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# **WEST DEER TOWNSHIP SUPERVISORS MEETING**



**May 16, 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  
May 16, 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**
  - C. **Tax Refunds**
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: Resolution No. 2018-4 (Act 537 Sewage Facilities Plan Update)**
13. **Adoption: Resolution No. 2018-6 (DUI Grant)**
14. **Approval: Forbes Subdivision Plan**
15. **Authorization: Guiderail Project**
16. **Discussion: Charter Commission Update (General Election)**
17. **Discussion: Social Media**
18. **Committee Reports**
19. **Old Business**
20. **New Business**
21. **Set Agenda: June 20, 2018**
22. **Comments from the Public**
23. **Adjournment**

1 Call to Order

2 Pledge of Allegiance

3 Roll Call - Mr. Mator . . .

**REGISTERED COMMENTS FROM THE PUBLIC**

- None

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**COMMENTS FROM THE PUBLIC**

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

5

**ACCEPT MINUTES**

ATTACHED ARE THE MINUTES OF THE APRIL 18, 2018 MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACCEPT THE MINUTES OF THE APRIL 18, 2018 MEETING AS PRESENTED.

MOTION SECOND AYES NAYES

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

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West Deer Township  
Board of Supervisors  
18 April 2018  
7:00 p.m.

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, Joyce A. Romig and Gerry Vaerewyck. Member absent: Shawn Maudhuit. 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.

#### **REGISTERED COMMENTS FROM THE PUBLIC**

- None

#### **COMMENTS FROM THE PUBLIC**

- None

#### **ACCEPT MINUTES**

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to accept the minutes of the 21 March 2018 meeting as presented. A roll call vote was taken. Members voting yes, Mrs. Jordan, Mr. Karpuzi, Mrs. Romig, Dr. DiSanti, and Mrs. Hollibaugh. Member abstaining, Mr. Vaerewyck (absent at meeting). Motion carried, 5-yes and 1-abstention.

#### **MONTHLY FINANCIAL REPORT**

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

**TOWNSHIP OF WEST DEER**  
**FINANCE OFFICER'S REPORT**  
**31 March 2018**

**I - GENERAL FUND:**

	<u>March</u>	<u>YTD</u>	<u>% of Budget</u>
<b>Revenues</b>	355,837.84	1,015,400.64	17.44%
<b>Expenditures</b>	265,490.75	906,473.97	15.57%

**Cash and Cash Equivalents:**

Sweep Account	281,212.85	<b>281,212.85</b>
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**II - SPECIAL REVENUE FUNDS****Cash and Cash Equivalents:****Street Light Fund:**

Sweep Account - Restricted	7,139.47
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**Fire Tax Fund:**

Sweep Account - Restricted	16,196.77
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**State/Liquid Fuels Fund:**

Sweep Account - Restricted	476,758.57
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**500,094.81****Investments:****Operating Reserve Fund:**

Sweep Account - Reserved	806,000.96
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**Capital Reserve Fund:**

Sweep Account - Reserved	349,736.27
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**1,155,737.23****III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:**

0.00	<b>0.00</b>
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**TOTAL CASH BALANCE 03/31/18****1,937,044.89****Interest Earned March 2018****199.85**

	<u>03/1/2018</u> <u>Debt Balance</u>	<u>March</u> <u>Principal</u> <u>Payment</u>	<u>03/31/2018</u> <u>Debt Balance</u>
<b>Mars National - VFC #3</b>	\$244,687.05	\$2,607.94	\$242,540.27

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

**LIST OF BILLS**



Amerikohl Aggregates Inc. ....	623.20
Amerikohl Transport Inc. ....	379.58
Best Wholesale Tire Co., Inc.....	1033.25
Griffith, McCague & Happel, PC.....	1453.50
Hei-Way, LLC.....	2366.43
Jordan Tax Service, Inc. ....	1624.80
Kress Tire .....	491.38
Office Depot.....	258.40
Shoup Engineering Inc. ....	1025.00
Staley Communications.....	194.97
Toshiba Financial Services.....	482.52
Tristani Brothers, Inc.....	396.66
Walsh Equipment .....	9725.14

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to pay the List of Bills as submitted, and all approved reimbursable items in compliance with generally accepted accounting practices. Motion carried unanimously 6-0.

**POLICE CHIEF’S REPORT**

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

**PARKS AND RECREATION BOARD REPORT**

Mrs. Amy Stark, Chairwoman, was present and provided and read a summary report on the Parks and Recreation Board. A copy of the report is on file at the Township. Questions and comments followed.

**ENGINEER’S REPORT**

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

Projects

- 2018 Road Improvement Project
  - Contracts have been executed for the hot mix asphalt, cold mix asphalt, and seal coating work with Youngblood Paving and Russell Standard Corporation.
- Cedar Ridge Storm Sewer Rehabilitation
  - A Contract has been prepared for this project and work is expected to begin soon.

Development/Subdivision Reviews

- None

**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

Mr. Shoup explained correspondence was sent to the Allegheny Valley Joint Sewer Authority (AVJSA). He stated that the correspondence indicated the Board of Supervisors was not in the position to act on the resolution at this time, and that it included comments relative to the plan update. Mr. Shoup informed the Board that both West Deer and Richland Townships submitted rejection letters to AVJSA, and that the other municipalities submitted their adopted resolutions. He said that AVJSA submitted their Plan 537 Update to the DEP, and included the two letters and resolutions from the other municipalities by the March deadline. Mr. Shoup reported at this time there is nothing to report, and indicated he also received an email from a representative from DEP that they have not begun the review process.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to table Resolution No. 2018-4 – the Act 537 Sewage Facilities Plan Update – adopting and submitting to Pennsylvania Department of Environmental Protection for its approval the Act 537 Sewage Facilities Plan Update. A roll call vote was taken. Members voting yes: Mrs. Jordan; Dr. DiSanti; Mr. Karpuzi; Mrs. Romig; and Mrs. Hollibaugh. Member voting no: Mr. Vaerewyck. Motion carried, 5-yes and 1-no.

**AUTHORIZATION: COMCAST & VERIZON CABLE FRANCHISE AGREEMENT NEGOTIATION**

The Cable Franchise Agreements with Comcast and Verizon are set to expire in the near future. The North Hills Council of Governments has worked with the Cohen Law Group to provide negotiations for all participating municipalities at a reduced, cost-sharing rate.

Even though the rates are shared, Cohen Law Group would need to be retained separately. The estimated cost of this service – for both cable companies is estimated to be around \$5,000.

The Board received a copy of the engagement letter.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to authorize the retaining of the Cohen Law Group to negotiate the Cable Franchise Agreements for both Comcast and Verizon on behalf of the Township at the North Hills Council of Governments negotiated rate. Motion carried unanimously 6-0.

**DISCUSSION: CHARTER COMMISSION UPDATE**

The Board of Supervisors authorized Ordinances No. 419 and 421 to place referendum questions on the primary ballot. Those contents of those questions are:

1. The reduction of Supervisors from seven to five, with representation coming from four districts along with one at-large candidate.
2. The reduction of Supervisors from seven to five, with representation coming at-large.
3. The modernizing of Township information (such as minutes, etc.) and making citizens' right to be heard more accessible.

Mr. Mator explained the questions that will be on the 15 May 2018 Primary Election as well as Allegheny County's "plain language" as they will appear on the ballot. Mr. Mator stated that objective, non-biased explanations of the questions will be placed in the Town Flyer and on the Township web site so the public could be better informed when they voted.

A further discussion was held.

## **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
- 5) Mr. Karpuzi – Zoning, Planning & Code Committee
- 6) Mr. Karpuzi – North Hills COG Report

## **OLD BUSINESS**

- Chairwoman Hollibaugh reported she was presented the 2018 Banner Community Award for West Deer from County Executive Rich Fitzgerald. Mr. Mator read the Recognition Citation.
- Chairwoman Hollibaugh also reported she attended the Seven Springs Conference and commented on the conference. She indicated there were many different speakers, including District Attorney Stephen Zappala, who spoke on improving the security at the Pittsburgh Mills Mall. She also stated that there was a great deal of information on parks/walking trails, and that she attended the MRM Trust meetings for the worker’s compensation and liability insurance. Mrs. Hollibaugh informed those in attendance that the Township received a record breaking dividend of \$110,041.74 this year.
- Supervisor Romig commented that both she and Mrs. Hollibaugh would like to see the dividend monies go back into the community for something that hasn’t been budgeted. Some discussion was held.
- Supervisor Romig stated she attended the EMS meeting at the Conference, and commented that 75 percent of all the agencies are experiencing a financial difficulty. She also attended the County Council meeting and they are excited that the Alaska Airlines are coming to Pittsburgh. Mrs. Romig pointed out Pittsburgh is also building a new airport building, and that she also attended the opioid crisis meeting.
- Chief Josh Wiegand, Fire Company No. 3, was present and announced the Fire Company just celebrated their 55<sup>th</sup> anniversary.

## **NEW BUSINESS**

- Mr. Mator pointed out Bruno Sammartino passed away earlier in the day, and expressed condolences to Mr. Sammartino’s family on behalf of the Township. Mr. Mator informed those in attendance that Mr. Sammartino had previously served as the Grand Marshall of the Township Community Days and was very gracious in doing so.
- Mrs. Romig suggested the Board have a meeting once a month or every two or three months to sit down and just “brainstorm” on what can be done in the Township and get “our feelings” out there. Some discussion was held.

**SET AGENDA: REGULAR BUSINESS MEETING**

16 May 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. Authorization: Guiderail Project
14. Discussion: Charter Commission Update on General Election Referenda
15. Committee Reports
16. Old Business
17. New Business
18. Set Agenda: 20 June 2018
19. Comments from the Public
20. Adjournment

Items Added:

\*Act 537

\*DUI Grant Resolution

\*Social Media Discussion

**COMMENTS FROM THE PUBLIC**

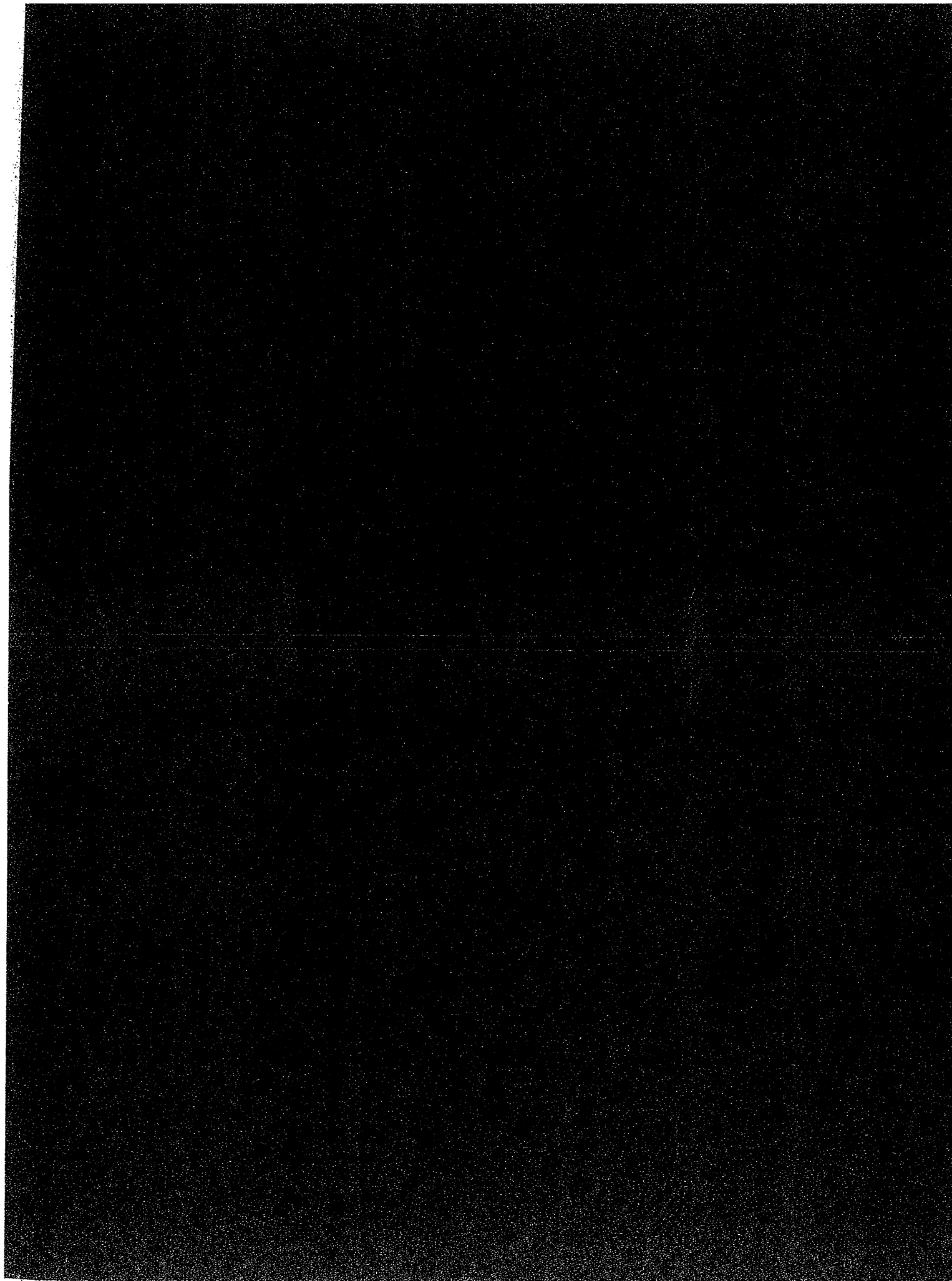
- None

**ADJOURNMENT**

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to adjourn the meeting at 8:08 p.m.  
Motion carried unanimously 6-0. Meeting adjourned.

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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**  
**April 30, 2018**

**I - GENERAL FUND:**

	<u>April</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	626,666.34	1,642,066.98	28.21%
Expenditures	247,326.70	1,153,800.67	19.82%

**Cash and Cash Equivalents:**

Sweep Account	635,376.56	<b>635,376.56</b>
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**II - SPECIAL REVENUE FUNDS**

**Cash and Cash Equivalents:**

**Street Light Fund:**

Sweep Account - Restricted	11,482.02
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**Fire Tax Fund:**

Sweep Account - Restricted	40,797.87
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**State/Liquid Fuels Fund:**

Sweep Account - Restricted	426,101.63
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**478,381.52**

**Investments:**

**Operating Reserve Fund:**

Sweep Account - Reserved	806,033.06
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**Capital Reserve Fund:**

Sweep Account - Reserved	349,740.90
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**1,155,773.96**

**III - CAPITAL PROJECT FUNDS:**

**Cash and Cash Equivalents:**

0.00

**0.00**

**TOTAL CASH BALANCE 4/30/18**

**2,269,532.04**

**Interest Earned April 2018**

**601.04**

	<u>4/1/2018</u> <u>Debt Balance</u>		<u>April</u> <u>Principal</u> <u>Payment</u>	<u>4/30/2018</u> <u>Debt Balance</u>
<b>Mars National - VFC #3</b>	240,707.45	\$	2,607.94	238,553.18

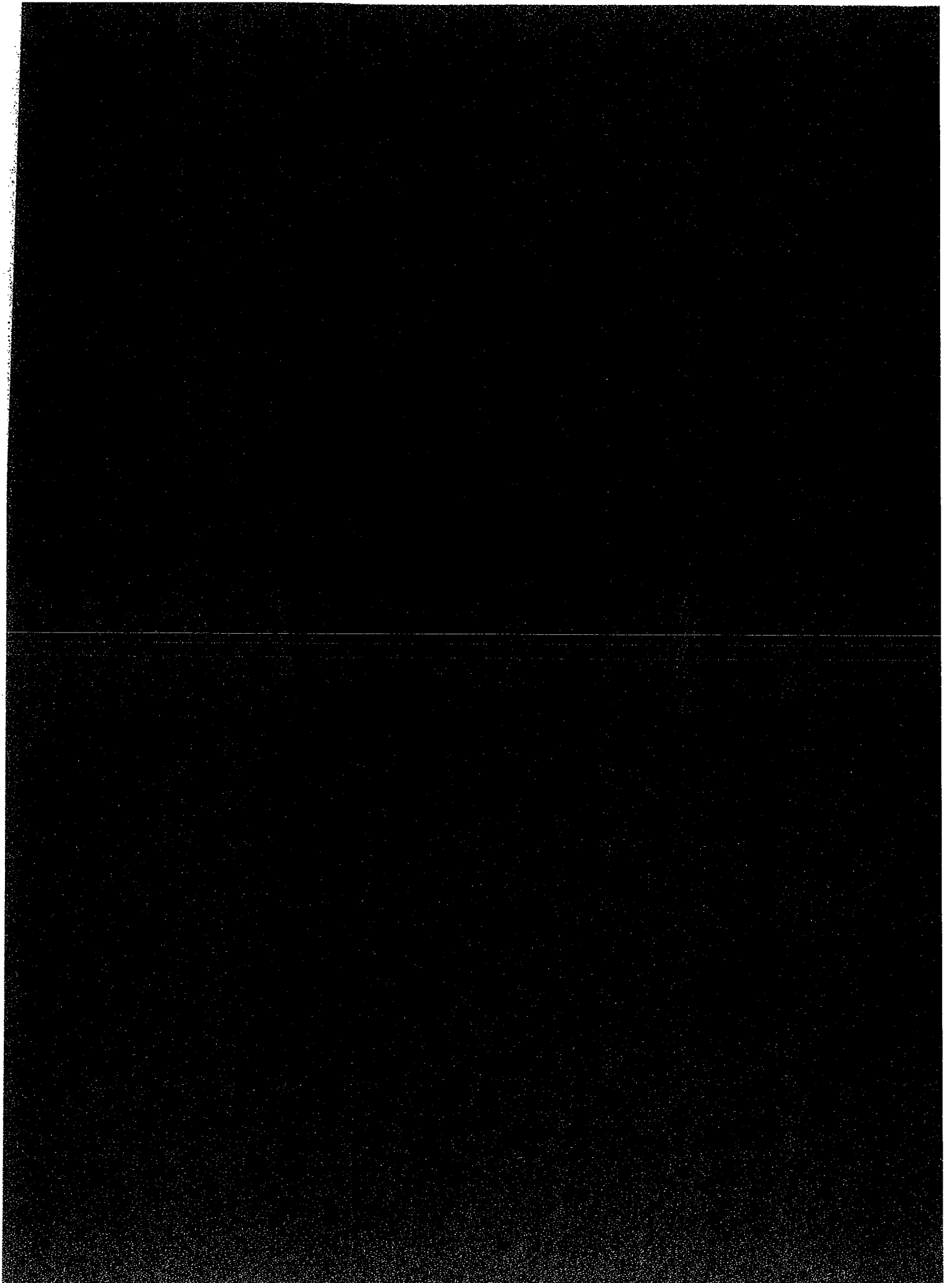
Restricted - Money which is restricted by legal or contractual requirements.

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

## INTEREST EARNED - 2018

	<u>APRIL</u>	<u>YTD</u>
GENERAL FUND	\$19.72	\$49.14
STREET LIGHT FUND	\$0.36	\$1.25
FIRE TAX FUND	\$15.40	\$50.42
OPERATING RESERVE	\$32.10	\$127.39
STATE FUND	\$528.83	\$1,023.35
CAPITAL RESERVE	<u>\$4.63</u>	<u>\$16.17</u>
<b>TOTAL INTEREST EARNED</b>	<b><u><u>\$601.04</u></u></b>	<b><u><u>\$1,267.72</u></u></b>





B) LIST OF BILLS

WHAT ACTION DOES THE BOARD WISH TO TAKE.

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

MOTION SECOND AYES NAYES

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

7-B

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

By Name  
Cutoff as of: 12/31/9999

Time: 12:50 pm  
Date: 05/09/2018  
Page: 1

Due Dates: 05/15/2018 thru 05/15/2018

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00553	BEST WHOLESale TIRE	410.374	11807	742.85				742.85		
Police:Car #39-Inspection/ba110418			05/07/2018	05/15/2018	05/07/2018					
00553	BEST WHOLESale TIRE	410.374	11834	62.65				62.65		
Police:Car #36-Tire Rotation/00418			04/05/2018	05/15/2018	05/07/2018					
00553	BEST WHOLESale TIRE	410.374	11896	23.67				23.67		
Police:Car #39-Wipers			04/12/2018	05/15/2018	05/07/2018					
00553	BEST WHOLESale TIRE	410.374	11950	186.50				186.50		
Police:Car #33-Inspection:Fog			04/19/2018	05/15/2018	05/07/2018					
00553	BEST WHOLESale TIRE	410.374	11989	525.00				525.00		
Police:Car #33-Radiator/cool1n0418			04/24/2018	05/15/2018	05/07/2018					
Name: BEST WHOLESale TIRE CO, INC				1540.67				1540.67		
10315	GRIFFITH, MCCAGUE &	404.111	272823	750.50				750.50		
Legal Services-General			04/30/2018	05/15/2018	05/09/2018					
10315	GRIFFITH, MCCAGUE &	404.111	272824	19.00				19.00		
Legal Services-W D Ambulance			04/30/2018	05/15/2018	05/09/2018					
10315	GRIFFITH, MCCAGUE &	404.111	272825	95.00				95.00		
Legal Services-Forbes-Condition0418			04/30/2018	05/15/2018	05/09/2018					
10315	GRIFFITH, MCCAGUE &	404.111	272826	19.00				19.00		
Legal Services-Home Rule Chart0418			04/30/2018	05/15/2018	05/09/2018					
10315	GRIFFITH, MCCAGUE &	404.111	272827	570.00				570.00		
Legal Services-DCNR Grant(N1ke0418			04/30/2018	05/15/2018	05/09/2018					
Name: GRIFFITH, MCCAGUE & HAPPEL, PC				1453.50				1453.50		
00005	HEI-WAY, LLC	430.372	80410023	435.10				435.10		
Road: Cold Patch			04/11/2018	05/15/2018	04/12/2018					
00005	HEI-WAY, LLC	430.372	80413012	188.46				188.46		
Road: Cold Patch			04/14/2018	05/15/2018	04/17/2018					
00005	HEI-WAY, LLC	430.372	80416018	144.21				144.21		
Road: Cold Patch			04/17/2018	05/15/2018	04/18/2018					
00005	HEI-WAY, LLC	430.372	80417013	154.87				154.87		
Road: Cold Patch			04/18/2018	05/15/2018	04/19/2018					

By Name  
Cutoff as of: 12/31/9999

Time: 12:50 pm  
Date: 05/09/2018  
Page: 2

Due Dates: 05/15/2018 thru 05/15/2018

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00005 HEI-WAY, LLC Road: Col'd Patch	430.372 0418	80418017 04/20/2018	155.69				155.69		
00005 HEI-WAY, LLC Road: Col'd Patch	430.372 0418	80423010 04/24/2018	171.25				171.25		
00005 HEI-WAY, LLC Road: Col'd Patch	430.372 0418	80424008 04/27/2018	170.44				170.44		
00005 HEI-WAY, LLC Road: Col'd Patch	430.372 0418	80425016 04/26/2018	140.12				140.12		
00005 HEI-WAY, LLC Road: Col'd Patch	430.372 0418	80426003 04/27/2018	160.60				160.60		
00005 HEI-WAY, LLC Road: Col'd Patch	430.372 0518	80427013 05/01/2018	159.78				159.78		
00005 HEI-WAY, LLC Road: Col'd Patch	430.372 0518	80430016 05/01/2018	334.31				334.31		
00005 HEI-WAY, LLC Road: Col'd Patch	430.372 0518	80501020 05/02/2018	170.44				170.44		
00005 HEI-WAY, LLC Road: Col'd Patch	430.372 0518	80502018 05/03/2018	167.98				167.98		
00005 HEI-WAY, LLC Road: Col'd Patch	430.372 0518	80503015 05/04/2018	336.77				336.77		
00005 HEI-WAY, LLC Road: Col'd Patch	430.372 0518	80504013 05/07/2018	170.44				170.44		
Name: HEI-WAY, LLC			3060.46				3060.46		
00106 JORDAN TAX SERVICE, Delinquent R E Tax Commission	403.140 0418	4-C-#106 04/17/2018	2160.52				2160.52		
Name: JORDAN TAX SERVICE, INC.			2160.52				2160.52		
00362 KRESS TIRE Road: Flat Tire	430.374 0418	10204-13 04/16/2018	18.50				18.50		
00362 KRESS TIRE Police: CAR #33-TIRES	410.374 0418	10204-8 04/16/2018	275.88				275.88		

Due Dates: 05/15/2018 thru 05/15/2018

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: KRESS TIRE									
00325 MRM WORKERS' COMP FU	486.354	1718PRJ1026	20752.65				20752.65		
Instal1 #4 of 4-workers Comp	0518	05/15/2018	05/15/2018	05/07/2018					
Name: MRM WORKERS' COMP FUND									
00657 OFFICE DEPOT	406.210	127512056001	191.31				191.31		
Twp Office Supplies	0418	04/27/2018	05/15/2018	04/27/2018					
00657 OFFICE DEPOT	409.226	127512056001	25.88				25.88		
Cleaning: Supplies	0418	04/27/2018	05/15/2018	04/27/2018					
Name: OFFICE DEPOT									
00830 SHOU ENGINEERING IN	408.319	18-130	225.00				225.00		
Engineering: Forbes Plan	0418	04/30/2018	05/15/2018	05/03/2018					
00830 SHOU ENGINEERING IN	408.313	18-131	1227.00				1227.00		
Engineering: Miscellaneous	0418	04/30/2018	05/15/2018	05/03/2018					
00830 SHOU ENGINEERING IN	454.286	18-134	1497.25				1497.25		
Engineering:CDBG handicapped	r0418	04/30/2018	05/15/2018	05/03/2018					
Name: SHOU ENGINEERING INC.									
00674 STALEY COMMUNICATION	410.328	90384	137.50				137.50		
POL: Radio Equip Maint	0518	05/02/2018	05/15/2018	05/03/2018					
00674 STALEY COMMUNICATION	430.327	90385	57.47				57.47		
Road: Radio Equip Maint	0518	05/02/2018	05/15/2018	05/03/2018					
Name: STALEY COMMUNICATIONS									
00577 TOSHIBA FINANCIAL SE	410.261	68291761	241.26				241.26		
Lease & Maintenance of Copiers	0418	04/22/2018	05/15/2018	04/30/2018					
00577 TOSHIBA FINANCIAL SE	406.261	68291761	241.26				241.26		
Lease & Maintenance of Copiers	0418	04/22/2018	05/15/2018	04/30/2018					
Name: TOSHIBA FINANCIAL SERVICES									
00067 TRISTANI BROTHERS, I	430.374	180434	871.16				871.16		
Road:2011 F550-Inspection	0418	04/30/2018	05/15/2018	05/08/2018					

By Name  
Cutoff as of: 12/31/9999

Time: 12:50 pm  
Date: 05/09/2018  
Page: 4

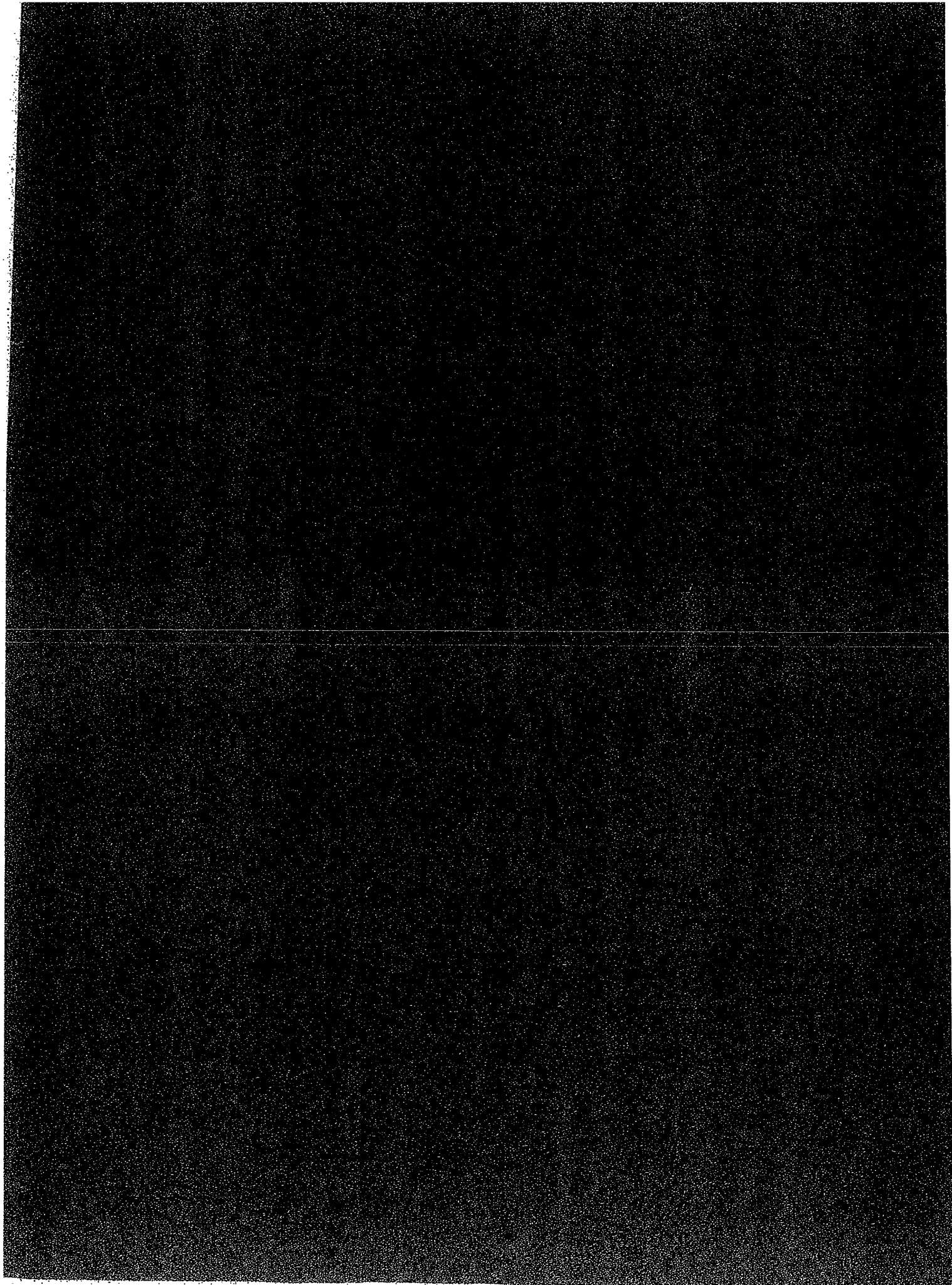
Due Dates: 05/15/2018 thru 05/15/2018

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00067	TRISTANI BROTHERS, I	430.374	180435	526.27				526.27		
	Road:2012 F550-Inspection	0418	04/30/2018	05/15/2018	05/08/2018				N	
00067	TRISTANI BROTHERS, I	430.374	180436	560.00				560.00		
	Road:Trk #9-Mack-Inspection	0418	04/30/2018	05/15/2018	05/08/2018				N	
00067	TRISTANI BROTHERS, I	430.374	180437	403.06				403.06		
	Road:2016 F550-Inspection	0418	04/30/2018	05/15/2018	05/08/2018				N	
	Name: TRISTANI BROTHERS, INC.			2360.49				2360.49		

FINAL TOTALS:

35541.60

35541.60



C) TAX REFUNDS

THE BOARD IS IN RECEIPT OF THE ATTACHED 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.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

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

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

MOTION    SECOND    AYES    NAYES

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

7-C



WEST DEER TOWNSHIP

Date: 04/16/18  
Time: 18:50:46

REAL ESTATE TAX REFUNDS FOR BOARD APPROVAL  
April 2018  
Refunds Due to County Change Orders

Page: 1

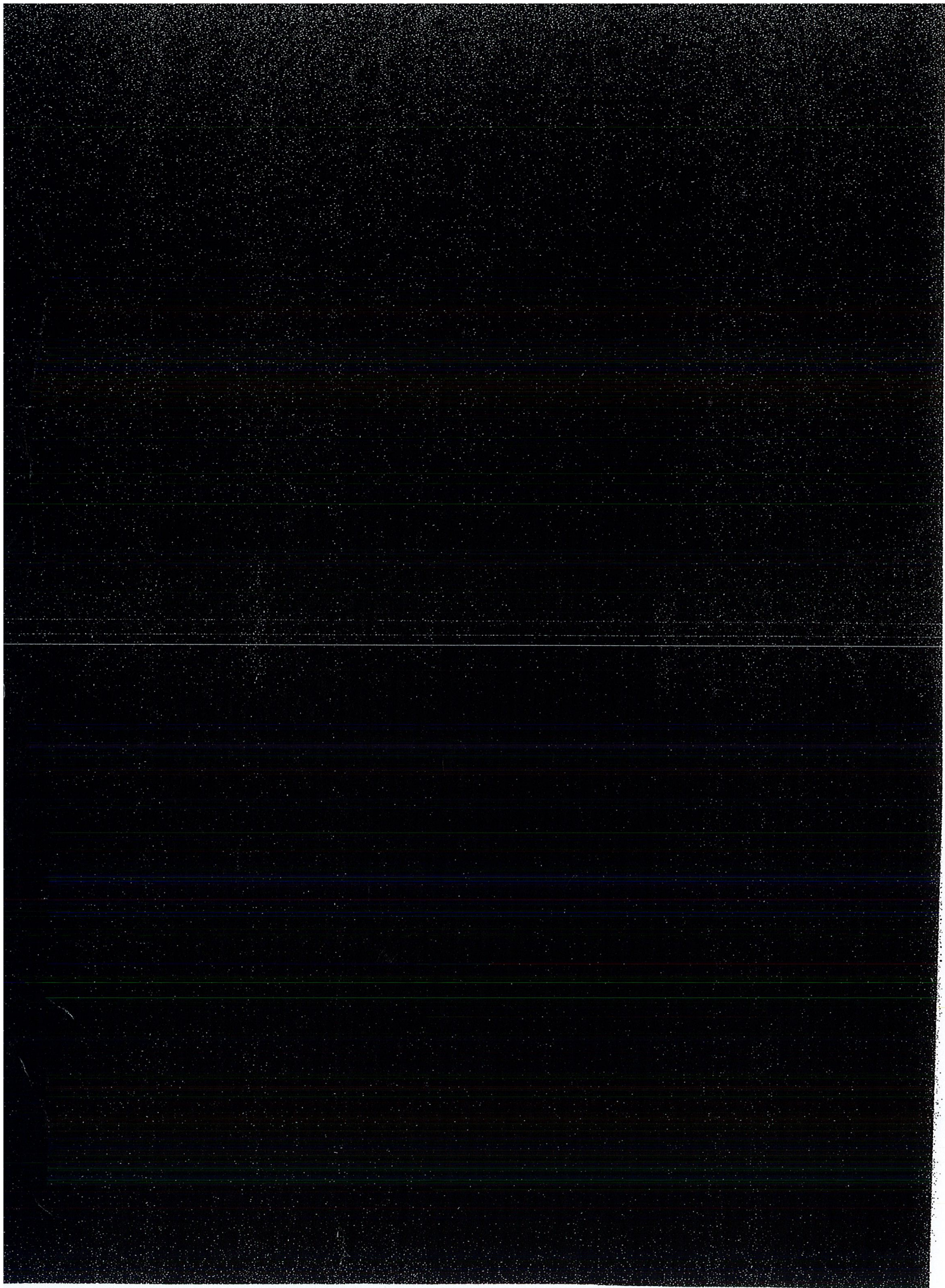
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<b>Payable to:</b> COCO MICHAEL S & JUDITH E COCO	<b>Lot &amp; Block</b> 1358-J-90
511 CEDAR RUN RD	GIBSONIA RD
ALLISON PARK PA 15101	ALLISON PARK PA 15101

**Refund of 263.72 due for tax year: 2017**

Orig Value:	152,900	Orig Tax:	448.03
New Value:	62,900	New Tax:	<u>184.31</u>
Exoneration:	90,000	Refund:	263.72

\*\*\*\*\*



**POLICE CHIEF'S REPORT**

CHIEF LAPE.....

A handwritten signature in black ink, appearing to be the name 'S' or a similar stylized character.

**OFFICER'S MONTHLY REPORT**

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

Attached is the Officer's Monthly Report for April, 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  
APRIL 2018

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	57	174	231
CALLS FOR SERVICE/FIELD CONTACTS	231	858	1089
ALL OTHER CALLS	477	1427	1904
TOTALS CALLS FOR SERVICE	765	2459	3224

ARRESTS

ADULT	5	24	29
JUVENILE	0	0	0
TRAFFIC CITATIONS	72	49	121
NON TRAFFIC CITATIONS	2	3	5
PARKING CITATIONS	5	0	5
WARNINGS	8	16	24

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	10065	29225	39290
GALLONS OF GASOLINE USED	834.7	2652.7	3487.4
REPAIRS/MAINTENANCE	1816.55	7284.54	9101.09

OVERTIME PAID

COURT (OFF DUTY)	10	42	52
PRELIMINARY HEARINGS	8	40 1/2	48 1/2
PRETRIAL	0	0	0
INVESTIGATIONS	4.5	32	36.5
ARRESTS	0	17	17
SPEED CHECKS	0	0	0
PRIVATE CONTRACTS	0	0	0
MISC. HOURS - FILLED SHIFTS	8	4	12
MISC. HOURS - ADMIN. HOURS	0	0	0
MISC. HOURS	8	16	24
<b>TOTAL HOURS</b>	<b>38.5</b>	<b>151.5</b>	<b>190</b>

**Misc. - SRT Team callout - 8 hours**

## **Points of Interest**

### **Month of April 2018**

**Budget as of April 30, 2018 – 29.92%**

#### **CHIEF JONATHAN LAPE –**

**April 12 – attended an Allegheny County Chiefs meeting**

**April 19 - Chief Lape and Sgt. Bailey attended a meeting at the AW Beattie School, hosted by Senator Vulakovich, to discuss school safety**

**April 30 – meeting with school district to discuss safety issues**

#### **OFFICER EDWARD NEWMAN – K9 REPORT and EXPLORER'S REPORT**

**April 11/18 – training was held at the Butler County Jail with Shallow Creek Kennels  
Throughout the month preparations were made for the K9/Explorers golf fundraiser**

#### **Explorer's report –**

**April 12 – use of force was discussed**

**April 19 – SIMTAC training was held**

**April 26 – DUI arrests and Checkpoints were discussed**

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

**April 13 – SRT Officers had training at the Monroeville Police Training Center. Operators worked on tubular bus assaults and interior movement isolation drills.**

**April 14 – SRT Team was activated for an armed, barricaded male in Allison Park. Operators, with the assistance of negotiators, were able to have the male surrender.**

**April 25 – SRT Team was activated again for the same male. The suspect stole a firearm from a friend, which was in violation of his bond as he was not to possess a firearm. He was taken into custody without incident.**

**April 27 – Training was held at the Hampton Township Police Community Center and Range. Operators were debriefed about the two incidents that occurred the previous week. Once completed the operators worked on live fire passenger vehicle assaults.**

#### **SCHOOL DISTRICT DETAILS –**

**April 10 – Sgt. Bailey and Officer Gizienski attended DARE Graduation**

**April 10, 17 – School board meeting details**

**April 13, 14, 15 – High school play details**

**April 18 – A Craig Turnquest Comedy Presentation was held at the Middle School**

**April 27 – Safety Bug presentation**

**5 – 5<sup>th</sup> Grade DARE classes were taught throughout the month**

**SPECIAL DETAILS/MISCELLANEOUS DETAILS –**

**4/9, 10, 11, 12, 13, 23 – Aggressive Driving Details were conducted**

**MISCELLANEOUS –**

**April 3 – 5 – Officer Dobson attended the DUI Conference**

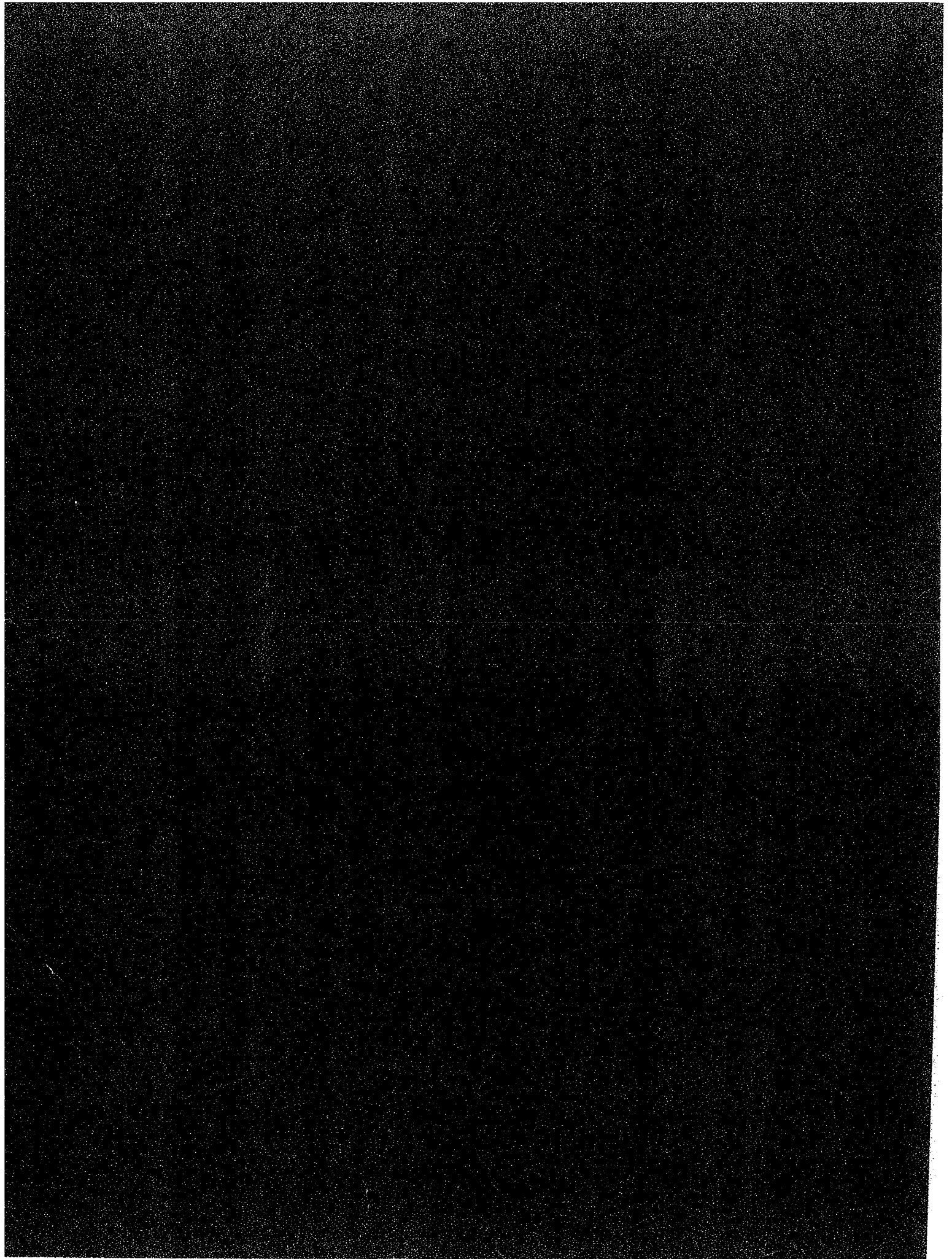
**April 16-20 – entire department underwent SIMTAC training**

**April 23/24 – Sgt. Bailey & Officer Evan completed fingerprinting of the students at East Union  
Preschool**

**April 23-27 – Officer Trocki underwent interview training**

**April 27 – Officer Fedunok underwent interview training**

**A handicap sign was requested in the vicinity of 433 Linden Drive. Sign was posted.**





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

MR. PAYNE.....

9

# Code Enforcement

April 30, 2018

1. Issued 38 Occupancy Permits
2. Issued 18 Building Permits
3. Performed 31 site inspections
4. Planning Commission continued the review process for zoning changes and recommended approval of 2 lot subdivision with following conditions being met:
  1. Zoning variances are granted for lot width reduction and side yard setbacks.
  2. Established easement for sewage disposal back up site location on Lot 1 that is dedicated for use by Lot 2. Said easement shall also provide access to backup site from Lot 2.
  3. Mr. Payne to meet on site and review buffering between Lots 1 and 2. Provide sketch of any additional buffering and existing plantings.
  4. Address any items on Shoup Engineering's letter dated April 23 2018.
  5. Add primary and secondary backup sewage sites to plan.
5. No Zoning Hearing Board meeting was held in April.
6. Attended Deer Lakes High School Volunteer Fair on behalf of the Dog Shelter.



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William Payne  
Code Enforcement Officer

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

**WD Inspection Report**  
**From 04/01/2018 To 04/30/2018**

Date	Inspection Type	Owner	Parcel Owner Mailing	Legal Address	Parcel ID	Status	Inspector
4/2/2018	Electrical/Plumbing		1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	888 ASHLEY RD.	1510-D-68	Passed	William Payne
4/2/2018	Final		1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	888 ASHLEY RD.	1510-D-68	Passed	William Payne
4/2/2018	Footer		1445 SANDSTONE CT, TARENTUM, PA, 15084	1445 SANDSTONE CT	1670-K-039	Failed	William Payne
4/3/2018	Drywall		112 LEX LANE, ALLISON PARK, PA, 15101	112 LEX LANE	1214-A-143	Passed	William Payne
4/3/2018	Drywall		119 STARR RD., CHESWICK, PA, 15024	119 STARR RD	1361-B-199	Passed	William Payne
4/4/2018	Framing		102 Wagon Wheel Road, Gibsonia, Pa, 15044	102 WAGON WHEEL LANE	1509-M-369	Failed	William Payne
4/5/2018	Footer		1308 LOGAN RD, GIBSONIA, PA, 15044	1308 LOGAN RD	2011-M-100	Passed	William Payne
4/5/2018	Insulation		130 SQUIRREL HOLLOW RD, GIBSONIA, PA, 15044	130 SQUIRREL HOLLOW RD	1357-E-201	Passed	William Payne
4/5/2018	Fireblocking		130 SQUIRREL HOLLOW RD, GIBSONIA, PA, 15044	130 SQUIRREL HOLLOW RD	1357-E-201	Passed	William Payne
4/9/2018	Fireblocking		102 Wagon Wheel Road, Gibsonia, Pa, 15044	102 WAGON WHEEL LANE	1509-M-369	Failed	William Payne
4/9/2018	Insulation		125 STARR RD., RUSSELLTON, PA, 15076	125 STARR RD	1361-C-248	Passed	William Payne
4/9/2018	Drywall		114 LEX LANE, ALLISON PARK, PA, 15101	114 LEX LANE	1214-A-141	Passed	William Payne
4/9/2018	Footer		1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	889 ASHLEY RD.	1510-D-2	Passed	William Payne
4/9/2018	Footer		1370 Washington Pike, Bridgeville, PA, 15017	881 ASHLEY RD.	1510-D-10	Passed	William Payne
4/9/2018	Fireblocking		800 S. WASHINGTON ST., EVANS CITY, PA, 16033	397 SADDLEBROOK RD	1666-R- 100-27D	Passed	William Payne
4/9/2018	Insulation		800 S. WASHINGTON ST., EVANS CITY, PA, 16033	397 SADDLEBROOK RD	1666-R- 100-27D	Passed	William Payne
4/10/2018	Final		23 Mckrell Road, RUSSELLTON, PA, 15076	4 Poma Street	1512-S-283	Passed	William Payne
4/11/2018	Framing		800 S. WASHINGTON ST., EVANS CITY, PA, 16033	401 SADDLEBROOK RD	1666-R- 100-27C	Failed	William Payne
4/13/2018	Fireblocking		800 S. WASHINGTON ST., EVANS CITY, PA, 16033	401 SADDLEBROOK RD	1666-R- 100-27C	Failed	William Payne
4/13/2018	Insulation		800 S. WASHINGTON ST., EVANS CITY, PA, 16033	401 SADDLEBROOK RD	1666-R- 100-27C	Passed	William Payne

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

**WD Inspection Report**  
**From 04/01/2018 To 04/30/2018**

Inspection Date	Inspection Type	Parcel Owner	Parcel Owner Mailing	Legal Address	Parcel ID	Status	Inspector
4/16/2018	Foundation		869 ASHLEY RD., GIBSONIA, PA, 15044	869 ASHLEY RD.	1510-D-22	Passed	William Payne
4/17/2018	Final			873 ASHLEY RD.	1510-D-18	Failed	William Payne
4/17/2018	Electrical/Plumbing			873 ASHLEY RD.	1510-D-18	Failed	William Payne
4/19/2018	Foundation		1370 Washington Pike, Bridgeville, PA, 15017	881 ASHLEY RD.	1510-D-10	Passed	William Payne
4/24/2018	Framing		396 West Starz Road, Gibsonia, Pa, 15044	396 WEST STARZ RD	1510-G-14	Failed	William Payne
4/25/2018	Drywall		130 SQUIRREL HOLLOW RD, GIBSONIA, PA, 15044	130 SQUIRREL HOLLOW RD	1357-E-201	Passed	William Payne
4/25/2018	Electrical/Plumbing			873 ASHLEY RD.	1510-D-18	Passed	William Payne
4/26/2018	Foundation		1370 Washington Pike, Bridgeville, PA, 15017	881 ASHLEY RD.	1510-D-10	Passed	William Payne
4/26/2018	Insulation		102 Wagon Wheel Road, Gibsonia, Pa, 15044	102 WAGON WHEEL LANE	1509-M-369	Passed	William Payne
4/26/2018	Fireblocking		102 Wagon Wheel Road, Gibsonia, Pa, 15044	102 WAGON WHEEL LANE	1509-M-369	Passed	William Payne

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

**April, 2018**

Date	Permit #	Lot Block	Applicant Name	Street Address	Use	New Construction
4/2/2018	O18-058	1361-D-8	GEORGE E BUCHANICH	756-758 LITTLE DEER CREEK RD	Business	No
4/2/2018	O18-059	1361-C-235	ELIZABETH REVUELTA CORRAL	137 STARR RD	Single Family Home	No
4/2/2018	O18-060	1510-N-275	TODD FINN	MOUNTAINVIEW RD.	Single Family Home	No
4/3/2018	O18-061	1510-D-68	DAN RYAN	888 ASHLEY RD.	Single Family Home	Yes
4/9/2018	O18-062	1359-M-78	CHRISIE STEFKOVICH	28 TRUMP RD	Single Family Home	No
4/9/2018	O18-063	1836-R-29	GERALD & MARYJANE SCHWICKRATH	141 KAUFMAN RD	Single Family Home	No
4/9/2018	O18-064	1669-C-052	GERALD & MARJANE SCHWICKRATH	53 MONIER RD	Single Family Home	No
4/9/2018	O18-065	1357-E-386	JANICE NIELSEN	148 PINTAIL RD	Single Family Home	No
4/10/2018	O18-066	1512-S-283	WILLIAM A & GAIL A YANICKO	4 Poma Street	All other permits (pools, sheds,decks, and etc.)	Yes
4/10/2018	O18-067	1668-R-051	ELMENDORF INC	314 OAK RD	Business	No
4/10/2018	O18-068	1508-E-139	BRIAN HARMAN	4305 PARADISE DR.	Single Family Home	No
4/16/2018	O18-069	1508-E-266	STEPHEN REAM & CONSTANCE KRAMER	4036 CRESTWOOD DR	Single Family Home	No
4/16/2018	O18-070	1508-J-358	STEVEN WESTHEAD	4016 CRESTWOOD DR	Single Family Home	No
4/16/2018	O18-071	1214-K-50	ROBERT & CHELSEA SCALISE	3609 NORTH RIDGE DR	Single Family Home	No
4/16/2018	O18-072	1356-M-313	KEVIN & ANNE GIZA	313 QUAIL RIDGE CT	Single Family Home	No
4/17/2018	O18-073	1510-D-18	<b>DAN RYAN</b>	873 ASHLEY RD.	Single Family Home	Yes
4/18/2018	O18-074	1511-C-281	BRANDON & STEPHANIE SHOUP	1991 SAXONBURG BLVD	Single Family Home	No
4/18/2018	O18-075	1668-H-307	PATRICK & LISA JANECEK	8 HEMLOCK ST	Single Family Home	No
4/18/2018	O18-076	1668-R-192	AJC INVESTMENTS, LLC	280 OAK RD	Single Family Home	No
4/18/2018	O18-077	1668-R-190	AJC INVESTMENTS, LLC	280 OAK RD	Miscellaneous	No
4/19/2018	16-059	1669-J-298	RONALD & ROBERTA ZIELINSKI	188 BRYSON RD	Single Family	No
4/19/2018	O18-078	1507-S-202	ERIN SLAY	3503 W STAG DR	Single Family Home	No
4/19/2018	O18-079	1507-M-327	NATALYA BRUNER	4226 HAVENCREST DR	Single Family Home	No
4/19/2018	O18-080	1357-A-228	DONNA KLAAS	204 PINTAIL RD	Single Family Home	No
4/19/2018	O18-081	1356-H-101	MICHAEL & DIANA PUSATERI	208 LAGER DR	Single Family Home	No
4/24/2018	O18-082	1359-H-176	THOMAS STEPHENSON	2268 SAXONBURG BLVD	Single Family Home	No

4/24/2018	O18-083	1217-A-143	WERNER & MICHELLE LOEHLEIN	26 SIMON RD	Single Family Home	No
4/24/2018	O18-084	1670-M-238	PAIGE, JAMES, JANETTE CAMPBELL	2007 MARSHALL ST	Single Family Home	No
4/24/2018	O18-085	1214-E-303	MICHAEL & NANCY NAPOLITANO	3534 CEDAR RIDGE RD.	Duplex/Carriage House	Yes
4/24/2018	O18-085	1214-E-303	Richland Holdings	3534 CEDAR RIDGE RD.	Duplex/Carriage House	Yes
4/24/2018	O18-086	1360-L-142	VICTOR LAURENZA, JR.	101 SUNSET DR	Single Family Home	No
4/24/2018	O18-087	1838-P-340	HUNTER WOZNAK	116 FORD ST	Single Family Home	No
4/24/2018	O18-088	1360-B-148	BRIAN & ERIN CRAIG	17 MAGILL DR	Single Family Home	No
4/26/2018	O18-089	1509-B-185	THOMAS, LINDA, DAVID MISCHEN	39 DILLNER LANE	Single Family Home	No
4/26/2018	O18-090	1667-J-161	LARRY RUFFNER	605 WHISPERING PINES	Townhome	No
4/26/2018	O18-091	2011-E- 85-1133	JANET L. DOMINICK & FRANK M. DOUGLAS	1133 LINKS WAY	Quad	No
4/26/2018	O18-092	1214-K-38	ERIC & JANELLE SIMMS	3612 NORTHRIDGE DR	Single Family Home	No
4/30/2018	O18-094	1356-S-234	JAMES D. AUSTIN TRUST	209 LAWRENCE CT	Single Family Home	No

**Total Fees Collected by Month**

**April - \$850.00**

**West Deer Township  
Permit Report**

From: 04/01/2018 To: 04/30/2018

Permit Date	Permit Number	Type	Owner	Address	Parcel ID	Construction Cost	Fees Collected
04/02/2018	P18-037	Accessory Structure	RONALD N MEINHARDT JR	1006 DEER CREEK RD	2193-P-263	\$4,800.00	\$40.00
04/03/2018	P18-038	Other	EDWARD & DOROTHY BREYNAK	3819 CEDAR RIDGE RD	1080-B-24	\$15,000.00	\$95.00
04/03/2018	P18-039	Single Family Dwelling	ANTHONY & MARGARET SPAGNOLO	184 MCINTYRE RD.	1667-K-5	\$242,000.00	\$817.80
04/04/2018	P18-040	Above Ground Pool	PATRICIA OLSZEWSKI	3409 WOODLAKE CT	1213-M-094	\$12,251.50	\$44.00
04/05/2018	P18-041	Single Family Dwelling	Craig and Patricia Cullen	14 Skyline Drive	8000-t-3416a	\$70,000.00	\$414.00
04/09/2018	P18-042	Grading	PennTex Ventures	289 OAK RD.	0000-0-00	\$ N/A	\$100.00
04/11/2018	P18-043	Accessory Structure	CHARLES & TINA GABLE JR	153 BESSEMER ST	1838-R-285	\$499.00	\$5.00
04/12/2018	P18-044	Accessory Structure	JASON & JILL FRIESS	1210 PIN OAK COURT	1669-S-71	\$2,500.00	\$30.00
04/13/2018	P18-045	Garage	NINA TREXLER	277 KAUFMAN RD	1837-K-284	\$24,000.00	\$140.00
04/17/2018	P18-046	Single Family Dwelling	Robert and Dianna Swartz	173 TRUMP RD	1360-E-141	\$178,000.00	\$579.00
04/23/2018	P18-047	Deck	DAVE PARISE	1423 SANDSTONE DR	1670-K-87	\$5,000.00	\$40.00

**West Deer Township  
Permit Report**

From: 04/01/2018 To: 04/30/2018

04/23/2018	P18-048	Above Ground Pool	RONALD L & PATRICIA S JONES	4847 BAYFIELD RD	1214-K-114	\$5,000.00	\$44.00
04/25/2018	P18-049	Addition	Todd Rossman	98 MC INTYRE RD	1666-S-125	\$50,000.00	\$549.00
04/27/2018	P18-050	In Ground Pool	PATRICK & AMY STARK	115 Hemphill Road	2197-R-146	\$17,000.00	\$64.00
04/27/2018	P18-051	Fence	JENNIFER OSBURG	127 MILLERSTOWN CULMERVI	2014-K-331	\$950.00	\$20.00
04/27/2018	P18-052	Single Family Dwelling REPLACEMENT	FRANCIS L & KAREN FABER	16 BAIRDFOORD RD	2010-E-016	\$ N/A	\$0.00
04/30/2018	P18-053	Addition	RR HVAC and Masonry	544 BENJAMIN ST	1671-B-216	\$20,000.00	\$210.60
04/30/2018	P18-054	Fence	JOHN & RACQUEL LISOTTO	115 PINE ST	1361-S-395	\$4,700.00	\$40.00
<b>Totals: 18</b>						<b>\$651,700.50</b>	<b>\$3,232.40</b>



**WEST DEER TOWNSHIP PLANNING COMMISSION**  
**APRIL 26, 2018**

Mark Schmidt called the Meeting to order with the following members in attendance: Kathy Rojik, John Butala, Alan Banks, Robert Bechtold and Suzanne Garlena

Absent Members: Tim Phelps

Other Attendees: William Payne (Code Enforcement Officer)  
Scott Shoup (Shoup Engineering)

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**Forbes Subdivision Plan – 2-lot Subdivision for 997 Deer Creek Road**  
*(Represented by Jason Paulovich – Gibson-Thomas Engineering)*

Property zoned R (Rural Estate). Lot 1 to measure 3 acres and Lot 2 to measure 6.68 acres. Shoup Engineering submitted a review letter dated April 23, 2018 with following comments:

1. “Name of Municipality” to be replaced with West Deer Township.
2. Zoning Hearing Board scheduled for May 10, 2018 for lot width variance and side yard variance for existing shed for Lot 1
3. Planning Module to be filed with Township.

Mr. Paulovich presented the project. Subdivision will be separating the personal property from the business barn. A conditional use was granted for barn on Lot 2 to be used as a party venue. Mr. Shoup to contact the Township solicitor for clarification of the conditional use that was granted for the barn when property was only one lot. Not sure if conditional use passes to Lot 1 also.

The holding tank on property is only permitted for commercial use and not personnel use. Backup site on Lot 1 approved by the DEP for the holding tank. Separate backup site approved for Lot 2 is also on Lot 1. Advised Mr. Paulovich that an easement needs to be shown on Lot 1 for the backup sites.

Was suggested by Mr. Payne for the Planning Commission to consider some screening between Lot 1 and Lot 2. Mrs. Forbes stated that there are trees between the properties and have no objection to the suggestion of additional screening but any type of screening would need to be operational for the business (Lot 2). After looking at an aerial of the property, Mr. Butala feels a gap does exist between properties. Agreed upon that Mr. Payne to inspect property and make a judgement call if more screening is needed. Might need 1 or 2 more trees planted for buffer. After Mr. Payne meets with the property owners, a sketch will need to be submitted for the buffer.

First motion by Mr. Butala and second motion by Ms. Rojik to **RECOMMEND APPROVAL** of the Forbes Subdivision contingent upon the following:

1. Zoning variances are granted for lot width reduction and side yard setback.
2. Establish easement for sewage disposal backup site location on Lot 1 that is dedicated for use by Lot 2. Said easement shall also provide access to backup site from Lot 2.

3. Mr. Payne to meet on site and review buffering between Lots 1 and 2. Provide sketch of any additional buffering and existing plantings.
4. Address any items on Shoup Engineering's letter dated April 23, 2018.
5. Add primary and backup sewage sites to plan.

Voting was unanimous to recommend approval.

**OTHER BUSINESS:**

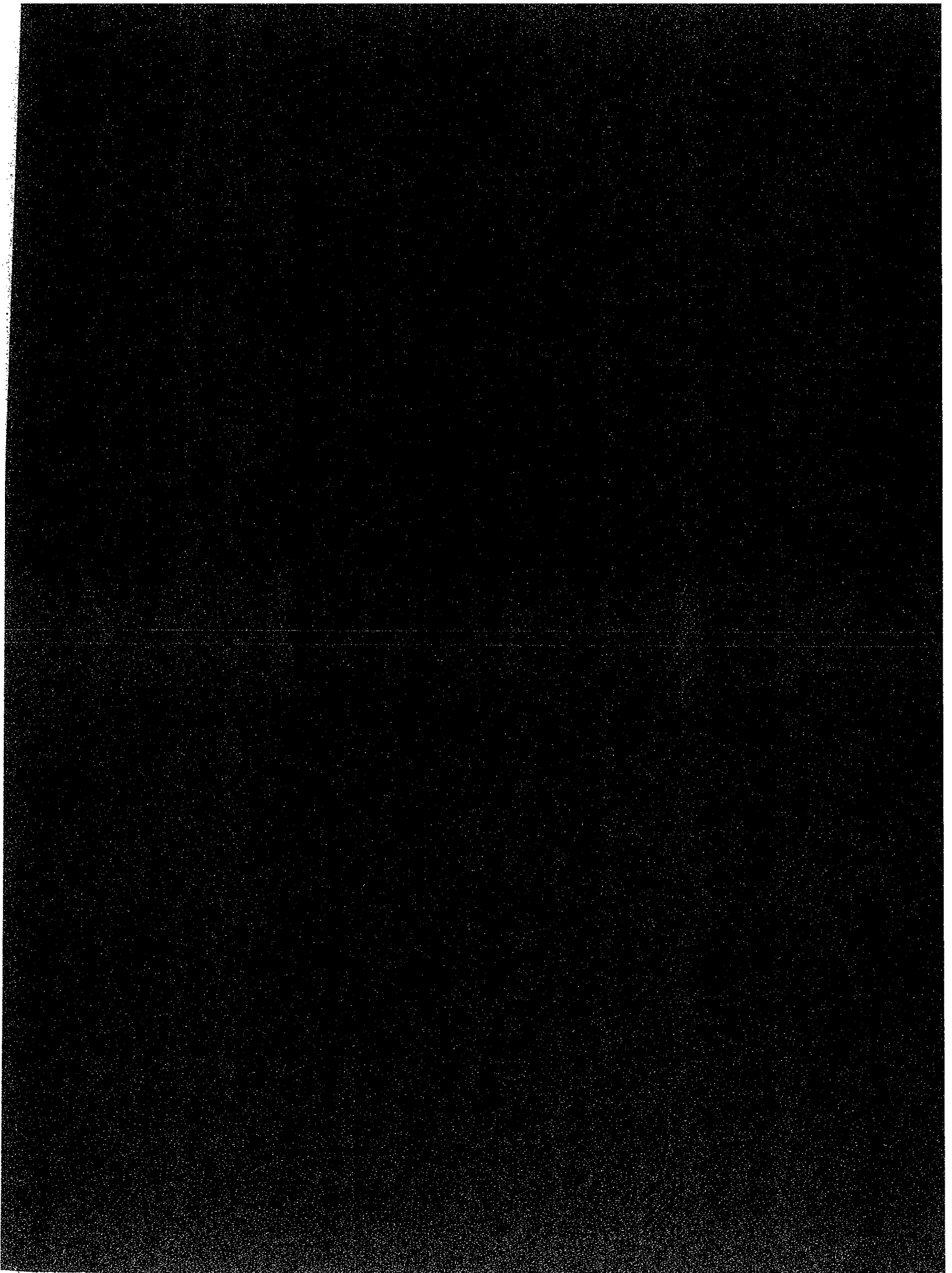
Mr. Shoup explained that Richland Township is in the process of applying for a grant to extend waterline on Bakerstown/McKalloff Road. Part of this project will be in West Deer Township. Planning Commission reviewed and voted unanimously in favor. Mr. Schmidt signed a letter stating that it was in compliance with the comprehensive plan for the Township.

**Zoning Ordinance Updates**

The Planning Commission agreed on the following changes:

1. Eliminate PRD in R4 zone.
2. Density for apartments in PRD to be 12 per acre in R3. Not allowed in R2 and R4.
3. Minimum land area for PRD to be: R2 – 20 acres / R3 – 10 acres
4. Parking spaces to measure 9 x 19 size.
5. Visitor parking for Townhome to be 1 space per unit within 200 feet of building.
6. Apartment parking to be 1.5 spaces provided at building and a 0.5 space to be provided within 100 feet of building perimeter.
7. Common Open Space: Mr. Payne's suggestions are approved with the correction of any land within 50 feet of any residential structure or land contained within a deeded residential lot does not count towards open space.

Mr. Schmidt will research and submit wording for modification requests for a PRD.



**REPORT FROM THE PARKS AND RECREATION BOARD**

MRS. AMY STARK, CHAIRWOMAN.....

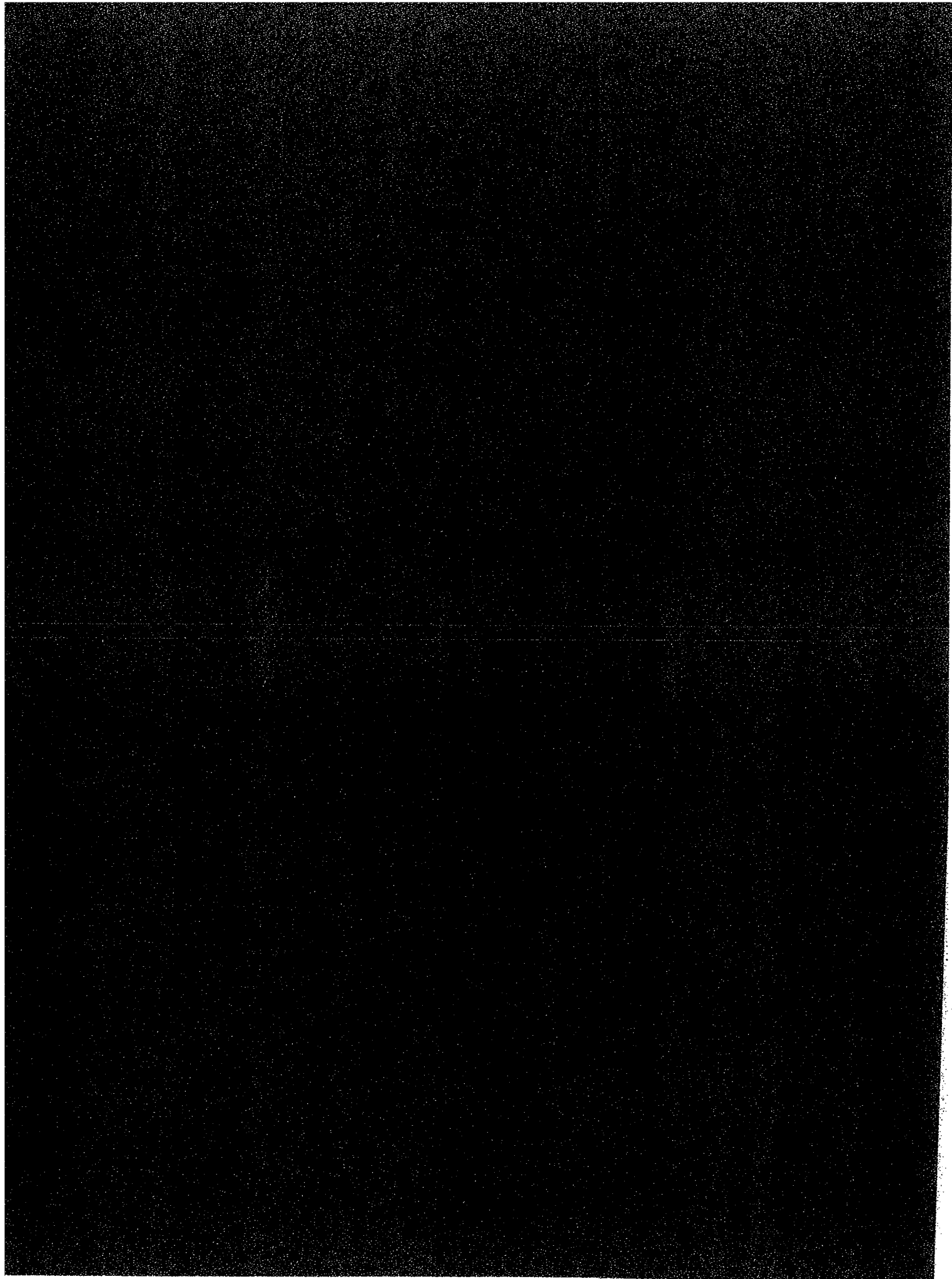
(Report attached)

10

# Parks & Recreation Report

May 16, 2018

- Genealogy Workshop – Tentative date of September 12<sup>th</sup> at the Township Building
- Senior Luncheon – May 31
  - This year we will have a ventriloquist, the retired KDKA meteorologist Dennis Bowman, for our entertainment.
- Family Fishing Day – June 3<sup>rd</sup> 10:00-2:00 at Deer Lakes Park
- 80's in the Park – June 29<sup>th</sup> at Bairdford Park
- Civil War Reenactment
  - We had two people from a local Confederate unit come to discuss what all would be involved in having an event. We have decided that if we would do something like this it would have to be done in Deer Lakes Park because of the size. We will be looking into this further and it is not on the calendar for this year.
- Pickle ball – This is becoming a more popular sport so we are investigating what it would cost to convert one of our tennis courts at Bairdford Park into a pickle ball court.
- Our next meeting is May 23<sup>rd</sup> with a Community Days meeting to follow.

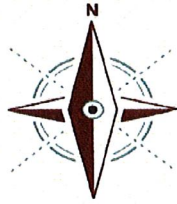


**ENGINEER'S REPORT**

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

MR. SHOUP.....

11



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

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

**APRIL 2018 ENGINEER'S REPORT**  
**WEST DEER TOWNSHIP**  
Prepared May 10, 2018

**VIA EMAIL**

**1. MEETING ATTENDANCE**

Shoup Engineering attended and participated in the following meetings:

- Board of Supervisors Meeting – April 18, 2018
- Planning Commission Meeting – April 26, 2018

**2. DEVELOPMENTS/PROJECTS**

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

- 2018 Road Improvement Project – Contracts have been executed for the hot mix asphalt, cold mix asphalt and seal coating work with Youngblood Paving and Russell Standard Corporation.
- Cedar Ridge Storm Sewer Rehabilitation – A Contract has been executed for this project and work is expected to begin soon.
- Guiderail work – Quotes have been received for guiderail work this year and have been presented for the Board of Supervisors consideration.

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

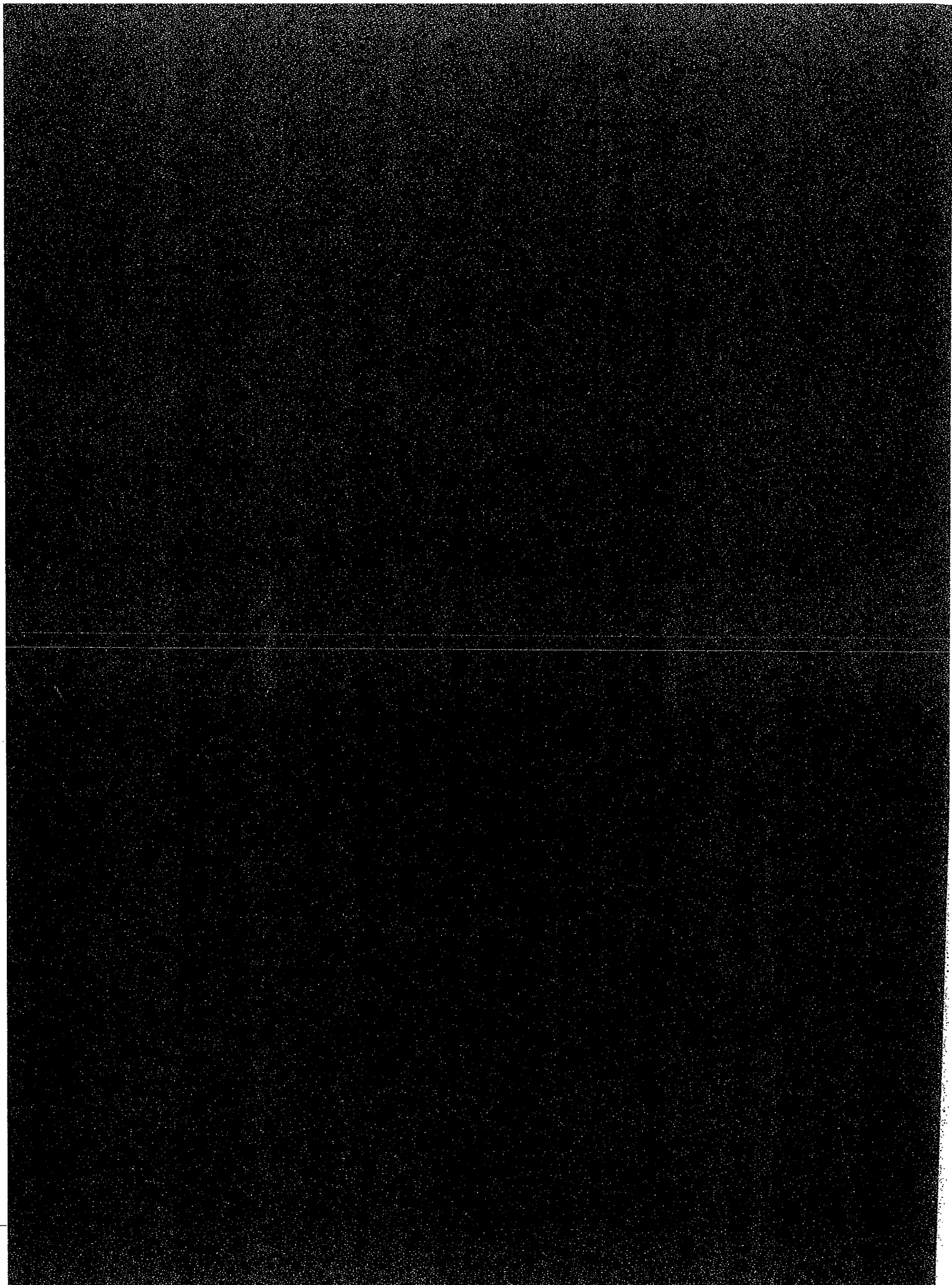
- Forbes Plan – Two reviews of this two-lot subdivision on Deer Creek Road were performed on April 12, 2018 and April 23, 2018, and review letters were issued to the Township. A new review letter will be provided to the Board of Supervisors at their May 16, 2018 meeting.

Respectfully Submitted,

**SHOUP ENGINEERING, INC.**

Scott A. Shoup, P.E.  
Township Engineer





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

RESOLUTION NO. 2018-4

A RESOLUTION OF WEST DEER TOWNSHIP  
ALLEGHENY COUNTY, PENNSYLVANIA  
AUTHORIZING THE SUBMISSION OF THE 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 TABLE 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. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

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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

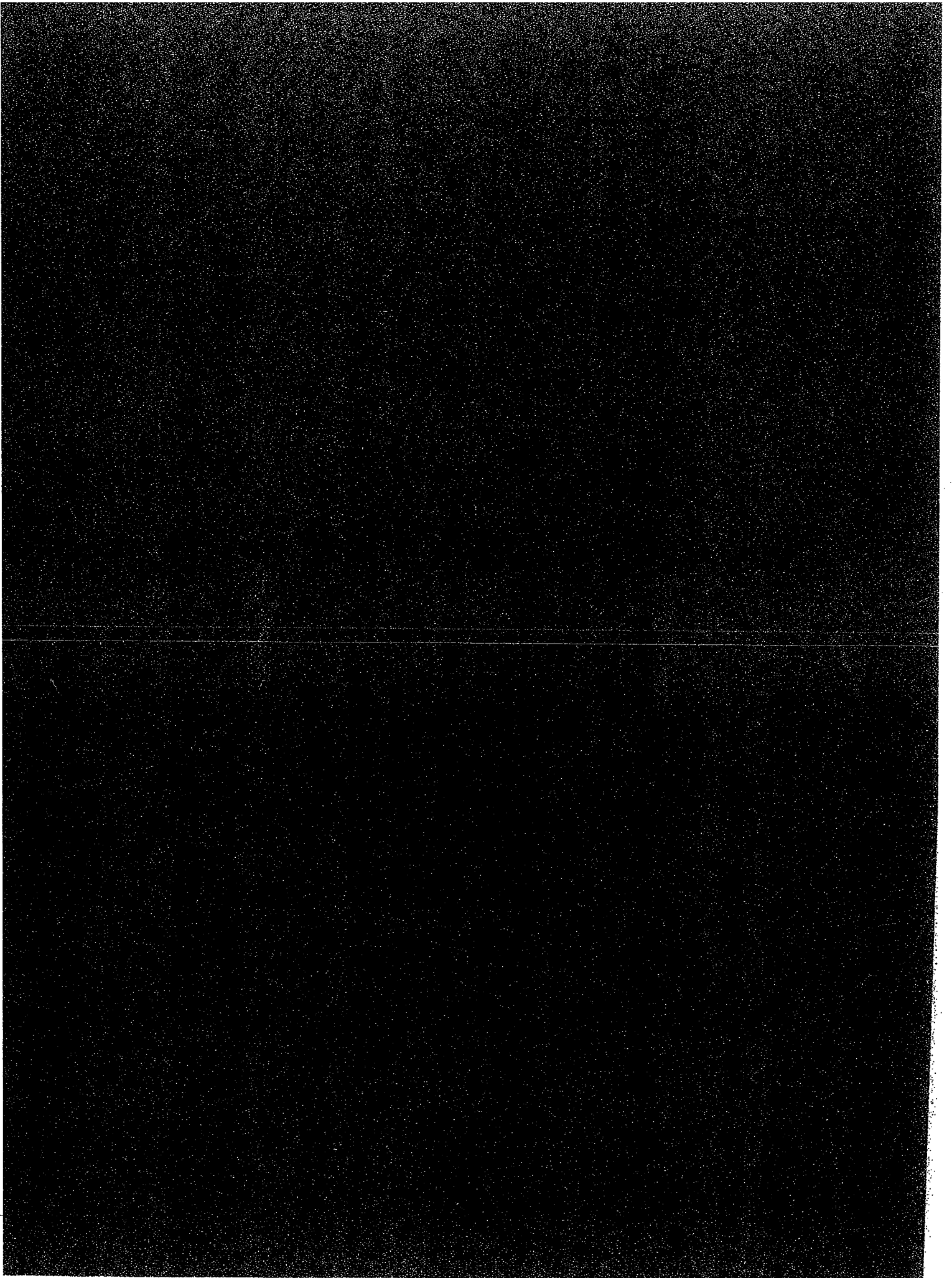
ATTEST:

\_\_\_\_\_  
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



**RESOLUTION NO. 2018-6: DUI GRANT**

ATTACHED IS RESOLUTION NO. 2018-6 AUTHORIZING THE TOWNSHIP MANAGER TO SIGN THE DUI GRANT ON BEHALF OF WEST DEER TOWNSHIP. THE GRANT IS FOR TWO YEARS (2018 – 2019 AND 2019 – 2020).

THE WEST DEER TOWNSHIP POLICE DEPARTMENT IS THE COORDINATING DEPARTMENT FOR THE NORTH HILLS DUI TASK FORCE. (SEE ATTACHED MEMO FROM THE CHIEF).

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ADOPT RESOLUTION NO. 2018-6 AUTHORIZING THE TOWNSHIP MANAGER TO SIGN THE DUI GRANT ON BEHALF OF WEST DEER TOWNSHIP.

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

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**RESOLUTION**

2018-6

BE IT RESOLVED, by authority of the Board of Supervisors  
(Name of governing body)  
\_\_\_\_\_ of the Township of West Deer,  
(Name of Municipality)  
Allegheny County, and it is hereby resolved by authority  
of the same, that the Township Manager of said Municipality,  
(designate official title)  
Authority be authorized and directed to sign the attached grant on its  
Behalf for the years 2019 and 2020.

ATTEST

Township of West Deer  
(Name of Municipality)

\_\_\_\_\_  
(Signature and designation  
of official title)

By: \_\_\_\_\_  
(Signature and designation  
of official title)

Daniel J. Mator, Jr., Township Manager  
Print or type above name and  
title

Shirley Hollibaugh, Chairwoman  
Print or type above name and  
title

(SEAL)

I, Daniel J. Mator, Jr., Township Manager  
(Name) (Official title)  
of the Township of West Deer, do hereby certify that  
(Name of governing body or municipality)

the foregoing is a true and correct copy of the Resolution adopted at  
a regular meeting of the Board of Supervisors of the Township of West Deer,  
(Name of governing body)

held the 16 day of May, 2018.

DATE: May 16, 2018

\_\_\_\_\_  
(Signature and designation  
of official title)

Daniel J. Mator, Jr., Township Manager  
Print or type above name/title

# ***West Deer Twp. Police***

# **MEMO**

**To:** Daniel Mator, Township Manager  
**From:** Jonathan D. Lape, Chief of Police  
**Subject:** D.U.I. Grant  
**Date:** May 10, 2018

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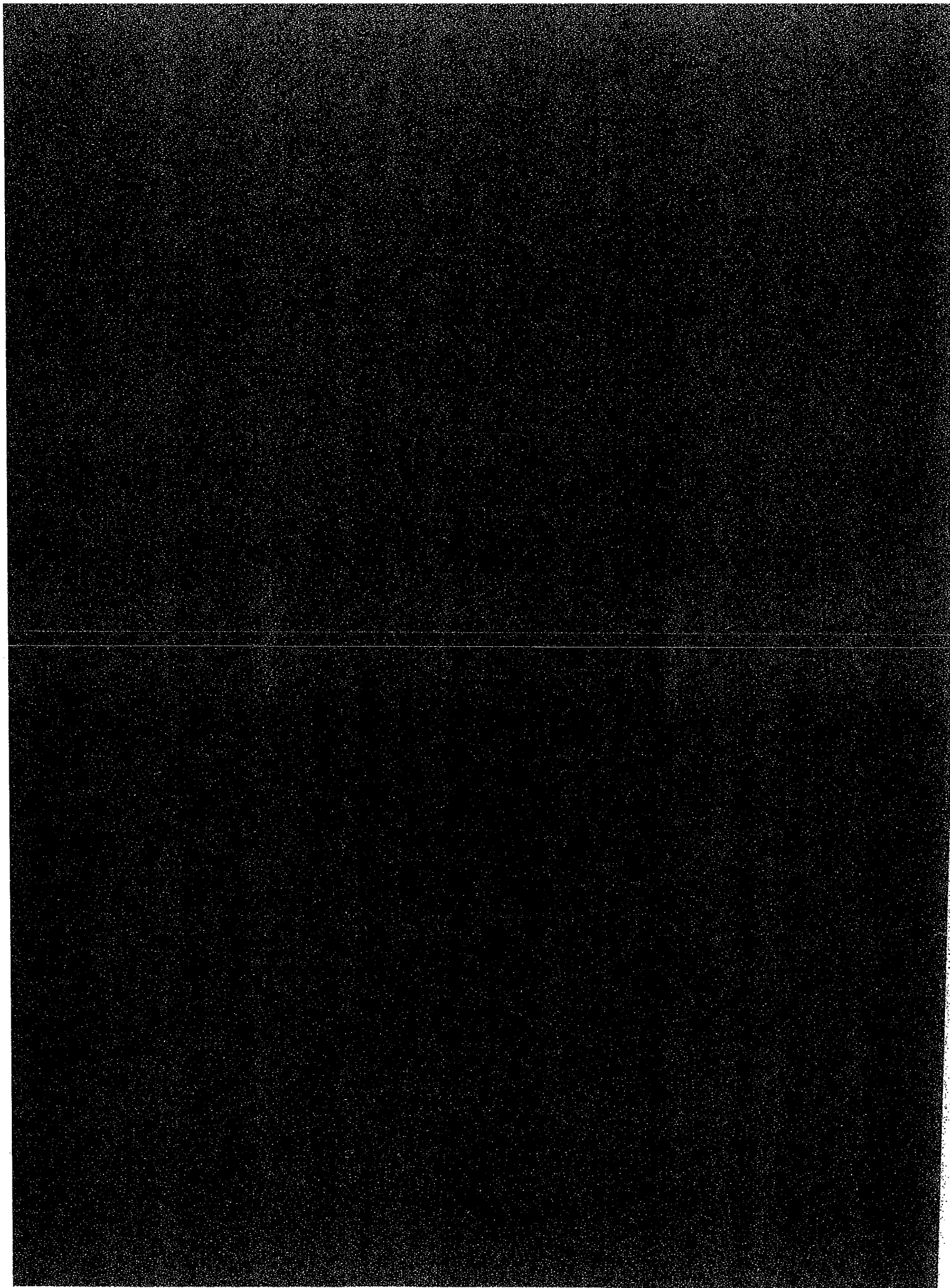
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Mr. Mator,

Attached is the resolution for the 2018 - 2019 and 2019 - 2020 D.U.I. Grant. Could you please pass this on to the board of supervisors for their approval?

The West Deer Township Police Department is the coordinating department for the North Hills D.U.I. Task Force. The task force departments include Etna Borough, Indiana Township, Town of McCandless, Milvale Borough, Northern Regional Police Department, O'Hara Township, Ross Township, Shaler Township, West Deer Township and West View Borough. Part of our responsibilities as coordinators is to apply for the funding for the task force. This year's grant will cover a two year period and the task force will be in receipt of \$55,000.00 for each year. There is no cost to the township for being the coordinating agency. We will be beginning our 6th year as the lead agency for the task force.





**APPROVAL: FORBES SUBDIVISION PLAN**

THE PLANNING COMMISSION APPROVED THE FORBES SUBDIVISION AT THEIR APRIL 26, 2018 MEETING.

THIS IS A TWO LOT SUBDIVISION PLAN LOCATED AT 997 DEER CREEK ROAD IN THE R (RURAL ESTATE) ZONING DISTRICT, AND IS INTENDED TO SEPARATE THE RESIDENCE FROM THE BUSINESS (BARN).

LOT 1 (RESIDENCE) TO BE 3.00 ACRES  
LOT 2 (BARN) TO BE 6.68 ACRES

THE PLANNING COMMISSION RECOMMENDED APPROVAL OF THE FORBES SUBDIVISION PLAN CONTINGENT ON:

1. Establish easement for sewage disposal backup site location on Lot 1 that is dedicated for use by Lot 2. Said easement shall also provide access to backup site from Lot 2.
2. Mr. Payne to meet on site and review buffering between Lots 1 and 2. Provide sketch of any additional buffering and existing plantings.
3. Address any items on Shoup Engineering's letter dated April 23, 2018.
4. Add primary and backup sewage sites to plan.

THE ZONING HEARING BOARD MEETING WAS HELD ON MAY 10<sup>TH</sup> REGARDING THE VARIANCES ASSOCIATED WITH THE SUBDIVISION. MR. SHOUP WILL PROVIDE A REVIEW LETTER AT THE REGULAR BUSINESS MEETING.

MR. SHOUP.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPROVE THE FORBES SUBDIVISION PLAN AS PER THE RECOMMENDATION OF THE PLANNING COMMISSION, CONTINGENT UPON THE ABOVE LISTED ITEMS AND REVIEW LETTER SUBMITTED BY MR. SHOUP AT THIS MEETING.

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	MOTION	SECOND	AYES	NAYES
--	--------	--------	------	-------

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



West Deer Township Planning Commission  
Meeting Report for April 26, 2018

Project Name: Forbes Subdivision Plan

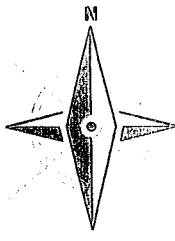
Property Location: 997 Deer Creek Road  
Zoned: R (Rural Estate)

Seeking approval for a 2-lot subdivision to separate residence from business (barn).

Lot 1 (residence) to be 3.00 acres  
Lot 2 (barn) to be 6.68 acres

Planning Commission voted to **RECOMMEND APPROVAL** of the 2-lot subdivision contingent on:

1. Establish easement for sewage disposal backup site location on Lot 1 that is dedicated for use by Lot 2. Said easement shall also provide access to backup site from Lot 2.
2. Mr. Payne to meet on site and review buffering between Lots 1 and 2. Provide sketch of any additional buffering and existing plantings.
3. Address any items on Shoup Engineering's letter dated April 23, 2018.
4. Add primary and backup sewage sites to plan.



SHOUP ENGINEERING  
FOR OVER 50 YEARS

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

April 23, 2018

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

Via email and mail

Re: Forbes Subdivision Plan  
Preliminary and Final Subdivision (Plan revised April 19, 2018)

Dear Mr. Payne,

I have reviewed the above referenced preliminary and final subdivision plan located in the R Zoning District and the following comments should be considered:

1. On the Township Engineer's Certification the clause "Name of Municipality" should be replaced with West Deer Township.
2. Variance requests for the lot width of Lot 1 (300 feet required) and the side yard setback of a shed on Lot 1 (35 feet required) have been filed with the Township Zoning Hearing Board and are pending.
3. The required PADEP Sewage Facilities Planning Module application and documents must be submitted to the Township.

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.

cc: Daniel Mator, via email  
Sam Happel, via email  
Brandon Wilttrout, Gibson Thomas, via email

**OWNERS ADOPTION AND DEDICATION**  
 We, Brandon & Ariel Forbes owners of the land shown on the Faces Subdivision Plan, hereby adopt this plan for the Township of West Deer, Pennsylvania. This adoption and dedication shall be binding upon my heirs, executors, and assigns.

IN WITNESS WHEREOF, I, the undersigned, have hereunto set my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

ATTEST:

Notary Public \_\_\_\_\_  
 Overseer \_\_\_\_\_

**ACKNOWLEDGMENT OF NOTARY PUBLIC**  
 Before me, the undersigned Notary Public, in and for the Commonwealth of Pennsylvania and County of Allegheny, the foregoing Brandon & Ariel Forbes, and subject to the foregoing adoption and dedication to be here set.

Witness my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

(Seal)

My commission expires the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Notary Public \_\_\_\_\_

**CERTIFICATION OF TITLE AND CONCURRENCE WHERE APPLICABLE**  
 We hereby certify that this title to the property described in the Faces Subdivision Plan is in the name of Brandon & Ariel Forbes and is recorded in deed book volume DBY 15752, page 477.

Witness \_\_\_\_\_  
 Overseer \_\_\_\_\_

**SUBDIVISION CERTIFICATION**  
 I, certify that, to the best of my information, knowledge and belief the survey and plan shown here on are correct and accurate to the standards required.

Date \_\_\_\_\_  
 John A. Schaefer, P.L.L.C.  
 Registration Number: 0007096

(SEAL)

**MUNICIPAL ENGINEER'S CERTIFICATION**  
 The Board of Supervisors of the Township of West Deer, after a public hearing, is approving this plan for the Township of West Deer, Pennsylvania, and is certifying that the Township of West Deer has no obligation to improve or maintain such streets, land or facilities.

Secretary or Manager \_\_\_\_\_  
 Head of Governing Body \_\_\_\_\_

The Township of West Deer agrees not to issue building permits until the Planning Module for Land Use and Zoning is approved in accordance with the regulations of the Pennsylvania Department of Environmental Protection.

Date \_\_\_\_\_  
 Authorized Municipal Official \_\_\_\_\_

**OTHER REQUIRED STATEMENTS**  
 For Plans Requiring Access to State Highways  
 A highway occupancy permit is required pursuant to § 403 of the Act of June 1, 1948 (P.L. 1947, No. 42), known as the State Highway Law before driveway access to a Subdivision is permitted.

Reviewed by the Planning Commission of the Township of West Deer, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**REQUIRED MUNICIPAL AND COUNTY REVIEW AND APPROVAL STATEMENTS**  
 Approved by the Board of Supervisors of the Township of West Deer, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Secretary \_\_\_\_\_  
 Chairperson of the Board \_\_\_\_\_

Approved by the Allegheny County Department of Economic Development on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Secretary \_\_\_\_\_  
 Director \_\_\_\_\_

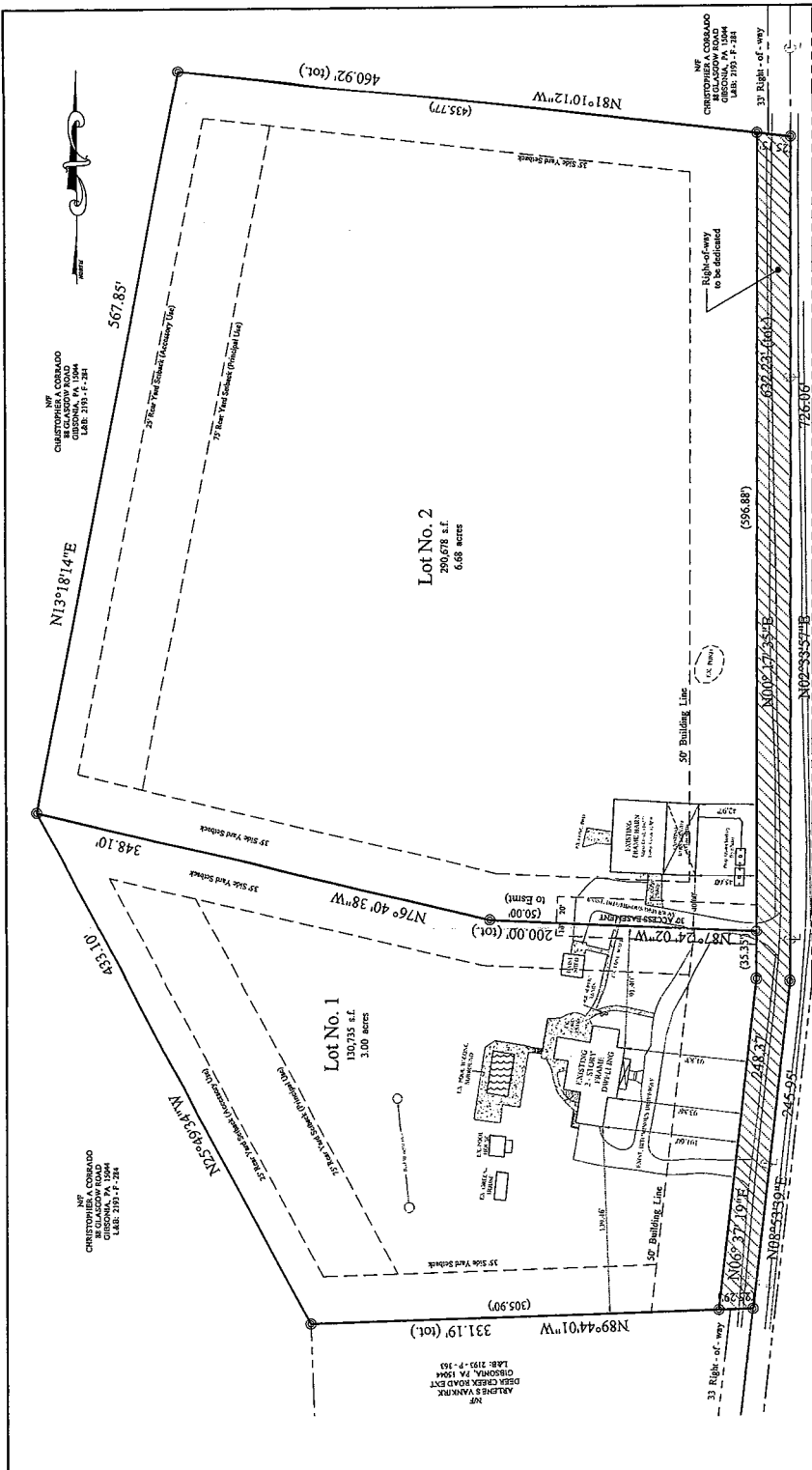
Reviewed by the Allegheny County Department of Economic Development on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

(Seal) \_\_\_\_\_  
 Director \_\_\_\_\_

**PROOF OF RECORDING**  
 Recorded in the Office of the Clerk of the County of Allegheny, Commonwealth of Pennsylvania, in Plan Book Volume \_\_\_\_\_ (Page) \_\_\_\_\_.

GIVEN under my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

(SEAL) \_\_\_\_\_  
 Department of Real Estate

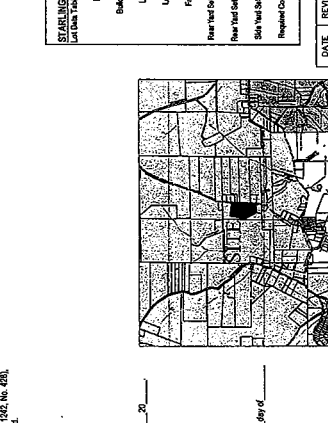


**OWNER / DEVELOPER:**  
 BRANDON & ARIEL FORBES  
 997 DEER CREEK ROAD  
 GIBSONIA, PA 15044  
 PH: 412-515-5300  
 DRV: 15793 Page: 477  
 LAB: 2193-K-350

**TOTAL PLAN AREA: 10.18 acres**  
 Zoning District: R Rural Estate District  
 Conditional Use: Place of Assembly  
 (Conditional Use allowed under Consent Order No. SA 15-00650)

**DEER CREEK ROAD 33' R/W**  
 (AKA MIDDLE ROAD EXTENSION)  
 S. R. 1029 (45 mph)

SEALING HALL	Density	Building Height	Lot Area	Front Yard	Side Yard	Setback	Open Space
Lot 1	0.22 d.u. per acre	48 ft. +/-	200,000 sq. ft.	60 ft. +/-	25 ft.	25 ft.	NA
Lot 2	0.22 d.u. per acre	48 ft. +/-	200,000 sq. ft.	60 ft. +/-	25 ft.	25 ft.	NA



**FORBES SUBDIVISION PLAN**

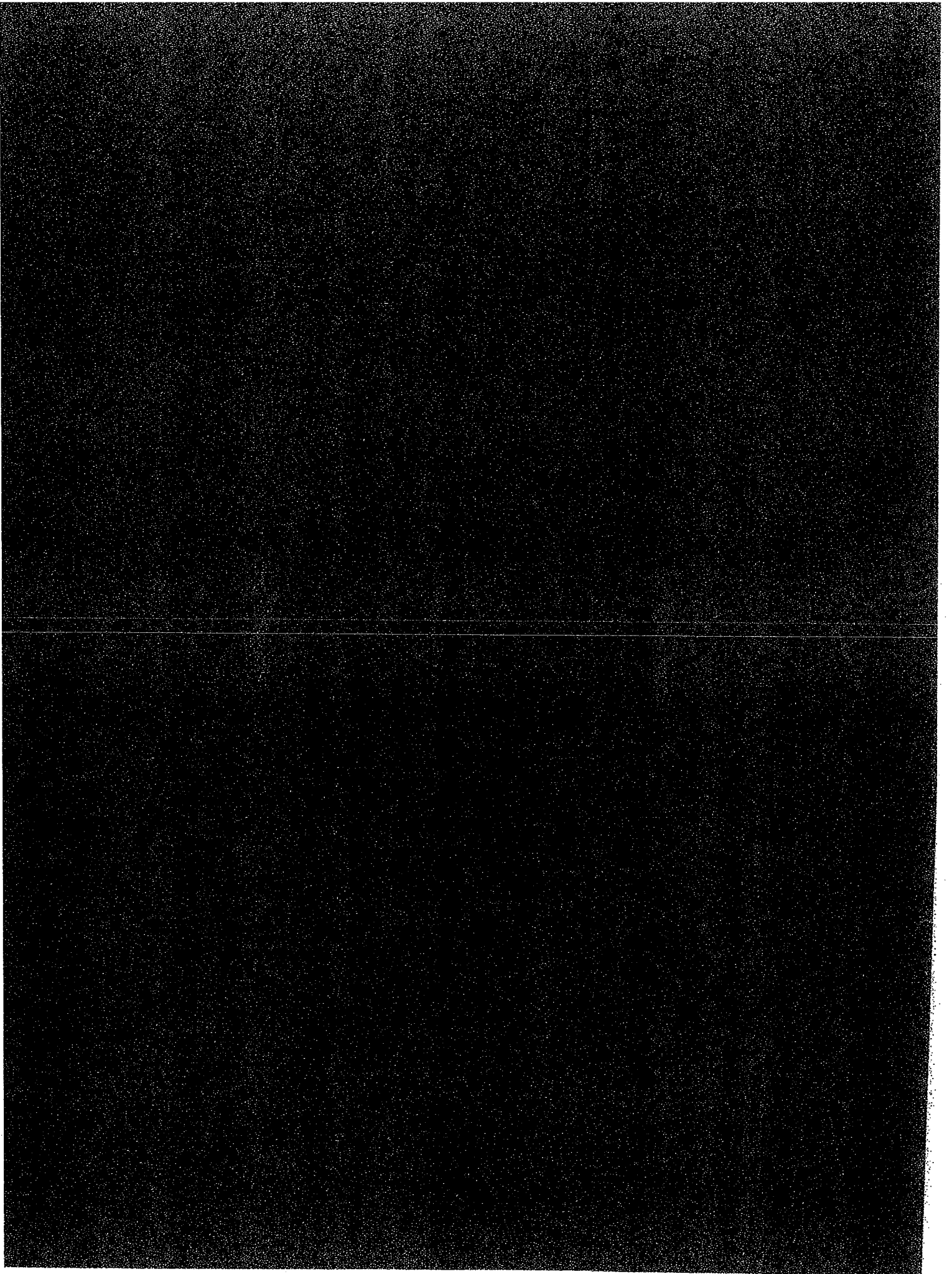
DATE: 03-09-2018  
 SCALE: 1" = 40'

SITUATED IN: WEST DEER TWP., ALLEGH. CO., PA.  
 MADE FOR: BRANDON & ARIEL FORBES

DRAWING NO. RP-1

OWNER: BRANDON & ARIEL FORBES  
 DEVELOPER: BRANDON & ARIEL FORBES  
 ENGINEER: JOHN A. SCHAEFER, P.L.L.C.  
 REGISTRATION NO. 0007096

GIBSON-THOMAS ENGINEERING, CO.  
 991 OLD FERRY HIGHWAY WESTPORT, PA 15086  
 PH: 724-931-8188 FAX: 724-931-8189



**AUTHORIZATION: GUIDERAIL PROJECT**

THE FOLLOWING QUOTES WERE RECEIVED FOR THE GUIDERAIL PROJECT TO FURNISH AND INSTALL GUIDERAILS ON: BENJAMIN STREET, EMBER LANE, BESSEMER STREET, AND SHEPARD ROAD.

(QUOTES ATTACHED).

BIDDERS:	TOTAL:
1) FENCE BY MAINTENANCE SERVICE	\$15,470.02
2) ALLEGHENY FENCE CONSTRUCTION CO.	\$17,215.00
3) PENNLIN	\$23,918.77

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE GUIDERAIL PROJECT TO FENCE BY MAINTENANCE SERVICE IN THE AMOUNT OF \$15,470.02 FOR BENJAMIN STREET, EMBER LANE, BESSEMER STREET, AND SHEPARD ROAD.

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

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**FMS**

# FENCE Maintenance Service



10384 PERRY HIGHWAY • WEXFORD, PENNSYLVANIA 15090

412-931-4404  
PITTSBURGH

724-935-3021  
WEXFORD

724-285-8780  
BUTLER

724-776-3400  
CRANBERRY

FAX: 724-935-9311  
www.fencebyfms.com

Email: FenceByFMS@Consolidated.net

NAME Shoup Engineering	Attn.: Scott Shoup	DATE March 27, 2018
STREET 329 Summerfield Drive	PHONE (Home) 724-869-9560	(Work) www.shoupengineering.com
CITY, STATE AND ZIP CODE Baden, PA. 15005	Subject: West Deer Township	(Other) 724-869-7434

**BENJAMIN STREET**

Estimate to install 437'6" Penn Dot approved guide rail on 12'6" centers with post driven into ground with pile driver.

12.75 per foot \$ 5578.13

Install 2 single wrap-a-round ends at \$65.00 each. \$130.00

Remove 437'6" of existing guide rail and haul away. \$656.25

Total material and installation for Benjamin Street

\$ 6364.38

**EMBER LANE**

Estimate to install 37'6" of guide rail, same spec as above at

12.75 per foot \$ 478.13

Install 2 single wrap-a-round ends at \$65.00 each \$130.00

Extra for 8' long posts. \$80.00

Total material and installation for Ember Lane

\$ 688.13

**BESSEMER STREET**

Estimate to install 312'6" of guide rail, same specs as above, at

12.75 per foot \$ 3984.38

Install 2 single wrap-a-round ends at \$65.00 each. \$130.00

Total material installation for Bessemer street

\$ 4114.38

We Propose, hereby to furnish material and labor-comp etc in accordance with above specifications, for the sum of: continued on page 2 dollars (\$ \_\_\_\_\_)

ABOVE PRICES ARE GOOD FOR 30 DAYS UNLESS OTHERWISE NOTED. FENCE BY MAINTENANCE SERVICE (FMS) AGREES TO GUARANTEE WORKMANSHIP FOR TWO (2) YEARS FROM DATE OF PURCHASE. PRICES QUOTED ASSUMES NORMAL DIGGING CONDITIONS WHICH DOES NOT INCLUDE USE OF JACK HAMMER. JACK HAMMER IS REQUIRED TO COMPLETE JOB. EXTRA COST WILL BE INCLUDED IN THE FINAL INVOICE. CUSTOMER IS LIABLE TO CHECK ALL LOCAL ORDINANCES AND ACQUIRE ALL PERMITS. FVS WILL CALL PA-ONE CALL TO CHECK PUBLIC UTILITIES. OWNER IS TO MARK WITH PAINT ALL UNDERGROUND DRAINS, PIPES, GAS LINES, POOL LINES, SPRINKLER LINES, ETC. ON THEIR PROPERTY. IF LINES ARE DAMAGED AND HAVE NOT BEEN MARKED, OWNER ASSUMES ALL COST TO REPAIR ANY DAMAGE. OWNER IS TO LAY OUT AND MARK ALL PROPERTY LINES. FMS CAN ASSIST BUT UNDER NO CIRCUMSTANCES CAN FMS BE HELD LIABLE IF WRONG. FMS RECOMMENDS OWNER OBTAIN A SURVEY IF NOT SURE OF PROPERTY LINES. OWNER TO CLEAR FENCE LINES OF ALL OBSTRUCTIONS. OWNER TO SUPPLY AREA FOR ALL EXTRA DIRT TO BE SPREAD. IF DIRT NEEDS TO BE REMOVED FROM SITE, EXTRA COST WILL NEED TO BE QUOTED. THE NATURAL CHARACTERISTICS OF WOOD PRODUCTS TO BOW, TWIST, WARP, CHECK SPLIT OR SHRINK ARE NOT COVERED UNDER THE ABOVE WARRANTY. FINAL BILL IS BASED UPON ACTUAL AMOUNT OF FENCE INSTALLED, PLUS OR MINUS. PARTIAL BILL MAY BE BILLED IF WORK IS STOPPED OR DELAYED. 1 1/2% FINANCE CHARGE PER MONTH ON PAST DUE ACCOUNTS. FENCE REMAINS PROPERTY OF FMS UNTIL PAID IN FULL. PROJECT MAY NOT BE SCHEDULED UNTIL DOWN PAYMENT AND SIGNED CONTRACT HAS BEEN RECEIVED. ALL WORK TO BE DONE ACCORDING TO STANDARD PRACTICES. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS, OR DELAYS BEYOND OUR CONTROL.

PAYMENT TO BE MADE AS FOLLOWS:

AUTHORIZED SIGNATURE

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

SIGNATURE \_\_\_\_\_

DATE OF ACCEPTANCE \_\_\_\_\_

3% Service Charge Added for Credit Card Purchases.

PA HOME IMPROVEMENT REGISTRATION #PA049364

**FMS**

**FENCE**

**Maintenance Service**



10384 PERRY HIGHWAY • WEXFORD, PENNSYLVANIA 15090

412-931-4404  
PITTSBURGH

724-935-3021  
WEXFORD

724-285-8780  
BUTLER

724-776-3400  
CRANBERRY

FAX: 724-935-9311  
www.fencebyfms.com

Email: FenceByFMS@Consolidated.net

NAME	Shoup Engineering	DATE
STREET	Continued from page 1.	PHONE (Home)
CITY, STATE AND ZIP CODE		(Work)
		(Other)

**SHEPARD ROAD**

Estimate to install

337'6" of guide rail, same specs as before at  
per foot \$ 4303.13

Total material and installation Shepard Road

\$ 4303.13

ANY QUESTIONS PLEASE CALL DAVE Hartman @ 724-935-3021

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

ABOVE PRICES ARE GOOD FOR 30 DAYS UNLESS OTHERWISE NOTED. FENCE BY MAINTENANCE SERVICE (FMS) AGREES TO GUARANTEE WORKMANSHIP FOR TWO (2) YEARS FROM DATE OF PURCHASE. PRICES QUOTED ASSUMES NORMAL DIGGING CONDITIONS, WHICH DOES NOT INCLUDE USE OF JACK HAMMER. IF JACK HAMMER IS REQUIRED TO COMPLETE JOB, EXTRA COST WILL BE INCLUDED IN THE FINAL INVOICE. CUSTOMER IS LIABLE TO CHECK ALL LOCAL ORDINANCES AND ACQUIRE ALL PERMITS. FMS WILL CALL PA-ONE CALL TO CHECK PUBLIC UTILITIES. OWNER IS TO MARK WITH PAINT ALL UNDERGROUND DRAINS, PIPES, GASLINES, POOL LINES, SPRINKLER LINES, ETC. ON THEIR PROPERTY. IF LINES ARE DAMAGED AND HAVE NOT BEEN MARKED, OWNER ASSUMES ALL COST TO REPAIR ANY DAMAGE. OWNER IS TO LAY OUT AND MARK ALL PROPERTY LINES. FMS CAN ASSIST BUT UNDER NO CIRCUMSTANCES CAN FMS BE HELD LIABLE IF WRONG. FMS RECOMMENDS OWNER OBTAIN A SURVEY IF NOT SURE OF PROPERTY LINES. OWNER TO CLEAR FENCE LINES OF ALL OBSTRUCTIONS. OWNER IS TO SUPPLY AREA FOR ALL EXTRACT DIRT TO BE SPREAD. IF DIRT NEEDS TO BE REMOVED FROM SITE, EXTRA COST WILL NEED TO BE QUOTED. THE NATURAL CHARACTERISTICS OF WOOD PRODUCTS TO BOW, TWIST, WARP, CHECK SPLIT OR SHRINK ARE NOT COVERED UNDER THE ABOVE WARRANTY. FINAL BILL IS BASED UPON ACTUAL AMOUNT OF FENCE INSTALLED, PLUS OR MINUS. PARTIAL BILL MAY BE BILLED IF WORK IS STOPPED OR DELAYED. 1% FINANCE CHARGE PER MONTH ON PAST DUE ACCOUNTS. FENCE REMAINS PROPERTY OF FMS UNTIL PAID IN FULL. PROJECT MAY NOT BE SCHEDULED UNTIL DOWN PAYMENT AND SIGNED CONTRACT HAS BEEN RECEIVED. ALL WORK TO BE DONE ACCORDING TO STANDARD PRACTICES. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS, OR DELAYS BEYOND OUR CONTROL.

PAYMENT TO BE MADE AS FOLLOWS:

AUTHORIZED SIGNATURE \_\_\_\_\_

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

SIGNATURE \_\_\_\_\_

DATE OF ACCEPTANCE \_\_\_\_\_

3% Service Charge Added for Credit Card Purchases.

PA HOME IMPROVEMENT REGISTRATION #PA049364

# ALLEGHENY FENCE CONST. CO., INC.

4301 IRVINE STREET  
412-421-6005

PITTSBURGH, PA 15207  
FAX 412-421-1734

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

**DATE:** ~~October 11, 2017~~ 10/24/2018  
**SITE:** West Deer Township  
Guide Rail

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

SPECS:

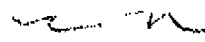
4" x 6" posts mechanically driven into ground on 12'6" spacing of posts.  
12 gauge galvanized elements weighing 96 lbs. attached directly to posts.  
Flared wings at all terminal sections

**TOTAL LABOR AND MATERIALS:**

A.	Benjamin Road: 437.5' L.F. of guide rail with 2 ends. Remove 437.5' L.F. of existing guide rail.	\$ 6,355.00
B.	Ember Lane: 37.5' L.F. of guide rail with 2 ends	\$ 857.00
C.	Bessemer Street 312.5' L.F. of guide rail with 2 ends	\$ 4,753.00
D.	Shephard Road. 337.5' L.F. of guide rail with 2 ends.	\$ 5,250.00
<b>TOTAL PRICE Areas A, B, C and D:</b>		<b>\$ 17,215.00</b>

**NOTE:** Price based on posts being able to be mechanically driven into ground.  
Price does not include patching any small cracks in asphalt that may arise from pounding of posts.  
**EXCLUDES:** Traffic control. Flagmen. Removal.  
Customers responsibility to clear and show fence line, locate underground utilities and obtain permits.

**LABOR GUARANTEE:** 1 year.  
**TERMS:** net 30 days. Per next page terms and conditions.  
**DELIVERY:** As required by owner. Pa. Contractors License No. 031722.

Sincerely,  
  
Craig Nayhouse

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



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

<b>To:</b> Shoup Engineering	<b>Contact:</b> Scott A. Shoup
<b>Address:</b> Baden, PA	<b>Phone:</b> (724) 869-9560
	<b>Fax:</b>
<b>Project Name:</b> West Deer Township - Multiple Locations	<b>Bid Number:</b> N/A
<b>Project Location:</b> Allegheny Co., PA	<b>Bid Date:</b> 5/10/2018

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
<b>Benjamin Street</b>					
	Mobilization	1.00	EACH	\$500.00	\$500.00
	Type 2S Guide Rail On 12'6" Centers	437.50	LF	\$16.65	\$7,284.38
	Terminal Section Single	2.00	EACH	\$125.00	\$250.00
	Remove Existing Guide Rail	437.50	LF	\$5.00	\$2,187.50
<b>Total Price for above Benjamin Street Items:</b>					<b>\$10,221.88</b>
<b>Bessemer Street</b>					
	Mobilization	1.00	EACH	\$500.00	\$500.00
	Type 2S Guide Rail On 12'6" Centers	312.50	LF	\$16.65	\$5,203.13
	Terminal Section, Single	2.00	EACH	\$125.00	\$250.00
<b>Total Price for above Bessemer Street Items:</b>					<b>\$5,953.13</b>
<b>Ember Lane</b>					
	Mobilization	1.00	EACH	\$500.00	\$500.00
	Type 2S Guide Rail On 12'6" Centers	37.50	LF	\$16.65	\$624.38
	Terminal Section, Single	2.00	EACH	\$125.00	\$250.00
<b>Total Price for above Ember Lane Items:</b>					<b>\$1,374.38</b>
<b>Shepard Road</b>					
	Mobilization	1.00	EACH	\$500.00	\$500.00
	Type 2S Guide Rail On 12'6" Centers	337.50	LF	\$16.65	\$5,619.38
	Terminal Section, Single	2.00	EACH	\$125.00	\$250.00
<b>Total Price for above Shepard Road Items:</b>					<b>\$6,369.38</b>

**Notes:**

- Above Quantities Are Approximate, Payment Shall Be Made on Field Measurements of Actual Quantities Installed.
- Final Project Quantities Must Be Submitted for Penn Line Approval Prior to Acceptance By Owner.
- Prices exclude asphalt or concrete patching, sealing, repair, and/or replacement
- Any utility not located by PA One Call or Miss Utility to be located by others
- Unit Prices Do Not Include Concrete Pads for Guide Rail Posts Over Underground Structures

**Payment Terms:**

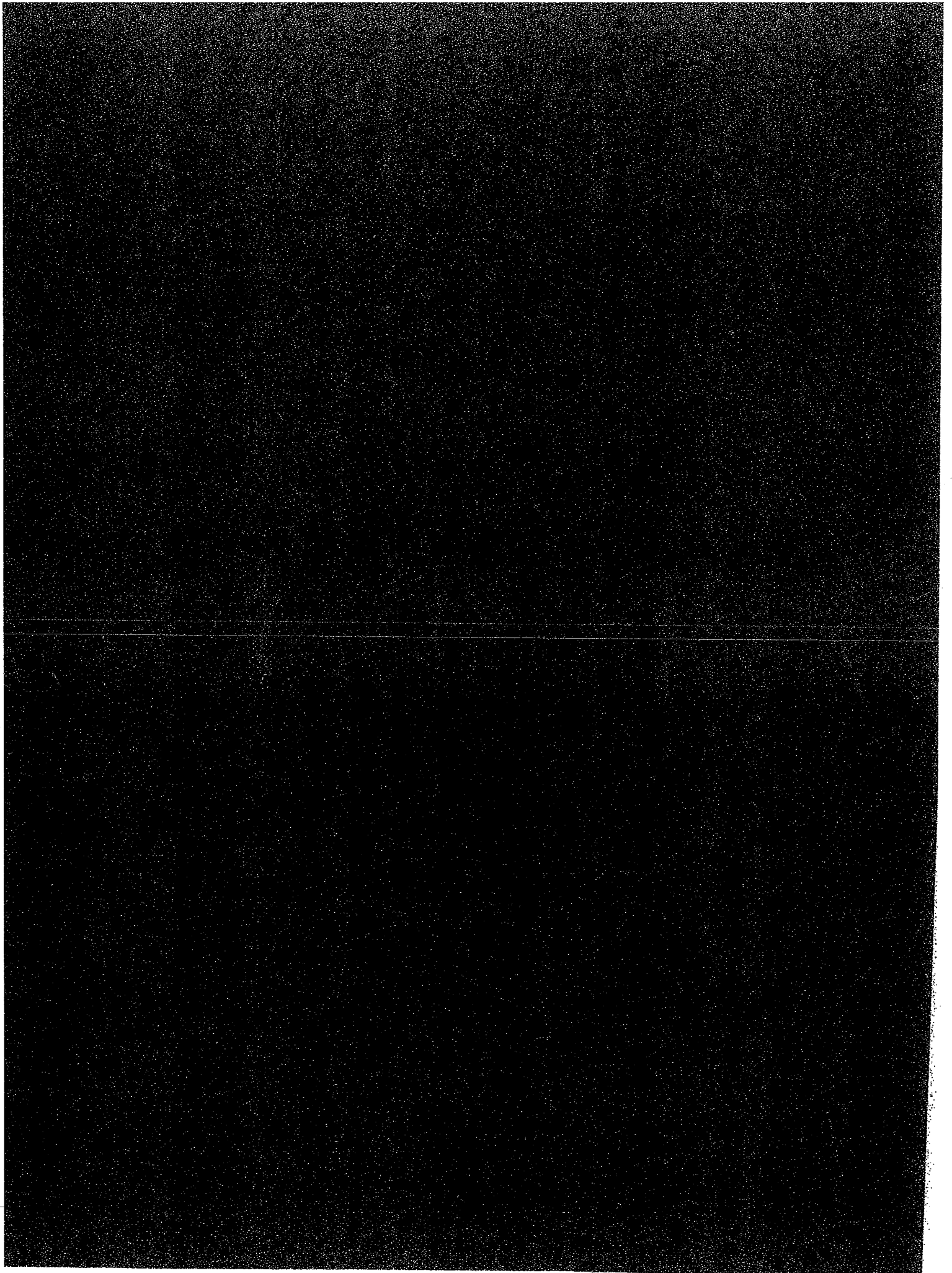
Payment Due Within 30 Days Of Date Of Invoice.



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

<b>To:</b> Shoup Engineering	<b>Contact:</b> Scott A. Shoup
<b>Address:</b> Baden, PA	<b>Phone:</b> (724) 869-9560
	<b>Fax:</b>
<b>Project Name:</b> West Deer Township - Multiple Locations	<b>Bid Number:</b> N/A
<b>Project Location:</b> Allegheny Co., PA	<b>Bid Date:</b> 5/10/2018

<p><b>ACCEPTED:</b>          The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p>	<p><b>CONFIRMED:</b>  <b>Penn Line Service, Inc.</b></p> <p><b>Authorized Signature:</b> _____</p> <p><b>Estimator:</b> Steve Restly          (724) 887-9110 srestly@pennline.com</p>
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**DISCUSSION: CHARTER COMMISSION UPDATE (GENERAL ELECTION)**

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DISCUSSION: SOCIAL MEDIA

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## **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**

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**SET AGENDA / Regular Business Meeting  
JUNE 20, 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. Advertisement: Road List Restatement Ordinance
14. Advertisement: Charter Ordinances
15. Authorization: 2019 Road Program List
16. Committee Reports
17. Old Business
18. New Business
19. Set Agenda/July 18, 2018
20. Comments from the Public
21. 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. KARPUZI	___	___	___	___
MR. MAUDHUIT	___	___	___	___
MRS. JORDAN	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. ROMIG	___	___	___	___
MR. VAEREWYCK	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

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