

**WEST DEER
TOWNSHIP
SUPERVISORS
MEETING**



September 19, 2018

6:30 p.m./Executive Session

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
September 19, 2018**

**6:30 pm: Executive Session
7:00 pm: Regular Business Meeting**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Executive Session**
5. **Registered Comments from the Public**
6. **Comments from the Public**
7. **Accept minutes**
8. **Appointed Auditor's Report by Mr. Turnley**
9. **Tax Abatement Speaker**
10. **Monthly Financial Report**
 - A. **Finance Officer's Report**
 - B. **List of Bills**
 - C. **Tax Refunds**
11. **Police Chief's Report**
12. **Building Inspector / Code Enforcement Officer's Report**
13. **Report from the Parks and Recreation Board**
14. **Engineer's Report**
15. **Advertisement: Ordinance No. 428 (Combination of Voting Districts)**
16. **Advertisement: Ordinance No. 429 (Stormwater Management Plan)**
17. **Advertisement: Budget Notices and Meetings**
18. **Approval: Resolution No. 2018-7 (PennDOT Winter Maintenance Agreement)**
19. **Approval: Little Deer Creek Road Ballfield Complex Site Plan/Land Development**
20. **Approval: Deer Lakes School District Police Agreement**
21. **Authorization: Hire Part-Time Police Officers**
22. **Discussion: Pavilion Rental Policy**
23. **Discussion: Social Media**
24. **Committee Reports**
25. **Old Business**
26. **New Business**
27. **Set Agenda: October 17, 2018**
28. **Comments from the Public**
29. **Adjournment**

1 Call to Order

2 Pledge of Allegiance

3 Roll Call - Mr. Mator . . .

4 Executive Session Held

REGISTERED COMMENTS FROM THE PUBLIC

- None

5

COMMENTS FROM THE PUBLIC

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

6

ACCEPT MINUTES

ATTACHED ARE THE MINUTES OF THE AUGUST 15, 2018 MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACCEPT THE MINUTES OF THE AUGUST 15, 2018 MEETING AS PRESENTED.

MOTION SECOND AYES NAYES

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

7

West Deer Township
Board of Supervisors
15 August 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.; Shawn Maudhuit; Joyce A. Romig; and Gerry Vaerewyck. Members absent: Beverly Jordan and Arlind Karpuzi. 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.

Mr. Happel announced the Board held an Executive Session at 6:30 p.m. to discuss real estate property owned by the School District and potential litigation matters that involve the Township.

REGISTERED COMMENTS FROM THE PUBLIC

- None

COMMENTS FROM THE PUBLIC

- Mr. Bob Brooks was present and introduced himself stating he is a candidate for the vacated position of Pennsylvania State Representative Eli Evankovich.

ACCEPT MINUTES

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to accept the minutes of the 18 July 2018 meeting as presented. Motion carried unanimously 5-0.

MONTHLY FINANCIAL REPORT

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

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

I - GENERAL FUND:

	<u>July</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	362,238.16	4,081,464.94	70.12%
Expenditures	386,279.77	2,500,284.91	42.95%

Cash and Cash Equivalents:

Sweep Account	1,831,580.72	1,831,580.72
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II - SPECIAL REVENUE FUNDS**Cash and Cash Equivalents:****Street Light Fund:**

Sweep Account - Restricted	26,882.05
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Fire Tax Fund:

Sweep Account - Restricted	104,672.60
----------------------------	------------

State/Liquid Fuels Fund:

Sweep Account - Restricted	427,842.43
----------------------------	------------

559,397.08**Investments:****Operating Reserve Fund:**

Sweep Account - Reserved	806,128.35
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Capital Reserve Fund:

Sweep Account - Reserved	329,702.65
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1,135,831.00**III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:**

0.00

0.00**TOTAL CASH BALANCE 07/31/18****3,526,808.80****Interest Earned July 2018****6,230.96**

	<u>07/1/2018</u>	<u>July</u>	<u>07/31/2018</u>
	<u>Debt Balance</u>	<u>Principal</u>	<u>Debt Balance</u>
		<u>Payment</u>	
Mars National - VFC #3	\$234,582.52	\$2,607.94	\$232,652.91
NexTier Bank VFC #2	\$447,492.66	\$2,680.96	\$446,260.04

Dr. DiSanti stated he would like to commend Mrs. Nardis for negotiating and keeping bank fees down.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Vaerewyck to approve the Finance Officer's Report as submitted. Motion carried unanimously 5-0.

LIST OF BILLS

Best Wholesale Tire Co., Inc.....	1759.95
Culverts, Inc.	2200.00
Dell Marketing LP.....	1219.71
Griffith, McCague & Happel, PC.....	1263.50
Hampton Concrete Products Inc.	258.00
Hei-Way, LLC.....	718.61
Jordan Tax Service, Inc.....	3156.65
Kress Tire.....	137.00
Krigger & Co.....	40.20
Lindy Paving Inc.....	624.85
North Hills COG SRT Vehicle Maintenance.....	1500.00
Shoup Engineering Inc.....	6131.00
Staley Communications.....	194.97
Stephenson Equipment, Inc.	797.22
The Lane Construction Corporation.....	930.26
Toshiba Financial Services.....	710.69
Tristani Brothers, Inc.	609.52
Wine Concrete Products, Inc.	2520.00

MOTION BY Supervisor Maudhuit 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 5-0.

TAX REFUNDS

The Board is in receipt of the list from the Tax Collector requesting the issuance of real estate tax refunds due to assessment changes by Allegheny County for the year 2018.

2018 REAL ESTATE TAX REFUNDS

<u>NAME</u>	<u>LOT/BLOCK</u>	<u>AMOUNT</u>
Ashbaugh, Robert & Bridget	1361-B-187	\$64.76

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to issue the tax refund as submitted by the Tax Collector. Motion carried unanimously 5-0.

POLICE CHIEF’S REPORT

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

- Chairwoman Hollibaugh thanked the Chief for a successful Community Days.
- The Chief informed the Board that the Deer Lakes School Board requested the Township provide three part-time police officers for police security at Curtisville, East Union, and the Middle School. Their salaries would be paid by the School District. Mr. Vaerewyck felt the other two Townships in the School District should pay their fair share of expenses (such as worker’s compensation and uniform allowance). The Chief responded that the majority of the students are West Deer residents and some. After further discussion, an agreement will be drawn up between the School District and the Township, and will be placed on the next agenda. A motion to possibly hire the part-time police officers will be added as well.

BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER'S REPORT

Mr. Bill Payne was present and provided a summary report on Code Enforcement for the month of July 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 not present at the meeting but she provided a summary report on the Parks and Recreation Board. A copy of the report is on file at the Township.

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
 - Mr. Shoup mentioned that Youngblood Paving would begin milling and paving operations in the Township on Tuesday, August 14th, and will start on Oakwood Circle. He added that Russell Standard has completed the bituminous seal coat work on Trump Road, Lick Road, and Carl Lane.
- Cedar Ridge Storm Sewer Rehabilitation
 - Mr. Shoup informed the Board that Jet Jack continues to perform lining work on the storm sewers.
- Guiderails
 - Mr. Shoup stated that Fence by Maintenance Service was to provide him with a schedule, and that an update will be provided to the Board at its next meeting.
- Stormwater Ordinance
 - Mr. Shoup advised the Board that Allegheny County has adopted – and Pennsylvania DEP has approved – an Act 167 Stormwater Management Plan for the entire County. He explained that the Plan requires all municipalities in the county either adopt a new Stormwater Ordinance or revise their existing ordinance to comply with the requirements of the Plan, and that the new or revised ordinance must be adopted by 1 December 2018.

Development/Subdivision Reviews

- EMS Subdivision
 - Mr. Shoup reported that the survey work on the Deer Lakes School District and EMS properties has been performed and the subdivision plan has been prepared and submitted to the Township and School District.

ACCEPTANCE: 2019 MINIMUM MUNICIPAL OBLIGATIONS (MMOs)

The Board received copies of the 2019 Minimum Municipal Obligation reports for the Police and Municipal Employee Pension Plans.

MOTION BY Supervisor Maudhuit and SECONDED BY Supervisor DiSanti to acknowledge receipt of the 2019 Minimum Municipal Obligations for the Police and Municipal Employee Pension Plans. Motion carried unanimously 5-0.

ADOPTION: ORDINANCE NO. 427 (ROAD LIST RESTATEMENT)

ORDINANCE NO. 427

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY, OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING AND RESTATING THE OFFICIAL LIST OF ADOPTED TOWNSHIP ROADWAYS.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to adopt Ordinance No. 427 amending and restating the Township road list as advertised and presented. Motion carried unanimously 5-0.

APPROVAL: DEER LAKES SCHOOL DISTRICT PLAN OF LOTS:

The Planning Commission approved the Deer Lakes School District Plan of Lots in July.

Property Location: East Union Road
Lot & Block Number: 1511-L-95
Zoning District: C-2 Highway Commercial

This is a two-lot subdivision to separate the EMS building from the School District property on East Union Road. The Board received the review letter from Shoup Engineering.

The Planning Commission recommended approval of the Deer Lakes School District Plan of Lots.

After some discussion, MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Vaerewyck to approve the Deer Lakes School District Plan of Lots as per the recommendation by the Planning Commission. Motion carried unanimously 5-0.

Supervisor Vaerewyck thanked everyone involved in this process.

DISCUSSION: PENNDOT WINTER MAINTENANCE AGREEMENT

At its last meeting, the Board of Supervisors asked that a representative from PennDOT be present at the meeting to discuss the possible addition of State roads – namely Creighton-Russellton Road, Butler-Logan Road (Airport Hill), and Route 910 – to the new Winter Maintenance Agreement

Mr. Tim Claypoole from PennDOT Maintenance was in attendance and explained: the winter maintenance program; priority treatment of roads; equipment; truck routes; levels of service; and the dispatch process. He also answered questions by the Board, including those regarding: signage; visibility; drainage; and the landslide at Mountainview Road.

Supervisor Romig also asked about a dangerous portion of Route 910 between Cedar Ridge Road and Campbell Road, and requested that it be regularly plowed and salted by PennDOT in the winter. Mr. Claypoole acknowledged the danger and stated that he would advise his drivers to maintain that portion this upcoming winter season.

Mr. Mator advised the Board that the new five-year Winter Maintenance Agreement will be reviewed, and that the Board will need to revise the list of Township-maintained roads as it sees fit. He indicated both he and Mr. Yourish monitored Creighton-Russellton Road last year on a daily basis, and that its care was “hit or miss.” Mr. Mator informed the Board that they need to determine whether “hit or miss” is acceptable to them.

Mr. Happel added that the last five-year Winter Maintenance Agreement expired in April, and that the compensation to the Township for maintaining the roads on the list will be expressed in the new agreement.

Additional discussion took place regarding Mahaffey Road which runs through Deer Lakes Park, as Creighton-Russellton, Butler-Logan, and Mahaffey roads are on the same route. Mr. Mator asked Mr. Claypoole that – if the Board adds Creighton-Russellton and Butler Logan roads to the Winter Maintenance Agreement – what happens to Mahaffey? Mr. Claypool indicated the State would take care of the road, but that it wouldn't be a high priority road.

At this time, MOTION BY Supervisor DiSanti that the Township take over winter maintenance of Russellton-Creighton Road and Airport Road to Crawford Road which is slightly beyond the Township line but will be better for our trucks to turn around. Motion failed for lack of a second.

Supervisor Vaerewyck questioned if the Township was able to maintain a road that is outside of West Deer Township. Mr. Mator indicated it is permissible for turnaround purposes, and is already done for some outlying roads, but Mr. Vaerewyck interrupted and stated he was asking Mr. Happel.

Mr. Happel stated that he would need guidance from the Township regarding who takes care of that road. He said if it is a State Road that Frazer Township takes care of, the Township would not be reimbursed.

Mr. Mator clarified that the Township is able to be reimbursed for roads outside the Township as long as PennDOT and the other municipality are amenable to that. Mr. Claypoole concurred.

Mr. Vaerewyck questioned what additional equipment would the Road Department need. Public Works Foreman John Yourish was present and indicated some adjustments would have to be made depending on how many roads the Board decided to take over.

Mr. Happel indicated at the next meeting the Board will vote on the Winter Maintenance Agreement with the attached road list, of which Dr. DiSanti would like Creighton-Russellton Road included with the original ten roads. He advised that a supplement to the agreement could be added each year if the Board would like to add a road.

Mrs. Romig questioned if Route 910 was on the list, and indicated she would rather wait to see if PennDOT would salt that hill as stated earlier since Route 910 was not yet on the list.

Mr. Mator requested clarification from Mr. Claypoole regarding Mahaffey Road. He indicated that – based on their meeting the day earlier – both he and Mr. Yourish were under the impression that if the Township did not take over Mahaffey, then PennDOT would not authorize the Township taking over the winter maintenance of Creighton-Russellton Road and Butler-Logan Road.

Mr. Claypoole responded that it would not be that he wouldn't authorize it, but that he would prefer the Township take over all of those roads. He explained that it would free up one of his trucks to take care of other roads.

Dr. DiSanti indicated he had no problem adding Mahaffey Road.

Supervisor Romig stated she did not want to spread the Township's Public Works Department too thin. She questioned if taking over these additional roads was going to require the purchase of more equipment and/or the hiring of more employees.

Mr. Claypoole indicated that if the Township ever has a problem – and the State has a truck in the area – he will help out if able.

Mr. Mator stated that he needed guidance/direction from the Board as to which roads are on the list he sends to PennDOT for inclusion in the new agreement.

DISCUSSION: CREIGHTON-RUSSELLTON ROAD

At the last meeting, the Township Solicitor requested that the PennDOT Winter Maintenance Agreement addition of Creighton-Russellton Road from the last agreement be discussed separately.

Mr. Happel commented that last November there was a vote taken, and that vote was to authorize the Chairman of the Board of Supervisors to sign a supplemental agreement adding both Creighton-Russellton Road from Little Deer Creek Road to the Park entrance, and Creighton-Russellton Road from the Park entrance to Frazer Township. He explained that there was a supplemental agreement provided by PennDOT and executed by the Chairman Fleming. Mr. Happel added that at that point of time, however, it was not provided to PennDOT.

Mr. Happel stated that – as far as linear miles – it would have added 1.6 linear miles of roads to the last agreement.

Supervisor DiSanti added that he would like to see the maintenance extend to Crawford Run Road. Mr. Happel indicated it would need remeasured, and Mr. Claypoole indicated once approved it would be taken care of.

Mr. Happel asked Mr. Mator if he has a list of the roads currently on the list.

Mr. Mator explained that every road from the last agreement – with the exception of Creighton-Russellton Road and Butler-Logan Road – were on the list provided to the Township by PennDOT, and that if the Board wanted those roads added he could request that of PennDOT. He notified those in attendance at the meeting that the facts had changed after the Board had voted in November – the routes were found to be incorrect after the vote – and that he was advised to give PennDOT the opportunity to see how those new routes work before submitting the amendment.

Mr. Happel stated that he felt those roads are already part of the list since the Board voted on them in November, but Mr. Mator disagreed and explained that vote last year was for the old agreement and the two roads were not included by PennDOT on the new agreement.

Mr. Happel commented that the two roads were on the supplemental list last year even though they were not provided to PennDOT, and again argued that they should therefore be on the new list provided by PennDOT.

Mr. Mator stated that he was simply asking for clarification from the Board of Supervisors as to whether they want those roads on the list or not.

Supervisor Vaerewyck said it was already stated in November that the Board wanted those roads added, and so if someone wanted to take them off he thought that action would require a new vote.

Mr. Mator indicated he understood what Mr. Happel and Mr. Vaerewyck were saying, but attempted to clarify the fact that the copy he has in his office – from PennDOT – does not have the roads on it, and that is why he is asking the Board to confirm that they want him to request that of PennDOT after he was directed to give PennDOT's new routes a chance after the error was found in November.

Mr. Vaerewyck accused Mr. Mator of failing to have the roads added after the vote in November, and stated that is the issue.

Mr. Claypoole interjected and said that whatever list Mr. Mator was provided from PennDOT is the list PennDOT goes by. Supervisor Vaerewyck stated "it's an internal Township thing – something didn't get to PennDot that should have." Mr. Claypoole responded that as long as it is on the new Agreement – that is all that matters. He explained that the Township could add or subtract roads every year if they chose. Mr. Claypoole stated that in order to have Mr. Mator put it on the list to send to PennDOT's Winter Agreement manager, all of the roads have to be on the agreement, and that it needs to be treated as a whole new agreement.

Mr. Happel questioned the timeframe for acceptance. Mr. Claypoole explained that there is a certain time frame to accept certain roads, and said that signed agreements should be in by the middle of September.

Mrs. Romig pointed out that the next meeting is on September 19th, and asked if the Township could submit that on September 20th. Mr. Claypoole answered "absolutely."

Mr. Happel indicated Mr. Mator was looking for direction, and confirmed that the direction of the Board was to include those two roads on the list.

Dr. DiSanti said he realized the list currently has Butler-Logan Road ending at the Township line, but would like it to continue to Crawford Run Road.

The Board thanked Mr. Claypoole for attending

DISCUSSION: SOCIAL MEDIA

At its last meeting, the Board of Supervisors agreed to have Mr. Karpuzi and Mr. Vaerewyck provide separate proposals for a possible social media presence.

Mr. Vaerewyck requested the discussion be put off until next month's agenda since Mr. Karpuzi was not at the meeting. The other supervisors concurred.

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 – ABSENT – Parks & Recreation Committee
- 5) Mr. Karpuzi – ABSENT – Zoning, Planning & Code Committee
- 6) Mr. Karpuzi – ABSENT – North Hills COG Report

OLD BUSINESS

- Dr. DiSanti asked Mr. Happel if there is an update on the airport litigation. Mr. Happel indicated he has no update but will provide an update at the September meeting.
- Mrs. Hollibaugh commented on Community Days, including the parade, and the dedication for the playground at the Park.

NEW BUSINESS

- None

SET AGENDA: REGULAR BUSINESS MEETING

September 19, 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. Appointed Auditor's Report by Mr. Turnley
9. Tax Abatement Speaker
10. Monthly Financial Report
 - A. Finance Officer's Report
 - B. List of Bills
 - C. Tax Refunds
11. Police Chief's Report
12. Building Inspector/Code Enforcement Officer's Report
13. Report from the Parks & Recreation Board
14. Engineer's Report
15. Approval: PennDOT Winter Maintenance Agreement
16. Advertisement: Ordinance No. 428 (Creation of Voting Districts)
17. Discussion: Pavilion Rental Policy
18. Committee Reports
19. Old Business
20. New Business
21. Set Agenda/October 17, 2018
22. Comments from the Public
23. Adjournment

Items Added:

- * Agreement/DL School Board
- * Part Time Police Officers
- * Stormwater Ordinance Advertisement
- * Social Media

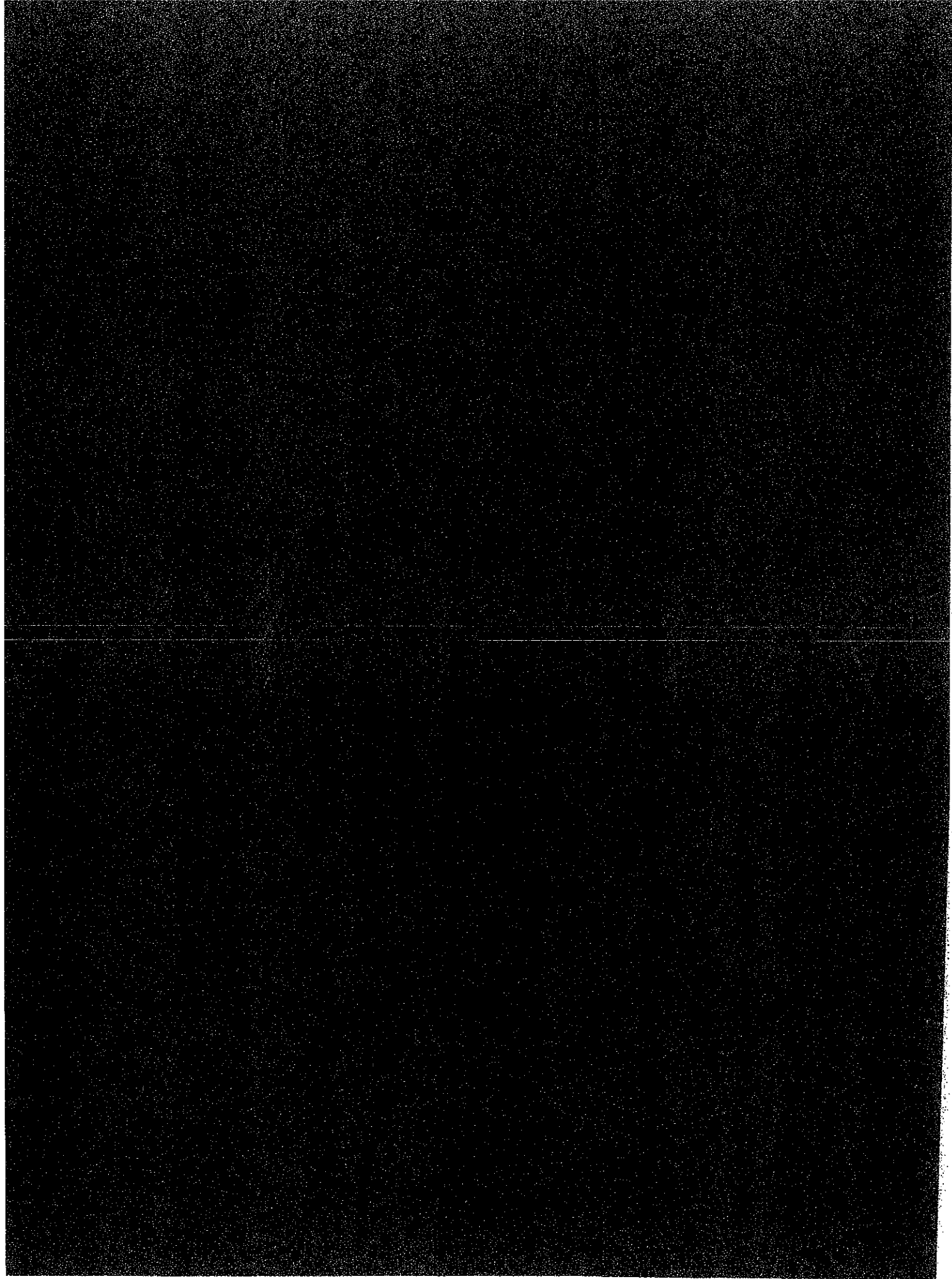
COMMENTS FROM THE PUBLIC

- Ms. Anna Marie Catanese, McKrell Road
 - Commended everyone involved on a great Community Days.
 - Requested having the stone/plaque cleaned/polished at the Bairdford Park pavilion.
- Mr. George Zietz, corner of Russellton Airport Road and Baileys Run Road
 - Expressed his concerns on Russellton Airport Road in regard to the storm drains, stop signs, flooding, snow/ice, traffic accidents, tractor-trailers, and triaxle trucks traveling on the road.

ADJOURNMENT

MOTION BY Supervisor Romig and SECONDED BY Supervisor DiSanti to adjourn the meeting at 8:53 p.m. Motion carried unanimously 5-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager



APPOINTED AUDITOR'S REPORT

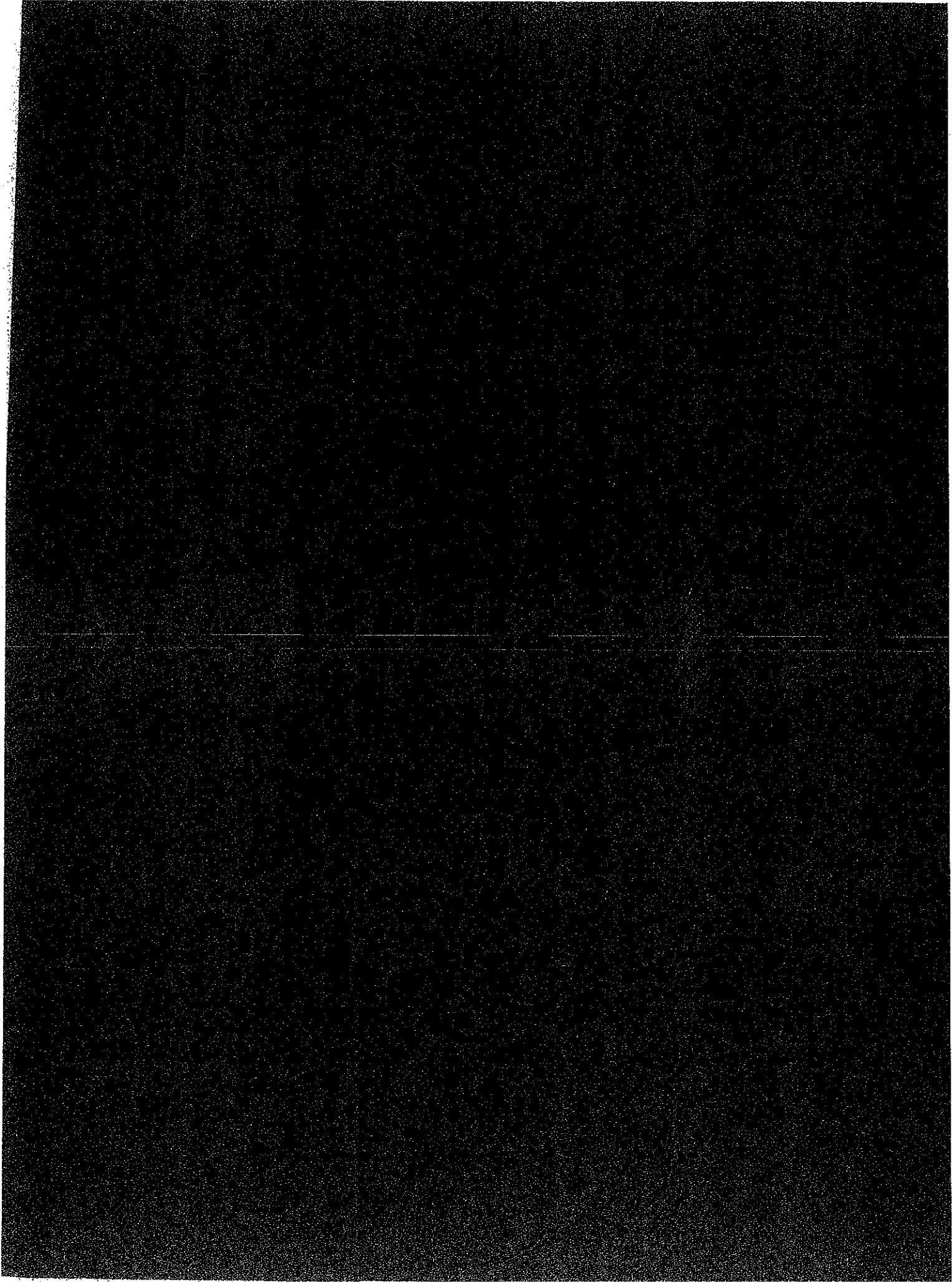
MR. MARK TURNLEY.....

8

TAX ABATEMENT SPEAKER

MR. MIKE NETZEL.....

9



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

10 A

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
August 31, 2018

I - GENERAL FUND:

	<u>August</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	338,180.47	4,419,651.91	75.93%
Expenditures	304,173.15	2,805,721.56	48.20%

Cash and Cash Equivalents:

Sweep Account	1,834,479.87	1,834,479.87
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II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted	21,283.51
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Fire Tax Fund:

Sweep Account - Restricted	100,588.28
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State/Liquid Fuels Fund:

Sweep Account - Restricted	428,476.61
----------------------------	------------

550,348.40

Investments:

Operating Reserve Fund:

Sweep Account - Reserved	806,199.42
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Capital Reserve Fund:

Sweep Account - Reserved	329,707.82
--------------------------	------------

1,135,907.24

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

0.00

0.00

TOTAL CASH BALANCE 8/31/18

3,520,735.51

Interest Earned Augsut 2018

955.83

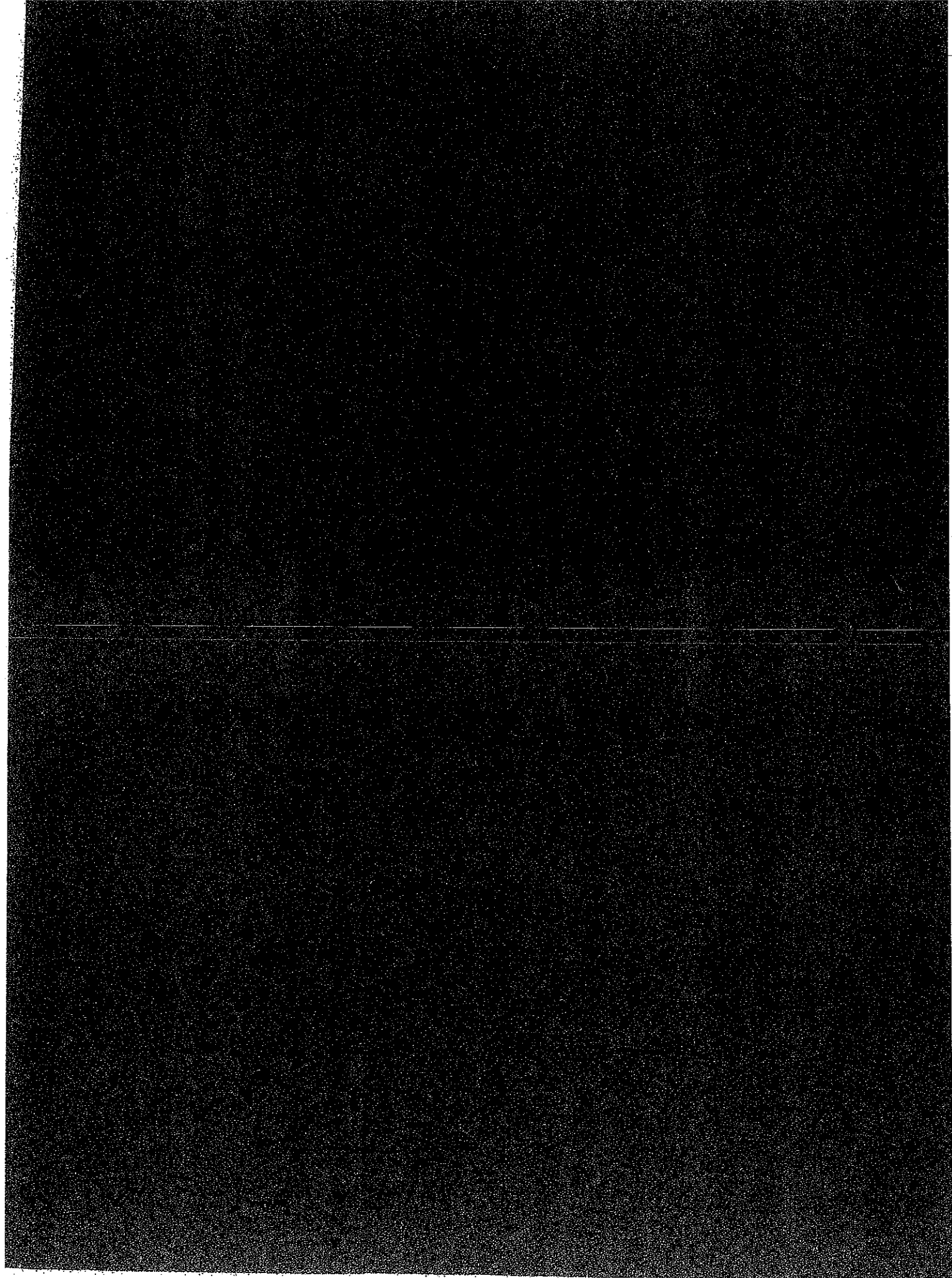
	<u>8/1/2018</u> <u>Debt Balance</u>		<u>August</u> <u>Principal</u> <u>Payment</u>	<u>8/31/2018</u> <u>Debt Balance</u>
Mars National - VFC #3	217,512.82	\$	2,607.94	215,443.12
NexTier Bank VFC #2	446,209.09	\$	2,680.96	444,968.21

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

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

INTEREST EARNED - 2018

	<u>AUGUST</u>	<u>YTD</u>
GENERAL FUND	\$252.59	\$535.44
STREET LIGHT FUND	\$0.04	\$5.01
FIRE TAX FUND	\$0.03	\$217.23
OPERATING RESERVE	\$63.82	\$286.50
STATE FUND	\$634.18	\$3,398.33
CAPITAL RESERVE	<u>\$5.17</u>	<u>\$5,462.23</u>
TOTAL INTEREST EARNED	<u>\$955.83</u>	<u>\$9,904.74</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	—	—	—	—

10 B

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 11:48 am
Date: 09/12/2018
Page: 1

By Name
Cutoff as of: 12/31/9999

Due Dates: 09/15/2018 thru 09/15/2018

Vendor Name/Desc	Acct#/Proj Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00026 AIR-VAC INC Road: Tar for Tar kettle	430.372 35272 08/15/2018	5968.00	09/15/2018	08/16/2018		5968.00	N	
Name: AIR-VAC INC								
00674 BEARCOM POL: Install antenna/dash mount	410.328 4723732 08/21/2018	282.28	09/15/2018	08/29/2018		282.28	N	
00674 BEARCOM Road: Radio/antenna mounting ki	430.327 4726875 08/30/2018	764.77	09/15/2018	09/04/2018		764.77	N	
00674 BEARCOM Road: Radio Equipment Maint	430.327 4728473 09/04/2018	57.47	09/15/2018	09/12/2018		57.47	N	
00674 BEARCOM POL: Radio Equipment Maint	410.328 4730106 09/04/2018	137.50	09/15/2018	09/12/2018		137.50	N	
Name: BEARCOM								
00553 BEST WHOLESale TIRE Police: Car #36-Tire Rotation/00818	410.374 13048 08/30/2018	62.65	09/15/2018	09/07/2018		62.65	N	
Name: BEST WHOLESale TIRE CO, INC								
00238 CULVERTS, INC Catch Basins: M Frames/15" 22	430.611 IN00137143 08/09/2018	1890.00	09/15/2018	08/13/2018		1890.00	N	
Name: CULVERTS, INC								
10315 GRIFFITH, MCCAGUE & Legal Services: General	404.111 273211 08/31/2018	1007.00	09/15/2018	09/10/2018		1007.00	N	
10315 GRIFFITH, MCCAGUE & Legal Services: W D Ambulance	404.111 273212 08/31/2018	66.50	09/15/2018	09/10/2018		66.50	N	
10315 GRIFFITH, MCCAGUE & Legal Services: DCNR Grant(Nik)	404.111 273213 08/31/2018	85.50	09/15/2018	09/10/2018		85.50	N	
10315 GRIFFITH, MCCAGUE & Legal Services: Aptive Environ	404.111 273214 08/31/2018	237.50	09/15/2018	09/10/2018		237.50	N	
Name: GRIFFITH, MCCAGUE & HAPPEL, PC								
00283 HAMPTON CONCRETE PRO Road: 2x4 Angle Grate	430.611 12359 08/07/2018	258.00	09/15/2018	08/09/2018		258.00	N	

Due Dates: 09/15/2018 thru 09/15/2018

Vendor Name/Desc	Acct#/Proj Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: HAMPTON CONCRETE PRODUCTS INC								
		258.00				258.00		
00005 HEI-WAY, LLC	430.372 80809009	231.07				231.07		
Road: Cold Patch	08/10/2018	09/15/2018	08/13/2018					N
00005 HEI-WAY, LLC	430.372 80831010	158.96				158.96		
Road: Cold Patch	09/04/2018	09/15/2018	09/05/2018					N
Name: HEI-WAY, LLC								
		390.03				390.03		
00106 JORDAN TAX SERVICE, 403.140	8-C-#135	688.94				688.94		
Delinquent R E Tax Commission 0818	08/15/2018	09/15/2018	08/27/2018					N
Name: JORDAN TAX SERVICE, INC.								
		688.94				688.94		
00362 KRESS TIRE	430.374 9952-32	1008.00				1008.00		
Road: Truck #4-TIRES	08/21/2018	09/15/2018	08/22/2018					N
Name: KRESS TIRE								
		1008.00				1008.00		
00325 MRM WORKERS' COMP FU 486.354	1819PRJ9868	16749.43				16749.43		
1st Install of 4-Workmens Comp0818	08/31/2018	09/15/2018	09/04/2018					N
Name: MRM WORKERS' COMP FUND								
		16749.43				16749.43		
00461 NORTH EAST ATTACHMEN 430.374	4165	2718.00				2718.00		
Road: Rubber Tracks for JCB 300818	08/24/2018	09/15/2018	08/30/2018					N
Name: NORTH EAST ATTACHMENT & TRACK								
		2718.00				2718.00		
00657 OFFICE DEPOT	406.210 174079632001	166.82				166.82		
Office Supplies	08/01/2018	09/15/2018	08/09/2018					N
00657 OFFICE DEPOT	409.226 174079632001	55.06				55.06		
Cleaning Supplies	08/01/2018	09/15/2018	08/09/2018					N
00657 OFFICE DEPOT	409.226 174080292001	11.58				11.58		
Cleaning Supplies	08/01/2018	09/15/2018	08/09/2018					N
00657 OFFICE DEPOT	406.210 190245651001	436.99				436.99		
Office Supplies	08/22/2018	09/15/2018	08/30/2018					N
00657 OFFICE DEPOT	406.210 190246406001	29.95				29.95		
Office Supplies	08/22/2018	09/15/2018	08/30/2018					N
00657 OFFICE DEPOT	406.210 193123889001	36.58				36.58		
Office Supplies	08/28/2018	09/15/2018	09/07/2018					N

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 11:48 am
Date: 09/12/2018
Page: 3

By Name
Cutoff as of: 12/31/9999

Due Dates: 09/15/2018 thru 09/15/2018

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00657	OFFICE DEPOT Cleaning Supplies	409.226 0818	193123889001 08/28/2018	11.58	09/15/2018	09/07/2018		11.58		N
00657	OFFICE DEPOT Office Supplies	406.210 0818	193123889002 08/30/2018	5.00	09/15/2018	09/07/2018		5.00		N
00657	OFFICE DEPOT Office Supplies	406.210 0818	193141725001 08/28/2018	5.64	09/15/2018	09/07/2018		5.64		N
00657	OFFICE DEPOT Office Supplies	406.210 0818	193141726001 08/28/2018	12.06	09/15/2018	09/07/2018		12.06		N
00657	OFFICE DEPOT Office Supplies	406.210 0818	193141727001 08/28/2018	18.12	09/15/2018	09/07/2018		18.12		N
Name: OFFICE DEPOT				789.38				789.38		
00014	ROADSAFE TRAFFIC SYS Road: Sign/Blind Child/8' U Pos	430.245 0818	83701 08/29/2018	625.00	09/15/2018	08/31/2018		625.00		N
Name: ROADSAFE TRAFFIC SYSTEMS				625.00				625.00		
00830	SHOUP ENGINEERING IN Engineering: Brickyard Park	408.319 0818	18-291 08/31/2018	325.00	09/15/2018	09/07/2018		325.00		N
00830	SHOUP ENGINEERING IN Engineering: Elmendorf Plan	408.319 0818	18-292 08/31/2018	200.00	09/15/2018	09/07/2018		200.00		N
00830	SHOUP ENGINEERING IN Engineering: Miscellaneous	408.313 0818	18-293 08/31/2018	645.25	09/15/2018	09/07/2018		645.25		N
00830	SHOUP ENGINEERING IN Engineering: Oakwood Heights	408.319 0818	18-294 08/31/2018	510.00	09/15/2018	09/07/2018		510.00		N
Name: SHOUP ENGINEERING INC.				1680.25				1680.25		
00074	STEPHENSON EQUIPMENT Road: 15x20 Pipe/12x20 Pipe/15x8	430.611 0818	18006079 08/09/2018	10140.60	09/15/2018	08/15/2018		10140.60		N
00074	STEPHENSON EQUIPMENT Road: 1' Fittings/Hose 1"15x20	430.374 0818	18006124 08/10/2018	487.06	09/15/2018	08/15/2018		487.06		N
00074	STEPHENSON EQUIPMENT Road: Element/Engine Fuel/JCB	430.374 E0818	18006710 08/28/2018	475.53	09/15/2018	08/30/2018		475.53		N
Name: STEPHENSON EQUIPMENT, INC.				11103.19				11103.19		

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 11:48 am
Date: 09/12/2018
Page: 4

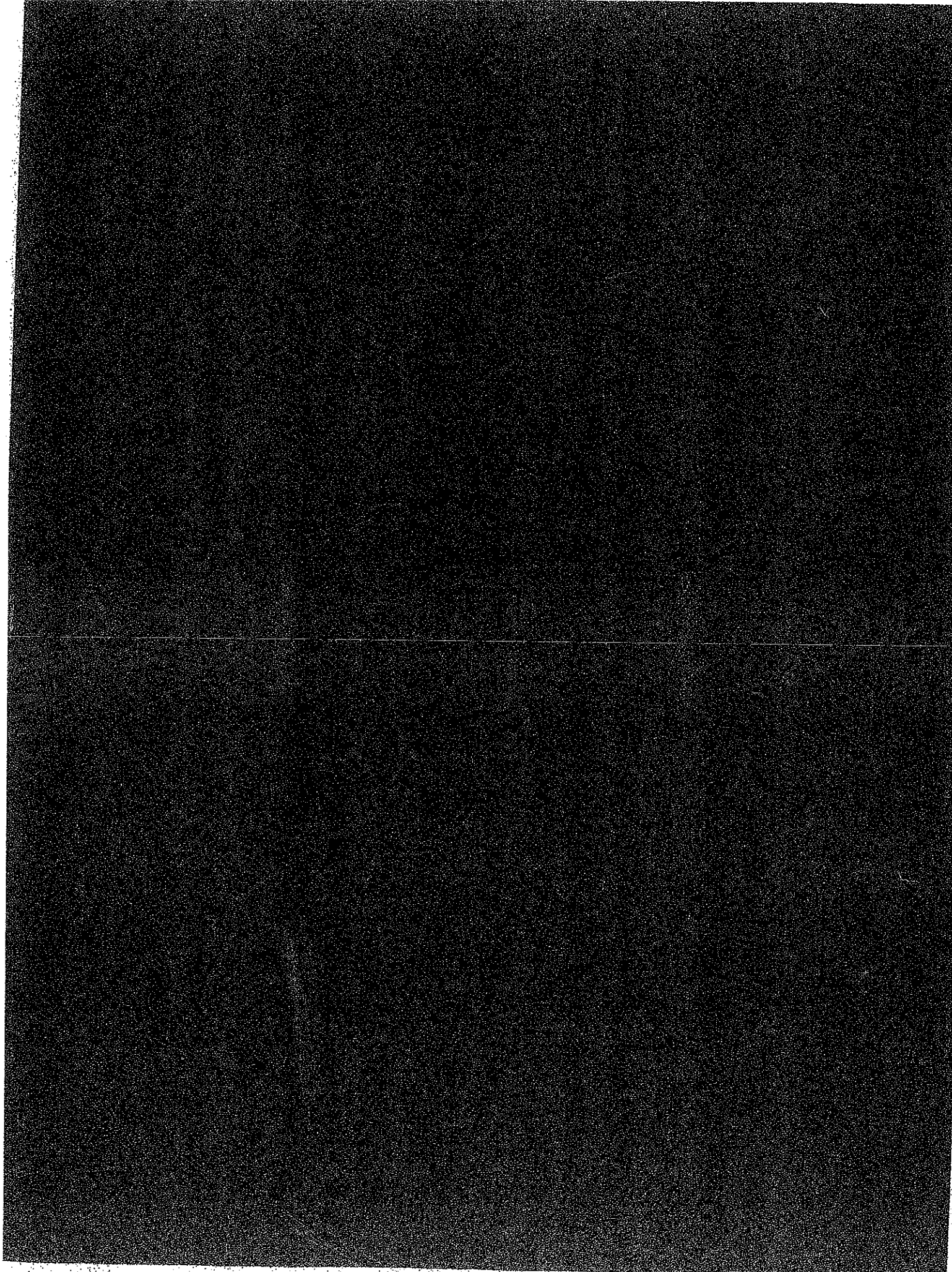
By Name
Cutoff as of: 12/31/9999

Due Dates: 09/15/2018 thru 09/15/2018

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00577 TOSHIBA FINANCIAL SE 406.261 Twp:Lease & Maintenance of Cop0818	68727433 08/26/2018	09/15/2018	241.26	08/31/2018		241.26		N	
00577 TOSHIBA FINANCIAL SE 410.261 Police:Lease & Maintenance of 0818	68727433 08/26/2018	09/15/2018	241.26	08/31/2018		241.26		N	
Name: TOSHIBA FINANCIAL SERVICES									
00067 TRISTANI BROTHERS, I 430.374 Road:Ford F55-brakes/springs 0818	180836 08/31/2018	09/15/2018	2557.14	09/05/2018		2557.14		N	
Name: TRISTANI BROTHERS, INC.									
00211 YOUNGBLOOD PAVING IN 430.610 #1-Paving Project Application 0918	2018-1385 09/12/2018	09/15/2018	343032.08	09/12/2018		343032.08		N	
Name: YOUNGBLOOD PAVING INC									

FINAL TOTALS:

392641.13



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 2018.

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 listthe names, lot & block, & amounts will be typed in the minutes.)

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

10C

WEST DEER TOWNSHIP

ate:09/10/18
ime:17:41:01

REAL ESTATE TAX REFUNDS FOR BOARD APPROVAL
September 2018

Refunds Due to County Change Orders

Payable to: GRZYWNA EDWARD A | ELIZABETH A (W) **Lot & Block** 1214-A-109
314 RIDGE VIEW CT 314 RIDGE VIEW CT
ALLISON PARK PA 15101 ALLISON PARK PA 15101

Refund of 239.98 due for tax year: 2018

Orig Value:	702,200	Orig Tax:	2,057.58
New Value:	538,400	New Tax:	<u>1,817.60</u>
Exoneration:	163,800	Refund:	239.98

Payable to: MARKS LEE **Lot & Block** 1667-S-320
21 CORBRIWOOD LN GLENSHAW PA 15116
GIBSONIA PA 15044

Refund of 68.41 due for tax year: 2018

Orig Value:	541,600	Orig Tax:	1,781.32
New Value:	500,000	New Tax:	<u>1,712.91</u>
Exoneration:	41,600	Refund:	68.41

Payable to: MAZUREK RONALD J | JACQUELINE (W) **Lot & Block** 1214-E-343
317 RIDGE VIEW CT 317 RIDGE VIEW CT
ALLISON PARK PA 15101 ALLISON PARK PA 15101

Refund of 67.10 due for tax year: 2018

Orig Value:	3,600 *	Orig Tax:	1,733.50
New Value:	-37,200	New Tax:	<u>1,666.40</u>
Exoneration:	40,800	Refund:	67.10

* Multiple change orders apply to this property.

WEST DEER TOWNSHIP

ate: 09/10/18

REAL ESTATE TAX REFUNDS FOR BOARD APPROVAL

Page: 1

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September 2018

Refunds Due to County Change Orders

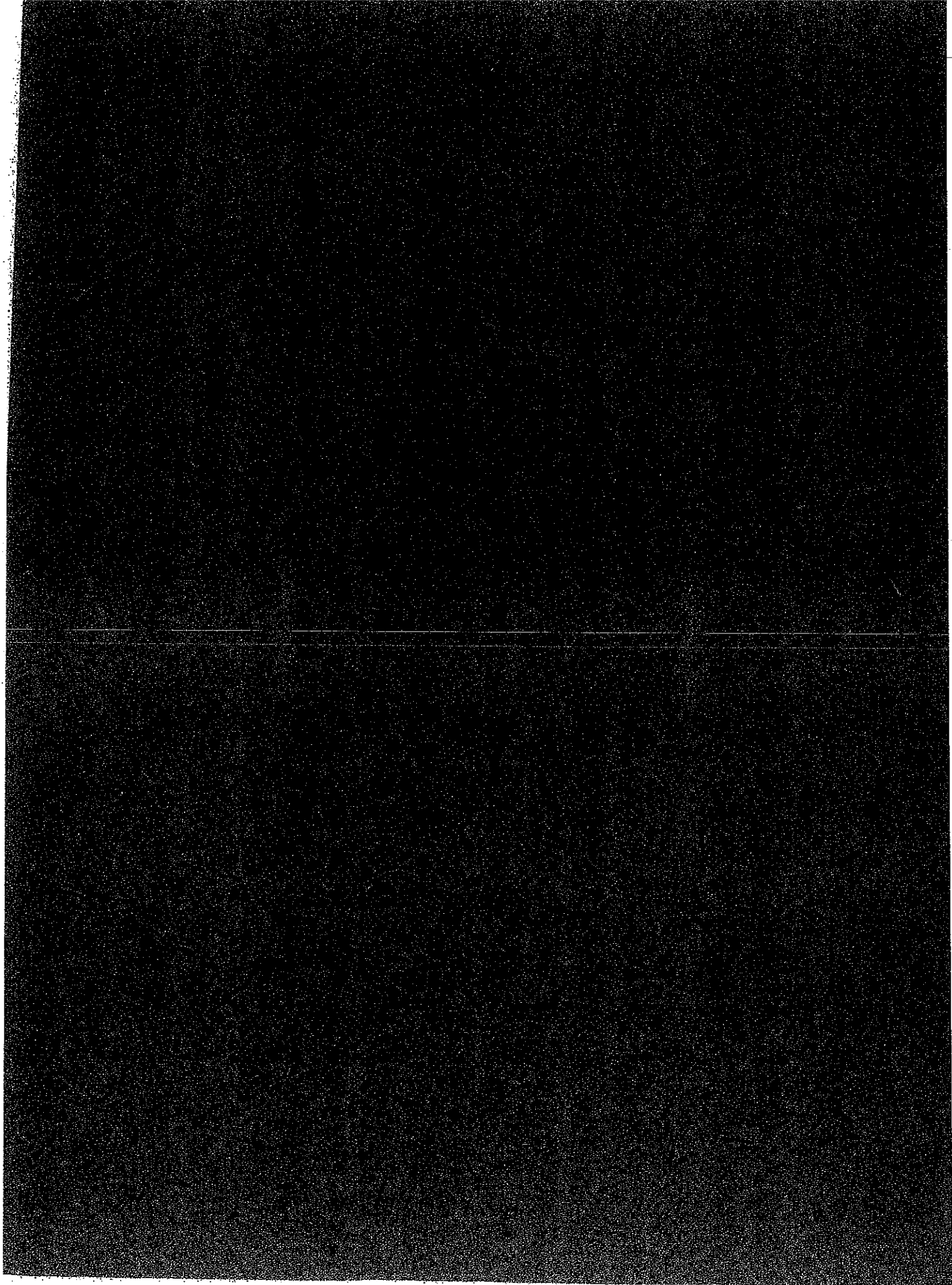
Payable to: MARKS LEE
21 CORBRIWOOD LN
GIBSONIA PA 15044

Lot & Block 1667-S-320
GLENSHAW PA 15116

Refund of 69.67 due for tax year: 2017

Orig Value:	372,700 *	Orig Tax:	809.69
New Value:	247,500	New Tax:	740.02
Exoneration:	125,200	Refund:	<u>69.67</u>

* Multiple change orders apply to this property.



POLICE CHIEF'S REPORT

CHIEF LAPE.....

11

OFFICER'S MONTHLY REPORT

TO: Jonathan D. Lape, Chief of Police
FROM: Pam Tedesco, Administrative Secretary
SUBJECT: OFFICER'S MONTHLY REPORT
DATE: September 5, 2018

Attached is the Officer's Monthly Report for August 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
August 2018

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	55	413	468
CALLS FOR SERVICE/FIELD CONTACTS	302	2095	2397
ALL OTHER CALLS	510	3434	3944
TOTALS CALLS FOR SERVICE	867	5942	6809

ARRESTS

ADULT	5	49	54
JUVENILE	0	0	0
TRAFFIC CITATIONS	58	252	310
NON TRAFFIC CITATIONS	1	10	11
PARKING CITATIONS	0	7	7
WARNINGS	8	53	61

PERSONNEL

GRIEVANCES FILED BY POLICE OFFICERS	0	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	1	1
LETTERS COMMENDING POLICE OFFICERS	2	3	5

VEHICLE REPORTS

TOTAL MILES TRAVELED	10054	69365	79419
GALLONS OF GASOLINE USED	775.8	5841.15	5918.73
REPAIRS/MAINTENANCE	62.65	16152.33	16214.98

OVERTIME PAID

COURT (OFF DUTY)	11	67 1/2	78 1/2
PRELIMINARY HEARINGS	6	89	95
PRETRIAL	0	0	0
INVESTIGATIONS	3	44 1/2	47 1/2
ARRESTS	0	27 1/2	27 1/2
SPEED CHECKS	0	0	0
PRIVATE CONTRACTS	0	0	0
MISC. HOURS - FILLED SHIFTS	16	20	36
MISC. HOURS - ADMIN. HOURS	0	0	0
MISC. HOURS	84.5	25	109.5
TOTAL HOURS	120.5	273 1/2	394

Misc. Hours - Community Days

Points of Interest

Month of August 2018

Budget as of August 31 – 64.9%

CHIEF JONATHAN LAPE –

- August 8 - Met with school district relative to drills for the new year
- August 9 - Attended a AC Chiefs meeting
- August 13 - Met with William LuPone from the school district to discuss the SRO Program
- August 15 - Met with the superintendent to discuss the SRO Program
- August 20 - Met with superintendent and principals from East Union and Curtisville to discuss the DARE Program
- August 22 - Attended a parks and recreation meeting

OFFICER EDWARD NEWMAN – K9 REPORT and EXPLORER'S REPORT

- August 4 - conducted a K-9 demonstration during community days
- August 17 - did K-9 maintenance
- August 24 - did K-9 maintenance in the training area

EXPLORERS –

- August 3 - assisted with traffic and ran the toy program booth at community days
- August 4 - assisted with traffic and ran the toy program booth & fire trailer at community days
- August 9 - a training session was held on fingerprinting at West Deer Township
- August 23 - a training session was held on evidence collection at West Deer Township

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

August 10 – Training was conducted at the Hampton Township Range and consisted of new firearms drills with primary and secondary weapons. Additionally a debriefing was conducted on the previous month's callout in Etna. Instruction was also given by the TEMS Unit on sucking chest wounds and how to counteract the effect of a collapsed lung.

August 15 – Sgt. Mikus and Officer Petosky assisted SRT Operators from Ross Township with their active shooter instruction to the North Hills School District teachers and staff employees.

August 24 – training was held at the Monastery in Ross Township and consisted of numerous explosive breaches in a hostage rescue environment. The Allegheny County Bomb Squad was also involved in this training. Operators also worked on rope ladder climbing and rappelling in and around a building.

SCHOOL DISTRICT DETAILS –

August 14/21 – traffic & crowd control – school board meeting

MISCELLANEOUS –

July 30 – August 1 – Sgt. Loper/Officer Dobson attended Advanced Coaching & Diagnostics & Live Fire Training Casualty Care

August 9 – Officer Trevor Elza was sworn in

August 3 & 4 – Community Days

August 7, 8, 10, 13, 20, 21, 22 – Aggressive Driving details were conducted

August 14 – Officers Fedunok/Trocki attended training entitled High Risk Vehicle Stops

August 14/21 – conducted traffic and crowd control at the school districts school board meeting

August 15 – Sgt. Mikus/Officer Petosky attended instructors training on Active Shooters

August 31 – a DUI a roving and stationary checkpoint was held in Indiana Township

CORRESPONDENCE –

Thank you's to all who participated in community days

Pam Tedesco

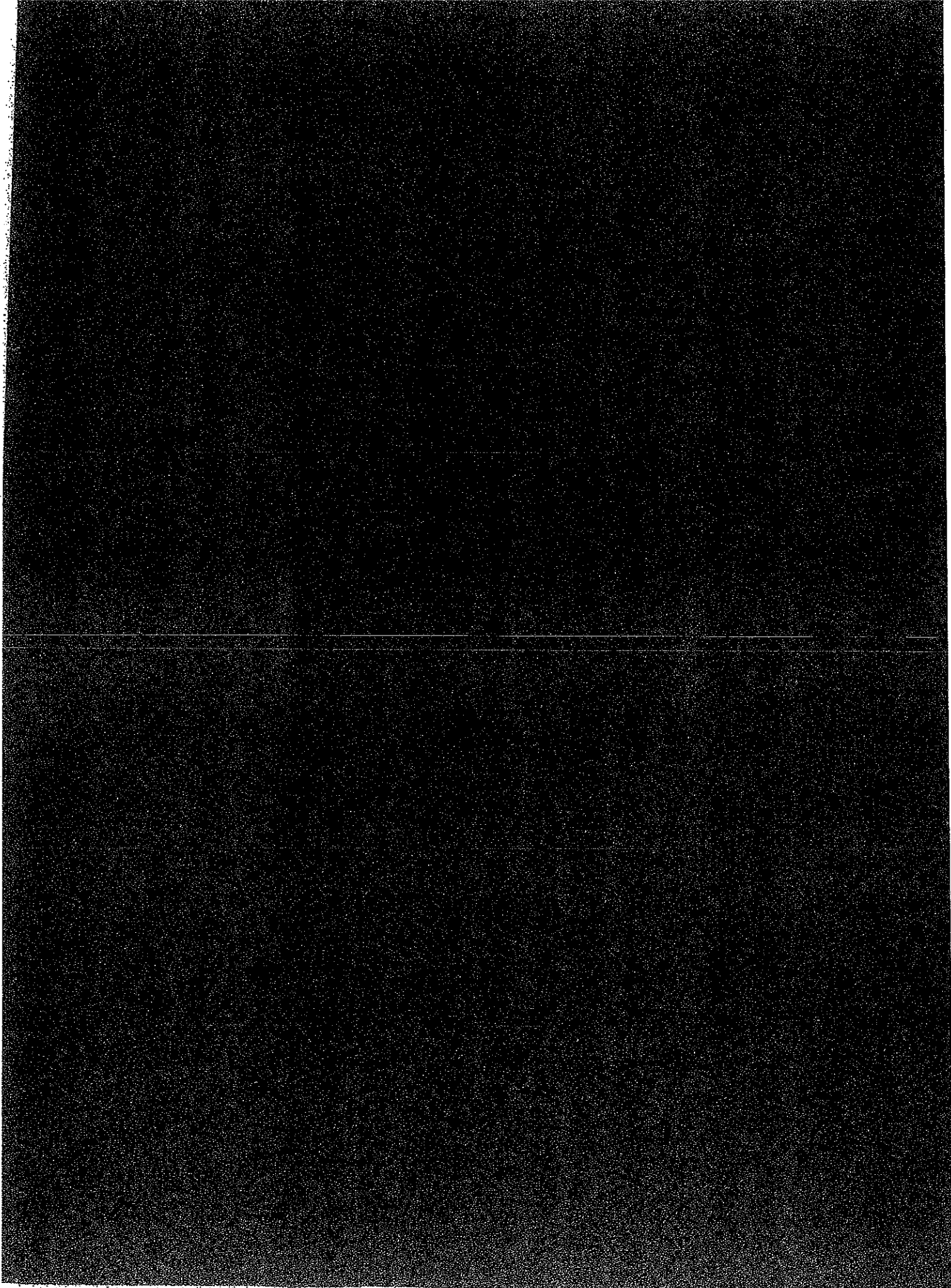
From: Pam Tedesco <ptedesco@westdeertownship.com>
Sent: Monday, August 13, 2018 1:56 PM
To: Jonathan Lape (jlape@westdeertownship.com); ZAKARY FEDUNOK
Subject: COMMEND

Mr. Dube, who lives on Skyline Drive and was the neighbor of Terry Schuller, stopped by the office to commend Zak on his excellent service when Ms. Schuller was down. Although she passed away, Mr. Dube said that Zak never gave up on the CPR and worked diligently till EMS arrived. He said he could tell Zak was a younger officer who more than likely didn't know Ms. Schuller but gave his all to save her life. He said Zak should be commended on his efforts.

I will include this with the monthly report to the supervisors.

JUST A SHORT NOTE OF THANKS FOR YOUR HELP
WITH TRAFFIC CONTROL ON JULY 28TH AS WE PASSED
THRU YOUR TWP ON OUR FUND RAISER FOR THE
"LITTLE SISTERS OF THE POOR" THANKS TO YOU &
SURROUNDING P.D.'S IT WAS A VERY SAFE-FUN
PROSPEROUS EVENT

THANK AGAIN & GOD BLESS
LENNY BOYD



BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER'S REPORT

MR. PAYNE.....

12

Code Enforcement

August 31, 2018

1. Issued 18 Occupancy Permits
2. Issued 17 Building Permits
3. Performed 29 site inspections
4. Planning Commission meeting was held:
 - a) A 4 lot subdivision and lot line revision plan was tabled in regards to questions about access to proposed lots and sewage capabilities.
 - b) The No Offseason proposed plan located by Shop N' Save in Russellton was recommended for approval subject to the following conditions:
 1. Applicant to contact the Township Zoning Officer prior to any lighting or bleachers being installed.
 2. Submit alternate plan showing configuration of parking around cell tower.
 3. Consider interior parking lot landscaping.
 - c) On December 12th 2017 a use variance was granted on the property to allow a for-profit recreation facility.
5. No Zoning Hearing Board meeting was held.



William Payne
Code Enforcement Officer

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

8/6/2018	O18-185	1510-G-14	GEORGE T & SHIRLEY HOLLIBAUGH	396 WEST STARZ RD	Single Family Home	Yes	No
8/6/2018	O18-185	1510-G-14	James and Tammy Calvert	396 WEST STARZ RD	Single Family Home	Yes	No
8/7/2018	O18-186	1669-C-010	ANDREW & ANNA ELLENBERGER	30 MONIER RD	Single Family Home	No	No
8/7/2018	O18-187	1510-H-312	CHARLES & JACQUELINE McCULLOUGH	437 WEST STARZ RD	Single Family Home	No	No
8/7/2018	O18-188	1507-C-024	ELIZABETH JONES	124 CANTER LANE	Quad	No	No
8/7/2018	O18-189	1507-H-223-3B	COREY & NICOLE BIDWELL	5033 FOXWOOD COURT	Townhome	No	No
8/7/2018	O18-190	1837-K-172	COREY & RACHEL LASHER	288 KAUFMAN RD		No	No
8/8/2018	O18-191	1671-J-398	LUCAS & MELISSA OLIVER	2025 MARSHALL ST	Single Family Home	No	No
8/8/2018	O18-192	1513-A-103	DAWN HAZLETT	587 STATE ROUTE 908 EXT	Single Family Home	No	No
8/8/2018	O18-193	1361-H-272	ALYSON STEPHAN	17 WEST ST	Single Family Home	No	No
8/10/2018	O18-194	1669-A-385	Craig Smiley and Amanda Lynn McClintock	27 KAUFMAN RD	Single Family Home	No	No
8/14/2018	O18-195	1666-R-100-28A	BRENNAN BUILDERS, INC.	391 SADDLEBROOK RD	Single Family Home	Yes	No
8/14/2018	O18-196	1669-S-55	NATHAN & KATIE RABENOLD	1219 PIN OAK COURT	Single Family Home	No	No
8/16/2018	O18-198	1507-H-84	JOHN McDONALD	4050 CRESTWOOD DR	Single Family Home	No	No
8/23/2018	O18-199	1360-S-311	GERMANICH MANAGEMENT HOLDINGS, LLC	290 EAST UNION RD	Business	No	No
8/28/2018	O18-201	1356-M-165	KARLA BARGER	531 PARTRIDGE RUN RD	Single Family Home	No	No
8/28/2018	O18-202	1507-M-339	MICHAEL & PAMELA SCHERER	4224 HAVENCREST DR	Single Family Home	No	No
8/28/2018	O18-200	1668-R-93	DOLLAR GENERAL	289 OAK RD.	Business	Yes	No
8/30/2018	O18-203	1214-E-333	SEAN McNULTY & LYNDIA WILKES	307 RIDGE VIEW CT.	Duplex/Carriage House	Yes	No

August - \$350.00

Grand Total - \$350.00

**West Deer Township
Permit Report - August, 2018**

08/03/2018	P18-118	Deck	RICHARD MAXSON	240 ORCHARD ST	1669-J-69	\$800.00	\$20.00
08/08/2018	P18-119	Accessory Structure-Shed	MARY D STRAUSS	314 MONIER RD	2011-E-033	\$2,000.00	\$25.00
08/08/2018	P18-120	Single Family Dwelling	JOHN & PEARL M CAMPBELL JR	149 MCCLURE RD	1360-F-343	\$116,000.00	\$371.10
08/09/2018	P18-121	Single Family Dwelling	Brennan Builders, Inc	388 SADDLEBROOK RD	1666-R- 100-24C	\$175,000.00	\$630.00
08/09/2018	P18-122	Single Family Dwelling	SEAN & AMY McINTYRE	1148 MIDDLE EXT RD	1835-A-108	\$303,158.00	\$867.60
08/09/2018	P18-123	Single Family Dwelling	BRENNAN BUILDERS INC.	392 SADDLEBROOK RD	1666-R- 100-24D	\$175,000.00	\$630.00
08/09/2018	P18-124	Single Family Dwelling	BRENNAN BUILDERS, INC.	394 SADDLEBROOK RD	1666-R- 100-24A	\$175,000.00	\$630.00
08/09/2018	P18-125	Single Family Dwelling	BRENNAN BUILDERS, INC.	390 SADDLEBROOK RD	1666-R- 100-24B	\$175,000.00	\$630.00
08/10/2018	P18-126	Other - Outside Fireplace	SEAN & SHARON BOYLE	1220 PIN OAK COURT	1669-S-61	\$17,000.00	\$100.00
08/13/2018	P18-127	Shed	DANIEL LARKIN	3418 E STAG DR	1356-D-276	\$6,800.00	\$50.00
08/13/2018	P18-128	Single Family Dwelling	DAN RYAN BUILDERS	1003 ASHLEY RD.	1669-S-31	\$227,321.00	\$902.40

**West Deer Township
Permit Report - August, 2018**

Permit Date	Permit Type	Permittee	Address	Permit No.	Value	Fee
08/13/2018	P18-129	DANIEL LEE COLTON	1104 MIDDLE EXT RD	2010-N-89	\$20,000.00	\$142.20
08/15/2018	P18-130	KONSTANTIN NEMKOV	135 RACCOON WAY	1357-B-379	\$5,000.00	\$40.00
08/15/2018	P18-131	JESSICA HOLLIBAUGH	1411 SANDSTONE DR	1670-L-10	\$1,000.00	\$20.00
08/17/2018	P18-132	MICHAEL COLETTA	132 CEDAR LANE	1669-N-035	\$3,200.00	\$35.00
08/27/2018	P18-133	NORBERT & DAWN M DELANEY	1007 MACARTHUR DR	1219-N-379	\$10,500.00	\$40.00
08/28/2018	P18-134	K3WLLC	49 KAUFMAN RD	1669-A-346	\$4,200.00	\$40.00
Totals: 17					\$1,416,979.00	\$5,173.30

Permit Type	Count	Construction Cost	Fee Total
Accessory Structure	2	\$6,200.00	\$65.00
Addition	1	\$20,000.00	\$142.20
Deck	2	\$5,800.00	\$60.00
Demolition	1	\$10,500.00	\$40.00
Fence	2	\$4,200.00	\$55.00
Other	1	\$17,000.00	\$100.00
Shed	1	\$6,800.00	\$50.00
Single Family Dwelling	7	\$1,346,479.00	\$4,661.10

Permit Status	Count	Construction Cost	Fee Total
Issued	17	\$1,416,979.00	\$5,173.30

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 08/01/2018 To 08/31/2018

8/1/2018	Framing	5068 BAKERSTOWN CULMERVILL, TARENTUM, PA, 15084	5068 BAKERSTOWN CULMERVILL	2013-C-6	Passed	William Payne
8/2/2018	Framing	1120 MIDDLE EXT RD, GIBSONIA, PA, 15044	1120 MIDDLE EXT RD	2010-N-101	Passed	William Payne
8/3/2018	Foundation	1482 SAXONBURG BLVD, TARENTUM, PA, 15084	1482 SAXONBURG BLVD	2013-C-347	Passed	William Payne
8/3/2018	Drywall	3824 CEDAR RIDGE RD, ALLISON PARK, PA, 15101	3824 CEDAR RIDGE RD	1215-L-124	Passed	William Payne
8/6/2018	Final	396 West Starz Road, Gibsonia, Pa, 15044	396 WEST STARZ RD	1510-G-14	Passed	William Payne
8/6/2018	Electrical/Plumbing	396 West Starz Road, Gibsonia, Pa, 15044	396 WEST STARZ RD	1510-G-14	Passed	William Payne
8/6/2018	Fire/Safety Inspection	396 West Starz Road, Gibsonia, Pa, 15044	396 WEST STARZ RD	1510-G-14	Passed	William Payne
8/7/2018	Footer	315 ASPEN LANE, TARENTUM, PA, 15084	315 Aspen	2013-J-382	Passed	William Payne
8/10/2018	Final	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	391 SADDLEBROOK RD	1666-R- 100-28A	Passed	William Payne
8/10/2018	Electrical/Plumbing	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	391 SADDLEBROOK RD	1666-R- 100-28A	Passed	William Payne
8/20/2018	Framing	869 ASHLEY RD., GIBSONIA, PA, 15044	869 ASHLEY RD.	1510-D-22	Failed	William Payne
8/22/2018	Framing	869 ASHLEY RD., GIBSONIA, PA, 15044	869 ASHLEY RD.	1510-D-22	Cancelled	William Payne
8/23/2018	Framing	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	889 ASHLEY RD.	1510-D-2	Failed	William Payne
8/23/2018	Foundation	1370 WASHINGTON PIKE, BRIDGEVILLE, PA, 15017	886 ASHLEY RD.	1510-D-66	Failed	William Payne
8/23/2018	Framing	1370 Washington Pike, Bridgeville, PA, 15017	881 ASHLEY RD.	1510-D-10	Failed	William Payne
8/23/2018	Framing	4967 Bakerstown Culmerville Road, Tarentum, PA, 15084	4967 BAKERSTOWN CULMERVILLE RD	2196-K-284	Passed	William Payne
8/24/2018	Final	1857 SAXONBURG BLVD, TARENTUM, PA, 15084	1857 SAXONBURG BLVD	1670-D-090	Cancelled	William Payne
8/24/2018	Final	1857 SAXONBURG BLVD, TARENTUM, PA, 15084	1857 SAXONBURG BLVD	1670-D-090	Passed	William Payne
8/27/2018	Framing	380 SADDLEBROOK RD, GIBSONIA, PA, 15044	380 SADDLEBROOK RD	1666-R- 100-23C	Failed	William Payne

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

**WD Inspection Report
From 08/01/2018 To 08/31/2018**

8/27/2018	Footer	1104 MIDDLE EXT RD, GIBSONIA, PA, 15044	1104 MIDDLE EXT RD	2010-N-89	Passed	William Payne
8/28/2018	Insulation	1370 Washington Pike, Bridgeville, PA, 15017	881 ASHLEY RD.	1510-D-10	Passed	William Payne
8/28/2018	Fireblocking	1370 Washington Pike, Bridgeville, PA, 15017	881 ASHLEY RD.	1510-D-10	Passed	William Payne
8/28/2018	Framing	1370 Washington Pike, Bridgeville, PA, 15017	881 ASHLEY RD.	1510-D-10	Passed	William Payne
8/28/2018	Insulation	869 ASHLEY RD., GIBSONIA, PA, 15044	869 ASHLEY RD.	1510-D-22	Passed	William Payne
8/28/2018	Fireblocking	869 ASHLEY RD., GIBSONIA, PA, 15044	869 ASHLEY RD.	1510-D-22	Passed	William Payne
8/28/2018	Framing	869 ASHLEY RD., GIBSONIA, PA, 15044	869 ASHLEY RD.	1510-D-22	Passed	William Payne
8/28/2018	Footer	888 ASHLEY RD., GIBSONIA, PA, 15044	888 ASHLEY RD.	1510-D-68	Passed	William Payne
8/28/2018	Footer	890 ASHLEY RD., GIBSONIA, PA, 15044	890 ASHLEY RD.	1510-D-70	Passed	William Payne

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

**WD Inspection Report
From 08/01/2018 To 08/31/2018**

Count by Type

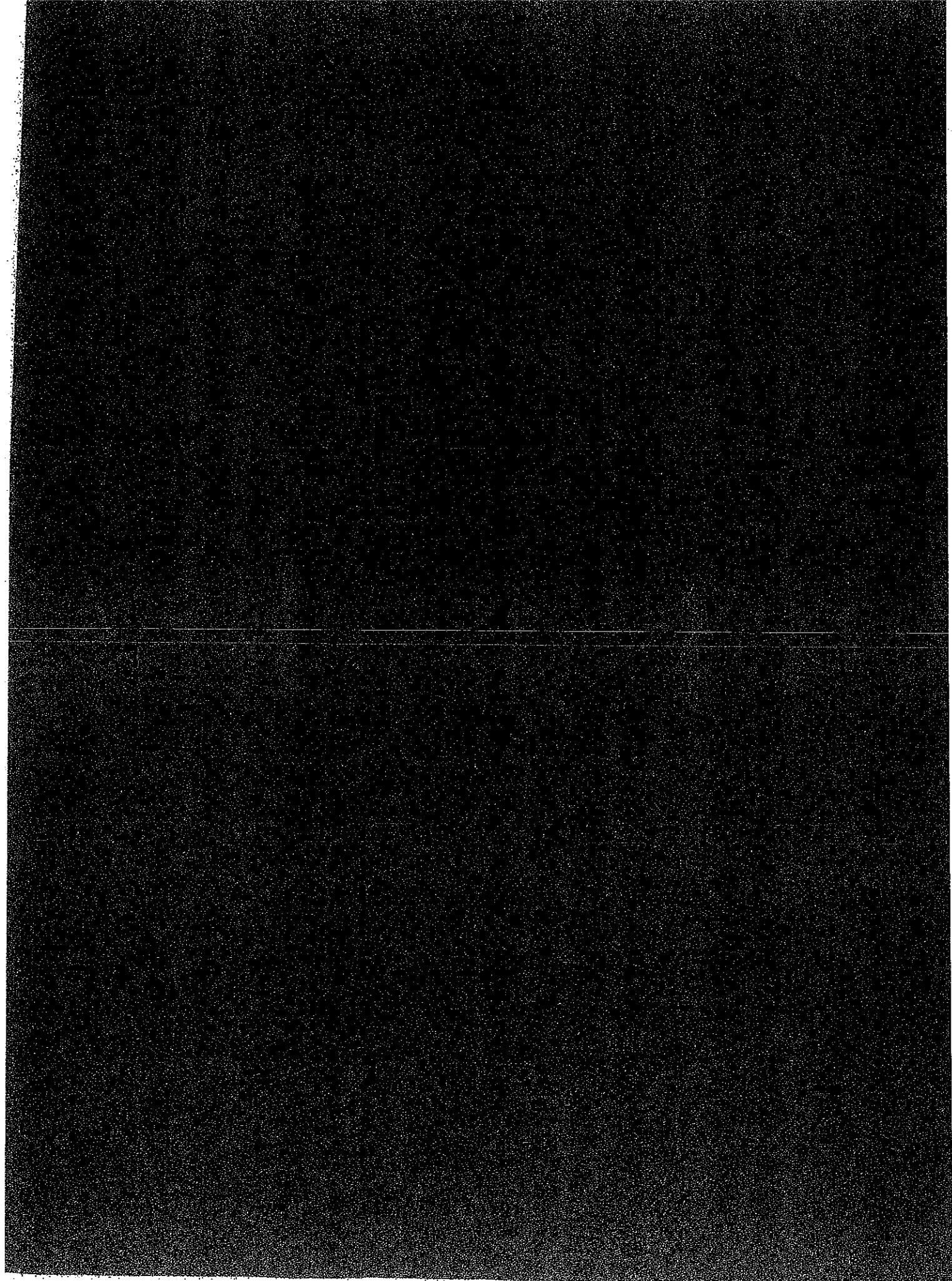
Fire/Safety Inspection	1
Drywall	2
Electrical/Plumbing	2
Final	4
Fireblocking	2
Footer	4
Foundation	2
Framing	10
Insulation	2

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

**WD Inspection Report
From 08/01/2018 To 08/31/2018**

Count by Status

Cancelled	2
Failed	5
Passed	22



REPORT FROM THE PARKS AND RECREATION BOARD

MRS. AMY STARK, CHAIRWOMAN.....

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Parks & Recreation Report

September 19th, 2018

- Our last meeting was August 22nd with a Community Days breakdown meeting that followed.
- Community Days – Please see attached report.
- Blue Bird Program - August 29th – 10 participants
- Hunter Safety Program – September 8 – 24 participants
- Genealogy Workshop – September 11th – 12 participants
- Trunk or Treat – October 20th at 6:00pm at the East Union Community Center
- Movie in the Park – end of June next year.
- Our next meeting is September 26th.

West Deer Township
Parks Recreation
2018 Accounting

Date	Event	Type of Payment – Reimbursable	Payee/Payer	Description	Debit	Credit	Event Total	Year to Date Total
6/24/18	Misc.	Amy Stark – Reimbursed	Lowe's	Keys to Storage Room	\$9.79			9.79
2/26/18	Egg Hunt	Amy Stark – Reimbursed	Amazon	Eggs	\$274.89		1140.15	284.68
2/27/18		Pam Tedesco's CC	Sams Club	Candy	\$133.56			418.24
2/27/18		Amy Stark – Reimbursed	Walmart	Tape & Supplies	\$23.55			441.79
3/1/18		Amy Stark CC	Walmart	Bins	\$63.04			504.83
3/1/18		Amy Stark CC	Sams Club	Candy	\$159.20			664.03
3/1/18		Check	Amy Stark	Change for money inside eggs	\$100.00			764.03
3/4/18		Amy Stark CC	Sams Club	Candy	\$133.56			897.59
3/6/18		Donation	Charlies Self Storage	Donation		\$100.00		797.59
3/10/18		Amy Stark CC	Sams Club	Candy & Gift Cards	\$109.96			907.55
3/23/18		Amy Stark CC	Sams Club	Prizes & Hot Chocolate	\$102.36			1009.91
3/23/18		Amy Stark CC	Walmart	Prizes & Supplies	\$182.03			1191.94
3/25/18		Donations/Profit	Attendees	Donations & Profit from Food Sales		\$327.00		864.94
3/25/18		Kris Restori – Reimbursed	Kris Restori	Donuts (gave cash from donations)	\$45.00			909.94
3/25/18		Check	Amco Johns	Port o Johns	\$240.00			1149.94
5/10/18	Senior Lunch	Check	Pittsburgh Puppet Works	Ventriloquist	\$295.00		1112.11	1444.94
5/31/18		Amy Stark CC	Sams Club	Supplies -- paper and food	\$136.40			1581.34
5/31/18		Amy Stark CC	Walmart	Food & Gift Cards	\$328.47			1909.81
5/31/18		Check	Wagners	Food	\$252.24			2162.05
6/10/18		Check	Pittsburgh Puppet Works	Ventriloquist – extra time	\$100.00			2262.05
4/27/18	Fishing	Pam Tedesco's CC	Zebco	Fishing Rods	\$274.82		319.16	2536.87
5/31/18		Amy Stark CC	Sams Club	Food	\$23.50			2560.37
6/3/18		Donation	Attendees	Donation		\$25.00		2535.37
6/1/18		Pam Tedesco's CC	Walmart	Prizes	\$45.84			2581.21
5/24/18	80s in the Park	Amy Stark – Reimbursed	Amazon	Wristbands	\$20.96		1029.04	2602.17
6/1/18		Check	Amy Stark	Cash for change – not a cost	\$200.00			2802.17
6/20/18		Check	Jon Shedlock	Sound	\$650.00			3452.17
6/20/18		Check	Harold Bierer	Ferris Bueller's Revenge	\$900.00			4352.17
6/20/18		Check	Amco Johns	Port o Johns	\$240.00			4592.17
6/29/18		Profit	Attendees	Profit		\$3,040.00		1552.17
7/16/18		Donation	Fox's Pizza	Donation		\$50.00		1502.17
8/3/18	Community Days	Various	Various	Total -- See breakdown	\$23,132.02			24634.19
8/9/18	Misc.	Check	Leslie Petrosky	Shirt Reimbursement	\$20.00			24654.19

West Deer Twp.

MEMO

To: Amy Stark, Chairperson, West Deer Township Parks and Recreation Board
From: Jonathan D. Lape Community Days Committee
Subject: Community Days 2018
Date: August 10, 2018

Amy, listed below is a quick breakdown of community days in case you wanted to add it to your report at the meeting.

Income from booths and donations \$2,310.00

Expenses

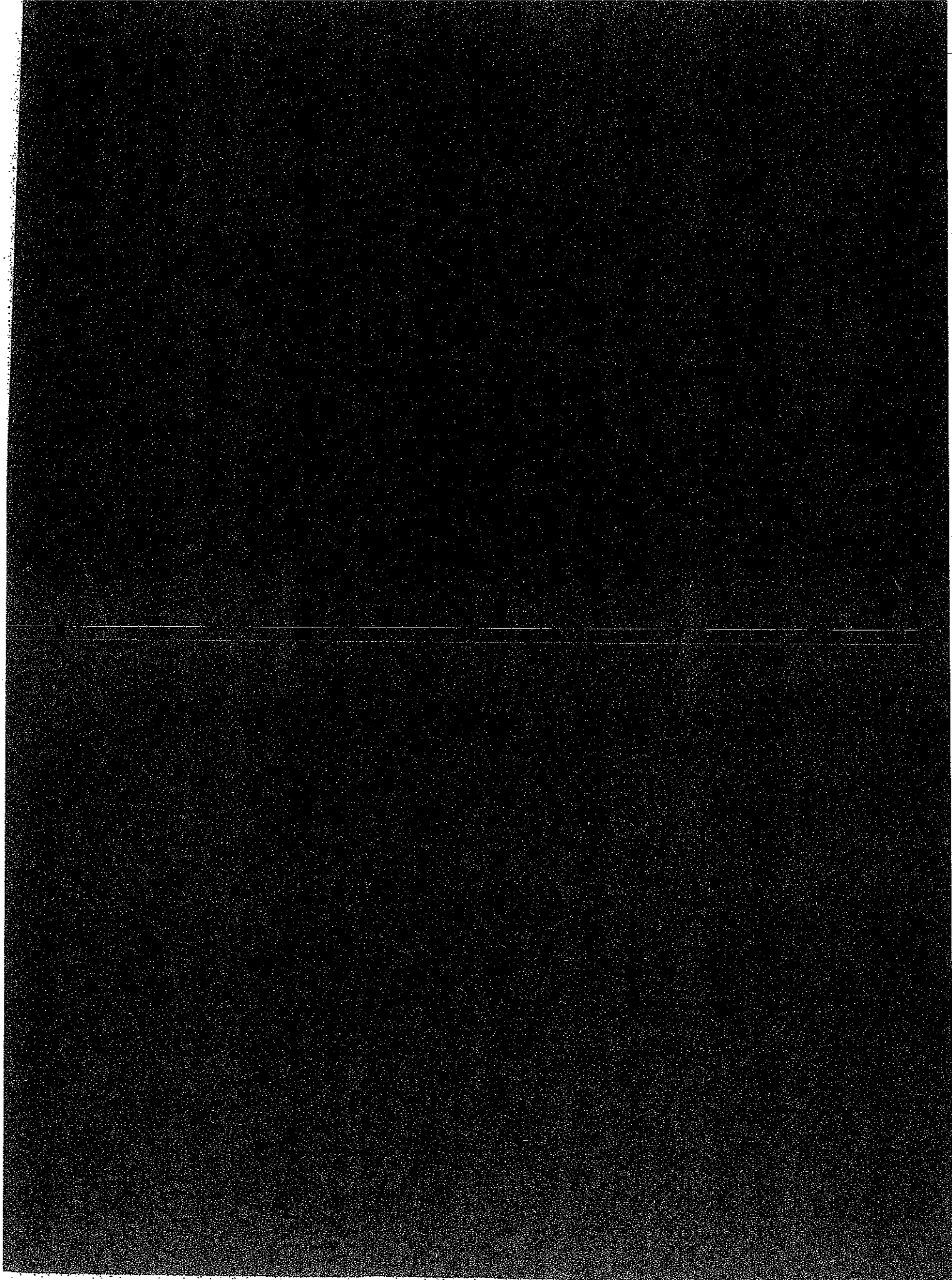
Parade	\$2,027.90	
Inflatables	5,600.00	
Fireworks	8,000.00	
Stretch golf carts	500.00	
Puppet Works	445.00	
Gift Cards	250.00	
Hay Rides	800.00	
D.J.	500.00	
Karaoke	300.00	
Magician	400.00	
That Guy with The Birds	400.00	
Animals	500.00	
Makuta	935.00	
Sam's Club (Water)	412.34	
Porta Johns	410.00	
Straw	24.00	
Canopy's	427.78	
Waves Equipment for lights	400.00	- Pending
Road Safe Traffic Systems	800.00	- Pending
Total	\$23,132.02	
Budgeted	\$23,500.00	
Under Budget	\$ 367.98	

We should purchase 5 additional canopies this year when they go on sale.

There were 27 vehicles on display at touch a truck.

There were approximately 240 participates in the walk run for breast cancer this year. The race winners were Josh Yourish and Lisa Wisniewski. \$4,165.00 was donated to the Adagio Group

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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

AUGUST 2018 ENGINEER'S REPORT
WEST DEER TOWNSHIP
Prepared September 12, 2018

VIA EMAIL

1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

- Board of Supervisors Meeting – August 15, 2018
- Planning Commission Meeting - August 23, 2018
- Public Works Committee Meeting - September 10, 2018

2. DEVELOPMENTS/PROJECTS

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

- 2018 Road Improvement Project –Youngblood Paving has been milling and paving operations in the Township. Russell Standard has completed the bituminous seal coat work on Trump Road, Lick Road and Carl Lane.
- Cedar Ridge Storm Sewer Rehabilitation – Jet Jack has completed lining work on the storm sewers.
- EMS Subdivision – Survey work on the Deer Lakes School District and EMS properties has been performed and the subdivision plat has been prepared. The plan has been submitted to the Township and School District.
- Stormwater Ordinance – Allegheny County has adopted, and Pennsylvania DEP has approved an Act 167 Stormwater Management Plan for the entire county. The Plan requires that all municipalities in the county either adopt a new Stormwater Ordinance or revise their existing ordinance to comply with the requirements of the Plan. The draft Stormwater Ordinance will be provided to the Board under separate cover.

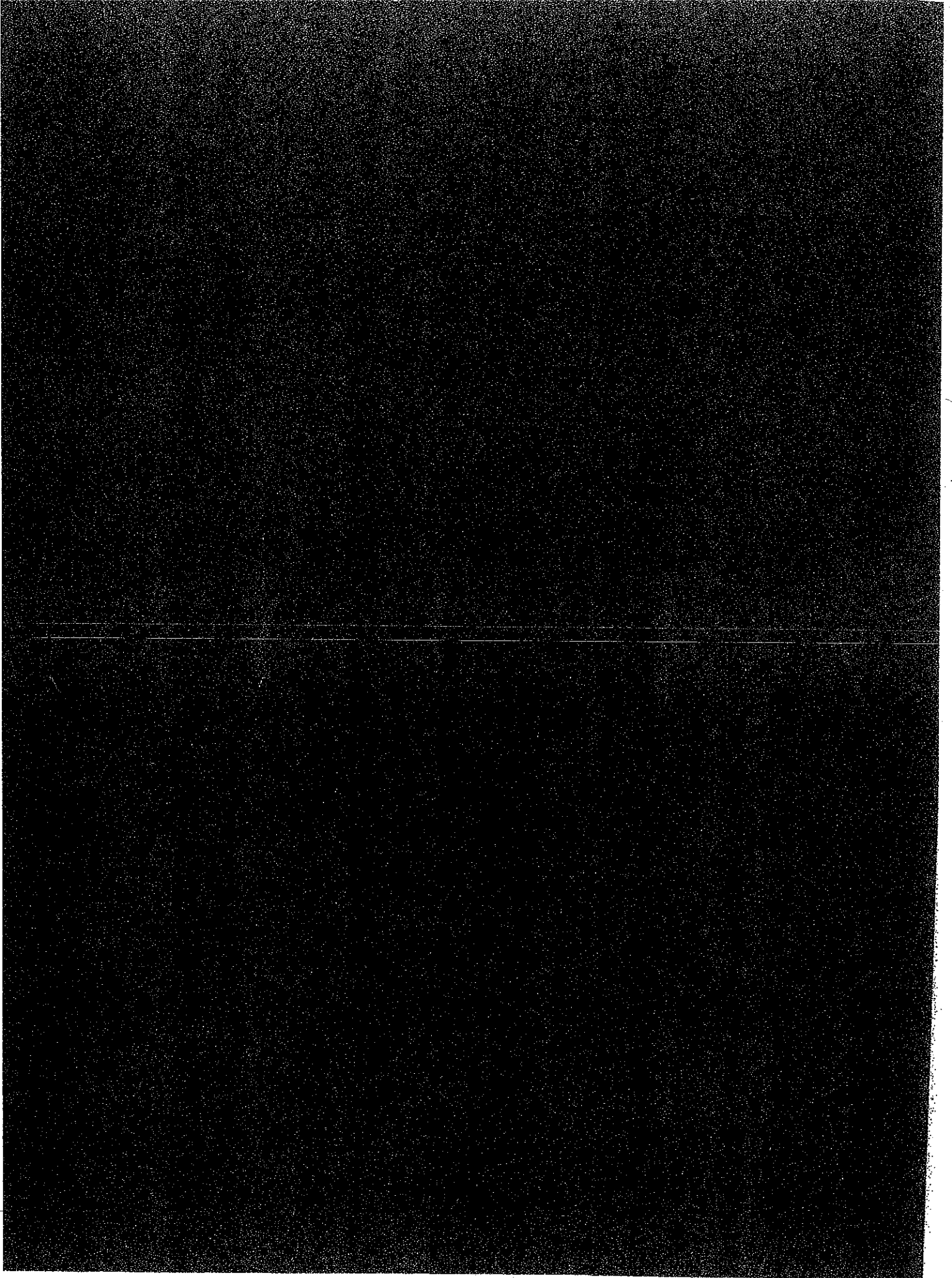
Development/Subdivision Reviews: The following subdivision and land development plan projects had been reviewed, and review letters were issued to the Township as noted:

- Elmendorf Plan - A review of this subdivision plan was performed and provided to the Township on August 6, 2018.
- Brickyard Park Holdings (Ballfield Complex) - A review of this land development plan was performed and provided to the Township on August 20, 2018.

Respectfully Submitted,

SHOUP ENGINEERING, INC.

Scott A. Shoup, P.E.
Township Engineer



ADVERTISEMENT: ORDINANCE NO. 428 (COMBINATION OF VOTING DISTRICTS)

ORDINANCE NO. 428

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, COMBINING CURRENT VOTING DISTRICTS WITHIN WEST DEER TOWNSHIP IN COMPLIANCE WITH ORDINANCE NO. 419 – AS PASSED BY THE VOTERS OF WEST DEER TOWNSHIP – AND APPLICABLE COUNTY AND STATE LAWS.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE ADVERTISEMENT OF ORDINANCE NO. 428 COMBINING VOTING DISTRICTS AS PER TOWNSHIP, COUNTY, AND STATE LAW.

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

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OFFICIAL

WEST DEER TOWNSHIP
County of Allegheny
Commonwealth of Pennsylvania

ORDINANCE NO. 428

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, COMBINING CURRENT VOTING DISTRICTS WITHIN WEST DEER TOWNSHIP IN COMPLIANCE WITH ORDINANCE NO. 419 – AS PASSED BY THE VOTERS OF WEST DEER TOWNSHIP – AND APPLICABLE COUNTY AND STATE LAWS.

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, West Deer Township currently has eight voting districts; and

WHEREAS, the voters of West Deer Township voted to elect five township supervisors using *four* districts with one at-large during the 2018 Primary; and

WHEREAS, the Pennsylvania Consolidated Statutes, Title 53, Section 903(a) states “at such ... times as the governing body deems necessary, each entity having a governing body not entirely elected at large shall be reapportioned into districts by its governing body. The governing body shall number the districts”; and

WHEREAS, the Pennsylvania Consolidated Statutes, Title 53, Section 903(b) states “Districts shall be composed of compact and contiguous territory as nearly equal in population as practicable as officially and finally reported in the most recent Federal census, decennial or special”; and

WHEREAS, combining the current districts as listed below satisfies the aforementioned Pennsylvania Statutes until reapportionment can take place after the 2020 Federal Census:

<u>New District</u>	<u>Combined Old Districts</u>	<u>Combined Population</u>
District 1	Districts 1 and 2	2,941
District 2	Districts 3 and 5	2,794
District 3	Districts 6 and 7	3,323
District 4	Districts 4 and 8	2,712

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Board of Supervisors of West Deer Township, and it is hereby ordained and enacted by the authority of the aforesaid that the current voting districts of West Deer Township be combined to satisfy the reapportionment requirements of Ordinance No. 419 and all applicable County and State laws.

ORDAINED AND ENACTED this 17th day of October 2018.

ATTEST:

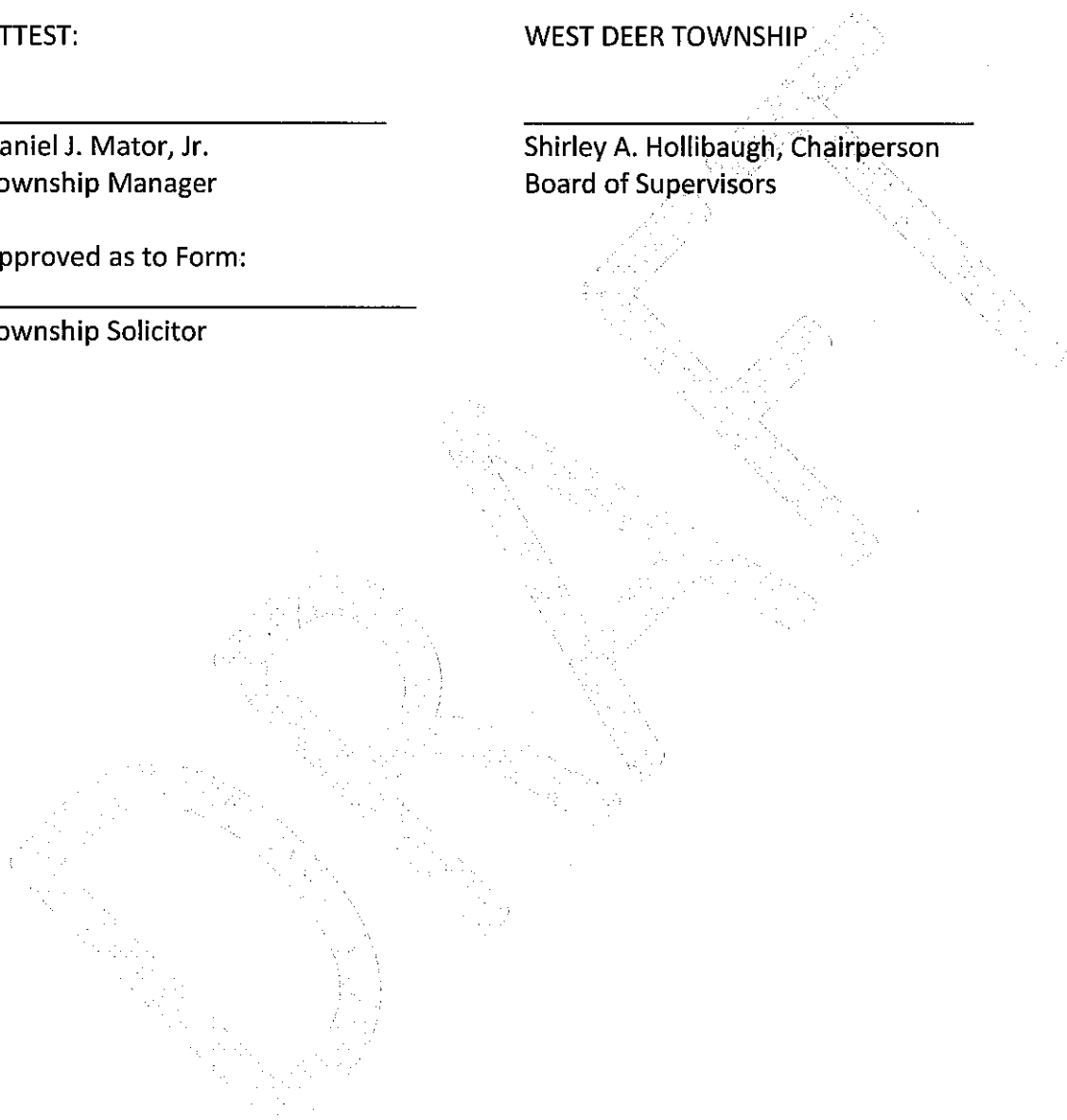
WEST DEER TOWNSHIP

Daniel J. Mator, Jr.
Township Manager

Shirley A. Hollibaugh, Chairperson
Board of Supervisors

Approved as to Form:

Township Solicitor



CERTIFICATE

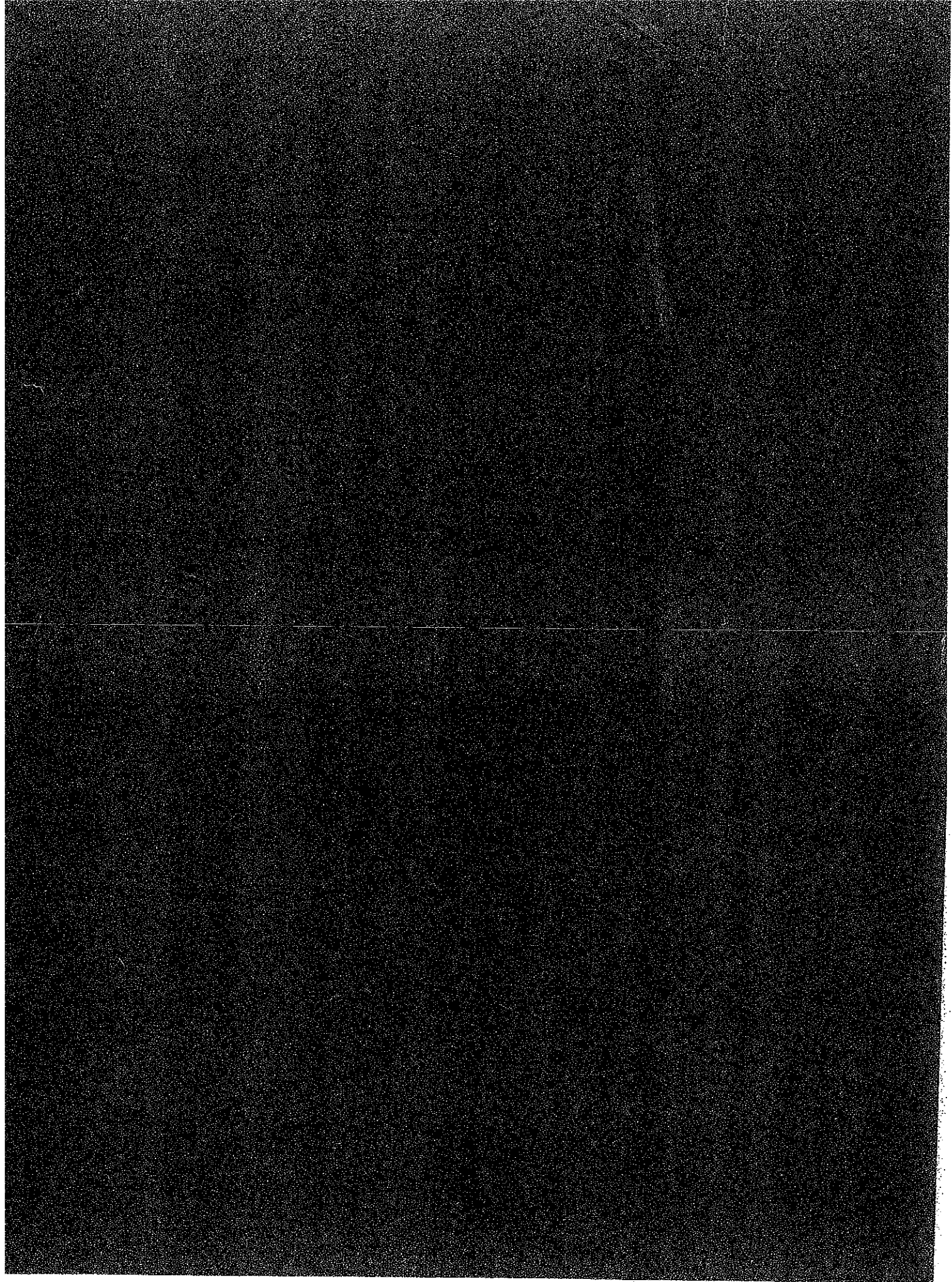
I, the undersigned, hereby certify that the foregoing and attached is a true copy of an Ordinance which was duly enacted at a meeting of the Board of Supervisors of West Deer Township on 17 October 2018, and that at such meeting a quorum was present and acting throughout, after due notice to the members 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 A. Hollibaugh, Chairperson				
Richard DiSanti, Vice Chairperson				
Beverly S. Jordan				
Arlind Karpuzi				
Shawn W. Maudhuit				
Joyce Romig				
Gerry Vaerewyck				

WITNESS my hand and the seal of the Township on this 17th day of October 2018.

[SEAL]

By: _____
Daniel Mator
Township Manager



ADVERTISEMENT: ORDINANCE NO. 429 (STORMWATER MANAGEMENT PLAN)

ORDINANCE NO. 429

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA,

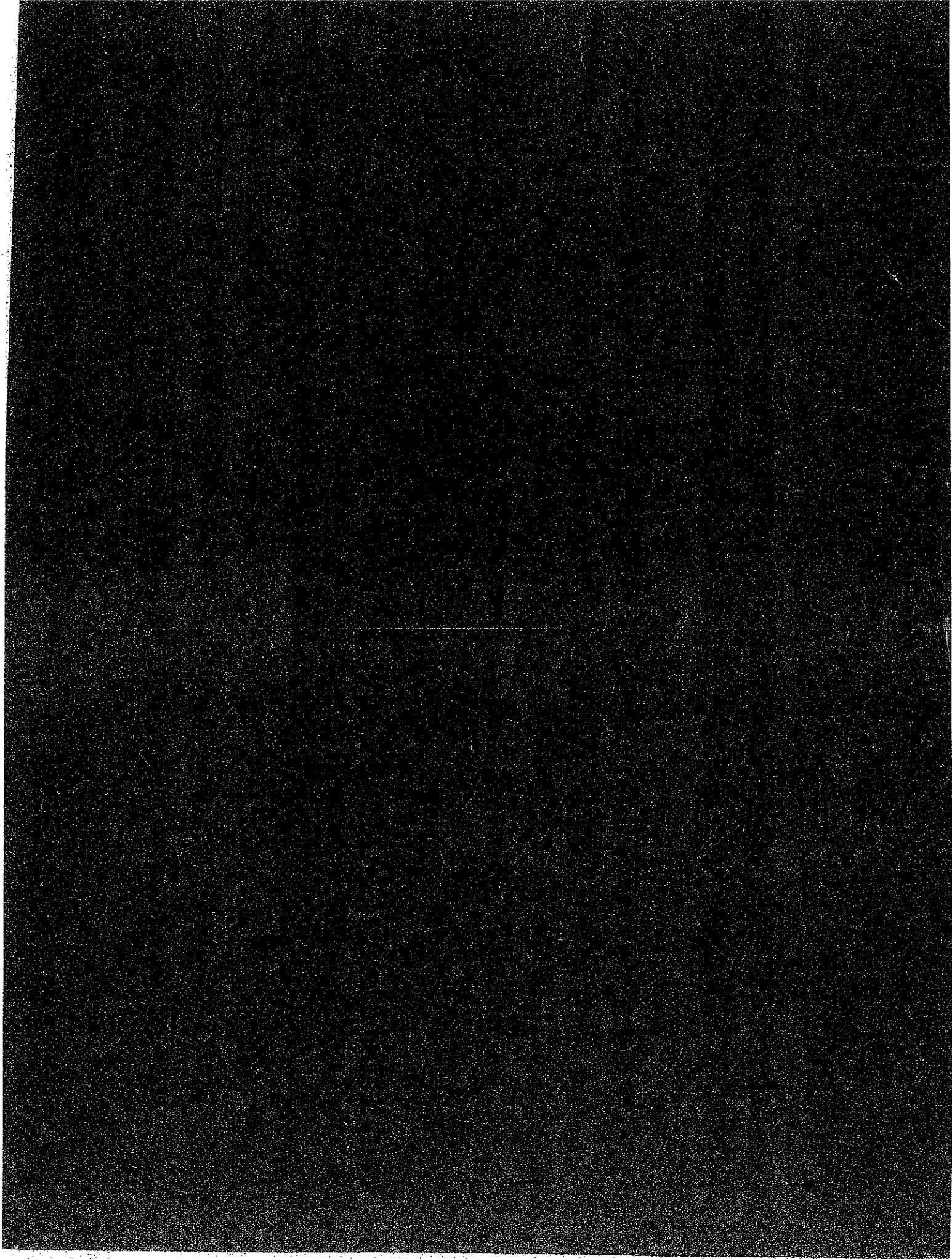
WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE ADVERTISEMENT OF ORDINANCE NO. 429

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

Scott Shoup will email the Stormwater Ordinance to each supervisor.

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ADVERTISEMENT: BUDGET MEETINGS

THE BUDGET SCHEDULE AND ADVERTISEMENTS ARE ATTACHED.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE ADVERTISEMENTS FOR THE 2019 BUDGET IN COMPLIANCE WITH THE TOWNSHIP CHARTER.

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

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**West Deer Township
2019 Budget Schedule**

Item	Target Date	Responsible Party
Municipal pension obligation acknowledgement	8/15/18	Board of Supervisors
Capital budget item requests from Department Heads	9/14/18	Department Heads / Daniel Mator
Budget General Fund	10/5/18	Daniel Mator and Barb Nardis
Budget Ancillary Funds	10/10/18	Daniel Mator and Barb Nardis
Budget Review	10/11/18	Daniel Mator and Barb Nardis
First Draft Budget to Board	10/12/18	Daniel Mator
Committee Budget Workshops (if necessary)	10/15-10/19	Committees, Daniel Mator, and Department Heads
Authorize Advertisement of Budget and Budget Workshops in Valley News Dispatch	10/17/18	Board of Supervisors
Submit Advertisements for October 31st	10/18/18	Cathy Sopko
Revise Budget Per Committee Budget Workshops	10/25/18	Daniel Mator, Barb Nardis, and Department Heads
Second Draft Budget to Board	10/26/18	Daniel Mator
Public Budget Workshop #1	11/7/18	Board of Supervisors, Daniel Mator, and Department Heads
Enter final projections for 2018 (Based on 10/31 YTD)	11/8/18	Barb Nardis
Revise Budget Per Budget Workshop	11/8/18	Daniel Mator, Barb Nardis, and Department Heads
Third Draft Budget to Board	11/9/18	Daniel Mator
Public Budget Workshop #2	11/21/18	Board of Supervisors, Daniel Mator, and Department Heads
Revise Budget Per Budget Workshop	11/26/18	Daniel Mator, Barb Nardis, and Department Heads
Prepare Budget Message	11/27/18	Daniel Mator
Make Final Budget Available for Public Inspection	11/29/18	Cathy Sopko
Final Budget to Board of Supervisors	12/14/18	Daniel Mator
Adopt Final Budget at December Regular Business Meeting	12/19/18	Board of Supervisors
Create budget accounts in ledger	12/31/18	Barb Nardis

MEMORANDUM

TO: Pittsburgh Post-Gazette/Legal Ad Dept.
FROM: Cathy Sopko, Administrative Assistant
DATE: October 18, 2018
SUBJECT: **Budget Advertisement**

* * * * *

ADVERTISEMENT DATE: October 31, 2018

The West Deer Township Board of Supervisors will hold a Budget workshop meeting at 7:00 p.m. to discuss the preliminary 2019 Budget on November 7, 2018 at the Township Building located at 109 East Union Road, Cheswick, PA 15024. Members of the public are welcome to attend.

Daniel J. Mator, Jr., Township Manager.

ADVERTISEMENT DATE: November 8, 2018

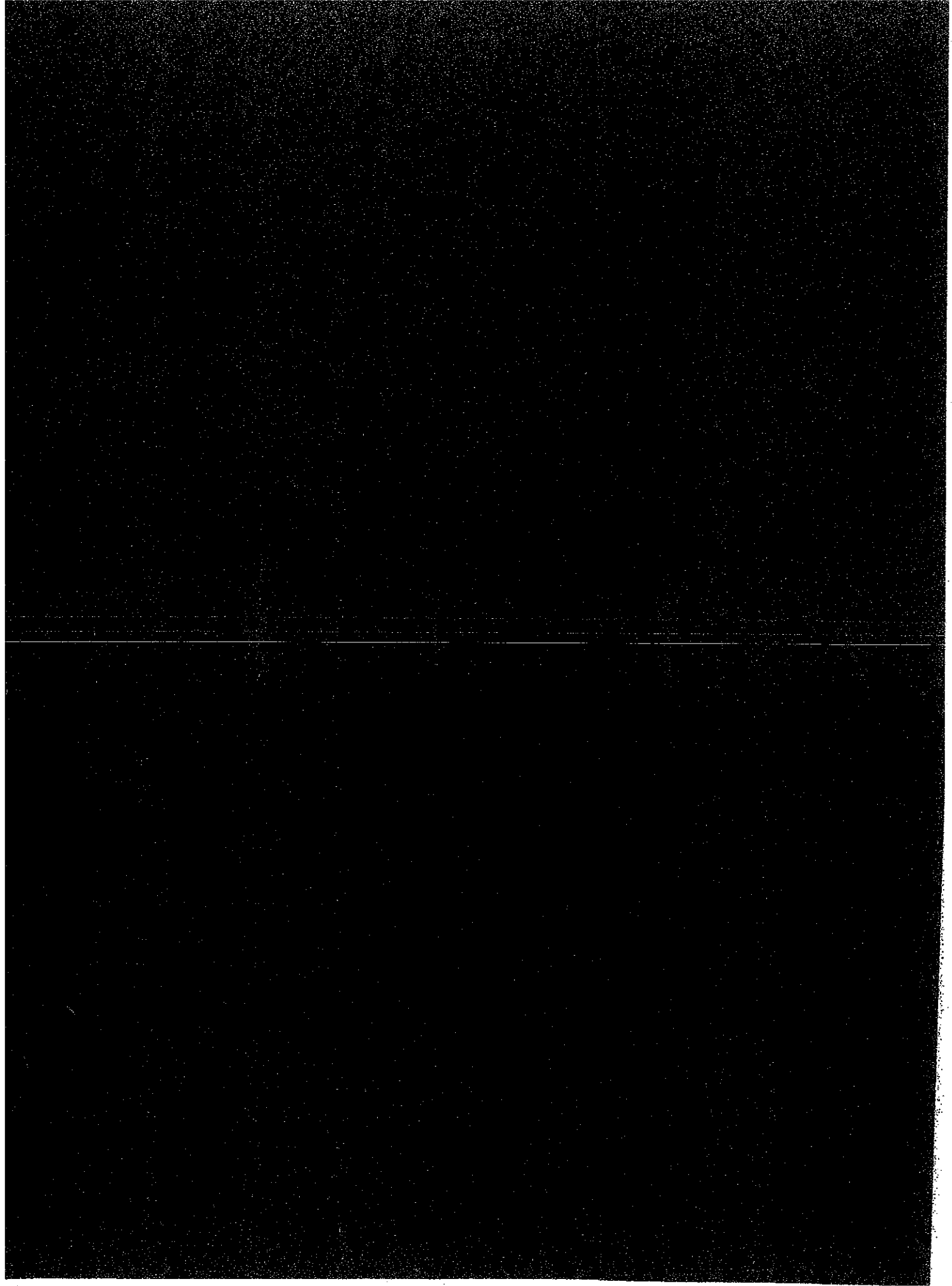
The West Deer Township Board of Supervisors will hold a Budget workshop meeting immediately following their regular business meeting to discuss the preliminary 2019 Budget on November 21, 2018. Members of the public are welcome to attend.

The proposed 2019 Budget will be on public display from November 22, 2018 through December 19, 2018 during regular business hours.

The Board will consider the adoption of the 2019 Budget on December 19, 2018 at 7:00 p.m. Members of the public are welcome to attend.

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

Daniel J. Mator, Jr., Township Manager



**APPROVAL: PENNDOT WINTER MAINTENANCE AGREEMENT
RESOLUTION NO. 2018-7**

ATTACHED IS THE PENNDOT WINTER MAINTENANCE AGREEMENT
AND RESOLUTION #2018-7.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACCEPT THE PENNDOT WINTER MAINTENANCE
AGREEMENT AND ADOPT RESOLUTION NO. 2018-7 AUTHORIZING
THE CHAIRWOMAN AND TOWNSHIP MANAGER TO SIGN THE
AGREEMENT AS PRESENTED.

MOTION SECOND AYES NAYES

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

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**COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF TRANSPORTATION**

WINTER TRAFFIC SERVICES 5 – YEAR

AGREEMENT NO

FID/SSN

256003437

SAP VENDOR No.

159336

THIS AGREEMENT, fully executed and approved this _____ day of _____, **20**, by and between the COMMONWEALTH of Pennsylvania, acting through the Department of Transportation (“COMMONWEALTH”).

AND

West Deer Township of the COMMONWEALTH of Pennsylvania, acting through its authorized officials (“MUNICIPALITY”).

WITNESSETH;

WHEREAS, certain public highways, including bridges with their approaches, in the MUNICIPALITY have been adopted and taken over as part of the State Highway System, to be constructed, improved and maintained by the COMMONWEALTH, upon the terms and conditions and subject to the limitations contained in the Act of May 29, 1945, P.L. 1108; the Act of June 1, 1945, P.L. 1242; and the Act of September 18, 1961, P.L. 1389; all as supplemented and amended; and,

WHEREAS, the MUNICIPALITY has the equipment, materials and personnel available and ready to perform snow and ice clearance together with the application of anti-skid and/or de-icing materials for certain State Highways, including bridges with their approaches, within the MUNICIPALITY, in a prompt and efficient manner and has signified its willingness to furnish these winter traffic services for the COMMONWEALTH during the Winter Season(s) of **2018 - 2019; 2019 - 2020; 2020 - 2021; 2021 - 2022; and 2022 - 2023** (the “Winter Season” for the purpose of this Agreement shall be the period from October 15 to April 30 of each season), subject to payment by the COMMONWEALTH to the MUNICIPALITY as described in this Agreement; and

WHEREAS, the MUNICIPALITY shall conduct its winter traffic services in a manner satisfactory to the COMMONWEALTH, in order to facilitate the safe and unimpeded flow of vehicular traffic over said State Highways within the MUNICIPALITY in accordance with the terms, covenants and conditions hereinafter set forth in this Agreement; and

WHEREAS, the MUNICIPALITY shall conduct the winter traffic services for and in the agreed amount during the term of this Agreement, regardless of the amount of work required.

NOW, THEREFORE, the parties hereto, for and in consideration of the foregoing premises and of the mutual promises set forth below, with the intention of being legally bound, agree as follows:

1. The MUNICIPALITY shall undertake and accomplish the required snow and ice clearance together with the application of anti-skid and/or de-icing materials for the State Highways, including bridges and their approaches, as indicated in Exhibit “A” attached to and made part of this Agreement. The MUNICIPALITY shall perform all work in accordance with all applicable PennDOT Specifications (“Publication 408”), policies and procedures set forth in the PennDOT Highway Maintenance Foreman Manual (“Publication 113”) and the PennDOT Maintenance Manual (“Publication 23”), which all are incorporated by reference into this Agreement as though physically attached. This work shall be performed in a prompt and efficient manner so as to facilitate the safe and unimpeded flow of vehicular traffic over the State Highways within the MUNICIPALITY.

2. If, to undertake and accomplish the duties required in Paragraph (1.), the MUNICIPALITY'S forces must traverse a bridge with a posted weight restriction, the MUNICIPALITY agrees to file a permit application with the posting authority and obtain a permit to traverse the bridge pursuant to 67 Pa. Code Chapter 191. The MUNICIPALITY agrees to refile permit applications as needed during the term of this Agreement and to obtain permits for each succeeding winter season for which this Agreement is renewed. Failure to obtain such permits shall be grounds for termination of this Agreement.
3. The COMMONWEALTH shall pay to the MUNICIPALITY, as reimbursement for the services contracted for in this Agreement, the total sum of the rate established for each particular season, as set forth on Exhibit "A," payable on or before November 15th, for each successive Winter Season through the termination of the Agreement. The starting date of this Agreement shall be the date on which the Agreement has been fully executed and approved by the COMMONWEALTH, or the date agreed to by both the MUNICIPALITY and the COMMONWEALTH, whichever comes later. Further, the MUNICIPALITY shall not be permitted to start any work until notified by the COMMONWEALTH that the Agreement has been fully executed and approved, except as set forth in Paragraph 4 below. The MUNICIPALITY shall perform all services for the rates set forth in Exhibit "A," regardless of the amount of work required. The COMMONWEALTH is not responsible for paying additional amounts when the MUNICIPALITY incurs costs for the work in excess of the established rate or does not otherwise meet the guidelines contained in the "Severe Winter Adjustment" both set forth in Exhibit "A" of this Agreement.
4. The MUNICIPALITY undertakes the responsibilities as an independent contractor and its employees and/or lessors or contractors shall not be considered employees of the COMMONWEALTH for any purpose. This Agreement shall be considered a maintenance contract between a Commonwealth agency and a local agency for purposes of 42 Pa. C.S. 8542(b)(6)(ii), relating to acts which may impose liability on local agencies. Further, this Agreement shall not be construed for the benefit of any person or political subdivision not a party to this Agreement, nor shall this Agreement be construed to authorize any person or political subdivision not a party to this Agreement to maintain a lawsuit on or under this Agreement.
5. In the event a winter emergency occurs that necessitates winter traffic services prior to the execution of this Agreement, the District Executive on behalf of the COMMONWEALTH may issue a written letter to the MUNICIPALITY finding that an emergency exists under Section 516 of the Procurement Code and authorizing the MUNICIPALITY to perform the services required by this Agreement subject to the terms and conditions of this Agreement. If the MUNICIPALITY receives an emergency winter traffic services letter from the District Executive prior to execution of this Agreement, because of the critical need to provide winter traffic services to assure public safety on the State Highway System, the COMMONWEALTH shall pay the MUNICIPALITY for any costs incurred to service State Highways as a result of the onset of winter weather emergency necessitating the provision of the services under this Agreement between the beginning of the Winter Season and full execution of this Agreement.
6. The obligations of the MUNICIPALITY under this Agreement shall terminate and end as of midnight on April 30th for each Winter Season.
7. Work performed by the MUNICIPALITY under this Agreement shall be done to the satisfaction of the COMMONWEALTH. Such work shall be subject to inspection by the Secretary of Transportation, the District Executive, and/or their duly authorized representatives.
8. If the MUNICIPALITY fails to comply with the terms of this Agreement to the satisfaction of the COMMONWEALTH, the COMMONWEALTH may terminate the Agreement upon giving ten (10) days written notice to the MUNICIPALITY. If the Agreement is so terminated, then the COMMONWEALTH shall not be further obligated to pay any amount of money to the MUNICIPALITY and the MUNICIPALITY shall be entitled to funds from the COMMONWEALTH in proportion to the period of the Agreement for which services were provided. Therefore, the MUNICIPALITY shall refund to the COMMONWEALTH the balance of the lump sum payment within thirty (30) days of receiving notice from the COMMONWEALTH of the amount due.
9. The COMMONWEALTH reserves the right to terminate this Agreement for convenience if it determined

that termination is in the best interest of the COMMONWEALTH. If the Agreement is so terminated, then the COMMONWEALTH shall not be further obligated to pay any amount of money to the MUNICIPALITY, the MUNICIPALITY shall not be further obligated to perform, and the MUNICIPALITY shall be entitled to payment for all eligible actual costs incurred by the MUNICIPALITY pursuant to this Agreement up to the date when termination is effective.

10. The Pennsylvania Right-to-Know Law, 65 P.S. §§ 67.101—3104, applies to this Agreement. Therefore, this Agreement is subject to, and the MUNICIPALITY shall comply with, the clause entitled Contract Provisions – Right to Know Law, attached as Exhibit “B” and made a part of this Agreement. As used in this exhibit, the term “Contractor” refers to the MUNICIPALITY.
11. The MUNICIPALITY shall comply with the following clauses or provisions attached as Exhibit “C” and incorporated here by reference: The most current versions of the Commonwealth Nondiscrimination / Sexual Harassment Clause, the Contractor Integrity Provisions the Provisions Concerning the Americans with Disabilities Act, the Contractor Responsibility Provisions, and the Enhanced Minimum Wage Provisions.
12. The MUNICIPALITY agrees that the COMMONWEALTH may set off the amount of any state tax liability or other obligation of the MUNICIPALITY or its subsidiaries to the COMMONWEALTH against any payments due the MUNICIPALITY under any contract with the COMMONWEALTH.
13. Because the COMMONWEALTH will be making payments under this Agreement through the Automated Clearing House (“ACH”) Network, the MUNICIPALITY shall comply with the following provisions governing payments through ACH:
 - (a) The COMMONWEALTH will make payments to the MUNICIPALITY through ACH. Within 10 days of the execution of this Agreement, the MUNICIPALITY must submit or must have already submitted its ACH information on a ACH enrollment form (obtained at www.vendorregistration.state.pa.us/cvmu/paper/Forms/ACH-EFTenrollmentform.pdf) and electronic addenda information, if desired to the Commonwealth’s Payable Service Center, Vendor Data Management Unit at 717-214-0140 (FAX) or by mail to the Office of Comptroller Operations, Bureau of Payable Services, Payable Service Center, Vendor Data Management Unit, 555 Walnut Street – 9th Floor, Harrisburg, PA 17101.
 - (b) The MUNICIPALITY must submit a unique invoice number with each invoice submitted. The unique invoice number will be listed on the Commonwealth of Pennsylvania’s ACH remittance advice to enable the contractor to properly apply the state agency’s payment to the respective invoice or program.
 - (c) It is the responsibility of the MUNICIPALITY to ensure that the ACH information contained in the Commonwealth’s Central Vendor Master File is accurate and complete. Failure to maintain accurate and complete information may result in delays in payments.
14. The Department of Transportation and other agencies of the Commonwealth of Pennsylvania may, at reasonable times and places, audit the books and records of the MUNICIPALITY to the extent that they relate to the MUNICIPALITY’s performance of this Agreement and the costs incurred by the MUNICIPALITY in providing services under it. The MUNICIPALITY shall maintain the books and records for a period of three (3) years from the date of final payment under the Agreement, including all renewals.
15. The Agreement constitutes the entire agreement between the parties. No amendment or modifications of this Agreement shall be valid unless it is in writing and duly executed and approved by both parties.

16. This Agreement shall automatically renew for succeeding Winter Seasons at the rate established for each particular season unless either party shall terminate upon written notice to the other on or before July 31st preceding the Winter Season in question.

17. The COMMONWEALTH has implemented a Strategic Environmental Management Program (SEMP) which complies with the ISO 14001:2004 standard. As part of SEMP, the COMMONWEALTH has established a Green Plan Policy that can be found at www.dot.state.pa.us and is also posted at the COMMONWEALTH's District and County Offices. The Green Plan Policy is designed to protect the environment, conserve resources and comply with environmental laws and regulations. The MUNICIPALITY shall ensure that its personnel (including the personnel of any of its subcontractors) are aware of the COMMONWEALTH's commitment to protecting the environment, are properly trained about the environmental impacts of their work and are competent (through appropriate work experience, job training or classroom education) to perform the work that they do.

(THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK)

IN WITNESS WHEREOF, the parties have executed this Agreement.

ATTEST

MUNICIPALITY

Title: Township Manager DATE

BY _____
Title: Chairwoman DATE

If a Corporation, the president or Vice-president must sign and the Secretary, Treasurer, Assistant Secretary or Assistant Treasurer must attest; if a sole proprietorship, only the owner must sign; if a partnership, only one partner need sign; if a limited partnership, only the general partner must sign. If a MUNICIPALITY, Authority or other entity, please attach a resolution.

DO NOT WRITE BELOW THIS LINE – FOR COMMONWEALTH USE ONLY

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF TRANSPORTATION

BY _____
District Executive Date

APPROVED AS TO LEGALITY
AND FORM

for Chief Counsel Date

Certified Funds Available Under
SAP DOCUMENT NO. _____
SAP FUND 1058200712 FY (18,19,20,21,22)
SAP COST CENTER 7841110000
GL. ACCOUNT 6344450

AMOUNT _____
BY _____
for Comptroller Operations Date

Contract No. _____ is split **0%**, expenditure amount of **0.00**, for federal funds and **100%**, expenditure amount of \$ _____ for state funds. The related federal assistance program name and number is N/A; N/A. The state assistance program name and SAP Fund is Highway Maintenance; 582.

RESOLUTION

#2018-7

BE IT RESOLVED, by authority of the Board of Supervisors
(Name of governing body)
of the Township of West Deer, Allegheny County, and it
(Name of MUNICIPALITY)

is hereby resolved by authority of the same, that the Township Manager of
(designate official title)

said MUNICIPALITY be authorized and directed to sign the attached Agreement on its behalf.

ATTEST:

TOWNSHIP OF WEST DEER

(Name of MUNICIPALITY)

By:

(Signature and designation of official title)
Daniel J. Mator, Jr., Township Manager

(Signature and designation of official title)
Shirley Hollibaugh, Chairwoman

I, Daniel J. Mator, Jr.,
(Name)

Township Manager
(Official title)

of the Township of West Deer, do hereby certify that the foregoing
(Name of governing body and MUNICIPALITY)

is a true and correct copy of the Resolution adopted at a regular meeting of the

Township of West Deer, held the 19 day of September, 2018 .
(Name of governing body)

DATE: 09/18/2018

(Signature and designation of official title)
Daniel J. Mator, Jr., Township Manager

NOTE: Signature on the Department signature page of this Agreement must conform with signature on this Resolution.

EXHIBIT "A"
UPDATED 09/11/18

ALLEGHENY COUNTY WEST DEER MUNICIPALITY YEAR 1 OF 5 AGREEMENT # 2018-2019

STATE ROUTE AND LOCAL NAME	SEG	BEGINNING	SEG	OFFSET	ENDING	SEG	OFFSET	LINEAR MILES	MFC	RATE/LANE	NUMBER OF LANES	COST
1015 Little Deer Creek Rd (West Deer/Indiana line to Bakerstown Rd)	0100	0043	0160	3282	3.89	C	\$1,713.26	2	\$13,329.16			
1020 Cedar Ridge Rd (Middle Rd to Gibsonsia Rd)	0010	0000	0040	3667	2.12	D	\$1,514.87	2	\$6,423.05			
1020 Russellton/Dorseyville Rd (Saxonsburg Blvd to Rich Hill Rd)	0080	0000	0100	2944	1.18	D	\$1,514.87	2	\$3,575.09			
1022 Oak Rd (Gibsonsia Rd to Byrson Rd)	0010	0000	0030	3820	1.59	D	\$1,514.87	2	\$4,817.29			
1022 Bryson Rd (Oak Rd to Mountain View Rd)	0040	0000	0050	2462	0.88	E	\$1,514.87	2	\$2,666.17			
1023 Mill Dam Rd (Turnback section to Rich Hill Rd)	0030	0000	0030	0139	0.03	E	\$1,514.87	2	\$90.89			
1024 Mountain View Rd/Starz Rd (Gibsonsia Rd to Saxonsburg Blvd)	0010	0000	0030	3931	2.22	E	\$1,514.87	2	\$6,726.02			
1025 Rich Hill Rd/East Union Rd (Mill Dam Rd to Starr Rd)	0040	0000	0050	3661	1.37	E	\$1,514.87	2	\$4,150.74			
1025 East Union Rd (Starr Rd to Saxonsburg Blvd)	0060	0000	0070	3488	0.91	D	\$1,514.87	2	\$2,757.06			
1026 Starr Rd (East Union Rd to Little Deer Creek Rd)	0010	0000	0020	3190	1.01	D	\$1,514.87	2	\$3,060.04			
1026 Creighton - Russ Rd (Little Deer Creek Valley Rd to Park Entrance)	0030	0000	0030	0766	0.10	D	\$1,514.87	2	\$302.97			
1019 Creighton Russellton Rd (Rockpointe Blvd to Park Entrance)	0120	0992	0140	2046	1.30	D	\$1,514.87	2	\$3,938.66			

***** TOTAL COST \$51,837.14

TERMS OF PAYMENT(S)
The Municipality will be compensated with a lump sum payment in the amount indicated as Total Cost, and as adjusted by the Department of Transportation at the end of each year. The Municipality will be compensated with an adjustment to offset severe winters at the following rate. The Municipality will receive an adjustment equal to the percentage of the Department's actual costs (for similar roads serviced) over and above the five year average for a particular county less a \$1,000.00 deductible for Municipalities with agreements totaling \$5,000.01 or more and a \$500.00 deductible for all others.

MILEAGE TOTALS 16.60 LINEAR MILES
LANE MILES
MFC "B" 0.00
MFC "C" 7.78
MFC "D" 16.42
MFC "E" 9.00
TOTAL = 33.20 LANE MILES

EXHIBIT B

Contract Provisions – Right to Know Law

- a. The Pennsylvania Right-to-Know Law, 65 P.S. §§ 67.101-3104, (“RTKL”) applies to this Contract. For the purpose of these provisions, the term “the Commonwealth” shall refer to the contracting Commonwealth agency.
- b. If the Commonwealth needs the Contractor’s assistance in any matter arising out of the RTKL related to this Contract, it shall notify the Contractor using the legal contact information provided in this Contract. The Contractor, at any time, may designate a different contact for such purpose upon reasonable prior written notice to the Commonwealth.
- c. Upon written notification from the Commonwealth that it requires the Contractor’s assistance in responding to a request under the RTKL for information related to this Contract that may be in the Contractor’s possession, constituting, or alleged to constitute, a public record in accordance with the RTKL (“Requested Information”), the Contractor shall:
1. Provide the Commonwealth, within ten (10) calendar days after receipt of written notification, access to, and copies of, any document or information in the Contractor’s possession arising out of this Contract that the Commonwealth reasonably believes is Requested Information and may be a public record under the RTKL; and
 2. Provide such other assistance as the Commonwealth may reasonably request, in order to comply with the RTKL with respect to this Contract.
- d. If the Contractor considers the Requested Information to include a request for a Trade Secret or Confidential Proprietary Information, as those terms are defined by the RTKL, or other information that the Contractor considers exempt from production under the RTKL, the Contractor must notify the Commonwealth and provide, within seven (7) calendar days of receiving the written notification, a written statement signed by a representative of the Contractor explaining why the requested material is exempt from public disclosure under the RTKL.
- e. The Commonwealth will rely upon the written statement from the Contractor in denying a RTKL request for the Requested Information unless the Commonwealth determines that the Requested Information is clearly not protected from disclosure under the RTKL. Should the Commonwealth determine that the Requested Information is clearly not exempt from disclosure, the Contractor shall provide the Requested Information within five (5) business days of receipt of written notification of the Commonwealth’s determination.
- f. If the Contractor fails to provide the Requested Information within the time period required by these provisions, the Contractor shall indemnify and hold the Commonwealth harmless for any damages, penalties, costs, detriment or harm that the Commonwealth may incur as a result of the Contractor’s failure, including any statutory damages assessed against the Commonwealth.

g. The Commonwealth will reimburse the Contractor for any costs associated with complying with these provisions only to the extent allowed under the fee schedule established by the Office of Open Records or as otherwise provided by the RTKL if the fee schedule is inapplicable.

h. The Contractor may file a legal challenge to any Commonwealth decision to release a record to the public with the Office of Open Records, or in the Pennsylvania Courts, however, the Contractor shall indemnify the Commonwealth for any legal expenses incurred by the Commonwealth as a result of such a challenge and shall hold the Commonwealth harmless for any damages, penalties, costs, detriment or harm that the Commonwealth may incur as a result of the Contractor's failure, including any statutory damages assessed against the Commonwealth, regardless of the outcome of such legal challenge. As between the parties, the Contractor agrees to waive all rights or remedies that may be available to it as a result of the Commonwealth's disclosure of Requested Information pursuant to the RTKL.

i. The Contractor's duties relating to the RTKL are continuing duties that survive the expiration of this Contract and shall continue as long as the Contractor has Requested Information in its possession.

EXHIBIT "C"

CONTRACTOR INTEGRITY PROVISIONS

It is essential that those who seek to contract with the Commonwealth of Pennsylvania ("Commonwealth") observe high standards of honesty and integrity. They must conduct themselves in a manner that fosters public confidence in the integrity of the Commonwealth contracting and procurement process.

1. DEFINITIONS. For purposes of these Contractor Integrity Provisions, the following terms shall have the meanings found in this Section:

- a. **"Affiliate"** means two or more entities where (a) a parent entity owns more than fifty percent of the voting stock of each of the entities; or (b) a common shareholder or group of shareholders owns more than fifty percent of the voting stock of each of the entities; or (c) the entities have a common proprietor or general partner.
 - b. **"Consent"** means written permission signed by a duly authorized officer or employee of the Commonwealth, provided that where the material facts have been disclosed, in writing, by prequalification, bid, proposal, or contractual terms, the Commonwealth shall be deemed to have consented by virtue of the execution of this contract.
 - c. **"Contractor"** means the individual or entity that has entered into this contract with the Commonwealth.
 - d. **"Contractor Related Parties"** means any affiliates of the Contractor and the Contractor's executive officers, Pennsylvania officers and directors, or owners of 5 percent or more interest in the Contractor.
 - e. **"Financial Interest"** means either:
 - (1) Ownership of more than a five percent interest in any business; or
 - (2) Holding a position as an officer, director, trustee, partner, employee, or holding any position of management.
 - f. **"Gratuity"** means tendering, giving, or providing anything of more than nominal monetary value including, but not limited to, cash, travel, entertainment, gifts, meals, lodging, loans, subscriptions, advances, deposits of money, services, employment, or contracts of any kind. The exceptions set forth in the Governor's Code of Conduct, Executive Order 1980-18, the 4 Pa. Code §7.153(b), shall apply.
 - g. **"Non-bid Basis"** means a contract awarded or executed by the Commonwealth with Contractor without seeking bids or proposals from any other potential bidder or offeror.
- 2.** In furtherance of this policy, Contractor agrees to the following:
- a. Contractor shall maintain the highest standards of honesty and integrity during the performance of this contract and shall take no action in violation of state or federal laws or regulations or any other applicable laws or regulations, or other requirements applicable to Contractor or that govern contracting or procurement with the Commonwealth.

- b. Contractor shall establish and implement a written business integrity policy, which includes, at a minimum, the requirements of these provisions as they relate to the Contractor activity with the Commonwealth and Commonwealth employees and which is made known to all Contractor employees. Posting these Contractor Integrity Provisions conspicuously in easily-accessible and well-lighted places customarily frequented by employees and at or near where the contract services are performed shall satisfy this requirement.
- c. Contractor, its affiliates, agents, employees and anyone in privity with Contractor shall not accept, agree to give, offer, confer, or agree to confer or promise to confer, directly or indirectly, any gratuity or pecuniary benefit to any person, or to influence or attempt to influence any person in violation of any federal or state law, regulation, executive order of the Governor of Pennsylvania, statement of policy, management directive or any other published standard of the Commonwealth in connection with performance of work under this contract, except as provided in this contract.
- d. Contractor shall not have a financial interest in any other contractor, subcontractor, or supplier providing services, labor, or material under this contract, unless the financial interest is disclosed to the Commonwealth in writing and the Commonwealth consents to Contractor's financial interest prior to Commonwealth execution of the contract. Contractor shall disclose the financial interest to the Commonwealth at the time of bid or proposal submission, or if no bids or proposals are solicited, no later than Contractor's submission of the contract signed by Contractor.
- e. Contractor certifies to the best of its knowledge and belief that within the last five (5) years Contractor or Contractor Related Parties have not:
 - (1) been indicted or convicted of a crime involving moral turpitude or business honesty or integrity in any jurisdiction;
 - (2) been suspended, debarred or otherwise disqualified from entering into any contract with any governmental agency;
 - (3) had any business license or professional license suspended or revoked;
 - (4) had any sanction or finding of fact imposed as a result of a judicial or administrative proceeding related to fraud, extortion, bribery, bid rigging, embezzlement, misrepresentation or anti-trust; and
 - (5) been, and is not currently, the subject of a criminal investigation by any federal, state or local prosecuting or investigative agency and/or civil anti-trust investigation by any federal, state or local prosecuting or investigative agency.

If Contractor cannot so certify to the above, then it must submit along with its bid, proposal or contract a written explanation of why such certification cannot be made and the Commonwealth will determine whether a contract may be entered into with the Contractor. The Contractor's obligation pursuant to this certification is ongoing from and after the effective date of the contract through the termination date thereof. Accordingly, the Contractor shall have an obligation to immediately notify the Commonwealth in writing if at any time during the term of the contract it becomes aware of any event which would cause the Contractor's certification or explanation to change. Contractor acknowledges that the Commonwealth may, in its sole discretion, terminate the contract for

cause if it learns that any of the certifications made herein are currently false due to intervening factual circumstances or were false or should have been known to be false when entering into the contract.

- f. Contractor shall comply with the requirements of the Lobbying Disclosure Act (65 Pa.C.S. §13A01 et seq.) regardless of the method of award. If this contract was awarded on a Non-bid Basis, Contractor must also comply with the requirements of the Section 1641 of the Pennsylvania Election Code (25 P.S. §3260a).
- g. When Contractor has reason to believe that any breach of ethical standards as set forth in law, the Governor's Code of Conduct, or these Contractor Integrity Provisions has occurred or may occur, including but not limited to contact by a Commonwealth officer or employee which, if acted upon, would violate such ethical standards, Contractor shall immediately notify the Commonwealth contracting officer or the Office of the State Inspector General in writing.
- h. Contractor, by submission of its bid or proposal and/or execution of this contract and by the submission of any bills, invoices or requests for payment pursuant to the contract, certifies and represents that it has not violated any of these Contractor Integrity Provisions in connection with the submission of the bid or proposal, during any contract negotiations or during the term of the contract, to include any extensions thereof. Contractor shall immediately notify the Commonwealth in writing of any actions for occurrences that would result in a violation of these Contractor Integrity Provisions. Contractor agrees to reimburse the Commonwealth for the reasonable costs of investigation incurred by the Office of the State Inspector General for investigations of the Contractor's compliance with the terms of this or any other agreement between the Contractor and the Commonwealth that results in the suspension or debarment of the Contractor. Contractor shall not be responsible for investigative costs for investigations that do not result in the Contractor's suspension or debarment.
- i. Contractor shall cooperate with the Office of the State Inspector General in its investigation of any alleged Commonwealth agency or employee breach of ethical standards and any alleged Contractor non-compliance with these Contractor Integrity Provisions. Contractor agrees to make identified Contractor employees available for interviews at reasonable times and places. Contractor, upon the inquiry or request of an Inspector General, shall provide, or if appropriate, make promptly available for inspection or copying, any information of any type or form deemed relevant by the Office of the State Inspector General to Contractor's integrity and compliance with these provisions. Such information may include, but shall not be limited to, Contractor's business or financial records, documents or files of any type or form that refer to or concern this contract. Contractor shall incorporate this paragraph in any agreement, contract or subcontract it enters into in the course of the performance of this contract/agreement solely for the purpose of obtaining subcontractor compliance with this provision. The incorporation of this provision in a subcontract shall not create privity of contract between the Commonwealth and any such subcontractor, and no third party beneficiaries shall be created thereby.
- j. For violation of any of these Contractor Integrity Provisions, the Commonwealth may terminate this and any other contract with Contractor, claim liquidated damages in an amount equal to the value of anything received in breach of these Provisions, claim damages for all additional costs and expenses incurred in obtaining another contractor to complete performance under this contract, and debar and suspend Contractor from doing business with the Commonwealth. These rights and remedies are cumulative, and the use or non-use of any one shall not

preclude the use of all or any other. These rights and remedies are in addition to those the Commonwealth may have under law, statute, regulation, or otherwise.

EXHIBIT "C"

PROVISIONS CONCERNING *THE AMERICANS WITH DISABILITIES ACT*

For the purpose of these provisions, the term contractor is defined as any person, including, but not limited to, a bidder, offeror, supplier, or grantee, who will furnish or perform or seeks to furnish or perform, goods, supplies, services, construction or other activity, under a purchase order, contract, or grant with the Commonwealth of Pennsylvania (Commonwealth).

During the term of this agreement, the contractor agrees as follows:

1. Pursuant to federal regulations promulgated under the authority of *The Americans with Disabilities Act*, 28 C. F. R. § 35.101 *et seq.*, the contractor understands and agrees that no individual with a disability shall, on the basis of the disability, be excluded from participation in this agreement or from activities provided for under this agreement. As a condition of accepting and executing this agreement, the contractor agrees to comply with the "*General Prohibitions Against Discrimination*," 28 C. F. R. § 35.130, and all other regulations promulgated under *Title II of the Americans with Disabilities Act* which are applicable to the benefits, services, programs, and activities provided by the Commonwealth through contracts with outside contractors.
2. The contractor shall be responsible for and agrees to indemnify and hold harmless the Commonwealth from all losses, damages, expenses, claims, demands, suits, and actions brought by any party against the Commonwealth as a result of the contractor's failure to comply with the provisions of paragraph 1.

EXHIBIT "C"

Contractor Responsibility Provisions

For the purpose of these provisions, the term contractor is defined as any person, including, but not limited to, a bidder, offeror, loan recipient, grantee or lessor, who has furnished or performed or seeks to furnish or perform, goods, supplies, services, leased space, construction or other activity, under a contract, grant, lease, purchase order or reimbursement agreement with the Commonwealth of Pennsylvania (Commonwealth). The term contractor includes a permittee, licensee, or any agency, political subdivision, instrumentality, public authority, or other public entity in the Commonwealth.

1. The Contractor certifies, in writing, for itself and its subcontractors required to be disclosed or approved by the Commonwealth, that as of the date of its execution of this Bid/Contract, that neither the Contractor, nor any such subcontractors, are under suspension or debarment by the Commonwealth or any governmental entity, instrumentality, or authority and, if the Contractor cannot so certify, then it agrees to submit, along with its Bid/Contract, a written explanation of why such certification cannot be made.

2. The Contractor also certifies, in writing, that as of the date of its execution of this Bid/Contract it has no tax liabilities or other Commonwealth obligations, or has filed a timely administrative or judicial appeal if such liabilities or obligations exist, or is subject to a duly approved deferred payment plan if such liabilities exist.

3. The Contractor's obligations pursuant to these provisions are ongoing from and after the effective date of the Contract through the termination date thereof. Accordingly, the Contractor shall have an obligation to inform the Commonwealth if, at any time during the term of the Contract, it becomes delinquent in the payment of taxes, or other Commonwealth obligations, or if it or, to the best knowledge of the Contractor, any of its subcontractors are suspended or debarred by the Commonwealth, the federal government, or any other state or governmental entity. Such notification shall be made within 15 days of the date of suspension or debarment.

4. The failure of the Contractor to notify the Commonwealth of its suspension or debarment by the Commonwealth, any other state, or the federal government shall constitute an event of default of the Contract with the Commonwealth.

5. The Contractor agrees to reimburse the Commonwealth for the reasonable costs of investigation incurred by the Office of State Inspector General for investigations of the Contractor's compliance with the terms of this or any other agreement between the Contractor and the Commonwealth that results in the suspension or debarment of the contractor. Such costs shall include, but shall not be limited to, salaries of investigators, including overtime; travel and lodging expenses; and expert witness and documentary fees. The Contractor shall not be responsible for investigative costs for investigations that do not result in the Contractor's suspension or debarment.

6. The Contractor may obtain a current list of suspended and debarred Commonwealth contractors by either searching the Internet at <http://www.dgs.state.pa.us/> or contacting the:

Department of General Services
Office of Chief Counsel
603 North Office Building
Harrisburg, PA 17125
Telephone No: (717) 783-6472
FAX No: (717) 787-9138

NONDISCRIMINATION/SEXUAL HARASSMENT CLAUSE (Contracts)

The Contractor agrees:

1. In the hiring of any employee(s) for the manufacture of supplies, performance of work, or any other activity required under the contract or any subcontract, the Contractor, each subcontractor, or any person acting on behalf of the Contractor or subcontractor shall not discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the *Pennsylvania Human Relations Act* (PHRA) and applicable federal laws, against any citizen of this Commonwealth who is qualified and available to perform the work to which the employment relates.

2. Neither the Contractor nor any subcontractor nor any person on their behalf shall in any manner discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the PHRA and applicable federal laws, against or intimidate any employee involved in the manufacture of supplies, the performance of work, or any other activity required under the contract.

3. Neither the Contractor nor any subcontractor nor any person on their behalf shall in any manner discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the PHRA and applicable federal laws, in the provision of services under the contract.

4. Neither the Contractor nor any subcontractor nor any person on their behalf shall in any manner discriminate against employees by reason of participation in or decision to refrain from participating in labor activities protected under the *Public Employee Relations Act*, *Pennsylvania Labor Relations Act* or *National Labor Relations Act*, as applicable and to the extent determined by entities charged with such Acts' enforcement, and shall comply with any provision of law establishing organizations as employees' exclusive representatives.

5. The Contractor and each subcontractor shall establish and maintain a written nondiscrimination and sexual harassment policy and shall inform their employees in writing of the policy. The policy must contain a provision that sexual harassment will not be tolerated and employees who practice it will be disciplined. Posting this Nondiscrimination/Sexual Harassment Clause conspicuously in easily-accessible and well-lighted places customarily frequented by employees and at or near where the contracted services are performed shall satisfy this requirement for employees with an established work site.

6. The Contractor and each subcontractor shall not discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of PHRA and applicable federal laws, against any subcontractor or supplier who is qualified to perform the work to which the contract relates.

7. The Contractor and each subcontractor represents that it is presently in compliance with and will maintain compliance with all applicable federal, state, and local laws, regulations and policies relating to nondiscrimination and sexual harassment. The Contractor and each subcontractor further represents that it has filed a Standard Form 100 Employer Information Report ("EEO-1") with the U.S. Equal Employment Opportunity Commission ("EEOC") and shall file an annual EEO-1 report with the EEOC as required for employers' subject to *Title VII of the Civil Rights Act of 1964*, as amended, that have 100 or more employees and employers that have federal government contracts or first-tier subcontracts and have 50 or more employees. The Contractor and each subcontractor shall, upon request and within the time periods requested by the Commonwealth, furnish all necessary employment documents and records, including EEO-1 reports, and permit access to their books, records, and accounts by the contracting agency and the Bureau of

Diversity, Inclusion and Small Business Opportunities for purpose of ascertaining compliance with provisions of this Nondiscrimination/Sexual Harassment Clause.

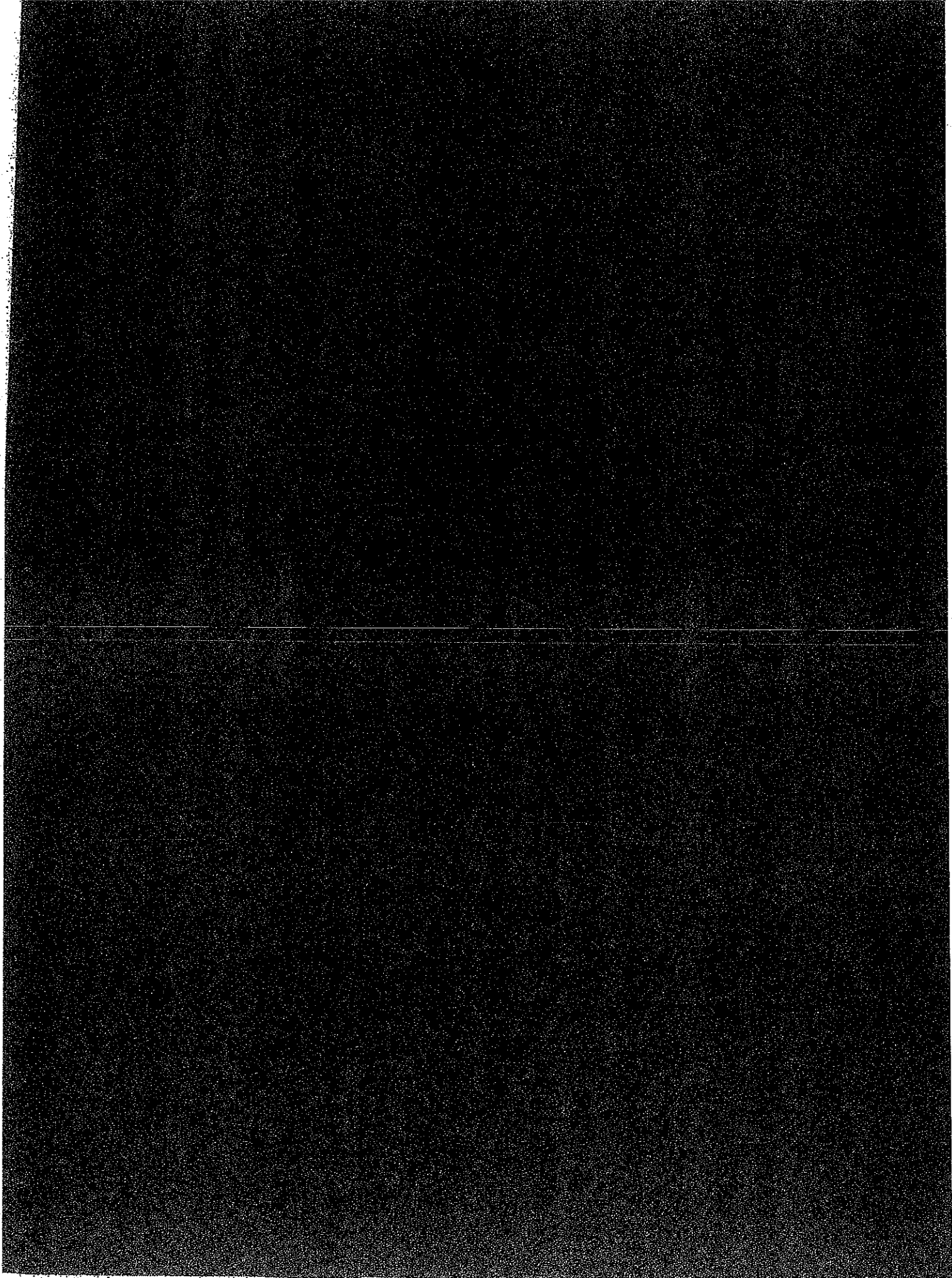
8. The Contractor shall include the provisions of this Nondiscrimination/Sexual Harassment Clause in every subcontract so that those provisions applicable to subcontractors will be binding upon each subcontractor.

9. The Contractor's and each subcontractor's obligations pursuant to these provisions are ongoing from and after the effective date of the contract through the termination date thereof. Accordingly, the Contractor and each subcontractor shall have an obligation to inform the Commonwealth if, at any time during the term of the contract, it becomes aware of any actions or occurrences that would result in violation of these provisions.

10. The Commonwealth may cancel or terminate the contract and all money due or to become due under the contract may be forfeited for a violation of the terms and conditions of this Nondiscrimination/Sexual Harassment Clause. In addition, the agency may proceed with debarment or suspension and may place the Contractor in the Contractor Responsibility File.

Enhanced Minimum Wage Provisions (July 2018)

- 1. Enhanced Minimum Wage.** Contractor/Lessor agrees to pay no less than \$12.00 per hour to its employees for all hours worked directly performing the services called for in this Contract/Lease, and for an employee's hours performing ancillary services necessary for the performance of the contracted services or lease when such employee spends at least twenty per cent (20%) of their time performing ancillary services in a given work week.
- 2. Adjustment.** Beginning July 1, 2019, and annually thereafter, the minimum wage rate shall be increased by \$0.50 until July 1, 2024, when the minimum wage reaches \$15.00. Thereafter, the minimum wage rate would be increased by an annual cost-of-living adjustment using the percentage change in the Consumer Price Index for All Urban Consumers (CPI-U) for Pennsylvania, New Jersey, Delaware, and Maryland. The applicable adjusted amount shall be published in the Pennsylvania Bulletin by March 1 of each year to be effective the following July 1.
- 3. Exceptions.** These Enhanced Minimum Wage Provisions shall not apply to employees:
 - a.** exempt from the minimum wage under the Minimum Wage Act of 1968;
 - b.** covered by a collective bargaining agreement;
 - c.** required to be paid a higher wage under another state or federal law governing the services, including the Prevailing Wage Act and Davis-Bacon Act; or
 - d.** required to be paid a higher wage under any state or local policy or ordinance.
- 4. Notice.** Contractor/Lessor shall post these Enhanced Minimum Wage Provisions for the entire period of the contract conspicuously in easily-accessible and well-lighted places customarily frequented by employees at or near where the contracted services are performed.
- 5. Records.** Contractor/Lessor must maintain and, upon request and within the time periods requested by the Commonwealth, furnish all employment and wage records necessary to document compliance with these Enhanced Minimum Wage Provisions.
- 6. Sanctions.** Failure to comply with these Enhanced Minimum Wage Provisions may result in the imposition of sanctions, which may include, but shall not be limited to, termination of the contract or lease, nonpayment, debarment or referral to the Office of General Counsel for appropriate civil or criminal referral.
- 7. Subcontractors.** Contractor/Lessor shall include the provisions of these Enhanced Minimum Wage Provisions in every subcontract so that these provisions will be binding upon each subcontractor.



APPROVAL: LITTLE DEER CREEK BALLFIELD COMPLEX SITE

THE PLANNING COMMISSION APPROVED THE BALLFIELD COMPLEX SITE PLAN AT THEIR AUGUST 23, 2018 MEETING.

PROPERTY LOCATION: LITTLE DEER CREEK VALLEY ROAD
ZONED: INDUSTRIAL

THIS SITE PLAN PROPOSES EIGHT BALLFIELDS WITH CONCESSION STANDS/RESTROOM FACILITIES AND PARKING ON VACANT LAND. THE SITE IS LOCATED NEXT TO THE PLAZA IN RUSSELLTON.

THE PLANNING COMMISSION VOTED TO RECOMMEND APPROVAL OF THE PROPOSED BALLFIELD COMPLEX SUBJECT TO:

1. APPLICANT TO CONTACT THE TOWNSHIP BEFORE ANY LIGHTING AND BLEACHERS ARE ERECTED.
2. SUBMIT ALTERNATE PLAN SHOWING CONFIGURATION OF PARKING FOR CELL TOWER, AND
3. APPLICANT TO CONSIDER INTERIOR PARKING LOT LANDSCAPING.

FINAL REVIEW LETTER ATTACHED. MR. SHOUP.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPROVE THE BALLFIELD COMPLEX SITE PLAN/LAND DEVELOPMENT AS PER THE RECOMMENDATION BY THE PLANNING COMMISSION.

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

19



**West Deer Township Planning Commission
Meeting Report for August 23, 2018**

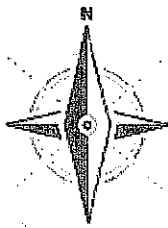
Project Name: BALLFIELD COMPLEX (LAND DEVELOPMENT)

Property Location: Little Deer Creek Valley Rd.
Zoned: Industrial

Proposing 8 ballfields with concession stands/restroom facilities and parking on vacant land. Site is located next to the Shop n'Save Plaza in Russellton.

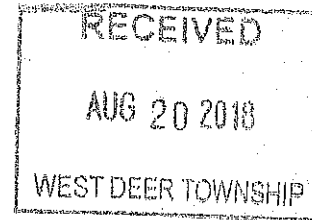
Planning Commission voted to **RECOMMEND APPROVAL** of the Proposed Ballfield Complex subject to:

1. Applicant to contact the Township before any lighting and bleachers are erected,
2. Submit alternate plan showing configuration of parking for cell tower, and
3. Applicant to consider interior parking lot landscaping.



**SHOUP ENGINEERING
FOR OVER 50 YEARS**

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



August 20, 2018

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

Via email

Re: Brickyard Park Holdings - Ballfield Complex
Land Development Plan (Plans dated June 27, 2018)

Dear Mr. Payne,

I have reviewed the above referenced land development plan located in the I Zoning District and the following comments should be considered.

1. The one call notice on the plan cover sheet should be updated.
2. A Highway Occupancy permit must be obtained from the Pennsylvania Department of Transportation for the site's driveways.
3. An NPDES General Permit must be obtained from the Allegheny County Conservation District.
4. The plans show that the proposed parking lot is to be located at the same location as the Crown Castle lease area.
5. Are any bleachers proposes?
6. The use will be subject to payment of a transportation impact fee.
7. Is any outdoor lighting proposed for the fields or parking lot?
8. Is a dumpster proposed for the site? If so, where will it be located and will screening be provided?

Mr. Bill Payne
Brickyard Park Holdings - Ballfield Complex
August 20, 2018
Page two

9. The following concerning parking lot landscaping needs to be considered.
 - A. Code Section 210-54.L requires one shade tree (1-1/2 inch dbh) for each ten parking spaces be provided in Industrial zoned parking lots.
 - B. Although conflicting with A. above, Code Section 210-110.B (2) requires one shade tree (2 inch dbh) for each five parking spaces.
 - C. Code Section 210-110-B (3) requires that the area between the parking lot and the adjoining road right of way be "maintained with mulch, gravel or other appropriate ground cover and landscaping with trees, shrubs or boulders, and in accordance with the landscape plan."
10. Is or was there a purpose for the existing ponds on the site?
11. The scale on drawing sheet UT.1 is not correct.
12. The stormwater management report should be updated to reflect the proposed use. The stormwater plans showing watersheds and time of concentration paths should also be provided.
13. Drawing sheet D.1 references "#4B Gravel." It is unclear what this gradation of stone is.

A written response should be provided for how each of the above comments has been addressed with any new submittals.

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
Mark Schmidt, Hampton Technical Associates, via email



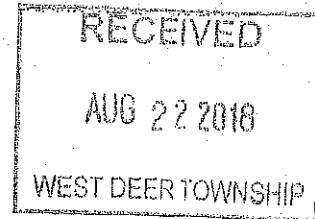
Corporate Office
35 Wilson Street -- #201 ★ Pittsburgh, PA 15223
Phone: (412) 781-9660 ★ Fax: (412) 781-5904

Mars Office
123 Ridge Road Suite B ★ Valencia, PA 16059
Phone: (724) 625-4544 ★ Fax: (724) 625-4549

email@hampton-tech.com
www.hampton-tech.com

August 21, 2018

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



Re: **Brickyard Park Holdings
Engineering Comment Response Letter
HTA #18-9077-1**

Dear Mr. Payne:

We are in receipt of the Township's review comment letter for the above referenced project, and offer the following responses.

20 August 2018 Shoup Engineering Inc.

1. The one call notice on the plan cover sheet should be updated.

The one call notice on the plan has been updated.

2. A Highway Occupancy permit must be obtained from the Pennsylvania Department of Transportation for the site's driveways

The developer will submit to Penn Dot for a Highway Occupancy permit.

3. An NPDES General Permit must be obtained from the Allegheny County Conservation District.

An NPDES General Permit was acquired for a prior proposed project by the previous owner it was then transferred to Brickyard Park holdings.

4. The plans show that the proposed parking lot is to be located at the same location as the Crown Castle lease area

The parking spaces within the Crown Castle Lease area will be abandoned when or if the company decides to build the tower.

5. Are any bleachers proposed?

In the future the developer may install bleachers.

Engineering Land Surveyors
Commercial & Residential Land Development Services

6. The use will be subject to payment of a transportation impact fee.

The statement has been acknowledged.

7. Is any outdoor lighting proposed for the fields or parking lot?

In the future the developer may add lights to the fields.

8. Is a dumpster proposed for the site? If so, where will it be located and will screening be provided?

The location of the trash enclosure was shown on the plan and a detail is provided on sheet D.1.

9. A. Code Section 210-54.L requires one shade tree (1-1/2 inch DBH) for each ten parking spaces be provided in Industrial zoned parking lots.

A landscape plan with the 1 shade tree per 10 parking spaces has been added.

B. Although conflicting with A. above, Code Section 210-1 10.B (2) requires one shade tree (2 inch dbh) for each five parking spaces.

The developer believes the above code section is more practical.

C. The Code Section 210-1 10-B (3) requires that the area between the parking lot and the adjoining road right of way be "maintained with mulch, gravel or other appropriate ground cover and landscaping with trees, shrubs or boulders, and in accordance with the landscape plan."

The developer will provide landscaping in this area.

10. Is or was there a purpose for the existing ponds on the site?

They were believed to be old sediment traps and serve no purpose at this time.

11. The scale on drawing sheet UT,1 is not correct.

The scale was corrected on sheet UT.1.

12. The stormwater management report should be updated to reflect the proposed use. The Stormwater plans showing watersheds and time of concentration paths should also be provided.

The stormwater management report will be updated to reflect this project.

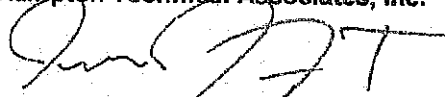
13. The Drawing sheet 1). 1 references "#4B Gravel." It is unclear what this gradation of stone is.

The reference was changed to #4 Limestone

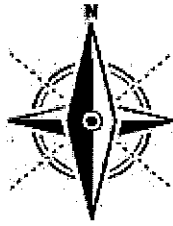
Mr. Bill Payne
West Deer Township
August 21, 2018
Engineer Comment Response Letter
Page 3 of 3

Should you have any questions or require any additional information as part of our response, please feel free to contact our office.

Respectfully Submitted,
Hampton Technical Associates, Inc.



Jerome J. Nist, Senior project Manger



SHOUP ENGINEERING
FOR OVER 50 YEARS

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

September 12, 2018

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

Via email

Re: Brickyard Park Holdings - Ballfield Complex
Land Development Plan (Plan revised August 21, 2018)

Dear Mr. Payne:

I have reviewed the above referenced land development plan located in I Zoning District and the following comments should be considered.

1. A Highway Occupancy permit must be obtained from the Pennsylvania Department of Transportation for the site's driveways.
2. The plans show that the proposed parking lot is to be located at the same location as the Crown Castle lease area. An alternative plan should be provided showing how the parking would work with the lease area if it is developed.
3. The use will be subject to payment of a transportation impact fee payable prior to development. The projected fee is \$8,733.00.
4. Any outdoor lighting proposed for the fields or parking lot must be approved by the Township.
5. Code Section 210-54.L requires one shade tree (1-1/2 inch dbh) for each ten parking spaces be provided in Industrial zoned parking lots.

Also, Code Section 210-110-B(3) requires that the area between the parking lot and the adjoining road right of way be "maintained with mulch, gravel or other appropriate ground cover and landscaping with trees, shrubs or boulders, and in accordance with the landscape plan."

6. The stormwater management report should be updated to reflect the proposed use. The stormwater plans showing watersheds and time of concentration paths should also be provided.

Mr. Bill Payne
Brickyard Park Holdings - Ballfield Complex
September 12, 2018
Page two

A written response should be provided for how each of the above comments has been addressed with any new submittals.

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

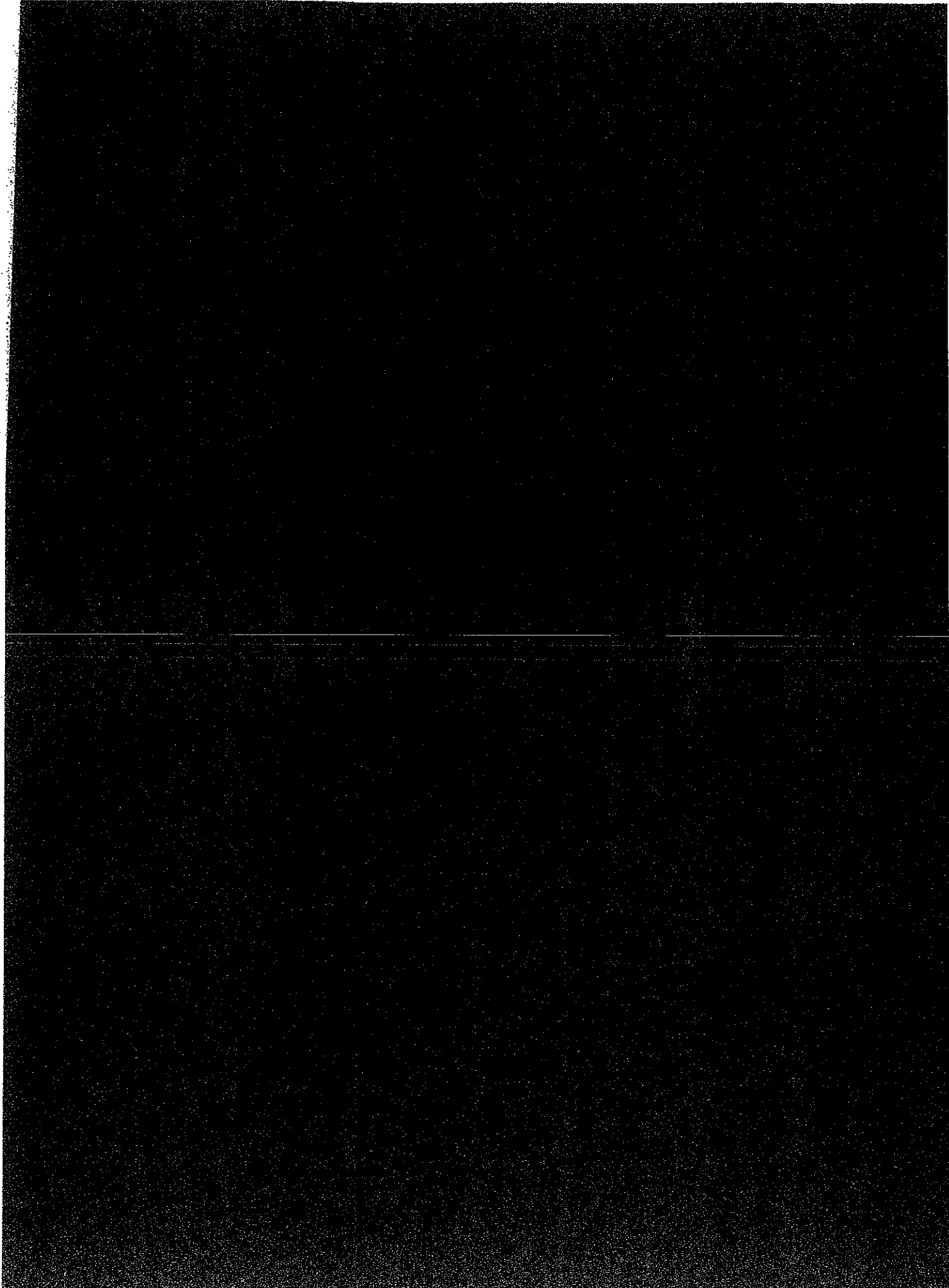
Sincerely,

SHOUP ENGINEERING INC.

A handwritten signature in black ink, appearing to read 'Scott A. Shoup', with a large, sweeping flourish underneath.

Scott A. Shoup, P.E.

cc: Daniel Mator, via email
Sam Happel, via email
Mark Schmidt, Hampton Technical Associates, via email
Denise Teorsky, via email



APPROVAL: DEER LAKES SCHOOL DISTRICT POLICE AGREEMENT

AT THE LAST BUSINESS MEETING, CHIEF LAPE DISCUSSED THE POSSIBILITY OF THE TOWNSHIP ENTERING INTO A NEW AGREEMENT TO PROVIDE POLICE SERVICES TO INDIVIDUAL SCHOOLS WITHIN THE DEER LAKES SCHOOL DISTRICT.

MR. HAPPEL WAS CHARGED WITH WORKING WITH DEER LAKES TO DRAFT SUCH AN AGREEMENT, WHICH IS ATTACHED.

MR. HAPPEL.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPROVE THE TOWNSHIP ENTERING INTO AN AGREEMENT TO PROVIDE POLICE PRESENCE IN DEER LAKES SCHOOL DISTRICT SCHOOLS AS PER THE ATTACHED AGREEMENT.

MOTION SECOND AYES NAYES

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

20

POLICE SERVICES AGREEMENT

This Police Services Agreement ("Agreement") is made this _____ day of September, 2018 ("Effective Date"), between the Deer Lakes School District ("School District") with its principal place of business located at 19 East Union Road, Cheswick, Pennsylvania 15024, and the Township of West Deer ("Township") with its principal place of business located at 109 East Union Road, Cheswick, Pennsylvania 15024 (collectively, the "Parties").

WHEREAS, the School District operates and provides, for the benefit of the community, certain public school facilities that are used by, and accessible to, local school students (each School District facility a "Facility", or together referred to as "Facilities");

WHEREAS, the Township has created and organized the West Deer Township Police Department ("Police Department") to provide for the safety, security and order in the Township through appropriately licensed and qualified law enforcement officers (each law enforcement officer an "Officer"); and

WHEREAS, the Parties agree that the safety and security of the school students and administration staff would benefit from the presence of an Officer located at certain School District Facilities:

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth in this Agreement, in intending to be legally bound hereby, the Parties agree as follows:

1. SERVICES:

1.1 The Township Police Department shall provide an Officer for the School District Facilities, during the period of the year and for number of hours per day, as set forth in Exhibit A. (A copy of Exhibit A is attached hereto and incorporated herein by reference

1.2 Each Officer shall, as necessary, provide the following services ("Services"): (i) patrol the assigned Facility and surrounding area; (ii) respond to all calls regarding any criminal offense or conduct occurring, or allegedly occurring; at the Facility; (iii) cooperate with the School District administration in any investigation or examination of any criminal conduct, or alleged criminal conduct, that may have occurred at the Facility; (iv) provide for the safety of the school students and administration staff located at the Facility; and (v) otherwise enforce all state, local and Township laws, regulations and ordinances.

1.3 Each Officer shall dress in the standard law enforcement uniform issued by the Township, to include all necessary and required accessories and/or equipment that are authorized by the Township and customarily worn by officers, such as a registered firearm, radio, vest, safety equipment, etc.

1.4 Officers shall be subject to, and shall abide by all state, Township and departmental rules and regulations as well as complying with all local, state and federal laws. The Officers shall at all times be subject to the control and direction of the Township and Township Police Chief.

2. PAYMENT: In exchange for Services rendered, the School District shall pay the Township

certain fees ("Fees") in the amounts and according to the terms set forth in Exhibit A. The Police Department shall provide the School District with a statement of said compensation to be reimbursed on a monthly basis. The School District shall pay the Fees to the Township within 15 calendar days from the date of each statement.

3. NO JOINT VENTURE. Nothing contained herein shall be deemed or construed by the Parties, or any third party, as creating a joint venture, partnership or principal and agent relationship. The Township retains the sole right and authority to recruit, hire, promote, discipline, demote, discharge, replace, determine rates of pay for, establish the terms and conditions of employment of, and/or to direct and control the manner in which its employees and Officers discharge their professional and work duties. The Township is responsible for instructing and training its Officers consistent with this Agreement and the laws of the Commonwealth of Pennsylvania. The Township shall be solely responsible for all employee wages, timesheets, payroll deductions, federal and state taxes, unemployment compensation contributions, social security taxes, and benefits of its employees and Officers. Neither the Township nor its employees, agents or Officers are entitled to receive any benefits, including but not limited to salary, vacation pay, sick leave, retirement benefits, social security, workers' compensation, health, disability or unemployment benefits that the School District may provide to its employees. It is understood that the School District will not provide and shall not be responsible for worker's compensation coverage for the Township or any Officer. When rendering Services at the Facilities, Officers act solely as the agents of the Township.

4. TERM AND TERMINATION: This Agreement shall become effective on the Effective Date and shall remain in force until otherwise canceled by the parties. Either Party may terminate this Agreement at any time without cause by providing thirty (30) days prior written notice to the other party. In the event of a material breach by a party of the terms of this Agreement, the non-breaching party shall have the right to terminate this Agreement immediately.

5. INDEMNITY: Neither party hereto shall be liable for any damages proximately resulting from the negligent or wrongful acts or omissions of the other party or the other party's employees or agents in the performance of their respective duties or the terms of this Agreement.

6. NOTICES: Any notice required or provided for herein shall be in writing and shall be deemed to have been given when delivered (i) personally to address of the other party as set forth above, (ii) upon placement in the U.S. Mail as registered or certified mail, postage prepaid, to address of the other party as set forth above, or (iii) upon electronic transmission (email) to the Township Manager and/or School District Superintendent (as the case may be) along with a written confirmation of receipt by the receiving party.

7. ASSIGNMENT OF RIGHTS: This Agreement, or any of the Parties' respective rights or obligations hereunder, may not be assigned or transferred, directly or indirectly, by operation of law or otherwise, by either party without the prior written consent of the other party.

8. NO THIRD-PARTY BENEFICIARIES: Nothing in this Agreement is intended to or shall be deemed to confer any rights upon any person who is not a party hereto.

9. GOVERNMENTAL IMMUNITY. Nothing contained in this Agreement shall be deemed or construed as a waiver of, or modification to, the general immunity and protections from liability and/or suit afforded the Township and School District, and each of their respective employees,

agents and contractors, under the laws of the Commonwealth of Pennsylvania and/or United States of America.

10. NO FIDUCIARY RELATIONSHIP: Nothing in this Agreement creates any relationship of trust or other fiduciary relationship between the Parties hereto.

11. COUNTERPARTS: This Agreement may be executed in one or more counterparts, all of which shall be deemed one and the same agreement and shall become effective when each of the parties has signed one or more counterparts.

12. ENTIRE AGREEMENT; MODIFICATION: This Agreement with Exhibits constitutes the entire agreement of the parties and supersedes all prior agreements, negotiations, dealings, and understandings, whether written or oral, between the parties regarding the subject matter hereof. No waivers, amendments, or modifications of this Agreement or any part thereof shall be valid unless in writing signed by both Parties. Any non-written waiver of any of the terms and conditions hereof shall not be construed as a general waiver by the other party and the other party shall be free to reinstate any such term or condition.

13. SECTION HEADINGS: Section headings as to the contents of particular sections are for convenience only and are in no way to be construed as part of this Agreement or as a limitation of the scope of the particular sections to which they refer.

14. SEVERABILITY: The parties each agree that if any provision of this Agreement is or becomes invalid or prohibited under applicable law, such provision shall be ineffective to the extent of any such prohibition without impairing the remaining provisions in any way.

15. CHOICE OF LAW. This agreement shall be construed in accordance with the laws of the Commonwealth of Pennsylvania.

IN WITNESS WHEREOF, the parties through their authorized representatives have executed this Agreement as of the Effective Date set forth above.

Township of West Deer

Deer Lakes School District

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

EXHIBIT A

Facility/Work Day/Fees:

A. Curtisville Primary Center:

1. Officer: One part-time police officer
2. Work Hours: 8:00 a.m. – 4:00 p.m.
3. Work Days: The Officer shall provide Services during each student school day during the 2018-2019 academic school year beginning on October 1, 2018 and ending on the last student school day at Curtisville Primary Center.
4. Fees/Hourly Rate Payable: \$18.01 per hour worked during 2018
\$18.51 per hour worked during 2019

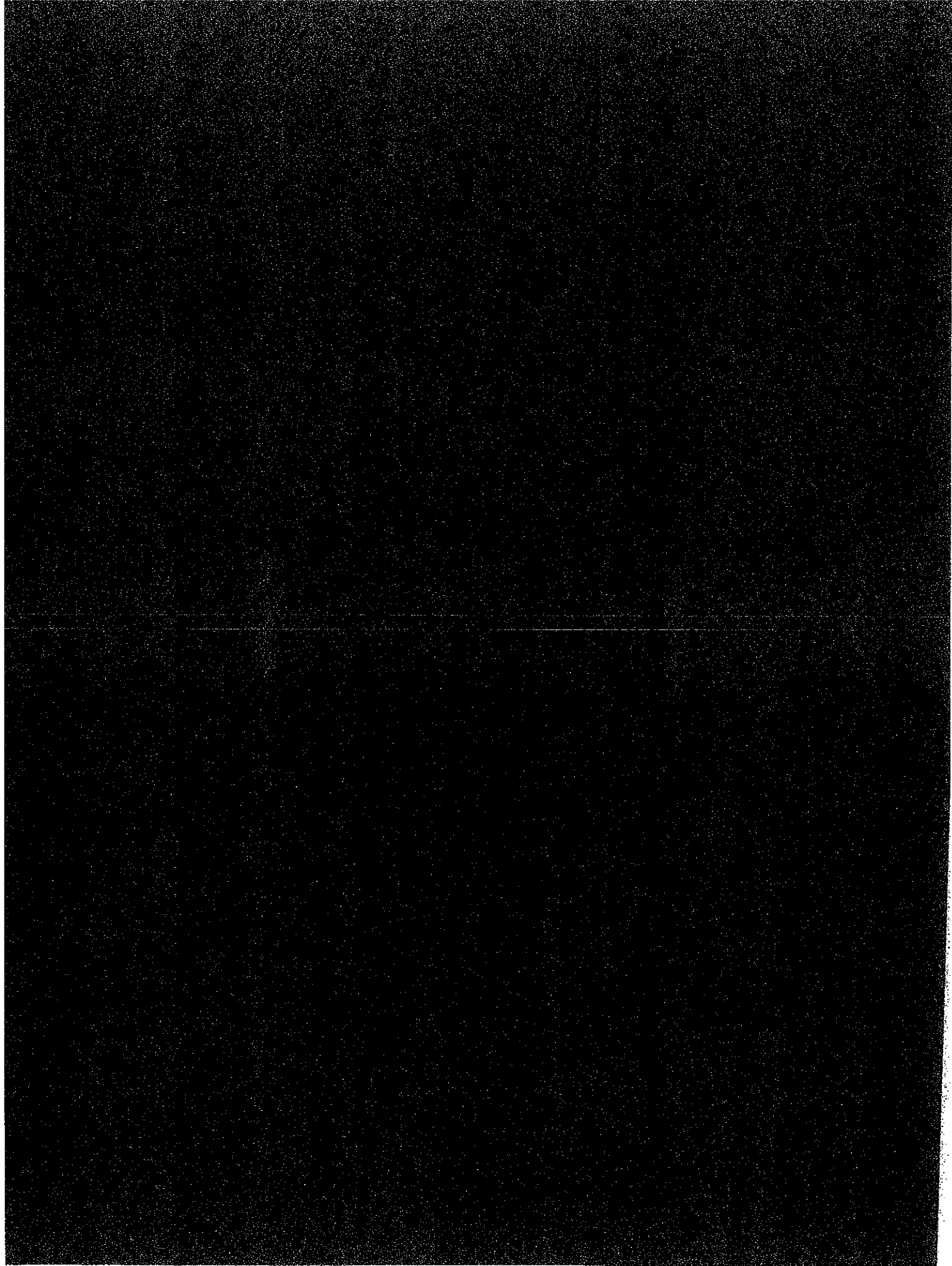
B. East Union Intermediate Center:

1. Officer: One part-time police officer
2. Work Hours: 8:00 a.m. – 4:00 p.m.
3. Work Days: The Officer shall provide Services during each student school day during the 2018-2019 academic school year beginning on October 1, 2018 and ending on the last student school day at East Union Intermediate Center.
4. Fees/Hourly Rate Payable: \$18.01 per hour worked during 2018
\$18.51 per hour worked during 2019

C. Deer Lakes Middle School:

1. Officer: One part-time police officer
2. Work Hours: 7:00 a.m. – 3:00 p.m.
3. Work Days: The Officer shall provide Services during each student school day during the 2018-2019 academic school year beginning on October 1, 2018 and ending on the last student school day at Deer Lakes Middle School.
4. Fees/Hourly Rate Payable: \$18.01 per hour worked during 2018
\$18.51 per hour worked during 2019

Notwithstanding anything to the contrary set forth in this Agreement, in the event that the part-time police officer assigned to any of the above School District Facilities is unable to provide services during the above stated Work Hours or Work Days for any reason, the Police Department shall attempt to replace such officer with another part-time police officer at the same hourly rate. In the event that another part-time police officer is not available, the Township shall attempt to replace the part-time police officer with a full-time police officer. The School District acknowledges and agrees that use of a full-time police officer in providing the Services required under the terms of this Agreement would be considered an “overtime” assignment and the fees payable by the School District to the Township would be at the full-time officer’s overtime rate.



AUTHORIZATION: HIRE PART-TIME POLICE OFFICERS

THE BOARD RECEIVED THE ATTACHED MEMORANDUM FROM CHIEF LAPE RECOMMENDING THE HIRING OF THE FOLLOWING INDIVIDUALS FOR THE POSITION OF PART-TIME POLICE OFFICERS:

- TYLER JAMISON
- NICHOLAS BARTOSZEWICZ (BART-O-SHEV-ITCH)

BACKGROUND CHECKS WERE PERFORMED.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

AS PER THE RECOMMENDATION OF THE CHIEF OF POLICE AND TOWNSHIP MANAGER, I MOVE TO HIRE TYLER JAMISON AND NICHOLAS BARTOSZEWICZ AS PART-TIME POLICE OFFICERS OF WEST DEER TOWNSHIP UPON THE CONDITION THEY SUCCESSFULLY COMPLETE ALL THE REQUIREMENTS TO RECEIVE THEIR CERTIFICATION NUMBERS.

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

21

West Deer Twp. Police

MEMO

To: Daniel Mator, Township Manager
From: Jonathan D. Lape, Chief of Police
Subject: Hiring of Part Time Police Officers
Date: September 11, 2018

Mr. Mator,

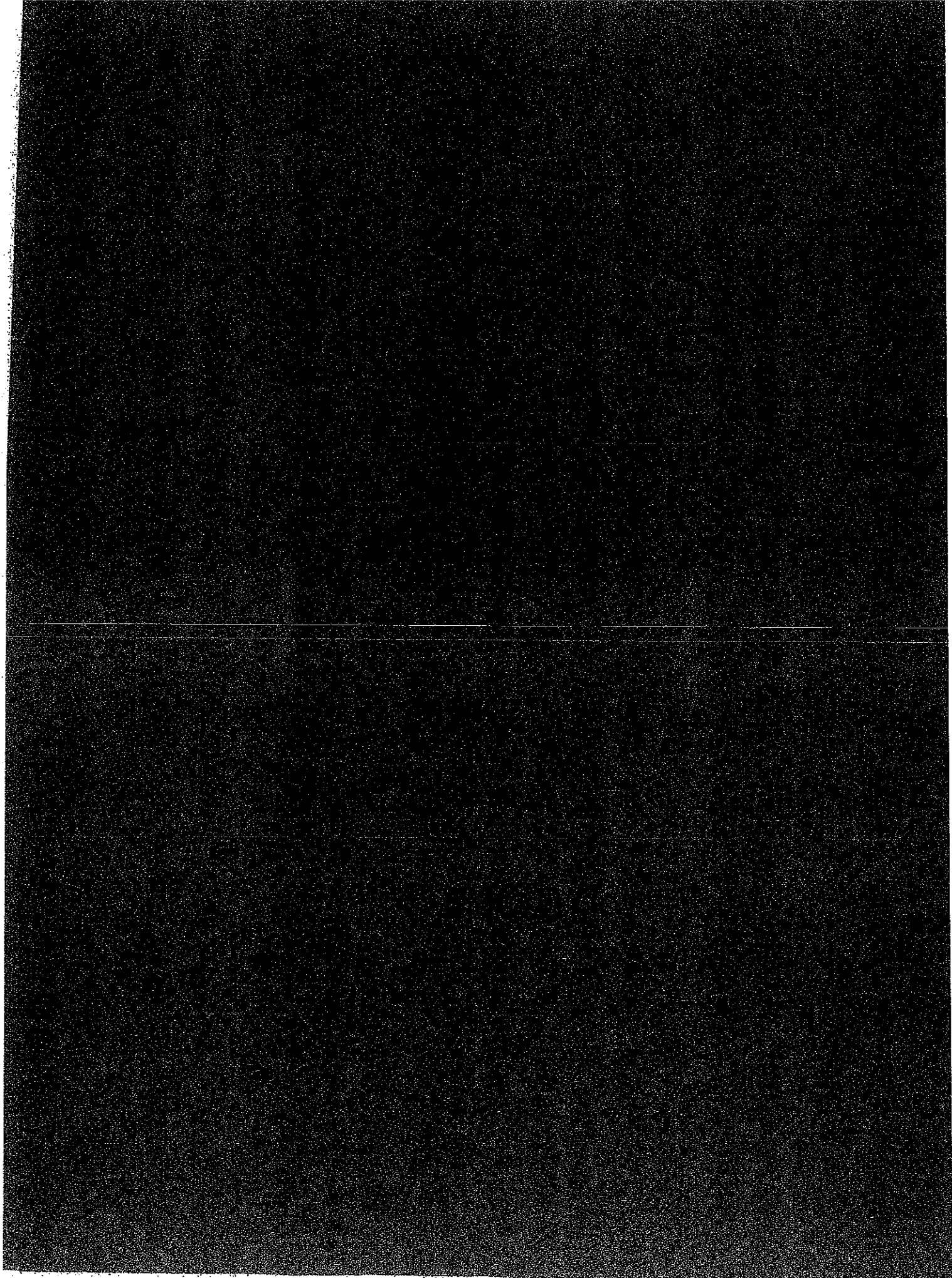
At the August 2018 meeting I asked that the hiring of two part time officers be placed on the agenda for the September's meeting. We received approximately six applications. From the six applications two applicants were scheduled interviews

My recommendation to the Board of Supervisors is to hire Tyler Jamison and Nicholas Bartoszewicz for the position of a Part Time Police Officer.

Tyler is a resident of Shaler Township. He is a graduate of Shaler High School and La Roche where he obtained a Bachelor's degree. He graduated from the Allegheny County Police Academy, June of 2018. He is currently employed as a part time officer in Indiana Township. A background check was performed on Mr. Jamison and nothing was found that would prevent him from working with our department.

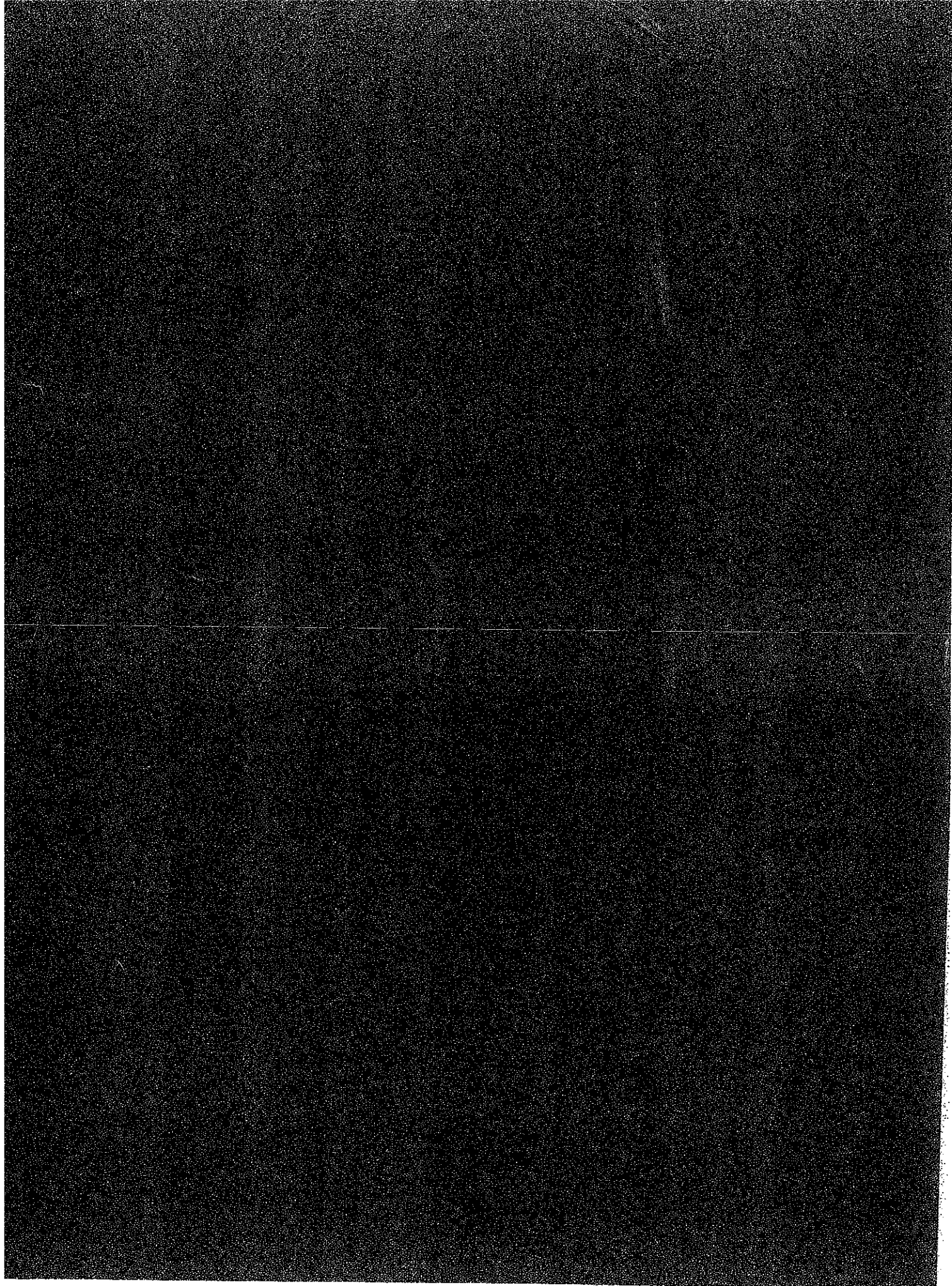
Nicholas is a resident of McCandless Township and a graduate of Central Catholic High School and John Carroll University, with a Bachelor's degree. He is also a graduate of the Allegheny County Police Academy. Nick is currently employed with Verona Borough and Indiana Township as a part time police officer. A background check was performed on Mr. Bartoszewicz and nothing was found that would prevent him from be working with our department.

I would like to recommend to the Board of Supervisors to hire Tyler Jamison and Nicholas Bartoszewicz.



DISCUSSION: PAVILION RENTAL POLICY

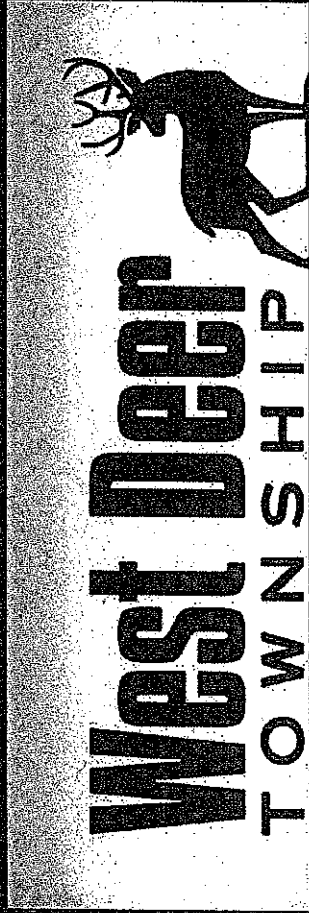
MRS. JORDAN.....



DISCUSSION: SOCIAL MEDIA

THE BOARD OF SUPERVISORS AGREED TO HAVE MR. KARPUZI AND MR. VAEREWYCK PROVIDE SEPARATE PROPOSALS FOR A POSSIBLE SOCIAL MEDIA PRESENCE.

MR. KARPUZI AND MR. VAEREWYCK.....



West Deer Township Outreach Efforts

Proposals composed by Supervisor Arlind Karpuzi
August 15th – Public Meeting

Objective:

Each one of the following outreach proposals, are simply that, proposals. These could be amended in anyway, they could all be accepted, or they could be all denied.

The main objective is to increase communication and transparency with the community.

In my opinion, keeping our community informed and involved should always be a top priority.

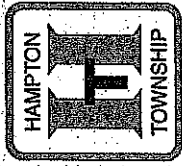
Outreach Proposal through Social Media:

- West Deer Township creates a Facebook Page that solely acts as a branch of the website.
- The only information that will be posted are links from the West Deer Township website for the monthly agendas and meeting minutes.
- The township hires an agency to a one year contract to post and update the Facebook Page.
- Estimates from agencies have come as low as \$1 a day, \$365 for the year. Aaron Zufall from Zufall Communications (<https://zufall.co/>) was the listed estimate.
- Aaron is a resident of West Deer and alumni of Deer Lakes School District. He has Bachelor's Degree in Emerging Media from Ithaca College.
- Unable to attend August 15th meeting, but could possibly attend the September public meeting to answer any questions.
- Comments, replies, messages, or any information directed to the Facebook Page will be met with one response:
 - "Thank you for reaching out! For any additional information please, reach out to township administration at 724.265.3680."

Outreach Proposal through Social Media:

- The next three slides labeled, “Our Neighbors,” are meant to be viewed in Microsoft PowerPoint. When slides are printed out they appeared to be overlapped. When presented, they are brought in one by one to be seen individually.
- The following are examples of how some of our neighboring municipalities are using Facebook to inform their residents. The uses range from warnings for road closures to events that are occurring around the community.
- Again, the proposal for West Deer Township is not to take it to the extent that the following municipalities have. The outreach proposal for social media is only to be used to post the meeting minutes and agenda.
- These examples are to show the ranges of use and the differing sizes in communities that are using the platform.

Our Neighbors



Township of Hampton

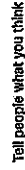
- Home
- Events
- Reviews
- About
- Videos
- Photos
- Posts
- Notes
- Community
- Info and Ads



at Like Follow Recommend

Reviews

5.0 ★ ★ ★ ★ ★ 2 Reviews



Tell people what you think

Victor Son
★ ★ ★ ★ ★ · August 16, 2017

Hampton is a wonderful place to live, raise a family and enjoy the amenities. The residents are all top notch and caring.

See All

Videos

Police Chief Tom Vallejovich - Detective Rob Gradow...

See All

Posts

Township of Hampton
July 16 at 3:49 PM · 🌟

Garbage Delayed - July 16th

Due to vehicle equipment failure, garbage collection is delayed until Tuesday, July 17th, for the following areas: Middle Road area including Ralph Drive, John Giel Drive, Cummings Drive and E. Elfinwild Road.

See More

Township of Hampton
July 2 at 8:38 AM · 🌟

E. BARDONNER ROAD IS NOW OPEN!

Please be reminded that this roadway is in a residential neighborhood and the speed limit is 25 mph.

Although the roadway is open, some final repairs need to be made in the E. Bardonner Road / Ben Herr Street area; please be cautious of the construction workers as well.... See More



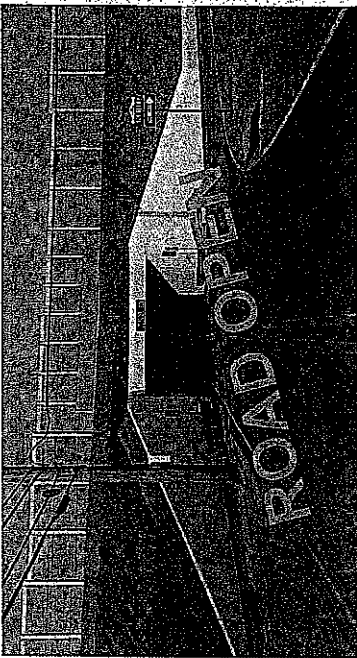
2

2 Shares

View 1 comment



Write a comment



Clare Novak and 128 others

131 Shares

Oldest

Public & Government Service in All: Park, Pennsylvania
5.0 ★ ★ ★ ★ ★
Closed Now

Community

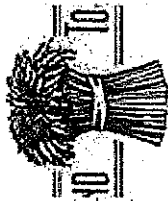
- Invite your friends to like this Page
- 953 people like this
- 1,076 people follow this
- Mariexa Bailly likes this or has checked in

See All

See All

See All

Our Neighbors



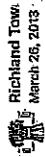
Richard Township, Pennsylvania

- Home
- About
- Events
- Reviews
- Photos
- Posts
- Community
- Info and Ads



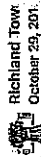
Like Follow Recommend

Posts



Richard Tow
March 26, 2013
The spring collection material and tree trim larger than 3" in diam Leaf bags are sold at 1 cost is \$2.10 per pack

APR 10
Wed 6 AM



Richard Tow
October 29, 2013
NOTICE: Halloween Tr from 6-8p.m. Please



1

2 Shares

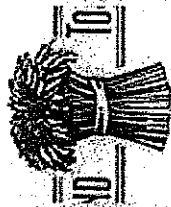


Write a comment

Posts

Richard Towns

Like Follow Recommend



Richard Township, Pennsylvania

Like Follow Recommend

Upcoming Events

Richard Township, Pennsylvania does not have any upcoming events.

Past Events

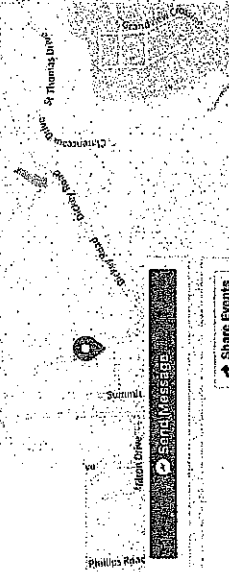
Date	Event	Location
APR 10	Richard Township Spring Leaf Collection D...	Richard Township, Pennsylv... Gibsonia, PA
OCT 24	Richard Township - Fall Leaf Collection (D...	Richard Township, Pennsylv... Gibsonia, PA
NOV 30	RICHLAND TOWNSHIP'S FALL LEAF COLLE...	Richard Township, Penn...
NOV 9	RICHLAND TOWNSHIP'S FALL LEAF COLLE...	Richard Township, Penn...
OCT 26	RICHLAND TOWNSHIP'S FALL LEAF COLLE...	Richard Township, Penn...

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Facebook © 2018 English (US) Español Français (France) 中文(简体) العربية Português (Brasil) Italiano हिंदी Deutsch 日本語

Like Follow Recommend

Suggest Edits



Share Events

Our Neighbor



Township of O'Hara

- Home
- About
- Photos
- Reviews
- Posts
- Community
- Info and Ads



Like Follow Share

Photos

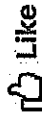


Posts



Township of O'Hara
July 10 at 12:29 PM

The Township will be showing the Emoji Movie in Building NOT Squaw Valley Park. It will be in police vehicles are parked.



2 Shares



Write a comment...

Community

Invites your friends to like this Page

1,127 people like this

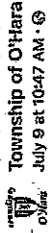
1,205 people follow this

Cat Murray likes this or has checked in

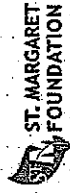
About

See All

See All



Township of O'Hara
July 9 at 10:47 AM



Fox Chapel Area

Flood Relief Free Store

Fox Chapel Plaza - 1151 Freepoint Road.
Corner of Fox Chapel Road and Freepoint Rd.

Monday, July 9th - 10:00 am to 2:00 pm

Wednesday, July 11th - 10:00 am to 2:00 pm

Friday, July 13th - 10:00 am to 2:00 pm

Saturday, July 14th - 10:00 am to 2:00 pm

The Free Store is accepting furniture, electronics, home appliances, tools, toys, clothing, storage containers. Please no clothes, light bulbs, holiday decorations. For more info: <https://www.facebook.com/stmargaretfoundation>

A Neighbor's First Floor

Donate at www.stmargaretfoundation.org - Chassis 'Flood Relief Fund' to help.



26

55 Shares

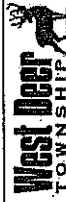
Oldest

Outreach Proposal through E-Mail:

- Added to the West Deer Township website would be a way for residents to sign up for "Township Updates"
- This method allows for the township to reach out to residents that sign up for the emails
- In the footer of every e-mail, it will contain the municipal building's address and phone number. This is in case the resident has any questions about the information presented in the e-mail.
- As an example for what would be e-mailed out to residents, the next slide shows previously distributed information that would ideally be e-mailed to the residents that have signed up through the website.
- Various cost efficient vendors are able to send out blast emails.
 - Pricing Index for the popular email marketing service, MailChimp, on the slide following the previously distributed township information.

Outreach Proposal through E-Mail:

- An example of previously distributed township information that would be sent out through email to residents, if the Outreach Proposal through E-Mail were to be put into execution



"Your West Deer Township Home

A very important election for the residents of West Deer is coming up on May 15th from 7:00am to 8:00pm. The reason this election is so important is that it contains three referendum questions that could possibly change two articles of the governing document of the Township: the Township Home Rule Charter.

Allegheny County finances the questions for the ballots, and the Board of Supervisors, the Home Rule Charter Commission, and the Township Manager are concerned that the questions could easily confuse voters. Question #1 is fairly straightforward, but the first Questions #1 and #2 can be quite confusing. This article is therefore intended to simplify the questions so that you are properly informed – and understand the questions and what they mean – before going to the polls.

How is everything right now, without these questions being passed?

- The first two questions address the number of Township supervisors, and where they would come from within the township. The township is currently governed by seven "at-large" candidates. They can live all across the township, or they could live on the same exact street. At-large means from anywhere.
- The third question addresses the operation and procedure of the Board of Supervisors. The Charter was drafted in 1974. The internet, websites, email, etc. was not around then, so the Charter currently requires "written" communication (letters) and hand copies of agendas, minutes, etc. to be available for inspection. It also requires residents to bring a signed petition of 200 residents in order to have their concern heard by the Board of Supervisors.

Question #1

What you will see on the ballot

WEST DEER TOWNSHIP
PROPOSED HOME RULE CHARTER AMENDMENT
SPECIAL ELECTION QUESTION #1

Shall Article III of the West Deer Township Home Rule Charter be amended to reduce the number of Township Supervisors from seven to five members, and to establish four representative districts with one at-large position, effective the first day of January 2026, as more fully described in West Deer Ordinance No. 4197?

What the question means in normal language

Do you want the number of supervisors reduced from seven members to five members, and do you want four equal districts created in the Township so that only people from that district can vote for that district's candidates. While this is being done, you are encouraged to contact the Township – so that you are guaranteed representation where you live?

What are the "pros" of voting for this question?

- Less supervisors could mean less battling and more efficient action in the Township.
- It is easier to find five candidates than seven, and the standard number of supervisors in townships state-wide is either three or five members.
- Each town of the Township has a district with its own supervisor that must live in that district, which would ensure the residents of that district always have a voice.
- Smaller districts would encourage some people to run that otherwise would not run for office (i.e., "why should I run? We all know the people from Anytown always win.")
- The fifth supervisor, who is at-large, could still be an important vote for the interests of the Township as a whole.
- Other successful municipalities have a similar mix of district and at-large representatives.

What are the "cons" of voting for this question?

- We are used to seven supervisors and at-large representatives, and have done it that way for decades.
- Seven supervisors could mean more positive discussion, too.
- If only one from the almost 3000 residents in each district district runs, it could leave a vacant position that would have to be filled by an appointment process.
- Two good candidates could be from one district, meaning one would have to lose (unless they also ran for the at-large position).

Question #2

What you will see on the ballot

WEST DEER TOWNSHIP
PROPOSED HOME RULE CHARTER AMENDMENT
SPECIAL ELECTION QUESTION #2

Shall Article III of the West Deer Township Home Rule Charter be amended to reduce the number of Township Supervisors from seven to five members, and to establish four representative districts with one at-large position, effective the first day of January 2026, as more fully described in West Deer Ordinance No. 4197?

What the question means in normal language

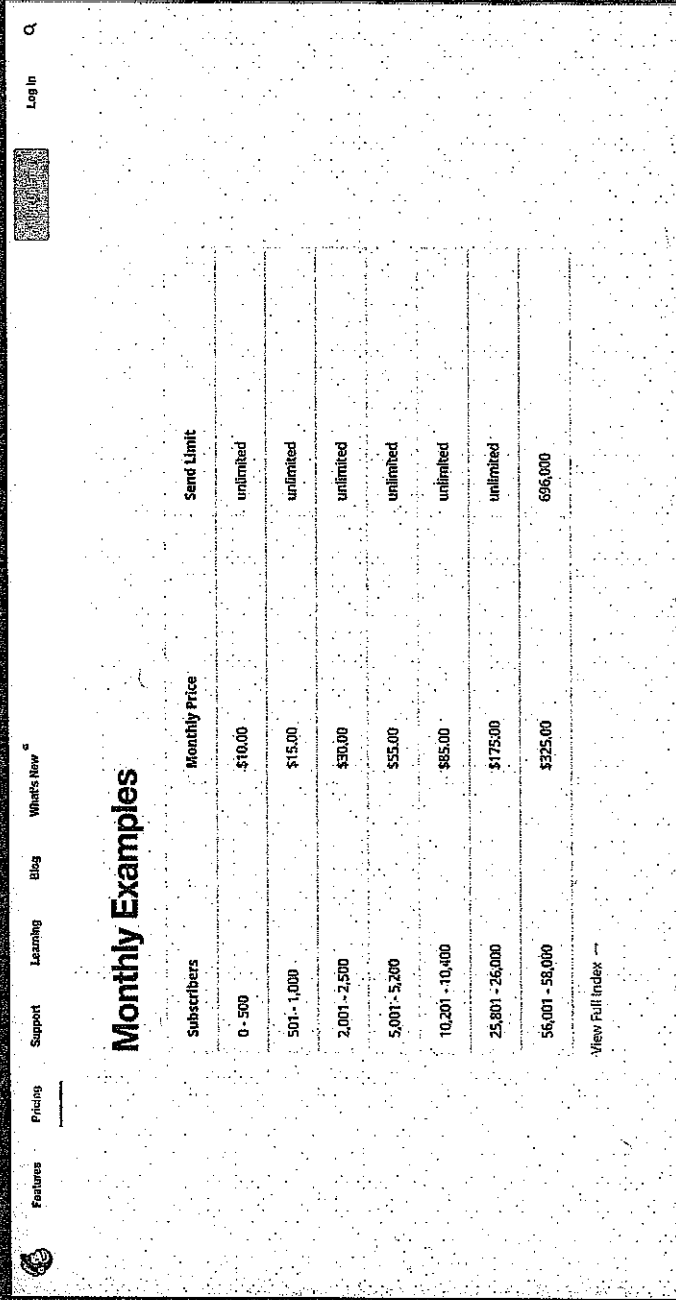
Do you want the number of supervisors reduced from seven members to five members, but still be able to vote for those five members no matter where they live in the Township?

What are the "pros" of voting for this question?

- Less supervisors could mean less battling and more efficient action in the Township.
- It is easier to find five candidates than seven, and the stan-

Outreach Proposal through E-Mail:

- Pricing Index for the popular email marketing service, MailChimp. Only one of many services that could be used for the Outreach Proposal through E-Mail.

A screenshot of the MailChimp pricing page. The page features a navigation menu at the top with links for Features, Pricing, Support, Learning, Blog, and What's New. A search bar and a 'Log In' link are also visible. The main content area is titled 'Monthly Examples' and contains a table with three columns: 'Subscribers', 'Monthly Price', and 'Send Limit'. The table lists six pricing tiers. At the bottom of the table, there is a link that says 'View Full Index'.

Subscribers	Monthly Price	Send Limit
0 - 500	\$10.00	unlimited
501 - 1,000	\$15.00	unlimited
2,001 - 2,500	\$30.00	unlimited
5,001 - 5,200	\$55.00	unlimited
10,201 - 10,400	\$85.00	unlimited
25,801 - 26,000	\$175.00	unlimited
56,001 - 56,000	\$325.00	606,000

Outreach Options:

- These outreach methods are not the only avenues that we can take to continue to reach out to the community. These could potentially be steps that we take to improve our communications.
- Again, the main objective is to increase communication and transparency with the community.
- The proposals are separate proposals. Both work towards the common goal, but are not meant to be lumped into one vote.
 - Further clarification, the options to accept both or decline both are, of course, present, but one could be accepted and one could be denied.

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

24

OLD BUSINESS

25

NEW BUSINESS

**SET AGENDA / Regular Business Meeting
October 17, 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. Acceptance: Cured in Place Piping Bid
14. Adoption: Ordinance No. 428 (Creation of Voting Districts)
15. Adoption: Ordinance No. 429 (Stormwater Management Plan)
16. Advertisement: Mueller Street Demolition
17. Committee Reports
18. Old Business
19. New Business
20. Set Agenda/November 21, 2018
21. Comments from the Public
22. Adjournment

27

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.

28

ADJOURNMENT

I MOVE TO ADJOURN AT _____ P.M.

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