



**WEST DEER  
TOWNSHIP  
SUPERVISORS  
HYBRID  
MEETING**

**December 15, 2021**

**6:00pm: Traditions of America Public Hearing**

**6:30pm: Dollar General Public Hearing**

**7:00pm: Regular Business Meeting**

Members present:  
Mr. Forbes \_\_\_\_\_  
Mrs. Hollibaugh \_\_\_\_\_  
Mrs. Jordan \_\_\_\_\_  
Dr. Mann \_\_\_\_\_  
Mr. Karpuzi \_\_\_\_\_

WEST DEER TOWNSHIP  
Board of Supervisors  
December 15, 2021

6:00pm: Traditions of America Public Hearing  
6:30pm: Dollar General Public Hearing  
7:00pm: Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Comments from the Public
5. 2022 Final Budget
  - Adoption of Resolution No. 2021-30
6. Chairman's Remarks
7. Accept Minutes
8. Monthly Financial Report
  - A. Finance Officer's Report
  - B. List of Bills
9. Police Chief's Report
10. Public Works Foreman's Report
11. Engineer's Report
12. Building Inspector/Code Enforcement Officer's Report
13. West Deer #1 VFC Report
14. West Deer #2 VFC Report
15. West Deer #3 VFC Report
16. West Deer EMS Report
17. Adoption: Resolution No. 2021-31 (Approval of the Firefighter Rosters)
18. Approval/Denial: Coletta Subdivision Plan
19. Approval/Denial: Conditional Use Application (Olympus Energy, LLC Dionysus Well Pad)
20. Approval/Denial: Land Development Application (Olympus Energy, LLC Dionysus Well Pad)
21. Authorization: Advertise Ordinance No. 447 (Coal Tar Ban)
22. Authorization: Advertise Resolution No. 2022-XX (Appointed Auditor for the 2021 Audit)
23. Discussion: Logos
24. Old Business
25. New Business
26. Comments from the Public
27. Announcement: Holidays and 2022 Reorganization Meeting
28. Adjournment

1 Call to Order

2 Pledge of Allegiance

3 Roll Call

- Mr. Mator

**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.

**2022 FINAL BUDGET**

THE REAL ESTATE TAX MILLAGE WILL REMAIN AT 2.99 MILS FOR THE 2022 TAX YEAR.

**GENERAL FUND BUDGET**

Revenues:       \$    9,016,353.76  
Expenditures:   \$    9,016,353.76

**STREET LIGHTING FUND BUDGET**

Revenues:       \$       91,314.00  
Expenditures    \$       79,026.70

**FIRE TAX FUND BUDGET**

Revenues:       \$       198,000.00  
Expenditures:   \$       198,000.00

**CAPITAL RESERVE FUND BUDGET**

Revenues:       \$       20,000.00  
Expenditures    \$       200,166.45

**LIQUID FUELS FUND BUDGET**

Revenues:       \$     405,952.14  
Expenditures    \$     230,000.00

**OPERATING RESERVE FUND BUDGET**

Revenues:       \$     200,316.45  
Expenditures:   \$    1,701,870.30

Con't on next page.....

**RESOLUTION NO. 2021-30**

A RESOLUTION ADOPTING THE 2022 BUDGET OF THE TOWNSHIP  
OF WEST DEER, ALLEGHENY COUNTY, PENNSYLVANIA.

(RESOLUTION ATTACHED)

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ADOPT RESOLUTION NO. 2021-30 – THE 2022 BUDGET.

MOTION SECOND AYES NAYES

MRS. JORDAN	—	—	—	—
DR. MANN	—	—	—	—
MR. FORBES	—	—	—	—
MRS. HOLLIBAUGH	—	—	—	—
MR. KARPUZI	—	—	—	—

**TOWNSHIP OF WEST DEER  
ALLEGHENY COUNTY, PENNSYLVANIA  
RESOLUTION NO. 2021-30**

**A RESOLUTION ADOPTING THE 2022 BUDGET OF THE TOWNSHIP  
OF WEST DEER, ALLEGHENY COUNTY, PENNSYLVANIA.**

**BE IT RESOLVED** by the Board of Supervisors of the Township of West Deer, County of Allegheny, Commonwealth of Pennsylvania, and in accordance with the authority granted by the Laws of the Commonwealth of Pennsylvania, being but not limited to the applicable provisions of the Second Class Township Code and the West Deer Township Home Rule Charter, and as follows:

**Section 1:** The Board of Supervisors of West Deer Township prepared a proposed budget for all funds for year 2022, gave public notice, made the proposed budget available for public inspection, and held a public hearing in accordance with the Second Class Township Code and Home Rule Charter of West Deer Township.

**Section 2:** That for the revenues and expenditures of the fiscal year 2022 the following amounts are hereby projected and appropriated from the fund equities, revenues, and other financing sources available for the year 2022 for the specific purposes set forth:

**GENERAL FUND BUDGET**

Revenues:	\$	9,016,353.76
Expenditures:	\$	9,016,353.76

**STREET LIGHTING FUND BUDGET**

Revenues:	\$	91,314.00
Expenditures	\$	79,026.70

**FIRE TAX FUND BUDGET**

Revenues:	\$	198,000.00
Expenditures:	\$	198,000.00

**CAPITAL RESERVE FUND BUDGET**

Revenues:	\$	20,000.00
Expenditures	\$	200,166.45

**LIQUID FUELS FUND BUDGET**

Revenues:	\$	405,952.14
Expenditures	\$	230,000.00

**OPERATING RESERVE FUND BUDGET**

Revenues:	\$	200,316.45
Expenditures:	\$	1,701,870.30

**Section 3:** The West Deer Township Board of Supervisors hereby adopts the final budget as heretofore proposed. The Real Estate Tax millage will remain at 2.99 mils for the year 2022.

**Section 4:** This budget may be amended from time to time by the Board of Supervisors in accordance with the provisions of the Second Class Township Code and the West Deer Township Home Rule Charter. All budget amendments shall be adopted by resolution by the Board of Supervisors.

**ADOPTED** this 15<sup>th</sup> day of December, 2021 by the Board of Supervisors of the Township of West Deer.

ATTEST:

TOWNSHIP OF WEST DEER

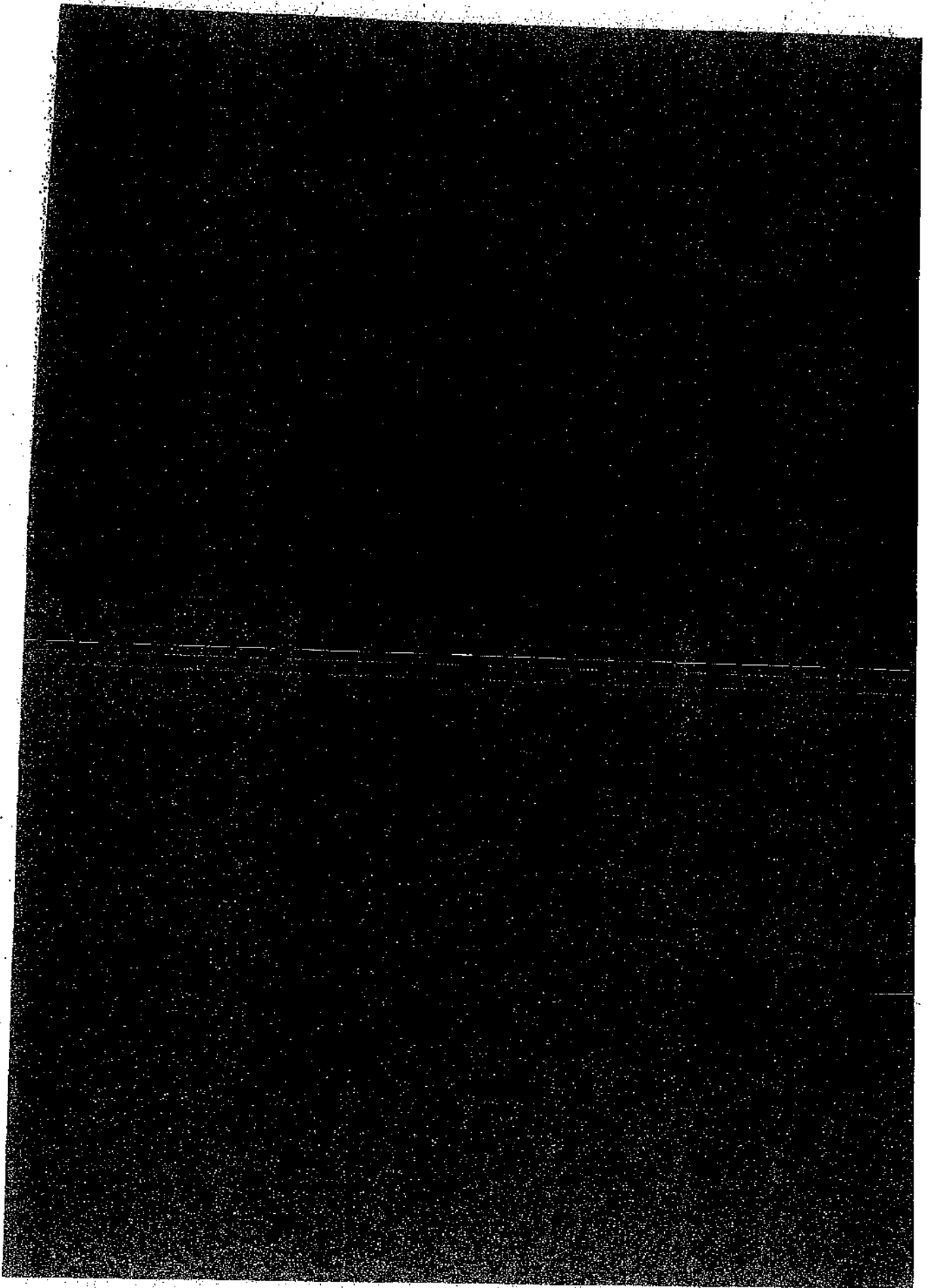
---

Daniel J. Mator, Jr.  
Township Manager

---

Arlind Karpuzi, Chairperson  
Board of Supervisors





**CHAIRMAN'S REMARKS**

MR. KARPUZI.....

**ACCEPT MINUTES**

ATTACHED ARE THE MINUTES OF THE NOVEMBER 17, 2021 REGULAR BUSINESS MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO ACCEPT THE MINUTES OF THE NOVEMBER 17, 2021 REGULAR BUSINESS MEETING AS PRESENTED.

MOTION    SECOND    AYES    NAYES

DR. MANN	_____	_____	_____	_____
MR. FORBES	_____	_____	_____	_____
MRS. HOLLIBAUGH	_____	_____	_____	_____
MRS. JORDAN	_____	_____	_____	_____
MR. KARPUZI	_____	_____	_____	_____

The West Deer Township Board of Supervisors held a Public Hearing and their Regular Meeting at the West Deer Township Municipal Building. Members present were: Arlind Karpuzi, Chairperson; Beverly Jordan, Vice Chairperson; Brandon Forbes; Shirley Hollibaugh; and Jennifer Mann. Also present were: Daniel Mator, Township Manager; Gavin Robb, Township Solicitor; and Scott Shoup, Township Engineer.

**6:00 p.m. – PUBLIC HEARING– PITTSBURGH BUDDHIST CENTER**

Township Solicitor Gavin Robb opened the meeting.

Roll Call taken by Mr. Mator – Quorum present.

Mr. Payne stated that the public hearing was advertised, property owners were notified via mail, neighboring property owners were notified via mail, and the properties were posted.

The Court Stenographer was present.

The purpose of this public hearing was for the Board to review testimony and evidence in order to make a determination as to whether to approve an application for conditional use approval filed by applicant Pittsburgh Buddhist Center to utilize the existing buildings located at 58 QSI Lane, Allison Park, PA 15101 as a place of worship.

The prior uses of the building included conference center and single-family residence.

Lot/Block Numbers: 1215-A-175 & 1215-B-268

Mr. Robb summarized the proposed conditional use approval for Pittsburgh Buddhist Center.

Bhante Pematana of Pittsburgh Buddhist Center

- Mr. Pematana explained in detail what the Pittsburgh Buddhist Center does. He pointed out that even though it was a place of worship, there were other free programs provided as well, such as meditation classes, a children summer camp, and mourning counseling.

Mr. Robb read out loud for the Public Record the list of the conditions and requirements that were recommended by the Planning Commission, as well as the applicant's written responses to these recommendations.

Mr. Payne acknowledged a possible complication with one of the recommendations: the removal of a stump and change the grading at the entrance/exit intersection of the business. He stated that if the property is not owned by Pittsburgh Buddhist Center, they will not be responsible to rectify it.

**PUBLIC COMMENTS**

Laurel Liko of Allison Park, PA

- Ms. Liko stated she owned a business located on QSI Lane and in her experience never had a problem with the intersection in question. She offered to help Pittsburgh Buddhist Center remove the stump and grade the property with her company's heavy equipment.

Mark Petrovich of Allison Park, PA

- Mr. Petrovich stated that he rented a building off of KAS and voiced that he drove his cargo van and pick-up truck through said intersection with no issues. He added he felt the sightline at said intersection is no different than that of Cedar Ridge Plan.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to approve the Pittsburgh Buddhist Center Conditional Use. As per the recommendation by the Planning Commission with the above listed conditions and comments.

Motion carried unanimously 5-0.

**ADJOURNMENT/PUBLIC HEARING**

MOTION BY Supervisor Karpuzi and SECONDED BY Supervisor Jordan to adjourn the meeting at 6:47 p.m. Motion carried unanimously 5-0. Meeting adjourned.

**6:30 p.m. – PUBLIC HEARING – INTER-MUNICIPAL TRANSFER OF RESTAURANT LIQUOR LICENSE TOMASINO’S RESTAURANT & LA VITA**

Township Solicitor Gavin Robb opened the meeting.

Roll Call taken by Mr. Mator – Quorum present.

Mr. Payne stated that the public hearing was advertised as required by the Liquor Code.

The Court Stenographer was present.

Pursuant to Section 461 of the Pennsylvania Liquor Code, the Board of Supervisors of West Deer Township held this hearing to take public comments on the proposed inter-municipal transfer of a restaurant liquor license from Indiana Township to La Vita, 940-942 Little Deer Creek Valley Road, Russellton, PA, West Deer Township, to vote on the proposed restaurant liquor license transfer, and to hear all other lawful matters which may come before the Board.

PLCB License: R-5579

Charles Caputo of Caputo Law Office representing EDL Foods, LLC

- Mr. Caputo summarized the proposed liquor license transfer.

No public comments.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to adopt Resolution No. 2021-28 which is the transfer of restaurant liquor license R-5579 into West Deer Township from Indiana Township.

Motion carried unanimously 5-0.

**ADJOURNMENT/PUBLIC HEARING**

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Mann to adjourn the meeting at 7:00 p.m. Motion carried unanimously 5-0. Meeting adjourned.

**OPEN REGULAR BUSINESS MEETING**

Chairman Karpuzi opened the meeting and welcomed everyone to the meeting.

Roll Call taken by Mr. Mator – Quorum present

**COMMENTS FROM THE PUBLIC**

- None

**CHAIRMAN'S REMARKS**

- None

**ACCEPT MINUTES**

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Forbes to accept the minutes of the 20 October 2021 regular business meeting as presented. Motion carried unanimously 4-0. (Supervisor Hollibaugh stepped out)

**PRESENTATION: DAN COHEN (CELL COVERAGE)**

Earlier this year the Board commissioned Cohen Law to complete a study on the wireless network in West Deer Township.

Mr. Dan Cohen of Cohen Law Group

- Mr. Cohen explained that Cohen Law Group represented local government with cable, wireless and broadband issues. He reported the findings on the unserviceable locations for West Deer Township's wireless and broadband. Mr. Cohen recommended the Township hire an Engineering Firm to plot out whether the unserved areas meet the criteria to be considered for any extra support and if so, do a RFQ or RFP process to invite telecom providers in to submit proposals on how the Township could partner with them to increase broadband connectivity in those unserviceable areas.

Mr. Karpuzi acknowledged this topic is complex and stated that hiring the Cohen Law Group was necessary to move forward. He added that the Township goals were to assess the areas currently, find actions that the Board can take and look into the investments to help the Township accomplish these goals. Mr. Karpuzi thanked Mr. Cohen.

**PRESENTATION: SAM DORSEY (BRANDING/LOGO DESIGN)**

Earlier this year the Board commissioned Dorsey Design to design the Township's new logo.

Ms. Sam Dorsey of Dorsey Design

- Ms. Dorsey pointed out the West Deer Township vision is to grow the population by attracting and retaining the higher end audiences by showing that the Township was affordable, green, and in a great location. She presented the finalists of the brand logos selected by the Committee for the Board to choose from.

Mr. Karpuzi voiced his support of the green and gold logos. He expressed with the West Deer Police Officers being in close proximity and working within the schools, that it would be nice to have their uniforms match the school colors. He outlined the history of the past Township logos.

Mrs. Jordan pointed out if the logo colors were changed then it would cost the Township money to change the current signs, employee shirts, and vehicle colors.

Dr. Mann expressed her approval of the green and gold logo because it would give a sense of community.

Mrs. Jordan suggested surveying the Township employees.

Mr. Karpuzi requested final approval be added to December Regular Business Agenda to give time for review.

## MONTHLY FINANCIAL REPORT

### TOWNSHIP OF WEST DEER FINANCE OFFICER'S REPORT 31 October 2021

#### I - GENERAL FUND:

	<u>October</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	538,098.84	7,280,986.17	101.31%
Expenditures	432,824.46	4,513,282.92	62.80%

#### Cash and Cash Equivalents:

Sweep Account

2,359,646.58

**2,359,646.58**

#### II - SPECIAL REVENUE FUNDS

#### Cash and Cash Equivalents:

##### Street Light Fund:

Restricted

65,804.24

##### Fire Tax Fund:

Restricted

61,004.77

##### State/Liquid Fuels Fund:

Restricted

12,050.18

**138,859.19**

#### Investments:

##### Operating Reserve Fund:

Reserved

1,009,572.53

##### Capital Reserve Fund:

Reserved

1,162,633.27

**2,172,205.80**

#### III - CAPITAL PROJECT FUNDS:

#### Cash and Cash Equivalents:

0.00

**0.00**

**TOTAL CASH BALANCE 10/31/21**

**4,670,711.57**

Interest Earned October 2021

**1389.46**

	10/1/2021 Debt Balance	October Principal Payment	10/31/2021 Debt Balance
<b>Mars National - VFC #3</b>	\$104,524.60	\$2,607.94	\$102,188.12
<b>NexTier Bank VFC #2</b>	\$395,197.22	\$2,680.96	\$393,796.07

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 Mann to approve the Finance Officer’s Report as submitted. Motion carried unanimously 4-0. (Supervisor Forbes stepped out)

**OCTOBER LIST OF BILLS**

Bearcom .....	292.47
Best Wholesale Tire Co. Inc.....	897.71
Hei-Way, LLC.....	1036.55
Jordan Tax Service, Inc.....	1083.72
Kress Tire.....	1035.00
MRM Workers’ Comp Fund.....	25078.38
Office Depot.....	362.08
Shoup Engineering, Inc.....	2942.75
Toshiba Financial Services.....	498.76
Tucker/Arensberg Attorneys.....	12729.44
Youngblood Paving Inc.....	929827.75

MOTION BY Supervisor Mann and SECONDED BY Supervisor Hollibaugh 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. (Supervisor Forbes stepped out.)

**POLICE CHIEF’S REPORT**

Chief Bob Loper was present and provided a summary report of Police Department activities for the month of October 2021. A copy of the report is on file at the Township Building.

Mrs. Jordan asked if the cameras had been placed at the Nike Site.

Chief Loper answered in affirmative. He explained there was a delay in running the wire due to access needing to be granted to the Youth Football concession stand. He added that Sergeant Shurina spearheaded the project and stated the Nike Site camera view will be added to the Police room in the very near future.

**PUBLIC WORKS FOREMAN’S REPORT**

Mr. Kevin Olar provided a summary report on the Public Works Department for the month of October 2021. A copy of the report is on file at the Township Building.



## 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 details of his formal report:

### Projects

- 2021 Road Improvement Project
  - Bid documents and specifications have been prepared and bids have been let for the year's road improvement project. Contracts have been awarded for the hot mix asphalt, cold mix asphalt, and bituminous seal coat projects with Youngblood Paving. The bituminous seal coat contract and hot mix asphalt paving contract have been completed. Cold mix asphalt work is complete and backfilling of the road edges is being finalized.
- Stream Restoration Project
  - The contractor, Sure Shot Excavation, has completed streambank work on the West Branch of Deer Creek at the David Turner property along Route 910 at the Richland Township border. The work on Dawson Run (Mischen property) will be put on hold until Spring of 2022.
- Bairdford Park Pavilion Project
  - The contractor, Santamaria Landscape and Cement Contractors, has repaired and replaced the roof on the pavilion. Replacement of the pavilion posts will occur as weather permits through the winter. Materials are expected to be eight (8) weeks out on delivery.

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

- Pittsburgh Buddhist Center
  - Reviews of this Condition Use Application for a place of worship located on QSI Lane were issued to the Township on 23 September 2021 and 8 October 2021.
- Dollar general (Russellton)
  - A review of the Land Development, Subdivision and Conditional Use Applications for the retail development located on Starr Road were issued to the Township on 20 October 2021.
- Rose Ridge
  - A review of the Conditional Use and PRD Applications for the residential development located on Route 910 was issued to the Township on 23 October 2021.

Dr. Mann asked if the paving of a road near McIntyre Road was resolved from last month's agenda.

Mr. Mator reported that the Public Works Department – during the placing of the drainage for the area – found that there were many large gas lines, so they had to put the project on hold until the gas company could schedule one of their emergency crews to be on the site.

Dr. Mann questioned if the Township would be able to pave the road.

Mr. Mator stated that the Township would be able to once the road is adopted, but that he, Mr. Shoup, and Mr. Robb are recommending the advertisement of the Ordinance be tabled to give Mr. Shoup and Mr. Robb time to get the Ordinance squared away.

Mr. Forbes asked if TOA and Dollar General hearings will be next month.

Mr. Shoup stated that Planning Commission was meeting the next evening to discuss and then it will get moved to Regular Business Meeting Agenda.

Mr. Robb reminded the Board that if either of these hearings were opposed then a different Board will be voting on it next year.

More discussion was held.

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

Mr. Bill Payne was present and provided a summary report on Code Enforcement for the month of October 2021. A copy of the report is on file at the Township Building.

**WEST DEER #1 VFC REPORT**

The Board received the West Deer #1 VFC's Report for the month of October 2021. A copy of the report is on file at the Township Building.

Mr. Robb expressed his personal thanks and appreciation for the West Deer #1 Volunteers with their willingness to work with the Township by holding the gas well public hearings at their facility.

**WEST DEER #2 VFC REPORT**

The Board received the West Deer #2 VFC's Report for the month of October 2021. A copy of the report is on file at the Township Building.

**WEST DEER #3 VFC REPORT**

The Board received the West Deer #3 VFC's Report for the month of October 2021. A copy of the report is on file at the Township Building.

**WEST DEER EMS REPORT**

The Board received the West Deer EMS report for the month of October 2021. A copy of the report is on file at the Township Building.

Chief Humes reported the roof issue has been resolved as of last Tuesday.

**CDC STEERING COMMITTEE REPORT**

Mr. Mator reported he received an email from Mr. Majernik requesting for additional support from the Township on the incorporation filing process.

Mr. Robb commented he would have to look more into this – not that he does not want to help – but felt that it was in the best interest of the Township to have the committee hire their own attorney to keep Township and nonprofit funds separate.

**ACCEPTANCE: RESIGNATION OF PART-TIME POLICE OFFICER**

The Board was in receipt of the attached email from Officer Jeffrey Yarusso stating he had resigned from his position.

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Jordan to accept the resignation of Part-Time Police Officer Jeffrey Yarusso and wish him the best of luck. Motion carried unanimously 5-0.

**ADOPTION: RESOLUTION NO. 2021-26 (REFUSE AGREEMENT)**

RESOLUTION NO. 2021-26

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF WEST, DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ACCEPTING THE BID OF SHANK WASTE SERVICE, INC. TO PROVIDE RESIDENTIAL SOLID WASTE COLLECTION AND DISPOSAL – AND RECYCLABLE MATERIAL COLLECTION AND DELIVERY – AND APPROVING AND AUTHORIZING THE EXECUTION OF A CONTRACT WITH SHANK WASTE SERVICE, INC TO PROVIDE SUCH SERVICES.

Sealed bids were due and received on 8 October 2021 at 3:00 p.m. The bids were publicly opened and read at 3:15 p.m. at the Township Building.

The bid received was as follows:

Bidder	2022	2023	2024	Option Years	
				2025	2026
Shank Waste	\$21.59	\$22.24	\$22.91	\$23.60	\$24.31

Mrs. Jordan expressed concern about collection, and that the residents needed to understand that the Township had no other bidders. She added that the Board had to accept this bid to keep the service.

Mr. Mator informed the Board that Mrs. French confirms that all complaints made to the Township office are addressed.

Mrs. Jordan asked for Mr. Mator to make sure that Mrs. French was following up, because it is up to the Township to take care of the issues if Shank is not.

Mr. Mator reiterated that Mrs. French does follow up and will even include Public Works if public safety is in question. He pointed out that Shank Waste has twenty-four hours to resolve any complaints/issues, but that in specific instances – such as broken glass on roads – Mrs. French has requested Public Works help if possible.

Mrs. Jordan stated this is unacceptable because it is their customer. She added residents need to contact the Township if their complaint/issue has not been resolved.

Mr. Robb mentioned there is a clause in the contract that can be used if they are not doing what is required of them.

More discussion was held.

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Jordan to adopt Resolution 2021-26 accepting the bid of Shank Waste Service, Inc. to provide residential solid waste collection and disposal – and recyclable material collection and delivery – and approving and authorizing the execution of a contract with Shank Waste Service, Inc to provide such services. Motion carried unanimously 5-0.

**ADOPTION: RESOLUTION NO. 2021-27 (GEDTF GRANT)**

RESOLUTION NO. 2021-27

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF WEST, DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, CONFIRMING THAT WEST DEER TOWNSHIP HAS FORMALLY REQUESTED A GRANT, HAS DESIGNATED AN OFFICIAL TO PERFORM THE REQUIRED DUTIES BETWEEN WEST DEER TOWNSHIP AND THE REDEVELOPMENT AUTHORITY OF ALLEGHENY COUNTY (“RAAC”), HAS AUTHORIZED THE EXECUTION AND DELIVERY OF ANY AND ALL AGREEMENTS BETWEEN WEST DEER TOWNSHIP AND RAAC, AND HAS ASSURED WHERE APPLICABLE, PROVISION OF LOCAL MATCHING FUNDS.

Mr. Karpuzi stated for clarification, this resolution will permit the Township to obtain funds for the Bairdford Park Development Project from the Redevelopment Authority Grant up to \$500,000.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Mann to adopt Resolution No. 2021-27 confirming West Deer Township has formally requested a Redevelopment Authority of Allegheny County (RAAC) Grant and designated an official to perform the required duties between West Deer Township and the RAAC. Motion carried unanimously 5-0.

**AUTHORIZATION: ADVERTISEMENT ASSISTANT MANAGER AND PLANNING AND ZONING COORDINATOR POSITIONS**

At its last meeting, the Board instructed the Township Manager to have prepared job descriptions and advertisements for Assistant Manager and Planning and Zoning Coordinator positions.

Mrs. Jordan asked for clarification that the advertisements listed the base salary for the positions.

Mr. Mator answered in affirmative and added that any extra incentives had been listed under outstanding benefits.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Forbes to authorize the advertisement for the Assistant Manager and Planning and Zoning Coordinator positions. Motion carried unanimously 5-0.

**AUTHORIZATION: ADVERTISE ORDINANCE NO. 447 (ADOPTION OF FOXWOOD AND CANTER ROADWAYS**

ORDINANCE 447

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING THE FOLLOWING ROADS: FOXWOOD COURT AND CANTER LANE.

Mr. Mator requested this Ordinance be tabled since it was still being modified.

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Jordan to table the advertisement of Ordinance No. 447 accepting the adoption of Foxwood Court and Canter Lane. Motion carried unanimously 5-0.

**AUTHORIZATION: CHANGE ORDER (PAVILION ROOF)**

The Board of Supervisors awarded the Bairdford Park Pavilion Project to Santamaria Landscape & Cement Contractors, Inc.

Upon replacing the roof, it was found additional work was required.

Mr. Shoup pointed out that the plans and specifications of the bid were just an educated guess so as the contractors worked on the project there may be additional change orders needed.

Mrs. Jordan requested that the pavilion be roped off since it will be unsafe during construction.

Mr. Mator reported Mrs. French had announced the pavilion was closed to the public on the Township website and Facebook page.

Mrs. Jordan thanked Mr. Shoup for staying on top of the pavilion issues and for being diligent.

Mr. Shoup pointed out that Mr. Olar was the first to notice the pavilion structure was in need of repair.

Mrs. Jordan acknowledged and thanked Mr. Olar.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to authorize the change order for the Bairdford Park Pavilion Project in the amount of \$2,560.00 to Santamaria Landscape & Cement Contractors, Inc. as per the direction of the Township Engineer. Motion carried unanimously 5-0.

#### **AWARD: EMS BUILDING GARAGE DOORS**

At its previous meeting, the Board of Supervisors awarded the replacement of the EMS building garage doors to Thomas V. Giel Corporation in the amount of \$6,216. After submitting the signed proposal to the company, they notified the Township that the proposal had expired, and that they were no longer able to obtain that door due to production issues.

Attached is a revised, viable proposal for a comparable door at a cost of \$7,350.

Mrs. Jordan voiced that this was a big difference from what was originally approved but added she understood the reasoning.

Mr. Mator explained the door that originally was quoted is now over \$10,000 to order, and that it is months out before it could be delivered.

MOTIONED BY Supervisor Jordan and SECONDED BY Supervisor Mann to award the EMS building garage door bid to Thomas V. Giel Corporation in the amount of \$7,350 as per their proposal dated 28 October 2021. Motion carried unanimously 5-0.

#### **AWARD: MUNICIPAL COMPLEX STUDIES RFPS**

At its last meeting, the Board directed the Township Engineer and Township Manager to continue the first three design/feasibility processes of building a new Municipal Complex as per the Township's AIMS Report.

The third process, surveying will be performed by Shoup Engineering as the Township Engineer.

Mrs. Jordan asked for clarification if this complex was to be a community center or a municipal complex.

Mr. Karpuzi responded that it was the verbiage he used, but it meant the same thing.

Mr. Mator pointed out that no matter what is involved in the complex, the studies still need to be completed for any building to take place.

Mr. Shoup explained the proposals to the Board.

MOTIONED BY Supervisor Forbes and SECONDED BY Supervisor Jordan to award the bid for the new Municipal Complex Geotechnical Studies to Pennsylvania Soil & Rock, Incorporated in the amount of \$27,609. Motion carried unanimously 5-0.

MOTIONED BY Supervisor Forbes and SECONDED BY Supervisor Jordan to award the bid for the new Municipal Complex Phase 1 Environmental Site Assessment to American Geosciences Inc. in the amount of \$3,100. Motion carried unanimously 5-0.

**DISCUSSION: COAL TAR BAN RESOLUTION/ORDINANCE**

At its last meeting, the Board was given a presentation from Fox Chapel Councilmember Mandy Steele recommending the Board adopt a resolution or ordinance banning certain types of coal tar products in the Township. Chairperson Karpuzi asked that the Board review the information she presented in anticipation of this meeting.

Mr. Karpuzi summarized the resolution and voiced his support of the resolution/ordinance.

Mr. Robb explained that a draft of this resolution/ordinance could be prepared for the December agenda as a motion to advertise. He added that he was not 100% certain that this resolution/ordinance would withstand the challenge, but that at this time there has been no push back from the industry.

More discussion was held.

MOTIONED BY Supervisor Forbes and SECONDED BY Supervisor Mann to authorize the Township Solicitor and Township Manager to draft a Coal Tar Ban Ordinance for advertisement at the Board's December Regular Business Meeting. Motion carried 4-yes, 0-no, 1-abstain.

**DISCUSSION: COMMUNITY DAYS**

At its last meeting, Chairperson Karpuzi asked that the date(s) of the 2022 Community Days be discussed at this meeting.

Mrs. Jordan requested this be tabled for discussion in January because the Parks and Recreation Board are not meeting until January.

Mr. Karpuzi acknowledged and asked for this discussion to be added to the January Agenda.

**DISCUSSION: ON-STREET PARKING ORDINANCE**

At its last meeting, the Board discussed on-street parking with Chief Loper. The Board was sent a copy of the last draft Ordinance.

Mrs. Jordan questioned how much the current fine for on-street parking, if ticketed.

Chief Loper answered it was \$5.00 but he thought that it was increased last year.

Mr. Karpuzi requested for the fine cost to be revisited. He asked Chief Loper to check with other municipalities to see how they handle their On-Street Parking Ordinances.

More discussion was held.

Mr. Karpuzi asked for this to be tabled until January's Regular Business Meeting.

**OLD BUSINESS**

- Mr. Karpuzi brought up the objective – discussed at a previous Regular Business Meeting – for the Township to have stronger relations with the elected officials. He requested a monthly update of the Supervisor’s Regular Business Meetings be sent to PA State Representative, Bob Brooks and PA State Senate, Lindsey Williams.

**NEW BUSINESS**

- Mrs. Jordan reported the Nike Site building doors have been vandalized by being kicked in. She requested that the Board consider replacing them with commercial doors.

Mr. Mator was in agreement and added the building is leased by DLYF, but is still owned by the Township. He asked if the building still had its alarm system active.

Mrs. Jordan responded there is a whistle type of alarm, but that the police are not notified when it gets activated.

The Board was in agreement to purchase new commercial doors.

- Mrs. Jordan reported Mr. Petronio, the President of Deer Lakes Youth Football emailed her about dogs defecating on the football fields and players falling in it. She added Mr. Petronio requested the Board’s permission to gate off the entrance to the field – at his expense – and he would hand over a key to the Township for access.

Mr. Mator pointed out that this same scenario happened at Moskala Soccer Fields which resulted in all parks being posted no animals permitted on the properties. He added that he received the email as well, and plans on visiting the field.

More discussion was held.

- Mrs. Jordan questioned when the hybrid meetings could stop.

Mr. Karpuzi responded there is only one more meeting before the end of the year so, he would like it to resume and the new Board could decide to change it in January.

- Mr. Payne announced the Planning Commission and Zoning Board Committee have Board positions opening up the end of this year. He requested that it be advertised.

Mr. Mator answered Mrs. French handles these and will add them.

**COMMENTS FROM THE PUBLIC**

George Tymas of Russellton, PA

- Mr. Tymas requested the Township look into ways to improve the internet service where he lives. He added Mr. Cohen of Cohen Law Group’s presentation helped him understand certain aspects of the issues within the Township. He recommended the Township working with the COG to join other municipalities with the same service issues.

Scott Woloszyk of Shuster Road

- Mr. Woloszyk stated in reference to the on street parking issue that he knows families that have more cars than what their driveways can hold. He asked the Board to consider this when they make a decision.
- Mr. Woloszyk brought up how the Township Garbage Refuse Contract only had one bidder and that there has only been one bidder for years.

Chief Josh Wiegand of Squirrel Hollow Road

- Chief Wiegand questioned if the Volunteer Fire Companies were going to receive larger dumpsters. He added he contacted Shank Waste Service and was told the Township needed to authorize it. Mr. Mator answered in the affirmative that the dumpster was authorized to be increased.
- Chief Wiegand requested the Comcast Franchise Contract be modified with an upgrade to the current free basic service to a better package for the Volunteer Fire Companies.
- Dr. Mann asked Chief Wiegand for an update on the grant that was requested by West Deer #3 VFD. Chief Wiegand responded there should be a response received within a week or two. He added that West Deer #3 VFD had received \$25,000 from Allegheny County Grant (ARPA).

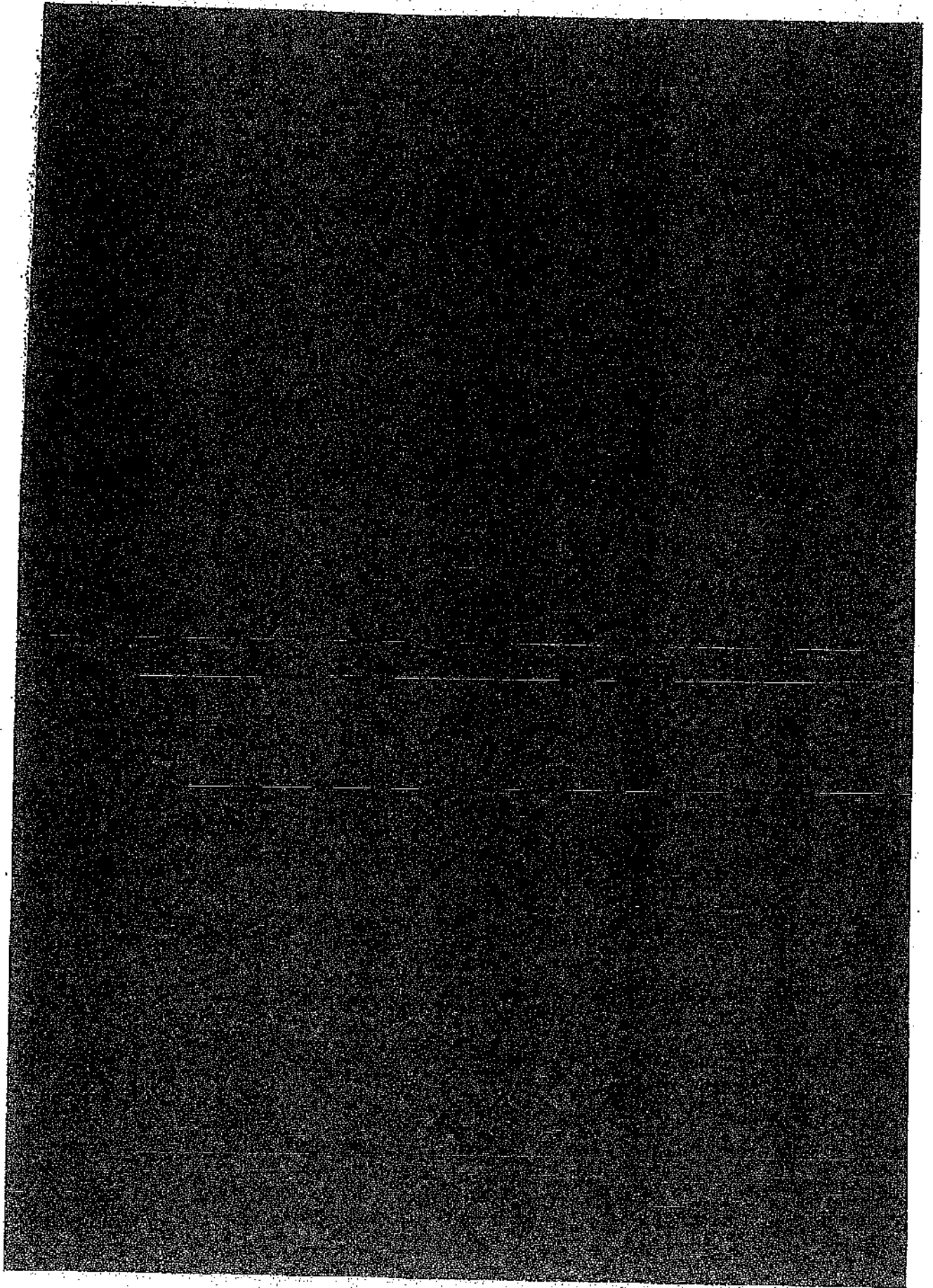
**ADJOURNMENT**

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to adjourn the meeting at 9:05 p.m. Motion carried unanimously 5-0. Meeting adjourned.

---

Daniel J. Mator Jr., Township Manager





**MONTHLY FINANCIAL REPORT**

A) **FINANCE OFFICER'S REPORT**

ATTACHED IS THE FINANCE OFFICER'S REPORT.

ARE THERE ANY QUESTIONS ON THE MONTHLY FINANCIAL REPORT?

WHAT ACTION DOES THE BOARD WISH TO TAKE?

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

MOTION SECOND AYES NAYES

MR. FORBES	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___
DR. MANN	___	___	___	___
MR. KARPUZI	___	___	___	___

**FINANCE OFFICER'S REPORT**  
**November 30, 2021**

**I - GENERAL FUND:**

	<b><u>November</u></b>	<b><u>YTD</u></b>	<b><u>% of Budget</u></b>
Revenues	495,893.68	7,776,879.85	108.21%
Expenditures	1,395,818.58	5,909,101.51	82.22%

**Cash and Cash Equivalents:**  
Sweep Account

1,481,775.25	<b><u>1,481,775.25</u></b>
--------------	----------------------------

**II - SPECIAL REVENUE FUNDS**

**Cash and Cash Equivalents:**

**Street Light Fund:**

Restricted 61,347.30

**Fire Tax Fund:**

Restricted 54,602.51

**State/Liquid Fuels Fund:**

Restricted 12,050.34

**128,000.15**

**Investments:**

**Operating Reserve Fund:**

Reserved 1,009,581.38

**Capital Reserve Fund:**

Reserved 1,153,624.10

**2,163,205.48**

**III - CAPITAL PROJECT FUNDS:**

**Cash and Cash Equivalents:**

0.00	<b><u>0.00</u></b>
------	--------------------

**TOTAL CASH BALANCE 11/30/21**

**3,772,980.88**

**Interest Earned November 2021**

**24.83**

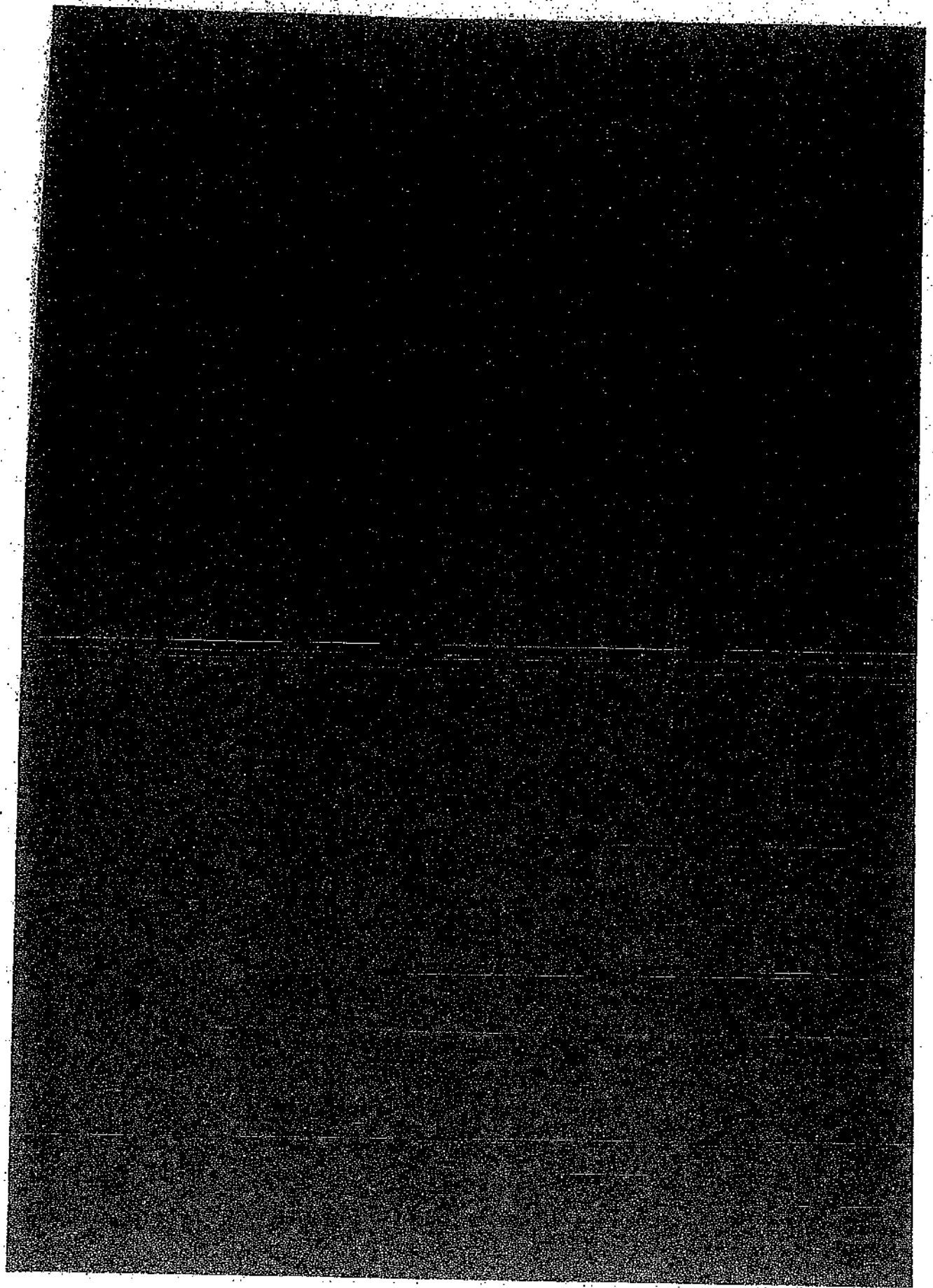
	<b><u>11/1/2021</u></b>		<b><u>November</u></b>		<b><u>11/30/2021</u></b>
	<b><u>Debt Balance</u></b>		<b><u>Principal</u></b>		<b><u>Debt Balance</u></b>
			<b><u>Payment</u></b>		
<b>Mars National - VFC #3</b>	102,216.44	\$	2,607.94		99,908.28
<b>NexTier Bank VFC #2</b>	393,750.81	\$	2,680.96		392,340.57

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

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

**INTEREST EARNED - 2021**

	<u>NOVEMBER</u>	<u>YTD</u>
GENERAL FUND	\$15.19	\$148.63
STREET LIGHT FUND	\$0.00	\$0.00
FIRE TAX FUND	\$0.51	\$6.67
OPERATING RESERVE	\$8.85	\$127.53
STATE FUND	\$0.16	\$23.53
CAPITAL RESERVE	<u>\$0.12</u>	<u>\$13,425.86</u>
<b>TOTAL INTEREST EARNED</b>	<b><u>\$24.83</u></b>	<b><u>\$13,707.39</u></b>



B) LIST OF BILLS

WHAT ACTION DOES THE BOARD WISH TO TAKE?

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

MOTION SECOND AYES NAYES

MRS. HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___
DR. MANN	___	___	___	___
MR. FORBES	___	___	___	___
MR. KARPUZI	___	___	___	___

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 09:19 am  
Date: 12/08/2021  
Page: 1

BY Name  
Cutoff as of: 12/31/9999

Due Dates: 12/15/2021 thru 12/15/2021

Vendor Name/Desc	Acct#/Proj Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: BEARCOM		292.47				292.47		
Name: BEST WHOLESALE TIRE CO, INC		1322.35				1322.35		
Name: HEI-WAY, LLC		712.06				712.06		
Name: JORDAN TAX SERVICE, INC.		1571.87				1571.87		
Name: KRESS TIRE		2074.00				2074.00		
Name: OFFICE DEPOT		766.54				766.54		
Name: SHOUP ENGINEERING INC.		39540.00				39540.00		
Name: STEPHENSON EQUIPMENT, INC.		12245.59				12245.59		
Name: TOSHIBA FINANCIAL SERVICES		1183.73				1183.73		
Name: TUCKER/ARENSBERG ATTORNEYS		11145.10				11145.10		
FINAL TOTALS:		70853.71				70853.71		

WEST DEER TOWNSHIP ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

Time: 09:16 am  
Date: 12/08/2021  
Page: 1

By Name  
Cutoff as of: 12/31/9999

Due Dates: 12/15/2021 thru 12/15/2021

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00674 BEARCOM Road: Radio Equip Maint	430.327 1221	5297504 12/01/2021	57.47 12/15/2021		12/02/2021		57.47		N
00674 BEARCOM POL:Radio Equip Maint	410.328 1221	5298425 12/02/2021	235.00 12/15/2021		12/06/2021		235.00		N
Name: BEARCOM			292.47				292.47		
00553 BEST WHOLESALE TIRE Police:Car#33-brake pads/rotor1121	410.374 1121	21549 11/23/2021	694.75 12/15/2021		12/02/2021		694.75		N
00553 BEST WHOLESALE TIRE Police:Car#31-master cylinder/1121	410.374 1121	21551 11/23/2021	627.60 12/15/2021		12/02/2021		627.60		N
Name: BEST WHOLESALE TIRE CO, INC			1322.35				1322.35		
00005 HEI-WAY, LLC Road: Cold Patch	430.372 1121	10325248 11/19/2021	712.06 12/15/2021		11/23/2021		712.06		N
Name: HEI-WAY, LLC			712.06				712.06		
00106 JORDAN TAX SERVICE, Delinquent R E Tax Commission 1121	403.140 1121	11-C-#104 11/13/2021	1571.87 12/15/2021		11/18/2021		1571.87		N
Name: JORDAN TAX SERVICE, INC.			1571.87				1571.87		
00362 KRESS TIRE Police:Car #33-Flat Repair	410.374 1121	10230-20 11/09/2021	28.00 12/15/2021		12/07/2021		28.00		N
00362 KRESS TIRE Police:Car #39-Tires	410.374 1121	10231-50 11/11/2021	290.00 12/15/2021		12/07/2021		290.00		N
00362 KRESS TIRE Zoning: 4-TIRES	413.374 1121	10234-48 11/24/2021	756.00 12/15/2021		11/29/2021		756.00		N
00362 KRESS TIRE Road:Tires/Disposal	430.374 1121	10235-29 11/29/2021	1000.00 12/15/2021		11/30/2021		1000.00		N
Name: KRESS TIRE			2074.00				2074.00		
00657 OFFICE DEPOT Cleaning Supplies	409.226 1121	211643110001 11/17/2021	20.00 12/15/2021		11/30/2021		20.00		N
00657 OFFICE DEPOT Cleaning Supplies	409.226 1121	211651903001 11/17/2021	11.28 12/15/2021		11/30/2021		11.28		N



ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 09:16 am  
Date: 12/08/2021  
Page: 2

By Name  
Cutoff as of: 12/31/9999

Due Dates: 12/15/2021 thru 12/15/2021

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00657 OFFICE DEPOT Office Supplies	406.210 1121	211651903001 11/17/2021	84.28 12/15/2021	11/30/2021			84.28		N
00657 OFFICE DEPOT Office Supplies	406.210 1121	211651904001 11/17/2021	543.12 12/15/2021	11/30/2021			543.12		N
00657 OFFICE DEPOT Office Supplies	406.210 1121	211651905001 11/16/2021	107.86 12/15/2021	11/30/2021			107.86		N
Name: OFFICE DEPOT									
00830 SHOUP ENGINEERING IN 408.319 Engineering:Dollar General Lan1121	408.319 1121	21-401 11/30/2021	206.00 12/15/2021	12/01/2021			206.00		N
00830 SHOUP ENGINEERING IN 408.319 Engineering:SCS Development 1121	408.319 1121	21-402 11/30/2021	231.75 12/15/2021	12/01/2021			231.75		N
00830 SHOUP ENGINEERING IN 408.319 Engineering:Oakwood Hgts #2 1121	408.319 1121	21-403 11/30/2021	51.50 12/15/2021	12/01/2021			51.50		N
00830 SHOUP ENGINEERING IN 408.313 Engineering:Miscellaneous 1121	408.313 1121	21-404 11/30/2021	2083.00 12/15/2021	12/01/2021			2083.00		N
00830 SHOUP ENGINEERING IN 408.319 Engineering:Dollar General Con1121	408.319 1121	21-405 11/30/2021	77.25 12/15/2021	12/01/2021			77.25		N
00830 SHOUP ENGINEERING IN 408.319 Engineering:Dionysisus Site Pla1121	408.319 1121	21-406 11/30/2021	798.25 12/15/2021	12/01/2021			798.25		N
00830 SHOUP ENGINEERING IN 408.319 Engineering:Svoboda Plan 1121	408.319 1121	21-408 11/30/2021	128.75 12/15/2021	12/01/2021			128.75		N
00830 SHOUP ENGINEERING IN 408.319 Engineering:Rose Ridge 1121	408.319 1121	21-410 11/30/2021	25.75 12/15/2021	12/01/2021			25.75		N
00830 SHOUP ENGINEERING IN 408.319 Engineering:Dollar General Sub1121	408.319 1121	21-416 11/30/2021	231.75 12/15/2021	12/01/2021			231.75		N
00830 SHOUP ENGINEERING IN 408.316 Eng:Road Project(2/7-111/3/21 1221	408.316 1221	21-420 12/03/2021	35706.00 12/15/2021	12/06/2021			35706.00		N
Name: SHOUP ENGINEERING INC.									
00074 STEPHENSON EQUIPMENT 430.611 Road: Pipe-15"x20/23"x20/6"x101121	430.611 101121	18047929 11/29/2021	11865.10 12/15/2021	12/02/2021			11865.10		N

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

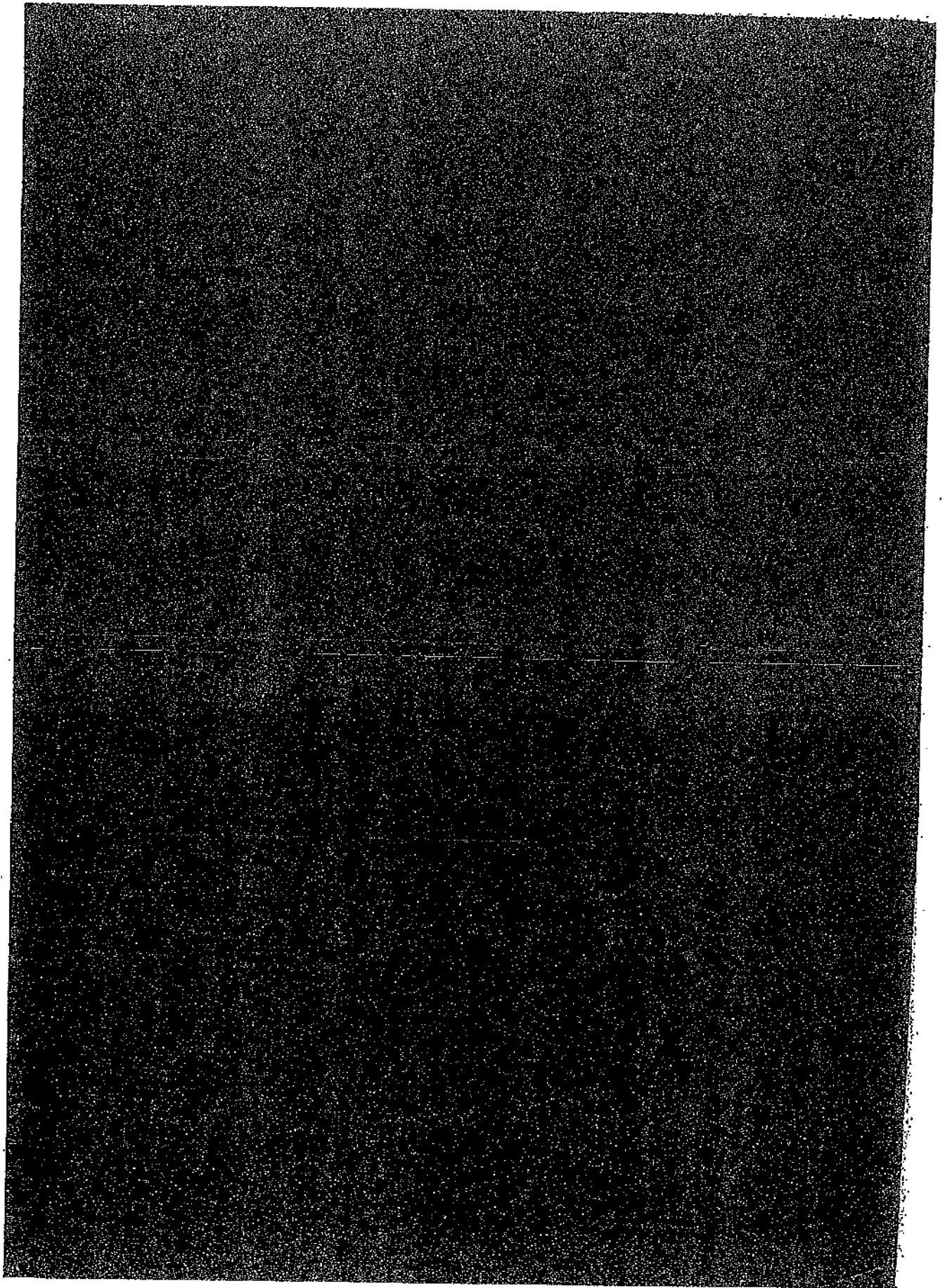
Time: 09:16 am  
 Date: 12/08/2021  
 Page: 3

By Name  
 Cutoff as of: 12/31/9999

Due Dates: 12/15/2021 thru 12/15/2021

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00074 STEPHENSON EQUIPMENT Road: Vehicle Lightin	430.374 1221	18048146 12/03/2021	241.65	12/15/2021	12/07/2021		241.65	N	
00074 STEPHENSON EQUIPMENT Road: 10 Pin SS Adapt	430.374 1221	18048165 12/03/2021	138.84	12/15/2021	12/07/2021		138.84	N	
Name: STEPHENSON EQUIPMENT, INC.									
00577 TOSHIBA FINANCIAL SE Lease & Maintenance of Copiers	406.261 1121	5017746877 11/19/2021	938.79	12/15/2021	11/30/2021		938.79	N	
00577 TOSHIBA FINANCIAL SE Lease & Maintenance of Copiers	410.261 1121	5017746877 11/19/2021	244.94	12/15/2021	11/30/2021		244.94	N	
Name: TOSHIBA FINANCIAL SERVICES									
00813 TUCKER/ARENSBERG ATT Legal Services: Retainer	404.111 1121	626305 11/30/2021	500.00	12/15/2021	12/08/2021		500.00	N	
00813 TUCKER/ARENSBERG ATT Legal Serv:Dionysis/Olympus Gal	404.111 1121	626306 11/30/2021	7700.10	12/15/2021	12/08/2021		7700.10	N	
00813 TUCKER/ARENSBERG ATT Legal Serv: General	404.111 1121	626307 11/30/2021	2480.00	12/15/2021	12/08/2021		2480.00	N	
00813 TUCKER/ARENSBERG ATT Legal Serv: Oakwood Heights La	404.111 1121	626308 11/30/2021	279.00	12/15/2021	12/08/2021		279.00	N	
00813 TUCKER/ARENSBERG ATT Legal Serv: Rose Ridge-PRD	404.111 1121	626309 11/30/2021	186.00	12/15/2021	12/08/2021		186.00	N	
Name: TUCKER/ARENSBERG ATTORNEYS									

FINAL TOTALS: 70853.71



**POLICE CHIEF'S REPORT**

ATTACHED IS THE POLICE CHIEF'S REPORT.

ARE THERE ANY QUESTIONS REGARDING THE POLICE CHIEF'S REPORT?

**OFFICER'S MONTHLY REPORT**

**To:** Robert J. Loper, Chief of Police  
**From:** Jennifer Borczyk, Administrative Assistant  
**Subject:** Officer's Monthly Report  
**Date:** December 8, 2021

Attached is the Officer's Monthly Report for November 2021.

JB

**CC:** D. Mator, Manager  
A. Karpuzi, Chairman  
B. Jordan, Vice Chairwoman  
S. Hollibaugh  
B. Forbes  
Dr. J. Mann

**OFFICER'S MONTHLY REPORT  
November 2021**

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	56	666	722
CALLS FOR SERVICE/FIELD CONTACTS	471	4,145	4616
ALL OTHER CALLS	412	5,361	5773
TOTALS CALLS FOR SERVICE	939	9,079	10018

**ARRESTS**

ADULT	8	52	60
JUVENILE	0	3	3
TRAFFIC CITATIONS	26	189	215
NON TRAFFIC CITATIONS	4	38	42
PARKING CITATIONS	0	8	8
WARNINGS	45	101	146

**PERSONNEL**

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

**VEHICLE REPORTS**

TOTAL MILES TRAVELED	9,938	97,374	107,312
GALLONS OF GASOLINE USED	722.6	6,041.36	6763.96
REPAIRS/MAINTENANCE	1,640.35	12,239.31	13,879.66

**OVERTIME PAID**

COURT (OFF DUTY)	12	34.00	46
PRELIMINARY HEARINGS	0	6.00	6
PRETRIAL	0	0.00	0
INVESTIGATIONS	1	10.00	11
ARRESTS	2	38.00	40
SPEED CHECKS	0	0.00	0
PRIVATE CONTRACTS	0	0.00	0
MISC. HOURS - FILLED SHIFTS	0	48.00	48
MISC. HOURS - ADMIN. HOURS	0	0.00	0
MISC. HOURS	22.5	138.50	161
TOTAL HOURS	37.5	164.00	201.5

## Points of Interest

November 2021

Budget Figure YTD – 91.88 %

### Chief Robert Loper

- November 3- started working on "Toys for Children program with Admin Jennifer Borczyk
- November 20- Met with boy scouts to collect toy donations (Admin Borczyk attended)

### K9 Officer Edward Newman

- No Report

### Sergeant Mikus & Sergeant Petosky

- November 5- Training at Ross Annex and Monastery. Training was conducted on weapon mounted IR lasers. Training also focused on low light condition interior movements and isolation drills.
- November 18- NHSRT meeting with command staff and team leaders. All worked on 2022 training calendar and logistics for upcoming year.
- November 19- Sergeant Petosky attended yearly and night firearms qualifications at the Hampton Township range.

### EMA- Sergeant Shurina

- See attached EMA report

### Deer Lakes School District

- See attached SRO report
- November 16- Officer Evan and Fallen provided general security for the school board meeting.

### Explorers

- Not reformed as of this month's report.

### Misc. Details

- November 1- Officers Fedunok and Trocki attended Conducting Complete Traffic Stops training.
- November 1-5- Officers Evan and Vulakovich attended NASRO - School Resource Officer training virtually.

- November 2- Sergeant Petosky attended DUI Case Law Standardized Field Sobriety Testing Refresher training.
- November 15-18- Officer Trocki attended Standardized Field Sobriety Testing Instructor training.
- November 16- Chief Loper, Sergeant Shurina, and Admin Borczyk attended a demonstration meeting for new potential officer reporting software "Central Square".
- November 17- Sergeant Shurina and Admin Borczyk attended a virtual demonstration meeting for new potential officer reporting software "ARMS".



# West Deer Township Police Department Calls For Service Activity Report

This report lists all Calls For Service within a given time period.

Report Start Date: 11/1/2021 Report End Date: 11/30/2021

## Calls For Service:

911 HANG UP - GENERAL	1
ALARM ACTIVATION - BUSINESS	4
ALARM ACTIVATION - BUSSINESS/FALSE	4
ALARM ACTIVATION - FIRE / FALSE	4
ALARM ACTIVATION - RESIDENTIAL	2
ANIMAL - COMPLAINT	7
ASSIST - EMS	20
ASSIST - POLICE	7
ASSIST - RESIDENT	9
ASSIST - WELFARE CHECK	5
CHILD - CHILD LINE REPORTS	2
<del>CHILD - ENDANGERMENT</del>	1
CIVIL - CHILD CUSTODY	1
CIVIL - COMPLAINT	1
CIVIL - LANDLORD TENANT	1
COURT - CRIMINAL	1
COURT - MAGISTRATE	2
COURT - WARRANT SERVICE	3
<del>CRIMINAL MISCHIEF - BUSINESS</del>	1
<del>CRIMINAL MISCHIEF - RESIDENTIAL</del>	2
DISABLED VEHICLE - GENERAL	2
<del>DISORDERLY CONDUCT - GENERAL</del>	1
<del>DOMESTIC - PHYSICAL</del>	1
<del>DOMESTIC - VERBAL</del>	3
<del>DRUG LAWS - GENERAL</del>	3
<del>DUI - OVER LEGAL AGE</del>	3
FIRE - BRUSH	1
FIRE - BURNING COMPLAINT	2
FIRE - OTHER	1
FIRE - VEHICLE	1
<del>FRAUD - GENERAL</del>	13
<del>HARASSMENT - GENERAL</del>	5
<del>HARASSMENT - TERRORISTIC THREATS</del>	1
HAZARDOUS CONDITION - ROAD HAZARD	5
HAZARDOUS CONDITION - TREE DOWN	1
HAZARDOUS CONDITION - UTILITY COMP	1
HUNTING COMPLAINT - GENERAL	1
MENTAL COMMITMENT - INVOLUNTARY	3
MENTAL COMMITMENT - VOLUNTARY	1
MVA - LEAVING THE SCENE	2
MVA - NON REPORTABLE	4
MVA - REPORTABLE	4
NOISE COMPLAINT - BUSINESS	1
NOISE COMPLAINT - RESIDENTIAL	1

**Calls For Service:**

NOTIFICATION - OTHER	1
PARKING COMPLAINT - RESIDENTIAL	5
PATROL - GENERAL	126
PFA - SERVICE	1
PHONE CALLS - GENERAL	10
POLICE INFORMATION - GENERAL	21
PROPERTY - FOUND	1
SPECIAL DETAIL - ADMINISTRATIVE	15
SPECIAL DETAIL - OTHER / MISC.	4
SPECIAL DETAIL - PATROL	10
SRO DETAIL - ASSIST ADMINISTRATOR	6
SRO DETAIL - ASSIST NURSE / EMS	1
SRO DETAIL - ASSIST TEACHER	2
SRO DETAIL - ATTEND TRAINING	10
SRO DETAIL - INSTRUCT DARE PROGRAM	2
SRO DETAIL - INSTRUCT SRO PROGRAM (FA	1
SRO DETAIL - SCHOOL SAFETY DRILL	3
SRO DETAIL - SECURITY (CAFETERIA)	2
SRO DETAIL - SECURITY (GENERAL)	66
SRO DETAIL - STUDENT MONITORING	1
SUSPICIOUS - OTHER	1
SUSPICIOUS - PERSON	6
SUSPICIOUS - VEHICLE	5
<del>THEFT - OTHER</del>	3
<del>THEFT - RESIDENTIAL</del>	1
<del>THEFT - FIREARM</del>	1
TRAFFIC - COMPLAINT	7
TRAFFIC - DETAIL	31
TRAFFIC - RADAR SPEED SIGN	1
TRAFFIC - SCHOOL ZONE	6
TRAFFIC - STOP	37
<del>TRESPASS - RESIDENCE</del>	1

**TOTAL CALLS FOR SERVICE: 527**

Date Printed:  
12/6/2021

# West Deer Township Police Department Total Arrest Report

This report lists all adult and juvenile arrests made within a given time period.  
(Note: This report only includes Misdemeanor and Felony arrests.)

Report Start Date: 11/1/2021

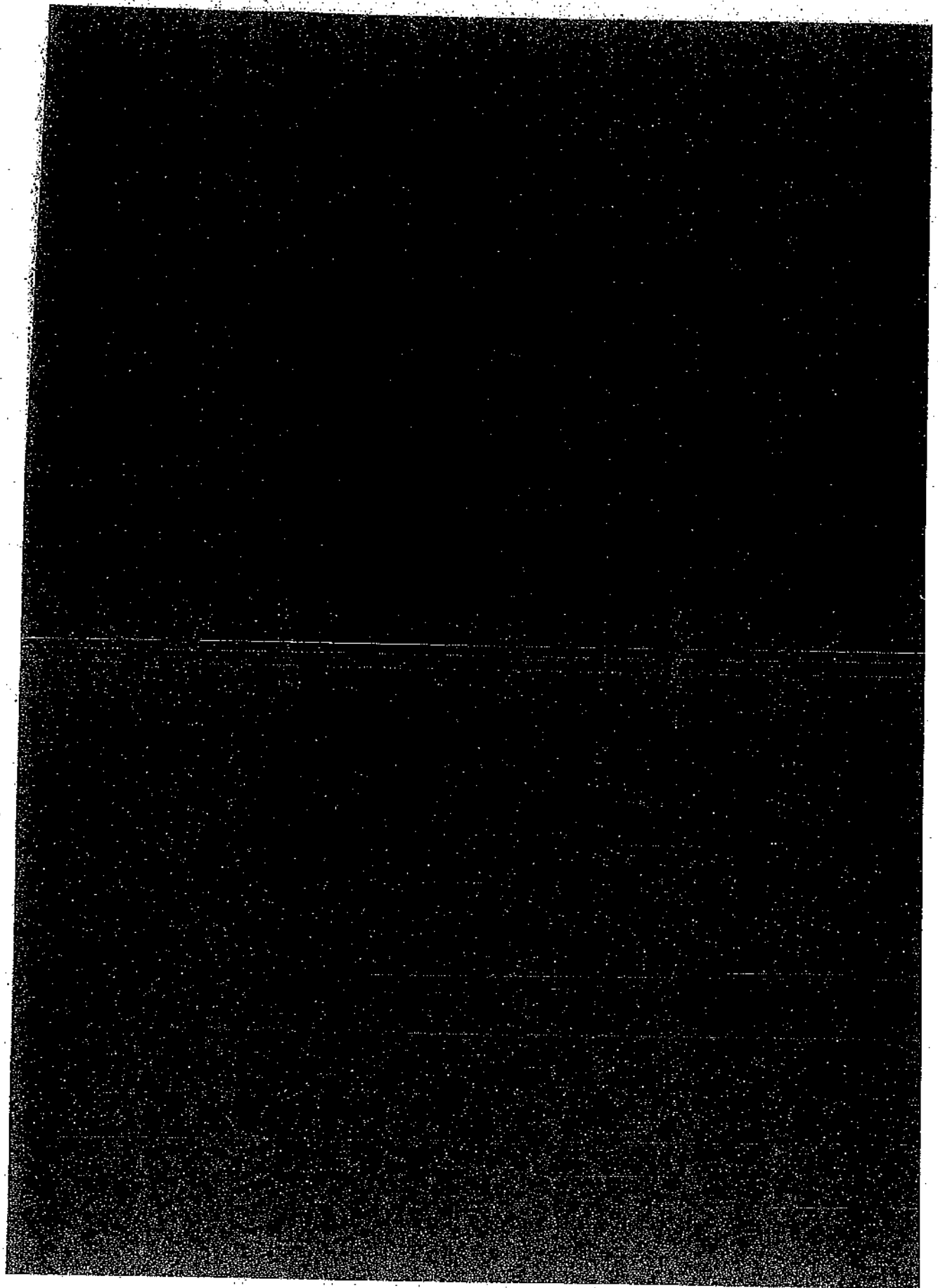
Report End Date: 11/30/2021

ARREST DATE	DI #	SIGNAL CODE	JUVENILE ARREST
11/8/2021	20210701	DRUG LAWS - GENERAL	
11/15/2021	20210713	HARASSMENT - TERRORISTIC THREATS	
11/16/2021	20210717	CHILD - ENDANGERMENT	
11/27/2021	20210737	DUI - OVER LEGAL AGE	
11/27/2021	20210739	DUI - OVER LEGAL AGE	
11/28/2021	20210738	DUI - OVER LEGAL AGE	
11/30/2021	20210746	DOMESTIC - PHYSICAL	
11/30/2021	20210746	DOMESTIC - PHYSICAL	

TOTAL ARRESTS: 8

TOTAL ADULT ARRESTS: \_\_\_\_\_

TOTAL JUV. ARRESTS: \_\_\_\_\_



**PUBLIC WORKS FOREMAN'S REPORT**

ATTACHED IS THE PUBLIC WORKS FOREMAN'S REPORT.

ARE THERE ARE ANY QUESTIONS REGARDING THE PUBLIC WORKS FOREMAN'S REPORT?

2021  
MONTHLY REPORT FOR NOVEMBER  
PUBLIC WORKS DEPARTMENT

**ROADS**

- Install 300' of 6" French drain pipe on Michael Road.
- Repair berm with cold patch on Michael Road and Martin Road.
- Repair guiderail on Lick Road.
- Install 60' of 15" pipe and a catch basin on West Starz Road and install R-5 stone at end of pipe.
- Install 320' of 12" pipe and 1 catch basin on McIntyre Road.
- Restore ditch on McIntyre with cold patch.
- Trim branches on Alley in Russellton in preparation for paving.
- Back fill Alley curbs with reclaim.
- Salt Roads
- Patch various roads.

**TRUCKS & EQUIPMENT**

- Remove side spreader from Peterbilt.
- Place spinners on trucks.
- Grease and wash trucks.
- Wash and grease mowers.

**MISCELLANEOUS**

- Set up Firehall for gas well meeting.
- Winterize and close Nike Site, Moscala and main park.
- Replace stop sign at Mclure Road and Donaldson Road.
- Replace furnace thermostat at Public Works Building.
- Install caution tape around the pavilion.
- Push up 500 ton of salt.
- Remove concrete barriers from Clendenning Road due to the new guiderails being installed.
- Fix lights at Municipal Building.
- Move tables for Police.
- Cut grass.
- Hang Veteran banners.
- Clean up leaves at top of the hill.
- Clean and check drains.

PA1 Calls

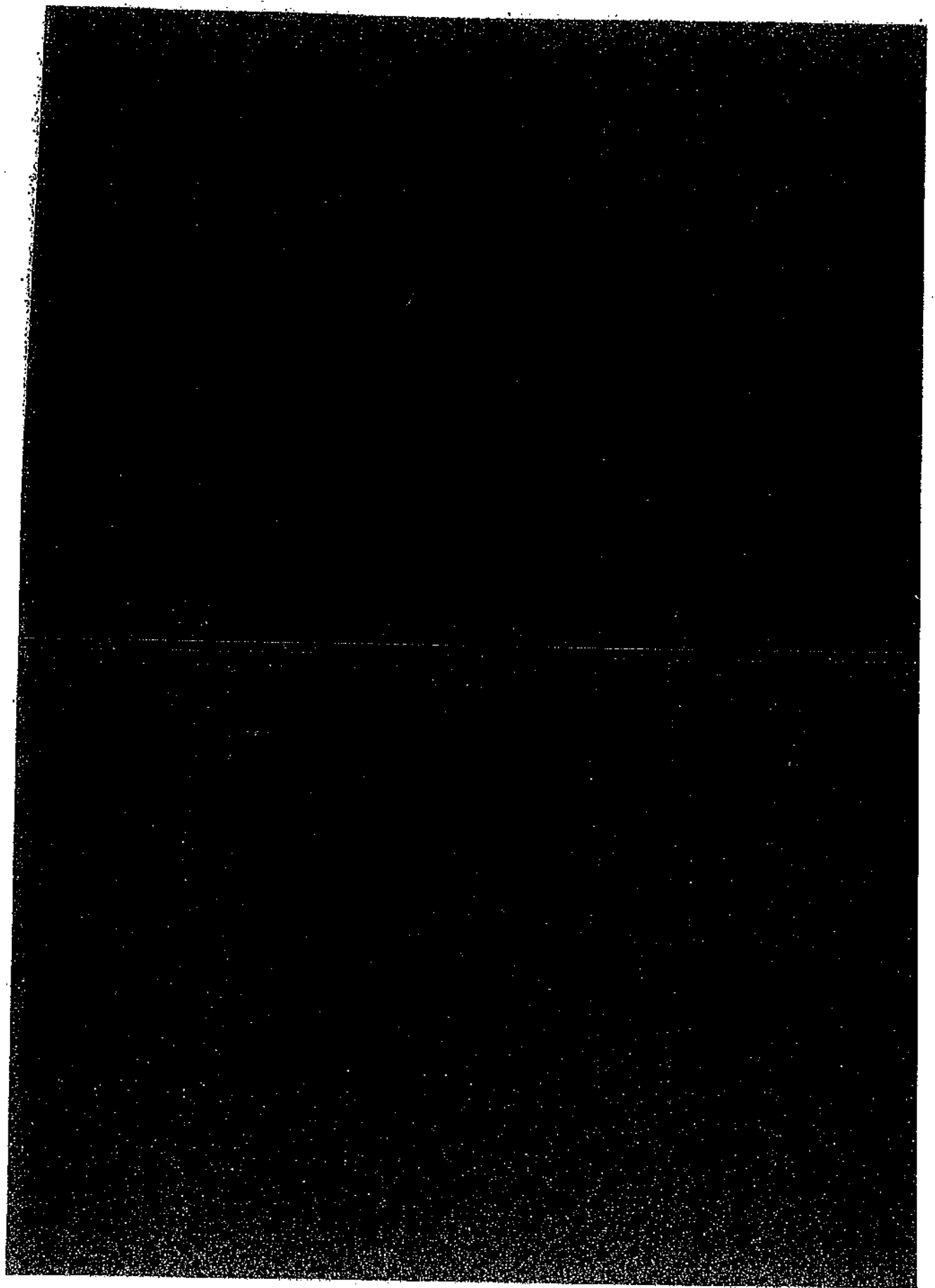
74

OT

37 hrs snow removal

  
Kevin Olar

12-7-21  
Date



**ENGINEER'S REPORT**

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

ARE THERE ANY QUESTIONS REGARDING THE ENGINEER'S  
REPORT?





# SHOUP ENGINEERING

FOR OVER 50 YEARS

329 Summerfield Drive, Baden, PA 15005

Phone: 724-869-9560

info@shoupengineering.com

**NOVEMBER 2021 ENGINEER'S REPORT**  
**WEST DEER TOWNSHIP**  
Prepared December 7, 2021

VIA EMAIL

## 1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

Board of Supervisors Meeting – November 17, 2021  
Planning Commission Meeting – November 18, 2021

## 2. DEVELOPMENTS/PROJECTS

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

### Projects:

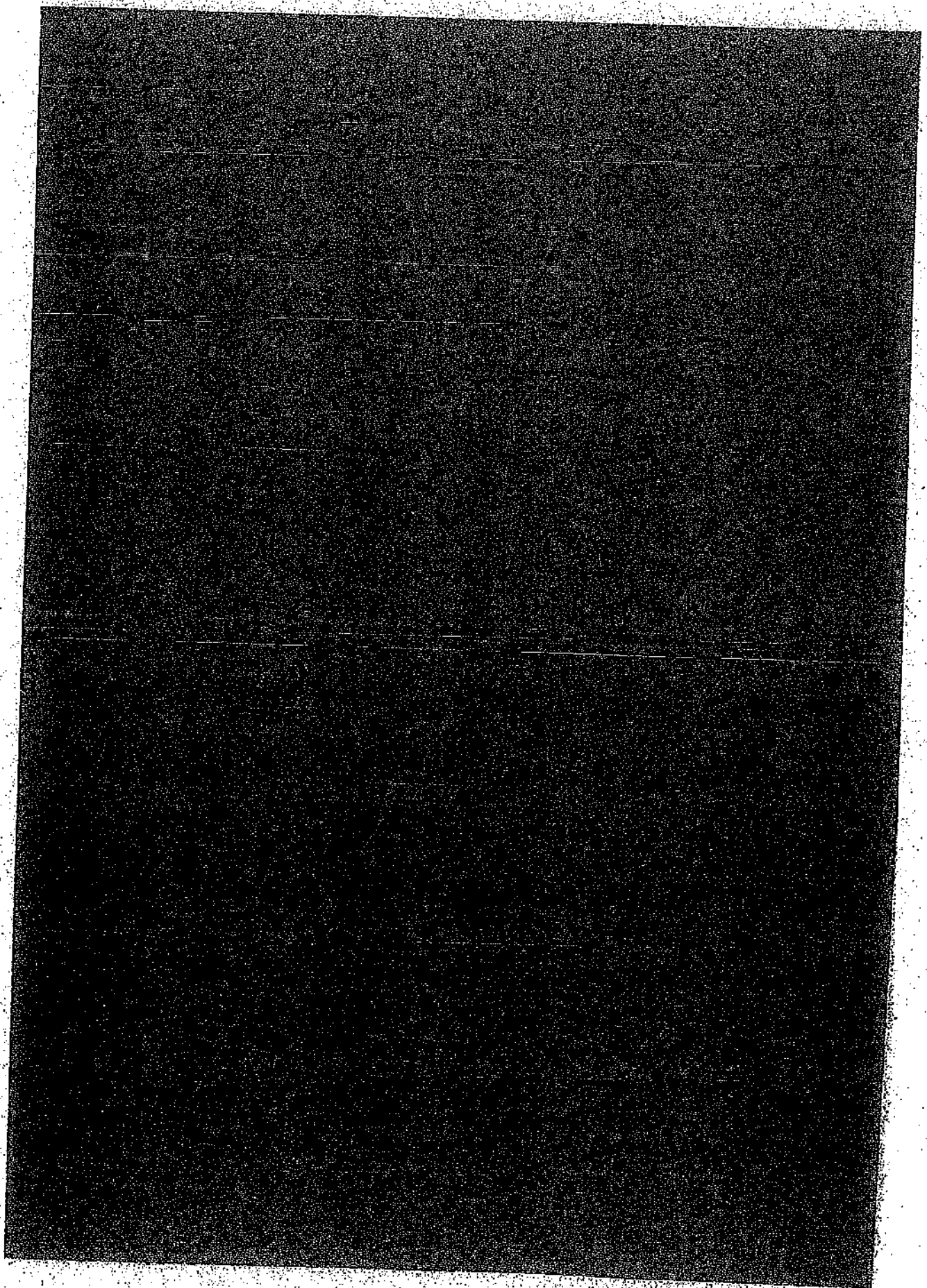
- Stream Restoration Project – The contractor, Sure Shot Excavating, has completed streambank work on the West Branch of Deer Creek at the David Turner property along Route 910 at the Richland Township border. The work on Dawson Run (Mischen property) will be put on hold until Spring of 2022.
- Bairdford Park Pavilion Project – The contractor, Santamaria Landscape and Cement Contractors, has repaired and replaced the roof on the pavilion. Excavation of the existing footings revealed unexpected findings. Due to the size of the existing footings, alternate methods of column installation are being investigated.

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

- Dollar General (Russellton) – Reviews of the Land Development, Subdivision and Conditional Use Applications for the retail development located on Starr Road were issued to the Township on October 20, November 12, November 16 and November 22, 2021.
- Rose Ridge – Reviews of the Conditional Use and PRD Applications for the residential development located on Route 910 was issued to the Township on October 23 and December 7, 2021.
- SCS Development Plan – Reviews of this Lot Line Revision Plan were performed and letters were issued to the Township on November 2 and November 22, 2021.
- Svoboda Plan – A review of the Subdivision Plan was performed and a review letter was issued to the Township on November 15, 2021.

Respectfully Submitted,  
SHOUP ENGINEERING, INC.

Scott A. Shoup, P.E.  
Township Engineer



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

ATTACHED IS THE BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER'S REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

# Code Enforcement

November 30, 2021

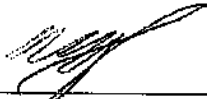
1. Issued 18 Occupancy Permits.
2. Issued 9 Building Permits.
3. Performed 20 site inspections.
4. See attached Project Status report.
5. Planning commission meeting was held.
  - a. Planning Commission tabled the Svoboda subdivision until further plans for sewage were presented.
  - b. The Michael and Teresa Coletta 2-lot Subdivision was recommended for approval subject to compliance with all items in Mr. Shoup's letter and contingent on Dollar General Conditional Use being passed.
  - c. The Russellton Dollar General Conditional use and Land development application was recommended approval with the following conditions:
    - a) Fulfillment of any outstanding issues in Shoup Engineering letter dated November 16, 2021.
    - b) Developer to modify lighting to conform to West Deer Zoning and Ordinance standards.
    - c) Developer to provide maintenance and landscaping warranty and bonds.
    - d) Soften slopes that are 2/1 to 4/1 as much as possible to provide for easier maintenance and use a no mow mix where not possible to alter the slopes.
    - e) Reroute delivery trucks to approach from the West to avoid difficult turning radius on Starr Rd. and Little Deer Creek Valley Rd.
    - f) Note #12: include "Turf grass with trees and shrubs."
    - g) Provide façade as shown on East Stroudsburg, PA store.
    - h) The approval of the Coletta Subdivision.
  - d. Discussion of the Zoning Ordinance with EPD consultants, Andrew Swartz of EPD attended, several clarifying points were made about the revisions. EPD is looking to submit changes by 12-9-21 and attend the 12-16-21 Planning Commission meeting.
  - e. A Workshop portion of the meeting was held to further discuss Dionysus Land Development conditions. Additional conditions that were presented include the following:
    - a) Applicant shall install new public water line on Lick Road to connect Bairdford Road and Middle Road Extension to give residents availability to public water if they choose to upgrade to public water. Resident will pay for tap in fee and to run service line from Oakmont water main line to resident's structure. ( Will probably be a contribution to the township and Oakmont water to run project with Township paying for)

- b) Road improvements to Middle Road extension shall be complete in regard to widening, straightening, and all base repair prior to drilling operations equipment being delivered on site.
- c) Middle Road extension shall remain open to simultaneous two-way traffic in all phases excluding rig-up and rig-down operations.
- d) Applicant shall notify all residents within the 1.25 mile radius of the well pad edge and provide initial water well, pond, or similar watering source testing (from an independent 3<sup>rd</sup> party) for any resident that chooses to have their water source tested. If any additional wells are installed or re-fracking of a well occurs the applicant or operator shall also provide water source testing for any resident who chooses to have their water source tested.
- e) Applicant shall provide water well/source testing (from an independent 3<sup>rd</sup> party) for all residents within 1.25 mile radius of the well pad edge that registers a complaint of contaminated water source. The applicant/operator shall be responsible for the cost of up to 2 complaint follow-up tests in the first 5 years of service and 1 additional complaint follow-up test in years 5-10. If any additional wells are installed or re-fracking of a well occurs the applicant or operator shall also provide water source testing for any resident who chooses to have their water source tested initially and/or on the complaint based schedule established above. The water test shall test for a minimum of Barium, Calcium, Iron, Magnesium, Sodium, Alkalinity, Chloride, pH, Total Dissolved Solids, Turbidity, Methane, Ethane, and Propane.
- f) Applicant agrees to maintain the 650 feet setback to any preexisting occupied building. The 650 feet setback distance shall be measured from the closest point of the well pad (as determined by the DEP permitted size of the gravel well pad and not the placement of equipment), valve station and wet ponds which are directly connected to the well pad to any occupied building. An occupied building is further defined as a building that is usable for habitation or as a working environment (work happens consistently each week for an excess of 10 hours each week).
- g) Applicant agrees to install 10'-12' tall evergreen trees (a mixture of Eastern White pine, Norway, and White Colorado) spaced at 10' on center along the outside of the well pad fence and along the LOD (limits of disturbance) line adjacent to the West side of Wet Pond, approximately 300 linear feet long.

# Code Enforcement

November 30, 2021

1. The screening trees along the West side of Wet Pond 1 shall be installed immediately following the installation of the wet pond and prior to any drilling activity commencing.
  - h) Applicant shall install a fire hydrant within 500 feet of the well pad gate to ensure fire trucks have adequate hose length to extinguish or water the adjacent wooded area in case of a fire.
6. No Zoning Hearing Board meeting was held.
  7. Initiated 2 complaint investigations.
  8. Attended court hearings for 41 citations.
  9. Set-up and attended 3 Public Gas Well meetings.



---

William Payne

**West Deer Township  
Occupancy Permit Report  
November 2021**

Permit Date	Permit Number	Lot Block	Applicant Name	Street Address	Use	New Construction
11/01/2021	021-214	2194-K-109	Martin and Dawn Miller	4592 BAKERSTOWN CULMERVILLE RD.	Single Family Home	No
11/01/2021	021-215	2011-E-033	Sarah and Josh Miller	314 MONIER RD	Single Family Home	No
11/02/2021	021-216	1670-B-72	Christopher J. Thompson	119 ANNA DALE DR	Single Family Home	No
11/08/2021	021-217	1669-K-364	Andrew C. Wood	470 BAIRD FORD RD	Single Family Home	No
11/08/2021	021-218	1356-D-313	Darlene Lutton	3408 E STAG DR	Single Family Home	No
11/08/2021	021-219	1356-H-69	Jennifer Bichler	147 PINTAIL RD	Single Family Home	No
11/08/2021	021-220	1214-K-156	Jake Oresick and Courtney Zarra	3428 CEDAR GLEN DR	Single Family Home	No
11/08/2021	021-221	1357-C-181	Barbara Drennen	181 STEEPLECHASE	Single Family Home	No
11/08/2021	021-222	1671-H-36	Rock-Built, Inc. K-Cor, Inc.	144 DEER CREEK VALLEY RD	Business	No
11/10/2021	021-223	1509-B-281	Donald K. & Ida I. Whetzel	226 OAK RD	Single Family Home	No
11/10/2021	021-224	1670-N-273	Ricardo and Raven Serna	634 BAIRD FORD RD	Single Family Home	No

**West Deer Township  
Occupancy Permit Report  
November 2021**

11/10/2021	O21-225	1671-C-178	Joseph Edward Walker	130 BESSEMER ST	Single Family Home	No
11/10/2021	O21-226	1360-H-163	Heather N. Sebak & Zachary L. Mazur	418 LINDEN DR	Single Family Home	No
11/10/2021	O21-227	1508-S-75	Letterle Leasing, LLC	11 Oak Rd.	Business	No
11/10/2021	O21-228	2193-K-390	Kelly N. Perkins and David P. Hengelsberg	997 DEER CREEK RD	Single Family Home	No
11/12/2021	O21-229	1671-H-36	Rock-Built, Inc. K-Cor, Inc.	144 DEER CREEK VALLEY RD	Business	No
11/12/2021	O21-230	1838-C-012	Joey and Tricia Rigous	334 DEER CREEK VALLEY RD	Single Family Home	No
11/15/2021	O21-231	1361-B-216	Kelly M. Bradley	115 STARR RD	Single Family Home	No

Total Fees Collected by Month

November- \$451

Total Fees Collected

Grand Total - \$451



**West Deer Township  
Building Permit Report  
November 2021**

Permit Date	Permit Number	Type	Owner	Address	Parcel ID	Construction Cost	Fees Collected
11/08/2021	P21-215	Demolition	ALASKAN PROPERTY	500 ROCKPOINTE BLVD	1220-E-103	\$	\$100.00
11/08/2021	P21-216	Demolition	ALASKAN PROPERTY	500 ROCKPOINTE BLVD	1220-E-103	\$	\$100.00
11/08/2021	P21-217	Shed	GEORGINA DIPASQUALE BASISTA MICHAEL J	183 MICHAEL RD	1361-M-305	\$85.00	\$10.00
11/09/2021	P21-218	Accessory Structure	WALTER ROY & NATALIE SLOAN	137 DONALDSON RD	2192-J-358	\$2,000.00	\$44.00
11/12/2021	P21-219	Garage	TRANSFIGURATION CHURCH	100 MCKRELL RD	1512-G-272	\$30,000.00	\$
11/12/2021	P21-220	Fence	Mike Myles	3405 E STAG DR	1356-D-34	\$2,000.00	\$44.00
11/18/2021	P21-221	Solar Panel	FRANCIS E & MARCIA BRISSETT	37 COR-BRI-WOOD LN	1667-L-255	\$67,000.00	\$600.00
11/23/2021	P21-222	Accessory Structure	JAMES K & ARLEEN KRIEG	1847 SAXONBURG BLVD	1670-D-101	\$1,000.00	\$30.00
11/30/2021	P21-223	Solar Panel	LINDA ZONA	213 RUSSELLTON- DORSEYVILLE	1217-G-370	\$32,000.00	\$350.00
<b>Totals: 9</b>						<b>\$134,085.00</b>	<b>\$1,278.00</b>

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

WD Inspection Report  
From 11/01/2021 To 11/30/2021

11/8/2021	Occupancy Inspection	997 Deer Creek Rd., Gibsonia, PA, 15044	997 DEER CREEK RD	2193-K-390	Passed	William Payne
11/8/2021	Occupancy Inspection	303 McIntyre Rd., Gibsonia, PA, 15044	303 MCINTYRE RD	1667-B-187	Passed	William Payne
11/8/2021	Occupancy Inspection	4822 Bayfield Rd., Allison Park, PA, 15101	4822 BAYFIELD RD	1214-P-16	Passed	William Payne
11/8/2021	Occupancy Inspection	181 Steeplechase Circle, Gibsonia, PA, 15044	181 STEEPLCHASE	1357-C-181	Passed	William Payne
11/8/2021	Occupancy Inspection	144 Deer Creek Valley Rd., Tarentum, PA, 15084	144 DEER CREEK VALLEY RD	1671-H-36	Passed	William Payne
11/8/2021	Occupancy Inspection	144 Deer Creek Valley Rd., Tarentum, PA, 15084	144 DEER CREEK VALLEY RD	1671-H-36	Passed	William Payne
11/8/2021	Occupancy Inspection	144 Deer Creek Valley Rd., Tarentum, PA, 15084	144 DEER CREEK VALLEY RD	1671-H-36	Passed	William Payne
11/8/2021	Occupancy Inspection	181 Steeplechase Circle, Gibsonia, PA, 15044	181 STEEPLCHASE	1357-C-181	Passed	William Payne
11/8/2021	Occupancy Inspection	4822 Bayfield Rd., Allison Park, PA, 15101	4822 BAYFIELD RD	1214-P-16	Passed	William Payne
11/8/2021	Occupancy Inspection	997 Deer Creek Rd., Gibsonia, PA, 15044	997 DEER CREEK RD	2193-K-390	Passed	William Payne
11/8/2021	Complaint Follow Up	1754 SAXONBURG BLVD., TARENTUM, PA, 15084	1754 SAXONBURG BLVD	1837-M-130	Completed	William Payne
11/9/2021	Complaint Follow Up	4730 VALLEYFIELD DR., ALLISON PARK, PA, 15101	190 TRUMP RD	1360-F-365	Completed	William Payne
11/9/2021	Complaint Follow Up	55 WOODHILL DR, CHESWICK, PA, 15024	55 WOODHILL DR	1360-M-040	Completed	William Payne
11/9/2021	Occupancy Inspection	11 Oak Rd., Gibsonia, PA, 15044	11 Oak Rd.	1508-S-75	Passed	William Payne
11/9/2021	Occupancy Inspection	11 Oak Rd., Gibsonia, PA, 15044	11 Oak Rd.	1508-S-75	Passed	William Payne
11/11/2021	Occupancy Inspection	334 Deer Creek Valley Rd., tarentum, PA, 15084	334 DEER CREEK VALLEY RD	1838-C-012	Passed	William Payne
11/11/2021	Occupancy Inspection	334 Deer Creek Valley Rd., tarentum, PA, 15084	334 DEER CREEK VALLEY RD	1838-C-012	Passed	William Payne
11/12/2021	Framing	1182 LOGAN RD, GIBSONIA, PA, 15044	1182 LOGAN RD	1837-F-29	Passed	William Payne
11/18/2021	Occupancy Inspection	110 Donaldson Rd., Gibsonia, PA, 15044	110 DONALDSON RD	2009-F-26	Passed	William Payne
11/18/2021	Occupancy Inspection	1218 Nicklaus Way, Gibsonia, PA, 15044	1218 NICKLAUS WAY	2011-E-85-1218	Passed	William Payne

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

**WD Inspection Report  
From 11/01/2021 To 11/30/2021**

11/18/2021	Occupancy Inspection	1638 Saxonburg Blvd., Tarentum, PA, 15084	1638 SAXONBURG BLVD	2013-N-37	Passed	William Payne
11/18/2021	Occupancy Inspection	1638 Saxonburg Blvd., Tarentum, PA, 15084	1638 SAXONBURG BLVD	2013-N-37	Passed	William Payne
11/18/2021	Occupancy Inspection	1218 Nicklaus Way, Gibsonia, PA, 15044	1218 NICKLAUS WAY	2011-E-85-1218	Passed	William Payne
11/18/2021	Occupancy Inspection	110 Donaldson Rd., Gibsonia, PA, 15044	110 DONALDSON RD	2009-F-26	Passed	William Payne
11/18/2021	Occupancy Inspection	49 HUNTER RD, GIBSONIA, PA, 15044	49 HUNTER RD	2010-E-223	Passed	William Payne
11/23/2021	Occupancy Inspection	185 MICHAEL RD, RUSSELLTON, PA, 15076	185 MICHAEL RD	1361-M-311	Passed	William Payne
11/23/2021	Occupancy Inspection	4515 Dawn Rd., Gibsonia, PA, 15044	4515 DAWN RD	1507-H-166	Passed	William Payne
11/23/2021	Occupancy Inspection	4515 Dawn Rd., Gibsonia, PA, 15044	4515 DAWN RD	1507-H-166	Passed	William Payne
11/23/2021	Footer	10 GREENTREE LANE, CHESWICK, PA, 15024	10 GREENTREE LANE	1350-H-377	Passed	William Payne
11/29/2021	Complaint Follow Up	60 GREENLEAF DR, CHESWICK, PA, 15024	60 GREENLEAF DR	1360-M-026	Passed	William Payne
11/30/2021	Framing	1492 SAXONBURG BLVD, TARENTUM, PA, 15084	1492 SAXONBURG BLVD	2013-C-339	Passed	William Payne



# PROJECT STATUS

# DECEMBER 2021

WEST DEER TOWNSHIP

PROJECT	STATUS
<p>Dionysus Gas Well</p>	<p>Olympus attended Workshop of April 22, 2021 Planning Commission meeting.</p> <p>Olympus attended Workshop of May 27, 2021 Planning Commission meeting.</p> <p>Planning Commission Recommendations for Conditional Use to Board of Supervisors 6.24.2021.</p> <p>Conditions for Land Development continued to 7.22.2021 Planning Commission Meeting</p> <p>Deadline to render decision: 9.30.2021</p> <p>Extension granted to 8.31.2021; For Public Hearing for Conditional Use.</p> <p>1<sup>st</sup> Public hearing Scheduled for 8.11.2021 @ Deer Lakes High School</p> <p>2<sup>nd</sup> Public hearing Scheduled for 8.25.2021 @ Deer Lakes High School</p> <p>3<sup>rd</sup> Public hearing Scheduled for 9.29.2021 @ Deer Lakes High</p> <p>4<sup>th</sup> Public hearing Scheduled for 10.14.2021 @ VFD #1</p> <p>5<sup>th</sup> Public hearing Scheduled for 10.21.2021 @ VFD #1</p> <p>6<sup>th</sup> Public hearing Scheduled for 10.27.2021 @ VFD #1</p> <p>7<sup>th</sup> Public hearing Scheduled for 11.4.2021 @ VFD #1</p> <p>8<sup>th</sup> Public hearing Scheduled for 11.10.2021 @ VFD #1</p> <p>9<sup>th</sup> Public hearing Scheduled for 11.16.2021 @ VFD #1</p> <p>November 18, 2021 Planning Commission Meeting.</p> <p>Land Development Recommendations</p> <p>December 16, 2021 Planning Commission Meeting:</p> <p>Land Devp. Recommendations – Olympus Attending</p> <p>Supervisor Vote.: Tentative December 15, 2021</p>

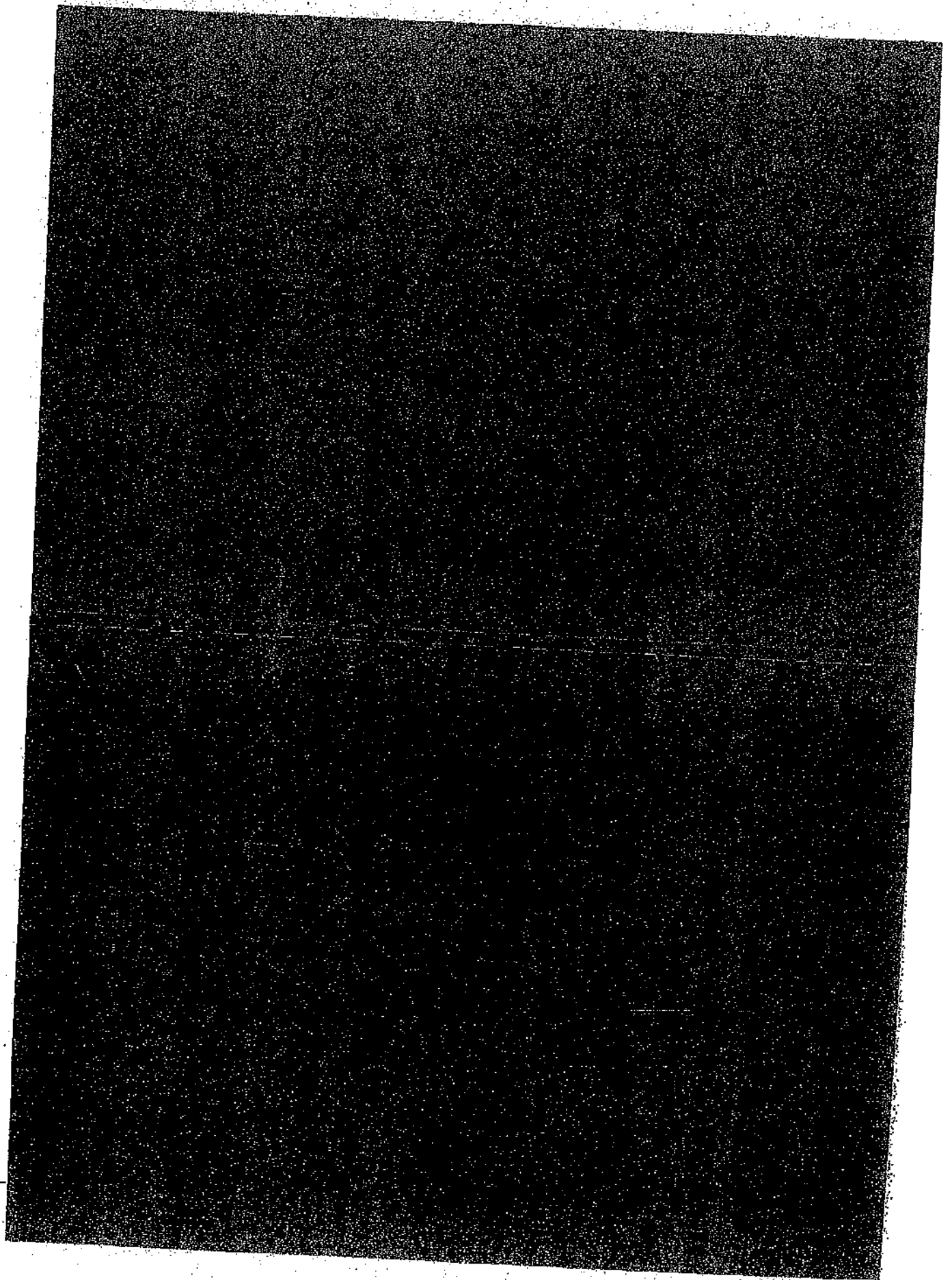
PROJECT	STATUS
<p style="text-align: center;">Leto Gas Well</p>          <p style="text-align: center;">Leto Gas Well</p>	<p>Olympus attended Workshop of April 22, 2021 Planning Commission meeting.</p> <p>Olympus attended Workshop of May 27, 2021 Planning Commission meeting.</p> <p>Planning Commission Recommendations for Conditional Use to Board of Supervisors 6.24.2021.</p> <p>Conditions for Land Development continued to 7.22.2021 Planning Commission Meeting</p> <p>Deadline to render decision 10.31.2021.</p> <p>Extension granted to 09.31.2021; (For Public Hearing)</p> <p>Public Hearing Must be Scheduled for by 12.31.2021</p> <p>Extension granted to 01.31.2022; (For Public Hearing)</p> <p><u>Public Hearing Must be Scheduled for by 1.31.2022</u></p>
<p style="text-align: center;">Brickyard Holdings - Ballfield Complex – Vrabel</p>	<p>In Construction: Physical Therapy Buildout</p> <p>Permit Granted: Ice Cream Shop Buildout</p> <p>Permit Granted: Pole Building/ Storage</p> <p><u>Restaurant Fitment in Construction</u></p>
<p style="text-align: center;">McIntyre Heights</p>	<p>BOS Approved Land Development; Next Step Site Work</p> <p><u>In Construction</u></p>
<p style="text-align: center;">Copper Creek</p>	<p><u>In Construction</u></p>
<p style="text-align: center;">Oakwood Heights</p>	<p>BOS Approved Land</p> <p>Development: Next Step Site Work</p> <p><u>In Construction</u></p>

PROJECT	STATUS
Eastview Farms	BOS Approved Preliminary Site Plan: Zoning Change Granted to R-1. Next step – Site Work. Planning Commission Recommendations for Final Subdivision to Board of Supervisors 6.24.2021.
910 Flex Building	Lot Line revision, Land Development Application in Planning 4.22.2021. Attended May 27, 2021 Planning Commission Meeting. Land Development Continued. Approved with Conditions 5.27.2021 Board of Supervisors Approved 6.16.2021 Permit Issued/ Impact Fee Received <u>In Construction</u>
Leo's Landscape	<u>In Construction</u>
Smullen Property: Relocation of Round the Corner Restaurant	Attending May 27, 2021 Planning Commission Meeting. Approved with Conditions 5.27.2021 Board of Supervisors Approved 6.16.2021 <u>In Construction</u>
Cell Tower: 41A Blue Row: Elevated Properties	Attending May 27, 2021 Planning Commission Meeting. Continued to 6.24.2021 Planning Commission Meeting. Continued to 7.22.2021 Planning Commission Meeting. <u>Passed Public Conditional Use Hearing 8.18.2021</u> <u>Next Step: Permit Application</u>
MS4 Stormwater Bank Restoration Project: Mish Farms	Attending May 10, 2021 Planning Mtg. at Mish Farms Stream Bank Restoration Project Awarded <u>Postponed Until Spring due to Weather</u>

PROJECT	STATUS
Brickyard Holdings - Ballfield Complex - Vrabel  Ballfield Complex - Concert Stage Venue	Concert Stage Venue - Land Development presented at 8.26.2021 Planning Commission Meeting  Conditional Use - Tabled to 10.28.2021 Planning Commission Meeting with More Detailed Information  <u>Letter of Extension Granted Public Hearing Before 4.30.2022</u>
Seafoam Properties	Attended August 26, 2021 Planning Commission Meeting.  Land Development  Recommendation Approved  <u>In Construction</u>
Traditions of America (TOA)	In House meeting on August 26, 2021 Wants to proceed with PRD.  Application submitted. Attended October 28, 2021 Planning Commission Meeting - Conditional Use.  <u>Public Hearing December 15, 2021</u>
Pittsburgh Buddhist Center Conditional Approval- 58 QSI Lane	Attended September 23, 2021 Planning Commission Meeting.  Needs Traffic Study - Will return to October 28, 2021 Planning Commission Meeting  Board of Supervisors Approved Public hearing November 17, 2021
West Deer Zoning Ordinance Update	Discussed State Audit Comments at September 23, 2021 Planning Commission Meeting - No consensus reached.  EDP to attend October 28, 2021 Planning Commission Meeting - No Show  EDP to attend November 18, 2021 Planning Commission Meeting  <u>Continued to December 16, 2021 Planning Commission Meeting</u>

PROJECT	STATUS
Russellton Dollar General	Conditional Use at October 28, 2021 Planning Commission Meeting Continued to November 18, 2021 Planning Commission Meeting <u>Public Hearing December 15, 2021</u>
Michael & Teresa Coletta Subdivision Plan	Presented at October 28, 2021 Planning Commission Meeting Continued to November 18, 2021 Planning Commission Meeting <u>At Board of Supervisors December 15, 2021</u>
Svoboda Subdivision Plan	<u>Tabled Presented at November 18, 2021</u> <u>Planning Commission Meeting</u>





**WEST DEER #1 VFC REPORT**

ATTACHED IS THE WEST DEER #1 VFC REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

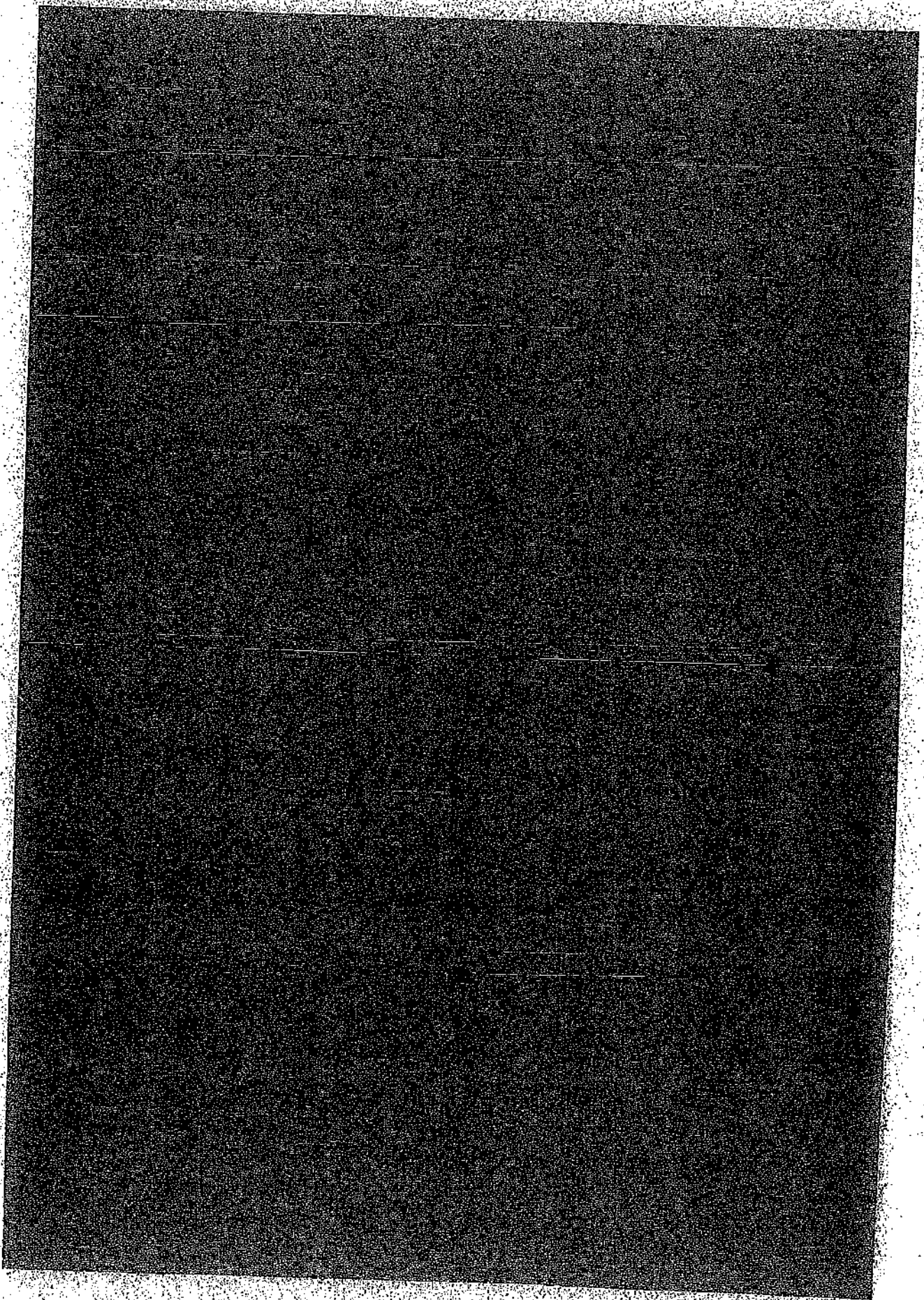
# West Deer VFD #1

1520 Saxonburg Blvd Tarentum PA 15084

---

## November 2021

- We had 15 calls this month
- Installed a new door in the back garage.
- Santa will be around our area on the fire truck Friday December 17th and Saturday December 18th starting at 5:45pm
- We had 3 social hall rentals.
- Training this month was review and maintain equipment



**WEST DEER #2 VFC REPORT**

ATTACHED IS THE WEST DEER #2 VFC REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

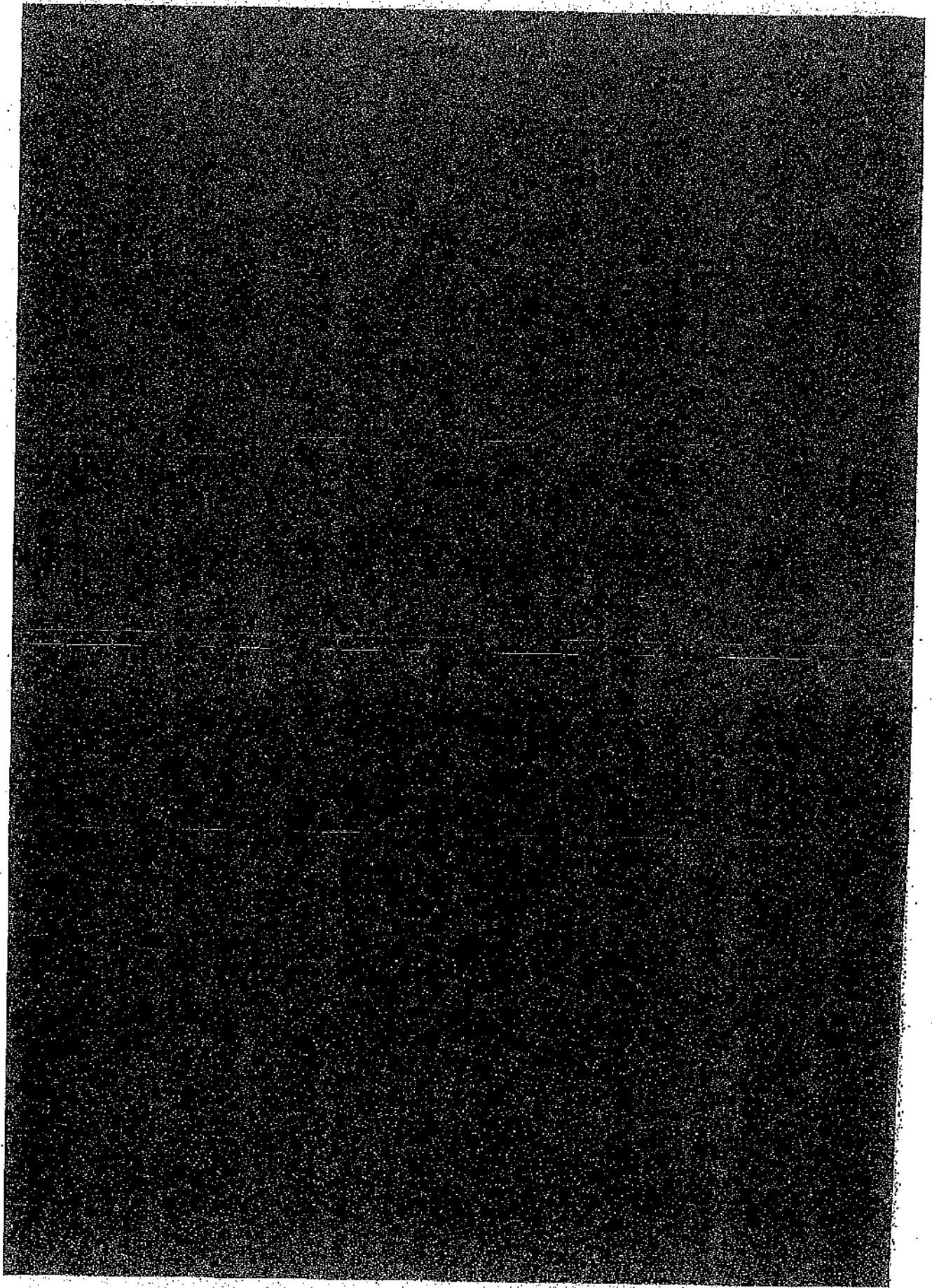
West deer #2 monthly report for Nov 2nd to Dec 7th 2021

For the month of Nov/Dec we responded to 19 calls

- 7 false fire alarms
- 1 possible residential fire
- 2 trash/illegal fires
- 1 vehicle fire
- 4 car crashes
- 1 co alarm
- 1 odor of smoke
- 1 traffic control detail
- 1 Ems assist

West deer # 2 has responded to a total of 209 calls for the year so far.

We certified 4 drivers on the new tanker with additional 3 finishing up training. We certified 2 guys for our brush truck with 1 additional member finishing his pump time. The tanker has been placed in service and has run 4 calls already. We had to cancel our repair work for our engine. Upon further inspection. The body is in worse shape than originally seen and will cost more for repairs than what the body is worth. Crews trained on ropes, hose line deployment, portable tank set up and pumps. We applied for a federal grant for 75,000 to replace outdated turnout gear



**WEST DEER #3 VFC REPORT**

ATTACHED IS THE WEST DEER #3 VFC REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?



**WEST DEER EMS REPORT**

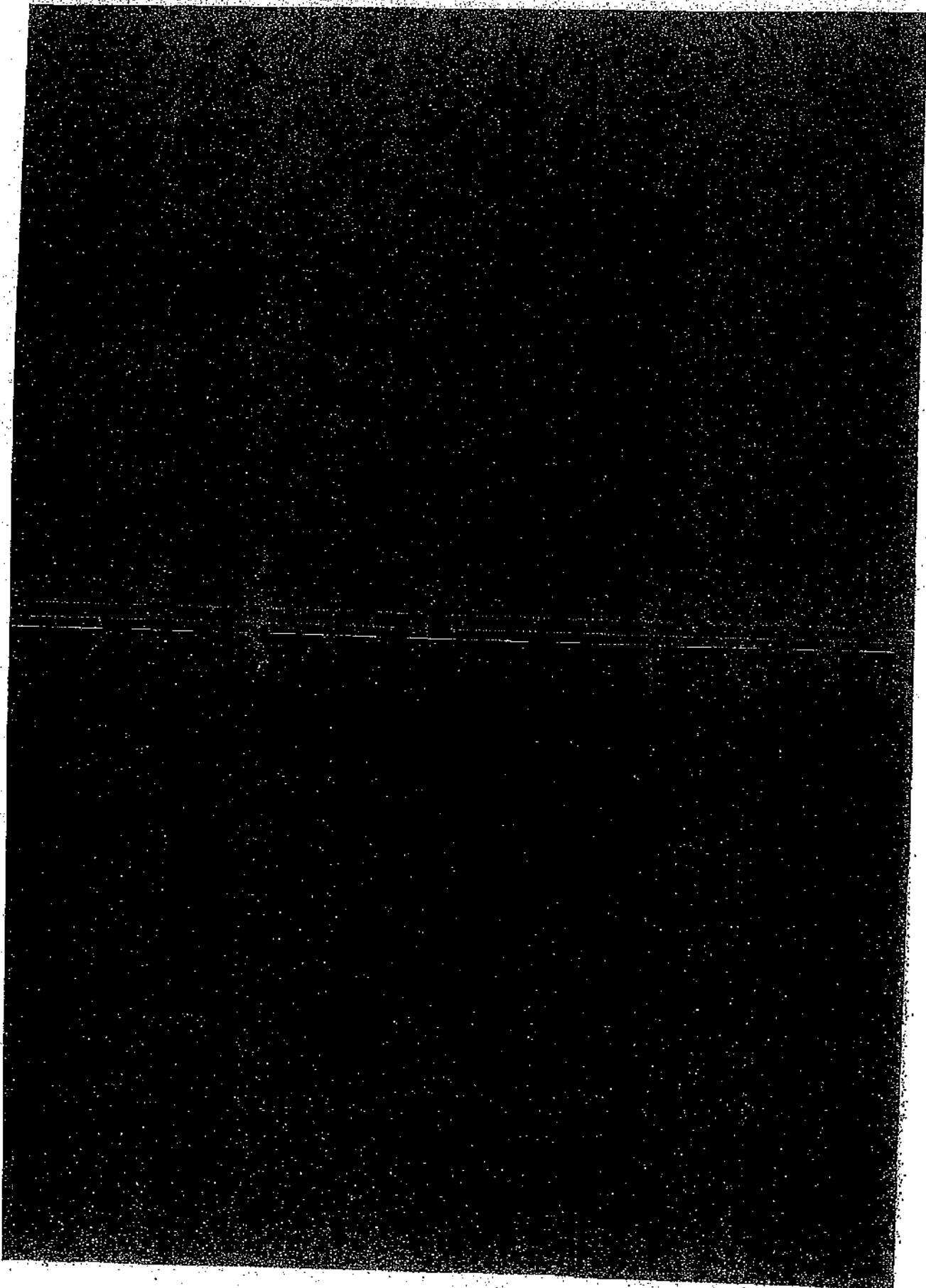
ATTACHED IS THE WEST DEER EMS REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

West Deer EMS

November 2021

- 125 Total requests for service. This includes responses in West Deer as well as mutual aid requests to surrounding communities. A marked slower month than normal.
- Subscription responses have dwindled. Only a few are coming in here and there.
- We are contemplating the idea of doing a capital fund drive after the first of the year. The target would more than likely be donations towards the purchase of the new ambulance.
- Income for November was \$46,223. Expenses were \$49,806.
- Our 2022 final budget will be completed by 12/17/2021
- Still waiting on our new ambulance. Due to the limited availability of a cab and chassis, we'll be well into 2022 before it arrives.
- Our collaboration with Seneca EMS is still going strong. We are making minor operational changes to both services to make the flow of the collaboration work smoother.



**ADOPTION: RESOLUTION NO. 2021-31 (APPROVAL OF THE FIREFIGHTER ROSTERS)**

AS PER ORDINANCE NO. 418 – WHICH ESTABLISHED AN EIT CREDIT FOR FIRE AND EMS VOLUNTEERS – A NOTARIZED ROSTER MUST BE SUBMITTED TO AND REVIEWED BY THE TOWNSHIP MANAGER, THEN ACCEPTED BY THE BOARD OF SUPERVISORS.

RESOLUTION NO. 2021-31

A RESOLUTION APPROVING THE VOLUNTEERS THAT APPEAR ON THE NOTARIZED LISTS SUBMITTED BY THE FIRE CHIEFS AND VERIFIED BY THE TOWNSHIP MANAGER.

RESOLUTION ATTACHED.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ADOPT RESOLUTION NO. 2021-31 APPROVING THE VOLUNTEERS THAT APPEAR ON THE NOTARIZED LISTS SUBMITTED BY THE FIRE CHIEFS AND VERIFIED BY THE TOWNSHIP MANAGER.

MOTION SECOND AYES NAYES

MRS. JORDAN	___	___	___	___
DR. MANN	___	___	___	___
MR. FORBES	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MR. KARPUZI	___	___	___	___

**TOWNSHIP OF WEST DEER  
ALLEGHENY COUNTY, PENNSYLVANIA  
RESOLUTION NO. 2021-31**

A RESOLUTION APPROVING THE VOLUNTEERS WHO APPEAR ON THE NOTARIZED LISTS  
SUBMITTED BY THEIR RESPECTIVE FIRE CHIEFS FOR THE 2021 TAX YEAR, AND WHO HAVE BEEN  
VERIFIED BY THE TOWNSHIP MANAGER.

**WHEREAS**, the Township adopted Ordinance No. 418 to provide volunteer firefighters and EMS personnel an earned income tax credit if eligible; and

**WHEREAS**, the Ordinance specifies the procedure to determine eligibility; and

**WHEREAS**, the final step of determining eligibility is to have the Board of Supervisors approve the volunteers who appear on a notarized roster of eligible members as presented by the respective fire chiefs/supervisors, and who have been verified by the Township Manager;

**NOW, THEREFORE**, the Board of Supervisors of West Deer Township does hereby formally approve the volunteers who appear on the notarized lists submitted by the respective fire chiefs for the 2021 tax year, and who have been verified by the Township Manager.

**ADOPTED** this 15<sup>th</sup> day of December, 2021 by the Board of Supervisors of the Township of West Deer.

ATTEST:

TOWNSHIP OF WEST DEER

\_\_\_\_\_  
Daniel J. Mator, Jr.  
Township Manager

\_\_\_\_\_  
Arlind Karpuzi, Chairperson  
Board of Supervisors

2021

Act 172 Certified  
Volunteer Fire Fighters



Client Services Division

Name	Municipality	PSD Code
	West Deer Township	710303
Name	Station	Date Certified
Kevin Adamik	West Deer #1	11/29/21
Molly Carroll	West Deer #1	11/29/21
Morgan Carroll	West Deer #1	11/29/21
Mark A. Carroll	West Deer #1	11/29/21
Trevor Elza	West Deer #1	11/29/21
Anthony C. Jackson	West Deer #1	11/29/21
Ralph Jackson III	West Deer #1	11/29/21
Sean McAtee	West Deer #1	11/29/21
Ashley Raynovich	West Deer #1	11/29/21
Luke Raynovich	West Deer #1	11/29/21
Zachary Raynovich	West Deer #1	11/29/21
Chris Reiher	West Deer #1	11/29/21
Devin Reiher	West Deer #1	11/29/21
Jenifer Reiher	West Deer #1	11/29/21
Joseph J. Trocki	West Deer #1	11/29/21
Thomas Trocki	West Deer #1	11/29/21
Melvin Wick	West Deer #1	11/29/21
William A. Yanicko	West Deer #1	11/29/21

2021

Act 172 Certified  
Volunteer Fire Fighters



Client Services Division

Name	Municipality	PSD Code
	West Deer Township	710303
Name	Station	Date Certified
Marissa Bailey	West Deer #2	11/15/21
William M. Bailey III	West Deer #2	11/15/21
William M. Bailey IV	West Deer #2	11/15/21
Adam Olszewski	West Deer #2	11/15/21
Anthony Creaturo, Sr.	West Deer #2	11/15/21
Anthony Creaturo, Jr.	West Deer #2	11/15/21
Braden Fish	West Deer #2	11/15/21
Tim Hamilton	West Deer #2	11/15/21
Daryl Morrison	West Deer #2	11/15/21
Alexander Schmidt	West Deer #2	11/15/21
Adam Williams	West Deer #2	11/15/21

2021

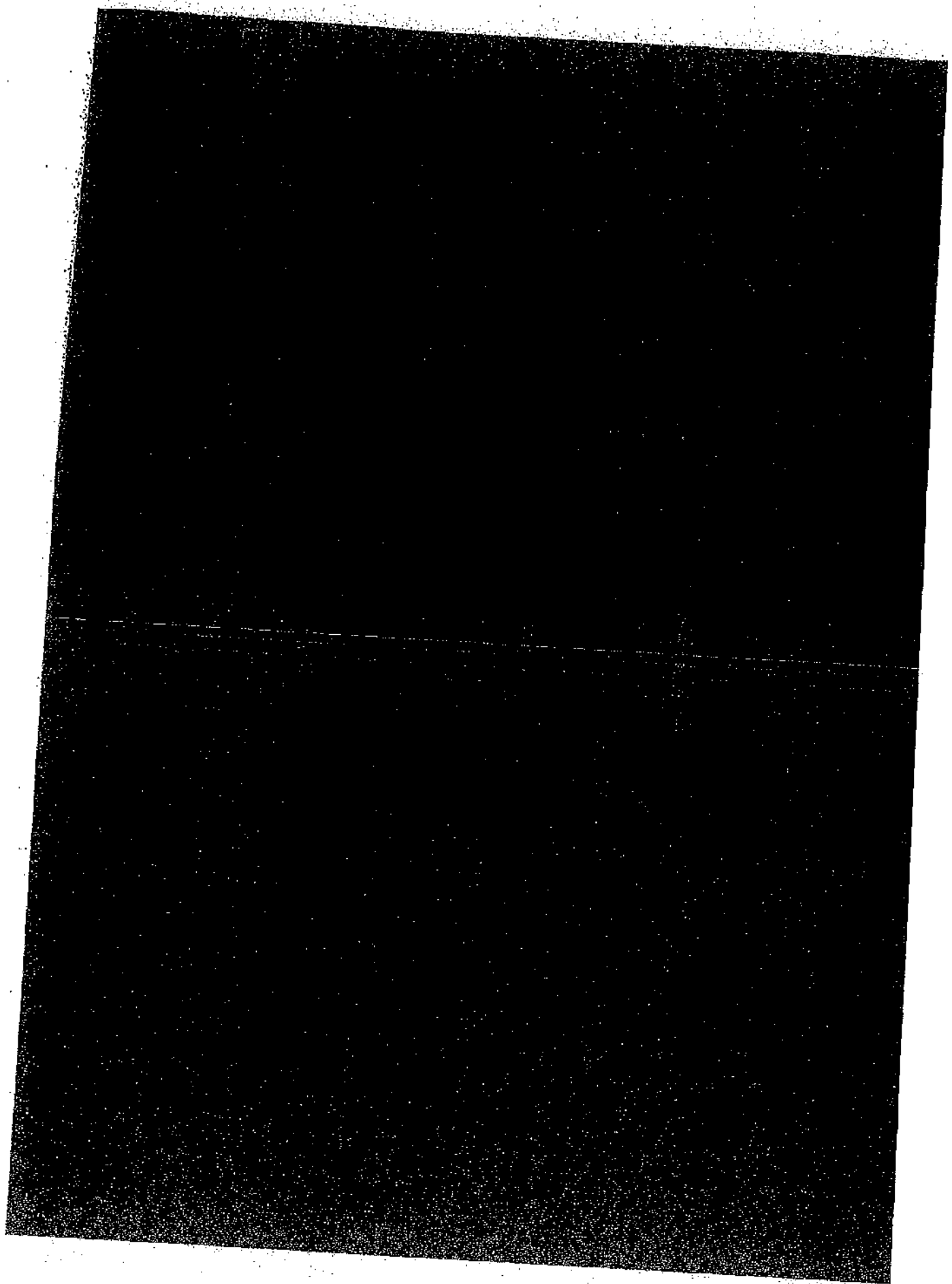
Act 172 Certified  
Volunteer Fire Fighters



Client Services Division

Name	Municipality	PSD Code
	West Deer Township	710303
Name	Social Security Number	Date Certified
Mary Barud	West Deer #3	12/1/21
Sandra Bizon	West Deer #3	12/1/21
Cole Cannon	West Deer #3	12/1/21
Bryan A. Downs	West Deer #3	12/1/21
Lisa Eversole	West Deer #3	12/1/21
Julie Eyerman	West Deer #3	12/1/21
Alex Gall	West Deer #3	12/1/21
Zachary Gall	West Deer #3	12/1/21
Dale E. Horn	West Deer #3	12/1/21
Michael Kaplan	West Deer #3	12/1/21
Annette Locke	West Deer #3	12/1/21
Ashley Lovich	West Deer #3	12/1/21
Dustin Lovich	West Deer #3	12/1/21
Kelly Malena	West Deer #3	12/1/21
Edward J. Newman	West Deer #3	12/1/21
Raymond Skoff	West Deer #3	12/1/21
Aaron Skrbini	West Deer #3	12/1/21
Abby Smith	West Deer #3	12/1/21
Luke Smith	West Deer #3	12/1/21
Erin Tarasi	West Deer #3	12/1/21
Deborah Wiegand	West Deer #3	12/1/21
Josh Wiegand	West Deer #3	12/1/21
Dakota Williams	West Deer #3	12/1/21
Katherine Yeager	West Deer #3	12/1/21
Paeton Yeager	West Deer #3	12/1/21
Tyler Yeager	West Deer #3	12/1/21





**AUTHORIZATION: COLETTA FINAL SUBDIVISION PLAN  
(RUSSELLTON DOLLAR GENERAL)**

THE PLANNING COMMISSION RECOMMENDED APPROVAL OF THE COLETTA PLAN FINAL SUBDIVISION PLAN AT THEIR NOVEMBER 18, 2021 MEETING.

PROPERTY LOCATION: 201 STARR ROAD  
ZONING DISTRICT: C-2 HIGHWAY COMMERCIAL

2 LOT SUBDIVISION:  
LOTS TO MEASURE 1.40 ACRES  
TOTAL PARCEL TO MEASURE 3.80 ACRES

THE PLANNING COMMISSION RECOMMENDED APPROVAL OF THE COLETTA SUBDIVISION PLAN OF LOTS SUBJECT TO FOLLOWING CONDITIONS:

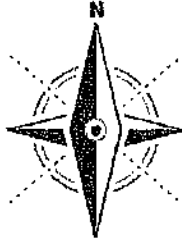
1. ALL REQUIREMENTS FROM SHOUP ENGINEERING LETTERS DATED OCTOBER 19 ,2021, NOVEMBER 12, 2021 AND NOVEMBER 22, 2021 SHALL BE MET.
2. CONTINGENT UPON THE APPROVAL OF THE RUSSELLTON DOLLAR GENERAL CONDITIONAL USE APPLICATION.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPROVE THE FINAL SUBDIVISION OF THE COLETTA PLAN OF LOTS AS PER THE RECOMMENDATION BY THE PLANNING COMMISSION WITH THE CONDITIONS PREVIOUSLY MENTIONED.

MOTION SECOND AYES NAYES

DR. MANN	___	___	___	___
MR. FORBES	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___
MR. KARPUZI	___	___	___	___



# SHOUP ENGINEERING

FOR OVER 50 YEARS

329 Summerfield Drive, Baden, PA 15005

Phone: 724-869-9560

info@shoupengineering.com

November 22, 2021

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

Via Email

Re: Michael and Teresa Coletta Plan  
Preliminary and Final Subdivision (plan revised November 12, 2021)

Dear Mr. Payne,

I have reviewed the above-referenced preliminary and final subdivision plan located in the C-2 Zoning District and have found that the comments contained in my November 12, 2021 review letter have been addressed. I have no further comments regarding the plan.

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.

Enclosure

cc: Daniel Mator, via email  
Gavin Robb, via email  
Dorothy Moyta, via email  
Jodi French, via email  
Craig Bishop, HRG, via email



West Deer Township Planning Commission  
Meeting Report for November 18, 2021

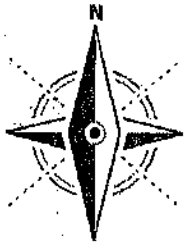
Project Name: COLETTA SUBDIVISION – CONDITIONAL USE

Property Location: West Deer Twp. – Allegheny County: 201 Starr Rd. - Parcel # 1361-D-298

Zoned: C-2 – Highway Commercial

First motion by Mr. Butala and second motion by Mr. Bechtold to **RECOMMEND APPROVAL**, voting was unanimous, of the Coletta Subdivision with the following conditions:

1. Fulfillment of any outstanding issues in Shoup Engineering letters dated November 9, 2021 and November 12, 2021.



# SHOUP ENGINEERING

FOR OVER 50 YEARS

329 Summerfield Drive, Baden, PA 15005

Phone: 724-869-9560

info@shoupengineering.com

November 12, 2021

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

Via Email

Re: Michael and Teresa Coletta Plan  
Preliminary and Final Subdivision (plan dated November, 2021)

Dear Mr. Payne,

I have reviewed the above-referenced preliminary and final subdivision plan located in the C-2 Zoning District and the following comments should be considered.

1. New or revised signature statements should be provided for the Municipal Engineer, Allegheny County Economic Development and Township Planning Commission. See the enclosed example for reference.
2. The bearing and distance for the shorter portion of the property line for Lot 2 at the Star Road right-of-way is overwritten and not legible. Also, is the total frontage of Lot 2 at least 50 feet as required by the subdivision and land development ordinance?

A written response should be provided by the applicant indicating how the each of the above comments has been addressed with submission of revised plans.

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.

Enclosure

cc: Daniel Mator, via email  
Gavin Robb, via email  
Dorothy Moyta, via email  
Jodi French, via email  
Craig Bishop, HRG, via email



# SHOUP ENGINEERING

FOR OVER 50 YEARS

329 Summerfield Drive, Baden, PA 15005

Phone: 724-869-9560

info@shoupengineering.com

October 19, 2021

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

Via Email

RE: Michael and Teresa Coletta Plan  
Preliminary and Final Subdivision (Plan dated September, 2021)

Dear Mr. Payne,

I have reviewed the above referenced preliminary and final subdivision plan located in the C-2 Zoning District and the following comments should be considered:


1. Additional signature statements need to be provided for the Township Planning Commission, Township Supervisors, County Department of Economic Development, Certificate of Ownership/Mortgagee, Complete Notary Statement, etc. Also, the Owners Adoption Statement should have two signature lines for the owners.
2. The Zoning Ordinance provides that side yard setbacks in the C-2 Zoning District shall be 15 feet when adjoining non-residential and 25 feet when adjoining residential. The plan shows all side yard setbacks as 15 feet.
3. The Zoning Ordinance provides that all lots in the C-2 Zoning District shall have a lot width of 150 feet at the front building setback line. Lot No. 2 does not have the required lot width with the front building setback line shown in its present location.
4. The standard PennDOT Highway Occupancy Permit Standard regarding driveway access must be shown on the plan.
5. If an easement exists for the sanitary sewer that crosses Lot No. 2, it should be shown on the plan.

A written response should be provided by the applicant indicating how the each of the above comments has been addressed with submission of revised plans.

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

Sincerely,

SHOUP ENGINEERING INC.

A handwritten signature in black ink, appearing to read 'S. Shoup', with a large, sweeping underline.

Scott A. Shoup, P.E.

cc: Daniel Mator, via email  
Gavin Robb, via email  
Dorothy Moyta, via email  
Jodi French, via email  
Craig Bishop, HRG via email

**WEST DEER TOWNSHIP**  
109 East Union Rd. • Cheswick, PA 15024  
724-265-2780 (Code Enforcement Office)

**SUBDIVISION AND LAND DEVELOPMENT APPLICATION**

APPLICATION NO. \_\_\_\_\_

Application For:

- Preliminary Subdivision
- Final Subdivision
- Land Development
- PRD
- Lot Line Revision

Location of Property: 201 Starr Road, Cheswick, PA 15024  
Parcel Lot and Block No.: 1361-D-00298-0000  
Name of Subdivision/Land Development: Russellton Dollar General

Name of Applicant: PTV 1201, LLC  
E-Mail Address: robert.mccollim@penntexventures.com  
Address: 400 Penn Center Boulevard, Building 4, Suite 1000  
Pittsburgh, PA 15235  
Telephone No.: 724-420-5367

Name of Property Owner(s): Michael J. & Teresa L. Coletta  
E-Mail Address: \_\_\_\_\_  
Address: 15 Poma Street  
Russellton, PA 15076  
Telephone No.: \_\_\_\_\_

Surveyor/Engineer: Craig Bishop - Herbert, Rowland & Grubic, Inc.  
Address: 200 West Kensinger Drive, Suite 400  
Cranberry Township, PA 16066  
Telephone No.: 724-779-4777 E-Mail: cbishop@hrg-inc.com  
Purpose of Development: Proposed 10,640 SF Dollar General with associated infrastructure

Proposed Use:      Single Family       Two Family       Multi Family   
                         Townhouse       Commercial       Industrial   
Other \_\_\_\_\_

Total Acreage of Tract: 3.80 Acres  
No. of Acres to be Developed: 1.4      Number of Lots: 2  
Percentage of Lot Coverage: 20%      Min. Lot Size: 1.4 ac  
Estimated Start of Construction: Spring of 2022



Zoning District: C-2 Highway Commercial

Use Permitted by:  right  special exception  conditional use

Waivers requested (list section & hardship) and/or special situations or circumstances:

Water Supply:  Public  Other (specify \_\_\_\_\_)

Sewage Disposal:  Public  Other (specify \_\_\_\_\_)

Off-street Parking:  Garage  Driveways  Other  None

Streets: Lineal feet of new streets n/a

Proposed for Dedication:  Yes  No

Existing Use: Commercial

Number of Existing Lots: 1 Existing Acreage: 3.8

Location of Existing Buildings: middle and rear of property

Current Parking Spaces: n/a

Existing Parking Surface Area: n/a

Access Driveway Location: Along the west property line Width: 15'

Proposed Use: Dollar General Store -Retail

Description of Building(s): Metal Structure

Additional Parking Spaces: 30

Access Driveway Location: Along the west property line Width: 24' traffic and 12' striped out = 36'

Current Employees: 0 New Employees: 4

Percentage of Lot Coverage: 20%

Phase:

Total Number of Phases: n/a

Phase Number of this Application: n/a

Total Acres: n/a

Acres this Phase: n/a

Total Lots: n/a

Lots this Phase: n/a

Total Lineal Feet of Storm Sewer: n/a

Total Storm Sewer this Phase: n/a

---

---

**Environmental Standards:**

Will the proposed use generate any of the following conditions?

- |                  |                          |                         |                          |
|------------------|--------------------------|-------------------------|--------------------------|
| Smoke            | <input type="checkbox"/> | Electrical Interference | <input type="checkbox"/> |
| Air Pollutants   | <input type="checkbox"/> | Vibrations              | <input type="checkbox"/> |
| Odors            | <input type="checkbox"/> | Noise                   | <input type="checkbox"/> |
| Water Pollutants | <input type="checkbox"/> | Radioactive Emissions   | <input type="checkbox"/> |

Material stored on site: \_\_\_\_\_

---

---

**Applications:**

Percolation Test	_____ (date)
DER Planning Module Waiver	<u>Pending</u>
Water Authority	<u>Pending</u>
Sewer Authority	<u>Pending</u>
Allegheny Co. Conservation District	<u>Pending</u>
Allegheny Co. Dept. of Economic Development	<u>Pending</u>

---

---

**Right-of-Way:**

Agreements of adjacent properties:  Yes  No  N/A

Describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

---

---

**Easements:**

Agreements with adjacent properties:  Yes  No  N/A

Describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

---

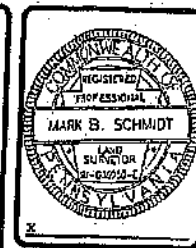
---



**SURVEYOR'S CERTIFICATION**

I CERTIFY THAT, TO THE BEST OF MY INFORMATION, KNOWLEDGE AND BELIEF THE SURVEY AND PLAN SHOWN HERE ON ARE CORRECT AND ACCURATE TO THE STANDARDS REQUIRED.

*M. B. Schmidt*  
NAME MARK B. SCHMIDT SU-18859-E REGISTRATION NUMBER DATE 8-19-2021



**MUNICIPAL ENGINEER'S CERTIFICATION**

I CERTIFY THAT THIS PLAN MEETS ALL ENGINEERING REQUIREMENTS OF THE APPLICABLE ORDINANCES OF THE TOWNSHIP OF WEST DEER, EXCEPT AS DEPARTURES HAVE BEEN AUTHORIZED BY THE APPROPRIATE OFFICIALS OF THE MUNICIPALITY.

NAME REGISTRATION NUMBER DATE

**MUNICIPAL REVIEW AND APPROVAL STATEMENTS**

REVIEWED BY THE PLANNING COMMISSION OF THE TOWNSHIP OF WEST DEER, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_

SECRETARY CHAIRPERSON

APPROVED BY THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF WEST DEER, BY RESOLUTION, THIS \_\_\_\_\_ DAY \_\_\_\_\_ 20\_\_\_

SIGNED AND NOTED AS APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_

SECRETARY CHAIRPERSON

THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF WEST DEER GIVES NOTICE THAT, IN APPROVING THIS PLAN FOR RECORDING, THE TOWNSHIP OF WEST DEER ASSUMES NO OBLIGATION TO ACCEPT THE DEDICATION OF ANY STREETS, LAND OR PUBLIC FACILITIES AND HAS NO OBLIGATION TO IMPROVE OR MAINTAIN SUCH STREETS, LAND OR FACILITIES.

SECRETARY OR MANAGER HEAD OF GOVERNING BODY

**ADDITIONAL APPROVAL STATEMENTS**

THE TOWNSHIP OF WEST DEER AGREES NOT TO ISSUE BUILDING PERMITS UNTIL THE PLANNING MODULE FOR LAND DEVELOPMENT HAS BEEN APPROVED IN ACCORDANCE WITH THE REGULATIONS OF THE PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION.

AUTHORIZED MUNICIPAL OFFICIAL DATE

**COUNTY REVIEW STATEMENT**

REVIEWED BY THE ALLEGHENY COUNTY DEPARTMENT OF ECONOMIC DEVELOPMENT ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_

DIRECTOR

**PROOF OF RECORDING**

RECORDED IN THE OFFICE OF THE DEPARTMENT OF REAL ESTATE OF THE COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, IN PLAN BOOK VOLUME \_\_\_\_\_ PAGE(S) \_\_\_\_\_

GIVEN UNDER MY HAND AND SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_

DEPARTMENT OF REAL ESTATE

**OWNER'S ADOPTION AND DEDICATION**

I, EDDY ECKENRODE, OWNER OR BENEFICIAL OWNER OF THE LAND SHOWN ON THE ECKENRODE PLAN OF LOTS, HEREBY ADOPT THIS PLAN AS OUR PLAN OF LOTS AND IRREVOCABLY DEDICATE ALL STREETS AND OTHER PROPERTY IDENTIFIED FOR DEDICATION ON THE PLAN TO THE TOWNSHIP OF WEST DEER. THIS ADOPTION AND DEDICATION SHALL BE BINDING UPON MY HEIRS, EXECUTORS, AND ASSIGNS.

IN WITNESS OF WHICH, TO THIS I SET MY HAND AND SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_ ATTEST:

NOTARY PUBLIC SIGNATURE OF OWNER(S)

**ACKNOWLEDGMENT OF NOTARY PUBLIC**

BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC IN AND FOR THE COMMONWEALTH OF PENNSYLVANIA AND COUNTY OF ALLEGHENY, PERSONALLY APPEARED, THE ABOVE NAMED EDDY ECKENRODE, AND ACKNOWLEDGED THE FOREGOING ADOPTION AND DEDICATION TO BE HIS ACT.

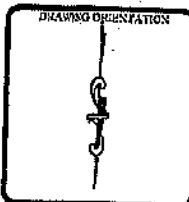
WITNESS MY HAND AND NOTARIAL SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_

MY COMMISSION EXPIRES THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_

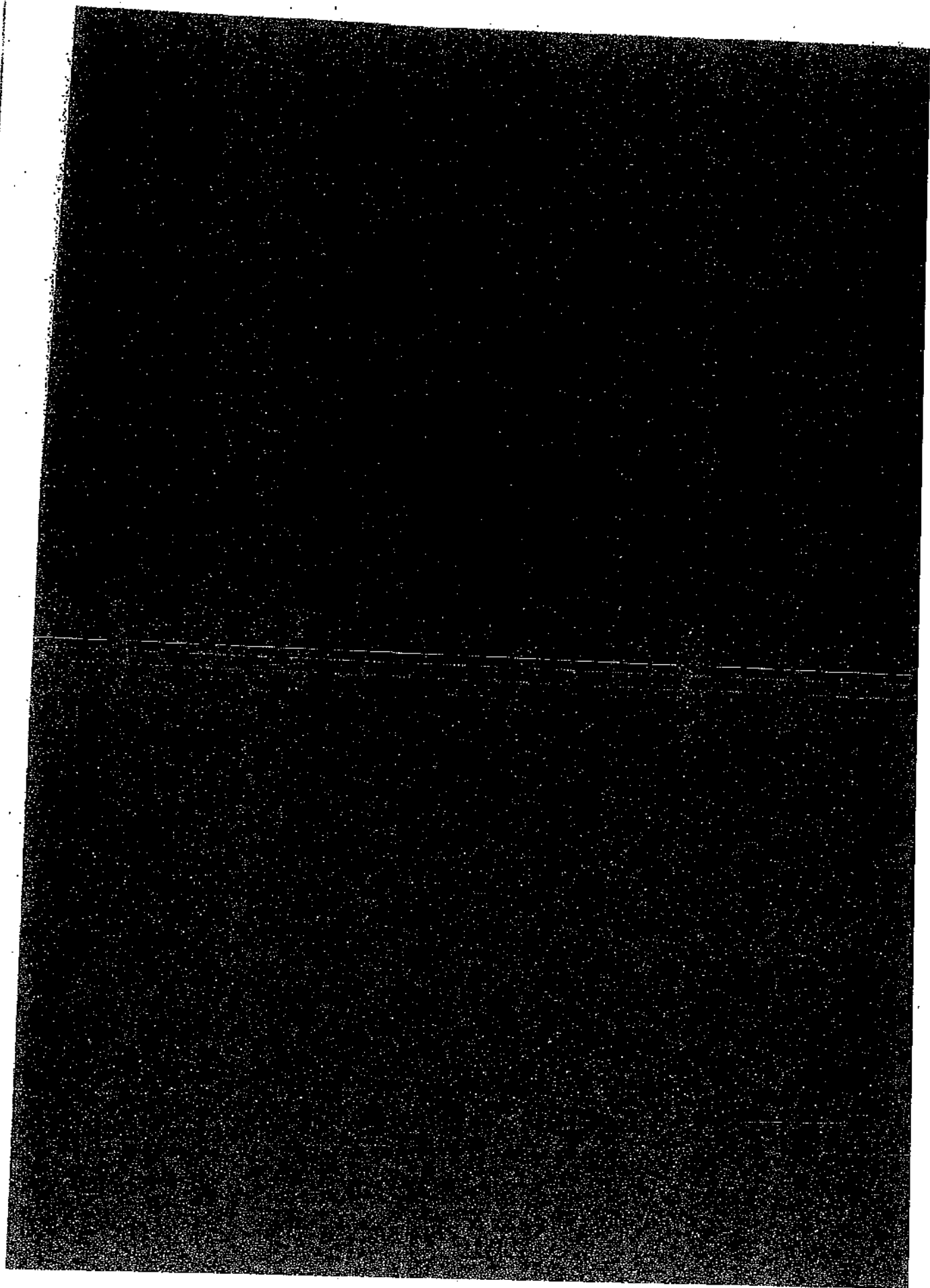
NOTARY PUBLIC

**HANTON TECHNICAL ASSOCIATES**  
ENGINEERING AND LAND SURVEYORS  
ESTABLISHED 1960  
www.hanton-technical.com  
 Corporate Office  
Site Technical Center  
35 Wilson Street, Suite 201  
Falmouth, PA 17022  
PHONE: (717) 781-9560  
FAX: (717) 781-4504  
 Main Office  
131 Ridge Road, Suite B  
Vocalo, PA 16059  
PHONE: (717) 475-4344  
FAX: (717) 475-4349

PROJECT STATUS	DATE



**PLAN OF LOTS DIVISION**  
OWNER NAME & ADDRESS:  
VERNON A. FREY EXCAVATING  
4389 GIBSONIA RD. GIBSONIA, PA 15044



**APPROVAL/DENIAL: CONDITIONAL USE APPLICATION (OLYMPUS ENERGY, LLC DIONYSUS WELL PAD)**

MR. ROBB...

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPROVE THE FINDINGS AND DECISION OF THE BOARD OF SUPERVISORS APPROVING/DENYING THE APPLICATION FOR CONDITIONAL USE FILED BY OLYMPUS ENERGY, LLC, FOR THE DIONYSUS WELL PAD.

MOTION SECOND AYES NAYES

MR. FORBES	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___
DR. MANN	___	___	___	___
MR. KARPUZI	___	___	___	___

APPROVAL/DENIAL: LAND DEVELOPMENT APPLICATION (OLYMPUS ENERGY, LLC DIONYSUS WELL PAD)

MR. ROBB...

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO APPROVE/DENY THE LAND DEVELOPMENT APPLICATION FILED BY OLYMPUS ENERGY, LLC, FOR THE DIONYSUS WELL PAD

MOTION SECOND AYES NAYES

MRS. HOLLIBAUGH	___	___	___	___
MRS. JORDAN	___	___	___	___
DR. MANN	___	___	___	___
MR. FORBES	___	___	___	___
MR. KARPUZI	___	___	___	___

**AUTHORIZATION: ADVERTISEMENT ORDINANCE NO. 447 (COAL TAR BAN)**

**ORDINANCE NO. 447**

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, TO REGULATE POLYCYCLIC AROMATIC HYDROCARBONS AND CERTAIN OTHER HAZARDOUS SUBSTANCES

PLEASE SEE ATTACHED.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE ADVERTISEMENT OF ORDINANCE NO. 447 REGULATING POLYCYCLIC AROMATIC HYDROCARBONS AND CERTAIN OTHER HAZARDOUS SUBSTANCES IN THE TOWNSHIP

MOTION SECOND AYES NAYES

MRS. JORDAN	___	___	___	___
DR. MANN	___	___	___	___
MR. FORBES	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
MR. KARPUZI	___	___	___	___



OFFICIAL

WEST DEER TOWNSHIP  
County of Allegheny  
Commonwealth of Pennsylvania

ORDINANCE NO. 447

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, TO REGULATE POLYCYCLIC AROMATIC HYDROCARBONS AND CERTAIN OTHER HAZARDOUS SUBSTANCES

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Board of Supervisors of West Deer Township, regularly assembled, and IT IS HEREBY ORDAINED AND ENACTED by the authority of the same, that:

**WHEREAS**, the U.S. Environmental Protection Agency ("EPA"), the U.S. Agency for Toxic Substances and Disease Registry ("ATSDR"), and other agencies, foreign and domestic, have determined that exposure to certain Polycyclic Aromatic Hydrocarbons ("PAHs") pose risks to human health (including cancer, cardiovascular disease and poor fetal development) and to the health and well-being of various aquatic and other animal life; and

**WHEREAS**, products sold to property owners for the purpose of sealing driveways, parking lots and other paved areas are often based on coal tar derivatives and used motor oil and often contain high levels of PAHs; and

**WHEREAS**, environmental regulatory agencies at the federal and Commonwealth levels are not controlling the use of PAHs for these purposes; and

**WHEREAS**, the Board of Supervisors believes it to be in the best interest of the Township and its citizens to proscribe the use in the Township of certain PAHs, to require property owners to obtain from their contractors and to provide the Township in advance of application to such areas

material safety data sheets on pavement sealants they propose to install or have installed, and to provide remedies in the event of such use;

**WHEREAS**, the Township wishes to amend said Code to prohibit Polycyclic Aromatic Hydrocarbons.

**NOW THEREFORE, THE TOWNSHIP OF WEST DEER HEREBY ORDAINS**, by and through its Board of Supervisors, as follows:

**Section 1.** Chapter 181 of the Township of West Deer Code (Solid Waste) is amended by adding a new Article IV to read as follows:

**Article IV Polycyclic Aromatic Hydrocarbons**

**§ 181-34 Title.**

This Article shall be known as the "Polycyclic Aromatic Hydrocarbons Ordinance."

**§ 181-35 Definitions.**

Polycyclic Aromatic Hydrocarbons or PAHs shall mean chemical compounds such as benanthracene, benzoflouranthene, benzoperylene, benzopyrene, crysene and other similar compounds which are believed by competent authorities to pose risks to human health and other animal life.

**§ 181-36 Prohibited Activities.**

- A. It shall be a violation of this article to use, apply or cause other to apply PAHs to pavement and other surfaces in the Township.
- B. It shall likewise be a violation to fail or to refuse to remove or encapsulate PAHs which are being leached, emitted or otherwise released at a harmful level from a surface on land in the Township owned, leased or otherwise controlled by an individual or entity.

- C. In the event of difference of opinion as to whether the level of release is harmful, the opinion of the property owner's competent testing agency will generally be accepted.
- D. Removal shall include the obligation to control and remove dust or other residue of PAHs from such land and other downstream properties including during removal.

**§ 181-37 Injunction Powers.**

The Township may petition the Court of Common Pleas of Allegheny County for an injunction, either mandatory or prohibitive, to enforce any of the provisions of this article.

**§ 181-38 Right to Enter Upon Land for Testing.**

The Code Officer, police and management level personnel of the Borough shall have the right to enter upon land and to cause competent testing contractors to test surfaces in the Borough which they reasonably suspect may have PAHs on or under them.

**§ 181-39 Violations and Penalties.**

Any person, firm or corporation who shall violate any provision of this article, upon conviction thereof in an action brought before a Magisterial District Judge in the manner provided for the enforcement of summary offenses under the Pennsylvania Rules of Criminal Procedure, shall be sentenced to pay a fine of not more than \$1,000, plus costs, and, in default of payment of said fine and costs, to a term of imprisonment not to exceed 90 days. Each day that a violation of this article continues or each section of this article which shall be found to have been violated shall constitute a separate offense.

**Section 4. Repealer.** Any and all ordinances and/or resolutions, or parts thereof, conflicting herewith are repealed to the extent of such inconsistency.

**Section 5. Severability.** The provisions of this Ordinance are severable, and if any clause, sentence, section or subsection hereof shall be adjudged by any court of competent jurisdiction to be illegal, invalid or unconstitutional, such judgment or decision shall not affect, impair, or invalidate the remainder of the Ordinance. It is hereby declared that it is the intent of the Township of West Deer Board of Supervisors that this Ordinance would have been adopted as if such illegal, invalid, or unconstitutional clause, sentence, section, or subsection had not been included therein.

**Section 6. Effective Date.** This Ordinance is effective immediately upon enactment according to law, and shall remain in effect hereafter until revised, amended, or revoked by action of the Board of Supervisors of the Township of West Deer.

DULY ORDAINED AND ENACTED this 19<sup>th</sup> day of January 2022.

ATTEST:

TOWNSHIP OF WEST DEER

\_\_\_\_\_  
Daniel J. Mator, Jr.  
Township Manager

\_\_\_\_\_  
Arind Karpuzi, Chairman  
Board of Supervisors

**CERTIFICATE**

I, the undersigned, hereby certify that the foregoing and attached is a true copy of an Ordinance which was duly enacted at a meeting of the Board of Supervisors of West Deer Township on 19 January 2022 and that at such meeting a quorum was present and acting throughout, after due notice to the members of the Board of Supervisors of West Deer Township and to the public and such meeting was at all times open to the public; that the Ordinance was duly recorded in the West Deer Township Minutes Book and that a summary thereof was published as required by law in a newspaper of general circulation in the Township. I further certify that the Township met the advance requirements of Act No. 1998-93 by advertising the date of the meeting and posting a notice of the meeting at the public meeting place of the Board of Supervisors; that the total number of members of the Board of Supervisors is seven; and the vote upon the Ordinance was called and duly recorded upon the minutes and that the members voted in the following manner:

Yes

No

Abstain

Absent

Arlind Karpuzi, Chairperson

Beverly S. Jordan, Vice Chair

Brandon W. Forbes

Shirley A. Hollibaugh

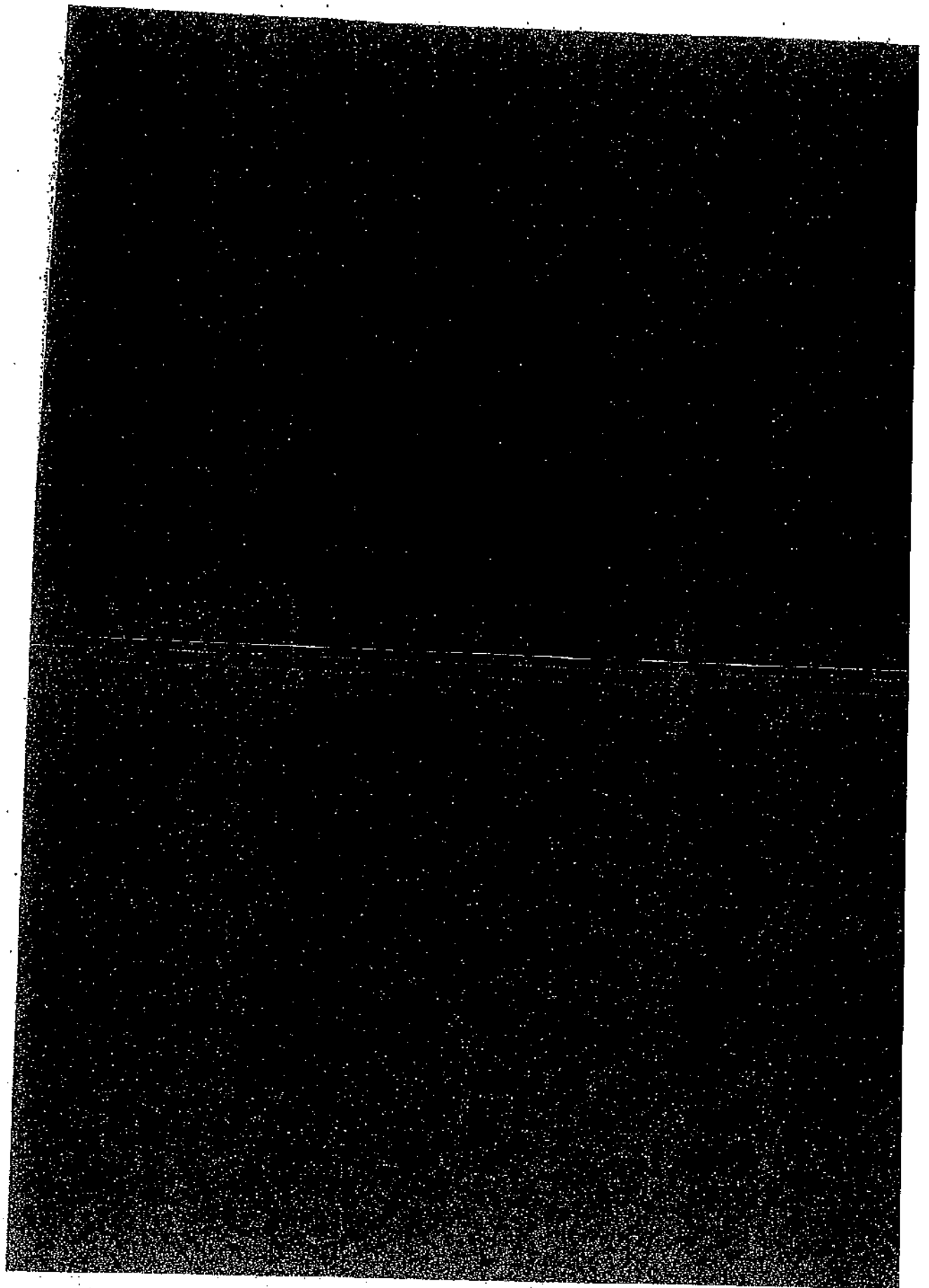
Jennifer Mann

WITNESS my hand and the seal of the Township on this 19<sup>th</sup> day of January 2022.

[SEAL]

By: \_\_\_\_\_

Daniel Mator  
Township Manager



**AUTHORIZATION: ADVERTISE RESOLUTION NO. 2022-XX  
(APPOINTED AUDITOR FOR THE 2021 AUDIT)**

RESOLUTION NO. 2022-XX

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, APPOINTING THE CERTIFIED AND COMPETENT PUBLIC ACCOUNTANCY FIRM OF MARK C. TURNLEY, CPA TO REPLACE THE ELECTED AUDITORS IN MAKING THE EXAMINATION OF ALL OF THE ACCOUNTS OF THE TOWNSHIP FOR THE 2021 FISCAL YEAR.

PLEASE SEE THE ATTACHED.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO AUTHORIZE THE ADVERTISEMENT OF RESOLUTION NO. 2022-XX APPOINTING THE CERTIFIED AND COMPETENT PUBLIC ACCOUNTANCY FIRM OF MARK C. TURNLEY, CPA TO REPLACE THE ELECTED AUDITORS IN MAKING THE EXAMINATION OF ALL OF THE ACCOUNTS OF THE TOWNSHIP FOR THE 2021 FISCAL YEAR.

MOTION SECOND AYES NAYES

DR. MANN	—	—	—	—
MR. FORBES	—	—	—	—
MRS. HOLLIBAUGH	—	—	—	—
MRS. JORDAN	—	—	—	—
MR. KARPUZI	—	—	—	—

**TOWNSHIP OF WEST DEER  
ALLEGHENY COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2022-XX**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, APPOINTING THE CERTIFIED AND COMPETENT PUBLIC ACCOUNTANCY FIRM OF MARK C. TURNLEY, CPA TO REPLACE THE ELECTED AUDITORS IN MAKING THE EXAMINATION OF ALL OF THE ACCOUNTS OF THE TOWNSHIP FOR THE 2021 FISCAL YEAR.**

**WHEREAS**, Section C-1149 of the Home Rule Charter ("Charter") of the Township of West Deer ("Township") provides that three auditors ("Board of Auditors") shall be elected and serve in accordance with the Laws of Pennsylvania relating to non-charter townships of the second class;

**WHEREAS**, the Second Class Township Code provides that the Township's Board of Supervisors may by resolution appoint a certified or competent public accountant or a firm of certified or competent public accountants – either of which shall be registered in this Commonwealth – to make an examination of all of the accounts of the Township for the fiscal year stated in this Resolution;

**WHEREAS**, when an accountant or firm is appointed under the Second Class Township Code, the Board of Auditors shall not audit, settle, or adjust the accounts audited by the appointee but shall perform the other duties of the office;

**WHEREAS**, the appointed accountant or firm has the powers given to the Board of Auditors under the Second Class Township Code, except the audit shall be made in accordance with generally accepted auditing standards, the appointed accountant or firm shall not have the power to determine compensation, and the appointed accountant or firm is subject to the same penalties as the elected auditors under the Second Class Township Code;

**WHEREAS**, the Board of Supervisors has advertised in a newspaper of general circulation the intent to appoint a certified or competent public accountant or a firm of certified or competent public



accountants to replace the elected auditors in performing the audit at least thirty days prior to voting on this Resolution;

**WHEREAS**, the Board of Supervisors of the Township of West Deer has determined that appointing Mark C. Turnley, CPA, a firm of certified or competent public accountants who are registered in this Commonwealth, to make an examination of all the accounts of the township for 2021 fiscal year and approving and authorizing the execution of a contract with Mark C. Turnley, CPA to provide these auditing service, in substantially the form attached hereto as **Exhibit A**, will further the health, safety and welfare of the current and future residents of the Township;

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of the Township of West Deer, that, the Board hereby appoints Mark C. Turnley, CPA to make an examination of all the accounts of the Township for 2021 fiscal year in accordance with the requirements of the Second Class Township Code and approves and authorizes the execution of a contract with Mark C. Turnley, CPA in substantially the form attached hereto as **Exhibit A**.

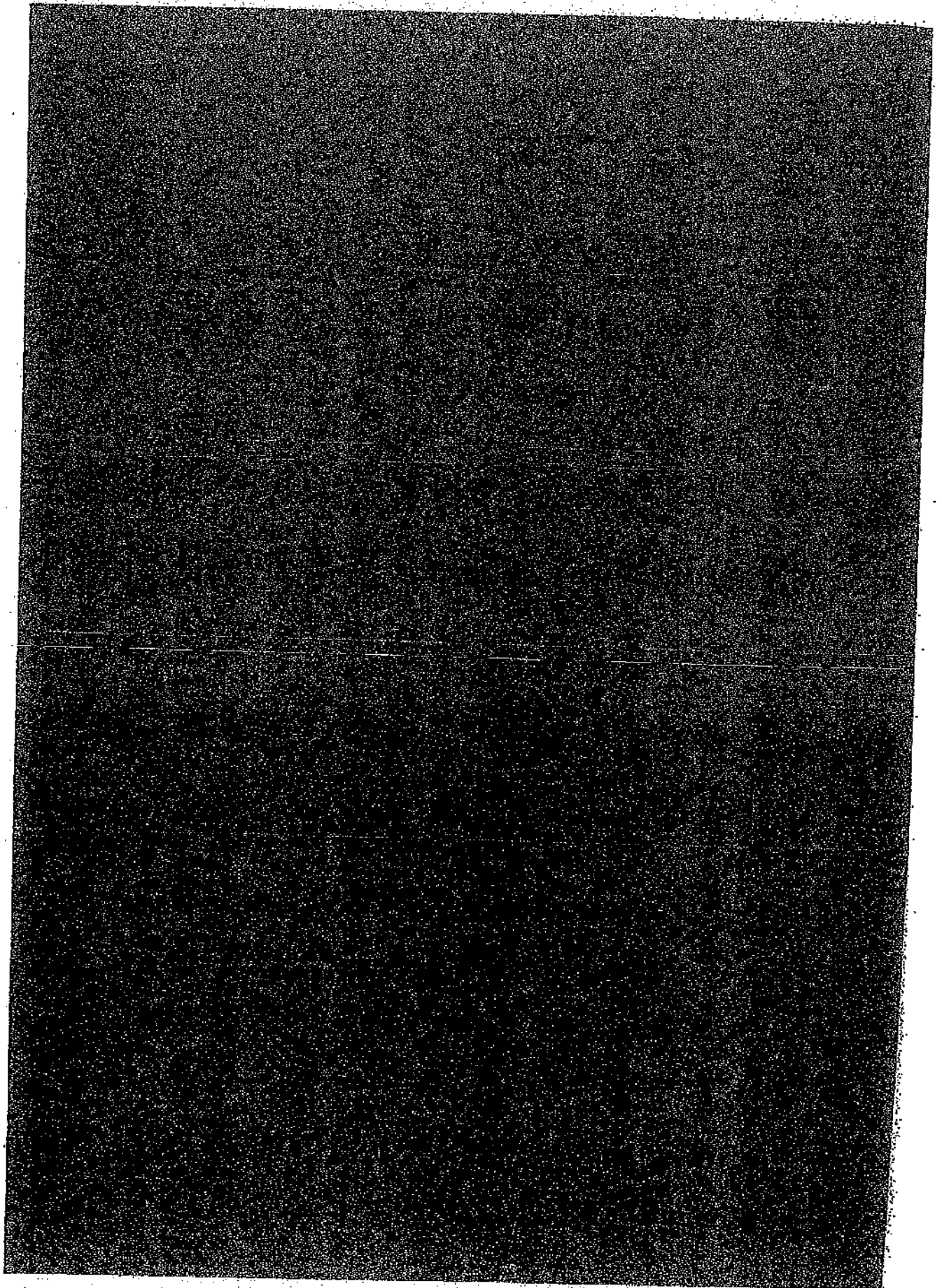
**RESOLVED** this 19<sup>th</sup> day of January 2022 by the Board of Supervisors of the Township of West Deer.

Attest:

Township of West Deer

\_\_\_\_\_  
Daniel J. Mator, Jr., Township Manager

\_\_\_\_\_  
Arind Karpuzi, Chairperson  
Board of Supervisors



**DISCUSSION: LOGOS**

AT ITS LAST MEETING, THE BOARD DISCUSSED NEW LOGO CONCEPTS. MR. MATOR WAS ASKED TO POLL THE BOARD AND STAFF REGARDING THE LOGOS.

MR. MATOR AND MR. KARPUZI....

MOTION SECOND AYES NAYES

MR. FORBES	—	—	—	—
MRS. HOLLIBAUGH	—	—	—	—
MRS. JORDAN	—	—	—	—
DR. MANN	—	—	—	—
MR. KARPUZI	—	—	—	—

**OLD BUSINESS**

---

---

---

---

---

---

---

---

**NEW BUSINESS**

---

---

---

---

---

---

---

---

**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.

**ANNOUNCEMENTS: HOLIDAYS AND 2022 REORGANIZATION MEETING**

THE BOARD WOULD LIKE TO WISH EVERYONE A VERY HAPPY HOLIDAY SEASON, AND WOULD LIKE TO FORMALLY ANNOUNCE THE REORGANIZATION MEETING OF THE BOARD OF SUPERVISORS WILL TAKE PLACE MONDAY, JANUARY 3<sup>RD</sup> AT 7:00PM.

ADJOURNMENT

I MOVE TO ADJOURN AT \_\_\_\_\_ P.M.

MOTION SECOND AYES NAYES

MRS. HOLLIBAUGH	—	—	—	—
MRS. JORDAN	—	—	—	—
DR. MANN	—	—	—	—
MR. FORBES	—	—	—	—
MR. KARPUZI	—	—	—	—