

West Deer Township
Board of Supervisors
15 March 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; Leonard Guerre, Shirley Hollibaugh, and Joyce A. Romig. Members absent: Jeffrey D. Fleming, Chairman; Rick W. Florentine, and Gerry Vaerewyck. Also present were: Daniel J. Mator, Jr., Township Manager; Douglas Happel, representing Griffith, McCague, & Wallace; and Scott Shoup, representing Shoup Engineering.

PLEDGE OF ALLEGIANCE

Due to Chairman Fleming being absent – Vice Chairman DiSanti opened and welcomed everyone to the meeting.

Roll Call taken by Mr. Mator – Quorum present.

Vice Chairman DiSanti announced the Board did not hold an Executive Session.

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.

- Adam Williams, Chief of West Deer Fire Company No. 2, thanked the Township for checking into storing their vehicles at the Public Works garage, and that he understood that it is not feasible. Chief Williams asked if they would be able to store at least the squad vehicle there, but Mr. Mator indicated he checked with Public Works Foreman John Yourish, and passed on that Mr. Yourish said he did not believe there was enough room at the garage, but that VFC #2 was welcome to look.

ACCEPT MINUTES

MOTION BY Supervisor Guerre and SECONDED BY Supervisor Hollibaugh to accept the minutes of February 15, 2017 meeting as presented. Motion carried unanimously 4-0.

MONTHLY FINANCIAL REPORT

Mrs. Nardis was not present at the meeting. The following Finance Officer's Report was submitted.

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
28 February 2017

I - GENERAL FUND:

	<u>February</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	263,520.21	933,232.77	15.24%
Expenditures	359,360.35	675,669.00	11.03%

Cash and Cash Equivalents:

Sweep Account		463,387.09	
			463,387.09

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

Sweep Account - Restricted		7,952.16	
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Fire Tax Fund:

Sweep Account - Restricted		15,405.26	
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State/Liquid Fuels Fund:

Sweep Account - Restricted		3,245.73	
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26,603.15**Investments:****Operating Reserve Fund:**

Sweep Account - Reserved		704,397.89	
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Capital Reserve Fund:

Sweep Account - Reserved		346,286.53	
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1,050,684.42**III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:**

0.00

0.00**TOTAL CASH BALANCE 2/28/17****1,540,674.66****Interest Earned February 2017****48.29**

	<u>2/1/2017</u>	<u>February</u>	<u>2/28/2017</u>
	<u>Debt Balance</u>	<u>Principal</u>	<u>Debt Balance</u>
		<u>Payment</u>	
Mars National - VFC #3	270,000.00	\$ 2,740.96	268,249.04

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

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

MOTION BY Supervisor Guerre and SECONDED BY Supervisor Romig to approve the Finance Officer's Report as submitted. Motion carried unanimously 4-0.

LIST OF BILLS

Best Wholesale Tire Co., Inc.....	944.59
Culverts, Inc.	8200.00
Emblem Enterprises, Inc.	598.00
George I. Reitz & Sons, Inc.....	915.00
Griffith, McCague & Wallace, PA	1311.00
Hei-Way, LLC.....	1238.11
Jones, Gregg, Creehan & Gerace, LLP.....	998.86
Jordan Tax Service, Inc.	3106.98
Kress Tire	348.00
Krigger & Co.....	17.94
Mark C. Turnley	3000.00
Markl Supply	176.00
Michael's Auto Trim	575.00
MRM Workers' Comp Fund	26,694.99
National Road Utility Supply Inc.	90.57
North Eastern Uniforms & Equipment Inc.	259.89
Office Depot	182.18
Shoup Engineering Inc.	4199.25
Staley Communications.....	172.47
Tristani Brothers, Inc.....	655.10
Walsh Equipment	6067.10
Wine Concrete Products, Inc.	3366.30

MOTION BY Supervisor Guerre 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 4-0.

UTILITIES AND PAYROLL

MOTION BY Supervisor Hollibaugh and **SECONDED** BY Supervisor Romig to pay utilities and payroll from 16 March 2017 to 19 April 2017. Motion carried unanimously 4-0.

POLICE CHIEF'S REPORT

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

BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER'S REPORT

Mr. Bill Payne was present and provided a summary report on Code Enforcement for the month of February 2017. A copy of the report is on file at the Township. Questions/comments followed.

- Mr. Payne also reported on a request from the Catanese family for an extension to come into compliance for the issuance of their 2017 salvage yard license. Mr. Payne commented on a letter the Township received on a suspected leak of an underground storage tank at the site. An engineering study will be done on whether there was a spill or not. The request for an extension will be on next month's meeting agenda.
- Ms. Anna Marie Catanese was present at the meeting and elaborated.

- Upon being asked by Dr. DiSanti, Mr. Payne explained building permit fees and how those fees are calculated.

PARKS AND RECREATION BOARD REPORT

Chairwoman Mrs. Beverly Jordan was absent. 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

- 2017 Road Improvement Project – Bids for this project were opened on 14 March 2017. The bids were tabulated and presented to the Board of Supervisors for review and consideration at the meeting.
- Nike Site Closure/Shoring Project – Bids for this project were also opened on 14 March 2017. The bids were tabulated and presented to the Board of Supervisors for review and consideration at their 15 March 2017 meeting.
- Senior Center Wall – Tim Broge investigated the wall on 8 March 2017. Mr. Shoup met with Mr. Broge on 14 March 2017 and Mr. Shoup provided an update to the Board.

Development/Subdivision Reviews

- McIntyre Heights PRD – A review of this preliminary PRD Plan was performed and a review letter was issued to the Township on 23 February 2017.
- Forbes Event Barn – A sewage facilities planning module for a proposed holding tank was submitted for this development. Following Planning Commission consideration at their March 23, 2017 meeting, this item may be on the Board's Agenda at their April 19, 2017 meeting.

AWARD: 2017 ROAD IMPROVEMENT PROJECT CONTRACTS 17-01 AND 17-02

Plans, specifications, and bid documents were prepared by Shoup Engineering for the 2017 Road Improvement Project on various Township roads. The project was advertised and sealed bids were received until 1:30 p.m. on 14 March 2017 at which time they were opened and read aloud.

Contract 17-01 and 17-02 consist of: milling existing asphalt; paving with hot mix and cold mix asphalt binder and wearing courses; bituminous seal coating; base repair; constructing new asphalt wedge curbs; other related appurtenances and miscellaneous work on sixteen roads totaling approximately 31,000 feet in length. All Bidders must have PennDOT Prequalification Certificates for the work classifications contemplated by this project.

CONTRACT 17-01 – Hot Mix Asphalt

Base Bid: Benjamin Street, McClure Road (East Union to Overlook Place), Reaghard Drive, Magill Road, Ideal Avenue, Ridge Drive, Park Drive, Overlook Place, Cherry Lane and Christonia Road.

Alternate Bid 1: Deerton Street

Alternate Bid 2: Betty Lane

<u>BIDDER</u>	<u>BASE BID</u>	<u>ALT. 1</u>	<u>ALT 2</u>
1) Shields Asphalt Paving	\$554,010.50	\$27,449.00	\$27,678.00
2) Youngblood Paving, Inc.	\$563,248.20	\$31,520.00	\$31,467.50
3) Tresco Paving Corp.	\$606,462.50	\$26,340.00	\$26,455.00
4) A. Liberoni, Inc.	\$623,157.60	\$25,356.30	\$24,598.70
5) El Grande Industries, Inc.	\$635,079.30	\$24,515.50	\$24,473.90
6) Mele & Mele & Sons, Inc.	\$687,115.70	\$34,681.85	\$33,869.83
7) Michael Facchiano Contracting	\$694,246.00	\$27,790.00	\$27,125.50

Total bid for Shields Asphalt Paving including Base, Alternate 1 and 2: \$609,137.50

Mr. Shoup commented on the bids received.

MOTION BY Supervisor Guerre and SECONDED BY Supervisor Hollibaugh to award the 2017 Road Program Hot Mix Paving Contract 17-01 to Shields Asphalt Paving in the amount of \$554,010.50 for the Base Bid, \$27,449.00 for Alternate No. 1 and \$27,678.00 for Alternate No. 2. Motion carried unanimously 4-0.

CONTRACT 17-02 – Cold Mix Asphalt and Sealcoating

Base Bid: Trump Road and Lick Road – cold mix asphalt

Alternate Bid 1: Clendenning Road and McMorran Road – seal coating work

Alternate Bid 2: Carl Lane – cold mix asphalt

<u>BIDDER</u>	<u>BASE BID</u>	<u>ALT. 1</u>	<u>ALT 2</u>
1) Youngblood Paving, Inc.	\$269,318.50	\$33,240.00	\$25,711.00
2) Russell Standard Corp.	\$297,990.00	\$37,200.00	\$31,242.00

Total bid for Youngblood Paving including Base, Alternate 1 and 2: \$328,269.50

Mr. Shoup indicated the two projects total \$937,407.00. Mr. Shoup pointed out the Township budgeted one million dollars for the project.

MOTION BY Supervisor Guerre and SECONDED BY Supervisor Romig to award the 2017 Road Program Cold Mix Paving Contract 17-02 to Youngblood Paving, Inc., in the amount of \$269,318.50 for the Base Bid, \$33,240.00 for Alternate No. 1 and \$25,711.00 for Alternate No. 2. Motion carried unanimously 4-0.

AWARD: NIKE SITE SHORING/CLOSURE PROJECT **CONTRACT 17-03**

Plans, specifications and bid documents were prepared by Shoup Engineering for the Nike Site Park Shoring/Closure Project. The project was advertised and sealed bids were received until 1:30 p.m. on 14 March 2017 at which time they were opened and read aloud.

Contract 17-03 – The project consists of installing reinforced concrete and sealing off various shafts and stairwells into underground chambers at the community park.

<u>BIDDER</u>	<u>BID AMOUNT</u>
1) DeFrank Development	\$23,763.00
2) Martino, Inc.	\$28,000.00
3) Satira Construction, Inc.	\$44,239.00
4) Santamaria Landscape Contracting Inc.	\$55,215.00

Mr. Shoup explained the bids and the project. Mr. Shoup recommended the Board award the contract to DeFrank Development subject to Mr. Shoup checking their references.

After some discussion, MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Romig to award the Nike Site Park Shoring/Closure Contract 17-03 to DeFrank Development in the amount of \$23,763.00 subject to the Township Engineer's verification of references. Motion carried unanimously 4-0.

Mr. Mator stated for the record that though he has faith in Mr. Shoup's expertise and understands the extreme cost of fully shoring the silos, he had concerns about the long-term stability of the underground silos if they are shored in the recommended way. Mr. Shoup replied that he understood Mr. Mator's concerns, but that the existing structure was stable and should last generations. Furthermore, he stated, any failure would not be catastrophic, and the Township would have time to address and remediate the problem at that time.

UPDATE: SENIOR CITIZEN WALL REPAIR

Mr. Tim Broge investigated the wall on 8 March 2017, and Mr. Shoup met with Mr. Broge on 14 March 2017.

Mr. Shoup explained Mr. Broge dug outside the failing wall and discovered that the problem is being caused by part of a block wall that is below grade tipping inwards due to the soil and water from the adjacent ground. This, he said, is resulting in the above ground portion of the wall tipping outwards.

Mr. Shoup recommended a partial demolition and reconstruction of the wall. He said that Mr. Broge would rebuild the outer wall and fill that with concrete so there will be nowhere for the wall to push below grade – and above grade put some ties between the two walls.

Mr. Shoup stated that Mr. Broge anticipated the job would be around \$4,000 or less. Mr. Shoup therefore recommended the Board award the work to Mr. Broge not to exceed an amount slightly higher than that amount, or to authorize him to secure bids.

The Board discussed the matter and considered the repair as an emergency.

MOTION BY Supervisor Romig and SECONDED BY Supervisor Hollibaugh to award the Senior Citizen Wall to Broge Masonry Corporation in the amount not to exceed \$4,500.00 and under the supervision of the Township Engineer. Motion carried unanimously 4-0.

RESOLUTION NO.2017-3: VACANT PROPERTY

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF WEST DEER ACKNOWLEDGING THAT THE ACQUISITION AND SUBSEQUENT DISPOSITION OF PARCEL WITH LOT AND BLOCK NUMBER 1669-J-308 WOULD BE IN ACCORDANCE WITH THE COMPREHENSIVE PLAN OF THE MUNICIPALITY.

Property Location:

- Vacant property is located on Bryson Road behind the apartment building that is located on Mueller Street. The vacant lot will provide parking for the apartment building that currently does not provide any parking except for street parking that is one side of a single lane. Since this is for a business, the program requires a development plan with estimated costs before they approve the application.

Mr. Payne commented on the vacant property and the additional parking for the apartment building.

After some discussion, MOTION BY Supervisor Guerre and SECONDED BY Supervisor Hollibaugh to adopt Resolution No. 2017-3 acknowledging that the acquisition and subsequent disposition of parcel with Lot and Block number of 1669-J-308 would be in accordance with the Comprehensive Plan of the municipality. Motion carried unanimously 4-0.

RESOLUTION NO. 2017-4: PLANNING MODULE - BANKS PLAN OF LOTS

RESOLUTION #2017-4 is a Resolution for the PA DEP Sewage Facilities Planning Module for the Banks Plan of Lots located at Spruce Street, Gibsonia, PA 15044.

The Board received a letter from Mr. Shoup indicating he has reviewed the Sewage Facilities Planning Module and found it to be satisfactory and recommends the Board adopt the resolution.

MOTION BY Supervisor Guerre and SECONDED BY Supervisor Romig to adopt Resolution #2017-4 which is the Resolution for the PA DEP Sewage Facilities Planning Module for the Banks Plan of Lots. Motion carried unanimously 4-0.

SET PUBLIC HEARING: MCINTYRE HEIGHTS PRD CONDITIONAL USE

Applicant: Richland Holdings, LLC
Location: McIntyre Road, Gibsonia, PA 15044 – 38.7 acres
Zoned: R-2 Semi-Suburban Residential
Request: To construct: patio homes (single family) plus duplex buildings.

Applicant is requesting a Conditional Use for a Planned Residential Development (PRD). Mr. Payne explained the McIntyre Heights Plan.

MOTION BY Supervisor Guerre and SECONDED BY Supervisor Romig to set the public hearing for the Conditional Use for a Planned Residential Development for the McIntyre Heights Plan for Wednesday, April 19, 2017 at 6:00 p.m. Motion carried unanimously 4-0.

ADVERTISEMENT OF ORDINANCE NO. 417: ADVERTISING AND BIDDING ORDINANCE

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

The Board will consider adoption of the Ordinance at their 19 April 2017 meeting.

Last month, the Board tabled the advertisement and as discussed, revisions were made to the Ordinance.

Mr. Happel explained the revisions to the Ordinance’s Competitive bidding section, which included provisions to more closely resemble the Second Class Code’s competitive bidding process.

He also commented on the deletion of the exception section from the Ordinance because the exceptions to the bidding requirements are specifically set out in the Home Rule Charter and cannot be amended except by referendum.

MOTION BY Supervisor Guerre and SECONDED BY Supervisor Hollibaugh to authorize the advertisement of Ordinance No. 417 repealing and replacing Ordinance No. 135 and Ordinance No. 305 – as codified in Chapter 14 of the Code of the Township of West Deer – which establishes a system of

competitive bidding pursuant to Article XII, Section C-1163 of the Township Home Rule Charter. Motion carried unanimously 4-0.

RESIGNATION: PART TIME POLICE OFFICER

The Board is in receipt of a resignation letter dated 6 March 2017 from Donald B. Myers as a part time police officer – effective immediately. Vice Chairman DiSanti read the resignation letter – copy on file at the Township.

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Romig to accept the resignation of Officer Donald B. Myers as a part time police officer for West Deer Township, effective immediately and wish him the best of luck. Motion carried unanimously 4-0.

COMMITTEE REPORTS

The Committee Chairperson reported on their Committee updates:

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

OLD BUSINESS

- Dr. DiSanti questioned if the Township heard back from PennDOT in regard to the winter maintenance on Russellton Airport Road and Russellton-Creighton Road. Mr. Mator indicated he has not, but there was a scheduled maintenance meeting scheduled with PennDOT the following Monday. Mr. Mator pointed out he also discussed the maintenance of those roads with Senator Vulakovich when he met with him earlier in the month.
- Dr. DiSanti announced Clean Up Day in West Deer Township will be held April 29th at 9:00 a.m.

NEW BUSINESS

- Mr. Mator reported the Senior Center flooring installation will be completed the week of the meeting. He added that because it is a new floor and all of the furniture is therefore moved out of the main area, the Center asked if the Township would authorize the cleaning, sealing, and waxing of the floor.

Mr. Mator explained that the Board did not approve it as part of the flooring bid – the flooring company does not do that sort of work – but that Barbara Thompson, Senior Citizen Administrator, asked if the Township could have that done before moving the furniture back the following Monday. Mr. Mator stated he received three proposals: One for \$1,950.00, one for \$1,250.00, and a third for \$1,000.00.

Mr. Mator asked the Board if they have a problem with authorizing the \$1,000 given the short timeframe. The Board agreed to award the cleaning, sealing, and waxing of the Senior Center floor at a cost not to exceed \$1,000.00.

SET AGENDA: REGULAR BUSINESS MEETING

19 April 2017

6:00 p.m. – Public Hearing McIntyre Heights PRD

6:30 p.m. – Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session Held
5. Registered Comments from the Public
6. Comments from the Public
7. Accept Minutes
8. Monthly Financial Report
 - A. Finance Officer’s Report
 - B. List of Bills
 - C. Utilities & Payroll
9. Police Chief’s Report
10. Building Inspector/Code Enforcement Officer’s Report
11. Report from the Parks & Recreation Board
12. Engineer’s Report
13. Advertisement: Ordinance – Administrative Policies and Procedures
14. Purchase: Board iPads
15. Plan Review: Forbes Planning Module
16. Committee Reports
17. Old Business
18. New Business
19. Set Agenda: 17 May 2017
20. Comments from the Public
21. Adjournment

Items Added:

*Catanese Brothers Extension

COMMENTS FROM THE PUBLIC

- None.

ADJOURNMENT

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Romig to adjourn the meeting at 7:50 p.m. Motion carried unanimously 4-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager