

WEST DEER TOWNSHIP SUPERVISORS MEETING



March 20, 2019

6:00 p.m./Executive Session

6:30 p.m./Regular Business Meeting

1 Call to Order

2 Pledge of Allegiance

3 Roll Call - Mr. Payne . . .

4 Executive Session

REGISTERED COMMENTS FROM THE PUBLIC

- None

5

COMMENTS FROM THE PUBLIC

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

6

ACCEPT MINUTES

ATTACHED ARE THE MINUTES OF THE FEBRUARY 20, 2019 MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACCEPT THE MINUTES OF THE FEBRUARY 20, 2019 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
20 February 2019
6:30 p.m.

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

PLEDGE OF ALLEGIANCE

Chairwoman Hollibaugh opened and welcomed everyone to the meeting.

Roll Call taken by Mr. Mator – Quorum present.

No Executive Session held.

REGISTERED COMMENTS FROM THE PUBLIC

- None

COMMENTS FROM THE PUBLIC

- Mr. George Zietz, Russellton Airport Road
 - Mr. Zietz commented on stormwater maintenance work done by the Township on Butler Logan Road, a State-owned road. He stated he felt it's the State's responsibility to take care of that problem and not the Township's responsibility. Mr. Mator explained that PennDOT was contacted numerous times, and that the Township took the initiative to make the repair as an emergency measure.

Mr. Zietz thanked the Township, and commented on other issues with the State at the same intersection.
- Mr. Earl Fish, Aber Road
 - Mr. Fish also commented on the pipe on Butler Logan Road and other State road issues.

ACCEPT MINUTES

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to accept the minutes of the 23 January 2019 meeting as presented. A roll call vote was taken. Members voting yes: Mrs. Jordan; Mr. Karpuzi; Mr. Maudhuit; Mrs. Romig; Dr. DiSanti; and Mrs. Hollibaugh. Member abstaining: Mr. Vaerewyck (not present at the meeting). Motion carried, 6 – yes, 0 – no, and 1 – abstention.

MONTHLY FINANCIAL REPORT

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

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
31 January 2019

I - GENERAL FUND:

	<u>December</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	535,113.96	535,113.96	8.39%
Expenditures	338,409.85	338,409.85	5.31%

Cash and Cash Equivalents:

Sweep Account

285,497.16

285,497.16**II - SPECIAL REVENUE FUNDS****Cash and Cash Equivalents:****Street Light Fund:**

Sweep Account - Restricted

6,247.63

Fire Tax Fund:

Sweep Account - Restricted

23,913.47

State/Liquid Fuels Fund:

Sweep Account - Restricted

59,828.99

89,990.09**Investments:****Operating Reserve Fund:**

Sweep Account - Reserved

194,753.67

Capital Reserve Fund:

Sweep Account - Reserved

1,338,238.20

1,532,991.87**III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:**

0.00

0.00**TOTAL CASH BALANCE 1/31/19**1,908,479.12**Interest Earned January 2019****363.16**

	<u>1/1/2019</u> <u>Debt Balance</u>	<u>January</u> <u>Principal</u> <u>Payment</u>	<u>1/31/2019</u> <u>Debt Balance</u>
Mars National - VFC #3	\$206,583.46	\$2,607.94	\$204,644.06
NexTier Bank VFC #2	\$439,872.18	\$2,680.96	\$438,612.32

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

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

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

LIST OF BILLS

AJ Printing Services, Inc.	2029.87
Amerikohl Aggregates, Inc.	414.58
Amerikohl Transport, Inc.	172.81
Bearcom	487.62
Best Wholesale Tire Co., Inc.....	698.00
Griffith, McCague & Happel, PC.....	1035.50
Hei-Way, LLC.....	1154.52
Insight Pipe Contracting.....	3150.00
Jordan Tax Service, Inc.	13660.01
Mark C. Turnley.....	2600.00
MRM Workers’ Comp Fund	16749.43
Office Depot.....	287.52
Shoup Engineering Inc.	673.50
Stephenson Equipment, Inc.	659.41
Toshiba Financial Services.....	688.60

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

POLICE CHIEF’S REPORT

Chief Jon Lape was present and provided a summary report on the Police Department for the month of January 2019. A copy of the report is on file at the Township. Questions and comments followed.

BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER’S REPORT

Mr. Bill Payne was present and provided a summary report on Code Enforcement for the month of January 2019. A copy of the report is on file at the Township. Questions and comments followed.

REPORT FROM THE PARKS AND RECREATION BOARD

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

ENGINEER’S REPORT

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

Projects

- 2019 Road Improvement Program

- Mr. Shoup stated that preliminary design work for the 2019 Road Improvement Project has begun. Public bids will be obtained for the Board of Supervisor's consideration at the 20 March 2019 meeting. On-site review of drainage work on Rittman Road was also performed with the Public Works Director.

Development/Subdivision Reviews

- None

ACCEPTANCE: RESIGNATION LETTER OF PART-TIME POLICE OFFICER

The Board is in receipt of the resignation letter from Officer Tyler Jamison as a part time police officer effective 28 January 2019.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Jordan to accept the resignation of Officer Tyler Jamison as a part-time police officer for West Deer Township effective 28 January 2019, and wish him the best of luck. Motion carried unanimously 7-0.

APPROVAL: HIRING PART-TIME POLICE OFFICER

The Board received a memorandum from Chief Lape recommending the hiring of the following individual for the position of part-time police officer:

- Korey Zarnick – Mr. Zarnick was present at the meeting and commented on his background.

A background check was performed and Mr. Zarnick has his certification number. He would be able to start immediately after being sworn-in at District Magistrate Swan's office.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Karpuzi to hire Kory Zarnick as a part-time police officer of West Deer Township. Motion carried unanimously 7-0.

AUTHORIZATION: ADVERTISEMENT OF 2019 ROAD IMPROVEMENT PROJECT

The Board received the advertisement for bids from the Township Engineer in regard to the 2019 Road Improvement Project.

Roads – Hot Mix Bid

Havencrest Drive, Rickenbach Road, Crestwood Drive, Dawn Road, Skyview Terrace, Paradise Drive, and Kaufman Road.

Alternate bid: Walnut Street, Beechnut Street & Chestnut Way.

Roads – Cold Mix Base Bid

Dawson Road

Alternate Bid: Blanchard Road & Hemphill Road

MOTION BY Supervisor Maudhuit and SECONDED BY Supervisor Karpuzi to authorize the Township Engineer to advertise and solicit bids for the 2019 Road Improvement Project. Motion carried unanimously 7-0.

AUTHORIZATION: MOTORCYCLE SEALED BIDS

The West Deer Township Police Department received a donation of a 2001 Harley Davidson Willie G. Motorcycle. The Board agreed to advertise and accept sealed bids with the proceeds used towards the purchase of police equipment.

2001 Harley Davidson Willie G. Motorcycle
Minimum Bid of \$17,500.00
The motorcycle is in the original packing crate.
Bids Due & Open: Monday, 8 April 2019 at 1:30 p.m.
Township reserves the right to reject any and all bids.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor DiSanti to authorize the advertisement to accept sealed bids for the sale of the 2001 Harley Davidson Willie G. Motorcycle. Motion carried unanimously 7-0.

DISCUSSION: COMMUNITY OUTREACH

Mr. Mator commented on the proposals he received for the newsletters and pointed out the Township is still working on compiling an updated address mailing list of Township residents. He stated that once the address list is complete, accurate quotes for postage could be obtained.

Mr. Karpuzi commented that he and Mr. Mator met with a digital Consultant that can help the Township with outreach and social media including digital newsletters. He added that this is an ongoing work in progress.

DISCUSSION: PITTSBURGH NORTHEAST AIRPORT STATUS

Dr. DiSanti explained that the original owners of Rock Airport were to construct certain environmental controls on the property. He stated that there has been new ownership, and that the original Developer's Agreement has been overlooked on such items as maintenance of the retention ponds, controlling water run-offs, etc. Supervisor DiSanti said he felt it should be the new owner's responsibility.

Dr. DiSanti also indicated the Bankruptcy Court said that the new owner would be responsible for the concerns that took place prior to the bankruptcy and he feels a good place to start would be to revisit the Developer's Agreement.

Mr. Happel explained that the prior developer filed for bankruptcy and that the property was indeed sold to a new owner (Alaskan Property Management Company, LLC). He added that during the proceedings the new owner agreed to work with the Township with respect to environmental compliance on new work. Mr. Happel explained that Mr. Shoup inspected the property, had some suggestions, and sent those suggestions to the new property owner after the property was purchased through bankruptcy. Mr. Happel said that the bankruptcy was filed in 2009, was closed in 2017, and that the new owners had been in contact with Mr. Mator.

Mr. Mator indicated he met with the new owners. He advised the Board that there were some environmental issues, which the new owners were willing to address as they moved forward with their plans to expand the runway. However, the FAA did not approve the expansion of the runway.

There was much discussion on this issue.

Mr. Happel indicated the lawsuits filed by the Township were terminated since the bankruptcy was finalized and that there is no pending action by the Township.

Mr. Shoup concurred with the information Mr. Happel and Mr. Mator provided.

Dr. DiSanti also pointed out that old buildings that were demolished/torn down are still there. Mr. Vaerewyck indicated there are environmental issues there (oil, anti-freeze, waste oil).

After further discussion, Mr. Happel was directed to follow-up with the new owner on the issues discussed.

COMMITTEE REPORTS

The Committee Chairperson reported on their Committee updates:

- 1) Mr. Vaerewyck – EMS Committee
- 2) Mrs. Romig – Engineering & Public Works Committee
- 3) Dr. DiSanti – Financial, Legal & Human Resources Committee
- 4) Mrs. Jordan – Parks & Recreation Committee
- 5) Mr. Karpuzi – Zoning, Planning & Code Committee
- 6) Mr. Karpuzi – North Hills COG Report

OLD BUSINESS

- Mr. Vaerewyck commented on the private waterlines that run underneath Hemphill Road. Mr. Karpuzi reported both he and Mrs. Jordan attended a meeting at the Fawn Frazer Water Authority and were informed that they did find the leak on the Buchanich property and the Buchanich's received a \$600.00 credit on their water bill. As far as replacing the waterline, Mrs. Jordan indicated they have not come back to the Township with a plan. The Authority has no money but the residents could possibly all agree to pay their share towards a new waterline.
- Mr. Karpuzi commented on the Little Free Libraries and there was an unexpectedly overwhelmed amount of books dropped off at his family's restaurant. Mr. Karpuzi thanked everyone and indicated he is still working with the Deer Lakes Ambassadors who are a service organization of students; he reached out to the Eagle Scouts, and Jim Zufall, a resident of the Township. Lowes will contribute all of the materials to build the bookstands, books are being donated and volunteers/labor will build the bookstands.
- Mrs. Hollibaugh commented that the January and February meetings listed in the newspaper have been at 7:00 p.m. and the meetings have been changed to 6:30 p.m.

NEW BUSINESS

- Mrs. Jordan commented on the ice build-up at Cedar Ridge Road and Martin Road. Bill Payne met the State/Tim Claypool at Cedar Ridge Road and explained the problems in that area. Mrs. Jordan indicated it is a very dangerous situation.

Mr. Mator stated he would talk to John Yourish in regard to Martin Road.

- Mr. Vaerewyck commented that he received two calls from two previously elected auditors in regard to a statement on the website's informational page. He stated that the two auditors in question were upset by the Township Manager's inclusion on that page that former elected auditors had their names written in, and that one was even elected as a joke. Supervisor Vaerewyck indicated one of the auditors was crying when she called him, and that he felt it was incredibly insulting that statement was made on the webpage. Mr. Vaerewyck said that all the auditors that the Township had ran campaigns – not as write-ins – and were appropriately elected officials, and that the information was “incredibly demeaning.” He added that one former auditor asked Supervisor Vaerewyck to fire Mr. Mator over the piece, and Mr. Vaerewyck encouraged the Board to have the piece retracted and an apology sent to those auditors.

Mrs. Jordan asked Mr. Vaerewyck if he received an email with a draft of the piece sent by Mr. Mator to the full Board for approval/commentary prior to posting. Supervisor Vaerewyck stated he had received the draft, but that he was on the road and did not have enough time to review it.

Supervisor Jordan also asked Mr. Happel if this was a personnel issue, and received clarification that it was a personnel issue if the Board wanted to review the action of an employee, but not if the Board wished to review the policy/protocol.

Mr. Mator explained that the auditors who contacted Mr. Vaerewyck were different from the auditor who stated to Mr. Mator that she was written in as a joke. Mr. Mator added that the point of including that information to begin with was so that residents understood the auditor position and duties before running and/or accepting the position. He stated to everyone in attendance that it was never a personal attack.

More discussion was held on the matter.

Also discussed was normal business practice and possibly updating/changing the policy in regard to communication between the administration and the Board of Supervisors.

SET AGENDA: REGULAR BUSINESS MEETING

20 March 2019

6:00 p.m. – Executive Session

6:30 p.m. – Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session Held
5. Registered Comments from the Public
6. Comments from the Public
7. Accept Minutes
8. Monthly Financial Report
 - A. Finance Officer's Report
 - B. List of Bills
 - C. 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. Approval: Hiring Part-time Police Officer
14. Authorization: MS4 Program
15. Authorization: Purchase of One 2019 Park Zero Turn Mower
16. Award: 2019 Road Improvement Program Bids
17. Old Business
18. New Business
19. Set Agenda/17 April 2019
20. Comments from the Public
21. Adjournment

COMMENTS FROM THE PUBLIC:

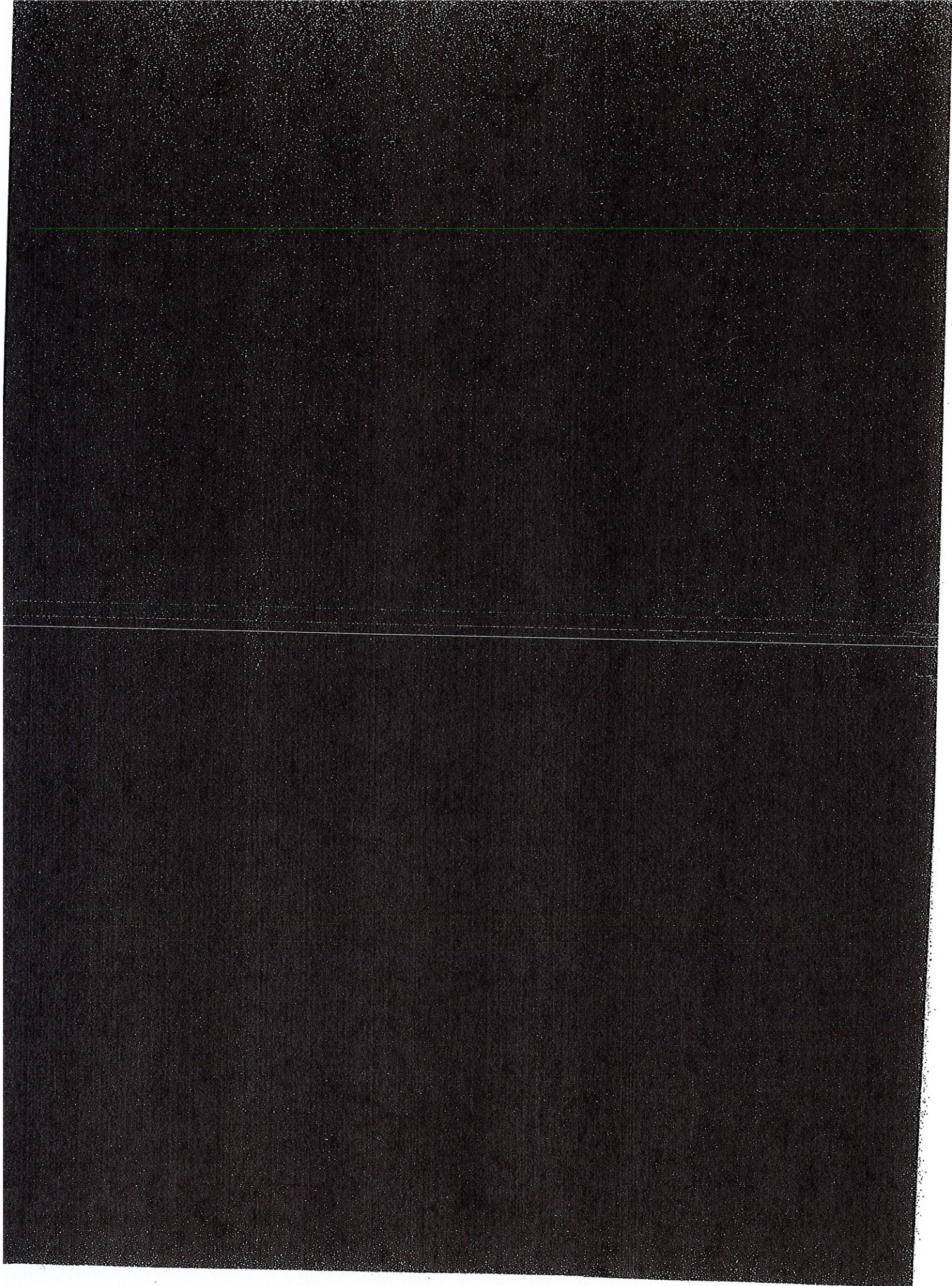
- Mr. George Zietz, Russellton Airport Road
 - Mr. Zietz commented on the airport issues.

- Mr. Eric Felack, Chief of Staff for Representative Bob Brooks' office
 - Mr. Felack informed the Board that their office will continue to work on the PennDOT issues in the Township.

ADJOURNMENT

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Karpuzi to adjourn the meeting at 8:16 p.m. Motion carried unanimously 7-0. Meeting adjourned.

Daniel J. Mator, Jr., Township Manager



MONTHLY FINANCIAL REPORT

A) **FINANCE OFFICER'S REPORT**

MRS. NARDIS.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

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

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

B-A

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
February 28, 2019

I - GENERAL FUND:

	<u>February</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	312,799.37	781,048.99	12.24%
Expenditures	319,849.94	655,852.96	10.28%

Cash and Cash Equivalents:
Sweep Account

	<u>278,771.72</u>	<u>278,771.72</u>
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II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Restricted 19,421.92

Fire Tax Fund:

Restricted 13,787.43

State/Liquid Fuels Fund:

Restricted 3,213.93

36,423.28

Investments:

Operating Reserve Fund:

Reserved 194,917.11

Capital Reserve Fund:

Reserved 1,338,241.63

1,533,158.74

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

	<u>0.00</u>	<u>0.00</u>
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TOTAL CASH BALANCE 2/28/19

1,848,353.74

Interest Earned February 2019

242.38

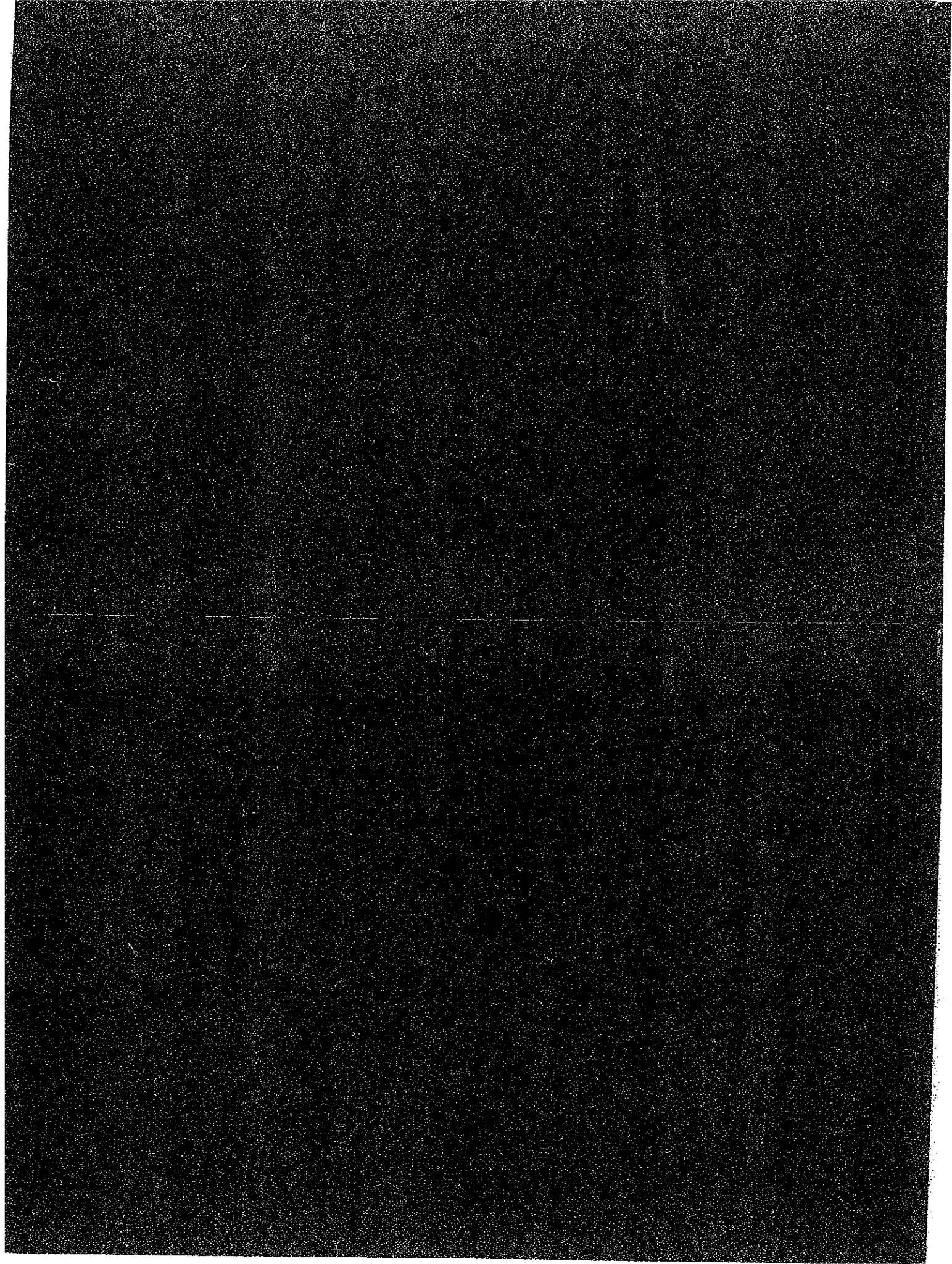
	<u>2/1/2019</u> <u>Debt Balance</u>		<u>February</u> <u>Principal</u> <u>Payment</u>	<u>2/28/2019</u> <u>Debt Balance</u>
Mars National - VFC #3	205,119.59	\$	2,607.94	202,987.18
NexTier Bank VFC #2	438,612.32	\$	2,680.96	437,347.31

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

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

INTEREST EARNED - 2019

	<u>FEBRUARY</u>	<u>YTD</u>
GENERAL FUND	\$0.51	\$1.08
STREET LIGHT FUND	\$0.00	\$0.00
FIRE TAX FUND	\$4.38	\$13.52
OPERATING RESERVE	\$163.44	\$371.20
STATE FUND	\$70.62	\$212.22
CAPITAL RESERVE	<u>\$3.43</u>	<u>\$7.52</u>
TOTAL INTEREST EARNED	<u><u>\$242.38</u></u>	<u><u>\$605.54</u></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	___	___	___	___
DR. DISANTI	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___

S.B

By Name
Cutoff as of: 12/31/9999

Time: 09:00 am
Date: 03/14/2019
Page: 1

Due Dates: 03/15/2019 thru 03/15/2019

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00674	BEARCOM	430.327	4793557	57.47				57.47		
Road:	Radio Equip Maint	0319	03/01/2019	03/15/2019	03/05/2019					
00674	BEARCOM	410.328	4794127	137.50				137.50		
Police:	Radio Equip Maint	0319	03/04/2019	03/15/2019	03/05/2019					
Name: BEARCOM										
00553	BEST WHOLESALE TIRE	410.374	14244	122.65				122.65		
Police:	Car #36-Inspection	0219	02/05/2019	03/15/2019	03/05/2019					
00553	BEST WHOLESALE TIRE	410.374	14255	62.65				62.65		
Police:	Car #31-oil Filter/Rota0219	0219	02/05/2019	03/15/2019	03/05/2019					
00553	BEST WHOLESALE TIRE	410.374	14305	697.95				697.95		
Police:	Car #39-Inspection	0219	02/12/2019	03/15/2019	03/05/2019					
00553	BEST WHOLESALE TIRE	410.374	14351	824.10				824.10		
Police:	Car #35-Inspection	0219	02/19/2019	03/15/2019	03/05/2019					
00553	BEST WHOLESALE TIRE	410.374	14366	62.65				62.65		
Police:	Car #33-Rotation/oil f:0219	0219	02/19/2019	03/15/2019	03/05/2019					
00553	BEST WHOLESALE TIRE	410.374	14376	458.15				458.15		
Police:	Car #38-Brake Pads/Roto0219	0219	02/20/2019	03/15/2019	03/05/2019					
Name: BEST WHOLESALE TIRE CO, INC										
10315	GRIFFITH, MCCAGUE & Legal Services-General	404.111	273582	1580.00				1580.00		
		0219	02/28/2019	03/15/2019	03/14/2019					
Name: GRIFFITH, MCCAGUE & HAPPEL, PC										
00005	HEI-WAY, LLC	430.372	90213011	312.19				312.19		
Road:	CoId Patch	0219	02/14/2019	03/15/2019	02/15/2019					
00005	HEI-WAY, LLC	430.372	90222019	421.17				421.17		
Road:	CoId Patch	0219	02/25/2019	03/15/2019	02/26/2019					
00005	HEI-WAY, LLC	430.372	90226009	290.89				290.89		
Road:	CoId Patch	0219	02/27/2019	03/15/2019	02/28/2019					
00005	HEI-WAY, LLC	430.372	90307009	429.36				429.36		
Road:	CoId Patch	0319	03/08/2019	03/15/2019	03/11/2019					
00005	HEI-WAY, LLC	430.372	90308007	276.14				276.14		
Road:	CoId Patch	0319	03/11/2019	03/15/2019	03/12/2019					

By Name
Cutoff as of: 12/31/9999

Time: 09:00 am
Date: 03/14/2019
Page: 2

Due Dates: 03/15/2019 thru 03/15/2019

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: HEI-WAY, LLC									
00106 JORDAN TAX SERVICE, Delinquent R E Tax Commission	403.140	2-C-#106	2433.15				2433.15		
	0219	02/20/2019	03/15/2019	02/22/2019					
Name: JORDAN TAX SERVICE, INC.									
00362 KRESS TIRE	410.374	9805-2	20.00				20.00		
Police: CAR 31 Flat Tire Repair	0219	02/13/2019	03/15/2019	03/07/2019					
00362 KRESS TIRE	410.374	9805-37	580.00				580.00		
Police: CAR 35-Tires	0219	02/14/2019	03/15/2019	03/07/2019					
00362 KRESS TIRE	430.374	9809-8	48.00				48.00		
Road: Used Tire/Tire Disposal	0219	02/25/2019	03/15/2019	02/26/2019					
Name: KRESS TIRE									
			648.00				648.00		
Name: MARKL SUPPLY									
00542 MARKL SUPPLY	410.239	120279-0	4008.05				4008.05		
POL: Ammunition	0219	02/26/2019	03/15/2019	03/04/2019					
Name: MARKL SUPPLY									
			4008.05				4008.05		
00657 OFFICE DEPOT	406.210	271427476001	311.46				311.46		
Office Supplies	0219	02/08/2019	03/15/2019	02/19/2019					
00657 OFFICE DEPOT	406.210	271428212001	33.64				33.64		
Office Supplies	0219	02/07/2019	03/15/2019	02/19/2019					
00657 OFFICE DEPOT	410.210	274084189001	186.36				186.36		
Police: Office Supplies	0219	02/14/2019	03/15/2019	02/22/2019					
00657 OFFICE DEPOT	406.210	276158716001	291.54				291.54		
Office Supplies	0219	02/19/2019	03/15/2019	02/28/2019					
00657 OFFICE DEPOT	409.226	276159452001	3.56				3.56		
Cleaning Supplies	0219	02/19/2019	03/15/2019	02/28/2019					
00657 OFFICE DEPOT	406.210	276697833001	-1.99				-1.99		
Office Supplies	0219	02/19/2019	03/15/2019	02/28/2019					
00657 OFFICE DEPOT	406.210	276697834001	1.99				1.99		
Office Supplies	0219	02/20/2019	03/15/2019	02/28/2019					

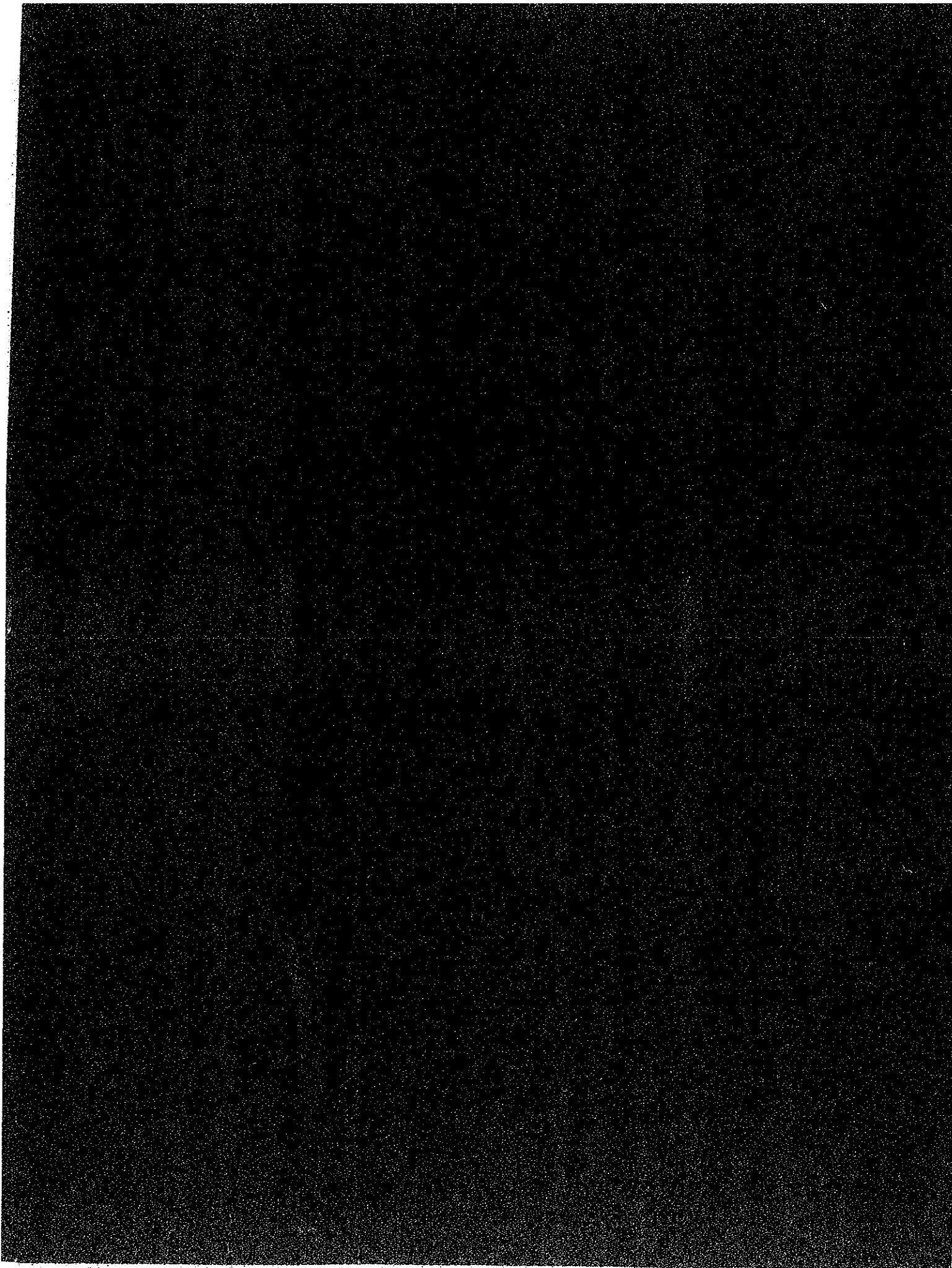
Due Dates: 03/15/2019 thru 03/15/2019

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: OFFICE DEPOT									
00830 SHOU ENGINEERING IN	408.313	19-066	663.00				663.00		
Engineering: Miscellaneous	0219	02/28/2019	03/15/2019	03/04/2019					
Name: SHOU ENGINEERING INC.									
00830 SHOU ENGINEERING IN	408.319	19-067	153.00				153.00		
Engineering: Copper Creek	0219	02/28/2019	03/15/2019	03/04/2019					
00830 SHOU ENGINEERING IN	408.319	19-068	51.00				51.00		
Engineering: Elmendorf Plan	0219	02/28/2019	03/15/2019	03/04/2019					
Name: SHOU ENGINEERING INC.									
00074 STEPHENSON EQUIPMENT	430.374	18013761	1053.30				1053.30		
Road: Filter/oil/element/engine	0319	03/07/2019	03/15/2019	03/08/2019					
00074 STEPHENSON EQUIPMENT	430.374	18013826	292.65				292.65		
Road: Strainer	0319	03/08/2019	03/15/2019	03/14/2019					
Name: STEPHENSON EQUIPMENT, INC.									
00577 TOSHIBA FINANCIAL SE	410.261	69380983	241.26				241.26		
Lease & Maintenance of Copiers	0219	02/24/2019	03/15/2019	03/01/2019					
00577 TOSHIBA FINANCIAL SE	406.261	69380983	244.76				244.76		
Lease & Maintenance of Copiers	0219	02/24/2019	03/15/2019	03/01/2019					
Name: TOSHIBA FINANCIAL SERVICES									
00067 TRISTANI BROTHERS, I	430.374	190232	1565.51				1565.51		
Road: Trk #8-King Pins/Front Wh	0219	02/28/2019	03/15/2019	03/12/2019					
00067 TRISTANI BROTHERS, I	430.374	190233	1081.87				1081.87		
Road: Trk #4-Brakes/Rotors/Whee	0219	02/28/2019	03/15/2019	03/12/2019					
00067 TRISTANI BROTHERS, I	430.374	190234	1175.19				1175.19		
Road: Trk #6-Front wheel bearin	0219	02/28/2019	03/15/2019	03/12/2019					
Name: TRISTANI BROTHERS, INC.									
00732 U S MUNICIPAL	430.374	6148636	2463.75				2463.75		
Road: Flow edge Carbide blades	0319	03/06/2019	03/15/2019	03/11/2019					
Name: U S MUNICIPAL									
			2463.75						

FINAL TOTALS:

22645.72

22645.72



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

8-1

WEST DEER TOWNSHIP

Date: 02/26/19
Time: 08:13:22

REAL ESTATE TAX REFUNDS FOR BOARD APPROVAL
February 2019

Page: 1

Refunds Due to County Change Orders

Payable to: MAHER MARK RICHARD | JODI (W)
895 Ashley Rd
Gibsonia PA 15044

Lot & Block 1669-S-35
895 ASHLEY RD
GIBSONIA PA 15044

Refund of 50.99 due for tax year: 2018

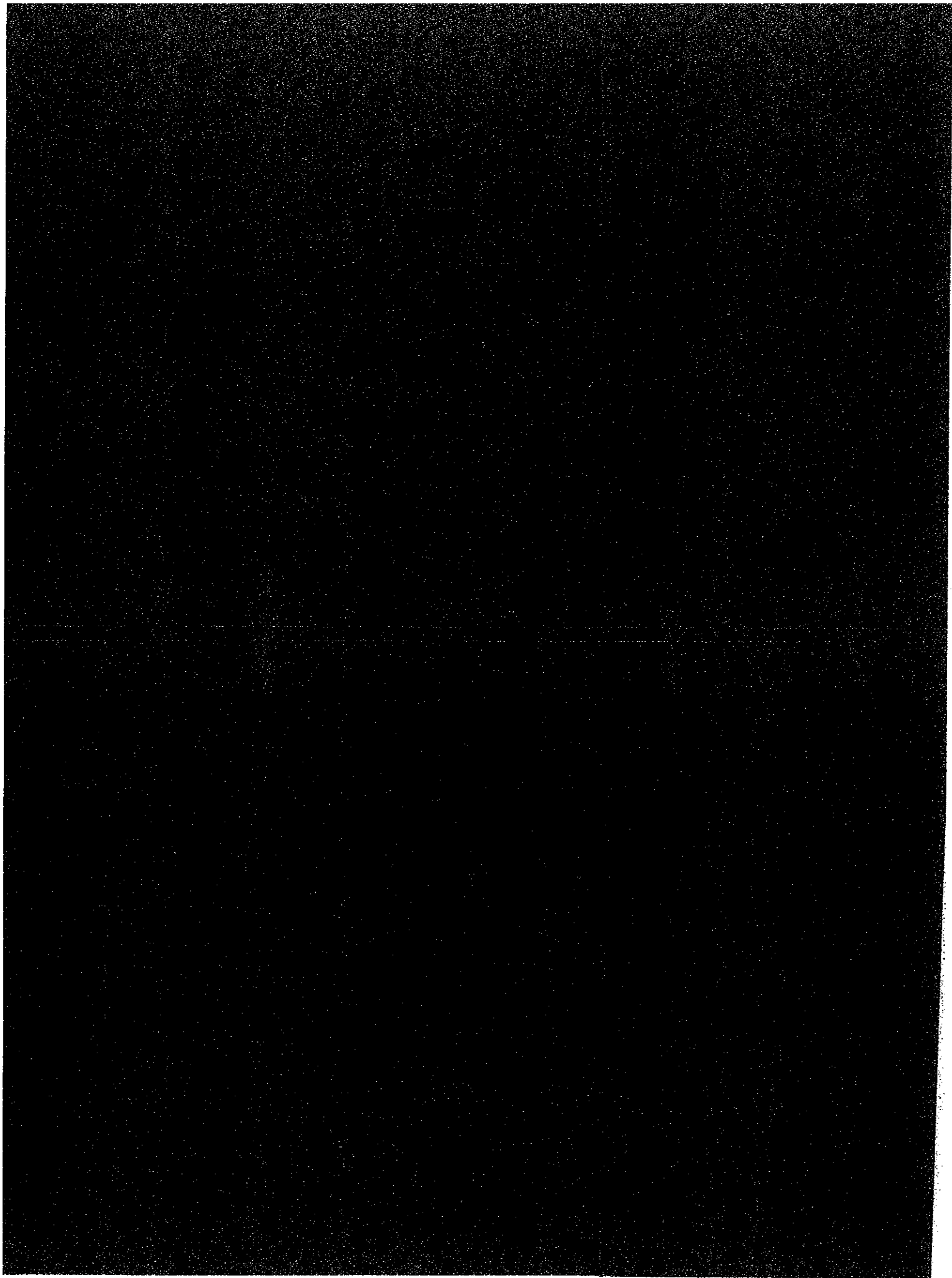
Orig Value:	319,900	Orig Tax:	937.37
New Value:	302,500	New Tax:	<u>886.38</u>
Exoneration:	17,400	Refund:	50.99

Payable to: JOHN R GACCI REVOCABLE INTERVI VOS
24 STARR RD
CHESWICK PA 15024

Lot & Block 1218-N-219
667 RICH HILL RD
CHESWICK PA 15024

Refund of 132.45 due for tax year: 2018

Orig Value:	215,900	Orig Tax:	632.63
New Value:	170,700	New Tax:	<u>500.18</u>
Exoneration:	45,200	Refund:	132.45



POLICE CHIEF'S REPORT

SGT. BILL BAILEY.....

9

OFFICER'S MONTHLY REPORT

To: Jonathan D. Lape, Chief of Police
From: Jennifer Borczyk, Administrative Assistant
Subject: Officer's Monthly Report
Date: March 7, 2019

Attached is the Officer's Monthly Report for February 2019.

JB

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

OFFICER'S MONTHLY REPORT
FEBRUARY 2019

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	48	72	120
CALLS FOR SERVICE/FIELD CONTACTS	544	592	1136
ALL OTHER CALLS	475	505	980
TOTALS CALLS FOR SERVICE	1067	1169	2236
<u>ARRESTS</u>			
ADULT	2	9	11
JUVENILE	0	0	0
TRAFFIC CITATIONS	1	7	8
NON TRAFFIC CITATIONS	0	0	0
PARKING CITATIONS	0	3	3
WARNINGS	1	0	1
<u>PERSONNEL</u>			
GRIEVANCES FILED BY POLICE OFFICERS	0	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0	0
LETTERS COMMENDING POLICE OFFICERS	0	0	0
<u>VEHICLE REPORTS</u>			
TOTAL MILES TRAVELED	9215	10271	19486
GALLONS OF GASOLINE USED	864.7	965.7	1830.4
REPAIRS/MAINTENANCE	2828.15	698	3526.15
<u>OVERTIME PAID</u>			
COURT (OFF DUTY)	11	0.00	11
PRELIMINARY HEARINGS	6	11.50	17.5
PRETRIAL	0	0.00	0
INVESTIGATIONS	2	5.00	7
ARRESTS	0	4.00	4
SPEED CHECKS	0	0.00	0
PRIVATE CONTRACTS	0	0.00	0
MISC. HOURS - FILLED SHIFTS	16	0.00	16
MISC. HOURS - ADMIN. HOURS	0	0.00	0
MISC. HOURS	5.5	0.00	5.5
TOTAL HOURS	40.5	20.50	61

Points of Interest

February 2019

Chief Jonathan Lape

- February 6- conducted interviews for Part Time Officers
- February 7- Met with North Strabane Lieutenant in reference to background for Officer Vulakovich
- February 8- Meeting at Just for Kids daycare with Officer Trocki
- February 12, 15- Attended Safe to Say presentation at Middle School and High School
- February 13- Safety walk through at Just for Kids Daycare (Sgt. Bailey & Sgt. Mikus attended)
- February 14- attended Chief's Meeting at Wildwood Country Club
- February 20- Supervisor Meeting; hiring of Part Time Officer
- February 22- Meeting with Superintendent Deer Lakes School regarding Safety and Training (Officer Shurina attended)
- February 28- Meeting with 3 Deer Lakes H.S. Students for job shadowing (Officer Shurina attended)

Officer Edward Newman

- K9- Started planning/ collecting for golf outing being held May 3, 2019

Sergeant Mikus & Officer Petosky

- February 8- North Hills SRT joint hostage rescue training with Butler ESU
- February 23- North Hills SRT at Hampton Twp. Firearms Range

Explorers

- February 28- Defensive tactics held at Hampton Community Center

School District Details

- See attached SRO/ Security Details and Logs
- February 5, 7, 11- boys & girls basketball crowd/ traffic control
- February 12, 19- assist with School Board Meeting security

Misc. Details

- February 4, 5- Officer Dobson attended Mandatory Training
- February 6,7- Sgt. Mikus & Officer Wikert attended Mandatory Training
- February 11,12- Sgt. Bailey & Officer Fedunok Attended Mandatory Training
- February 13,14- Officer Newman & Officer Kozar attended Mandatory Training
- February 18,19- Officer Burk attended Mandatory Training
- February 25,26- Officer Gizienski, Officer Evan, & Officer O'Connor attended mandatory training
- February 26- Officer Burk attended SFST Refresher & DUI Case Law Training



TOWNSHIP OF WEST DEER POLICE DEPARTMENT



Monthly Report Deer Lakes School District SRO / Security Detail & Logs

FEBRUARY 2019

WDPD INCIDENT REPORTS

TOTAL: 4

- 1 Mental Commitment – Involuntary
- 1 Mental Commitment – Voluntary
- 2 Harassment - Communications

SRO / SECURITY DETAILS & LOGS

TOTAL: 118

- 65 Security General
- 1 Security Cafeteria
- 1 Security Parking Lot
- Instruct SRO Student Program
- Instruct SRO Faculty Program
- 14 Instruct DARE Program
- Attend Court
- 3 Attend Meeting
- 3 Attend Training
- 6 Assist Student
- 18 Assist Teacher
- 3 Assist Administrator
- Assist Juv. Prob. Officer
- Assist Nurse / EMS
- Assist Other
- Student Transport
- Student Missing / Search
- Student Monitoring
- Suspicious Incident / person
- K-9 Drug Search
- 3 School Safety Drill
- 1 Other / Miscellaneous

TOTAL ACTIVITY

TOTAL: 122



TOWNSHIP OF WEST DEER POLICE DEPARTMENT



TOTAL ACTIVITY BY SCHOOL

HIGH SCHOOL	24
MIDDLE SCHOOL	21
E.U. INTERMEDIATE	41
CURT. PRIMARY	31
ADMIN. BUILDING	3
BUS GARAGE	0
OTHER	2

FREQUENT STUDENT INVOLVEMENT

DL School / Student ID #:	EU	27124	Total Involvements this period:	1
DL School / Student ID #:	EU	26134	Total Involvements this period:	1
DL School / Student ID #:	EU	26199	Total Involvements this period:	3
DL School / Student ID #:	EU	26101	Total Involvements this period:	1
DL School / Student ID #:	EU	26140	Total Involvements this period:	2
DL School / Student ID #:	CP	30117	Total Involvements this period:	5
DL School / Student ID #:	CP	31092	Total Involvements this period:	7
DL School / Student ID #:	CP	30105	Total Involvements this period:	2

DARE / SRO CLASSES AND PROGRAMS

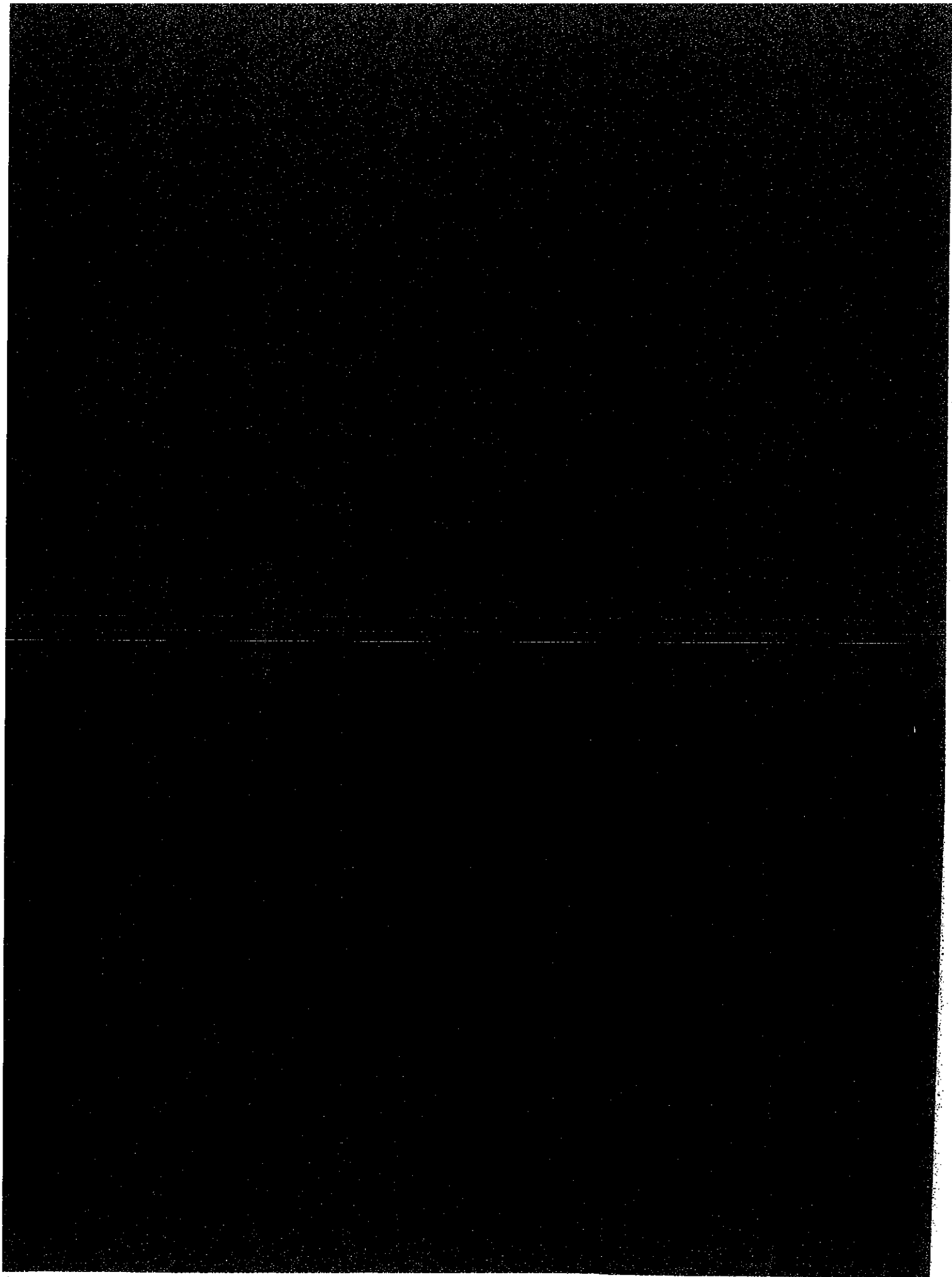
DARE CLASSES INSTRUCTED DURING THIS PERIOD

<u>Number of Classes</u>	<u>Grade Level</u>	
27	5 TH Grade	DARE
4	8 TH Grade	DARE

SRO Programs INSTRUCTED DURING THIS PERIOD

<u>Program</u>	<u>School</u>	<u>Date</u>
None		

See attached WDPD reports for more detail and/or any notes regarding specific incidents.



BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER'S REPORT

MR. PAYNE.....

10

Code Enforcement

February 28, 2019

1. Issued 11 Occupancy Permits
2. Issued 10 Building Permits
3. Performed 13 site inspections
4. A Planning Commission meeting was held and recommended for approval a 3 lot subdivision on Oak Road in the workshop portion of the meeting the Zoning Ordinance review continued.
5. No Zoning Hearing Board meeting was held. Tomorrow night at 7mp the ZHB will be having a hearing for a request for a side yard variance for a building addition to a commercial building on 910. The status conference for the appeal from the previous Cell Tower Use Variance was postponed.


William Payne
Code Enforcement Officer

**West Deer Township
Occupancy Permit Report
FEBRUARY, 2019**

Permit Date	Permit Number	Lot Block	Applicant Name	Street Address	Use	New Construction
02/04/2019	O19-017	1357-J-224	KURT & TRISTA BEYDA	121 PARTRIDGE RUN RD	Single Family Home	No
02/04/2019	O19-018	1356-H-183	KYLE TREMBLAY	454 PARTRIDGE RUN RD	Single Family Home	No
02/06/2019	O19-019	1218-M-68	ALEC STIVERS & ALEXANDRIA ALLER	1034 MACARTHUR DR	Single Family Home	No
02/13/2019	O19-020	2010-E-016	JOHN J & BARBARA MCCLOSKEY	16 BAIRD FORD RD	Single Family Home	Yes
02/14/2019	O19-021	2013-N-116	RONALD & CAROLE HAUGHT	337 BLUEBERRY LN	Single Family Home	No
02/14/2019	O19-022	1361-M-254	BRANDON THOMSON & DOUGLAS THOMSON	22 OAK ST	Single Family Home	No
02/14/2019	O19-023	1361-M-255	BRANDON THOMSON & DOUGLAS THOMSON	24 OAK ST	Single Family Home	No
02/26/2019	O19-024	1357-J-029	ANNE OPASKA & BRIAN ZALEWSKI	109 LAGER DR	Single Family Home	No
02/28/2019	O19-025	2011-E-85-1216	PAUL OUTLY	1216 NICKLAUS WAY	Quad	No
02/28/2019	O19-026	1360-H-35	JOHN ROBERT SPICHTY	230 EAST UNION RD	Single Family Home	No
02/28/2019	O19-027	1360-H-35	JOHN ROBERT SPICHTY	230 EAST UNION RD	Miscellaneous	No
02/28/2019	O19-027	1360-H-35	JOHN SPICHTY	230 EAST UNION	Miscellaneous	No
02/28/2019	O19-028	1360-M-389	JOHN R SPICHTY	244 EAST UNION	Miscellaneous	No

Grand Total - \$225

**West Deer Township
Occupancy Permit Report
FEBRUARY, 2019**

Total Fees Collected by Month

February- \$225

Total Fees Collected

Grand Total - \$225

**West Deer Township
Building Permit Report
February, 2019**

Permit Date	Permit Number	Type	Owner	Address	Parcel ID	Construction Cost	Fees Collected
02/04/2019	P19-014	Accessory Structure	RANDALL NARCISI	7 MOUNTAINVIEW RD	1358-K-348	\$1,900.00	\$20.00
02/04/2019	P19-015	Demolition	DONALD & JANE DILLNER	4140 SANDY HILL RD	2382-L-25	\$0.00	\$40.00
02/07/2019	P19-016	Structural Alteration	D.BAZNER CONSTRUCTION	2167 SAXONBURG BLVD	1510-S-077	\$10,000.00	\$65.00
02/07/2019	P19-017	Demolition	NJK PROPERTIES	318 MONIER RD	2011-E-040	\$12,000.00	\$40.00
02/18/2019	P19-018	Garage	Robert and Dianna Swartz	173 TRUMP RD	1360-E-141	\$22,000.00	\$125.00
02/20/2019	P19-019	Commercial Structure	DAVID & ALICIA KING	917 DEER CREEK RD	2193-B-262	\$62,500.00	\$330.00
02/20/2019	P19-020	Garage	MICHAEL & LINDSAY MORIAN	1742 SAXONBURG BLVD	1837-H-128	\$16,681.43	\$100.00
02/20/2019	P19-021	Fence	GERALD & DEBORAH IRVINE	272 TARENTUM CULMERVILLE	1839-R-235	\$2,400.00	\$30.00
02/25/2019	P19-022	Accessory Structure	CHRISTOPHER & DAWN CAPETTA	141 LAGER DR	1357-J-306	\$1,475.00	\$25.00
02/28/2019	P19-023	Garage	MARK Walter & AMY WARD	35 BLANCHARD RD	2014-E-146	\$19,000.00	\$110.00
Totals: 10						\$147,956.43	\$885.00

West Deer Township
Building Permit Report
 February, 2019

Permit Type	Count	Construction Cost	Fee Total
Accessory Structure	2	\$3,375.00	\$45.00
Commercial Structure	1	\$62,500.00	\$330.00
Demolition	2	\$12,000.00	\$80.00
Fence	1	\$2,400.00	\$30.00
Garage	3	\$57,681.43	\$335.00
Structural Alteration	1	\$10,000.00	\$65.00
Permit Status		Count	Construction Cost
Issued	10	\$147,956.43	\$885.00

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

**WD Inspection Report
From 02/01/2019 To 02/28/2019**

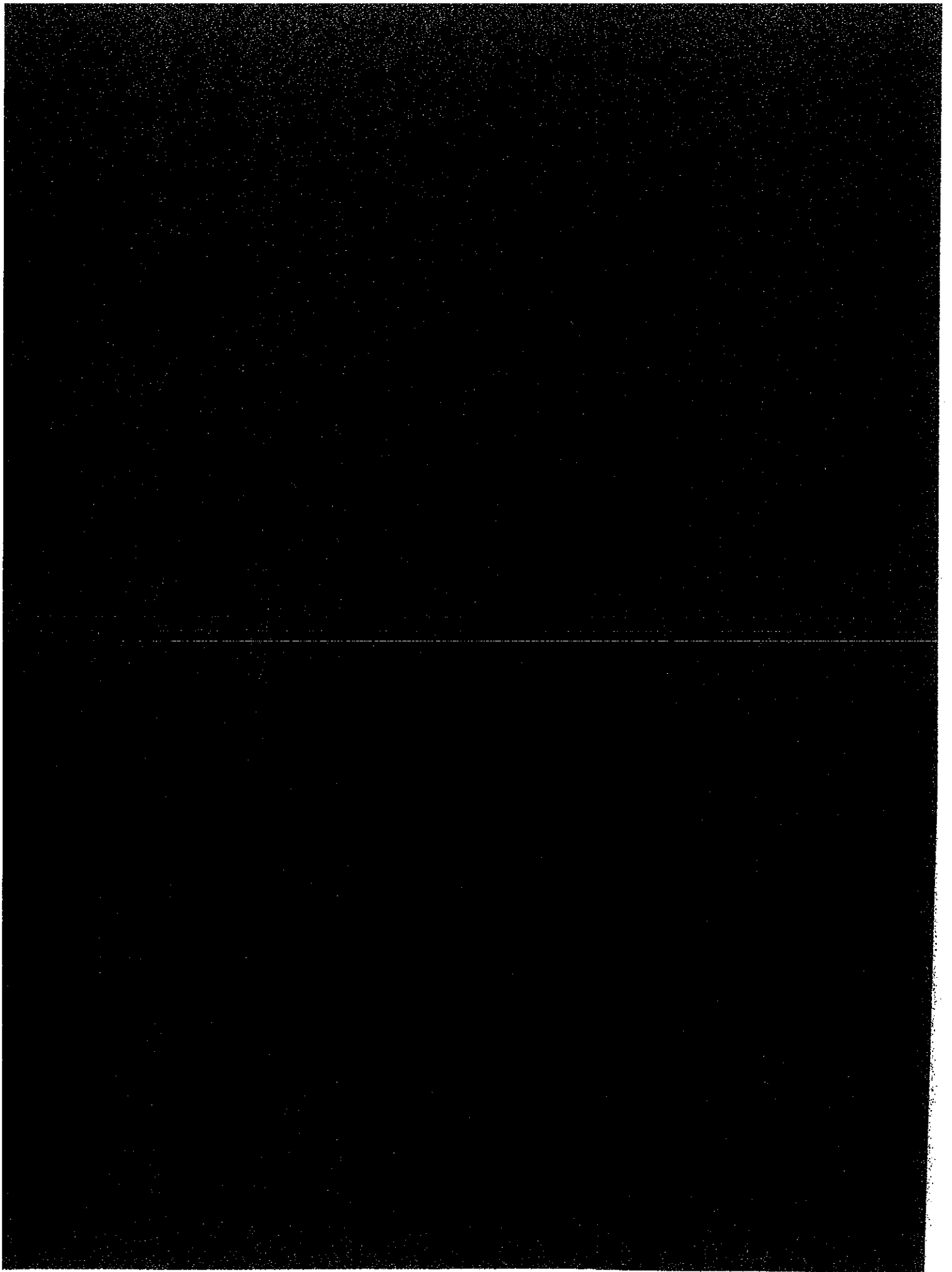
2/1/2019	Footer	676 LITTLE DEER CREEK VALLEY RD., RUSSELLTON, PA, 15076	676 LITTLE DEER CREEK VALLEY RD	1512-M-361	Passed	William Payne
2/6/2019	Final	1034 MacARTHUR DR, RUSSELLTON, PA, 15076	1034 MACARTHUR DR	1218-M-68	Passed	William Payne
2/6/2019	Footer	149 MCCLURE RD, CHESWICK, PA, 15024	149 MCCLURE RD	1360-F-343	Passed	William Payne
2/13/2019	Foundation	676 LITTLE DEER CREEK VALLEY RD., RUSSELLTON, PA, 15076	676 LITTLE DEER CREEK VALLEY RD	1512-M-361	Passed	William Payne
2/13/2019	Final	16 BAIRDFORD RD, GIBSONIA, PA, 15044	16 BAIRDFORD RD	2010-E-016	Passed	William Payne
2/13/2019	Electrical/Plumbing	16 BAIRDFORD RD, GIBSONIA, PA, 15044	16 BAIRDFORD RD	2010-E-016	Passed	William Payne
2/14/2019	Framing	4052 MCKALLOFF RD, GIBSONIA, PA, 15044	4052 MCKALLOFF RD	2008-L-135	Cancelled	William Payne
2/18/2019	Complaint Follow Up	332 HICKORY ST, CURTISVILLE, PA, 15032	332 HICKORY ST	2012-H-245	Passed	William Payne
2/22/2019	Framing	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	388 SADDLEBROOK RD	1666-R-100-24C	Passed	William Payne
2/27/2019	Footer	173 Trump Road, Cheswick, Pa, 15024	173 TRUMP RD	1360-E-141	Passed	William Payne
2/27/2019	Insulation	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	388 SADDLEBROOK RD	1666-R-100-24C	Passed	William Payne
2/27/2019	Fireblocking	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	388 SADDLEBROOK RD	1666-R-100-24C	Passed	William Payne
2/28/2019	Site Inspection	70 CREIGHTON RUSSELLTON, TARENTUM, PA, 15084	70 CREIGHTON RUSSELLTON	1362-A-010	Passed	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 02/01/2019 To 02/28/2019

Count by Status

Cancelled	1
Passed	12
Total	13



REPORT FROM THE PARKS AND RECREATION BOARD

MRS. AMY STARK, CHAIRWOMAN.....

11

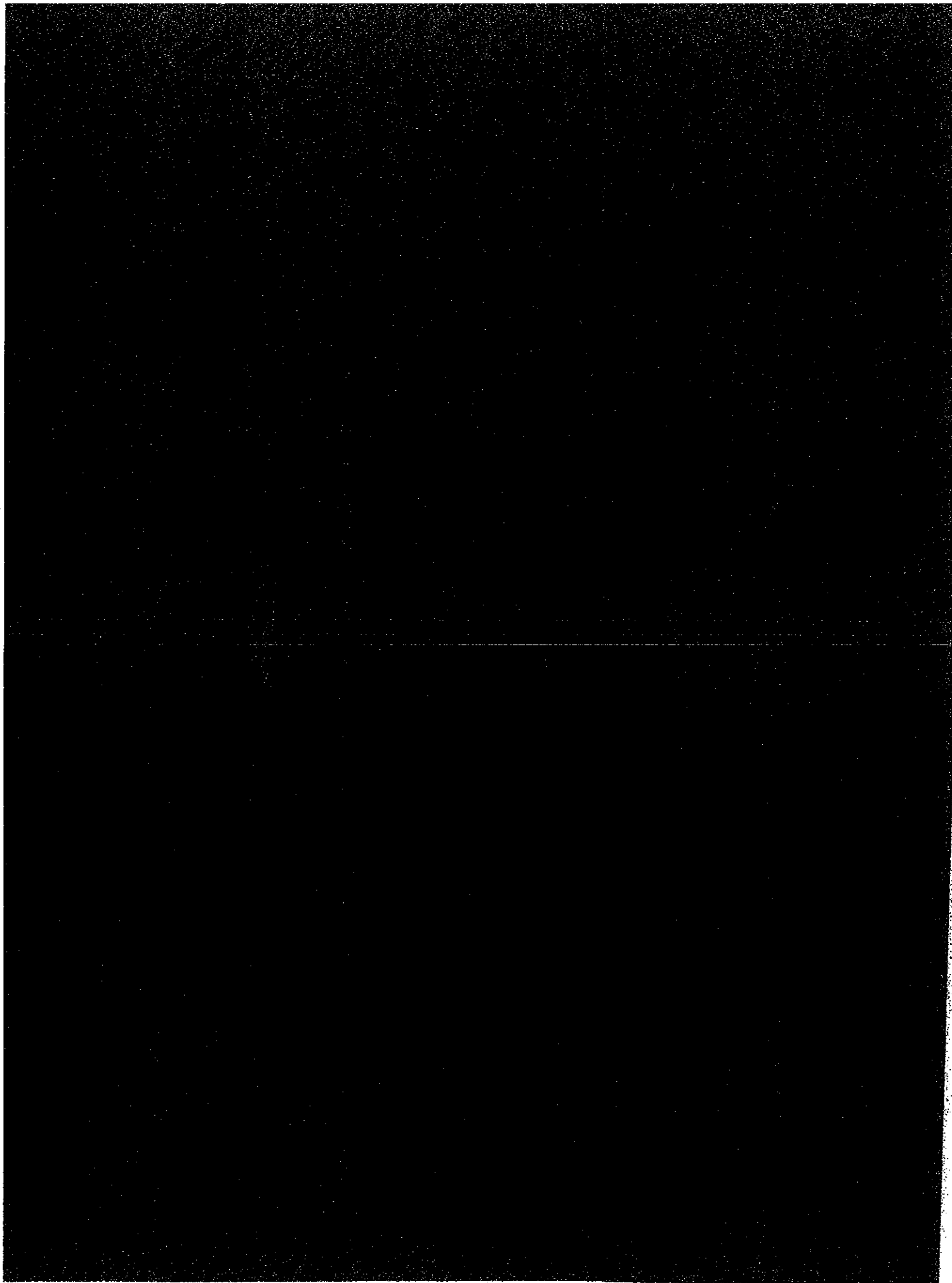
Parks & Recreation Report

March 20th, 2019

- Our last meeting was January 27 followed by a Community Days meeting.
- Appointments were held for the Chairperson and the Vice Chairperson Community Days Committee. Chief Jon Lape is the Chairperson and Amy Stark is the Vice Chairperson.
- Carnival Rides at Community Days – the budget was increased this year to allow for some changes to be made to make Community Days more interesting. However, we will not be having carnival rides this year because we have found out that they need to be booked a year in advance. We will be adding some new events this year and possibly changing the inflatables. We will begin to get pricing for next years event so that we will not be as late to the process.
- Egg Hunt – Sunday April, 14th at 1:00PM
- Our next meeting is March 27, 2019 with a Community Days meeting to follow.

West Deer Township
Parks & Recreation
2019 Accounting

Date	Event	Type of Payment - Reimbursable	Payee/Payer	Description	Debit	Credit	Event Total	Year to Date Total
3/6/19	Egg Hunt	Check	Amco Johns	Port o Johns	\$105.00		\$105.00	\$105.00



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

FEBRUARY 2019 ENGINEER'S REPORT
WEST DEER TOWNSHIP
Prepared March 14, 2019

VIA EMAIL

1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

- Board of Supervisors Meeting – February 20, 2019
- Planning Commission Meeting - February 28, 2019

2. DEVELOPMENTS/PROJECTS

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

- 2019 Road Improvement Project – Project design has been completed. Specifications and bid documents have been prepared and bids are scheduled to be opened on March 18, 2019. Bid results will be available for the Board's consideration at their March 20, 2019 meeting.

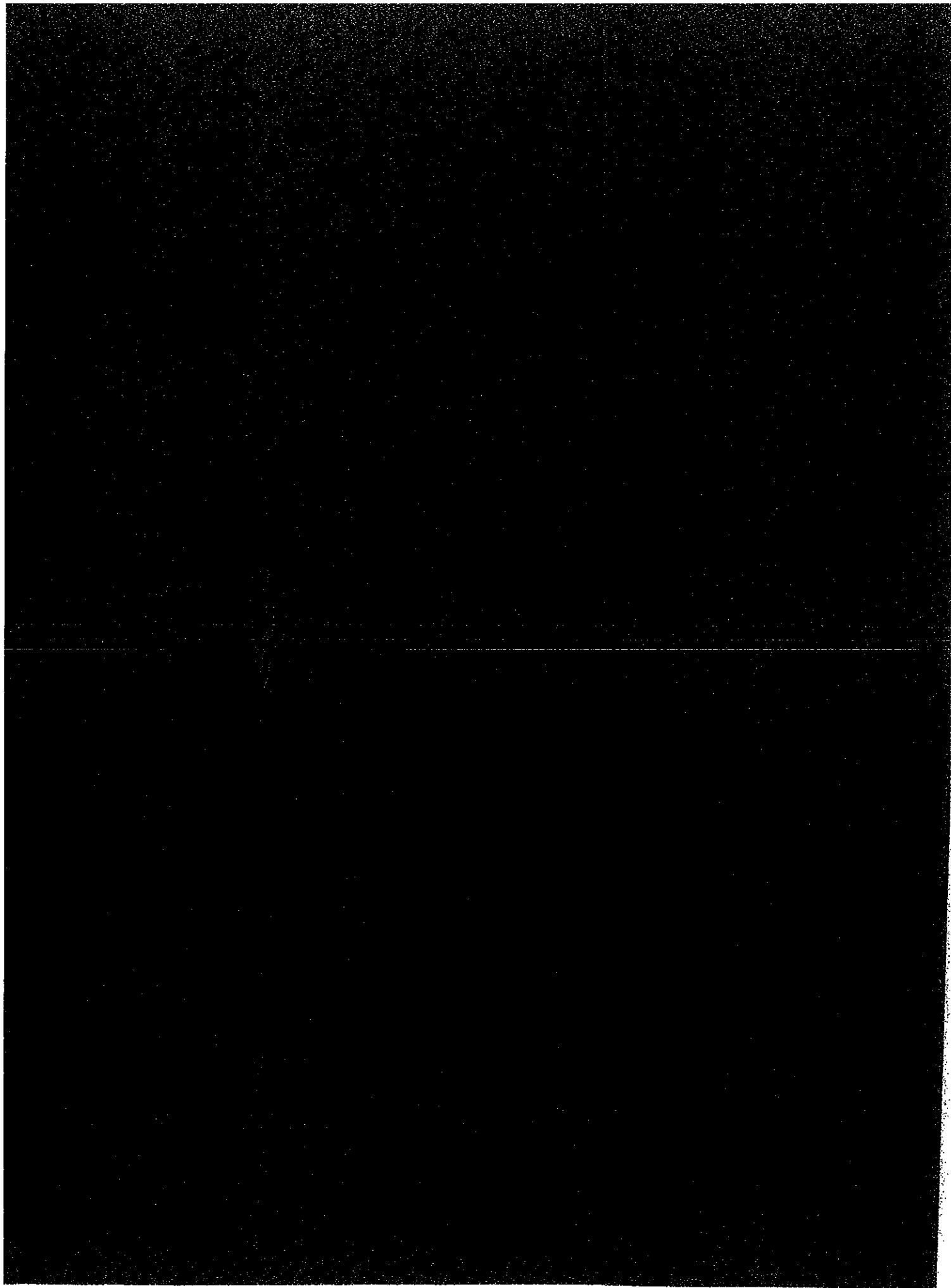
Development/Subdivision Reviews: The following subdivision and land development plan projects had been reviewed, and review letters were issued to the Township as noted:

- Elmendorf Plan - An additional review of this proposed three lot subdivision was performed on March 4, 2019 and a review letter was issued to the Township.

Respectfully Submitted,

SHOUP ENGINEERING, INC.

Scott A. Shoup, P.E.
Township Engineer



APPROVAL: ELMENDORF PLAN OF LOTS

THE PLANNING COMMISSION APPROVED THE ELMENDORF PLAN OF LOTS AT THEIR FEBRUARY 28, 2019 MEETING.

THIS IS A (3) THREE LOT SUBDIVISION PLAN LOCATED AT 314 OAK ROAD IN THE I - INDUSTRIAL ZONING DISTRICT.

3-LOT SUBDIVISION TO CREATE:

- LOT 1 MEASURING 1.5392 ACRES
- LOT 2 MEASURING 1.6839 ACRES
- LOT 3 MEASURING 2.8179 ACRES

THE PLANNING COMMISSION VOTED TO RECOMMEND APPROVAL OF THE ELMENDORF PLAN OF LOTS CONTINGENT UPON THE FOLLOWING:

1. Under General Notes on plan, amend Item 3 to include that 4th Alley is not to be used as access to Lot 3.
2. Highway Occupancy permit required and to be noted on plan.
3. Sewage facilities planning module needs to be filed. If planning module is not filed at this time, a non-building waiver statement should be noted on plan. No building permits to be issued until planning module is filed.

THE BOARD RECEIVED THE ATTACHED REVIEW LETTER FROM SHOUP ENGINEERING DATED MARCH 4, 2019 INDICATING THE COMMENTS CONTAINED IN HIS PRIOR REVIEW LETTER DATED AUGUST 6, 2018 AND THE ABOVE CONDITIONS BY THE PLANNING COMMISSION HAVE ALL BEEN ADEQUATELY ADDRESSED.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

13

I MOVE TO APPROVE THE ELMENDORF PLAN OF LOTS AS PER THE RECOMMENDATION BY THE PLANNING COMMISSION.

MOTION SECOND AYES NAYES

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



**West Deer Township Planning Commission
Meeting Report for February 28, 2019**

Project Name: ELMENDORF PLAN OF LOTS

Property Location: 314 Oak Road
Zoned: Industrial

3-lot subdivision to create:

- Lot 1 measuring 1.5392 acres
- Lot 2 measuring 1.6839 acres
- Lot 3 measuring 2.8179 acres

Planning Commission voted to **RECOMMEND APPROVAL** of the Elmendorf Plan of Lots contingent upon the following:

1. Under General Notes on plan, amend Item 3 to include that 4th Alley is not to be used as access to Lot 3.
2. Highway Occupancy permit required and to be noted on plan.
3. Sewage facilities planning module needs to be filed. If planning module is not filed at this time, a non-building waiver statement should be noted on plan. No building permits to be issued until planning module is filed.



SHOUP ENGINEERING
FOR OVER 50 YEARS

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

March 4, 2019

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

Re: Elmendorf Plan of Lots
Preliminary and Final Subdivision (plan last revised March 1, 2019)

Dear Mr. Payne,

I have reviewed the above-referenced preliminary and final subdivision plan located in the I Zoning District and have found that the comments contained in my prior review letter dated August 6, 2018 and the conditions of approval recommended by the Township Planning Commission at their meeting on February 28, 2019 have all been adequately addressed.

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

Sincerely,

SHOUP ENGINEERING, INC.

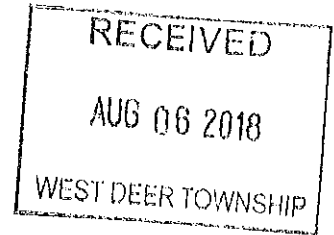
Scott A. Shoup, P.E.

cc: Daniel Mator, via email
Sam Happel, via email
Cathy Sopko, via email
Denise Teorsky, via email
Jerry Nist, Hampton Technical Associates, via email



SHOUP ENGINEERING
FOR OVER 50 YEARS

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



August 6, 2018

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

Re: Elmendorf Plan of Lots
Preliminary and Final Subdivision (Plan revised May 21, 2018)

Dear Mr. Payne,

I have reviewed the above referenced preliminary and final subdivision located in the I and R-4 Zoning Districts and the following comments should be considered.

1. The subdivision name must appear in the title box.
2. The following comments should be addressed regarding the signature statements.
 - A. The Owner's Adoption clause for Elmendorf, Inc. appears to be missing words between or after "Pennsylvania" and "Richard".
 - B. The statement which reads "Signed and Noted as approved" is to be signed by the chairperson rather than the president.
 - C. The Township statement about planning modules should read "agrees" or "will" before the word "not".
3. A sewage facilities planning module could be filed at this time or at the time of development of Lots 2 and 3. If the planning module is not to be filed at this time a non-building waiver should be submitted to the Township.
4. The Planning Commission should be aware of the following concerning the various lots in the subdivision.
 - A. Lot 2 (Zoned I) will require access from Mueller Street which is a one-way street in the westerly direction.
 - B. Lot 3 (Zoned I) will require access from Spruce Street.

Mr. Bill Payne
Elmendorf Plan of Lots
August 6, 2018
Page two

5. The front setback line for Lot 2 must be adjusted as the minimum lot width in the I Zoning District is 150 feet.
6. The property line distances of Lot 3 (187.02' - western line) and Lot 2 (170.65' - western line) are listed twice which may be confusing.
7. A portion of the right of way of Lot 4 along Oak Road is missing arc dimensional information.
8. The acreage and square footage for Lot 2 in the "proposed lot areas" notes are incorrect.

A written response should be provided which any resubmittals as to how each of the above items has been addressed.

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

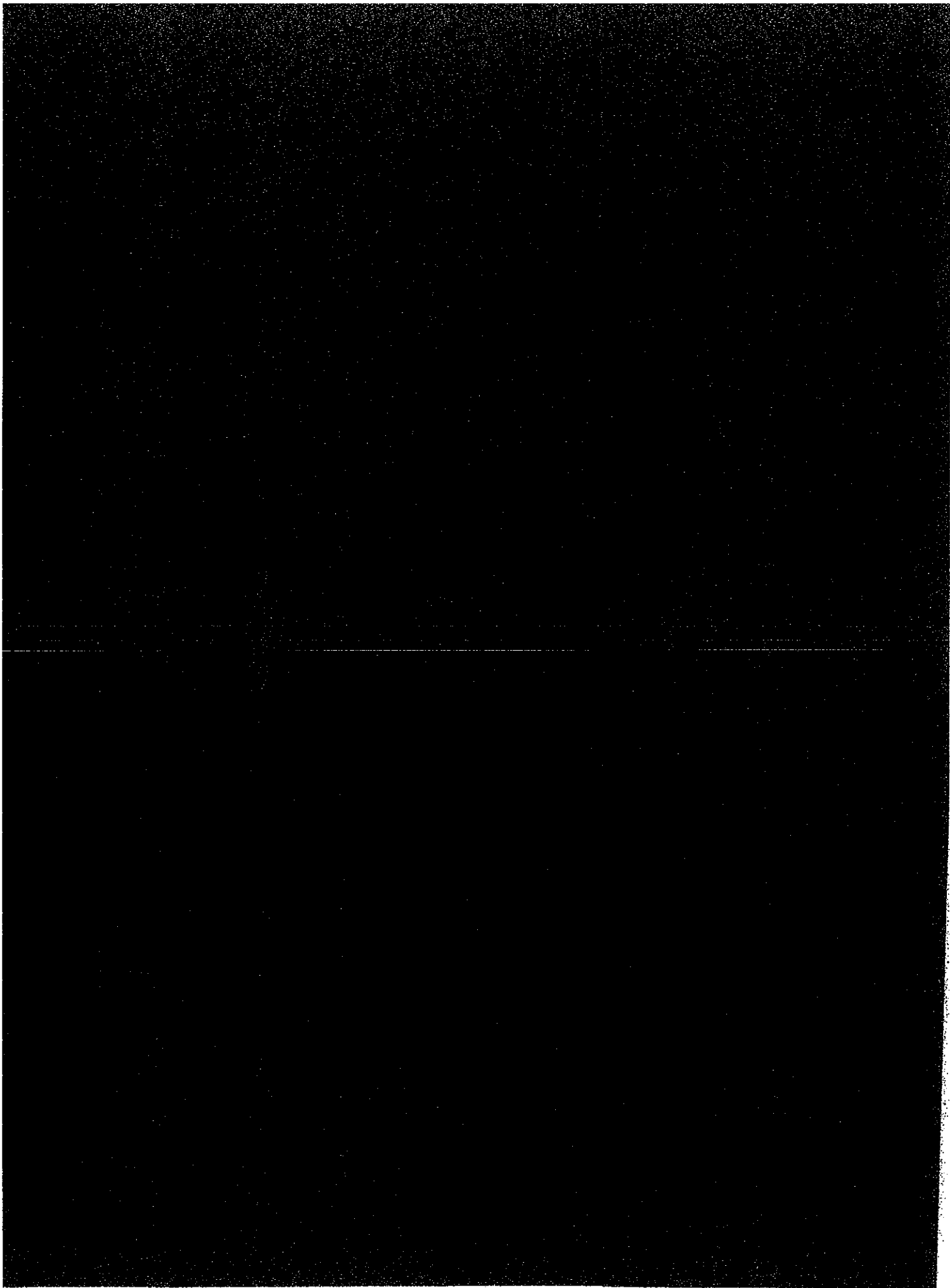
Sincerely,

SHOUP ENGINEERING INC.



Scott A. Shoup, P.E.

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



AUTHORIZATION: PURCHASE OF ONE 2019 HUSTLER SUPER Z MOWER

THE FOLLOWING QUOTES WERE RECEIVED FOR THE 2019 HUSTLER SUPER Z HD MOWER – MODEL #937045.

BIDDERS:	TOTAL:
1) VETTORI, LP	\$11,775.00
2) ULTIMATE RENTAL AND SALES	\$11,915.79
3) BILL'S SMALL ENGINE SERVICE	\$12,800.00

THIS PURCHASE WAS APPROPRIATED IN THE 2019 BUDGET.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO PURCHASE THE HUSTLER SUPER Z MOWER FROM VETTORI, LP IN THE AMOUNT OF \$11,775.00.

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

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Vettori LP
 228 Pittsburgh Street
 Saxonburg, PA 16056
 USA

QUOTATION

Quote Number: 341
 Quote Date: Feb 15, 2019
 Page: 1

Voice: 724-352-9269
 Fax: 724-352-9155

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

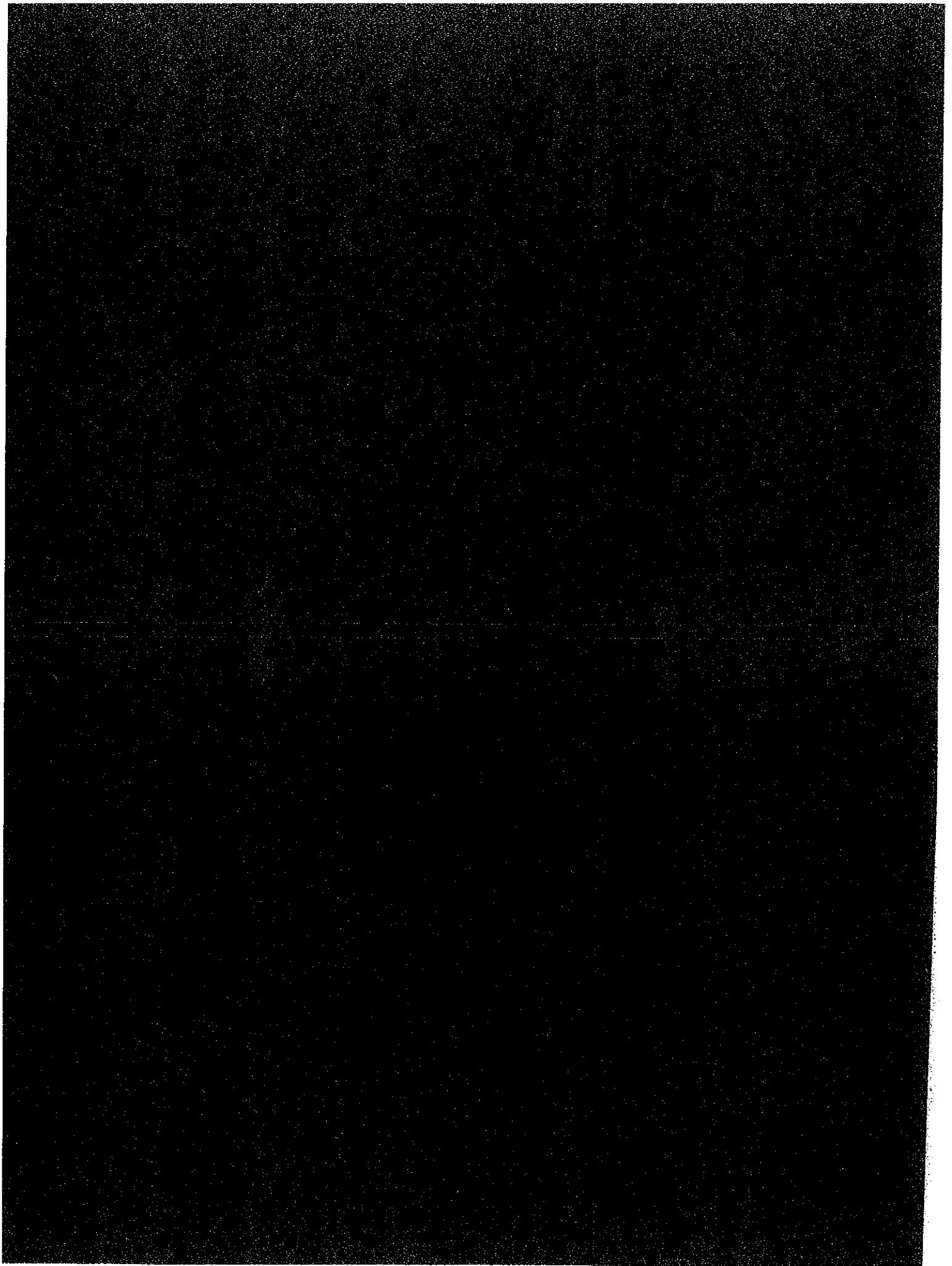
Customer ID	Ship Date	Payment Terms	Sales Rep
westd	3/17/19	Net Due	

Quantity	Item	Description	Unit Price	Amount
1.00	eh937045	Hustler Super Z HD, 36 HP Vanguard, 72" VX4 Deck, Grammer Seat w/ROPS & Seatbelt	16,323.00	16,323.00
1.00		Less Bid Assist Discount	4,548.00	-4,548.00
			Subtotal	11,775.00
			Sales Tax	

BILLS SMALL ENGINE SERVICE
1560 WASHINGTON RD
APOLLO PA 15613 724-339-0150

ATT: JOHN HUSTLER HYPERDRIVE VANGUARD BIG BLOCK 36HP 72 DECK GRAMMER SUSP SEAT
W /ISOLATOR 12,800.00 MODEL 937045 John looked at wrong price sheet when i gave
price.

Bill from bills smalls engine service, 724-339-0150



AWARD: 2019 ROAD IMPROVEMENT PROJECT BIDS
(CONTRACTS 19-01 AND 19-02)

PLANS, SPECIFICATIONS AND BID DOCUMENTS WERE PREPARED BY SHOUP ENGINEERING FOR THE 2019 ROAD IMPROVEMENT PROJECT ON VARIOUS TOWNSHIP ROADS.

THE PROJECT WAS ADVERTISED AND SEALED BIDS WERE RECEIVED UNTIL 1:30 P.M. ON MONDAY, MARCH 18, 2019, AT WHICH TIME THEY WERE OPENED AND READ ALOUD.

Contract 19-01 – Work consists of profile milling, installation of hot mix superpave binder and wearing courses, base repair, inlet adjustment and other miscellaneous work on 7 Township roads totaling approximately 18,700 feet in length. Alternate bids for similar work will also be received for 3 other Township roads.

Contract 19-02 – Work will consist of the installation of cold mix FB modified binder leveling course, base repair and other miscellaneous work on Dawson Road having a length of approximately 4,500 feet. Alternate bids for similar work will also be received for 2 other Township roads.

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

MR. SHOUP.....

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CONTRACT 19-01 – HOT MIX ASPHALT

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE 2019 ROAD PROGRAM HOT MIX ASPHALT PAVING CONTRACT 19-01 TO _____ IN THE AMOUNT OF \$ _____ FOR THE BASE BID [AND IN THE AMOUNT OF \$ _____ FOR THE (Walnut Street/Beechnut Street/Chestnut Way) ALTERNATE BIDS]

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

CONTRACT 19-02 – COLD MIX ASPHALT

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE 2019 ROAD PROGRAM COLD MIX ASPHALT PAVING CONTRACT 19-02 TO _____ IN THE AMOUNT OF \$ _____ FOR THE BASE BID [AND IN THE AMOUNT OF \$ _____ FOR THE (Blanchard Road Hemphill Road) ALTERNATE BIDS]

(Alternate bids possibly added to motion)

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

2019 Road Improvement Project

Roads – Hot Mix Asphalt

Havencrest Drive

Rickenbach Road

Crestwood Drive

Dawn Road

Skyview Terrace

Paradise Drive

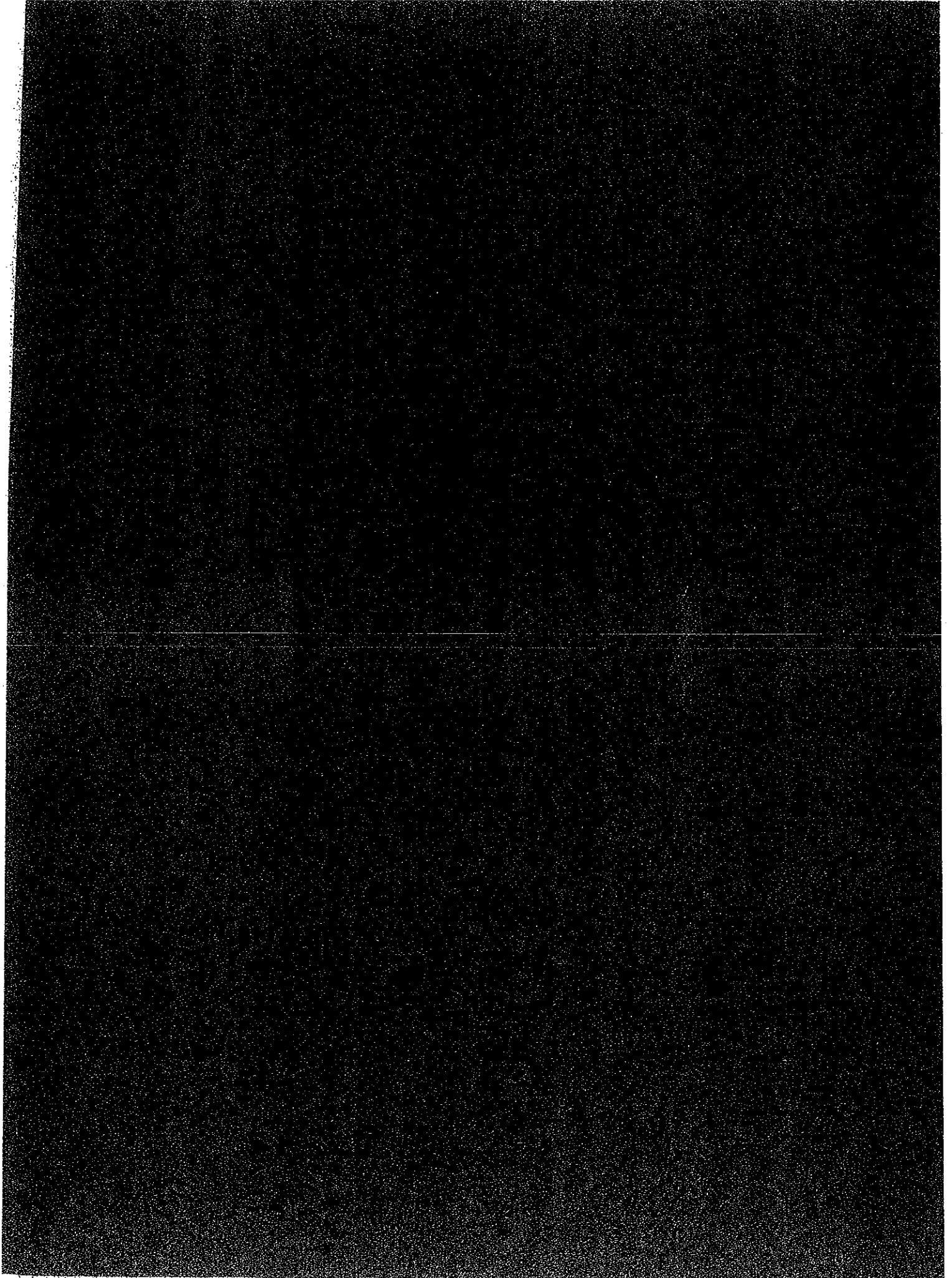
Kaufman Road

Alternates: Walnut Street, Beechnut Street & Chestnut Way

Roads – Cold Asphalt

Dawson Road

Alternates: Blanchard Road & Hemphill Road



DISCUSSION: FIRE DEPARTMENT REPORT/COMMITTEE

MR. WIEGAND.....

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

West Deer Township Volunteer Fire Company No. 3

4372 Gibsonia Road ~ Gibsonia, PA 15044

Station (724) 443-3351 ~ Fax (724) 443-4655 ~ Email: mail@westdeervfc3.com

Website: www.westdeervfc3.com

March 12, 2019

West Deer Township
Board of Supervisors
109 East Union Road
Cheswick, PA 15024

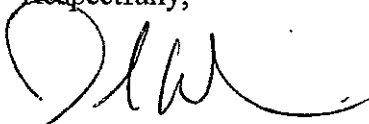
RE: Fire protection and rescue services

Dear members of the Board of Supervisors,

For the last 2 years, a State Commission made up of Senators, Representatives, appointed leaders of Fire and EMS organizations and state associations have been working to outline the issues that Fire and EMS organizations are facing. A report from this commission was released in December 2018, Senate Resolution 6 Final Report (SR6). This report highlights many concerning issues and trends including the sharp decline in the number of volunteer firefighters and EMS personnel in the state. Some of these issues are not new to the West Deer Township Volunteer Fire Departments. Collectively, the 3 Fire departments have been struggling to maintain an adequate number of volunteer firefighters to provide fire, rescue and medical response services 24/7/365 to the community while facing an increase in the number of emergencies.

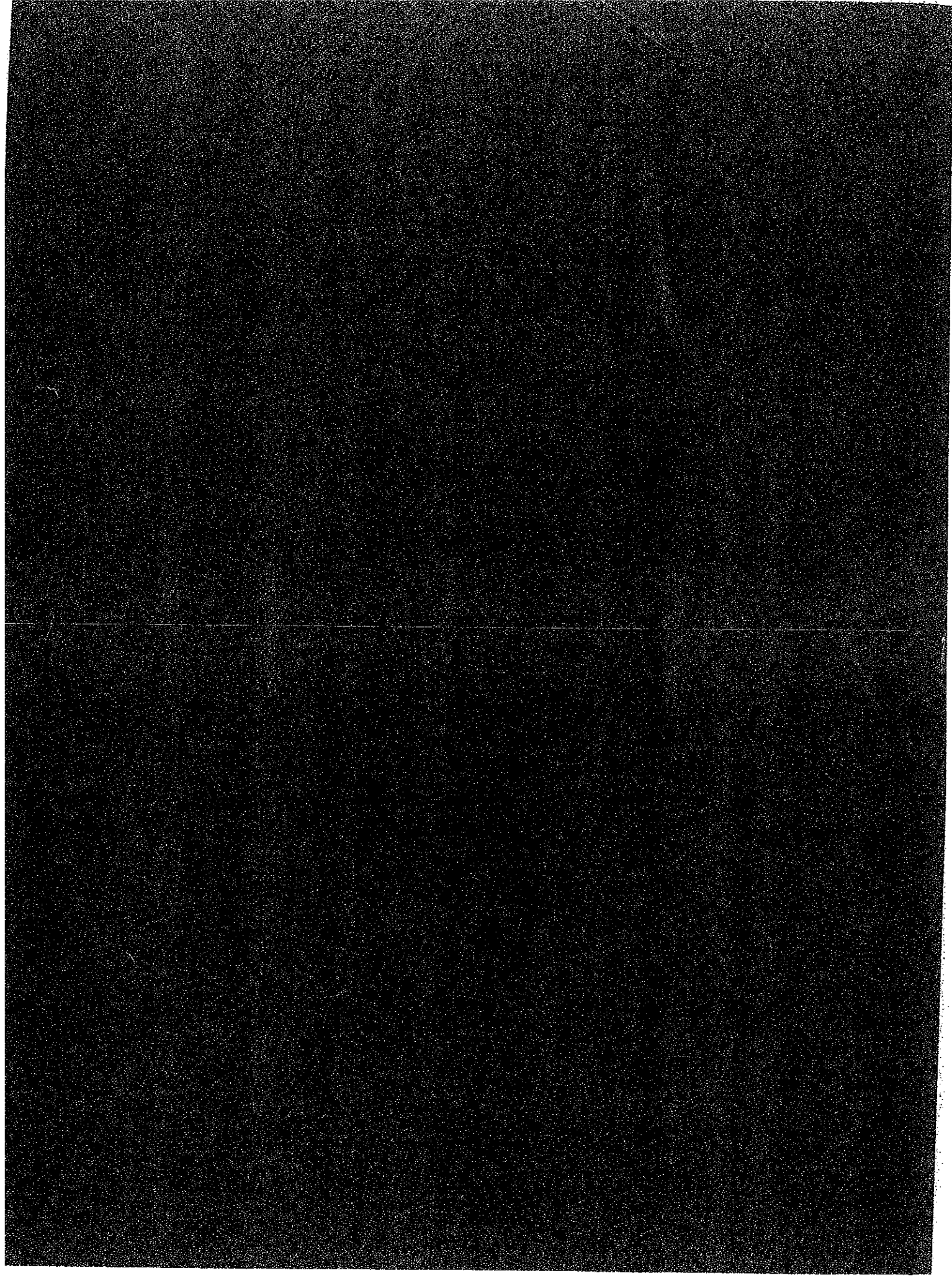
The Officers of each Fire Department are requesting the formation of a township committee including representatives from each Fire Department and the Township to discuss public safety within the township.

Respectfully,



Josh Wiegand, Chief
West Deer Twp. VFC # 3

cc: Luke Raynovich, Chief – West Deer VFD # 1
Adam Williams, Chief – West Deer VFD # 2
Dan Mator, West Deer Twp. Manager



DISCUSSION: MS4 PROGRAM – ANNUAL DISCUSSION

MR. SHOUP.....

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

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

OLD BUSINESS

NEW BUSINESS

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**SET AGENDA / Regular Business Meeting
April 17, 2019**

6:00 p.m. – Executive Session

6:30 p.m. – Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session Held
5. Registered Comments from the Public
6. Comments from the Public
7. Accept Minutes
8. Monthly Financial Report
 - A. Finance Officer's Report
 - B. List of Bills
 - C. Tax Refunds
9. Police Chief's Report
10. Building Inspector/Code Enforcement Officer's Report
11. Report from the Parks & Recreation Board
12. Engineer's Report
13. Approval: Hiring Part-time Police Officer
14. Committee Reports
15. Old Business
16. New Business
17. Set Agenda/May 15, 2019
18. Comments from the Public
19. Adjournment

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COMMENTS FROM THE PUBLIC

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

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ADJOURNMENT

I MOVE TO ADJOURN AT _____ P.M.

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

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