERVICE AGENCIES; AND ESTABLISHING ADMINISTRATIVE PROCEDURES AND APPEALS.

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

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, as codified in Chapter 189, Article IV of the Code of the Township of West Deer ("Code") is hereby amended as set forth herein and this Ordinance No. 418 shall be codified in Chapter 189, Article IV, §189-42 of the Code, or in such other provision of the Code as may be determined by the Board of Supervisors of West Deer Township.

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.1257, 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 criteria that must be met during the eligibility period 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 set forth in this section to qualify for the tax credits authorized under Section 5.

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

(2) For Tax Year 2018, and each tax year thereafter, the eligibility period shall run from the prior November 1st until October 31st of the year for which the tax credit will apply.

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 first (1st) Monday in November 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 during the eligibility period, 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 November 15th 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 December 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 no later than December 15th of each year.

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. No later than December 31st of each year, 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 any appeal regarding such decision shall be determined by the Township of West Deer in accordance with the administrative process and/or procedures then in effect.

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

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

ADOPTION: RESOLUTION NO. 2017-9 (PUBLIC WORKS UNION AGREEMENT)

ATTACHED IS RESOLUTION NO. 2017-9, WHICH RATIFIES THE NEGOTIATED AGREEMENT BETWEEN THE LOCAL 668 SERVICE EMPLOYEES INTERNATIONAL UNION (PUBLIC WORKS) AND THE TOWNSHIP. THIS AGREEMENT IS EFFECTIVE JANUARY 1, 2017 THROUGH DECEMBER 31, 2020.

THE SIGNED AGREEMENT WILL BE PROVIDED TO THE BOARD OF SUPERVISORS FOR REVIEW AT THE EXECUTIVE SESSION PRIOR TO THE MEETING.

WHAT ACTION DOES THE BOARD WITH TO TAKE.

I MOVE TO ADOPT RESOLUTION NO. 2017-9 RATIFYING THE LOCAL 668 SERVICE EMPLOYEES INTERNATIONAL UNION (PUBLIC WORKS UNION) AGREEMENT, EFFECTIVE JANUARY 1, 2017 THROUGH DECEMBER 31, 2020, AND TO AUTHORIZE ITS EXECUTION BY THE CHAIRMAN OF THE BOARD OF SUPERVISORS AND THE TOWNSHIP MANAGER.

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

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TOWNSHIP OF WEST DEER
ALLEGHENY COUNTY, PENNSYLVANIA
RESOLUTION NO. 2017-9

A RESOLUTION RATIFYING THE NEGOTIATED AGREEMENT BETWEEN THE LOCAL 668 SERVICE EMPLOYEES INTERNATIONAL PUBLIC WORKS UNION AND WEST DEER TOWNSHIP, EFFECTIVE 1 JANUARY 2017 THROUGH 31 DECEMBER 2020.

BE IT RESOLVED by the Board of Supervisors of the Township of West Deer, County of Allegheny, Commonwealth of Pennsylvania, and in accordance with the authority granted by the Laws of the Commonwealth of Pennsylvania, being but not limited to the applicable provisions of the Second Class Township Code and the West Deer Township Home Rule Charter, as follows:

Section 1: The Board of Supervisors of West Deer Township, with the Township Manager and negotiating committee acting as its agents, negotiated in good faith with the Public Works Union representatives.

Section 2: Through mutual effort, respect, and professionalism, a tentative agreement was reached.

Section 3: The provisions of that tentative agreement are as follow:

1. Four-year term
2. Wage increases following the Police Union arbitration award of:
    a. 3% in 2017
    b. 2.75% in 2018
    c. 2.75% in 2019
    d. 2.5% in 2020
3. Healthcare contribution increases following the Police Union arbitration award of:
    a. 2017- 5% of the premium
    b. 2018- 6% of the premium + 7% of the premium increase over the 2017 rate
    c. 2019- 7% of the premium + 7% of the cumulative premium increase over the 2017 rate
    d. 2020- 7% of the premium + 7% of the cumulative premium increase over the 2017 rate
4. Vacation day cap increased to five weeks as per the Police Union arbitration award
5. New hire pay tiers increased to six weeks as per the Police Union arbitration award
6. Longevity pay of $800 per year for current employees hired before 1 January 2010, payable the first paycheck of December of each year,

and to commence in 2018. In the case of retirement, this pay will be paid post-retirement if the employee retires after the anniversary date of their hiring.

7. Vision/Dental contributions will no longer be required as of 2018.
8. The $5,000 life insurance provision will be eliminated.
9. The employees shall submit notice to the Township of their intent to retire as soon as is practicable. If the employee submits notice no less than four months prior to the date of actual retirement, then the employee shall receive a post-retirement bonus of $1,000. Ten (10) business days after the submission of the notice of intent to retire, the employee's retirement will become irrevocable.
    a. A window will be created for any employee choosing to retire between 1 January 2018 to 28 February 2018. During that period, the post-retirement retirement bonus will be $2,000 instead of the aforementioned $1,000, and the four-month requirement shall be deemed satisfied if any employee submits notice of retirement prior to the actual 18 October 2017 adoption of the agreement and retires in the aforementioned window.
10. Sick leave for all employees hired after 1 January 2010 will be reduced to ten days per year, able to accumulate to ninety days, with no annual buyback.
    a. Sick days will be bought-back at a rate of 75% upon retirement
    b. For the purpose of the retirement benefit calculation, only days accumulated during the averaging period will be used
11. Meal money will be eliminated effective 2018.
12. Non-substantive language of the agreement will be clarified for mutual benefit between the three unions and the Township sometime in 2018.

Section 4: The members of the Union have signed the agreement, thus demonstrating their intent to enter into a formal agreement with the Township, and the Board of Supervisors – through this action of ratifying the agreement – agrees to do the same.

ADOPTED this 18th day of October, 2017 by the Board of Supervisors of the Township of West Deer.

ATTEST:

TOWNSHIP OF WEST DEER

_____

Daniel J. Mator, Jr.
Township Manager

_____

Jeffrey D. Fleming, Chairman
Board of Supervisors

ADOPTION: RESOLUTION NO. 2017-10 (SECRETARIAL UNION AGREEMENT)

ATTACHED IS RESOLUTION NO. 2017-10, WHICH RATIFIES THE NEGOTIATED AGREEMENT BETWEEN THE TEAMSTERS LOCAL 205 UNION (SECRETARIAL) AND THE TOWNSHIP. THIS AGREEMENT IS EFFECTIVE JANUARY 1, 2018 THROUGH DECEMBER 31, 2020.

THE SIGNED AGREEMENT WILL BE PROVIDED TO THE BOARD OF SUPERVISORS FOR REVIEW AT THE EXECUTIVE SESSION PRIOR TO THE MEETING.

WHAT ACTION DOES THE BOARD WITH TO TAKE.

I MOVE TO ADOPT RESOLUTION NO. 2017-10 RATIFYING THE TEAMSTERS LOCAL 205 (SECRETARIAL UNION) AGREEMENT EFFECTIVE JANUARY 1, 2018 THROUGH DECEMBER 31, 2020, AND TO AUTHORIZE ITS EXECUTION BY THE CHAIRMAN OF THE BOARD OF SUPERVISORS AND THE TOWNSHIP MANAGER.

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

TOWNSHIP OF WEST DEER
ALLEGHENY COUNTY, PENNSYLVANIA
RESOLUTION NO. 2017-10

A RESOLUTION RATIFYING THE NEGOTIATED AGREEMENT BETWEEN THE TEAMSTERS LOCAL 205 SECRETARIAL UNION AND WEST DEER TOWNSHIP, EFFECTIVE 1 JANUARY 2018 THROUGH 31 DECEMBER 2020.

BE IT RESOLVED by the Board of Supervisors of the Township of West Deer, County of Allegheny, Commonwealth of Pennsylvania, and in accordance with the authority granted by the Laws of the Commonwealth of Pennsylvania, being but not limited to the applicable provisions of the Second Class Township Code and the West Deer Township Home Rule Charter, as follows:

Section 1: The Board of Supervisors of West Deer Township, with the Township Manager and negotiating committee acting as its agents, negotiated in good faith with the Secretarial Union representatives.

Section 2: Through mutual effort, respect, and professionalism, a tentative agreement was reached.

Section 3: The provisions of that tentative agreement are as follow:

1. Three-year term
2. Wage increases following the Police Union arbitration award of:
    a. 2.75% in 2018
    b. 2.75% in 2019
    c. 2.5% in 2020
3. A one-time signing bonus of $1,750 for each current employee
4. Healthcare contribution increases following the Police Union arbitration award of:
    a. 2018- 6% of the premium + 7% of the premium increase over the 2017 rate
    b. 2019- 7% of the premium + 7% of the cumulative premium increase over the 2017 rate
    c. 2020- 7% of the premium + 7% of the cumulative premium increase over the 2017 rate
5. Vacation day cap increased to five weeks as per the Police Union arbitration award
6. New hire pay tiers increased to six weeks as per the Police Union arbitration award
7. Longevity pay increased to $800 per year for all current employees hired before 1 January 2010, payable the first paycheck of December of each year. In the case of retirement, this pay will be paid post-

retirement if the employee retires after the anniversary date of their hiring.

8. The $4,500 life insurance provision will be eliminated
9. The employees shall submit notice to the Township of their intent to retire as soon as is practicable. If the employee submits notice no less than four months prior to the date of actual retirement, then the employee shall receive a post-retirement bonus of $1,000. Ten (10) business days after the submission of the notice of intent to retire, the employee's retirement will become irrevocable.
    a. A window will be created for any employee choosing to retire between 1 January 2018 to 28 February 2018. During that period, the post-retirement retirement bonus will be $2,000 instead of the aforementioned $1,000, and the four-month requirement shall be deemed satisfied if any employee submits notice of retirement prior to the actual 18 October 2017 adoption of the agreement and retires in the aforementioned window.
10. Sick leave for all new hires and employees hired after 1 January 2010 will be reduced to ten days per year, able to accumulate to 90 days, with no annual buyback
    a. Sick days will be bought-back at a rate of 75% upon retirement
    b. For the purpose of the retirement benefit calculation, only days accumulated during the averaging period will be used
11. Non-substantive language of the agreement will be clarified for mutual benefit between the three unions and the Township sometime in 2018.

Section 4: The members of the Union have signed the agreement, thus demonstrating their intent to enter into a formal agreement with the Township, and the Board of Supervisors – through this action of ratifying the agreement – agrees to do the same.

ADOPTED this 18th day of October, 2017 by the Board of Supervisors of the Township of West Deer.

ATTEST:

TOWNSHIP OF WEST DEER

Daniel J. Mator, Jr.
Township Manager

Jeffrey D. Fleming, Chairman
Board of Supervisors

ADOPTION: RESOLUTION NO. 2017-11 (POLICE UNION AGREEMENT)

ATTACHED IS RESOLUTION NO. 2017-11, WHICH RATIFIES THE ARBITRATED AGREEMENT BETWEEN THE TEAMSTERS LOCAL 249 UNION (POLICE UNION) AND THE TOWNSHIP. THIS AGREEMENT IS EFFECTIVE JANUARY 1, 2017 THROUGH DECEMBER 31, 2020.

THE SIGNED AGREEMENT WILL BE PROVIDED TO THE BOARD OF SUPERVISORS FOR REVIEW AT THE EXECUTIVE SESSION PRIOR TO THE MEETING.

WHAT ACTION DOES THE BOARD WITH TO TAKE.

I MOVE TO ADOPT RESOLUTION NO. 2017-11 RATIFYING THE TEAMSTERS LOCAL 249 (POLICE UNION) AGREEMENT EFFECTIVE JANUARY 1, 2017 THROUGH DECEMBER 31, 2020, AND TO AUTHORIZE ITS EXECUTION BY THE CHAIRMAN OF THE BOARD OF SUPERVISORS AND THE TOWNSHIP MANAGER.

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

TOWNSHIP OF WEST DEER
ALLEGHENY COUNTY, PENNSYLVANIA
RESOLUTION NO. 2017-11

A RESOLUTION RATIFYING THE NEGOTIATED AGREEMENT BETWEEN THE TEAMSTERS LOCAL 249 POLICE UNION AND WEST DEER TOWNSHIP, EFFECTIVE 1 JANUARY 2017 THROUGH 31 DECEMBER 2020.

BE IT RESOLVED by the Board of Supervisors of the Township of West Deer, County of Allegheny, Commonwealth of Pennsylvania, and in accordance with the authority granted by the Laws of the Commonwealth of Pennsylvania, being but not limited to the applicable provisions of the Second Class Township Code and the West Deer Township Home Rule Charter, as follows:

Section 1: The Board of Supervisors of West Deer Township, with the Township Manager and negotiating committee acting as its agents, negotiated in good faith with the Police Union representatives.

Section 2: Though both sides showed mutual effort, respect, and professionalism, an agreement could not be reached. The matter was therefore arbitrated and a decision issued.

Section 3: The provisions of that award are as follow:

1. Four-year term
2. Wage increases of:
    a. 3% in 2017
    b. 2.75% in 2018
    c. 2.75% in 2019
    d. 2.5% in 2020
3. Healthcare contribution of:
    a. 2017- 5% of the premium
    b. 2018- 6% of the premium + 7% of the premium increase over the 2017 rate
    c. 2019- 7% of the premium + 7% of the cumulative premium increase over the 2017 rate
    d. 2020- 7% of the premium + 7% of the cumulative premium increase over the 2017 rate
4. Vacation day cap increased to five weeks
5. Bereavement pay clarification to include the death of a spouse's grandparents.
6. Sick leave clarification that sick pay buyback upon retirement is a post-retirement benefit, and only the days earned during the measuring period can be used toward the retirement calculation.

Section 4: The members of the Union have signed the agreement, thus demonstrating their intent to enter into a formal agreement with the Township, and the Board of Supervisors – through this action of ratifying the agreement – agrees to do the same.

ADOPTED this 18th day of October, 2017 by the Board of Supervisors of the Township of West Deer.

ATTEST:

TOWNSHIP OF WEST DEER

_____

Daniel J. Mator, Jr.
Township Manager

_____

Jeffrey D. Fleming, Chairman
Board of Supervisors

ADVERTISEMENT: SALE OF PUBLIC WORKS PICKUP TRUCK

THE PUBLIC WORKS FOREMAN RECOMMENDED THE SALE OF THE 2007 GMC 2500 HD PICKUP TRUCK WITH 4X4 PLOW & TOOL BOX, AS IS CONDITION.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE ADVERTISEMENT TO SALE THE 2007 PUBLIC WORKS PICK UP TRUCK, AS IS CONDITION.

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

AUTHORIZATION: GUIDERAIL PROJECT

THE FOLLOWING QUOTES WERE RECEIVED FOR THE GUIDERAIL PROJECT TO FURNISH AND INSTALL GUIDERAILS ON TRUMP ROAD, BENJAMIN STREET, AND MONIER ROAD. (QUOTES ATTACHED).

BIDDERS:	TOTAL:
1) FENCE BY MAINTENANCE SERVICE	$19,293.00
2) PENN LINE SERVICE	$19,540.63
3) ALLEGHENY FENCE CONSTRUCTION CO.	$24,815.00

MR. SHOUP.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE GUIDERAIL PROJECT TO FENCE BY MAINTENANCE SERVICE IN THE AMOUNT OF $19,293.00 FOR TRUMP ROAD, BENJAMIN STREET, AND MONIER ROAD.

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

FMS FENCE Maintenance Service

Serving Community Since 1957

10384 PERRY HIGHWAY • WEXFORD, PENNSYLVANIA 15090

412-931-4404 PITTSBURGH | 724-935-3021 WEXFORD | 724-285-8780 BUTLER | 724-776-3400 CRANBERRY | FAX: 724-935-9311

Email: FenceByFMS@Consolidated.net www.fencebyfms.com

NAME: West Deer Twp — Att Scott — DATE: 10-1-17

STREET — PHONE (Home) — (Work) Fax 724-367-7434

CITY, STATE AND ZIP CODE — (Other)

TRUMP ROAD
INSTALL 1125 OF PENDUT G/R WITH ALL GALVANIZED MATERIALS 4"X6"X6' AND 4"X6"X8' POST 40 -8' POST 52 6' POST W BEAM RAIL AND 4 WRAP AROUND ENDS. TOTAL $ 12,675.00

BENJAMIN STREET AT BEND
INSTALL 187'6" OF G/R SAME SPEC AS ABOVE WITH ALL 6' POST AND 4 WRAP ROUND ENDS TOTAL $ 2568.00

BENJAMIN STREET AT BENDER THE END RIGHT AND LOW SIDE. SAME SPEC AS ABOVE REMOVE OLD SAGGY RAILS AND MAY HAVE TO HAND SET RIGHT SIDE DUE TO GAS LINE 2-NEW ENDS 100' TOTAL WITH RADIUS TOTAL $ 2150.00

MANIER ROAD
INSTALL 150 OF G/R SAME AS ABOVE WITH 6' POST AND 2 ENDS AT CUT OFF $ 1900.00

Total: $19,293.00

We Propose hereby to furnish material and labor-complete in accordance with above specifications, for the sum of: _____ dollars ($ _____).

Above prices are good for 30 days unless otherwise noted. Fence By Maintenance Service (FMS) agrees to guarantee workmanship for two (2) years from date of purchase. Prices quoted assumes normal digging conditions, which does not include use of jack hammer. If jack hammer is required to complete job, extra cost will be included in the final invoice. FMS will call PA-One call to have public utilities marked. It is the responsibility of customer to check all local zoning and Homeowner Association regulations and obtain any required permits. Customer is responsible to establish and mark property lines, as well as to clear any objects within 30" of property lines so work can be completed. FMS assumes no responsibility for unmarked sprinkler lines, pool lines, gas lines, electrical lines or any other unmarked lines. The customer will assume all liability for and cost of damage done by directing FMS to dig in immediate vicinity of known or unknown utilities. If customer is unsure of property line, FMS recommends customer to obtain a survey. Customer to supply area for all extra dirt to be placed. If dirt needs to be removed from site, extra cost will be added. The natural characteristics of wood products to bow, twist, warp, check split or shrink are not covered under the above warranty. Final bill is based upon actual amount of fence installed, plus or minus. Partial bill may be billed if work is stopped or delayed. Fence remains property of FMS until paid in full. Project may not be scheduled until down payment and signed contract has been received. All work to be done according to standard practices. All agreements contingent upon strikes, accidents, or delays beyond our control. A finance charge of 1 1/2% per month, which is 18% per year, shall be applied to account not paid within 14 days of completion. Customer agrees to pay all interest and any cost incurred in collection of this debt. Customer grants permission to FMS to use any photos of job in FMS publications.

AUTHORIZED SIGNATURE _____

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

SIGNATURE _____

DATE OF ACCEPTANCE _____

3% Service Charge Added for Credit Card Purchases.

PA HOME IMPROVEMENT REGISTRATION #PA049364

300 Scottdale Ave. • P.O.Box 462 • Scottdale, PA 15683-0462 • PH: 724.887.2118 • FX: 724.887.0617
www.pennline.com

To:	Shoup Engineering	**Contact:**	Scott A. Shoup
Address:	Baden, PA	**Phone:**	(724) 869-9560
		Fax:	
Project Name:	West Deer Township - REVISED QUOTE	**Bid Number:**	
Project Location:	Allegheny County, PA	**Bid Date:**	10/11/2017
Addendum #:	0		

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
Guiderail					
	Terminal Section Single	10.00	EACH	$40.00	$400.00
	Type 2S Guiderail On 12'-6" Centers With No Offset Block	1,562.50	LF	$12.25	$19,140.63
				Total Price for above Guiderail Items:	**$19,540.63**

Total Bid Price: $19,540.63

Notes:

- Above Prices Do Not Include Maintenance & Protection of Traffic.
- Final Project Quantities Must Be Submitted for Penn Line Approval Prior to Acceptance By Owner.
- Above Quanitities Are Approximate, Payment Shall Be Made on Field Measurements of Actual Quantities Installed.
- Price Is Based On 1 Move-In, If Additional Are Required Each Mobilization Will Be Invoiced At $1500.
- Prices exclude asphalt or concrete patching, sealing, repair, and/or replacement
- Any utility not located by PA One Call or Miss Utility to be located by others
- GUIDE RAIL: Unit Prices Include 40 EA W6 x 8.5 x 8' Steel I Beam Posts

Payment Terms:

Payment Due Within 30 Days Of Date Of Invoice.

ACCEPTED:	**CONFIRMED:**
The above prices, specifications and conditions are satisfactory and are hereby accepted.	**Pennline**
Buyer: _____	
Signature: _____	**Authorized Signature:** _____
Date of Acceptance: _____	**Estimator:** Steve Restly
	(724) 887-9110 srestly@pennline.com

ALLEGHENY FENCE CONST. CO., INC.

4301 IRVINE STREET **PITTSBURGH, PA 15207**
412-421-6005 **FAX 412-421-1734**

DATE: October 11, 2017

TO: Shoup Engineering, Inc.
329 Summerfield Drive
Baden, Pa. 15005
ATTN: Scott A. Shoup, P.E. Fax) 724-869-7434

SITE: West Deer Township

Guide Rail

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

SPECS:

4" x 6" posts mechanically driven into ground on 12'6" spacing of posts.
12 gauge galvanized elements weighing 96 lbs. attached directly to posts.
Flared wings at all terminal sections.

TOTAL LABOR AND MATERIALS:

A.	Trump Road: 1125' L.F. of guide rail with 4 ends.	$ 15 , 575.00
B.	Benjamin Street at Bend: 187.5' L.F. of guide rail with 4 ends	$ 3 , 350.00
C.	Benjamin Street at Bridge 100' L.F. of guide rail with 2 ends	$ 2 , 977.00
D.	Monier Road 150' L.F. of guide rail with 2 end.	$ 2 , 913.00
	TOTAL PRICE Areas A, B, C and D:	$ 24 , 815.00

NOTE: Price based on posts being able to be mechanically driven into ground.
Price does not include patching any small cracks in asphalt that may arise from pounding of posts.
EXCLUDES: Traffic control. Flagmen. Removal.
Customers responsibility to clear and show fence line, locate underground utilities and obtain permits.
LABOR GUARANTEE: 1 year.
TERMS: net 30 days. Per next page terms and conditions.
DELIVERY: As required by owner. Pa. Contractors License No. 031722.

Sincerely,

Craig Nayhouse

ACCEPTED:_____
DATE: _____

AUTHORIZATION: NIKE SITE PAVILION

AS A REQUIREMENT OF THE TOWNSHIP'S DCNR GRANT FOR THE NIKE SITE, A PAVILION MUST BE CONSTRUCTED AT THE PARK. THE DCNR RECOMMENDED USING THE PENNSYLVANIA COSTARS PROGRAM.

(THOUGH THEY ARE ALL COSTARS BIDS, AN OUTLINE OF BIDS/QUOTES WILL BE PROVIDED TO THE BOARD PRIOR TO THE MEETING)

MR. SHOUP.....

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO AWARD THE PURCHASE AND INSTALLATION OF A 24' X 34' METAL PAVILION AT THE NIKE SITE PARK TO JEFFREY ASSOCIATES IN AN AMOUNT NOT TO EXCEED $52,227.00 AS PER THE PENNSYLVANIA COSTARS PROGRAM.

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

DISCUSSION: CHAIRMAN FLEMING

IN AN EMAIL DATED OCTOBER 10, 2017, SUPERVISOR VAEREWYCK WROTE: "I WOULD LIKE ON THE AGENDA TO HAVE JEFF FLEMING REMOVED FOR MISSING 3 CONSECUTIVE MEETINGS PER THE CHARTER."

MR. VAEREWYCK...

I MOVE TO REMOVE JEFF FLEMING AS A SUPERVISOR FOR MISSING THREE CONSECUTIVE MEETINGS PER THE CHARTER.

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

DISCUSSION: INTERNET SALE "SAFE MEETUP SPOT"

AT THE SEPTEMBER REGULAR BUSINESS MEETING, SUPERVISOR VAEREWYCK BROUGHT UP DESIGNATING THE TOWNSHIP MUNICIPAL BUILDING PARKING LOT AS AN INTERNET SALE "SAFE MEETUP SPOT." OTHER SUPERVISORS, THE POLICE CHIEF, AND TOWNSHIP MANAGER EXPRESSED CONCERNS OVER LIABILITY AND CREATING A FALSE SENSE OF SECURITY FOR RESIDENTS, AND THE CHIEF AND SOLICITOR WERE ASKED TO LOOK INTO THIS MATTER FURTHER.

CHIEF LAPE AND MR. HAPPEL...

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

COMMITTEE REPORTS

Engineering & Public Works Committee
Chairman – Mr. Florentine

Financial, Legal & Human Resources Committee
Chairman – Dr. DiSanti

EMS Oversight Committee
Chairman – Mr. Vaerewyck

North Hills COG Report:
Mr. Florentine

OLD BUSINESS

NEW BUSINESS

SET AGENDA / Regular Business Meeting
November 15, 2017

6:00 p.m. – Executive Session
6:30 p.m. – Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session Held
5. Registered Comments from the Public
6. Comments from the Public
7. Accept Minutes
8. Monthly Financial Report
   A. Finance Officer's Report
   B. List of Bills
   C. Utilities and Payroll
   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. Bids: Demolition at 71 Norris Lane
14. Advertisement: Charter Commission Ordinance
15. Advertisement: Nike Site Backfilling/Landscaping
16. Authorization: North Hills COG Walking Trail (CDBG Grant) Bids
17. Authorization: Sale of Public Works Pick Up Truck
18. Committee Reports
19. Old Business
20. New Business
21. Set Agenda: December 20, 2017
22. Comments from the Public
23. Adjournment

TWO – 2018 PUBLIC BUDGET WORKSHOP MEETINGS WILL OCCUR THIS YEAR:

1) **THURSDAY, NOVEMBER 2ND AT 6:30 P.M.**

2) **IMMEDIATELY FOLLOWING THE REGULAR BUSINESS MEETING OF NOVEMBER 15TH.**

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.

ADJOURNMENT

I MOVE TO ADJOURN AT _____ P.M.

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

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