

WEST DEER TOWNSHIP SUPERVISORS MEETING



March 21, 2018

7:00 p.m./Regular Business Meeting

Members present:
Dr. DiSanti _____
Mrs. Jordan _____
Mr. Karpuzi _____
Mr. Maudhuit _____
Mrs. Romig _____
Mr. Vaerewyck _____
Mrs. Hollibaugh _____

**WEST DEER TOWNSHIP
Board of Supervisors
March 21, 2018**

7:00 pm: Regular Business Meeting

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Registered Comments from the Public**
5. **Comments from the Public**
6. **Accept minutes**
7. **Monthly Financial Report**
 - A. **Finance Officer's Report**
 - B. **List of Bills**
8. **Police Chief's Report**
9. **Building Inspector / Code Enforcement Officer's Report**
10. **Report from the Parks and Recreation Board**
11. **Engineer's Report**
12. **Adoption: Ordinance No. 422 (Acceptance of Streets in Shoff Farms Plan)**
13. **Adoption: Resolution No. 2018-4 (Act 537 Sewage Facilities Plan Update)**
14. **Adoption: Resolution No. 2018-5 (Bairdford Park C2P2 Grant Authorization)**
15. **Authorization: Adopt-A-Roadway**
16. **Award: 2018 Road Improvement Project Bids**
17. **Award: Bairdford Park Swing Sets**
18. **Discussion: Goals for 2018**
19. **Announcements:**
 - **Easter Egg Hunt**
 - **Spring Clean-Up Day**
 - **Hard to Recycle Collection Event**
20. **Committee Reports**
21. **Old Business**
22. **New Business**
23. **Set Agenda: April 18, 2018**
24. **Comments from the Public**
25. **Adjournment**

1 Call to Order

2 Pledge of Allegiance

3 Roll Call - Mr. Mator . . .

REGISTERED COMMENTS FROM THE PUBLIC

- None

4

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.

5

ACCEPT MINUTES

ATTACHED ARE THE MINUTES OF THE FEBRUARY 21, 2018 MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACCEPT THE MINUTES OF THE FEBRUARY 21, 2018 MEETING AS PRESENTED.

MOTION SECOND AYES NAYES

MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

6

The West Deer Township Board of Supervisors held their Regular Meeting at the West Deer Township Municipal Building. Members present: Shirley Hollibaugh, Chairwoman; Richard W. DiSanti, Jr., Beverly Jordan, Arlind Karpuzi, Shawn Maudhuit, Joyce A. Romig and Gerry Vaerewyck. Also present were: Daniel J. Mator, Jr., Township Manager; Barbara Nardis, Finance Officer; Douglas Happel, representing Griffith, McCague, & Wallace; and Scott Shoup, representing Shoup Engineering.

PLEDGE OF ALLEGIANCE

Chairwoman Hollibaugh opened and welcomed everyone to the meeting.

Roll Call taken by Mr. Mator – Quorum present.

Chairwoman Hollibaugh announced the Board held an Executive Session at 6:00 p.m. to discuss personnel matters.

REGISTERED COMMENTS FROM THE PUBLIC

- None

COMMENTS FROM THE PUBLIC

- Mr. Mike Whitico, Starr Road
 - Expressed his concerns regarding the fly ash mine area in Russellton and its impact on Little Deer Creek Valley Road and the vehicles which travel it. Mr. Payne stated he spoke to the mine operator after receiving complaints, and Chief Lape also commented on the fly ash issues.

A lengthy discussion was held.

- Mr. James Suvey, 328 Juniper Lane
 - Commented on an issue he is having with a neighbor who is claiming a portion of the alley in the right of way. Mr. Mator advised Mr. Suvey to have a survey done of the property, and to discuss the issue further with Mr. Payne.

ACCEPT MINUTES

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to accept the minutes of the January 17, 2018 meeting as presented. Motion carried unanimously 7-0.

MONTHLY FINANCIAL REPORT

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

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
31 January 2018

I - GENERAL FUND:

	<u>January</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	320,519.40	320,519.40	5.51%
Expenditures	365,584.24	365,584.24	6.28%

Cash and Cash Equivalents:

Sweep Account	145,250.68	145,250.68
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II - SPECIAL REVENUE FUNDS**Cash and Cash Equivalents:****Street Light Fund:**

Sweep Account - Restricted	7,609.18
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Fire Tax Fund:

Sweep Account - Restricted	26,693.21
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State/Liquid Fuels Fund:

Sweep Account - Restricted	185,524.03
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219,826.42**Investments:****Operating Reserve Fund:**

Sweep Account - Reserved	805,940.89
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Capital Reserve Fund:

Sweep Account - Reserved	349,728.58
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1,155,669.47**III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:**

0.00

0.00**TOTAL CASH BALANCE 01/31/18****1,520,746.57****Interest Earned January 2018****279.94**

	<u>01/1/2018</u> <u>Debt Balance</u>	<u>January</u> <u>Principal</u> <u>Payment</u>	<u>01/31/2018</u> <u>Debt Balance</u>
Mars National - VFC #3	\$246,648.22	\$2,607.94	\$244,687.05

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

LIST OF BILLS

Amerikohl Aggregates Inc.	1311.15
Amerikohl Transport Inc.	692.29
Best Wholesale Tire Co. Inc.....	2221.36
Griffith, McCague & Happel, PC.....	1130.50
Hei-Way, LLC.....	408.88
Intech Worldwide.....	3495.00
Jordan Tax Service, Inc.....	647.00
Kress Tire.....	646.00
Mark C. Turnley.....	2600.00
Office Depot.....	813.20
Shoup Engineering Inc.	1400.00
Staley Communications.....	194.97
Tristani Brothers, Inc.....	2588.76
Walsh Equipment.....	2498.86

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to pay the List of Bills as submitted, and all approved reimbursable items in compliance with generally accepted accounting practices. Motion carried unanimously 7-0.

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 assessment changes by Allegheny County for the Year 2017.

2017 REAL ESTATE TAX REFUND

<u>NAME</u>	<u>LOT/BLOCK</u>	<u>AMOUNT</u>
Smith, Kenneth B. / Donna M.	1511-F-121	\$344.75

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

POLICE CHIEF'S REPORT

Chief Jon Lape was present and provided a summary report on the Police Department for the month of January 2018. A copy of the report is on file at the Township. Questions and 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 January 2018. A copy of the report is on file at the Township. Questions and comments followed.

PARKS AND RECREATION BOARD REPORT

Mrs. Amy Stark, Chairwoman, was present and provided a summary report on the Parks and Recreation Board:

- Elections were held at the 24 January 2018 meeting – Amy Stark, Chairwoman; Brandon Farster, Vice Chairman; and Carol McCaskey, Secretary.

- Breakfast with Santa was held on December 10th.
- Easter Egg Hunt: March 25th at Bairdford Park.
- Family Fishing Day: June 3rd at Deer Lakes Park.
- Community Days meeting held after the January 24th meeting with Chief Lape.
- Civil War Re-enactment.
- Outdoor Yoga class for children.
- Next Regular and Community Days meetings: February 28th at 7:00 pm.
- 80's in the Park: June 29th.

ENGINEER'S REPORT

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

DEVELOPMENTS/PROJECTS

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

- AVJSA Act 537 Plan Update
 - Mr. Shoup reported at length on the Act 537 Plan Update.

The Act 537 Plan Update has been submitted to the Township for review and consideration of adoption. The Plan Update proposes treatment plant and conveyance system upgrades having a preliminary cost estimate of \$65,000,000, and would be completed in 2022. The project – as currently estimated – would see the rate for a typical Township customer using 12,000 gallons per quarter raise from \$25 per month (\$75 per quarter) to \$46 per month (\$146 per quarter). The Deer Creek Drainage Basin Authority will be issuing a recommendation soon to both West Deer Township and Indiana Township regarding the Plan Update.
- Cedar Ridge Storm Sewers
 - Bids for the project were opened on February 15th, and will be available for consideration by the Board of Supervisors later in the meeting.
- EMS Building Subdivision
 - Mr. Shoup indicated he met with the Solicitor to review the subdivision required to formally create the parcel of land upon which the EMS building sits. 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:

- None

ACCEPTANCE: RESIGNATION LETTER OF PART-TIME POLICE OFFICER

The Board received a resignation letter from Officer William Dobson as a part-time police officer effective 5 February 2018.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to accept the resignation of Officer William Dobson as a part-time police officer for West Deer Township and wish him the best of luck. Motion carried unanimously 7-0.

ADOPTION: RESOLUTION NO. 2018-3 (OAK ROAD PLAN OF LOTS NO. 2 / DOLLAR GENERAL PLANNING MODULE)

Resolution No. 2018-3 is a Resolution for the PA DEP Sewage Facilities Planning Module for the Oak Road Plan of Lots No. 2 / Dollar General Planning Module located at Oak Road, Gibsonia, PA 15044.

The Board received the letter from Mr. Shoup indicating he has reviewed the Sewage Facilities Planning Module and found it to be acceptable and recommended the Board adopt the Resolution.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to adopt Resolution No. 2018-3 authorizing the PA DEP Sewage Facilities Planning Module for the Oak Road Plan of Lots No. 2 (Dollar General). Motion carried unanimously 7-0.

AUTHORIZATION: ADVERTISEMENT OF 2018 ROAD IMPROVEMENT PROJECT

The Board received the memorandum from the Township Engineer in regard to the 2018 Road Improvement Project.

Mr. Shoup reported on this year's Road Improvement Project.

The Public Works Committee recommended the following roads be included in the 2018 Road Improvement Project bid letting. Mr. Mator requested that Blue Row be added as an add-alternate bid, and the Board agreed.

Hot Mix Asphalt

Bayfield Road, Cedar Glen Drive, Cottonwood Court, Huntertown Road (east portion), North Ridge Drive, Tremont Drive, Valleyfield Drive, McClure Road (Overlook Drive to Saxonburg Boulevard), Oakwood Circle.
Added to the list: Blue Row.

Cold Mix Asphalt

McKalloff Road, Old Bakerstown Road, Dawson Road, Blanchard Road, Hemphill Road.

Bituminous Seal Coating

Lick Road
Trump Road
Carl Lane

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to authorize the Township Engineer to advertise and solicit bids for the 2018 Road Improvement Project, to include Blue Row. Motion carried unanimously 7-0.

AUTHORIZATION: ADVERTISEMENT OF ORDINANCE NO. 422 (ACCEPTANCE OF STREETS IN SHOFF FARMS PLAN)

The final paving for the Shoff Farms Plan has been completed. The Township can accept the streets – Lex Lane and Ridge View Court.

ORDINANCE NO. 422

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING THE FOLLOWING STREETS IN THE SHOFF FARMS PLAN: LEX LANE AND RIDGE VIEW COURT; AND AMENDING ORDINANCE NO. 351 TO INCLUDE THE SAME.

MOTION BY Supervisor Karpuzi and SECONDED BY Supervisor DiSanti to authorize the advertisement of Ordinance No. 422 accepting the streets in the Shoff Farms Plan. The Board will consider adoption of the Ordinance at their 21 March 2018 meeting. Motion carried unanimously 7-0.

AWARD: CEDAR RIDGE STORM SEWER REHABILITATION PROJECT BIDS

Sealed bids were received and opened at the Township Building on 15 February 2018 at 1:00 p.m. for the Cedar Ridge Storm Sewer Rehabilitation Project. The work consists of the cured in place pipe (CIPP) replacement of approximately 4,600 feet of storm sewer (various sizes), repair of existing inlets and other miscellaneous work.

The bid results were as follows:

<u>BIDDERS:</u>	<u>TOTAL:</u>
Jet Jack, Inc.	\$292,350.00
Insight Pipe	\$308,912.00
Insituform Technologies, LLC	\$366,500.00

Mr. Shoup explained the project and the bids received and recommended the project be awarded to Jet Jack, Inc.

Mr. Mator questioned if Oakwood Circle and Blue Row are included in the project. Mr. Shoup indicated they aren't included, but when the contractor is in the Township doing the work, he will show them the other two areas. Mr. Shoup added that if the contractor feels the roads are legitimate candidates for the work, he will get a price to bring back to the Board for the additional work authorization.

After some discussion, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to award the Cedar Ridge Storm Sewer Rehabilitation Project to Jet Jack, Inc., in the amount of \$292,350.00. Motion carried unanimously 7-0.

AWARD: POLICE SUV BIDS

The Board received a copy of the quote from Tri Star Motors for a 2018 Ford Police Interceptor Explorer AWD and Upfitting at a total cost of \$38,571.20 under the CoStars Contract.

The Board received copies of the financing proposals.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to authorize the purchase of one 2018 Ford Police Interceptor Explorer AWD to Tri Star Motors in the total amount of \$38,571.20 and the financing through F.N.B. Commercial Leasing for three years at the rate of 2.79%. Motion carried unanimously 7-0.

DISCUSSION: ADOPT-A-ROADWAY

Mr. Mator reported on the Adopt-A-Roadway Program based on the program in Clinton Township. He mentioned that the program would require *Litter Crew Ahead* and *Road adopted/sponsored by* signs, and that those signs would be permanently installed by the Road Department with posts. Mr. Mator also shared the rough costs for the signs and the work, and stated that – as part of the agreement – the participants would clean the road twice a year.

After questions/comments, this item will be on the next month's agenda for adoption.

DISCUSSION: EMS BUILDING SUBDIVISION

Mr. Happel commented that the EMS Building Subdivision is ready for approval. After the survey of the property is completed, the subdivision of the parcel will be made and conveyed to the Township by the School District. Mr. Happel also pointed out that the School District may have done a recent survey and, if provided, it would possibly reduce the cost of the survey.

After further discussion, MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to authorize \$4,600.00 for a survey of the School District's property in order to do an EMS Building Subdivision. Motion carried unanimously 7-0.

DISCUSSION: GOALS FOR 2018

Mr. Vaerewyck asked Chairwoman Hollibaugh if the discussion for goals could be moved to the next meeting because he only received the document on Sunday evening and would like to read Mr. Mator's memorandum further for review.

After some discussion, this item will be on next month's agenda for discussion.

COMMITTEE REPORTS

The Committee Chairperson reported on their Committee updates:

- 1) Mr. Vaerewyck – EMS Committee
- 2) Mrs. Romig – Engineering & Public Works Committee
- 3) Dr. DiSanti – Financial, Legal & Human Resources Committee
- 4) Mrs. Jordan – Parks & Recreation Committee – The Board agreed to add Swing Sets at Bairdford Park on next month's meeting agenda.
- 5) Mr. Karpuzi – Zoning, Planning & Code Committee
- 6) Mr. Karpuzi – North Hills COG Report

OLD BUSINESS

- Dr. DiSanti pointed out Leonard Guerre, a past Supervisor, received a Certificate of Recognition. Mr. Guerre was present and was asked to read the certificate which hangs on the bulletin board in the meeting room:

COUNTY OF ALLEGHENY
Office of the County Council
Certificate of Recognition
Awarded to: Leonard A. Guerre, West Deer Township

This Certificate of Recognition is awarded to Mr. Leonard Guerre in honor and celebration of his years of dedicated service to the West Deer Township as Supervisor. This Council thanks Mr. Guerre for his unwavering commitment to West Deer Township and he serves as an exemplary model of leadership.

Sponsored by Council Member Ed Kress, and presented on behalf of the citizens of Allegheny County, this 19th day of December 2017.

The Honorable Ed Kress, County Council, District 3

- The Board also wished Dr. DiSanti a Happy Birthday.

NEW BUSINESS

None

SET AGENDA: REGULAR BUSINESS MEETING

21 March 2018

6:30 p.m. – Executive Session

7:00 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. 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. Award: 2018 Road Improvement Project Bids
14. Adoption: Resolution No. 2018-4 (Act 537 Sewage Facilities Plan Update)
15. Adoption: Ordinance No. 422 (Acceptance of Streets in Shoff Farms Plan)
16. Authorization: C2P2 Grant Application
17. Committee Reports
18. Old Business
19. New Business
20. Set Agenda/April 18, 2018
21. Comments from the Public
22. Adjournment

Items Added:

*Adopt-A-Roadway

*2018 Goals

*Bairdford Park Swing Sets

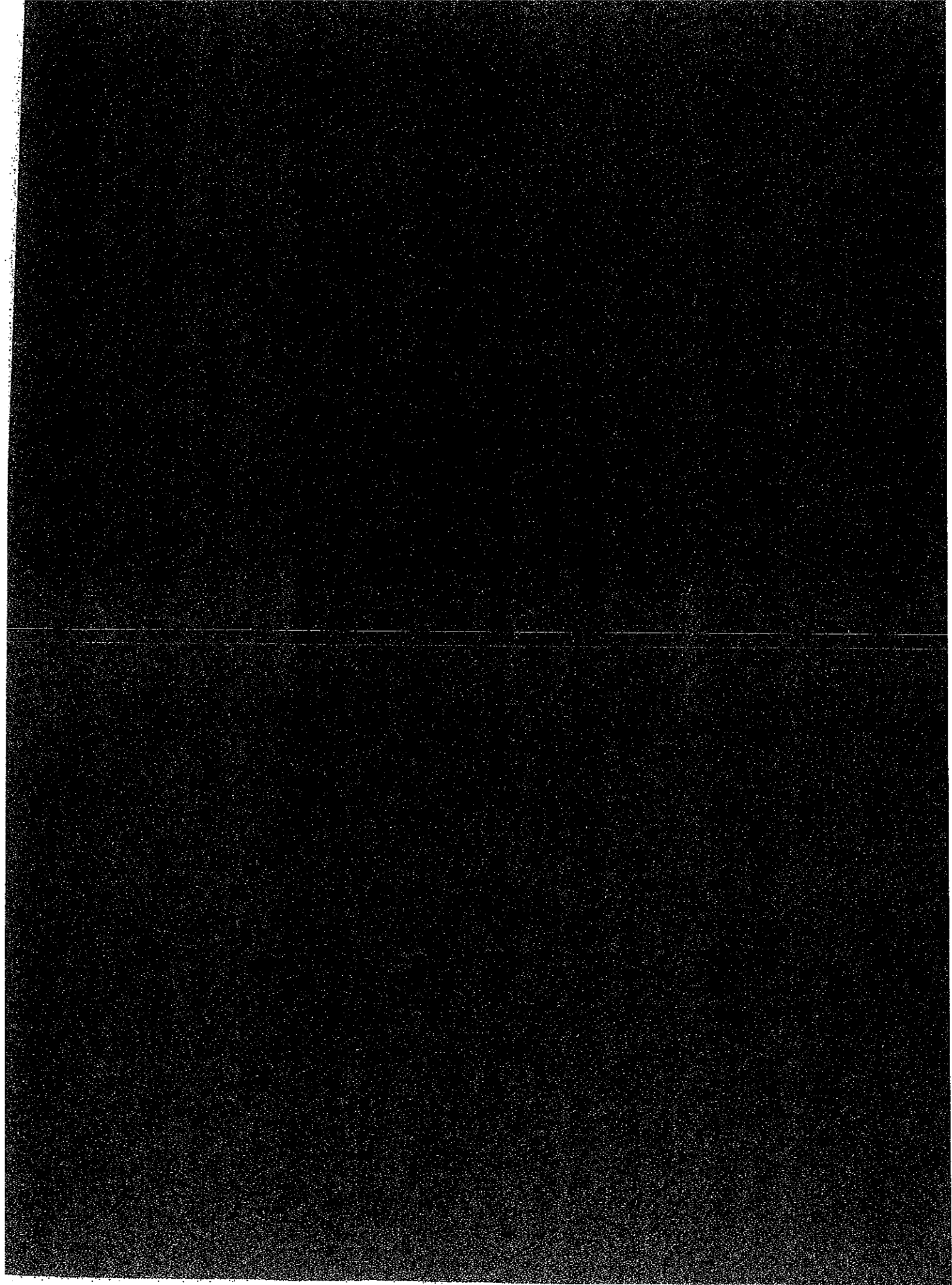
COMMENTS FROM THE PUBLIC

- Mr. Scott Woloszyk, Shuster Road,
 - Commented on the Adopt-A-Roadway program – feels it would be more of a clean-up when it would be done twice a year. Also suggested, if the Board wants to cut down the cost of the program – then the Board wouldn't have to install the recognition signs.
 - Requested clarification on the referendum questions.
 - Commented on the road/berm washouts due to the weather.

ADJOURNMENT

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to adjourn the meeting at 8:45 p.m.
Motion carried unanimously 7-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager



MONTHLY FINANCIAL REPORT

A) FINANCE OFFICER'S REPORT

MRS. NARDIS.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

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

	MOTION	SECOND	AYES	NAYES
DR. DISANTI	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

7-A

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
February 28, 2018

I - GENERAL FUND:

	<u>February</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	263,520.21	914,168.57	14.93%
Expenditures	359,160.35	666,483.48	10.88%

Cash and Cash Equivalents:

Sweep Account		<u>210,616.87</u>	<u>210,616.87</u>
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II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted		10,298.95	
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Fire Tax Fund:

Sweep Account - Restricted		13,019.20	
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State/Liquid Fuels Fund:

Sweep Account - Restricted		<u>72,178.43</u>	
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95,496.58

Investments:

Operating Reserve Fund:

Sweep Account - Reserved		805,969.89	
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Capital Reserve Fund:

Sweep Account - Reserved		<u>349,732.13</u>	
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1,155,702.02

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

		<u>0.00</u>	<u>0.00</u>
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TOTAL CASH BALANCE 2/28/18

1,461,815.47

Interest Earned February 2018 **186.89**

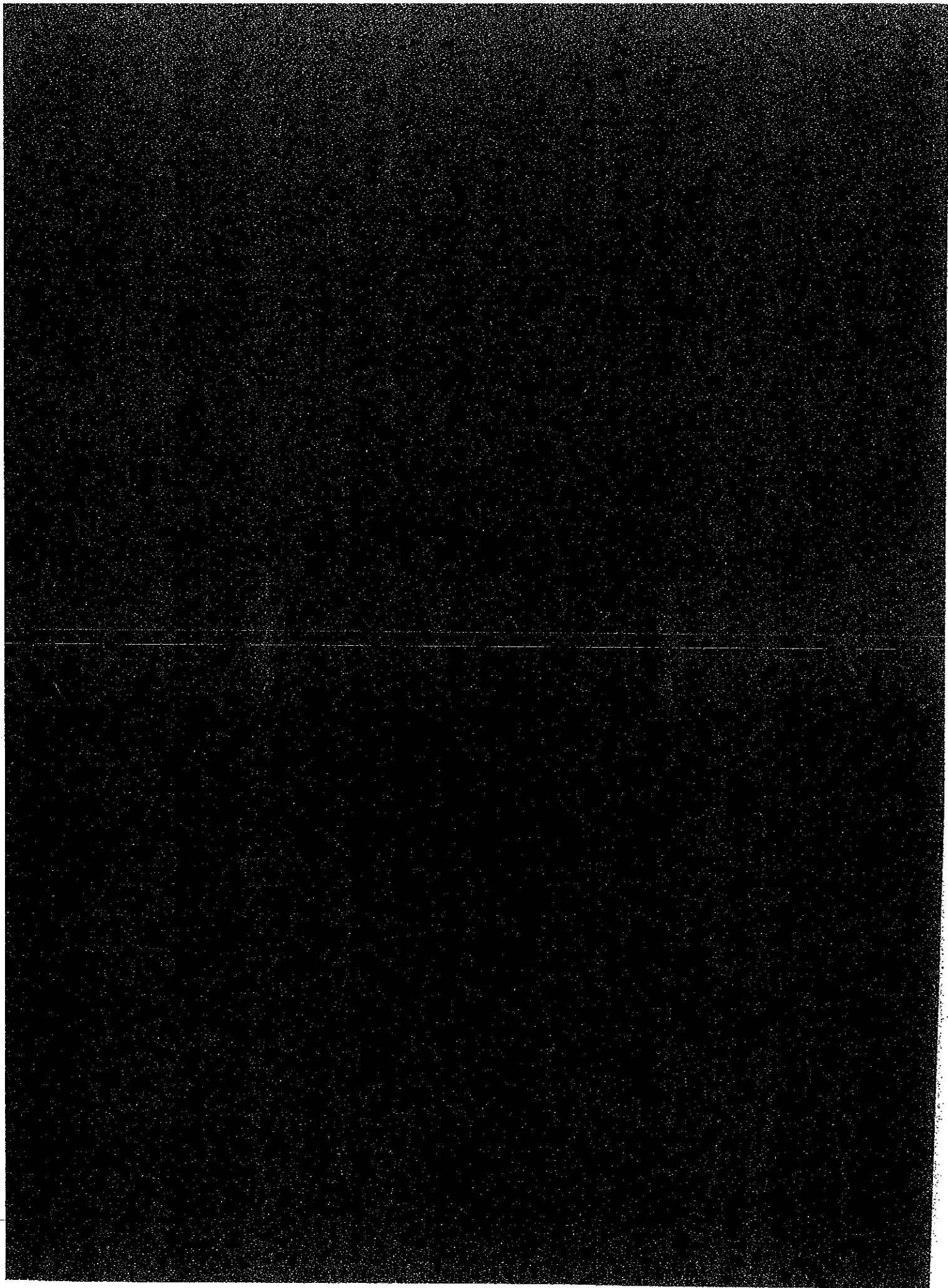
	<u>2/1/2018</u>		<u>February</u>
	<u>Debt Balance</u>		<u>Principal</u>
			<u>Payment</u>
			<u>2/28/2018</u>
			<u>Debt Balance</u>
Mars National - VFC #3	244,687.05	\$ -	244,687.05

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

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

INTEREST EARNED - 2018

	<u>FEBRUARY</u>	<u>YTD</u>
GENERAL FUND	\$10.22	\$19.62
STREET LIGHT FUND	\$0.27	\$0.60
FIRE TAX FUND	\$6.57	\$30.47
OPERATING RESERVE	\$29.00	\$64.22
STATE FUND	\$137.28	\$344.52
CAPITAL RESERVE	<u>\$3.55</u>	<u>\$7.40</u>
TOTAL INTEREST EARNED	<u>\$186.89</u>	<u>\$466.83</u>



B) LIST OF BILLS

WHAT ACTION DOES THE BOARD WISH TO TAKE.

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

MOTION SECOND AYES NAYES

MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS. JORDAN	___	___	___	___
DR. DISANTI	___	___	___	___
MR. KARPUZI	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

7-B

By Name
Cutoff as of: 12/31/9999

Time: 2:33 pm
Date: 03/14/2018
Page: 1

Due Dates: 03/15/2018 thru 03/15/2018

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	paid	Un-Paid	Check#	Check Amt.
Name: AMERIKOHL AGGREGATES INC										
00337	AMERIKOHL AGGREGATES	430.372	29591	1875.57				1875.57		
	Road: Limestone #67	0318	03/05/2018	03/15/2018						
00337	AMERIKOHL AGGREGATES	430.372	29592	303.45				303.45		
	Road: Rip Rap R4 12"	0318	03/05/2018	03/15/2018						
00337	AMERIKOHL AGGREGATES	430.372	29655	305.59				305.59		
	Road: Rip Rap	0318	03/12/2018	03/15/2018						
Name: AMERIKOHL AGGREGATES INC										
00338	AMERIKOHL TRANSPORT	430.372	22654	733.55				733.55		
	Road: Delivery of Li	0318	03/05/2018	03/15/2018						
00338	AMERIKOHL TRANSPORT	430.372	22655	184.83				184.83		
	Road: Delivery of Ri	0318	03/05/2018	03/15/2018						
00338	AMERIKOHL TRANSPORT	430.372	22689	186.13				186.13		
	Road: Delivery of Ri	0318	03/12/2018	03/15/2018						
Name: AMERIKOHL TRANSPORT INC										
00553	BEST WHOLESALE TIRE	410.374	11436	196.50				196.50		
	Police:Car #36-Inspe	0218	02/14/2018	03/15/2018						
00553	BEST WHOLESALE TIRE	410.374	11519	93.63				93.63		
	Police:Car #39-011 C	0218	02/23/2018	03/15/2018						
00553	BEST WHOLESALE TIRE	410.374	11539	413.00				413.00		
	Police:Car #33-011 S	0218	02/27/2018	03/15/2018						
Name: BEST WHOLESALE TIRE CO, INC										
00238	CULVERTS, INC	430.611	IN00131713	3360.00				3360.00		
	Road: M Frames/2'x4'	0318	03/01/2018	03/15/2018						
Name: CULVERTS, INC										
10315	GRIFFITH, MCCAGUE &	404.111	272703	769.50				769.50		
	Legal Services-Gener	0218	02/18/2018	03/15/2018						
10315	GRIFFITH, MCCAGUE &	404.111	272704	66.50				66.50		
	Legal Services-W D A	0218	02/18/2018	03/15/2018						
10315	GRIFFITH, MCCAGUE &	404.111	272705	389.50				389.50		
	Legal Services-Home	0218	02/18/2018	03/15/2018						

By Name
Cutoff as of: 12/31/9999

Time: 2:33 pm
Date: 03/14/2018
Page: 2

Due Dates: 03/15/2018 thru 03/15/2018

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: GRIFFITH, MCCAGUE & HAPP, PC										
00005	HEI-WAY, LLC	430.372	80213040	367.91				367.91		
	Road: Col'd Patch	0218	02/14/2018	03/15/2018	02/19/2018					
00005	HEI-WAY, LLC	430.372	80221071	618.64				618.64		
	Road: Col'd Patch	0218	02/22/2018	03/15/2018	02/26/2018					
00005	HEI-WAY, LLC	430.372	80223008	354.80				354.80		
	Road: Col'd Patch	0218	02/26/2018	03/15/2018	02/28/2018					
00005	HEI-WAY, LLC	430.372	80228009	353.16				353.16		
	Road: Col'd Patch	0318	03/01/2018	03/15/2018	03/05/2018					
00005	HEI-WAY, LLC	430.372	80301028	177.81				177.81		
	Road: Col'd Patch	0318	03/02/2018	03/15/2018	03/05/2018					
00005	HEI-WAY, LLC	430.372	80305019	161.42				161.42		
	Road: Col'd Patch	0318	03/06/2018	03/15/2018	03/07/2018					
00005	HEI-WAY, LLC	430.372	80306015	166.34				166.34		
	Road: Col'd Patch	0318	03/07/2018	03/15/2018	03/08/2018					
00005	HEI-WAY, LLC	430.372	80308022	323.66				323.66		
	Road: Col'd Patch	0318	03/09/2018	03/15/2018	03/13/2018					
00005	HEI-WAY, LLC	430.372	80312005	213.04				213.04		
	Road: Col'd Patch	0318	03/13/2018	03/15/2018	03/14/2018					
Name: HEI-WAY, LLC										
Name: JORDAN TAX SERVICE, INC.										
00106	JORDAN TAX SERVICE,	403.140	2-C-#106	2588.13				2588.13		
	Delinquent R E Tax C	0218	02/15/2018	03/15/2018	02/21/2018					
Name: MRM WORKERS' COMP FU 486.354										
00325	MRM WORKERS' COMP FU	486.354	1718PRJ1025	20752.65				20752.65		
	3rd Install of 4/wor	0218	02/15/2018	03/15/2018	02/28/2018					
Name: MRM WORKERS' COMP FUND										
00014	ROADSAFE TRAFFIC SYS	430.374	73695	300.00				300.00		
	Road:18x18 Truck Doo	0218	02/22/2018	03/15/2018	02/26/2018					

By Name
Cutoff as of: 12/31/9999

Time: 2:33 pm
Date: 03/14/2018
Page: 3

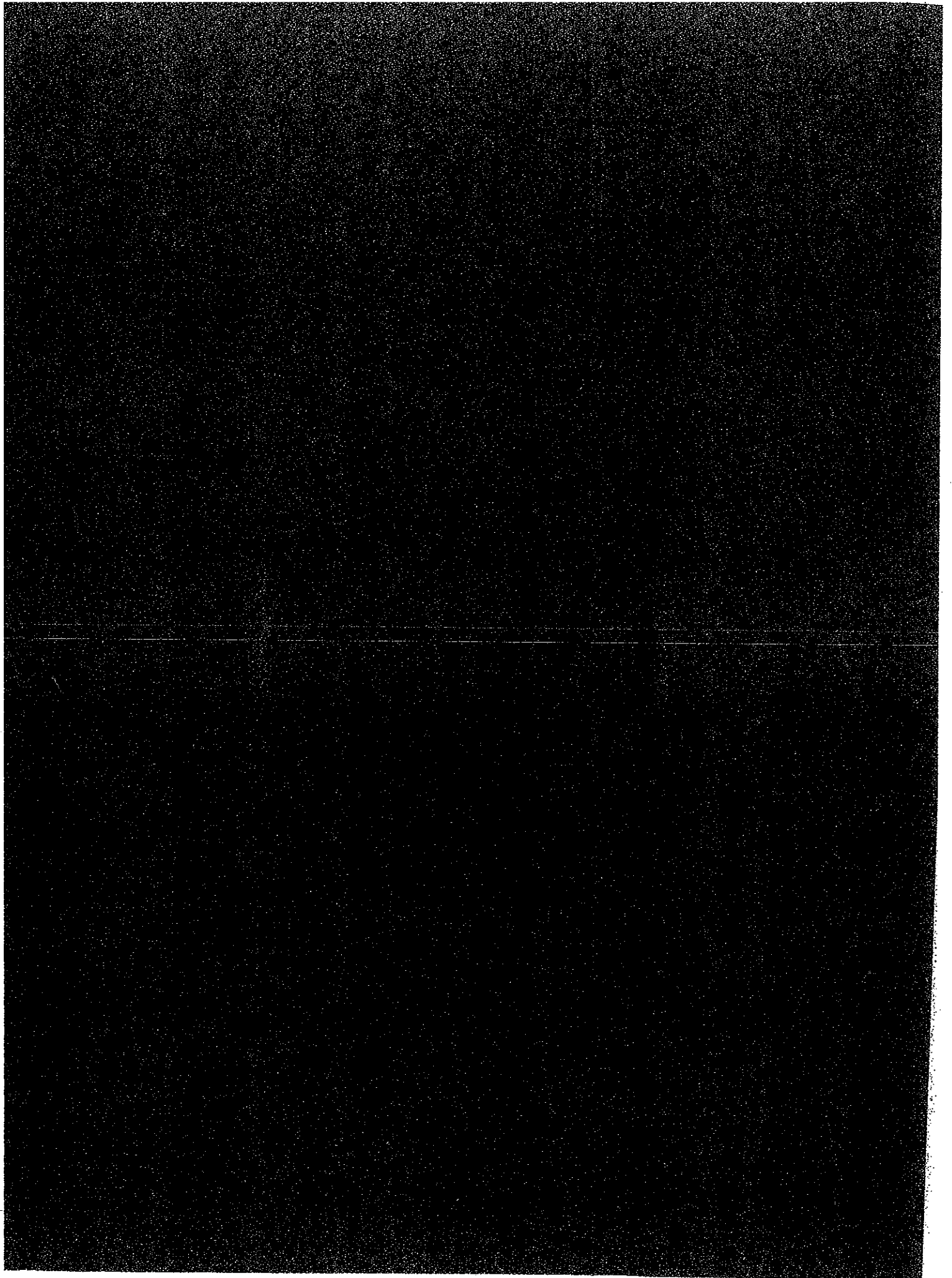
Due Dates: 03/15/2018 thru 03/15/2018

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: ROADSAFE TRAFFIC SYSTEMS									
00830	SHOUP ENGINEERING IN	408.316	18-57	02/28/2018	25.00	03/15/2018	03/05/2018		25.00
	Engineering: Dollar	0218							
00830	SHOUP ENGINEERING IN	408.316	18-58	02/28/2018	125.00	03/15/2018	03/05/2018		125.00
	Engineering: Hampshi	0218							
00830	SHOUP ENGINEERING IN	408.313	18-59	02/28/2018	1350.00	03/15/2018	03/05/2018		1350.00
	Engineering: Miscell	0218							
00830	SHOUP ENGINEERING IN	408.316	18-60	02/28/2018	25.00	03/15/2018	03/05/2018		25.00
	Engineering: Shoff F	0218							
Name: SHOUP ENGINEERING INC.									
00674	STALEY COMMUNICATION	410.327	4671458	02/26/2018	346.10	03/15/2018	03/12/2018		346.10
	POL: Batteries	0218							
00674	STALEY COMMUNICATION	410.328	89818	03/02/2018	137.50	03/15/2018	03/05/2018		137.50
	POL:Radio Equip Main	0318							
00674	STALEY COMMUNICATION	430.327	89819	03/02/2018	57.47	03/15/2018	03/05/2018		57.47
	Road:Radio Equip Mat	0318							
Name: STALEY COMMUNICATIONS									
00577	TOSHIBA FINANCIAL SE	406.261	68120622	02/25/2018	249.38	03/15/2018	03/05/2018		249.38
	Lease & Maintenance	0218							
00577	TOSHIBA FINANCIAL SE	410.261	68120622	02/25/2018	241.26	03/15/2018	03/05/2018		241.26
	Lease & Maintenance	0218							
Name: TOSHIBA FINANCIAL SERVICES									
00067	TRISTANI BROTHERS, I	430.374	180224	02/28/2018	503.10	03/15/2018	03/08/2018		503.10
	Road:Trk #8-Brake va	0218							
00067	TRISTANI BROTHERS, I	430.374	180225	02/28/2018	80.00	03/15/2018	03/08/2018		80.00
	Road:Trk-2014 F550-I	0218							
Name: TRISTANI BROTHERS, INC.									
			583.10				583.10		

FINAL TOTALS:

38433.12

38433.12



POLICE CHIEF'S REPORT

CHIEF LAPE.....

8

OFFICER'S MONTHLY REPORT

TO: Jonathan D. Lape, Chief of Police
FROM: Pam Tedesco, Administrative Secretary
SUBJECT: OFFICER'S MONTHLY REPORT
DATE: March 8, 2018

Attached is the Officer's Monthly Report for February 2018.

PT

Attachment

cc: D. Mator, Manager
S. Hollibaugh, Chairwoman
R. DiSanti
B. Jordan
A. Karpuzi
S. Maudhuit
J. Romig
G. Vaerewyck

OFFICER'S MONTHLY REPORT
FEBRUARY 2018

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	56	58	114
CALLS FOR SERVICE/FIELD CONTACTS	292	292	584
ALL OTHER CALLS	492	452	944
TOTALS CALLS FOR SERVICE	840	802	1642

ARRESTS

ADULT	10	8	18
JUVENILE	0	0	0
TRAFFIC CITATIONS	5	2	7
NON TRAFFIC CITATIONS	2	0	2
PARKING CITATIONS	0	0	0
WARNINGS	5	0	5

PERSONNEL

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

VEHICLE REPORTS

TOTAL MILES TRAVELED	9269	9820	19089
GALLONS OF GASOLINE USED	755.3	990.8	1746.1
REPAIRS/MAINTENANCE	703.13	2221.36	2924.49

OVERTIME PAID

COURT (OFF DUTY)	22	17	39
PRELIMINARY HEARINGS	16	10	26
PRETRIAL	0	0	0
INVESTIGATIONS	12	4	16
ARRESTS	6	5	11
SPEED CHECKS	0	0	0
PRIVATE CONTRACTS	0	0	0
MISC. HOURS - FILLED SHIFTS	0	0	0
MISC. HOURS - ADMIN. HOURS	0	0	0
MISC. HOURS	16	0	16
TOTAL HOURS	72	36	108

Misc. hours - CPR/1st Aid training - 12 hrs
Meetings 4 hrs.

Points of Interest

Month of February 2018

Budget as of February 2018 – 15.35%

CHIEF JONATHAN LAPE –

February 1 – attended the first Explorer meeting

February 2 – Chief Lape, Sgt. Mikus, Officers Evan, Gizienski and Newman attended a training program at the Indiana Township Police Department entitled Domestic Violence Lethality

February 6 – met with Karen Beck – MRM - reference workmen's compensation safety issues

February 8 – attended a Western Chiefs meeting

February 8 – attended an Explorer's meeting

February 26 – Chief Lape, Sgt. Bailey, Sgt. Mikus and Officer Shurina - met with the school district to discuss safety issues

February 28 – attended a parks and recreation meeting

OFFICER EDWARD NEWMAN – K9 REPORT – nothing to report for K-9

February 8 - Explorer meeting held in West Deer Township – included familiarization with law enforcement and registration

February 22 – Explorer meeting held in Hampton Township

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

February 9 – training was held at the Allegheny County Police Academy. Operators received recertification and familiarization of the self contained breathing apparatus for SRT operations in contaminated areas. Operators also obtained their cold weather zero on their primary weapon systems.

February 23 – Training was held at the old monastery in Ross Township. Operators worked on officer down drills, hostage rescue and familiarization on the new laser mounted systems on their primary weapons using night vision.

SCHOOL DISTRICT DETAILS –

4 – 4th grade DARE classes were taught

6 – 8th grade DARE classes were taught

18 – 5th grade DARE classes were taught

February 1, 3, 8, 9 – Basketball game details

February 13, 20 – School board details

SPECIAL DETAILS/MISCELLANEOUS DETAILS –

January 31/February 1 – Officer Shurina attended mandatory updates

February 1 – Sgt. Loper, Officers Burk, Evan, Fedunok, Petosky, , Shurina attended/participated in the Explorer's meeting

February 14 – Officers Evan & Vulakovich attended mandatory updates

February 19 – Officer Newman gave a talk to the children at Early Years Daycare

February 19-23 – Officer Evan attended Field Training Officer training

February 22/23 – Sgt. Bailey & Officer Newman attended mandatory updates

February 22 – CPR/First Aid Re-certification was conducted for entire department

February 26/27 – Officer Gizienski attended mandatory updates

February 28/March 1 – Sgt. Mikus & Officer Fedunok attended mandatory updates

February 28 – Pam Tedesco attended a parks & recreation meeting

CORRESPONDENCE:

February 7 – received a resignation letter from Officer William Dobson



SHOUP ENGINEERING
FOR OVER 50 YEARS

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

February 23, 2018

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

Via email and mail

Re: Acceptance of Streets
Shoff Farms Plan

Dear Mr. Mator,

As you are aware, the developer of the Shoff Farms Plan of Lots installed the final asphalt wearing course on the streets in the plan in the Fall of 2017. The work was performed while being inspected by an employee of my office. The work was performed in a professional and satisfactory manner.

I would therefore recommend that West Deer Township accept Lex Lane and Ridge View Court as Township streets.

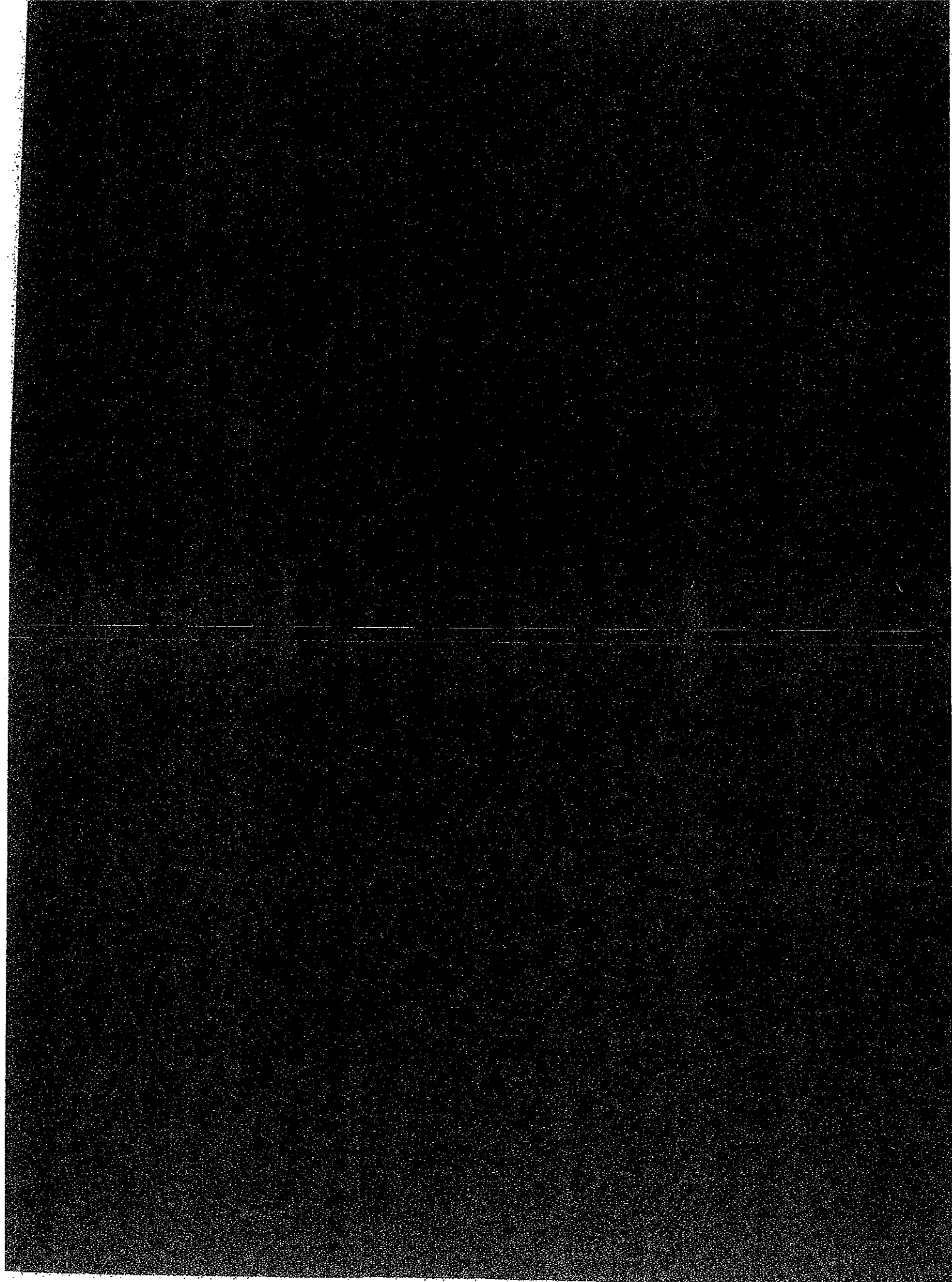
If you should have any questions, please do not hesitate to contact me at your convenience.

Sincerely,

SHOUP ENGINEERING INC.

Scott A. Shoup, P.E., P.L.S.

cc: Cathy Sopko, via email



BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER'S REPORT

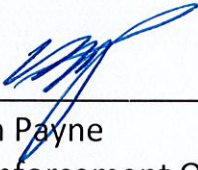
MR. PAYNE.....

9

Code Enforcement

February 28, 2018

1. Issued 24 Occupancy Permits
2. Issued 8 Building Permits
3. Performed 21 site inspections
4. Planning Commission continued the review process for zoning changes.
5. Zoning Hearing Board granted a side yard variance for residents of 1857 Saxonburg Blvd to build a garage. Property is zoned C-2 Commercial Highway that has 25' side yard setback. A dimensional variance of 10' was grants to give the property owner a side yard setback of 15'.
6. Update on Russellton mine project located on Little Deer Creek Valley Road. Attached is a detailed memo of progress. I have been working with the mine operator, Police, DEP New Stanton District, Allegheny County Air Quality, and DEP Knox District on resolving the issues involving the mine and connecting roadways.



William Payne
Code Enforcement Officer

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

2/1/2018	O18-015	1666-R-100-29D	HUNT CLUB AT GRANDVIEW CONDO ASSOCIATION	381 SADDLEBROOK RD	Quad	Yes	No
2/1/2018	O18-016	1666-R-100029A	PAUL & LAUREL QUARANTILLO	383 SADDLEBROOK RD	Single Family Home	Yes	No
2/5/2018	O18-022	1214-E-311	DEBORAH JANKOWSKI	3542 Cedar Ridge Road	Single Family Home	Yes	No
2/5/2018	O18-023	2194-L-276	SHAWN & ELIZABETH EKSTRAND	4663 BAKERSTOWN CULMERVILLE	Single Family Home	No	No
2/5/2018	O18-024	1670-R-030	NICHOLAS & AMY SALERA	1117 STONECREST DR	Single Family Home	No	No
2/5/2018	O18-025	1216-H-187	PETER & GRETCHEN KEARNEY	2417 SAXONBURG BLVD	Duplex/Carriage House	No	No
2/6/2018	O18-026	1359-D-34	BERNARD GASPER & MARY LOU SCHARPF	17 GRUBBS RD	Single Family Home	No	No
2/6/2018	O18-027	1666-R-100029A	PAUL & LAUREL QUARANTILLO	383 SADDLEBROOK RD	Quad	No	No
2/9/2018	O18-028	1215-P-352	REBECCA RESIDENCE	1871 HIGHPOINTE LANE	New Commercial/Industrial Buildings	Yes	No
2/13/2018	O18-029	1838-N-086	SMULLIN ASPHALT & CONCRETE	1813 SAXONBURG BLVD	Business	No	No
2/16/2018	O18-030	1666-R-100-29B	PAUL & EILEEN MILLER	387 SADDLEBROOK RD	Quad	Yes	No
2/19/2018	O18-031	1218-A-394	JACQUELINE GAJEWSKI	339 East Union Rd.	Single Family Home	No	No
2/20/2018	O18-032	1510-D-70	DAN RYAN BUILDERS	690 ASHLEY RD.	Single Family Home	Yes	No
2/20/2018	O18-033	1666-R-100-20C	RICHARD & MARY MONTGOMERY	350 SADDLEBROOK RD.	Quad	Yes	No
2/20/2018	O18-034	1666-R-100-20B	SALVATORE & PATRICIA MARSICO	352 SADDLEBROOK RD	Quad	Yes	No
2/21/2018	O18-035	1079-A-325	GEORGE MILES II	4616 ROYAL CT	Single Family Home	No	No
2/21/2018	O18-036	1671-B-195	ALAN MUELLER, JR.	536 BENJAMIN ST	Single Family Home	No	No
2/21/2018	O18-037	2014-M-275	MATHEW LATRONICA	188 MILLERSTOWN CULMERVILLE RD	Single Family Home	No	No
2/26/2018	O18-038	1666-R-100-29B	PAUL & EILEEN MILLER	387 SADDLEBROOK RD	Quad	Yes	No
2/27/2018	O18-039	1361-B-187	ROBERT & BRIDGET ASHBAUGH	119 STARR RD	Single Family Home	No	DELETED
2/27/2018	O18-039	1361-B-187	ROBERT & BRIDGET ASHBAUGH	119 STARR RD	Single Family Home	No	No
2/28/2018	O18-040	1510-H-247	ROBERT HALL	1005 YORK WAY	Single Family Home	No	No

2/28/2018	O18-042	2011-E-040	YUQUAN & KINWA LI	318 MONIER RD	Miscellaneous	No	No
2/28/2018	O18-043	1356-D-332	CHRISTOPHER CONNELLY	3403 E STAG DR	Single Family Home	No	No

February - \$375.00

Grand Total - \$375.00

West Deer Township
 109 East Union Rd.
 Cheswick, PA 15024
 WD Permit Report
 from 2/1/2018 to 2/28/2018

Permit Date	Permit Number	Permit Type	Parcel Owner	Address	Parcel ID	Cost of Construction	Fee Collected
2/21/18	P18-010	Deck	Ryan Becker	16 Poma St.	1512-M-139	\$2,000.00	\$25.00
2/5/18	P18-011	mfg. home	William & Dana Guerre	62 Crestview Dr.		\$80,000.00	\$442.20
2/14/18	P18-012	Rest Room	Allegheny County	Deer Lakes Park	1514-E-252	\$0.00	\$0.00
2/14/18	P18-013	Antenna swap	Crown Castle	3819 Cedar Ridge Rd.	1080-B-24	\$21,500.00	\$350.00
2/22/18	P18-014	Addition	William Eisenbarth	136 Donaldson Rd.	2192-J-248	\$210,000.00	\$318.60
2/23/18	P18-015	Apartment Bldg.	Eric Mockenhaupt	58 Hampshire Lane	2010-E-284	\$550,000.00	\$2,965.80
2/27/18	P18-016	Addition	Terry Colton	5006 Bakerstown Culm	2196-P-310	\$40,000.00	\$291.60
2/28/18	P18-017	Car Port	Michael Neugebauer	133 Reaghard Dr.	1511-J-222	\$3,425.00	\$35.00

TOTALS... \$906,925.00 \$4,428.20

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 02/01/2018 To 02/28/2018

				Permit ID	Status	Inspector
2/1/2018	Final	383 SADDLEBROOK RD., GIBSONIA, PA, 15044	383 SADDLEBROOK RD	1666-R- 100029A	Passed	William Payne
2/1/2018	Electrical/Plumbing	383 SADDLEBROOK RD., GIBSONIA, PA, 15044	383 SADDLEBROOK RD	1666-R- 100029A	Passed	William Payne
2/1/2018	Final	381 SADDLEBROOK RD, GIBSONIA, PA, 15044	381 SADDLEBROOK RD	1666-R- 100-29D	Passed	William Payne
2/1/2018	Electrical/Plumbing	381 SADDLEBROOK RD, GIBSONIA, PA, 15044	381 SADDLEBROOK RD	1666-R- 100-29D	Passed	William Payne
2/8/2018	Footer	1482 SAXONBURG BLVD, TARENTUM, PA, 15084	1482 SAXONBURG BLVD	2013-C-347	Passed	William Payne
2/12/2018	Framing	470 BAIRDFORD RD., BAIRDFORD, PA, 15006	470 BAIRDFORD RD	1669-K-364	Passed	William Payne
2/12/2018	Framing	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	888 ASHLEY RD.	1510-D-68	Passed	William Payne
2/12/2018	Fireblocking	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	888 ASHLEY RD.	1510-D-68	Failed	William Payne
2/12/2018	Foundation	119 STARR RD., CHESWICK, PA, 15024	119 STARR RD	1361-B-199	Passed	William Payne
2/13/2018	Framing	226 East Union Road, Cheswick, Pa, 15024	226 East Union Road	1360-H-377	Passed	William Payne
2/13/2018	Framing	1164 LOGAN RD, GIBSONIA, PA, 15044	1164 LOGAN RD	1837-K-184	Passed	William Payne
2/13/2018	Fireblocking	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	888 ASHLEY RD.	1510-D-68	Passed	William Payne
2/13/2018	Footer	396 West Starz Road, Gibsonia, Pa, 15044	396 WEST STARZ RD	1510-G-14	Passed	William Payne
2/14/2018	Insulation	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	888 ASHLEY RD.	1510-D-68	Passed	William Payne
2/14/2018	Foundation	119 STARR RD., CHESWICK, PA, 15024	119 STARR RD	1361-B-199	Passed	William Payne
2/16/2018	Electrical/Plumbing	387 SADDLEBROOK RD, GIBSONIA, PA, 15044	387 SADDLEBROOK RD	1666-R- 100-29B	Passed	William Payne
2/16/2018	Final	387 SADDLEBROOK RD, GIBSONIA, PA, 15044	387 SADDLEBROOK RD	1666-R- 100-29B	Passed	William Payne
2/20/2018	Drywall	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	888 ASHLEY RD.	1510-D-68	Failed	William Payne
2/20/2018	Framing	382 SADDLEBROOK RD, GIBSONIA, PA, 15044	382 SADDLEBROOK RD	1666-R- 100-23B	Passed	William Payne
2/20/2018	Final	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	890 ASHLEY RD.	1510-D-70	Passed	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 02/01/2018 To 02/28/2018

				Parcel ID	Status	Inspector
2/20/2018	Electrical/Plumbing	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	890 ASHLEY RD.	1510-D-70	Passed	William Payne
2/21/2018	Foundation	396 West Starz Road, Gibsonia, Pa, 15044	396 WEST STARZ RD	1510-G-14	Passed	William Payne
2/22/2018	Electrical/Plumbing	350 SADDLEBROOK RD., GIBSONIA, PA, 15044	350 SADDLEBROOK RD.	1666-R- 100-20C	Open	William Payne
2/22/2018	Final	350 SADDLEBROOK RD., GIBSONIA, PA, 15044	350 SADDLEBROOK RD.	1666-R- 100-20C	Open	William Payne
2/22/2018	Final	352 SADDLEBROOK RD., GIBSONIA, PA, 15044	352 SADDLEBROOK RD	1666-R- 100-20B	Open	William Payne
2/22/2018	Electrical/Plumbing	352 SADDLEBROOK RD., GIBSONIA, PA, 15044	352 SADDLEBROOK RD	1666-R- 100-20B	Open	William Payne
2/23/2018	Framing		873 ASHLEY RD.	1510-D-18	Cancelled	William Payne
2/23/2018	Insulation	382 SADDLEBROOK RD, GIBSONIA, PA, 15044	382 SADDLEBROOK RD	1666-R- 100-23B	Open	William Payne
2/23/2018	Fireblocking	382 SADDLEBROOK RD, GIBSONIA, PA, 15044	382 SADDLEBROOK RD	1666-R- 100-23B	Open	William Payne
2/28/2018	Complaint Follow Up	80 MOUNTAINVIEW RD, GIBSONIA, PA, 15044	80 MOUNTAINVIEW RD	1358-G-036	Failed	William Payne
2/28/2018	Fireblocking		873 ASHLEY RD.	1510-D-18	Passed	William Payne
2/28/2018	Foundation	396 West Starz Road, Gibsonia, Pa, 15044	396 WEST STARZ RD	1510-G-14	Passed	William Payne
2/28/2018	Framing		873 ASHLEY RD.	1510-D-18	Passed	William Payne

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

**WD Inspection Report
From 02/01/2018 To 02/28/2018**

Count by Type

	Count
Complaint Follow Up	1
Drywall	1
Electrical/Plumbing	6
Final	6
Fireblocking	4
Footer	2
Foundation	4
Framing	7
Insulation	2
Total	33

MEMO

TO: Board of Supervisors
CC: Daniel Mator, Chief Lape
FROM: William Payne
DATE: 2-28-18
SUBJECT: Russellton Mine Trucking

2-22-18

I visited the re-claim/waste coal mine site (Russellton Mine #2) located off of Little Deer Creek Valley Road with Chief Lape. We spoke to the mine operator, Gary Swartz Jr. of Scrubgrass Generating Company. He did inform us that he has spoken to his company about continuing the paving area on either side of the truck scale. Currently the haul road is paved from the entrance to the truck wash, approximately 1200 feet. The trucks travel down the haul road and enter the truck wash, exits the truck wash, travels down the paved haul road, veers to the right onto a gravel ramp (about 150 feet), weighs the truck load on the scale station, exits the scale station via gravel road (about 120 feet), merges back onto the paved haul road and travel about 300 feet to the entrance/exit on Little Deer Creek Valley Road. The paving will take place in the spring when asphalt is readily available and a good base can be built for the road.

We discussed the complaints about houses getting dirty from the coal dust flying off site. I asked him to explain the process of bringing ash back from the plant and if it was stored or used immediately for fill. He stated that the ash is spread on a continual loop road and watered when needed. It is compacted by the weight of the trucks and road site is moved from side to side to expand the road surface and to bring the total elevation of the land up. He stated that it will be brought up to approximately the elevation and contour of the land prior to mining. He mentioned that typically the way the trucks are loaded and unloaded cause little fugitive dust. He stated at one of his prior mine sites, DEP installed a dust monitor by the site entrance as well as a location down the road from the site and the site monitor was cleaner. I asked if we could

get 2 dust monitors and place them by the site entrance and one at the Municipal Building to compare the readings. He stated that he will reach out to his DEP person to see if that is possible. DEP currently does monthly inspections on this site. The site permit is under Coal Valley Sales LLC. Permit # 02090201. The waste coal is being taken to Scrubgrass Generating Plant.

"Scrubgrass is fueled by bituminous waste coal. Pennsylvania's coal region is home to an abundant supply of waste coal, a once-unusable mining by-product that was left in huge piles over the years because the technology did not yet exist to burn it cleanly. Today, thanks to advanced generating and environmental control technologies, plants such as Scrubgrass can use the waste coal as a clean source of energy."
http://negt.com/asset_scrubgrass.html

We also mentioned that the truck wash does not address the problem of waste coal build-up on sides and the rear of trucks that falls off onto the roadway. He stated that he will talk to his trucking companies, DTA/Mcclymonds/Black Gold and let them know that they will need to clean off the entire trucks.

We asked how long would the re-claim process take and Gary stated that it would be approximately another 10 years.

2-26-18

I followed a DTA truck and there was a heavy build-up of waste coal on the sides and rear of the truck. The truck was so heavily soiled that the license plate was not visible. I contacted Gary, mine operator, and he gave me Tim's phone number from DTA trucking. I talked to the Chief and asked if he could get some officers to cite the trucks that did not have visible license plates. He stated that would be something a regular police officer could do and would not have to get a DOT officer to perform.

2-27-18

I contacted Tim at DTA trucking and informed him that the side and rear of all of his trucks would have to be cleaned and the Police will start enforcing this on Monday March 5th. The Police will be able to cite the trucks if the license plates are not visible but I hope it will scare them into washing the entire trucks.

2-28-18

I contacted DEP district mining office and left a message about the Russellton # 2 mine and a request for a copy of model 17 Fugitive Dust Control in the site permit.

2-28-18

Rick Palmer returned my call within 30 minutes and was already informed of some of Township concerns from his DEP inspector. Mr. Palmer oversees inspector, Glen Krallman, who is assigned to this permit site. I conveyed the Township's concerns:

1. Mud/gravel on the road - I explained the current set up and he asked me what size gravel they were using by the scale house. I told them 2B limestone. Mr. Palmer stated that they need to be using riprap and that is the standard. I mentioned that I did suggest a large stone comparable to a construction entrance and Gary, mine operator, said that he would order some and have it installed the next day (2-23-18).

2. Truck dust/debris falling onto the road - Mr. Palmer asked if the truck wash was working. I stated that it was but it only cleans the tires and undercarriage. He stated that some other sites have truck washes that wash the sides and rear as well and this site may need upgraded to that.
3. Fugitive dust - Mr. Palmer stated that Allegheny County typically has jurisdiction over air quality but said there are some requirements that are in the Fugitive dust control portion of the permit which are inspected by the DEP inspector. I asked if he could e-mail me over that section, see attached, so I can convey it the Board of Supervisors what they are inspecting. We also discussed the possibility of 2 dust monitors, 1 by site entrance and 1 at municipal building as a control device. I stated that this would give a comparative tool to help explain the dust control system to residents. He was receptive of idea but did not say that it was 100% going to happen.

I asked Mr. Palmer when the Coal Valley Sales permit will renew since they renew every 5 years. He stated that is on an extension while it is currently being reviewed for renewal.

Mr. Palmer stated that he will convey our concerns to Mr. Krallman, the inspector, and the inspector will contact me.

3-1-18

Glen Krallman, DEP mine inspector, contacted me after his inspection of the mine site. He agreed that the truck wash should be altered. The current truck wash is comprised of 6" pipe on each side that has holes drilled into it. The pipe acts like a nozzle for the water which is pressurized by a motor/pump that operates at 1000-1200 RPMs. Mr. Krallman is suggesting that the RPM's be increased and additional angled holes be drilled into the pipe to allow the water to reach the sides of the trucks. I did mention that the backs of the trucks would also need to be cleaned and questioned if the added holes will cover the rear portion of the trucks. He stated that the update should take care of the problem but is open to other options if it does not. He did state that the trucks appear to be coming into the site uncleaned. He informed me that they should also be going through a truck wash at the power plant.

Mr. Krallman stated that he instructed Gary, mine operator, to add R3 stone, stone about softball size, in front of the truck wash to reduce mud coming into the wash. He also agreed that the stone ramp before and after the scale house needs to have R3 stone or be paved.

We discussed fugitive dust controls and he stated that Allegheny County has the jurisdiction over air quality. He has reach out to the DEP's contact at Allegheny County air quality and was told that they typically do not do dust testing on mine areas. I gave him our Allegheny County Air Quality contact, Jeffery Humes.

3-1-18

I contacted Jeffrey Humes and he did get a message from Mr. Krallman but has not talked to him yet. I briefed him on our concerns and he suggested contacting Darrell

Stern, Head of Dust Monitoring, to see if dust monitors could be installed. He also suggested contacting Nick Caito who is the Head of Enforcement for inspectors. He specifically mentioned the parking lots and roadways provisions for the tracking of mud/dirt onto the road ways. I reached out to both Mr. Caito and Mr. Stern and left voicemails for them.

3-1-18

Darrell Stern returned my call and was already briefed of the situation by Jeffery Humes. He got a little more background from me and asked to send him an e-mail with a map of the mine and a map of our municipal building to get an idea of possible locations for dust collection systems. He did mention that the dust monitors are a relatively older technology but for our needs may be the best option. The dust monitor consists of a large pole, typically 8' or higher, with a collection bucket on top. The collectors are monitored monthly to determine the amount of dust that has been collected. The collection devices are taken to the lab and have the water dried off and debris weighed. This method is not an exact approach since it is possible for the devices to be tampered with. In the past some have had stuff thrown into them, bird droppings land in them and so forth. It is important to note that with the chance of the devices being tampered with an average of the readings should be considered instead of 1 specific monthly reading. Once the readings are calculated the mine site readings can be compared to the control site, municipal building, to gauge if more extensive testing needs to be done or more control/enforcement measures must be implemented.

This option must be approved another person at Allegheny County Air Quality but I am told this is a cost effective first step in monitoring fugitive dust controls and they have plenty of the devices. The dust collectors will also be visible to the residents to see that the mine is being actively monitored and also ensures that A.C. Air Quality will be on site at least once a month.

3-7-18

I met with Darrell Sterns, Jeffrey Humes and Dave (another air quality employee) at the Municipal Building. They installed dust monitor stations on the haul road next to the gate at the mine site as well as a control location at the municipal building above the police car port. They did not install the collection canisters yet since they check them monthly and have to obtain them from the lab that analysis the data. They will install them on their next routine date which is the end of the month. They suggested that I also call the Allegheny County Health Department (ACHD) complaint line and issue a formal complaint so that it is on record about the road conditions. They also encouraged me to give the ACHD complaint line phone number, 412-687-2243, out to residents who complain about the conditions at the mine. Residents should ask for the Air Quality Department.

I talked to Gary, mine operator, at the site and he did have large rock put in on the scale ramps as well as in front of the truck wash. I verified that the rock was in place. He stated that he did not do the modification to the truck wash as he feared that it would be unsafe for the drivers to drive through a wall of water to enter the truck wash. I stated

that if that is his concern then the trucks could be pressure washed by hand or another method to ensure they are clean.

3-9-18

The Police engaged in vehicle stops for minor vehicle code violations. The truck drivers told the Police that they are currently fighting with Scrubgrass power plant because they are being loaded with beneficial ash indoors and stated that it was extremely dusty and damaging their trucks. They did not indicate if they went through a truck wash after being loaded at the power plant. I will contact DEP to see if I can find out who inspects the power plant.

3-12-18

I called ACHD to issue a formal complaint for the township. I talked to Karen who transferred me to Jim Bollinger for the road conditions. Jim has been to the site in the past and is familiar with the operation. He stated he will do an inspection and follow up with me. I did inform him that the trucks are caked with debris which falls off onto the road. I also informed him that the drivers have stated that they are loading indoors which causes the entire truck to collect debris. I gave me my office and cell phone number and told him I would be happy to accompany him on his inspections. He stated that he will contact me.

I contacted Glen, DEP inspector, and he said that he believes that the trucks are coming in dirty but that does not negate the obligation to leave the site clean. His authority only goes to the extent of the permit site which means as soon as trucks exit site he cannot enforce anything. I asked if the trucks should be washed at the power plant and he said they should be that is not under his permit. His permit is for the extraction of waste coal and the receiving of beneficial ash. He said that he is not sure who would inspect the plant but thinks it would also have to have a DEP permit. He is not sure what district the power plant is either. I will do some more research and see if I can locate the department that oversees the power plant.

Scrubgrass Power Plant is located at 2151 Lisbon Rd, Kennerdell, PA 16374 which is located in Venango County. I contacted the DEP Knox District Office and filed a complaint on the Townships behalf with Rhonda. I explained the situation and our concerns. She took my information and will have an inspector contact me.

Mark Benson for DEP Knox Office returned my call and got a little more information on our complaint. He deals with mine sites permitting and inspections and will forward my complaint to the Air Quality Permit people. They are out of the office on a complaint today but will contact me later.

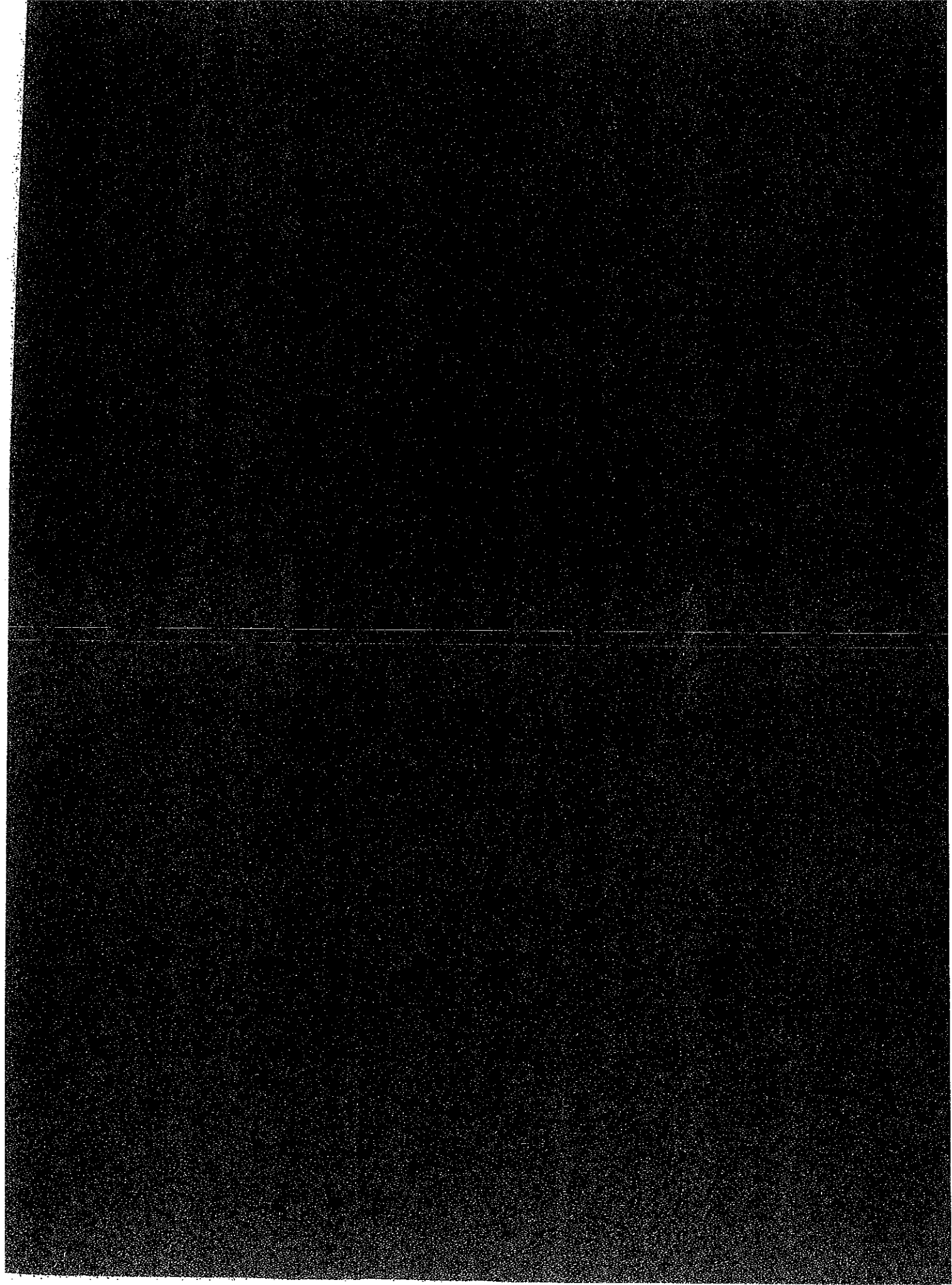
Scott Dyll, supervisor of inspectors for DEP Knox Office, returned my call. I again conveyed our concerns and he said he will file an official complaint on our behalf and assign an inspector to complete an investigation. After discussion he now understands that the issue is that the trucks are not being cleaned after the loading of the beneficial

ash at the power plant and it debris is caked on the back and sides of vehicles. The license plates are not visible and clumps of debris fall off the trucks.

Sincerely,

A handwritten signature in black ink, appearing to read 'William Payne', written over the printed name.

William Payne
Code Enforcement Officer
West Deer Township



REPORT FROM THE PARKS AND RECREATION BOARD

MRS. AMY STARK, CHAIRWOMAN.....

10

ENGINEER'S REPORT

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

MR. SHOUP.....

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SHOUP ENGINEERING
FOR OVER 50 YEARS

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

FEBRURY 2018 ENGINEER'S REPORT
WEST DEER TOWNSHIP
Prepared March 12, 2018

VIA EMAIL

1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

- Board of Supervisors Meeting – February 21, 2018
- Planning Commission Meeting – February 22, 2018

2. DEVELOPMENTS/PROJECTS

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

- AVJSA Act 537 Plan Update – The Act 537 Plan Update has been submitted to the Township for review and consideration of adoption. The Plan Update proposes treatment plant and conveyance system upgrades which have a preliminary cost estimate of \$65,000,000 and would have completion occur in 2022. The project as currently estimated would see the rate for a typical Township customer using 12,000 gallons per quarter raise from \$25 per month (\$75 per quarter) to \$46 per month (\$146 per quarter).
- 2018 Road Improvement Project – Bids will be opened on March 19, 2018 for three contracts. The bids will be tabulated and provided to the Board of Supervisors for possible award at their meeting on March 21, 2018.

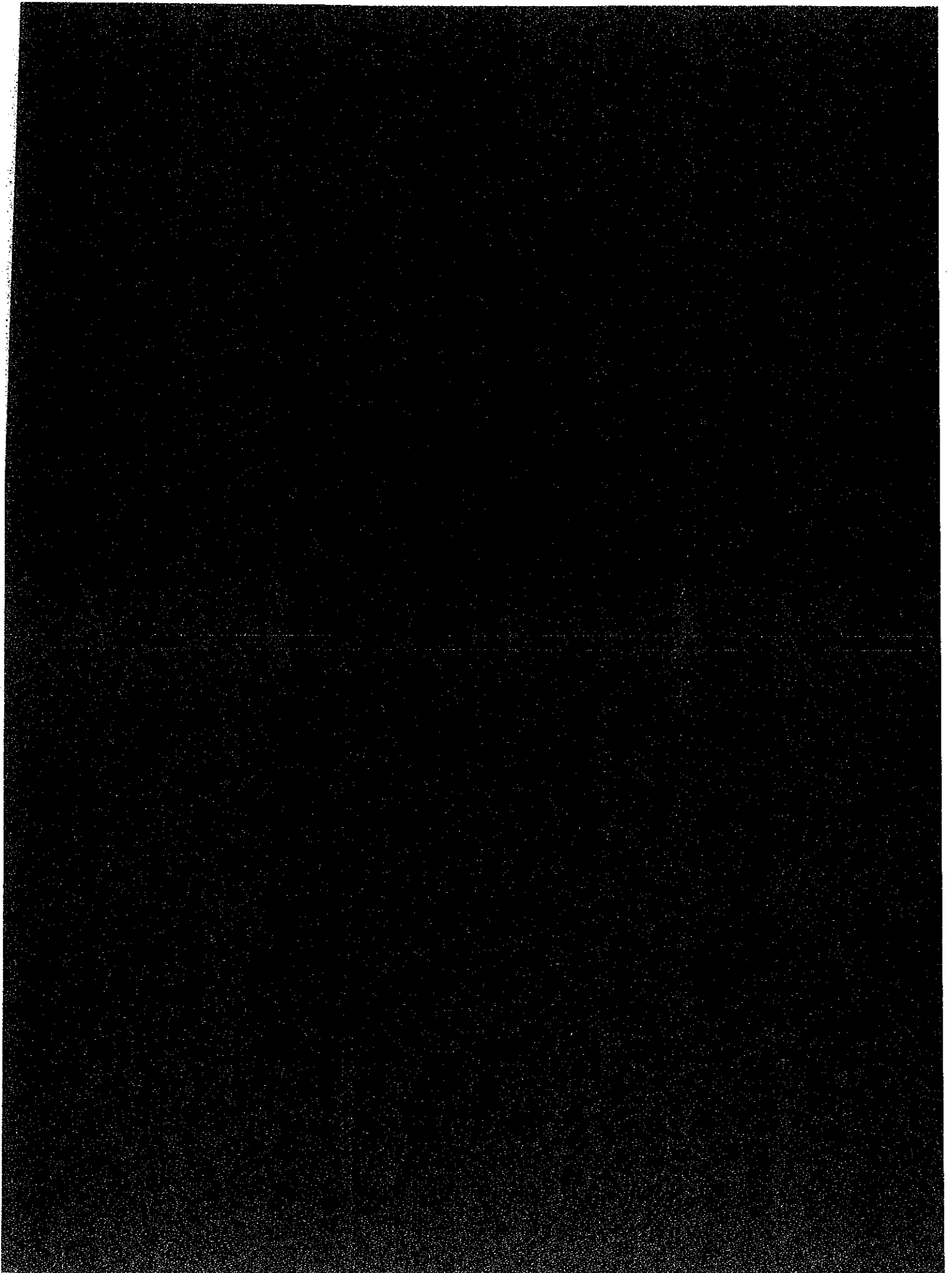
Development/Subdivision Reviews: The following subdivision and land development plan projects had been reviewed, and review letters were issued to the Township as noted:

- None.

Respectfully Submitted,

SHOUP ENGINEERING, INC.

Scott A. Shoup, P.E.
Township Engineer



ADOPTION: ORDINANCE NO. 422 (ACCEPTANCE OF STREETS IN SHOFF FARMS PLAN)

THE DEVELOPER OF THE SHOFF FARMS PLAN OF LOTS INSTALLED THE FINAL ASPHALT WEARING COURSE ON THE STATED STREETS IN THE FALL OF 2017. AS PER MR. SHOUP'S REVIEW LETTER DATED FEBRUARY 23, 2018, THE WORK WAS INSPECTED AND COMPLETED IN A PROFESSIONAL AND SATISFACTORY MANNER. THEREFORE, MR. SHOUP RECOMMENDS THE TOWNSHIP ACCEPT LEX LANE AND RIDGE VIEW COURT AS TOWNSHIP STREETS.

ORDINANCE NO. 422

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING LEX LANE AND RIDGE VIEW COURT IN THE SHOFF FARMS PLAN, AND AMENDING ORDINANCE NO. 351 TO INCLUDE THE SAME.

(ORDINANCE ATTACHED)

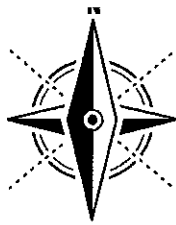
WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ADOPT ORDINANCE NO. 422 ACCEPTING LEX LANE AND RIDGE VIEW COURT IN THE SHOFF FARMS PLAN.

MOTION SECOND AYES NAYES

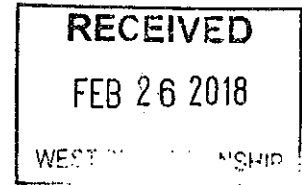
DR. DISANTI	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

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**SHOUP ENGINEERING
FOR OVER 50 YEARS**

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



February 23, 2018

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

Via email and mail

Re: Acceptance of Streets
Shoff Farms Plan

Dear Mr. Mator,

As you are aware, the developer of the Shoff Farms Plan of Lots installed the final asphalt wearing course on the streets in the plan in the Fall of 2017. The work was performed while being inspected by an employee of my office. The work was performed in a professional and satisfactory manner.

I would therefore recommend that West Deer Township accept Lex Lane and Ridge View Court as Township streets.

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

Sincerely,

SHOUP ENGINEERING INC.

Scott A. Shoup, P.E., P.L.S.

cc: Cathy Sopko, via email

OFFICIAL

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

ORDINANCE NO. 422

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING THE FOLLOWING STREETS IN THE SHOFF FARMS PLAN: LEX LANE AND RIDGE VIEW COURT; AND AMENDING ORDINANCE NO. 351 TO INCLUDE THE SAME.

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, Richland Holdings, LLC is the owner of certain tracts of land situated in West Deer Township, Allegheny County, Pennsylvania, which have been subdivided into the Shoff Farms subdivision, with frontage along a certain public right-of-way known as Cedar Ridge Road; and

WHEREAS, Richland Holdings, LLC desires to dedicate to West Deer Township for public use and enjoyment two certain right-of-ways within the Shoff Farms subdivision plan: Lex Lane and Ridge View Court; and

WHEREAS, West Deer Township, upon recommendation of the Township Engineer and administration, feels that accepting and recording the Deeds of Dedication for the two aforementioned rights-of-way improves the Township's infrastructure, public access, and public safety; and

WHEREAS, West Deer Township maintains Ordinance No. 351, which lists all dedicated public rights-of-way/Township roads.

NOW, THEREFORE, West Deer Township does hereby ordain that the Board of Supervisors accepts the Deeds of Dedication for Lex Lane and Ridge View Court within the Shoff Farms subdivision plan to have and to hold as public roads/rights-of-way, together with the storm sewer systems constructed thereunder (if any), and with the same effect as if said roadways had been opened by a Decree of the Court of Common Pleas in and for the County of Allegheny after proceedings duly held for that purpose under and in compliance with the laws of the Commonwealth of Pennsylvania, and hereby amends Ordinance No. 351 to include the same.

DULY ORDAINED AND ENACTED this 21st day of March 2018.

ATTEST:

WEST DEER TOWNSHIP

Township Manager

Chairwoman of the Board of Supervisors

SEAL

CERTIFICATE

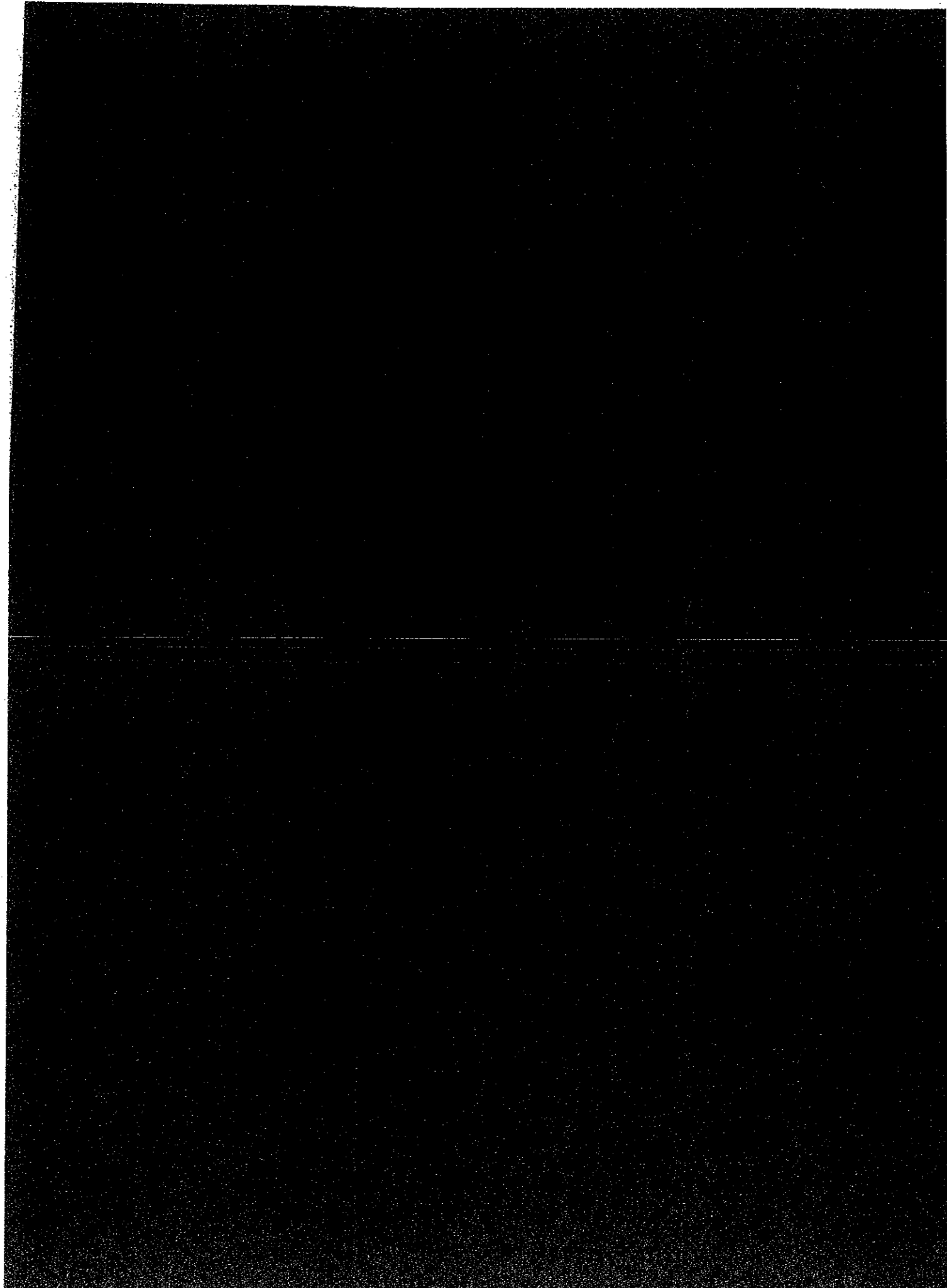
I, the undersigned, hereby certify that the foregoing and attached is a true copy of an Ordinance which was duly enacted at a meeting of the Board of Supervisors of West Deer Township on 21 March 2018 and that at such meeting a quorum was present and acting throughout, after due notice to the members of the Board of Supervisors of West Deer Township and to the public and such meeting was at all times open to the public; that the Ordinance was duly recorded in the West Deer Township Minutes Book and that a summary thereof was published as required by law in a newspaper of general circulation in the Township. I further certify that the Township met the advance requirements of Act No. 1998-93 by advertising the date of the meeting and posting a notice of the meeting at the public meeting place of the Board of Supervisors; that the total number of members of the Board of Supervisors is seven; and the vote upon the Ordinance was called and duly recorded upon the minutes and that the members voted in the following manner:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Shirley Hollibaugh, Chairwoman				
Richard W. DiSanti, Jr., Vice Chair				
Beverly S. Jordan				
Arlind Karpuzi				
Shawn Maudhuit				
Joyce Romig				
Gerry Vaerewyck				

WITNESS my hand and the seal of the Township on this 21st day of March 2018.

[SEAL]

By: _____
Daniel Mator
Township Manager



ADOPTION: RESOLUTION NO. 2018-4 (ACT 537 SEWAGE FACILITIES PLAN UPDATE)

RESOLUTION NO. 2018-4

A RESOLUTION OF WEST DEER TOWNSHIP
ALLEGHENY COUNTY, PENNSYLVANIA
FOR ACT 537 SEWAGE FACILITIES PLAN UPDATE

ATTACHED IS A COPY OF RESOLUTION NO. 2018-4.

MR. SHOUP....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ADOPT RESOLUTION NO. 2018- 4 – THE ACT 537 SEWAGE FACILITIES PLAN UPDATE – ADOPTING AND SUBMITTING TO THE PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR ITS APPROVAL THE ACT 537 SEWAGE FACILITIES PLAN UPDATE.

MOTION SECOND AYES NAYES

MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

13

RESOLUTION NO.: 2018-4

DATE ADOPTED: _____

**A RESOLUTION OF WEST DEER TOWNSHIP
ALLEGHENY COUNTY, PENNSYLVANIA
FOR ACT 537 SEWAGE FACILITIES PLAN UPDATE**

WHEREAS, Section 5 of the Act of January 24, 1966, P.L. 1535, known as the "Pennsylvania Sewage Facilities Act," as amended, and the Rules and Regulations of the Department of Environmental Protection (Department) adopted thereunder, Chapter 71 of Title 25 of the Pennsylvania Code, requires the municipality to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters and/or environmental health hazards associated with sewage wastes, and to revise said plan whenever it is necessary to meet the sewage disposal needs of the municipality, and

WHEREAS, Allegheny Valley Joint Sewage Authority has prepared an Act 537 Sewage Facilities Plan Update which proposes upgrades throughout the Allegheny Valley Joint Sewage Authority system to eliminate sanitary sewer overflows.

WHEREAS, the alternative of choice to be implemented is identified as Final Alternative 2 in the Act 537 Sewage Facilities Plan Update.

WHEREAS, the anticipated schedule of implementation is outlined in the Act 537 Sewage Facilities Plan Update.

WHEREAS, West Deer Township finds that the Act 537 Sewage Facilities Plan Update conforms to applicable zoning, subdivision, other municipal ordinances and plans, and to a comprehensive program of pollution control and water quality management.

NOW, THEREFORE, BE IT RESOLVED that West Deer Township hereby adopts and submits to the Department of Environmental Protection for its approval as a revision to the "Official Plan" of West Deer Township, the above referenced Act 537 Sewage Facilities Plan Update. West Deer Township hereby assures the Department of the complete and timely implementation of the said plan as required by law (Section 5, Pennsylvania Sewage Facilities Act as amended).

ADOPTED AND RESOLVED this _____ day of _____, 20____.

WEST DEER TOWNSHIP

BY: _____
Shirley Hollibaugh, Chairwoman

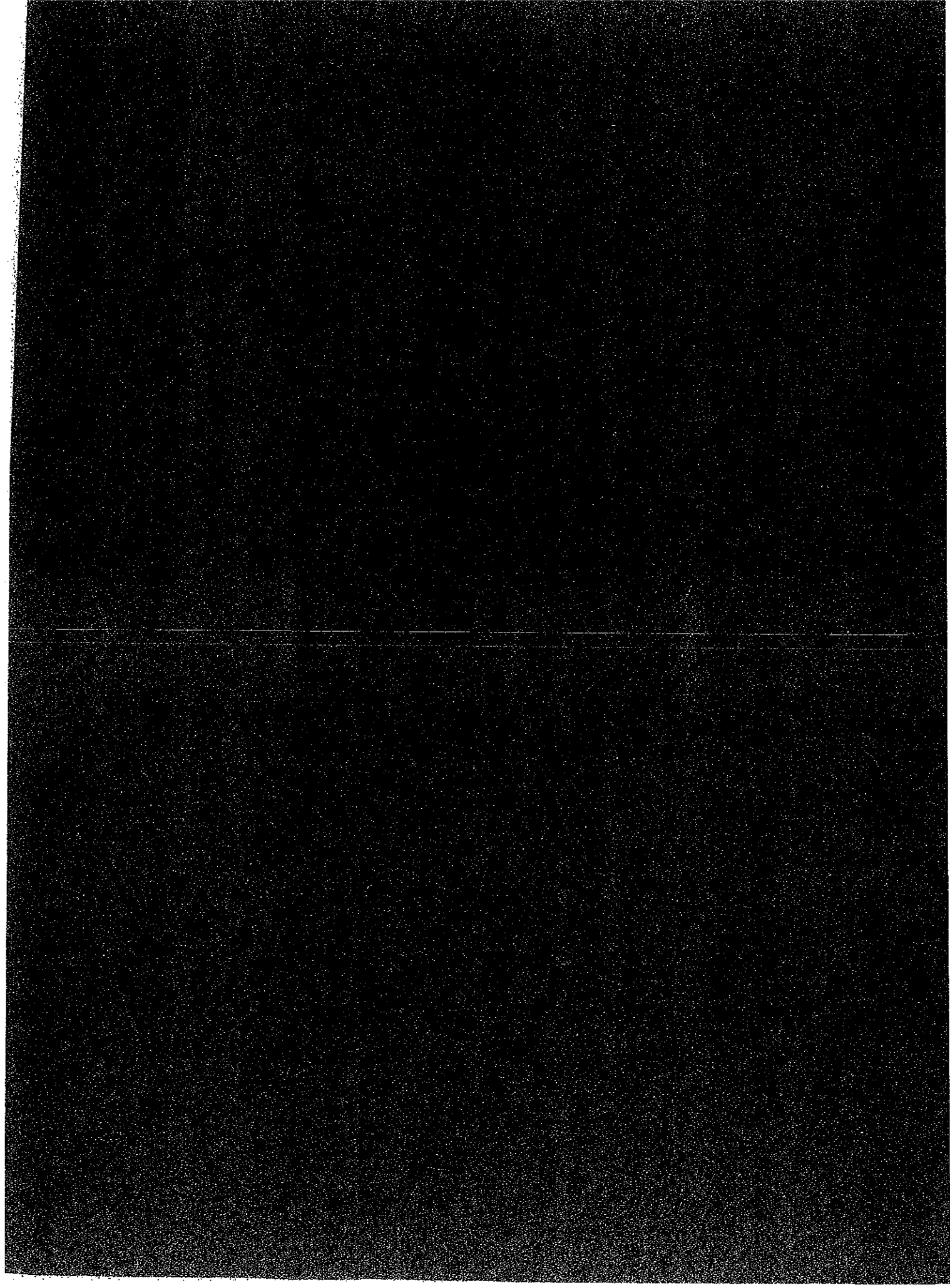
ATTEST:

Daniel J. Mator, Jr., Township Manager

I, Daniel J. Mator, Jr., Township Manager of West Deer Township, Allegheny County, Pennsylvania, hereby certify that the attached is a true and correct copy of Resolution No. 2018-4, adopted _____, 2018.

WEST DEER TOWNSHIP

Daniel J. Mator, Jr., Township Manager



ADOPTION: RESOLUTION NO. 2018-5 (BAIRDFORD PARK C2P2 GRANT AUTHORIZATION)

RESOLUTION NO. 2018-5

A RESOLUTION OF WEST DEER TOWNSHIP
ALLEGHENY COUNTY, PENNSYLVANIA
AUTHORIZING THE WEST DEER TOWNSHIP MANAGER TO APPLY
FOR – AND THE CHAIRPERSON OF THE BOARD OF SUPERVISORS
TO SIGN FOR (IF APPROVED) – A DCNR C2P2 GRANT FOR THE
BAIRDFORD PARK PORTION OF THE WEST DEER TOWNSHIP
MASTER PARK PLAN.

ATTACHED IS A COPY OF RESOLUTION NO. 2018-5.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ADOPT RESOLUTION NO. 2018-5 AUTHORIZING THE TOWNSHIP MANAGER TO APPLY FOR – AND THE CHAIRPERSON OF THE BOARD OF SUPERVISORS TO SIGN FOR (IF APPROVED) – A DCNR C2P2 GRANT FOR THE BAIRDFORD PARK PORTION OF THE WEST DEER TOWNSHIP MASTER PARK PLAN.

MOTION SECOND AYES NAYES

MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. JORDAN	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

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DCNR-2018-C2P2-19

Applicant Information (* Indicates required information)

Applicant/Grantee Legal Name: WEST DEER TOWNSHIP

Web Application ID: 2000332

Project Title: Bairdford Park Plan

WHEREAS, WEST DEER TOWNSHIP ("Applicant") desires to undertake the project, "Bairdford Park Plan" ("Project Title"); and

WHEREAS, the applicant desires to receive from the Department of Conservation and Natural Resources ("Department") a grant for the purpose of carrying out this project; and

WHEREAS, the application package includes a document entitled "Terms and Conditions of Grant" and a document entitled "Grant Agreement Signature Page"; and

WHEREAS, the applicant understands that the contents of the document entitled "Terms and Conditions of Grant," including appendices referred to therein, will become the terms and conditions of a Grant Agreement between the applicant and the Department if the applicant is awarded a grant; and

NOW THEREFORE, It is resolved that:

1. The "Grant Agreement Signature Page" may be signed on behalf of the applicant by the Official who, at the time of signing, has **TITLE** of "Chairperson of the Board of Supervisors".
2. If this Official signed the "Grant Agreement Signature Page" prior to the passage of this Resolution, this grant of authority applies retroactively to the date of signing.
3. If the applicant is awarded a grant, the "Grant Agreement Signature Page", signed by the above Official, will become the applicant/grantee's **executed** signature page for the Grant Agreement, and the applicant/grantee will be bound by the Grant Agreement.
4. Any amendment to the Grant Agreement may be signed on behalf of the grantee by the Official who, at the time of signing of the amendment, has the "**TITLE**" specified in paragraph 1 and the grantee will be bound by the amendment.

I hereby certify that this Resolution was adopted by the

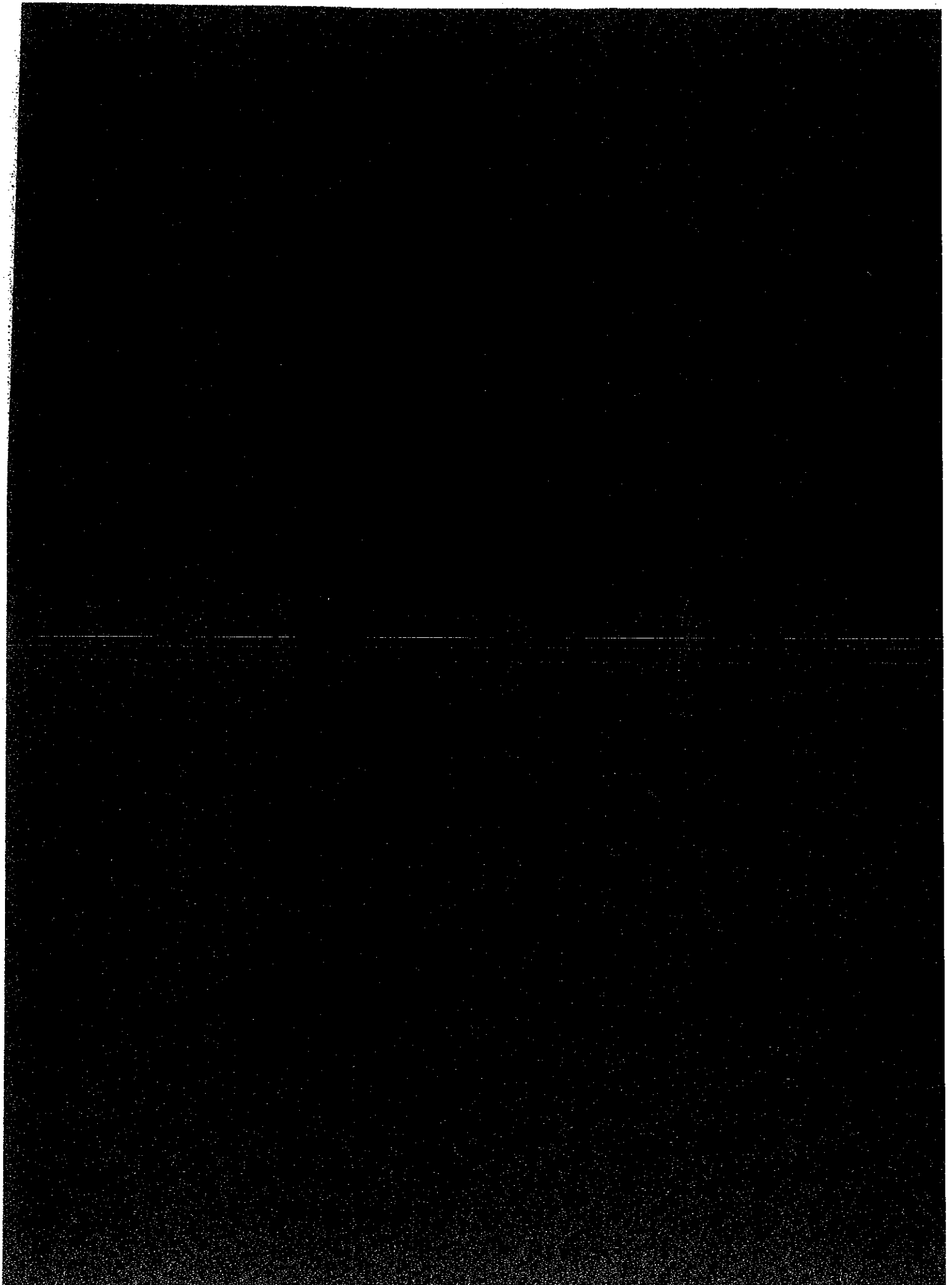
West Deer Township Board of Supervisors

(Identify the governing body of the applicant, e.g. city council, borough council, board of supervisors, board of directors)

of this applicant, this 21 day of March, 2018.

Secretary (Signature of the Secretary of the governing body)

Daniel J. Mator, Jr.



AUTHORIZATION: ADOPT-A-ROADWAY

AT ITS LAST MEETING THE BOARD OF SUPERVISORS DISCUSSED MOVING FORWARD WITH AN "ADOPT-A-ROADWAY" PROGRAM WITHIN WEST DEER TOWNSHIP TO INCLUDE ITEMS SUCH AS:

1. APPLICATIONS WHERE RESIDENTS, BUSINESSES, AND/OR OTHER ORGANIZATIONS COULD APPLY TO "ADOPT" AND REMOVE LITTER FROM A TOWNSHIP ROAD AT LEAST TWICE A YEAR
2. TWO "LITTER CREW AHEAD" SIGN PROVIDED BY THE TOWNSHIP, BUT STORED AND MAINTAINED BY THE APPLICANT, FOR EACH ADOPTED ROAD OR PORTION OF ROAD
3. VESTS AND GLOVES PROVIDED BY THE TOWNSHIP
4. INDEMNIFICATION FOR THE TOWNSHIP

A SAMPLE APPLICATION IS ATTACHED...

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I AUTHORIZE THE TOWNSHIP MANAGER TO IMPLEMENT AN ADOPT-A-ROADWAY PROGRAM IN WEST DEER TOWNSHIP, EFFECTIVE APRIL 1, 2018.

MOTION SECOND AYES NAYES

MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

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PARTICIPATION AGREEMENT INFORMATION

ADOPT-A-HIGHWAY APPLICATION

Please Print:

County: _____

Date: _____

Adopting Group/Individual: _____

Address: _____

Contact Person: _____

Telephone: _____

Email: _____

Requested Highway or Location, Road Name, SR number (if known) Specific Portion (State Route Number/Segment/offset, if known), nearest intersecting roads, addresses;

First Choice:

Second Choice:

Third Choice:

Expected Number of Participants: Adults: _____ **Minors:** _____

AAH GROUP NAME SIGN SPECIFICATIONS

There are two width sizes of AAH Group Name signs: a 36-inch wide sign which is to be used on two and three lane conventional highways and other roadways where sign size is limited, or a 48-inch wide sign which is to be used on Interstates, expressways, ramps and other four-lane divided highways. The 48-inch wide sign can be used on any roadway only after obtaining the approval of the District Traffic Unit.

The maximum number of lines on any size nameplate is two.

- 36-inch signs have a maximum number of 16 characters or spaces per line using a normal stroke and 22 on a reduced stroke. 48-inch signs have a maximum number of 20 characters or spaces on a normal stroke and 26 on a reduced stroke.
- 36-inch wide sign gets a 36-inch nameplate. 48-inch wide sign gets a 48-inch nameplate. (No mix and match signs and nameplates will be done).
- Any abbreviation used must be decided upon by the AAH County Coordinator and the Group and submitted on the Application Form.

ADOPT-A-HIGHWAY SIGN DESIGN

Because of space limitations on Adopt-A-Highway signs, the blocks below are designed to allow both the applicant and the sign fabricator to come to an agreement that is practical and convenient.

There is a maximum allowance of 2 lines on a sign. A 36-inch sign has a maximum number of 16 characters or spaces per line using a normal stroke and 22 on a reduced stroke. A 48-inch sign has a maximum number of 20 characters or spaces on a normal stroke and 26 on a reduced stroke.

The sign fabricator will make the sign as it is written in the spaces below. Specific requests, therefore, must be discussed with your Adopt-A-Highway Coordinator.

1. Enter the name of your group, as you want it to appear on the sign panel. (Abbreviations may be used).
2. Enter only the name of an organization, a business or a person.
3. Logos, slogans, dates, telephone numbers, Internet addresses, etc. are not permitted on signs.
4. Use only one character per space.
5. Skip one space between each word.
6. Sign fabricator will center the lettering on the sign panel.

PLEASE PRINT ONE LETTER PER BOX (SPACES AND PUNCTUATION MARKS COUNT AS ONE LETTER).

One line with 16 spaces: Maximum sign size is 48 X 8 or two lines with 20 spaces per line: Maximum sign size is 42 X 18

ADOPT-A-HIGHWAY AGREEMENT

TERMS AND CONDITIONS FOR PARTICIPATION IN THE PROGRAM:

1. Subject to the acceptance of the terms and conditions contained herein, PennDOT grants permission to the APPLICANT to adopt a state highway or portion thereof for a minimum period of two years beginning on the approval date indicated and subject to PennDOT's termination rights. It will renew automatically unless either party chooses to terminate it.
2. PennDOT will conduct an initial safety orientation meeting with authorized representative(s) of the APPLICANT and provide safety materials for use by the APPLICANT.
3. A.) The APPLICANT will conduct litter pickup at the location set forth in the application for a minimum of two times per year, subject to at least one week's advance call notice to the appropriate DOT County Maintenance Office's Chief Clerk. The APPLICANT must make arrangements to pick up adequate numbers of safety vests, gloves, and plastic trash bags.

B.) The APPLICANT shall schedule one of the two litter pickups in March/April to coincide with the Great American Cleanup of Pennsylvania and one litter pickup in September/October prior to the winter season. The APPLICANT shall not conduct any litter pickups on busy holidays or holiday travel weekends or preceding days such as the Wednesday before Thanksgiving, Thanksgiving Day, the Monday following Thanksgiving, Christmas Eve Day, Christmas Day, New Year's Day, Fourth of July or a Fourth of July Weekend (Friday-Monday), Easter weekend (Friday-Monday), Memorial Day or a Memorial Day weekend (Friday-Monday). All activities must be conducted between one hour after sunrise and one hour before sunset.

C.) The APPLICANT must describe to PennDOT how they plan to dispose of/or arrange with us for our staff to pick up bags; PennDOT will then arrange, through the County Maintenance Office, to pick up the bags. The APPLICANT must provide notification to PennDOT of all scheduled litter pickup dates at least one week prior to each scheduled pickup.
4. The APPLICANT shall conduct safety orientation meetings to review, at a minimum, safety and other guideline materials supplied by PennDOT. Every person who will participate in the litter pickup must review safety materials provided by PennDOT (See Attachment B). No participant may be involved in the litter pickup unless he/she has attended at least one safety orientation meeting conducted by the APPLICANT and has executed a release, a copy of which is attached as Attachment A and made a part of this Document. An authorized representative of the APPLICANT must present the safety information to any potential participant and shall provide PennDOT with a listing certifying the names of all individuals who received safety orientation. Further, the APPLICANT shall conduct an on-site safety briefing, with all participants, prior to each pickup.
5. The APPLICANT will comply with the Safety Recommendations and Requirements set forth in Attachment B which is attached to and made a part of these Terms and Conditions.
6. A.) PennDOT, at its cost, will provide, install and maintain two permanent signs noting the Program and the Applicant's name at the beginning of the Site, one sign in each direction. Further, PennDOT will, upon request and at its cost, provide the APPLICANT with a "Litter Crew Ahead" sign for placement by the APPLICANT during litter pickups. Proper use and storage of the temporary "Litter Crew Ahead" signs will be the responsibility of the APPLICANT. PennDOT will replace the Adopt-A-Highway signs as necessary due to normal wear and tear.

B.) There shall be no business logo or commercial advertising used or displayed by the APPLICANT.
7. After each litter pickup, the APPLICANT shall contact their County Maintenance Coordinator to file a report setting forth the date of the pickup, the number of people involved, the number of bags of litter picked up, their contents (hazardous materials, poison ivy, guardrail debris, etc.) and the number of hours spent for the pickup. The information will be recorded by the County Coordinator and forwarded to the Statewide Manager of Highway Beautification.

8. PennDOT shall have the right to terminate this undertaking at any time by providing written notice to the APPLICANT if the APPLICANT does not comply with any of these terms and conditions; at any time the Applicant's work is unsatisfactory, unsafe, or if it causes a conflict with traffic; at any time the Program is suspended or discontinued; or at any time such termination is deemed to be in the best interest of PennDOT.
9. Any notice to or communication with PennDOT by the APPLICANT shall be with the appropriate PennDOT County Maintenance Office. Any notice to or communication with the APPLICANT shall be to the authorized signatory indicated on the Acceptance of Conditions and Terms signature page.
10. PennDOT will not enter into an agreement with any elected official or candidate for public office.
11. PennDOT encourages the APPLICANT to separate and recycle appropriate materials. However, where required by law ordinance, the APPLICANT MUST separate and recycle appropriate materials.
12. The APPLICANT acknowledges PennDOT's criteria for eligibility to participate in the Program included in this application and certifies that it meets all such criteria outlined below:
 - A.) Local community organizations, such as civic, social or school groups, will be eligible to adopt a highway as will individuals 18 years of age or older. Corporations, partnerships and sole proprietorships who wish to sponsor groups may do so; however, there will be no business logo or commercial advertising used or displayed by a group or any of its participants.
 - B.)The APPLICANT certifies that it does not represent an elected official or candidate for public office.
 - C.) Participants will be required to conduct litter pickup for at least two years from the effective date of the agreement. APPLICANT may assign its obligation to another group or business subject to PennDOT's prior written approval.
 - D.) The minimum age for participation is eight (8) years of age. Groups with members between the ages of eight and 17 must be supervised by adults eighteen years of age or older in the ratio of one adult per eight participants between the ages eight and 17 whenever there is a litter pickup. No person under the age of 16 will be permitted to perform litter pickup on any highway which is part of the interstate system.

The paragraphs contained in the attachments A and B will provide you with the conditions for participating in PennDOT's Adopt-A-Highway Program. Once you have read the stipulations and agree to abide by them, please indicate your acceptance by providing properly authorized signatures and the current date in the signature area that follows. After you have returned your signed and dated acceptance of the conditions for participating, PennDOT will approve your participation with the signatures of its duly authorized representatives and will then contact you to indicate your acceptance in the program. You will also receive a copy of the entire packet to retain in your files for future reference. We look forward to working with you, and thank you for volunteering to help Keep Pennsylvania Beautiful!

SIGNATURE PROCESS SHEET

ACCEPTED: DULY AUTHORIZED REPRESENTATIVE OF APPLICANT

NAME: _____
(Please Print)

SIGNATURE: _____

TITLE: _____
(Please Print)

DATE: _____

ATTESTOR NAME: _____
(Please Print)

ATTESTOR SIGNATURE: _____

TITLE: _____
(Please Print)

DATE: _____

PennDOT Use Only:

COUNTY/DISTRICT AAH COORDINATOR—Review for completeness, assign document number and enter into AAH tracking system. Please forward copy of SIGNATURE PROCESS SHEET to BOMO AAH Manager, once fully executed.

Document No. _____

(Please Print)

Date _____

(Signature)

COUNTY MAINTENANCE MANAGER—Acknowledges Signing and Services

(Please Print)

Date _____

(Signature)

DISTRICT EXECUTIVE or **DESIGNEE—Approval

(Please Print)

Date _____

(Signature)

*** As in this example, a county maintenance manager or ADE may sign for the DE; however, the word "for" must be placed in advance of the signature as shown here.*

ATTACHMENT--A

Name: _____

(Please Print)

RELEASE:

I understand that participation in the Adopt-A-Highway Program and litter pickup involves standing and walking near a state highway and that there are certain risks involved. I hereby release the Commonwealth of Pennsylvania, Department of Transportation, from any liability associated with the risks involved with participation in the Adopt- A-Highway Program. I have also reviewed the Adopt-A-Highway safety materials as a prerequisite in the Adopt- A-Highway Program.

SIGNATURE

**Guardians must sign for anyone under age 18*

DATE

GROUP NAME (Please Print)

ATTACHMENT--B

PennDOT SAFETY REQUIREMENTS **SAFETY BRIEFING BEFORE PICKUP:**

- o Have ALL Traffic signs, high visibility vests, hats, & gloves assembled and distributed, with extra quantities if needed;
- o Have 'LITTER CREW AHEAD' signs properly placed;
- o Know emergency procedures such as the location of the nearest emergency facility and how to quickly summon the police or an ambulance;
- o Provide their own First-Aid Kit, and include kit with other supplies during litter pickups;
- o Avoid overexertion and heat problems by drinking water and taking breaks;
- o Carpool to the litter pickup site;
- o Wear the recommended attire: long-sleeves, blue jeans or long pants, leather shoes or boots, and gloves;
- o Be careful of contact with poison plants, bees, wasps, hornets, fire ants and snakes. The recommended attire will usually prevent irritations from most plants;
- o Pay special attention to the handling of broken glass. Participants must be careful not to step or kneel on broken glass;
- o Be aware of visibility problems;
- o Be prepared for any unexpected behavior of motorists;
- o Park vehicles a safe distance from the traveled roadway;
- o Attempt to walk facing on-coming traffic;
- o Not stand or jump on guide rail, drainage pipes or concrete walls;

PennDOT SAFETY REQUIREMENTS

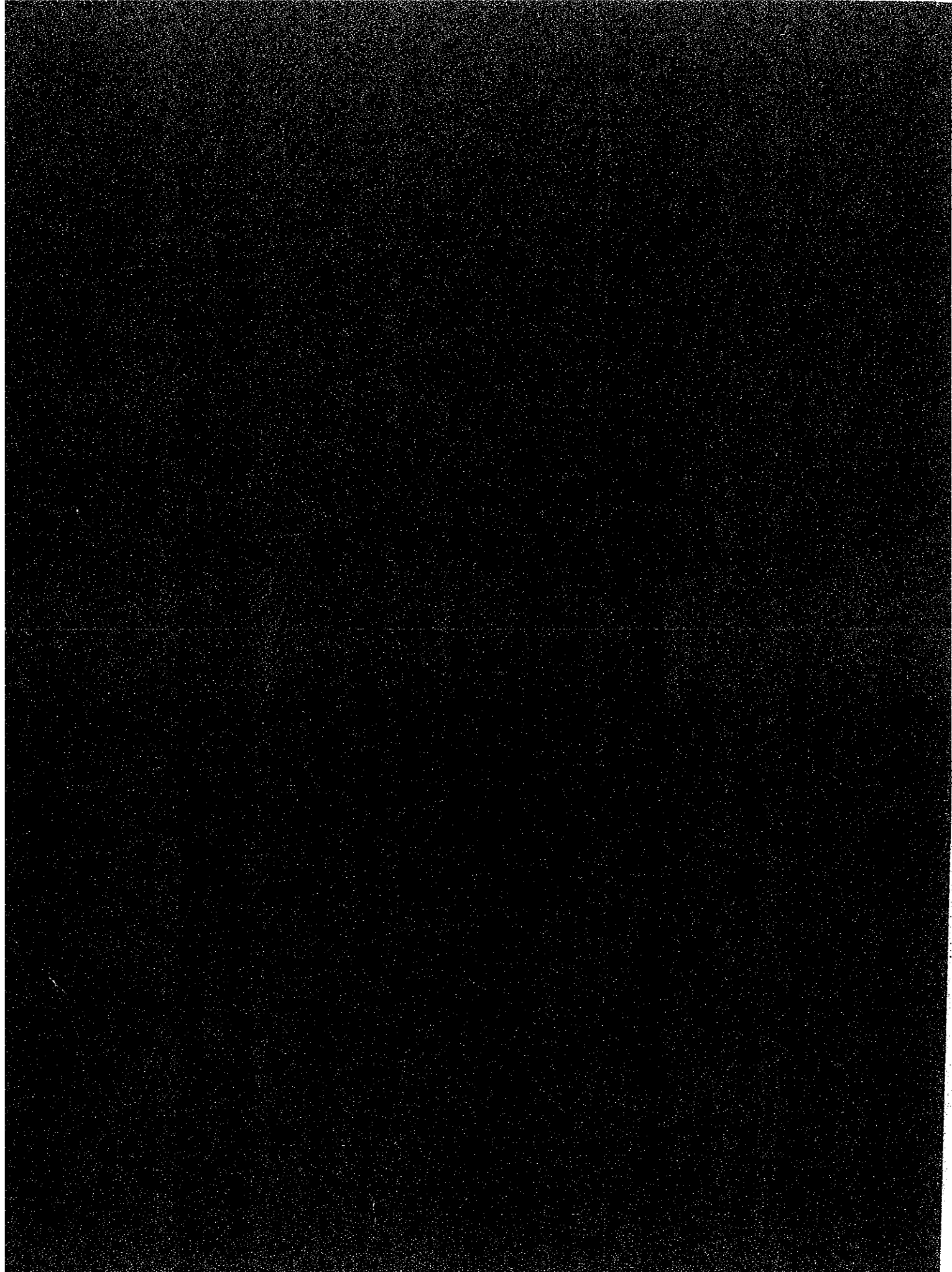
Participants shall:

- o Pickup one side at a time when cleaning a multi-lane highway with a median. Vehicles shall remain on the same side of the highway as the participants.
 - o Never cross over or pick up trash on the traveled pavement.
 - o Upon arriving at the work site, immediately display PennDOT's official "Litter Crew Ahead" safety sign in advance of pickup site.
 - o Not possess or drink alcoholic beverages.
 - o Use PennDOT safety training materials.
 - o Conduct at least one safety orientation meeting during the year.
 - o Provide appropriate and adequate adult supervision when youth groups are involved in litter pickups; that is one adult per eight participants between the ages of 8 and 17.
 - o Avoid peak traffic hours and extreme inclement weather conditions.
 - o Stay clear of all construction areas.
 - o Conduct pre-pickup safety talks.
 - o Avoid all horseplay or demonstrations of any nature on the right of way.
 - o Wear the safety vest provided by PennDOT.
 - o Avoid hazardous materials such as old car batteries, any unidentified questionable items and animal carcasses.
- Be aware of all known allergies of volunteers before participation

BEST SAFETY PRACTICES FOR VOLUNTEER GROUPS PARTICIPATING IN AAH, KPB & GACPA:

THE FOLLOWING ARE ESSENTIAL FOR YOUR AND THE PUBLICS' SAFETY!

- PRIOR TO START, HAVE ALL ROAD SIGNS BEEN PROPERLY SET UP TO NOTIFY THE PUBLIC?
- SIGN IN SHEETS: EVERYONE MUST SIGN IN AND BE ACCOUNTED FOR, NOT ONLY AT THE START BUT AT THE END OF THE DAY;
- BUDDY SYSTEM: EVERYONE SHOULD WORK WITH A "BUDDY" THEREBY LOOKING OUT FOR ONE ANOTHER; DOES EACH BUDDY GROUP HAVE A CELL PHONE, WITH A NUMBER TO CALL IF SOMEONE IS INJURED?
- APPAREL: ARE YOU DRESSED APPROPRIATELY? JEANS, GLOVES, STURDY FOOTWEAR, SUNGLASSES, HATS, LONG SLEEVED SHIRTS; IS YOUR BUDDY? LOOK OUT FOR ONE ANOTHER;
- MEDICATION(S): IF ALLERGIC TO BEE OR SPIDER BITES, DO YOU HAVE THE NECESSARY MEDICATION ON-HAND (ANIPHALACTIC INJECTION, TOPICAL OINTMENT);
- WEATHER; DO YOU HAVE APPROPRIATE OUTERWEAR FOR THE WEATHER OF THE DAY? DO YOU HAVE RAINGEAR?
- WAS EVERYONE PARTICIPATING GIVEN A SAFETY BRIEFING BEFORE STARTING TODAY? DO THEY KNOW WHAT TO DO IF CONTRABAND (DRUGS OF ANY KIND) IS FOUND? WEAPONS? HAZARDOUS WASTE?
- EVERYONE MUST WALK IN THE SAME DIRECTION (AGAINST TRAFFIC); STAYING OFF THE ROAD SURFACE, DO NOT TURN YOUR BACK TO TRAFFIC;
- IF YOU NOTICE ANYTHING SUSPICIOUS CONTACT YOUR GROUP LEADER.



AWARD: 2018 ROAD IMPROVEMENT PROJECT BIDS (CONTRACTS 18-02, 18-03, & 18-04)

PLANS, SPECIFICATIONS AND BID DOCUMENTS WERE PREPARED BY SHOUP ENGINEERING FOR THE 2018 ROAD IMPROVEMENT PROJECT ON VARIOUS TOWNSHIP ROADS.

THE PROJECT WAS ADVERTISED AND SEALED BIDS WERE RECEIVED UNTIL 1:30 P.M. ON MONDAY, MARCH 19, 2018 AT WHICH TIME THEY WERE OPENED AND READ ALOUD.

Contract 18-02 – Work consists of profile milling, installation of hot mix superpave binder and wearing courses, base repair, inlet adjustment and other miscellaneous work on eight Township roads totaling approximately 18,430 feet in length. Alternate bids for similar work will also be received for two other Township roads.

Contract 18-03 – Work will consist of the installation of cold mix FB modified binder leveling course, base repair and other miscellaneous work on two Township roads totaling approximately 1,370 feet in length. Alternate bids for similar work will also be received for three other Township roads.

Contract 18-04 – Work will consist of the installation of a double bituminous seal coat and other miscellaneous work on three Township roads totaling approximately 8,340 feet in length.

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

MR. SHOUP.....

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CONTRACT 18-02 – HOT MIX ASPHALT

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE 2018 ROAD PROGRAM HOT MIX ASPHALT PAVING CONTRACT 18-02 TO _____ IN THE AMOUNT OF \$ _____ FOR THE BASE BID.

(Alternate bids possibly added to motion)

MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

CONTRACT 18-03 – COLD MIX ASPHALT

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE 2018 ROAD PROGRAM COLD MIX ASPHALT PAVING CONTRACT 18-03 TO _____ IN THE AMOUNT OF \$ _____ FOR THE BASE BID.

(Alternate bids possibly added to motion)

MR. VAEREWYCK	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

CONTRACT 18-04 – BITUMINOUS SEAL COATING

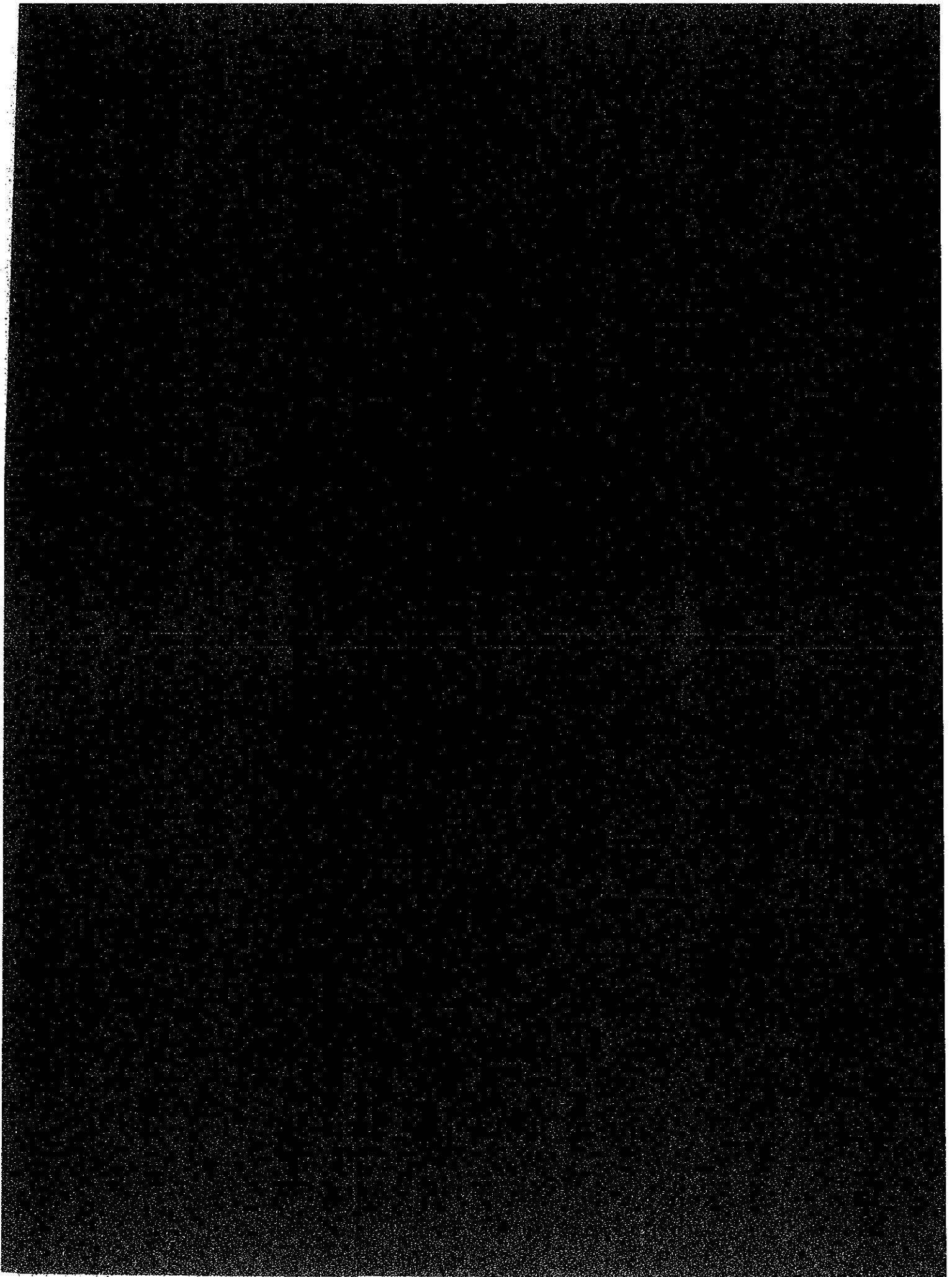
WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE 2018 ROAD PROGRAM BITUMINOUS SEAL COATING PAVING CONTRACT 18-04 TO _____ IN THE AMOUNT OF \$ _____ FOR THE BASE BID.

(Alternate bids possibly added to motion)

MOTION SECOND AYES NAYES

DR. DISANTI	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___



AWARD: BAIRDFORD PARK PLAYGROUND

AT ITS LAST MEETING, THE BOARD ASKED THE TOWNSHIP MANAGER TO REACH OUT TO PLAYGROUND VENDORS TO OBTAIN UPDATED PROPOSALS FOR A PLAYGROUND/SWINGSET AT BAIRDFORD PARK.

MR. MATOR OBTAINED PROPOSALS, AND THE PARKS AND RECREATION COMMITTEE REVIEWED THEM.

MRS. JORDAN AND MR. MATOR WILL GIVE A PRESENTATION AND PROVIDE THE COMMITTEE'S RECOMMENDATION AT THE MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE BAIRDFORD PARK PLAYGROUND CONTRACT TO _____ IN THE AMOUNT OF \$ _____.

MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

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DISCUSSION: GOALS FOR 2018

AT ITS LAST MEETING, THE BOARD AGREED TO DISCUSS ONGOING PROJECTS AND GOALS FOR 2018 AT THIS MEETING.

MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. JORDAN	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

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


Chairwoman of the Board
Shirley A. Hollibaugh

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

Township Manager
Daniel J. Mator, Jr.

MEMORANDUM

TO: Board of Supervisors
FROM: Daniel Mator 
DATE: 16 February 2018
SUBJECT: Supervisor Vaerewyck's List of Goals

As you know, at the last meeting Gerry handed out a list of "Potential priorities- committees" prior to the meeting commencing. He went over that list when the "2018 Goals" agenda item came up.

If you recall, I stated that almost all of those items listed are already "priorities." Therefore Mrs. Hollibaugh asked me to create a memo to inform the supervisors of where each of those items stand.

Roads

Roads are always a priority – and have been since I've gotten here. One of the first things I did after being hired was to implore the Board to create formal road and stormwater programs. We didn't have any; everything was being done "by the seat of our pants."

It was not an easy sell – the argument at the time was "Why are we going to pay Scott \$20,000 to create a road program? Why not put that \$20,000 into the roads?" But Scott and I explained that the Township would actually be saving much more than that \$20,000 by taking a systematic approach to road paving in the Township.

I was hired in September of 2009, and my first budget was for the 2010 calendar year. These are the actual budget figures for roads and stormwater:

2008: \$ 10,000	2014: \$ 450,000
2009: \$ 70,000	2015: \$ 650,000
2010: \$ 440,000	2016: \$1,200,000
2011: \$ 450,000	2017: \$1,100,000
2012: \$ 450,000	2018: \$1,400,000
2013: \$ 650,000	

As you can see, roads – and stormwater – are priorities. We have gone from \$10,000 (!) in 2008 to \$1.4 million just ten years later.

Parks

In 2008 the Township received a matching grant to complete the first phase of a DCNR funding program by creating a "Comprehensive Recreation, Parks, and Open Space Plan." This – in actuality – was nothing more than a comprehensive list of what park amenities we had in the Township, but it was necessary to move onto (and receive funding for) the second phase.

The second phase was to take that whole list and focus on one or two major parks. Those two major parks were Bairdford Park and the Nike Site. I had applied for the DCNR's C2P2 matching grant in April of 2010, and we received the award later that year.

A varied commission was created, and was comprised of: myself as the Township Manager; Jeff Fleming as the Chair of the Parks and Recreation Committee; Mike Coletta as a School Board representative; Tom DeMartini from the Parks and Rec Board; Amy Flanders from Youth Soccer; Craig Hasley from Youth Baseball; Angela Pogel from Youth Football; Shari Smallwood from Youth Softball; and Barbara Thompson representing the Senior Center.

We first began meeting with our consultant, Environmental Planning and Design (EPD), in 2012 and met monthly for the next two-plus years, including public workshops intended to solicit public opinion. These meetings culminated in the "Parks for All: Bairdford Park and Nike Site Park Master Site Plan." I commonly refer to this as the "Master Park Plan."

The Master Park Plan called for maintaining the green, non-developed status of both parks, but intended to "enhance" what was already there and make it more usable. The Bairdford Park portion's estimated budget was \$2.4 million, while the Nike Site's was estimated at \$1.4 million.

Once this process was complete, I applied for yet another round of C2P2 grant funding. We decided to focus on the Nike Site, so I applied for the full \$1.4 million. Despite "support" from our state officials, we were only awarded a matching grant in the amount of \$400,000 (\$200,000 from us, and \$200,000 from the State). This was used – in addition to Township funds – to pave the parking lots, roads, and build the new pavilion.

We also were awarded a \$200,000 GEDF (Gaming) Grant to address the sewer line going to the Senior Center and handle fieldwork at the Nike Site, and a few CDBG grants to pave the handicap-accessible walking trails. Both the C2P2 and GEDF grants are currently being closed out and – as you can see on your March agenda-setting – I intend to apply for the next round of C2P2 funding in April.

This is the capital improvement budget for Parks and Recreation over the years:

2008: \$	0	2014: \$	250,000
2009: \$	20,000	2015: \$	400,000
2010: \$	0	2016: \$	382,500
2011: \$	0	2017: \$	600,000
2012: \$	39,000	2018: \$	70,000
2013: \$	37,000		

Now in Gerry's list, he had "Lesser parks and playgrounds- Blanchard, etc." Over the years the smaller "neighborhood parks" have received upkeep, but not major renovations. We have replaced mulch, swings, basketball hoops, etc., but we have found that these parks do not receive significant usage. Because of this – and the lack of state assistance as you saw above

– we have focused on Bairdford Park and the Nike Site. If the Board wants to upgrade the neighborhood parks, you can direct me to do that, but we have a hard enough time keeping up with completing the Park Master Plan for Bairdford and the Nike Site – the two parks identified in providing *all* residents their “biggest bang for the buck.”

New Municipal Building

Our current building was built in 1953. It used to be a public works garage, and was converted into the administrative and police facility we see today.

In 1983 it was determined that this building had met the end of its useful life, and when the School District gave us Curtisville Primary, the Township moved into that building. However, it was found to be much too large for our use, and the Township was moved back into this building and the building was renovated.

In 2001, the Board took on an ambitious plan of building a new municipal building along with a giant park with copious amenities next to it. The plan was to create a complete complex. A study was done, and drawings were devised, but I have not yet been able to find a cost estimate.

As an option, in 2007 the Board commissioned a feasibility study to see how much money it would take to totally renovate our current building and bring it up to modern code requirements. That study resulted in an estimated cost of around \$800,000 to do so. Nothing was done, and the Board continued with its “municipal complex” idea.

In the summer of 2010 we had a massive, one-hour rainstorm, and I was called to the building by Sgt. Bailey at 2:13am. Sewage had backed up and covered the floors in the entry way, office carpets, and the police department. We turned this in as an insurance claim, and FireDex was contracted to remove and replace everything, and to sanitize the building. In addition, Jeff Fleming's company volunteered its services to fix the sanitary and stormwater lines so this wouldn't happen again.

This event was an eye-opener for the Board, and they realized that – while this building still served our purposes – we needed to at least *plan* for the future. So the Board hired a consultant to meet with the Board and staff to design a new municipal building and public works garage (the current garage is built on School District property, which is always a wildcard). The design was completed, and the estimates were as follow:

<u>Building</u>	<u>Cost</u>	<u>Soft Costs</u>	<u>Total</u>
Municipal	\$2,523,500	\$252,350	\$2,775,850
Public Works	\$ 657,200	\$ 65,720	\$ 722,720

I was asked to look into bond issues, and the rates were around 1.4% at the time. Because of this low rate, Jeff Fleming recommended that the Township float a bond for the construction of both buildings. He did not have the support of the majority of the Board, however.

It was decided to put more into maintenance and upkeep – especially in the roof – and we did that. Over each of the subsequent years, our annual risk assessment has openly reported that health and safety concerns exist in both buildings, but – despite what has been said in public – the employees themselves have not complained about the building.

In 2013 the Township contracted with MC Enterprises to perform a renovation of the entryway and restrooms. This was at a cost of around \$35,000. Later that year, Jon Lape, Cathy Sopko, and I were talking about how cramped the police were, and how much wasted space was in areas like the meeting room – a room used once a month and rarely, if ever, had more than ten people in attendance, yet took up the majority of the building. We started coming up with conceptual sketches, and eventually brought them to the Board. The Board viewed this as an opportunity to extend the life of the building, and decided to have a committee work with the staff, Scott, and myself into bringing the conceptual drawings to life.

In 2014 bids were attained, and they came for a vote before the Board. The low bid – Jeff Fleming's company – caused consternation for two reasons: 1) it was a supervisor's company, and 2) some supervisors felt it was foolish to dump \$50,000+ into this building, and thought it better to put that money toward a new building. When it was said-and-done, the supervisors reached a compromise by agreeing that we would award the bid now – thus giving the police more space and extending the life of the building – but that they would instruct me to save money annually over a ten-year period to build a new building.

Since then we have been saving money annually, but not at the necessary pace to build a new building in 2024. I have been looking into other methods of making that happen – bond issuances, public/private partnerships, etc. – but we have been addressing the savings process and maintaining this building as necessary in the meantime.

In 2017 we were approached by the School District, and were asked if we would be interested in a joint municipal/school “community center” complex. The Board authorized me to work with the District in inviting East Deer and Frazer to join the discussion, but those two municipalities – especially Frazer – were opposed to the idea, as they did not feel it benefitted them. This rubbed many West Deer people the wrong way, as West Deer students make up 84% of the Deer Lakes population, and West Deer supervisors were supportive of Frazer's Mills Mall plan despite having the ability to kill the entire development.

That plan – according to the School Board President – is “on hold.”

Comprehensive Plan

Gerry stated in his list and at the meeting that there is a “5 year plan,” but that “the current 5 year plan was done 15 years ago.” I would ask him to clarify, but I believe he is talking about our Comprehensive Plan.

In 2009, West Deer and Indiana Townships began working on a “Joint Comprehensive Plan.” That plan was worked on jointly by the Boards, Planning Commissions, and the Managers and staff both municipalities, and was adopted late in 2010 and put into effect in 2011 (seven years ago).

A little background: Comprehensive plans are normally ten-year – not five-year – plans that allow municipal officials to create a vision of where they would *like* to see their municipality in the future. That future can be ten years, twenty years, or whenever, but the comprehensive plans lay a groundwork from which to work off of. They are NOT checklists. They list how land use and growth will be managed, and general capital projects the drafters would like to see occur in the next decade.

Housing/Derelict Properties

A few years Gary Bogan had approached me and said there were a number of unsafe structures throughout the Township; and even more homes that were *falling* into disrepair, but were still salvageable. He and I worked together and came up with a plan to present to the Board: demolish structures deemed to be unsafe and irreparable, and find legal ways of either getting owners to repair their properties or – failing that – finding new buyers to take care of these properties and place them back on the tax rolls.

This caused a battle amongst supervisors. Some supervisors were adamantly opposed to spending taxpayer dollars – even if it was funded by grants – to demolish properties. They also felt that the vacant lots would be used by neighbors without their paying taxes for it. Other supervisors viewed these properties as dangerous structures which brought down the value of the neighborhoods. The majority of the Board supported the demolitions.

Gary Bogan explained to the full Board that he felt the Demolition Program would eventually go away on its own as property owners saw the Township was being serious. I would say that his assessment was correct, as demos are now down to a trickle. The Program still exists, but many owners now respond to Bill Payne's requests – and citations if needed – and repair their property as necessary.

When it came to property sales, we were working with the School District in an effort to kick-start sheriff sales. Gary and I created a spreadsheet listing priority structures, but the School District backed out. However, our delinquent tax collector uses that list to this day, and we are showing improvement.

A great innovation was the County's Vacant Property Program. That program has been wonderful for getting abandoned properties back in use and back on the tax rolls.

Gerry Vaerewyck also raised the possibility of the Township being part of a land bank. Land banking is a great idea, but it seems that the concept has taken a back seat to the Vacant Property Program and sheriff sales for the meantime. It is always worth looking back into it, however.

Russellton Park Entrance Enhancements

I would again have to defer to Mr. Vaerewyck on this one. He and Larry McManus went down on their own and met with officials from Allegheny County. They immediately came to my office and told me they had secured the Township \$2 million in Deer Lakes Park entrance enhancements, and stated the same at a "Town Hall" meeting they held at the municipal building.

When I reached out to the County for guidance, however, they vehemently denied this funding was available and/or promised. I do not know where the truth lies on this one, but I know that Deer Lakes Park is a County park, Creighton-Russellton Road is a State road, and that Russellton is privately-owned. The only property we own nearby is Blue Row. I was not at that meeting with the County, so I am not privy to what was said.

Bairdford- community enhancements

I do not know what this one means. The Park, or the neighborhood?

Bairdford Park, as mentioned, is part of the Master Park Plan. The roads of the largest section of Bairdford have been paved, and the remaining roads should be done in the next two or three years, so I do not know what other enhancements the Township has the authority to make.

Traffic Management

Sorry, but I again do not know what this means. Infrastructure, or enforcement?

Public Water/Sewage/Utilities

This one has been beat to death, and I know from my conversations with Board members and committees that the Board still backs my last marching orders: "We are not in the water line business." I extend "water line" to all other utilities. If the Board wants that changed, please let me know.

Yes, the Comprehensive Plan lists "Residential Infrastructure" as a capital improvement goal. But as I mentioned, the Comprehensive Plan is not a checklist that must be followed *precisely*. It is a roadmap. The Board could decide that supporting residential infrastructure means acting as a liaison, or working *with* authorities or companies. And that is exactly what the Board did on 12 October 2011 when they made the aforementioned statement at a meeting with Oakmont Water and the residents of Rittman and Henry Roads.

Not paying for it does not make it less of a priority for the Township.

EMS/Fire Protection

As has been said many times, the EMS is turning things around. In addition, our fire departments are solid.

Probably the only thing the departments – and myself – would like to see is more communication. Now please remember this: There are four different entities with four different ideas as to what communication means. I can tell you now I have heard from members of these entities that there are feelings ranging from "We want everyone to know exactly what we are doing; we're an open book!" to "Stay the hell out of our business; don't worry about what we're doing!"

It is my advice that we ask all four for quarterly financial and activity reports.

Cataloging assets

This is ongoing, as well. We pay a company once a year to come in and update our assets as part of our insurance coverage. They did a very thorough job when they started, and come every year to update that report. It is in my office in a binder if anyone wants to see it.

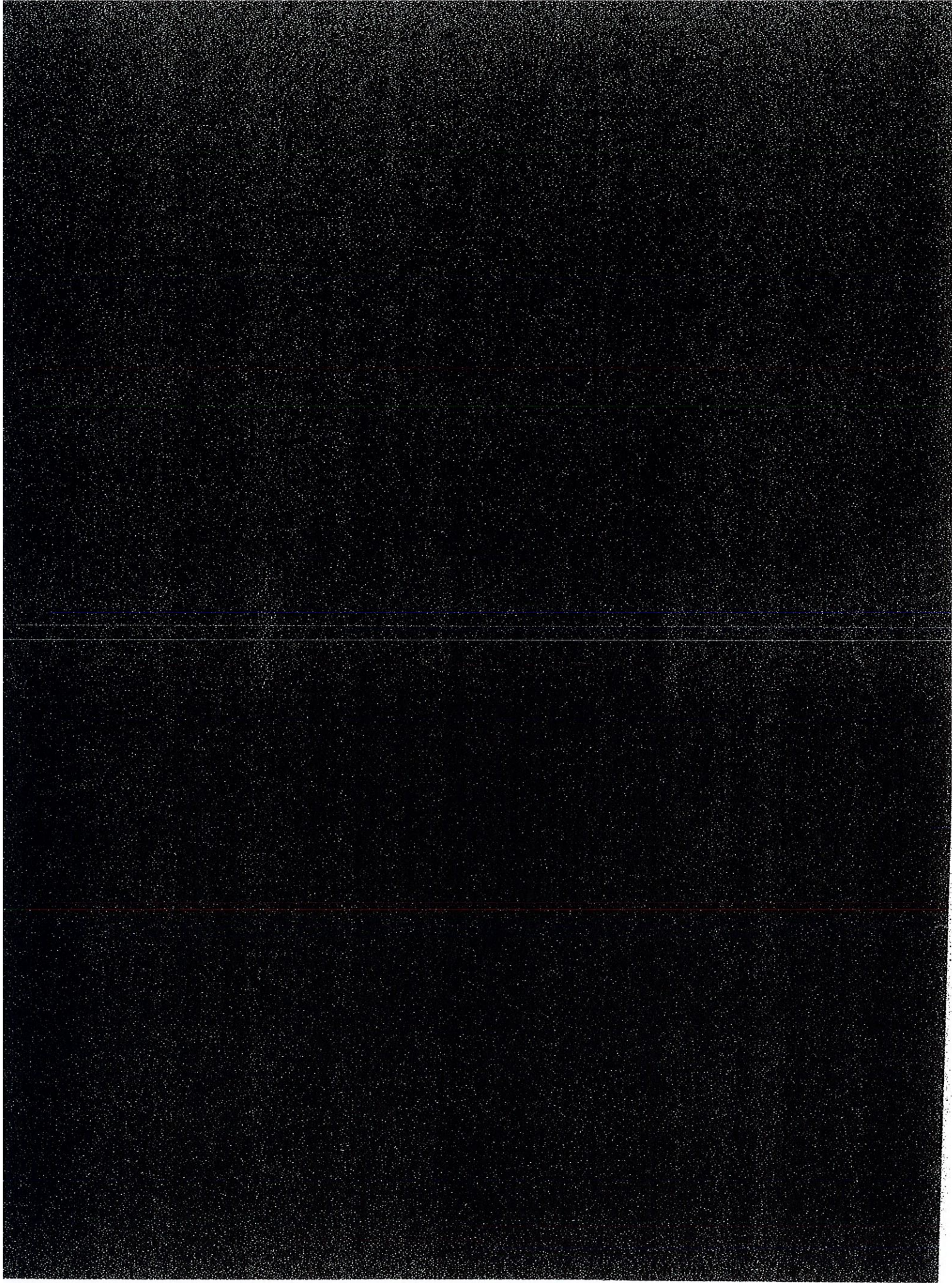
The gentleman visits each room, compares to contents to what he had in his list last year, and interviews each of us.

If there is an insinuation that theft is occurring, I would ask the supervisors to come right out and say so. I heard the stories about what happened back in the 1970s of people stealing lawnmowers, etc., but I honestly do not see anything like that happening. And – to be frank – is it wise to spend \$20,000 for a system so we can make sure a \$10 hammer isn't being stolen? Who runs and monitors *that* program? A new hiree?

I think it goes without saying that – as a manager – I am opposed to employee theft. I just question the benefit versus the cost. If the Board feels otherwise, I will do everything in my power to implement that policy, though.

When it comes to cataloging buildings and land, we already have a comprehensive list of that.

If there are any questions, please do not hesitate to reach out to me. I have plenty of documents in my office – and more information – to support what I have reported in this memo. So there is a lot more that can be said about each issue. I just wanted to keep this as brief as possible while still being informative as the Chairwoman directed.



ANNOUNCEMENTS

- Parks & Recreation Annual Easter Egg Hunt, Sunday, March 25 for children 12 and under at Bairdford Park. Registration begins at 12 noon. The hunt begins promptly at 1:00 p.m.
- Spring Clean-Up Day on Saturday, April 21st. Volunteers are needed and will meet at the Municipal Building at 9:00 a.m., for a 10 a.m. start. Email or phone the Township to register. (Rain date will be Saturday, April 28th).
- Hard to Recycle Collection Event (Televisions & Electronics) Saturday, May 12th at the Pittsburgh Mills Mall Parking Lot from 9 am to 1 pm. Cost to be determined.

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**WEST DEER TOWNSHIP
PARKS & RECREATION
ANNUAL
EASTER EGG HUNT**



**Sunday, March 25th
BAIRDFORD PARK**

**For Children 12 & Under
Registration begins at 12 noon.
Hunt Begins PROMPTLY at 1:00 p.m.
DONATIONS ACCEPTED**



West Deer Community Spring Clean-Up Day

The Board of Supervisors of West Deer Township is pleased to announce the 2018 West Deer Community Spring Clean-Up Day!

This event has been set up to collect trash and debris around the Township as a community. Similar to the "Adopt a Highway" and "Adopt a Stream" programs, the goal of this event is to increase the aesthetic quality of West Deer Township.

We will meet at the Municipal Building (109 East Union Road, Cheswick, PA 15024), and the event will be held on Saturday, April 21st. Please arrive at 9:00am for a 10:00am start. The rain date will be Saturday, April 28th.

Please email us at info@westdeertownship.com or phone us at 724.265.3680 to register so we know how many volunteers to expect and how many reflective vests and refreshments to provide.

If you wish to participate, but are not able to attend, please feel free to phone us to arrange alternative dates for you or your group any time throughout the year.

HARD TO RECYCLE COLLECTION EVENT

PRESENTED BY



Galleria at Pittsburgh Mills

parking lot near Division Road Entrance

Saturday, May 12, 2018
9 am - 1 pm

PRESENTING SPONSOR

Allegheny County
Health Department

SPONSORS

Colcom Foundation

LANXESS Corporation

NewsRadio 1020 KDKA

NOVA Chemicals Corporation

UPMC

PARTNERS

Appliance Warehouse

eLoop llc

Liberty Tire

Galleria at Pittsburgh Mills

NO COST:

* cell and home phones * CFL bulbs * computer towers and peripheral equipment * expanded polystyrene packaging material * microwave ovens * stereo equipment * VCRs, DVD players and cable boxes

FEE CHARGED:

* alkaline batteries * CDs, DVDs, floppy discs * fluorescent tubes * printers * small Freon appliances * stereo speakers * tires (car/truck) with and without rim

* computer monitor	\$ 20
* television	\$ 30
* projection or console TV	\$ 40



For questions, directions or a detailed list of items and fees

www.prc.org 412-488-7490 ext 236

COMMITTEE REPORTS

EMS COMMITTEE

Chairman – Mr. Vaerewyck

ENGINEERING & PUBLIC WORKS COMMITTEE

Chairwoman – Mrs. Romig

FINANCIAL, LEGAL & HUMAN RESOURCES COMMITTEE

Chairman – Dr. DiSanti

PARKS AND RECREATION COMMITTEE

Chairwoman – Mrs. Jordan

ZONING, PLANNING, & CODE COMMITTEE

Chairman – Mr. Karpuzi

NORTH HILLS COG REPORT

Mr. Karpuzi

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OLD BUSINESS

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NEW BUSINESS

**SET AGENDA / Regular Business Meeting
APRIL 18, 2018**

6:30 p.m. – Executive Session

7:00 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. Tax Refunds
9. Police Chief's Report
10. Building Inspector/Code Enforcement Officer's Report
11. Report from the Parks and Recreation Board
12. Engineer's Report
13. Committee Reports
14. Old Business
15. New Business
16. Set Agenda/May 16, 2018
17. Comments from the Public
18. Adjournment

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COMMENTS FROM THE PUBLIC

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

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ADJOURNMENT

I MOVE TO ADJOURN AT _____ P.M.

MOTION SECOND AYES NAYES

MR. MAUDHUIT	—	—	—	—
MRS. JORDAN	—	—	—	—
MR. KARPUZI	—	—	—	—
DR. DISANTI	—	—	—	—
MRS. ROMIG	—	—	—	—
MR. VAEREWYCK	—	—	—	—
MRS. HOLLIBAUGH	—	—	—	—

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