

**WEST DEER
TOWNSHIP
SUPERVISORS
MEETING**



April 17, 2019

6:00 p.m./Executive Session

6:30 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
April 17, 2019**

**6:00 pm: Executive Session
6:30 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. Monthly Financial Report**
 - A. Finance Officer's Report**
 - B. List of Bills**
- 9. Police Chief's Report**
- 10. Building Inspector/Code Enforcement Officer's Report**
- 11. Parks & Recreation Board Report**
- 12. Engineer's Report**
- 13. Acceptance: Resignation of Part-time Police Officer**
- 14. Authorization: Hiring of Part-time Police Officer**
- 15. Authorization: Advertisement of 2001 Harley Davidson Motorcycle**
- 16. Authorization: Advertisement of Public Works Dump Truck & Mower**
- 17. Authorization: Advertisement of DCNR C2P2 Grant Components**
- 18. Award: Fawn Haven Cured-In-Place Piping Bid**
- 19. Award: Township Newsletter and Postage Bid**
- 20. Discussion: Police Part-Time Employment**
- 21. Committee Reports**
- 22. Old Business**
- 23. New Business**
- 24. Set Agenda: May 15, 2019**
- 25. Comments from the Public**
- 26. Adjournment**

1 Call to Order

2 Pledge of Allegiance

3 Roll Call - Mr. Mator . . .

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 MARCH 20, 2019 MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACCEPT THE MINUTES OF THE MARCH 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 March 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.; Joyce A. Romig; and Gerry Vaerewyck. Members absent: Beverly Jordan; Arlind Karpuzi; and Shawn Maudhuit. Also present were: William Payne, Code Enforcement Officer; Barbara Nardis, Finance Officer; Douglas Happel, representing Griffith, McCague, & Wallace; and Scott Shoup, representing Shoup Engineering.

ABSENT from the meeting: Daniel J. Mator, Jr., Township Manager and Jon Lape, Chief of Police. Both attended the PELRAS Training Conference at State College, Pa.

PLEDGE OF ALLEGIANCE

Chairwoman Hollibaugh opened and welcomed everyone to the meeting.

Roll Call was taken by Mr. Happel – Quorum present.

Mr. Happel announced the Board held an Executive Session at 6:00 p.m. to discuss two litigation items that involve the Township.

REGISTERED COMMENTS FROM THE PUBLIC

- None

COMMENTS FROM THE PUBLIC

- Mr. Joseph Wisniewski, Deer Creek Road
 - Mr. Wisniewski commented on Little Deer Creek Road being cleaned up by the Knights of Columbus from Catanese Brothers to Popeye's.
- Mr. Julian Hazlet of Boy Scout Troop #653
 - Mr. Hazlet stated he would like to construct a memorial to police officers to satisfy his Eagle Scout Project. Mr. Hazlet was directed to contact the Police Department with more details.
- Mr. Robert Karlo, Woodhill Drive
 - Mr. Karlo stated he was concerned that his neighbor's trees are hanging over his property, and that he fears that they will fall down and damage his home. He wanted to know if the Township was considering any regulations to protect property owners from nuisance trees.

Mr. Payne replied that the Township has looked into several options that could regulate dangerous trees, but that none have been enacted yet. He added that the Board is in the planning stages of such regulations.

- Mr. Eric Felack, State Representative Bob Brooks office
 - Mr. Felack requested permission for Representative Bob Brooks to make a personal donation to update the restrooms at the Senior Center. He stated that he spoke with Mr. Mator, who supported the initiative. Under advisement from the Township Solicitor — since the lease holder (CYA) has

the right to make improvements to the building to better suit their organization's needs — the Board agreed.

ACCEPT MINUTES

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to accept the minutes of the 20 February 2019 meeting as presented. Motion carried unanimously 4-0.

MONTHLY FINANCIAL REPORT

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

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
28 February 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	278,771.72	
	<hr/>	278,771.72
		<hr/>

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Sweep Account - Restricted	19,421.92
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Fire Tax Fund:

Sweep Account - Restricted	13,787.43
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State/Liquid Fuels Fund:

Sweep Account - Restricted	3,213.93
	<hr/>

36,423.28

Investments:

Operating Reserve Fund:

Sweep Account - Reserved 194,917.11

Capital Reserve Fund:

Sweep Account - Reserved 1,338,241.63

1,533,158.74

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

0.00

0.00

TOTAL CASH BALANCE 2/28/19

1,848,353.74

Interest Earned February 2019 242.38

	2/1/2019	February	2/28/2019
	Debt Balance	Principal Payment	Debt Balance
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.

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

LIST OF BILLS

Bearcom 194.97

Best Wholesale Tire Co., Inc.....	2228.15
Griffith, McCague & Happel, PC.....	1580.00
Hei-Way, LLC.....	1729.75
Jordan Tax Service, Inc.	2433.15
Kress Tire.....	648.00
Markl Supply.....	4008.05
Office Depot.....	838.36
Shoup Engineering Inc.	867.00
Stephenson Equipment, Inc.	1345.95
Toshiba Financial Services.....	486.02
Tristani Brothers, Inc.....	3822.57
US Municipal	2463.75

MOTION BY Supervisor Romig 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 4-0.

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>
Maher, Mark Richard & Jodi	1669-S-35	\$ 50.99
John R. Gacci Revocable Trust	1218-N-219	\$132.45

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to issue the Tax Refunds as submitted by the Tax Collector. Motion carried unanimously 4-0.

POLICE CHIEF'S REPORT

Sgt. Robert Loper was present and provided a summary report on the Police Department for the month of February 2019. A copy of the report is on file at the Township.

The Board commented on the recent tragic passing of a local student. Sgt. Loper stated that the school was proactive, and are providing counselors to those who still need support.

BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER'S REPORT

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

Mr. Payne also provided an update in regard to the demolition of an unsafe structure located on Mueller Street. The waiting period for the asbestos compliance portion of the demolition ends on March 22nd. Demolition can start after that date.

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.

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 Project
 - Mr. Shoup stated that the project design has been completed. Specifications and bid documents had been prepared, and bids were scheduled to be opened on 18 March 2019. Bid results were available for the Board's consideration at their current meeting.

Development/Subdivision Reviews

- Elmendorf Plan
 - Mr. Shoup reported that an additional review of the proposed three lot subdivision was performed on 4 March 2019, and a review letter was issued to the Township.

APPROVAL: ELMENDORF PLAN OF LOTS:

The Planning Commission approved the Elmendorf Plan of Lots at their 28 February 2019 meeting. This is a (3) three lot subdivision plan located at 314 Oak Road in the I-Industrial Zoning District.

3-Lot Subdivision will 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 the 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 review letter from Shoup Engineering dated 4 March 2019 indicating the comments contained in his prior review letter dated 6 August 2018 — and the above conditions by the Planning Commission — have all been adequately addressed.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Vaerewyck to approve the Elmendorf Plan of Lots as per the recommendation by the Planning Commission. Motion carried unanimously 4-0.

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.

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Vaerewyck to purchase the Hustler Super Z Mower from Vettori, LP in the amount of \$11,775.00. Motion carried unanimously 4-0.

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, 18 March 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 waring 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.

CONTRACT 19-01 HOT MIX ASPHALT

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

Alternate Bid: Walnut Street, Beechnut Street & Chestnut Way

Mr. Shoup recommended that the low bidders for both contracts (Youngblood Paving, Inc.) received the contracts and acknowledged that Youngblood Paving is both a responsible bidder as well as one who has done work with the Township in the past.

<u>BIDDERS:</u>	<u>BASE BID</u>	<u>Alternate 1 Walnut St.</u>	<u>Alternate 2 Beechnut St.</u>	<u>Alternate 3 Chestnut St.</u>	<u>Alternate 4 Kaufman Rd</u>
Youngblood Paving, Inc.	\$746,191.00	\$26,919.60	\$20,235.30	\$10,294.50	\$118,684.00
Tresco Paving Corp.	\$765,974.50	\$31,261.00	\$24,450.50	\$12,465.00	\$123,321.25
Shields Asphalt Paving Inc	\$818,959.88	\$32,242.04	\$23,127.40	\$11,694.70	\$130,354.49
A Liberoni, Inc.	\$843,256.75	\$29,954.60	\$23,119.80	\$11,772.50	\$135,182.75
Protech Asphalt Maint Inc	\$842,481.95	\$32,059.20	\$23,309.10	\$11,797.00	\$134,751.95
A Folino Construction Inc	\$882,385.56	\$31,764.88	\$23,921.60	\$12,180.60	\$140,056.83
El Grande Industries, Inc.	\$913,775.10	\$32,060.00	\$24,496.00	\$12,492.00	\$145,426.00
Mele & Mele & Sons, Inc.	\$897,848.00	\$41,744.40	\$31,315.50	\$19,604.50	\$157,900.75

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to award the 2019 Road Program Hot Mix Asphalt Paving Contract 19-01 to Youngblood Paving, Inc., for the Base Bid of \$746,191.00 and Alternate 1, Alternate 2, and Alternate 3 bids. TOTAL: \$803,640.40. Motion carried unanimously 4-0.

CONTRACT 19-02 COLD MIX ASPHALT

<u>BIDDERS:</u>	<u>BASE BID: Dawson Road</u>	<u>Alternate 1 Blanchard Road</u>	<u>Alternate 2 Hemphill Road</u>
Youngblood Paving, Inc.	\$173,545.00	\$ 99,620.50	\$149,604.00
Russell Standard Corporation	\$205,884.50	\$115,248.00	\$176,904.50

MOTION BY Supervisor Vaerewyck and SECONDED BY Supervisor DiSanti to award the 2019 Road Program Cold Mix Asphalt Paving Contract 19-02 to Youngblood Paving Inc., in the amount of \$173,545.00 for the Base Bid. Motion carried unanimously 4-0.

GRAND TOTAL OF 2019 ROAD PROJECT: \$977,185.40**DISCUSSION: FIRE DEPARTMENT REPORT/COMMITTEE**

Chief Josh Wiegand of West Deer Fire Company No. 3 was present and addressed the Board. To convey news and needs of the volunteer companies, Chief Wiegand requested the fire companies have direct input on public safety matters within the Township via a committee. He explained that his request is due to the changing public safety environment, and declining numbers of certified/trained volunteers at all three fire stations — as well as qualified EMS personnel in the job market.

After much discussion about a separate committee to handle fire and public safety, the Board agreed to add fire and public safety responsibilities to the existing EMS Committee. The decision was unanimous.

MS4 PROGRAM – ANNUAL DISCUSSION

Mr. Shoup reminded the Board of the Township's MS4 permit to manage its stormwater system. He informed the Board that the permit was reapproved by DEP in January 2019.

Mr. Shoup explained the details of the six minimum control measures that the permit requires the Township to address. The minimum control measures are: 1) Public Education; 2) Public Involvement; 3) Illicit Discharge/Detection and Elimination; 4) Construction Site Stormwater Runoff; 5) Post Construction Stormwater Management; and 6) Pollution Prevention for municipal operations.

Mr. Shoup reminded the Board of their obligations under the approved Pollution Reduction Plan, including the need to budget for it in 2020.

Supervisor DiSanti questioned a number of facets of the permit including the condition of Little Deer Creek in Russellton.

Supervisor Vaerewyck questioned the need for a Township street sweeping program and requested Mr. Shoup gather information.

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

- Mr. Vaerewyck commented on the need for better internal communication from the Township Manager when distributing information to the Board. He expressed concern that Representative Brook's request for work to be done at the Senior Center was not on the agenda.
- Mr. Vaerewyck commented on the need to better track complaints that originate from contracted vendors. He mentioned that several residents have complained to him about Morrow Refuse, and wanted to better

track complaints so the Board can take into account the number and types of complaints residents have with contracted services when a new contract is put out for bid.

NEW BUSINESS

- None

SET AGENDA: REGULAR BUSINESS MEETING

17 April 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. Committee Reports
15. Old Business
16. New Business
17. Set Agenda/May 15, 2019
18. Comments from the Public
19. Adjournment

Items Added:

*Discussion: Communication

*Discussion: Complaint tracking for vendors

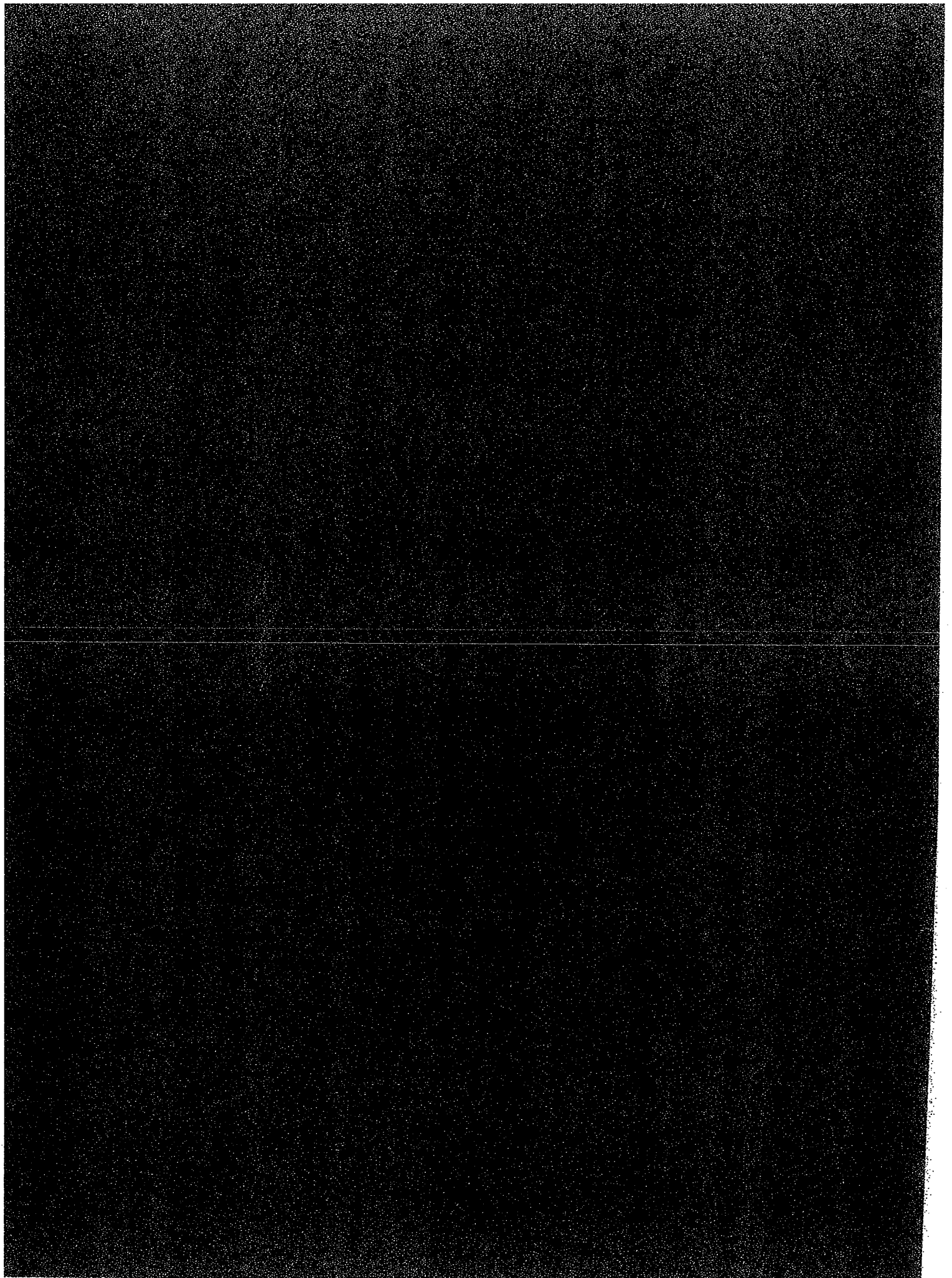
COMMENTS FROM THE PUBLIC

- None

ADJOURNMENT

MOTION BY Supervisor DiSanti and SECONDED BY Supervisor Romig to adjourn the meeting at 7:45 p.m. Motion carried unanimously 4-0. 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	___	___	___	___

S-A

TOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT
March 31, 2019

I - GENERAL FUND:

	<u>March</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	285,732.66	1,066,781.65	16.72%
Expenditures	295,149.73	951,002.69	14.91%

Cash and Cash Equivalents:

Sweep Account		<u>223,052.37</u>	<u>223,052.37</u>
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II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Restricted		15,946.22	
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Fire Tax Fund:

Restricted		32,499.77	
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State/Liquid Fuels Fund:

Restricted		375,051.58	
			<u>423,497.57</u>

Investments:

Operating Reserve Fund:

Reserved		195,086.54	
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Capital Reserve Fund:

Reserved		<u>1,338,245.45</u>	
			<u>1,533,331.99</u>

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

		<u>0.00</u>	<u>0.00</u>
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TOTAL CASH BALANCE 3/31/19

2,179,881.93

Interest Earned March 2019

951.09

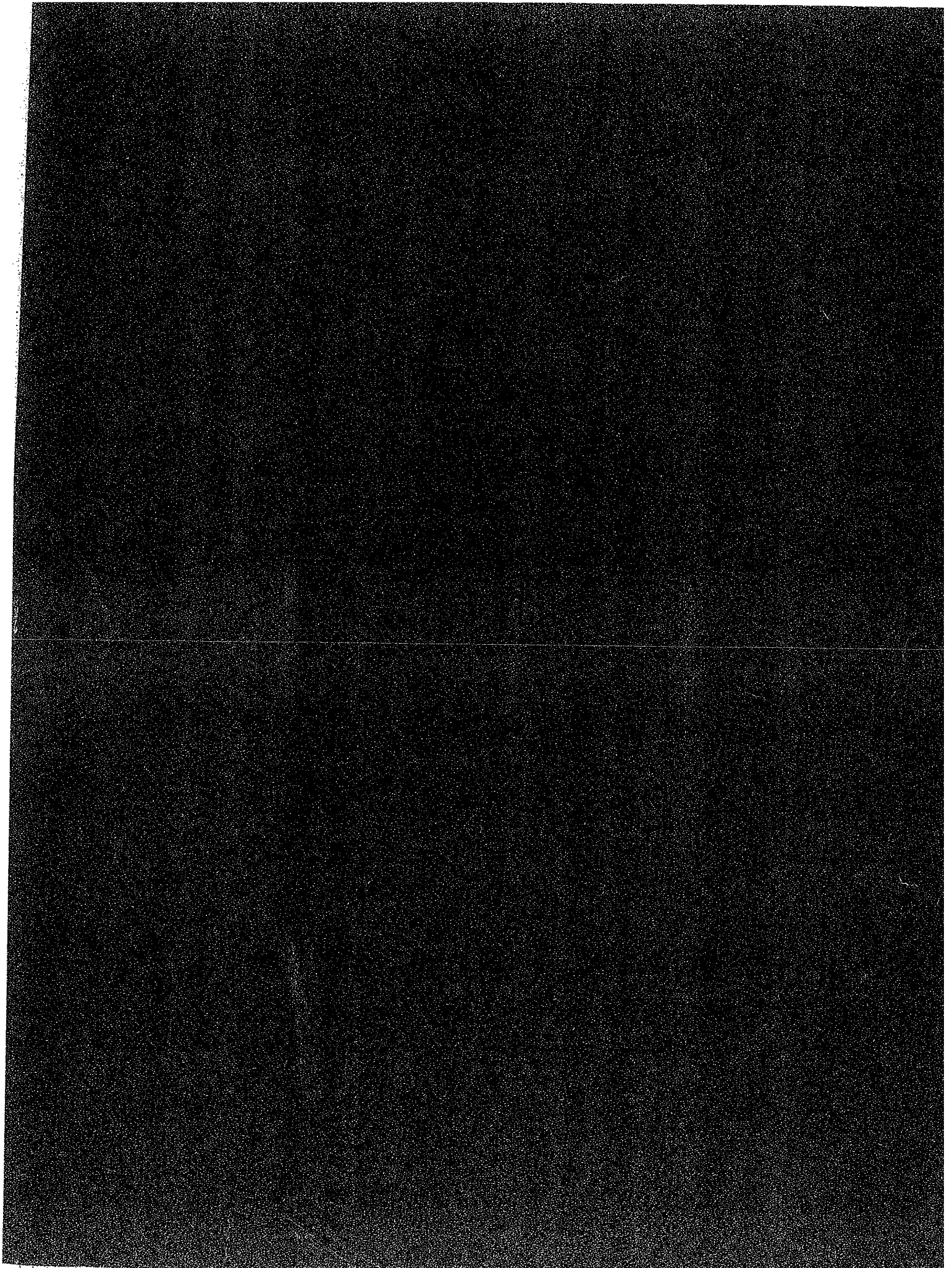
	<u>3/1/2019</u>		<u>March</u>		<u>3/31/2019</u>
	<u>Debt Balance</u>		<u>Principal</u>		<u>Debt Balance</u>
			<u>Payment</u>		
Mars National - VFC #3	202,987.18	\$	2,607.94		200,945.83
NexTier Bank VFC #2	437,347.31	\$	2,680.96		435,941.02

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

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

INTEREST EARNED - 2019

	<u>MARCH</u>	<u>YTD</u>
GENERAL FUND	\$0.54	\$1.62
STREET LIGHT FUND	\$0.00	\$0.00
FIRE TAX FUND	\$5.54	\$19.06
OPERATING RESERVE	\$169.43	\$540.63
STATE FUND	\$771.76	\$983.98
CAPITAL RESERVE	<u>\$3.82</u>	<u>\$11.34</u>
TOTAL INTEREST EARNED	<u>\$951.09</u>	<u>\$1,556.63</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	___	___	___	___

8-B

By Name
Cutoff as of: 12/31/9999

Time: 2:13 pm
Date: 04/10/2019
Page: 1

Due Dates: 04/15/2019 thru 04/15/2019

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00674	BEARCOM	430.327	4806676	57.47				57.47		
Road:	Radio Equip Maint:	0419	04/01/2019	04/15/2019	04/02/2019					
00674	BEARCOM	410.328	4807307	137.50				137.50		
POL:	Radio Equip Maint	0419	04/02/2019	04/15/2019	04/03/2019					
Name:	BEARCOM			194.97				194.97		
00553	BEST WHOLESALE TIRE	410.374	14470	526.50				526.50		
Police:	Car #38-R Steering sha	f0319	03/06/2019	04/15/2019	04/10/2019					
00553	BEST WHOLESALE TIRE	410.374	14594	250.40				250.40		
Police:	Car #31-coil #6 & plug	/0319	03/22/2019	04/15/2019	04/10/2019					
00553	BEST WHOLESALE TIRE	410.374	14599	105.65				105.65		
Police:	Car #37-r sway bar	link0319	03/22/2019	04/15/2019	04/10/2019					
Name:	BEST WHOLESALE TIRE CO, INC			882.55				882.55		
00534	GENERAL CODE	407.271	CMS0021468	3300.00				3300.00		
Adm:	Software/Mobile Assurance	0419	04/01/2019	04/15/2019	04/02/2019					
Name:	GENERAL CODE			3300.00				3300.00		
10315	GRIFFITH, MCCAGUE &	404.111	273682	1149.50				1149.50		
Legal	Services: General	0319	03/31/2019	04/15/2019	04/10/2019					
Name:	GRIFFITH, MCCAGUE & HAPPEL, PC			1149.50				1149.50		
00005	HEI-WAY, LLC	430.372	90312018	1144.70				1144.70		
Road:	Col'd Patch	0319	03/13/2019	04/15/2019	03/14/2019					
00005	HEI-WAY, LLC	430.372	90321015	188.46				188.46		
Road:	Col'd Patch	0319	03/22/2019	04/15/2019	03/25/2019					
00005	HEI-WAY, LLC	430.372	90325015	181.09				181.09		
Road:	Col'd Patch	0319	03/26/2019	04/15/2019	03/28/2019					
00005	HEI-WAY, LLC	430.372	90327013	163.06				163.06		
Road:	Col'd Patch	0319	03/28/2019	04/15/2019	03/29/2019					
00005	HEI-WAY, LLC	430.372	90328018	136.02				136.02		
Road:	Col'd Patch	0319	03/29/2019	04/15/2019	04/01/2019					
00005	HEI-WAY, LLC	430.372	90329013	164.70				164.70		
Road:	Col'd Patch	0419	04/01/2019	04/15/2019	04/02/2019					

By Name
Cutoff as of: 12/31/9999

Time: 2:13 pm
Date: 04/10/2019
Page: 2

Due Dates: 04/15/2019 thru 04/15/2019

Vendor	Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00005	HEI-WAY, LLC	430.372	90403008	179.45				179.45		
Road:	Cold Patch	0419	04/04/2019	04/15/2019	04/05/2019					
00005	HEI-WAY, LLC	430.372	90404013	168.80				168.80		
Road:	Cold Patch	0419	04/05/2019	04/15/2019	04/10/2019					
00005	HEI-WAY, LLC	430.372	90405012	354.80				354.80		
Road:	Cold Patch	0419	04/08/2019	04/15/2019	04/10/2019					
Name: HEI-WAY, LLC										
00106	JORDAN TAX SERVICE, Delinquent R E Tax Commission	403.140	3-C-#97	2847.39				2847.39		
Name: JORDAN TAX SERVICE, INC.										
00657	OFFICE DEPOT	410.210	287505376001	107.66				107.66		
Police:	Office Supplies	0319	03/12/2019	04/15/2019	03/25/2019					
00657	OFFICE DEPOT	406.210	287714476001	80.51				80.51		
Office	Supplies	0319	03/14/2019	04/15/2019	03/22/2019					
00657	OFFICE DEPOT	409.226	287714476001	109.32				109.32		
Cleaning	Supplies	0319	03/14/2019	04/15/2019	03/22/2019					
00657	OFFICE DEPOT	409.226	288601156001	79.98				79.98		
Cleaning	Supplies	0319	03/15/2019	04/15/2019	03/22/2019					
Name: OFFICE DEPOT										
00830	SHOUP ENGINEERING IN	408.319	19-094	76.50				76.50		
Engineering:	Elmendorf Plan	0319	03/31/2019	04/15/2019	04/03/2019					
00830	SHOUP ENGINEERING IN	408.313	19-095	637.50				637.50		
Engineering:	Miscellaneous	0319	03/31/2019	04/15/2019	04/03/2019					
00830	SHOUP ENGINEERING IN	408.319	19-096	127.50				127.50		
Engineering:	Sharkins - Phelps0319	0319	03/31/2019	04/15/2019	04/03/2019					
00830	SHOUP ENGINEERING IN	408.319	19-097	51.00				51.00		
Engineering:	Brickyard Park H00319	0319	03/31/2019	04/15/2019	04/03/2019					
Name: SHOUP ENGINEERING INC.										
00074	STEPHENSON EQUIPMENT	430.611	18014421	6574.98				6574.98		
Road:	Pipe-15"x20/12"/15" Band0319	0319	03/27/2019	04/15/2019	04/01/2019					

By Name
Cutoff as of: 12/31/9999

Time: 2:13 pm
Date: 04/10/2019
Page: 3

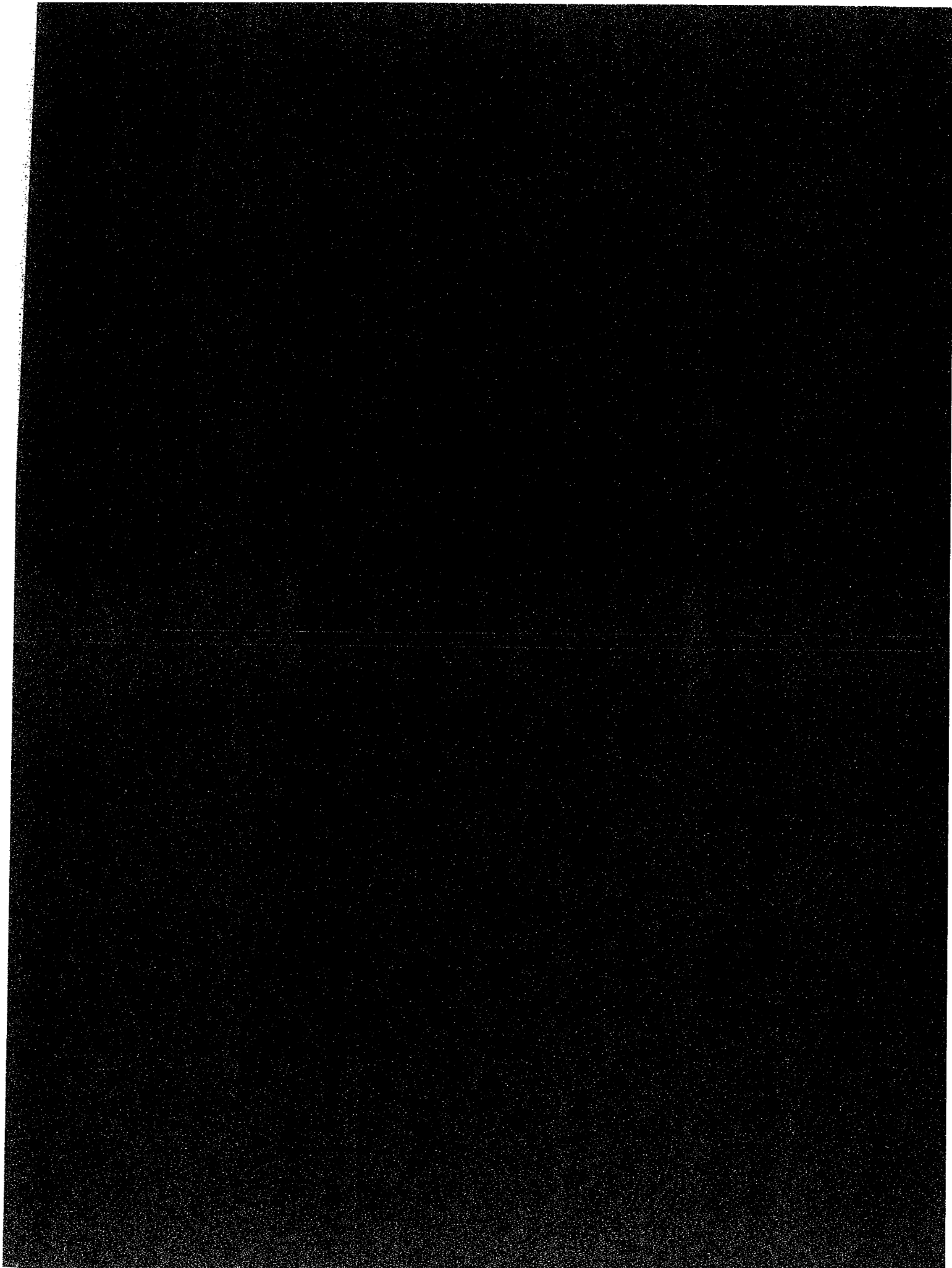
Due Dates: 04/15/2019 thru 04/15/2019

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: STEPHENSON EQUIPMENT, INC.									
00577	TOSHIBA FINANCIAL SE 410.261	69468301	241.26				241.26		
	Lease & Maintenance of Copiers0319	03/24/2019	04/15/2019	03/29/2019					
Name: TOSHIBA FINANCIAL SE 406.261									
00577	TOSHIBA FINANCIAL SE 406.261	69468301	244.76				244.76		
	Lease & Maintenance of Copiers0319	03/24/2019	04/15/2019	03/29/2019					
Name: TOSHIBA FINANCIAL SERVICES									
00067	TRISTANI BROTHERS, I 430.374	190329	1880.71				1880.71		
	Road:Trk #6-Fan Hub 0319	03/31/2019	04/15/2019	04/04/2019					
Name: TRISTANI BROTHERS, I 430.374									
00067	TRISTANI BROTHERS, I 430.374	190330	1076.73				1076.73		
	Road:Trk #3-AC Compressor/hyd 0319	03/31/2019	04/15/2019	04/04/2019					
Name: TRISTANI BROTHERS, INC.									
00059	WINE CONCRETE PRODUC 430.611	84522	2520.00				2520.00		
	Catch Basins: 24" Knockout R150319	03/16/2019	04/15/2019	03/19/2019					
Name: WINE CONCRETE PRODUCTS, INC.									
			2520.00				2520.00		

FINAL TOTALS:

24863.90

24863.90



POLICE CHIEF'S REPORT

CHIEF LAPE.....

9

OFFICER'S MONTHLY REPORT

To: Jonathan D. Lape, Chief of Police
From: Jennifer Borczyk, Administrative Assistant
Subject: Officer's Monthly Report
Date: April 8, 2019

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

JB

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

Points of Interest

March 2019

Chief Jonathan Lape

- March 6- Interview regarding part time police officers with Emily Blaser of the Trib- Officer O'Connor and Officer Bartoszewicz interviewed as well
- March 14- Attended North Hills Council of Governments meeting
- March 19- Attended Western Pennsylvania Chief's Meeting (Officer Shurina accompanied)
- March 20, 21, 22- Attended PELRAS Training Conference in State College
- March 26- Assisted Franklin Park Borough with Sergeant Interviews
- March 27- Conducted Part Time Officer Interviews- Chief Michaels from Indiana Township assisted

Officer Edward Newman

- March 14- Cleaned up storm damage at K9 training area
- March 15- Assist Hampton Twp SRO with luggage search prior to band trip

Sergeant Mikus & Officer Petosky

- March 7- Participated in Mine Resistant Ambush Protection course to become SRT drivers
- March 8- Participated in Emergency Vehicle Operator Course in McCandless Twp.
- March 22- North Hills SRT warrant service training conducted in West Deer Township

Explorers

- March 14- Conducted lessons in emergency driving simulator
- March 28- Retired Secret Service Agent Jeffrey James spoke with Explorers

School District Details

- See attached SRO/ Security Details and Logs
- March 12, 26- Officer Newman & Officer Shurina provided general security for the school board meeting

Misc. Details

- March 4,5- Officer Vulakovich attended Mandatory Training
- March 4, 5, 6- Officer Shurina attended Use of Force Instructor Recertification Training
- March 12- Officer Evan attended Conducting Complete Traffic Stops Training
- March 13- Officer Kozar attended High Risk Vehicle Stops Training
- March 16- Sgt. Loper (Administration) & Sgt. Mikus assisted with Roving DUI Checkpoints along with the North Hills DUI Task Force
- March 12, 19- Sgt. Bailey attended EMA Training
- March 20, 21- Sgt. Bailey & Administrative Assistant Jen Borczyk attended NIBRS Training
- March 21- Sgt. Loper & Officer Dobson attended Supervisor Sobriety Checkpoint Training
- March 25, 26- Officer Shurina attended mandatory Updates training

OFFICER'S MONTHLY REPORT
MARCH 2019

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	60	120	180
CALLS FOR SERVICE/FIELD CONTACTS	536	1136	1672
ALL OTHER CALLS	523	980	1503
TOTALS CALLS FOR SERVICE	1119	2236	3355
<u>ARRESTS</u>			
ADULT	8	11	19
JUVENILE	0	0	0
TRAFFIC CITATIONS	9	8	17
NON TRAFFIC CITATIONS	2	0	2
PARKING CITATIONS	0	3	3
WARNINGS	11	1	12
<u>PERSONNEL</u>			
GRIEVANCES FILED BY POLICE OFFICERS	0	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0	0
LETTERS COMMENDING POLICE OFFICERS	1	0	1
<u>VEHICLE REPORTS</u>			
TOTAL MILES TRAVELED	10002	19486	29488
GALLONS OF GASOLINE USED	893.1	1830.4	2723.5
REPAIRS/MAINTENANCE	1106.94	3526.15	4633.09
<u>OVERTIME PAID</u>			
COURT (OFF DUTY)	10.5	11.00	21.5
PRELIMINARY HEARINGS	6	17.50	23.5
PRETRIAL	0	0.00	0
INVESTIGATIONS	7	7.00	14
ARRESTS	0	4.00	4
SPEED CHECKS	0	0.00	0
PRIVATE CONTRACTS	0	0.00	0
MISC. HOURS - FILLED SHIFTS	16	16.00	32
MISC. HOURS - ADMIN. HOURS	0	0.00	0
MISC. HOURS	0	5.50	5.5
TOTAL HOURS	39.5	61.00	100.5

OFFICER'S MONTHLY REPORT
MARCH 2019

QUARTERLY REPORT	2018 YEAR TO DATE	2019 YEAR TO DATE
REPORTABLE CALLS FOR SERVICE	174	180
CALLS FOR SERVICE/FIELD CONTACTS	858	1,672
ALL OTHER CALLS	1,427	1,503
TOTAL CALLS FOR SERVICE	2,459	3,355

ARRESTS

ADULT	24	19
JUVENILE	0	0
TRAFFIC CITATIONS	49	17
NON TRAFFIC CITATIONS	3	2
PARKING CITATIONS	0	3
WARNINGS	16	12

PERSONNEL

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

VEHICLE REPORTS

TOTAL MILES TRAVELED	29,225	29,488
GALLONS OF GASOLINE USED	2,652.70	2,723.50
REPAIRS/MAINTENANCE	7,284.54	4,633.09

OVERTIME

COURT (OFF DUTY)	42	21.5
PRELIMINARY HEARINGS	40.5	23.5
PRETRIAL	0	0
INVESTIGATIONS	32	14
ARRESTS	17	4
SPEED CHECKS	0	0
PRIVATE CONTRACTS	0	0
MISC. HOURS - FILLED SHIFTS	4	32
MISC. HOURS - ADMIN HOURS	0	0
ALL OTHER MISC. HOURS	16	5.5
TOTAL HOURS	151.5	110



TOWNSHIP OF WEST DEER POLICE DEPARTMENT



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

MARCH 2019

WDPD INCIDENT REPORTS

TOTAL: 6

- 2 Sex Crimes – Indecent Exposure
- 1 Mental Commitment – Voluntary
- 1 Harassment – Terroristic Threats
- 2 Assault – Strong Arm

SRO / SECURITY DETAILS & LOGS

TOTAL: 121

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

TOTAL ACTIVITY

TOTAL: 127



TOWNSHIP OF WEST DEER POLICE DEPARTMENT



TOTAL ACTIVITY BY SCHOOL

HIGH SCHOOL	25
MIDDLE SCHOOL	36
E.U. INTERMEDIATE	36
CURT. PRIMARY	28
ADMIN. BUILDING	0
BUS GARAGE	0
OTHER	2

FREQUENT STUDENT INVOLVEMENT

DL School / Student ID #:	MS	24154	Total Involvements this period:	1
DL School / Student ID #:	EU	26199	Total Involvements this period:	2
DL School / Student ID #:	EU	26193	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:	5
DL School / Student ID #:	EU	26113	Total Involvements this period:	3
DL School / Student ID #:	CP	30117	Total Involvements this period:	1
DL School / Student ID #:	CP	31092	Total Involvements this period:	6
DL School / Student ID #:	CP	30145	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>	
20	8 TH Grade	DARE
7	1 ST Grade	Charlie Check First

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.

Police Secretary

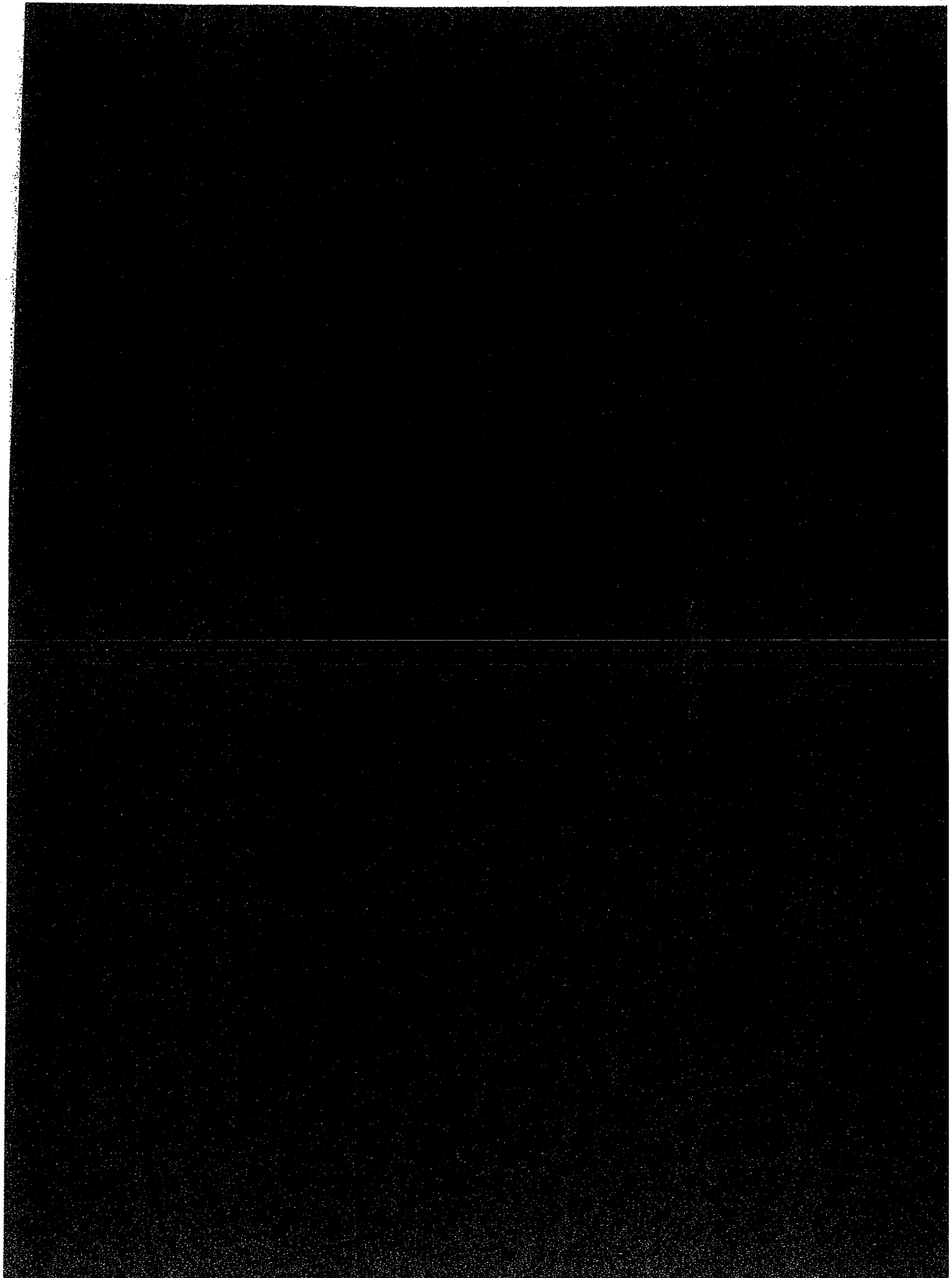
Miss:

Thank you for your concern
over my handicap placard.

It has arrived. Thank you
so very much.

William J. Massala
23 Joseph St.

Received 3/22/2019.



BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER'S REPORT

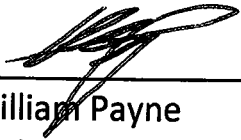
MR. PAYNE.....

10

Code Enforcement

March 31, 2019

1. Issued 14 Occupancy Permits
2. Issued 19 Building Permits
3. Performed 29 site inspections
4. A Planning Commission workshop meeting was held and continued the Zoning Ordinance review.
5. A Zoning Hearing Board meeting was held and a request for a side yard variance for a building addition to a commercial building on 910 was granted. The status conference for the appeal from the previous Cell Tower Use was held and the Courts have indicated a judgement should be reached within 60-90 days pending any surprises.
6. Attended continuing education on accessibility and code enforcement.



William Payne
Code Enforcement Officer

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

Permit Date	Permit Number	Lot Block	Applicant Name	Street Address	Use	New Construction
03/04/2019	019-029	2011-E-85-1131	NORMAN & ANITA FLAHERLY	1131 LINKS WAY	Single Family Home	No
03/07/2019	019-030	1666-R-100-23D	BRENNAN BUILDERS, INC.	384 SADDLEBROOK RD	Quad	Yes
03/11/2019	019-031	1669-J-205	Keith Janssen	445 BAIRDFOORD RD	Business	No
03/11/2019	019-032	2011-E-85-1224	MARIE BORELLI & ELIZABETH OUTLY	1224 NICKLAUS WAY	Quad	No
03/13/2019	019-033	1213-S-142	EUGENE & DEBRA PHILLIPS	4708 WOODLAKE DR	Single Family Home	No
03/13/2019	019-034	1213-H-061	CHRISTINE WALSH	3430 HUNTERTOWN RD	Single Family Home	No
03/13/2019	019-035	1668-R-196	LSF9 MASTER PARTICIPATION TRUST	284 OAK RD	Single Family Home	No
03/18/2019	019-036	1507-G-77	KATHLEEN WOOLNER	0 MCINTYRE RD	Vacant Land Only	No
03/18/2019	019-037	2010-B-16	ALURIA PROPERTIES LLC	4391 BAKERSTOWN CULMERVILLE RD.	Single Family Home	No
03/22/2019	019-038	1512-A-26	Nick and Cheryl Beckas	210 McKrell Rd.	Single Family Home	Yes
03/25/2019	019-039	1508-A-37	JAMES & JACQUELINE SULLIVAN	236 HYTYRE FARMS DR	Single Family Home	No

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

03/26/2019	O19-040	1669-K-287	ANDREW BECHTOLD	222 ORCHARD ST	Single Family Home	No
03/26/2019	O19-041	1218-A-247	Adam Brnardic Anne Marie Whitesitt	46 MICHAEL RD	Single Family Home	No
03/27/2019	O19-042	1218-A-247	Adam Brnardic Anne Marie Whitesitt	46 MICHAEL RD	Single Family Home	No

Total Fees Collected by Month

March- \$250

Total Fees Collected

Grand Total - \$250

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

Permit Date	Permit Number	Type	Owner	Address	Parcel ID	Construction Cost	Fees Collected
03/01/2019	P19-024	Demolition	BRYAN D KRSTONICH	1856 SAXONBURG BLVD	1670-D-030	\$0.00	\$20.00
03/13/2019	P19-025	Driveway	JASON & CATHERINE PASCHEL	324 MONIER RD	2011-A-278	\$0.00	\$15.00
03/14/2019	P19-026	Single Family Dwelling	ROMMES, Jeffrey & Stephanie	49 SHUSTER RD	1837-F-128	\$232,285.00	\$1,401.90
03/14/2019	P19-027	Accessory Structure	WILLIAM MORRIS	870 ASHLEY RD.	1510-D-52	\$3,679.00	\$35.00
03/15/2019	P19-028	Grading	Beck Land Co.	1355 SAXONBURG BLVD.	2196-M-25	\$0.00	\$100.00
03/18/2019	P19-029	Commercial Structure	COPAM Properties	45-58 Hampshire Lane	2010-F-284	\$550,000.00	\$2,998.50
03/18/2019	P19-030	Above Ground Pool	MARIANNE ARTHUR	426 ALDER ST	2013-N-32	\$2,200.00	\$44.00
03/19/2019	P19-031	Accessory Structure	TOWNSHIP OF WEST DEER	50 MAPLE ST.	1669-P-238	\$7,075.00	\$0.00
03/20/2019	P19-032	Accessory Structure	JAMES SHIPE	570 BAIRDFO RD	1669-H-060	\$300.00	\$5.00
03/26/2019	P19-033	Deck	ANTHONY & JENNIFER TRIVINIA	892 ASHLEY RD.	1510-D-72	\$13,000.00	\$80.00
03/26/2019	P19-034	Single Family Dwelling	BRENNAN GROUP, LP	326 SADDLEBROOK RD	1666-R-100-17C	\$175,000.00	\$630.00

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

03/26/2019	P19-035	Fence	JOSEPH & BETTY ANN WEBER	1021 CHURCH ST	1361-L-30	\$495.00	\$5.00
03/26/2019	P19-036	Single Family Dwelling	BRENNAN GROUP, LP	328 SADDLEBROOK RD.	1666-R-100-17B	\$175,000.00	\$630.00
03/26/2019	P19-037	Single Family Dwelling	BRENNAN GROUP, LP	332 SADDLEBROOK RD.	1666-R-100-17A	\$175,000.00	\$630.00
03/26/2019	P19-038	Single Family Dwelling	BRENNAN GROUP, LP	330 SADDLEBROOK RD	1666-R-100-17D	\$175,000.00	\$630.00
03/26/2019	P19-039	Other	KONSTANTIN NEMKOV	135 RACCOON WAY	1357-B-379	\$1,500.00	\$25.00
03/27/2019	P19-040	Deck	ROSEMARY & PAUL KNEIB JAROSZ	1002 YORK WAY	1510-H-231	\$5,094.00	\$80.00
03/27/2019	P19-041	Car Port	JAMES M MONOS	1012 MUELLER ST	1668-M-058	\$2,369.10	\$30.00
03/29/2019	P19-042	Garage	TOBY & SARA KREIDLER	70 CREIGHTON RUSSELLTON	1362-A-010	\$25,000.00	\$140.00
Totals: 19						\$1,542,997.10	\$7,499.40

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

Permit Type	Count	Construction Cost	Fee Total
Above Ground Pool	1	\$2,200.00	\$44.00
Accessory Structure	3	\$11,054.00	\$40.00
Car Port	1	\$2,369.10	\$30.00
Commercial Structure	1	\$550,000.00	\$2,998.50
Deck	2	\$18,094.00	\$160.00
Demolition	1	\$	\$20.00
Driveway	1	\$	\$15.00
Fence	1	\$495.00	\$5.00
Garage	1	\$25,000.00	\$140.00
Grading	1	\$	\$100.00
Other	1	\$1,500.00	\$25.00
Single Family Dwelling	5	\$932,285.00	\$3,921.90
Permit Status			
Issued	19	\$1,542,997.10	\$7,499.40
Count		Construction Cost	Fee Total

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 03/01/2019 To 03/31/2019

3/5/2019	Drywall	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	388 SADDLEBROOK RD	1666-R- 100-24C	Passed	William Payne
3/8/2019	Utilities Removed	74 HILL TOP RD, GIBSONIA, PA, 15044	74 HILL TOP RD	1509-R-287	Passed	William Payne
3/8/2019	Framing	800 S.WASHINGTON ST., EVANS CITY, PA, 16033	390 SADDLEBROOK RD	1666-R- 100-24B	Failed	William Payne
3/11/2019	Footer	13 DEWEY LANE, GIBSONIA, PA, 15044	942 LITTLE DEER CREEK VALLEY RD.	1219-A-25	Passed	William Payne
3/12/2019	Concrete Slab Inspection	676 LITTLE DEER CREEK VALLEY RD., RUSSELLTON, PA, 15076	676 LITTLE DEER CREEK VALLEY RD	1512-M-361	Passed	William Payne
3/12/2019	Final	1920 SAXONBURG BLVD, TARENTUM, PA, 15084	1920 Saxonburg Blvd.	1670-L-65	Passed	William Payne
3/12/2019	Drywall	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	399 SADDLEBROOK RD	1666-R- 100-27A	Passed	William Payne
3/13/2019	Concrete Slab Inspection	676 LITTLE DEER CREEK VALLEY RD., RUSSELLTON, PA, 15076	676 LITTLE DEER CREEK VALLEY RD	1512-M-361	Passed	William Payne
3/13/2019	Site Line	132 RING NECK CT, GIBSONIA, PA, 15044	324 MONIER RD	2011-A-278	Passed	William Payne
3/15/2019	Insulation	800 S.WASHINGTON ST., EVANS CITY, PA, 16033	390 SADDLEBROOK RD	1666-R- 100-24B	Passed	William Payne
3/15/2019	Fireblocking	800 S.WASHINGTON ST., EVANS CITY, PA, 16033	390 SADDLEBROOK RD	1666-R- 100-24B	Passed	William Payne
3/15/2019	Framing	800 S.WASHINGTON ST., EVANS CITY, PA, 16033	390 SADDLEBROOK RD	1666-R- 100-24B	Passed	William Payne
3/18/2019	Complaint Follow Up	332 HICKORY ST, CURTISVILLE, PA, 15032	332 HICKORY ST	2012-H-245	Open	William Payne
3/18/2019	Framing	800 S.WASHINGTON ST., EVANS CITY, PA, 16033	409 SADDLEBROOK RD	1666-R- 100-26C	Passed	William Payne
3/22/2019	Final	210 McKrell, Tarentum, PA, 15084	210 McKrell Rd.	1512-A-26	Failed	William Payne
3/22/2019	Electrical/Plumbing	210 McKrell, Tarentum, PA, 15084	210 McKrell Rd.	1512-A-26	Open	William Payne
3/25/2019	Drywall	800 S.WASHINGTON ST., EVANS CITY, PA, 16033	390 SADDLEBROOK RD	1666-R- 100-24B	Passed	William Payne
3/25/2019	Final	173 Trump Road, Cheswick, Pa, 15024	173 TRUMP RD	1360-E-141	Cancelled	William Payne
3/25/2019	Footer	4900 BAKERSTOWN CULMERVILLE RD, TARENTUM, PA, 15084	4900 BAKERSTOWN CULMERVILLE RD	2195-M-261	Passed	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 03/01/2019 To 03/31/2019

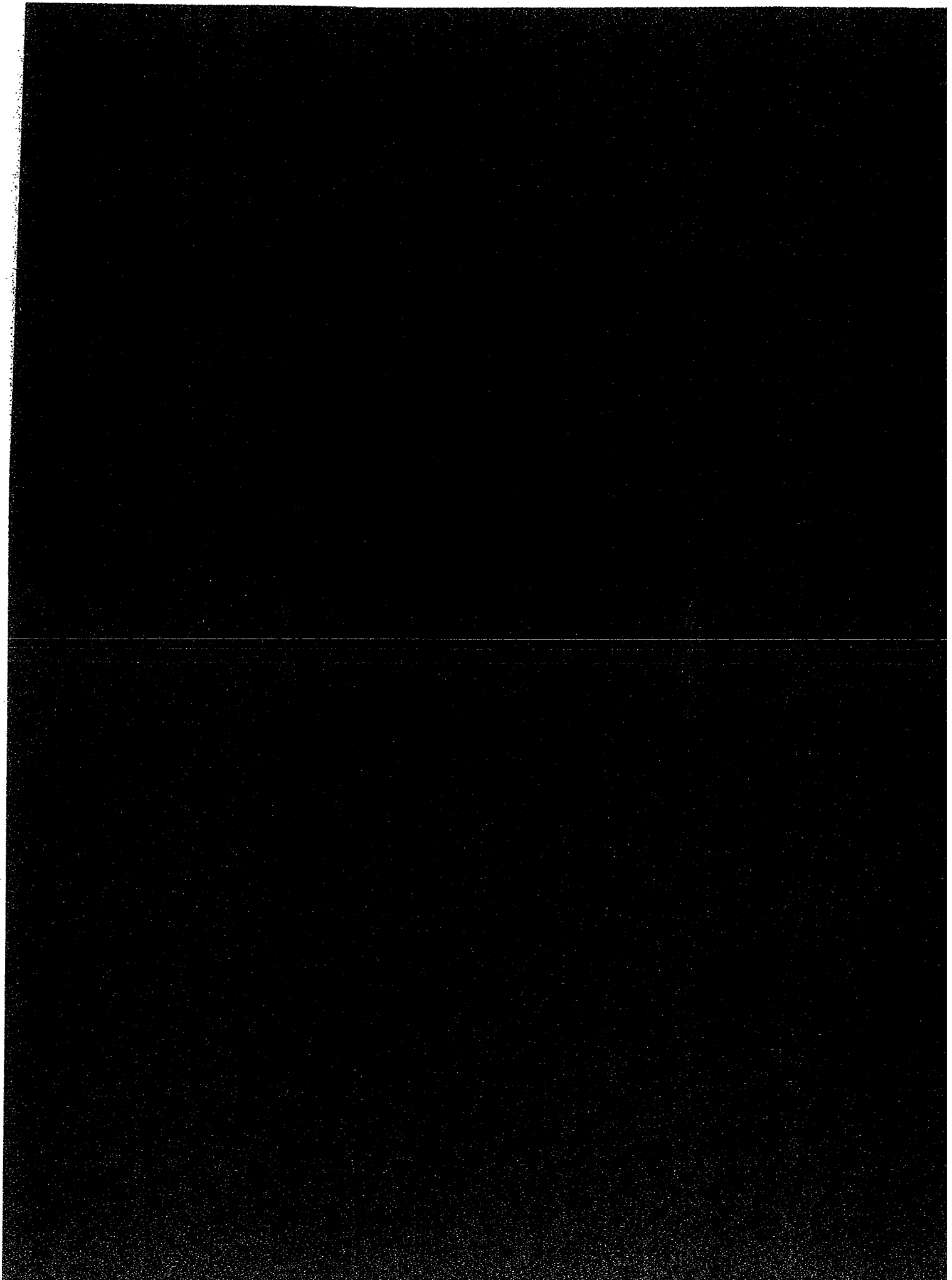
3/25/2019	Framing	1426 PITTSBURGH RD., VALENCIA, PA, 16059	3530 Cedar Ridge Road	1214-E-299	Passed	William Payne
3/26/2019	Framing	3445 HARTS RUN RD., GLENSHAW, PA, 15116	99 RUSSELLTON- DORSEYVILLE	1217-J-389	Failed	William Payne
3/28/2019	Framing	800 S. WASHINGTON ST., EVANS CITY, PA, 16033	392 SADDLEBROOK RD	1666-R- 100-24D	Failed	William Payne
3/28/2019	Final	173 Trump Road, Cheswick, Pa, 15024	173 TRUMP RD	1360-E-141	Passed	William Payne
3/28/2019	Footer	1002 YORK WAY, GIBSONIA, PA, 15044	1002 YORK WAY	1510-H-231	Passed	William Payne
3/28/2019	Framing	173 Trump Road, Cheswick, Pa, 15024	173 TRUMP RD	1360-E-141	Passed	William Payne
3/29/2019	Footer	4519 GIBSONIA RD, GIBSONIA, PA, 15044	4519 GIBSONIA RD.	1357-H-136	Open	William Payne
3/29/2019	Framing	4900 BAKERSTOWN CULMERVILLE RD, TARENTUM, PA, 15084	4900 BAKERSTOWN CULMERVILLE RD	2195-M-261	Failed	William Payne
3/29/2019	Insulation	800 S.WASHINGTON ST., EVANS CITY, PA, 16033	409 SADDLEBROOK RD	1666-R- 100-26C	Passed	William Payne
3/29/2019	Fireblocking	800 S.WASHINGTON ST., EVANS CITY, PA, 16033	409 SADDLEBROOK RD	1666-R- 100-26C	Passed	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 03/01/2019 To 03/31/2019

Count by Type

Complaint Follow Up	1
Concrete Slab Inspection	2
Drywall	3
Electrical/Plumbing	1
Final	4
Fireblocking	2
Footer	4
Framing	8
Insulation	2
Site Line	1
Utilities Removed	1
Total:	29



REPORT FROM THE PARKS AND RECREATION BOARD

MRS. AMY STARK, CHAIRWOMAN.....

11

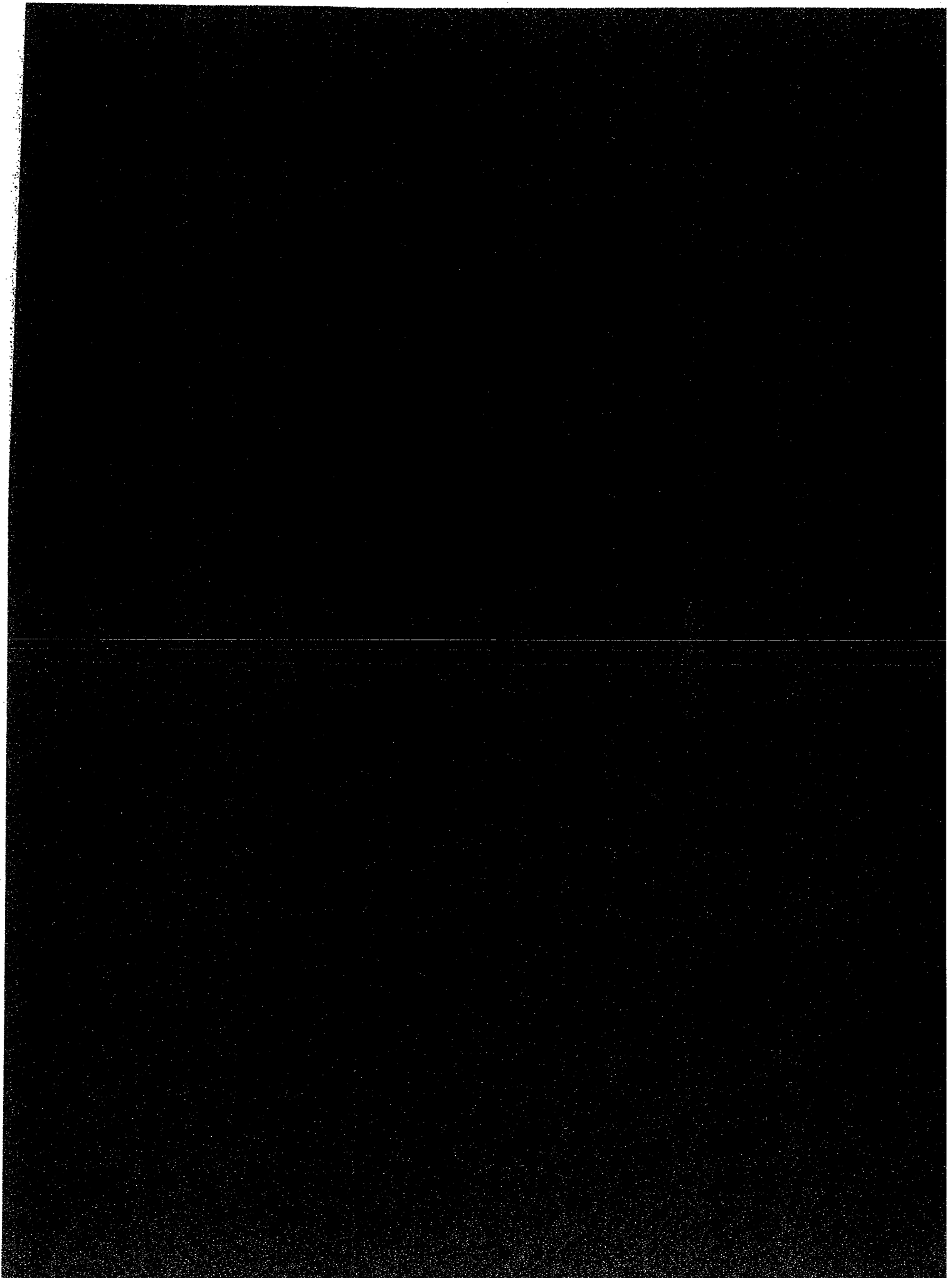
Parks & Recreation Report

April 17th, 2019

- Our last meeting was March 27, 2019 but we did not have a Community Days Meeting.
- Carnival Rides at Community Days – Last month I reported that we would not be having carnival rides this year. However, there is now a possibility that we might be able to do this. Brandon Farster, Chief Lape and myself are working very hard to make this a reality.
- Egg Hunt – Sunday April, 14th at 1:00PM – more info will be presented at meeting as it is this weekend.
- Our next meeting is April 24, 2019 with a Community Days meeting to follow.

West Deer Township
Parks & Recreation
2019 Accounting

Date	Event	Type of Payment - Reimbursable	Vendor/Donator	Description	Debit	Credit	Event Budget	Event Total	% of Budget Used	Year to Date Total
3/6/19	Egg Hunt	Check	AMCO Johns	Port o Johns	\$205.00		\$1,500.00	\$915.28	61.02%	\$205.00
3/15/19		Amy Stark Sam's/Walmart CC	Walmart	Candy	\$134.86					\$339.86
3/19/19		Amy Stark Sam's/Walmart CC	Sam's Club	Candy	\$291.80					\$631.66
3/25/19		Check	Change	Change	\$100.00					\$731.66
3/29/19			Charlie's Self Storage	Donation		\$100.00				\$631.66
4/5/19		Amy Stark Sam's/Walmart CC	Walmart	Gift Cards & Supplies	\$83.62					\$715.28



ENGINEER'S REPORT

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

MRS. NELKO.....

12



SHOUP ENGINEERING
FOR OVER 50 YEARS

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

MARCH 2019 ENGINEER'S REPORT
WEST DEER TOWNSHIP
Prepared April 11, 2019

VIA EMAIL

1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

- Board of Supervisors Meeting – March 20, 2019

2. DEVELOPMENTS/PROJECTS

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

- 2019 Road Improvement Project – Contracts have been executed with Youngblood Paving for both the hot mix and cold mix asphalt paving projects. A preconstruction meeting was held with Youngblood Paving to review the streets and scope of work. It is anticipated that work will begin within the next few weeks.

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

- None

Respectfully Submitted,

SHOUP ENGINEERING, INC.

Scott A. Shoup, P.E.
Township Engineer

ACCEPTANCE: RESIGNATION OF PART-TIME POLICE OFFICER

THE BOARD IS IN RECEIPT OF THE ATTACHED RESIGNATION LETTER FROM PART-TIME OFFICER NICHOLAS J. BARTOSZEWICZ, EFFECTIVE APRIL 30, 2019.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACCEPT THE RESIGNATION OF OFFICER NICHOLAS J. BARTOSZEWICZ AS A PART-TIME POLICE OFFICER OF WEST DEER TOWNSHIP EFFECTIVE APRIL 30, 2019, AND WISH HIM THE BEST OF LUCK.

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

13

Nicholas J. Bartoszewicz
530 Ingomar Road
Wexford, PA, 15090
(412) 849-1299
njbbart@msn.com

4/7/2019

Dear West Deer Township,

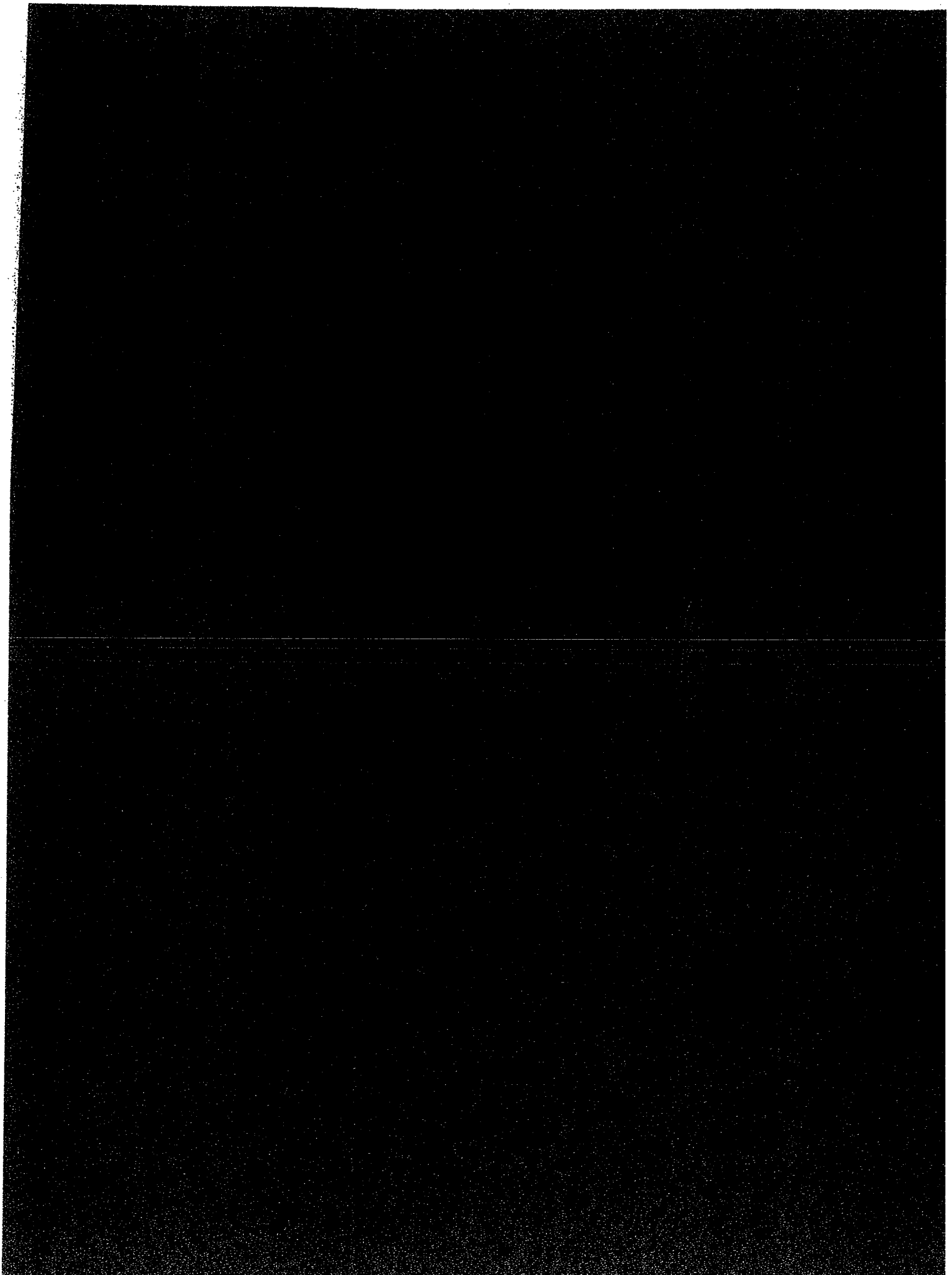
I would like to inform you that I am resigning from my position as a Patrol Officer, effective April 30, 2019.

Thank you for giving me the opportunity to work for the West Deer Police department. Over the past 6 months, I have grown professionally and personally through my experiences with this department.

Sincerely,

A handwritten signature in black ink, appearing to read 'Nicholas J. Bartoszewicz', written in a cursive style.

Nicholas J. Bartoszewicz



AUTHORIZATION: HIRING OF PART-TIME POLICE OFFICER

THE BOARD RECEIVED THE ATTACHED MEMORANDUM FROM CHIEF LAPE RECOMMENDING THE HIRING OF DOMINIC RIGOUS FOR THE POSITION OF PART-TIME POLICE OFFICER.

A SATISFACTORY BACKGROUND CHECK WAS PERFORMED.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO HIRE DOMINIC RIGOUS AS A PART-TIME POLICE OFFICER OF WEST DEER TOWNSHIP, WITH THE CONDITION HE COMPLETES ALL THE NECESSARY STEPS IN OBTAINING HIS CERTIFICATION FROM THE PA MUNICIPAL OFFICERS TRAINING COMMISSION.

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

14

West Deer Twp. Police

MEMO

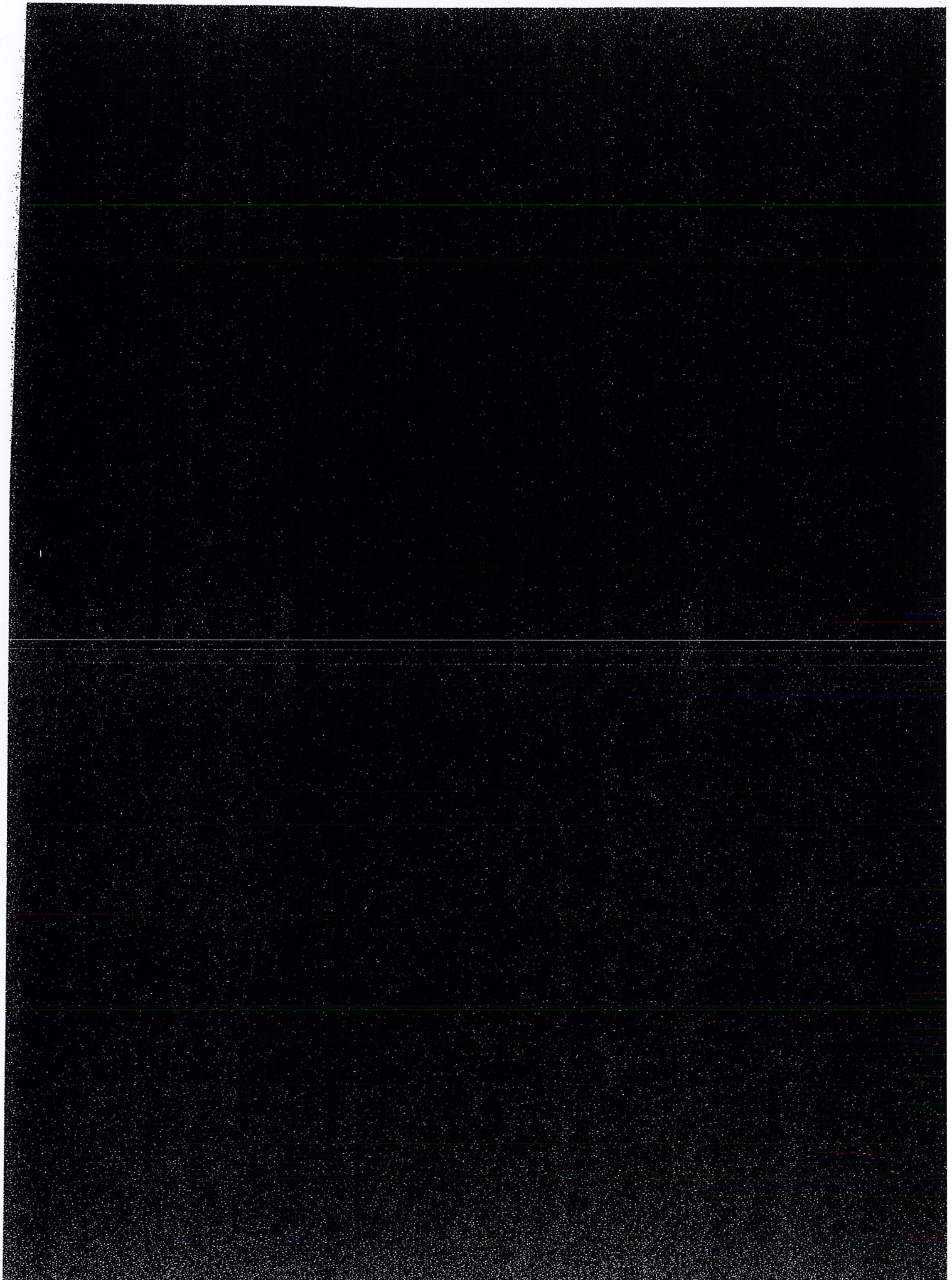
To: Daniel Mator, Township Manager
From: Jonathan D. Lape, Chief of Police
Subject: Hiring of Part Time Police Officer
Date: April 4, 2019

Mr. Mator,

At the February 2019 meeting I asked that the hiring of part time officer(s) be placed on the agenda until further notice. In March we received two new applications. Those two applicants were interviewed on Wednesday March 27, 2019.

My recommendation to the Board of Supervisors is to hire Dominic Rigous for the position of a Part Time Police Officer.

Dominic is from Warrington PA., which is located in Bucks County. He is a graduate of Central Bucks South High School and Clarion University with a degree in Political Science with concentration in Criminal Justice. He graduated the police academy in December 2018. He is being hired as a part time officer in Indiana Township April 9th. Dominic has relocated to the western part of the state and is living in Vandergrift. A background check was performed on Mr. Rigous and nothing was found that would prevent him from working with our department. I would like to recommend to the Board of Supervisors to hire Dominic Rigous as a part time West Deer Township Police Officer on the condition that he completes all necessary steps in obtaining his certification from the PA. Municipal Officers Training Commission.



AUTHORIZATION: ADVERTISEMENT OF 2001 HARLEY DAVIDSON MOTORCYCLE

THE TOWNSHIP ADVERTISED FOR BIDS FOR THE SALE OF A DONATED 2001 HARLEY DAVIDSON WILLIE G. MOTORCYCLE, WITH THE PROCEEDS TO BE USED TOWARD THE PURCHASE OF POLICE EQUIPMENT.

SEALED BIDS WERE TO BE RECEIVED UNTIL MONDAY, APRIL 8, 2019 AT 1:30 P.M., BUT NO BIDS WERE RECEIVED.

THE MOTORCYCLE HAS NEVER BEEN REMOVED FROM ITS ORIGINAL PACKING CRATE, AND THE BOARD SET A MINIMUM BID OF \$17,500.00.

CHIEF LAPE IS REQUESTING PERMISSION TO RE-ADVERTISE – TO ALSO NOW INCLUDE EBAY – AT A REDUCED MINIMUM BID OF \$12,500.00.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE RE-ADVERTISEMENT OF THE 2001 HARLEY DAVIDSON WILLIE G. MOTORCYCLE, WITH A MINIMUM BID SET AT \$12,500.00.

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

15

AUTHORIZATION: ADVERTISEMENT OF PUBLIC WORKS DUMP TRUCK & MOWER

PUBLIC WORKS FOREMAN JOHN YOURISH REQUESTED THE BOARD AUTHORIZE ADVERTISEMENTS FOR THE SALE OF THE FOLLOWING TRUCK AND MOWER:

- 1) 2010 FORD F550 SUPER DUTY 5-TON DUMP TRUCK WITH PLOW & SALT SPREADER, AS IS CONDITION.

- 2) 2013 HUSTLER SUPER Z HD MOWER, AS IS CONDITION.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE SEALED BID ADVERTISEMENTS FOR THE SALE OF A 2010 DUMP TRUCK AND A 2013 HUSTLER SUPER Z HD MOWER.

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

16

AUTHORIZATION: ADVERTISEMENT OF DCNR C2P2 GRANT COMPONENTS

AS PART OF THE DCNR C2P2 GRANT AWARDED TO THE TOWNSHIP, THE DCNR REQUIRES THAT CERTAIN PHASES AND COMPONENTS OF THE PROJECT BE FORMALLY BID OR SOURCED THROUGH THE COSTARS PROGRAM.

THE TOWNSHIP ENGINEER AND TOWNSHIP MANAGER ARE REQUESTING PERMISSION TO ADVERTISE COMPONENTS OF THE PROJECT AS NEEDED. THE BOARD OF SUPERVISORS WOULD THEN BE PRESENTED WITH THE COMPONENTS FOR APPROVAL OR DENIAL AT THEIR BUSINESS MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE TOWNSHIP ENGINEER AND TOWNSHIP MANAGER TO ADVERTISE COMPONENTS OF THE DCNR C2P2 GRANT PROJECT AS NEEDED.

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

17

AWARD: FAWN HAVEN CURED-IN-PLACE PIPING BID

AS PART OF THE COSTARS BIDDING PROGRAM, ATTACHED IS A PRICE QUOTE FROM INSIGHT PIPE CONTRACTING, LLC TO REHABILITATE 112 LINEAR FEET OF 15" STORM SEWER WITH CIPP LINING ON WEST STAG DRIVE IN FAWN HAVEN.

IT IS THE RECOMMENDATION OF THE PUBLIC WORKS COMMITTEE THAT THIS NECESSARY WORK BE PERFORMED, AND IT HAS BEEN BUDGETED.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE BID TO INSIGHT PIPE CONTRACTING, LLC IN THE AMOUNT OF \$7,772.80 TO COMPLETE THE CURED-IN-PLACE PIPING OF FAWN HAVEN AS QUOTED.

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

18

INSIGHT PIPE CONTRACTING, LLC

724-452-6060
Fax: 724-452-3226

232 E. Lancaster Road
Harmony, PA 16037

February 12, 2019

West Deer Township
Attention: Dan Mator
109 East Union Road
Cheswick, PA 15024

Phone: (724) 265-3680
Email: dmator@westdeertownship.com

**RE: 15" Storm Sewer Rehabilitation with CIPP Liner
West Deer Township – COSTAR Program**

Dear Dan:

Below is the price quote for the above referenced project. In order to proceed with this work, please sign in the space provided, and return to our office via fax at 724-452-3226 at your earliest convenience.

We appreciate the opportunity to provide our services. Please contact our office if you have any questions.

PRICE QUOTE

<u>Quantity</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total</u>
	Lining of 112 LF of 15" diameter storm sewer from CB #3 to CB on East Stag with 15" dia. x 7.5 mm Premier Pipe, U.S.A. Cured-in-Place Pipe. Liner to be processed using steam to cure the liner.		
112 LF (Min. 112 LF)	Price for 15" x 7.5 mm liner material per COSTAR Program	\$23.24/LF	\$2,602.88
112 LF (Min. 112 LF)	Liner delivery, installation, and mobilization	<u>\$46.16/LF</u>	<u>\$ 5,169.92</u>
	Total	\$69.40/LF	\$7,772.80
Each	Reinstatement of service laterals. Does not include grout.	\$350.00/EA	
Each	Remote removal of Break-in-Connections as directed by others.	\$450.00/EA	
Per HR	Heavy cleaning (any cleaning after initial 2 jet passes)	\$475.00/HR	
Per LF	CCTV inspection of segments not lined	\$ 10.00/LF	

NOTE: Work to be performed when Insight Pipe Contracting is working in the area.

Video Pipe Inspection – High Pressure Sewer Cleaning & Bucketing – Power Vacuuming – Manhole & Pipe Rehabilitation

Notes/Exclusions:

1. Attached "Summary of Work".
2. No fuel surcharge will be applied to this job.
3. Price **does not** include IPC employees being paid Prevailing Wage.
4. Others to supply access to all manholes for 20 Ton 2-Wheel drive Vehicle.
5. Others to supply water for pipe cleaning, inversion and processing.
6. Others to provide dump site for debris removed from the cleaning operations.
If no dump site provided, then Township will pay for tipping fees at landfill and an hourly rate of \$250.00/hour will apply for transporting debris to and from landfill.
7. Others responsible for providing manifest for debris if one is required by landfill for the execution of the work.
8. Others to provide traffic control and acquire work easements, right of ways and permits.
Traffic Control to be in compliance with the Department of Transportation. Any downtime due to non-compliant traffic maintenance, will result in a charge for time and material.
9. Bypass pumping for lining of the sewer segments is included in the price.
10. The Cured-in-Place liner will conform to the existing pipe, thus all deformations will remain the same as the host pipe.
11. Price includes initial closed circuit televising (CCTV) to determine if pipe is in an acceptable condition to be lined. If pipe is determined to be unacceptable for lining, then CCTV Inspection at the above LF rate will apply.
12. The existing condition of the pipe will determine the amount of roots/debris that can be removed. The pipe condition may also cause the root removal/cleaning equipment to become lodged. If this does occur, others will be responsible for the removal of the equipment and/or Insight Pipe Contracting, LLC's time and material to remove the equipment.
13. Proof of general liability insurance to be provided upon request (excluding additional insured).
Insight Pipe Contracting LLC will not additional insure anyone
14. **Neither Insight Pipe Contracting, LLC, nor any of its representatives, subcontractors, agents or insurance carriers will be responsible for any host pipe failures or collapses during any of the cleaning, CCTV, and/or lining activities. If this does occur, others will be responsible for the removal of the equipment and/or Insight Pipe Contracting, LLC's time and material to remove the equipment. Insight Pipe Contracting, LLC to be paid for all Equipment, Labor & Material @ Cost + 15%.**
15. **All service laterals that cannot be verified as a capped service per CCTV mainline camera will be reinstated unless written authorization by the owners representative is provided denying reinstatement. Neither Insight Pipe Contracting, LLC, nor any of its representatives, agents, or insurance carriers will be responsible for any backups or damages resulting from the authorized non-reinstatement of the lateral connection.**
16. **The lining process uses a styrene resin material, thus odors may be associated with the lining process. Neither Insight Pipe Contracting, LLC, nor any of its representatives, agents or insurance carriers will be responsible for any complaints or issues associated with the lining activities. A specific waiver for odors will need to be signed by the property owner in which this sewer line goes under the property building.**
17. **Neither Insight Pipe Contracting, LLC, nor any of its representatives, subcontractors, agents or insurance carriers will be responsible for any property and/or damages to the building during any of the cleaning, CCTV, and/or lining activities. Insight Pipe Contracting LLC requires that all property owner's sign a release of liability to Insight Pipe Contracting, LLC prior to any work being performed.**
18. **Customer will be required to pay for material and/or manufacturing costs if the job should be cancelled after contract has been signed and material has been ordered.**

The signing of this price quote constitutes the agreement to the terms and conditions and becomes the contract between Insight Pipe Contracting, LLC and its customer. The customer also agrees to complete a credit application and provide a copy of its Performance and Payment bonds, if applicable. If a separate contract or written agreement is required by the customer this price quote will be amended to reflect the change in scope, terms and conditions of such contract or agreement. Upon review and approval of the credit application the contract will be executed and the information forwarded to our Operations Department for scheduling.

PRICE QUOTE IS GOOD FOR 60 DAYS

Insight Pipe Contracting, LLC will only store electronic and hard copies of CCTV reports, documents and project data for 60 days after completion of project. Full and final payment is to be made to Insight Pipe Contracting LLC within 30 days after completion of the above mentioned work (video evidence to confirm date and completion of project). A finance charge of 1.5% per month will apply on all overdue invoices.

Sincerely,

Robert Carpenter

Robert Carpenter
Service Representative

Authorized Signature to Proceed with Work

Date

Title

Printed Name

Purchase Order Number

Bill to Information (if different from above):

Company Name

Address

Phone Number

Attachments: Summary of Work

INSIGHT PIPE CONTRACTING, LLC

724-452-6060
Fax: 724-452-3226

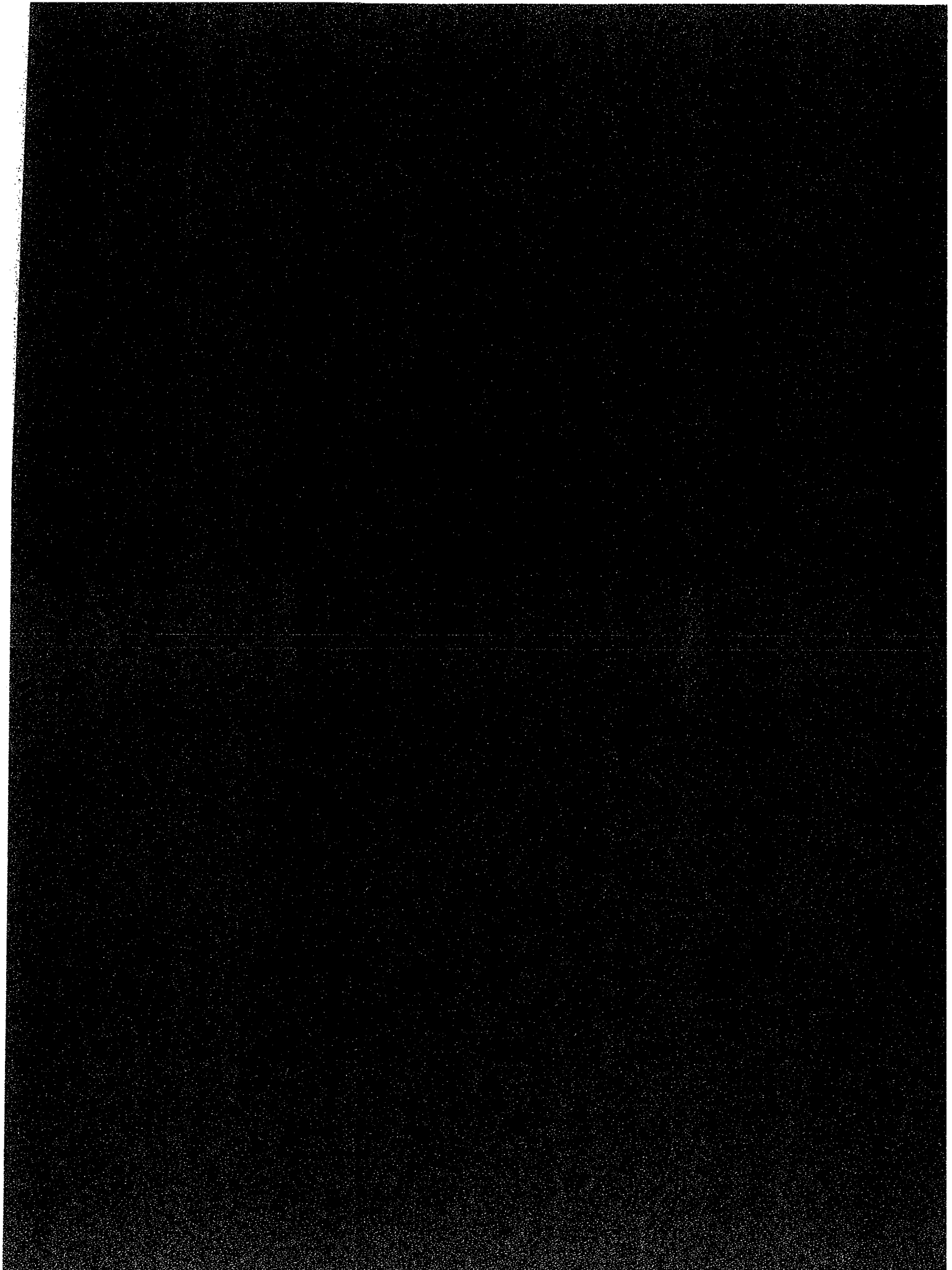
232 E. Lancaster Road
Harmony, PA 16037

PROJECT: CIPP Lining Of 15" Storm Sewer Line -West Deer Township
RE: CO-STARS Contract #16 Cured In Place Liners

SUMMARY OF WORK

Insight Pipe Contracting to provide labor, equipment and materials to perform Trenchless Rehabilitation per the following scope of work and attached price quote.

<u>Included</u>	<u>Not Included</u>
X	<input type="checkbox"/> Pre televising (per quote if not lined)
X	<input type="checkbox"/> Light cleaning (does not include concrete removal) (up to 2 jet passes)
X	<input type="checkbox"/> Heavy cleaning (does not include concrete removal) (per hourly rate per price quote)
X	<input type="checkbox"/> Internal service reconnection (Does not include grout) (Per price quote)
X	<input type="checkbox"/> Break-in-connection removal (Per price quote)
X	<input type="checkbox"/> Root removal (per heavy cleaning hourly rate per price quote)
X	<input type="checkbox"/> Post televising
<input type="checkbox"/>	X Traffic control
X	<input type="checkbox"/> By-pass pumping (4 inch pump)
<input type="checkbox"/>	X Air testing (via: during processing)
<input type="checkbox"/>	X Hydrostatic testing (via: during processing)
X	<input type="checkbox"/> Pre and post video inspection tapes and reports
X	<input type="checkbox"/> Workers' compensation insurance
X	<input type="checkbox"/> Proof of general liability insurance to be provided upon request (excluding additional insured).
<input type="checkbox"/>	X Performance bond
<input type="checkbox"/>	X Payment bond
<input type="checkbox"/>	X Maintenance bond
X	<input type="checkbox"/> One (1) year warranty letter
<input type="checkbox"/>	X Permits, fees, license and special insurance requirements
<input type="checkbox"/>	X Water supply for cleaning & installation
<input type="checkbox"/>	X Disposal Site for debris removed from sewer lines.
<input type="checkbox"/>	X Access (West Deer Twp. to provide access for 20TN vehicles)
<input type="checkbox"/>	X Point repairs necessary for installation of liner as well as repairs necessary due to collapsing while our crews are televising, cleaning, or lining pipe.
<input type="checkbox"/>	X External service connections
<input type="checkbox"/>	X Dewatering
X	<input type="checkbox"/> Personnel to familiarize us with project site
<input type="checkbox"/>	X Prevailing wage to be paid IPC employees



AWARD: TOWNSHIP NEWSLETTER AND POSTAGE BID

WITH THE TOWN FLYER NO LONGER BEING PUBLISHED, THE SUPERVISORS BUDGETED FUNDS FOR ADDITIONAL FORMS OF OUTREACH IN 2019.

AT A MEETING EARLIER THIS YEAR, THE BOARD OF SUPERVISORS AUTHORIZED THE TOWNSHIP MANAGER TO RECEIVE BIDS FOR A TOWNSHIP NEWSLETTER. BIDS WERE RECEIVED FOR PRINTING, AND THE ADMINISTRATION ESTABLISHED A MAILING LIST OF ALL RESIDENTIAL ADDRESSES FOR AN ACCURATE POSTAGE BID. THE BIDS WERE RECEIVED AS FOLLOWS:

<u>BIDDER</u>	<u>PRINTING</u>	<u>POSTAGE</u>	<u>TOTAL</u>
Molnar Printing	\$3,105	\$686.31	\$3,791.31
Print Tech	\$3,760.36	\$536.61	\$4,296.97
Print King	\$4,512.12	\$913.30	\$5,425.42
Knepper Press	\$2,590.00	N/A	N/A
Print Express	\$4,730.00	N/A	N/A

MR. KARPUZI.....

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AWARD THE BID TO PRINT, PREPARE, AND MAIL A TOWNSHIP NEWSLETTER IN JULY 2019 TO MOLNAR PRINTING AT A COST NOT TO EXCEED \$4,000.00.

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

19

Molnar Printing, LLC

724-586-9886

www.molnarprinting.com



PRICE QUOTE

February 13, 2019

Customer: West Deer Township

Attention: Daniel Mator

Job Title: **Township Newsletter**

Pages: 20-Page Self-Cover

Artwork Supplied: Files supplied by customer

Trim Size (open flat): 11 X 17

Finished Size: 8.5 X 11

Paper Stock: 70# Gloss Text

Ink Colors: 4/4

Bleeds: Yes

Proof: Online Proof

Binding: Trim, Fold, Collate, Saddle Stitch

Quantity: **6,000**

Price: **\$2,780.00**

Mail Prep: NCOA, Cass Certify, Inkjet, Sort, Deliver & Enter at Postal Facility
\$325.00 (6,000 to 6,242 addresses) Plus Postage

Respectfully Submitted,
Bert Molnar

Subject: RE: West Deer Newsletter Postage

Date: Friday, April 5, 2019 at 2:34:19 PM Eastern Daylight Time

From: bert@molnarprinting.com

To: Daniel Mator

Hi Daniel,

Using the West Deer Township Newsletter specifications found in our quote to you dated 2/13/19 and after our review of your recently provided mailing list with a total count of 5,029 pieces to be mailed:

"Estimated Postage" sending "Presorted Standard" \$1261.45

or

"Estimated Postage" sending "Non-Profit Standard" \$686.31

Please Note: This is an "Estimated Postage". The Exact postage amount may vary slightly due to the final required weight-in of completed job.

Also Please Note: There is a substantial savings if West Deer Township has "Non-Profit" status with the US Postal Service.

If the township has a US Mailing Permit but it is Not Non-Profit, you may want to contact the US Postal Service (in Pittsburgh 412-359-7601 or 7603 or 7608 - ask for the Mailing Requirements Dept) and apply for "Non-Profit" permit status under your existing permit number. This should not be difficult to do and Will yield the township a savings on postage rates.

Please let me know if you have any other questions or I can help in any other way.

Look forward to hearing from you soon!

Thank you!

Best Regards, Bert

Bert Molnar

Molnar Printing, LLC

Quality Commercial Printing Since 1964

724-586-9886

www.molnarprinting.com

The greatest compliment you can give is a referral.

----- Original Message -----

Subject: West Deer Newsletter Postage

From: Daniel Mator <dmator@westdeertownship.com>

Date: Wed, April 03, 2019 2:15 pm

To: Daniel Mator <dmator@westdeertownship.com>

Thank you for providing a proposal for printing West Deer Township's new newsletter. I was told accurate mailing lists were required to receive accurate postage proposals to mail the newsletter to each resident in the Township.



Payments should be sent to:
 PRINT TECH OF WESTERN PA LLC
 P.O. BOX 5043
 GREENSBURG PA 15601-5058

ESTIMATE 105008

Date: 01/29/2019

Last Revised: 02/11/2019

Please note that our physical plant location has not changed.
 Contact our accounting department at 412-406-5637 with questions.

Due Date:

Customer

46371

ATTN: Daniel Mator
 West Deer Township
 109 East Union Road
 Cheswick, PA 15024

Order Description

Newsletter- 20 pg 8.5x11 saddlestiched booklet, print and mail,
 postage not included in quote

P (724) 265-3680

Order Taken By: pm

Salesperson:

E-mail: dmator@westdeertownship.com

ORIG	QTY	SIDES	DESCRIPTION	PAPER	PRICE
2	6,000	2	16 pages, 4/4 on 70# gloss text	70lb White Gloss Text	\$2,372.14
1	6,000	2	4 pages, 4/4 on 70# gloss text	70lb White Gloss Text	\$645.80
5	6,000	1	Saddlestitch booklet		\$320.00
1	6,000	1	<u>Mail as a flat</u>		\$422.42
			<p><i>Approx Postage</i> <i>NON PROFIT = .28 cents each on</i> <i>1680.00</i></p>		
Quantity	Total Price	Price/1000	Price/EA	<i>no charge delivery up to 6 locations</i>	

Ship-To

SUBTOTAL \$3,760.36

NOTE: Estimate does not include tax.

State Tax \$0.00

TOTAL \$3,760.36

Estimate accepted by: _____ Date: _____

TERMS: ALL WORK C.O.D. UNLESS PREVIOUS CREDIT
 APPROVED. NET 30 DAYS.
 1-1/2% (18% PER ANNUM) WILL BE CHARGED ON ALL
 ACCOUNTS PAST 30 DAYS.

\$5,440.³⁶



Payments should be sent to:
 PRINT TECH OF WESTERN PA LLC
 P.O. BOX 5043
 GREENSBURG PA 15601-5058

ESTIMATE 105973

Date: 04/03/2019

Please note that our physical plant location has not changed.
 Contact our accounting department at 412-406-5637 with questions.

Due Date:

Customer

46371

ATTN: Daniel Mator
 West Deer Township
 109 East Union Road
 Cheswick, PA 15024

Order Description

Newsletter- 20 pg 8.5x11 saddlestiched booklet, print and mail,
 postage not included in quote

P (724) 265-3680

Order Taken By: rjb

Salesperson:

E-mail: dmator@westdeertownship.com

ORIG	QTY	SIDES	DESCRIPTION	PAPER	PRICE
2	5,029	2	16 pages, 4/4 on 70# gloss text	70lb White Gloss Text	\$2,157.49
1	5,029	2	4 pages, 4/4 on 70# gloss text	70lb White Gloss Text	\$588.69
5	5,029	1	Saddlestitch booklet	80lb Wht GlossText	\$685.00
1	5,029	1	Mail as a 8.5 x 5.5 refolded		\$421.62
<i>Revised Quote</i>					
<i>TOTAL Postage =</i>					<i>536.61</i>
Quantity	Total Price	Price/1000	Price/EA	<i>NON PROFIT</i>	

SUBTOTAL \$3,852.80

Ship-To

NOTE: Estimate does not include tax.

State Tax \$0.00

TOTAL \$3,852.80

Estimate accepted by: _____ Date: _____

TERMS: ALL WORK C.O.D. UNLESS PREVIOUS CREDIT
 APPROVED. NET 30 DAYS.
 1-1/2% (18% PER ANNUM) WILL BE CHARGED ON ALL
 ACCOUNTS PAST 30 DAYS.



Print King, Inc.

1688 Evans City Road, Evans City, PA 16033

Phone: 724.776.5552

Fax: 724.776.6444

Estimate

No. **E#43845**

Date 2/12/2019

Customer P.O. No.

WEST DEER TOWNSHIP
109 East Union Road
Cheswick PA 15024
Daniel Mator

QUANTITY	DESCRIPTION	AMOUNT
6,000	West Deer Newsletter - 20 Pager - 4/4 - Fold in Half - Mails as a Flat to Residents with Database Provided from the Twp. - Postage Additional, 11 x 17 White Gloss Text - 10% PCW 70#, 5 sheets, Printed 2 up 4 colors front in CMYK ink, 4 colors back in CMYK ink 20 Supplied Art Files 10 PDF Color Proof to Client (Includes Hardcopy) 30,000 Saddle Stitch Booklet	5,057.24
6,000	Bulk Mail Preparation - CASS - Address - Sort - Sack - Take to Post Office - Postage is Additional 6,000 CASS Certify & Ink Jet Flat Size	469.33
	Customer Discount	-1,011.45
Sales Rep: Brian Taken by: Brian This estimate is good for 30 days. Please call us if you have any questions. Thank you!	West Deer Newsletter - 20 Pager - 4/4 - Fold in Half - Mails as a Fla	SUBTOTAL 4,515.12 TAX SHIPPING TOTAL 4,515.12

Subject: RE: West Deer Newsletter Postage
Date: Friday, April 5, 2019 at 12:12:58 PM Eastern Daylight Time
From: Brian Marriner
To: Daniel Mator
CC: Rick Morgan, Tim Graff
Attachments: image006.gif, image007.gif, image008.jpg, image009.jpg, image010.jpg, image011.gif, image012.gif, image013.jpg, image014.jpg, image015.jpg

Daniel,

The Postage for the West Deer Newsletter would be \$1788.18 - 5028 pcs. Let me know if I need to adjust the quantity on the quote. If you have any other questions regarding this project, please let me know. Thank you and have a great day!

Best Regards,

Brian Marriner
brian@printking.net



Print King, Inc.

1688 Evans City Road, Evans City, PA 16033
Phone: 724.776.5552
Fax: 724.776.6444

From: Daniel Mator <dmator@westdeertownship.com>
Sent: Thursday, April 4, 2019 8:50 AM
To: Brian Marriner <Brian@printking.net>
Subject: Re: West Deer Newsletter Postage

Brian:

Everyone who submitted a proposal is in the running. We have not tabulated anything because we realize that postage cost is part of this equation.

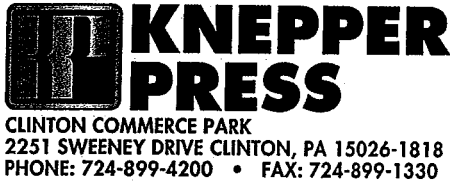
I am sure postage rates and abilities are different, as I am sure some printers will have a surcharge for using their meter or other service.

We are looking at everything combined.

Thanks.

Daniel

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Date: 2/11/19

Submitted To: West Deer Township
ATTN: Daniel Mator

We are pleased to submit our proposal for your consideration. Please note that this proposal is a quotation, and is based upon your specifications provided to us. Any alterations will be charged as an extra cost.

Quote Number: 19-39479

Description: Newsletter

Quantity: 6,000

Trim Size: 8.5 x 11 refold to 8.5 x 5.5

Pages: 20pg self

Paper: 70# gloss text

Artwork: Formatted files supplied to Knepper Press

Proofs: Epson Contract Color - Kodak InSite Proofing

Inks: 4/4 w/ bleeds

Binding/Finishing: Trim, fold, stitch 11" edge, refold, inkjet, 3 wafarseals, and mail

Shipping: Pgh Post Office and local

Price: 6,000
\$2,390
\$175 Inkjet
\$25 NCOA

Thank you for the opportunity to quote this project.

Sincerely,

Angela Lutz

Taxes: Pa. Sales Tax

For Resale: Permit No. _____

All shipments to be made in accordance with your instructions. This delivery commitment is for production of a printing order exactly as specified above. Changes in size, quantity, complexity, or content will add to the number of days required for production. The given prices are based on the exact specifications listed above, any changes or alterations to these specifications will result in an according adjustment in price. This proposal will be considered valid for a period of 60 days after its submission. After this period we reserve the right to review and revise all quotations. An acceptance of this proposal, within 60 days, shall constitute a contract between us.

Accepted: _____ 20_____
Company: _____
Per: _____

Approved By: Angela Lutz

Thank you for considering Knepper Press!

Subject: RE: CORRECTED West Deer Newsletter Request for Proposal
Date: Friday, February 15, 2019 at 11:55:19 AM Eastern Standard Time
From: Scott Kelly
To: 'Daniel Mator'

Dan – I apologize for not having a more formal proposal prepared for you. I was working on it for you and my software crashed, I didn't want to delay things any further.

Printing: 6000 – 8.5 x 11 - 20pg newsletters printed 4/4 with bleed. Fold, Saddle Stitch, Trim and Carton Pack: \$4275.00

Mailing Service in 8.5 x 11 format: \$455.00

Dan, in my opinion, the postage savings would be minimal in comparison with what I would charge to refold and wafer seal but if you were just to have us do the printing and sent somewhere for the mailing service, the cost for us to refold to 8.5 x 5.5 would be \$210.00.

Please let me know if you have any questions.

Thank you,
Scott

From: Daniel Mator [mailto:dmator@westdeertownship.com]
Sent: Friday, February 08, 2019 2:39 PM
To: Daniel Mator
Subject: CORRECTED West Deer Newsletter Request for Proposal

My apologies. I made an error and left off a couple pieces of pertinent information.

Please see the *corrected* parameters below **in bold**.

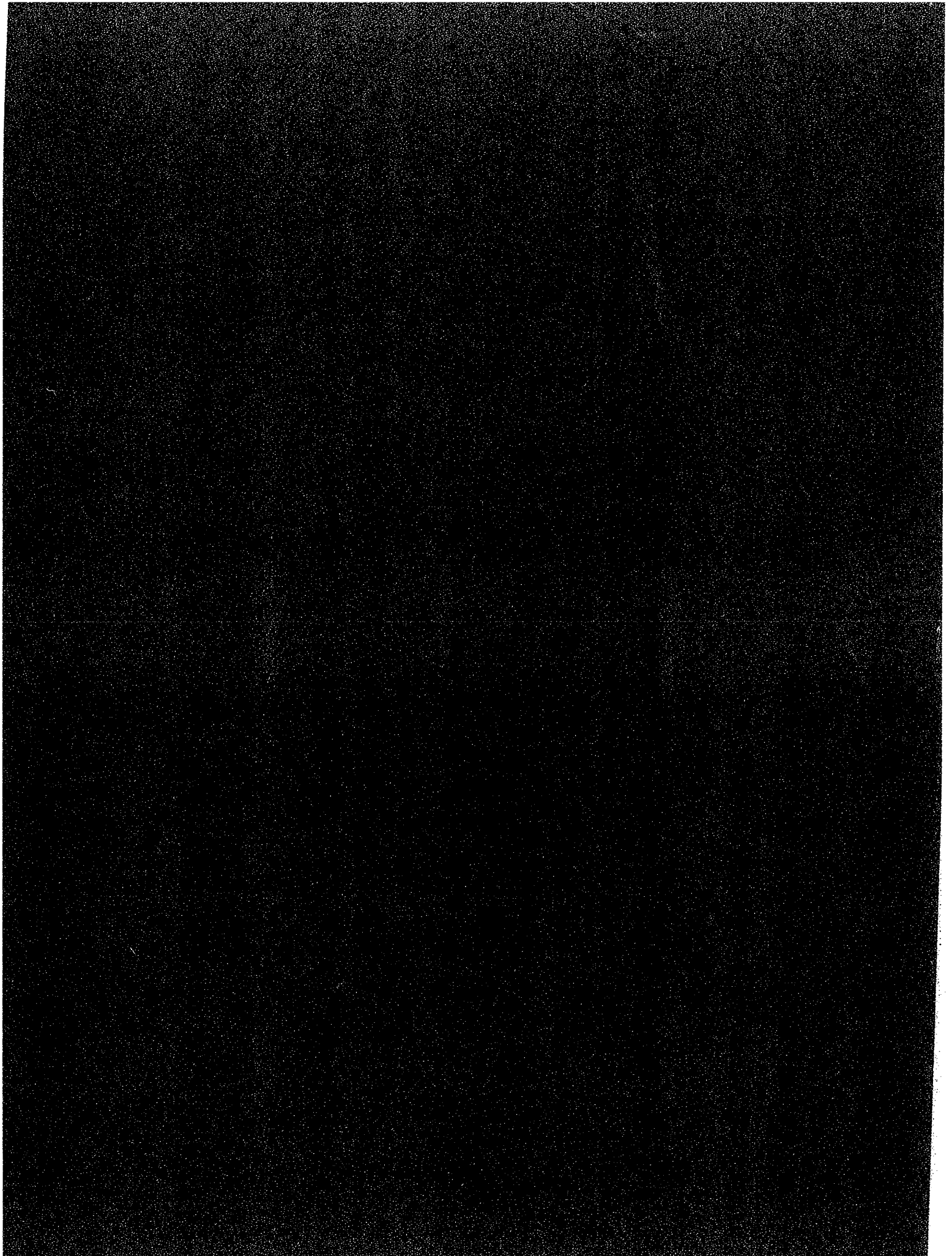
Daniel

Thank you for replying to my email requesting information. Five printing companies responded, and their input was quite valuable.

After reviewing the recommendations, we are requesting a proposal from your company based on the following requirements:

1. 8.5" x 11" publication (11" x 17" folded)
2. Twenty pages total (**five** sheets of 11" x 17")
3. Full color, **full bleed**
4. Saddle-stitched book (staples on the spine)
5. West Deer responsible for Design and Layout
6. **70#** gloss text sheet
7. **6,000 copies**

We also will need to know the following:



DISCUSSION: POLICE PART-TIME EMPLOYMENT

WITH THE REGULARITY OF PART-TIME OFFICERS LEAVING OUR DEPARTMENT FOR FULL-TIME POSITIONS ELSEWHERE, AND WITH THE NUMBER OF CANDIDATES TO REPLACE THEM DWINDLING – BOTH THROUGH NUMBERS OF PEOPLE ENTERING THE ACADEMIES AND THROUGH COMPETITION FROM OTHER MUNICIPALITIES – THE FINANCIAL AND LEGAL COMMITTEE HAS BEEN DISCUSSING OPTIONS WITH THE CHIEF OF POLICE AND TOWNSHIP MANAGER.

DR. DISANTI AND CHIEF LAPE.....

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

20

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

23

**SET AGENDA / Regular Business Meeting
May 15, 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/June 19, 2019
18. Comments from the Public
19. Adjournment

24

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.

25

ADJOURNMENT

I MOVE TO ADJOURN AT _____ P.M.

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

26