

**WEST DEER
TOWNSHIP
SUPERVISORS
HYBRID
MEETING**

August 18, 2021

**6:30 pm: Public Hearing – Wireless Communications Tower
7:00pm: Regular Business Meeting**

Members present:

Mr. Forbes _____
Mrs. Hollibaugh _____
Mrs. Jordan _____
Dr. Mann _____
Mr. Karpuzi _____

WEST DEER TOWNSHIP
Board of Supervisors
August 18, 2021

6:30pm: Public Hearing – Wireless Communications Tower
7:00 pm: Regular Business Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Executive Session
5. Comments from the Public
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. Parks and Recreation Board Report
14. West Deer #1 VFC Report
15. West Deer #2 VFC Report
16. West Deer #3 VFC Report
17. West Deer EMS Report
18. CDC Steering Committee Report
19. Acceptance: 2022 Minimum Municipal Obligations (MMOs)
20. Acceptance: Resignation of Part-Time Officer
21. Adoption: Resolution No. 2021-16 (Branding Consultant Agreement)
22. Adoption: Resolution No. 2021-19 (29 Deer Hollow Lane Sewage Planning Module)
23. Adoption: Resolution No. 2021-20 (Mischen Easement)
24. Adoption: Resolution No. 2021-21 (Turner Easement)
25. Award: Dawson Run Streambank Restoration Project
26. Award: West Branch of Deer Creek Streambank Restoration Project
27. Discussion: Veteran Banners
28. Old Business
29. New Business
30. Comments from the Public
31. Adjournment

1 Call to Order

2 Pledge of Allegiance

3 Roll Call

- Mr. Mator

4 Executive Session Held

- Mr. Robb

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.

CHAIRMAN'S REMARKS

MR. KARPUZI.....

ACCEPT MINUTES

ATTACHED ARE THE MINUTES OF THE JULY 21, 2021 REGULAR BUSINESS MEETING.

WHAT ACTION DOES THE BOARD WISH TO TAKE?

I MOVE TO ACCEPT THE MINUTES OF THE JULY 21, 2021 REGULAR BUSINESS MEETING AS PRESENTED.

MOTION SECOND AYES NAYES

MRS. JORDAN	___	___	___	___
DR. MANN	___	___	___	___
MR. FORBES	___	___	___	___
MRS. HOLLIBAUGH	___	___	___	___
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: 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. Member absent: Arlind Karpuzi, Chairperson

6:00 p.m. – PUBLIC HEARING – 438 & 437 ALDER ST. DANGEROUS STRUCTURES DETERMINATION

Township Solicitor Gavin Robb opened the meeting.

PLEDGE OF ALLEGIANCE

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 declare the structures located at 438-437 Alder Street as dangerous structures per Chapter 90 of the West Deer Township Code of Ordinances.

Owner:	Ralph V. & Yvonne V. Patrick (438 Alder)
	Ralph V. & Edith I. Patrick Sr. (437 Alder)
Lot/Block Numbers:	1361-S-0365 (438 Alder)
	2012-S-0106 (437 Alder)

Mr. Payne inspected the properties and determined – pursuant to Chapter 90 of the Township Code – that the structures are in a dangerous condition, and that they constitute a public nuisance and should be demolished. Specifically, the houses are in violation of the International Building Code and Article VI of Allegheny Health Department Rules and Regulations.

Mr. Payne provided the Board with some background of these structures, including all reports, notices and photographs reflecting the condition of the properties. He reported the grandson of the deceased property owners of 437 Alder Street had contacted him to inform the Township the foundation wall was failing and that he was unable to continue to rehab the property. Mr. Payne added the grandson felt the property should be included in the demolition for fear that children could get hurt if went on the property.

No public comments.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to approve the determination of 438-437 Alder Street as dangerous structures and to authorize the demolition of the structures pursuant to Section 90-8 of the Township Code. Motion carried unanimously 4-0.

OPEN REGULAR BUSINESS MEETING

Vice Chair Jordan opened the meeting and welcomed everyone to the meeting.

Roll Call taken by Mr. Mator – Quorum present

COMMENTS FROM THE PUBLIC

Tim Resciniti of 1006 York Way

- Mr. Resciniti questioned if the oil and gas public hearing date and time had been scheduled.
- Mr. Robb answered that the date is set for August 11th at 6:00 P.M. and will be held at the Deer Lakes High School Auditorium. He stated that hearing will be an in-person only with no Zoom or remote video component. Mr. Robb added that the hearing is expected to be more than one evening so at the conclusion of hearing, the date and time of next meeting will be announced to the public.
- Mr. Resciniti asked if it was safe to assume that continuation of the hearing would not be scheduled for the next evening. Mr. Robb responded that his recommendation is to have a break between hearings, so it could be a few weeks but that a date was yet to be determined.
- Mr. Resciniti questioned in which newspaper the Township would advertise the public hearing. Mr. Mator answered the Trib or Post-Gazette, as they are the designated publications of the Township.

CHAIRMAN'S REMARKS

- None

ACCEPT MINUTES

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Hollibaugh to accept the minutes of the 15 June 2021 special meeting and 16 June 2021 regular business meeting as presented. Motion carried unanimously 4-0.

MONTHLY FINANCIAL REPORTTOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT30 June 2021**I - GENERAL FUND:**

	<u>June</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	939,658.31	5,134,005.12	71.44%
Expenditures	346,883.00	2,273,817.12	31.64%
Cash and Cash Equivalents:			
Sweep Account		<u>3,095,952.27</u>	<u>3,095,952.27</u>

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

Restricted	82,664.82		
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Fire Tax Fund:

Restricted	103,033.69		
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State/Liquid Fuels Fund:

Restricted	<u>312,040.78</u>		
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497,739.29**Investments:****Operating Reserve Fund:**

Reserved	1,009,539.06		
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Capital Reserve Fund:

Reserved	<u>1,485,723.83</u>		
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2,495,262.89**III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:**

	<u>0.00</u>		
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0.00**TOTAL CASH BALANCE 6/30/21**6,088,954.45**Interest Earned June 2021****34.27**

	<u>6/1/2021</u> <u>Debt Balance</u>	<u>June</u> <u>Principal</u> <u>Payment</u>	<u>6/30/2021</u> <u>Debt Balance</u>
Mars National - VFC #3	\$113,877.54	\$2,607.94	\$111,579.92
NextTier Bank VFC #2	\$400,815.79	\$2,680.96	\$399,391.26

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

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

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Mann to approve the Finance Officer's Report as submitted. Motion carried unanimously 4-0.

JUNE LIST OF BILLS

Amerikol Aggregates Inc.....	4081.20
Amerikol Transport Inc.....	1804.31
Bearcom.....	292.47
Best Wholesale Tire Co, Inc.....	618.55
Hei-Way, LLC.....	840.70
Jordan Tax Service, Inc.....	2195.53
Kress Tire.....	1105.00
Office Depot.....	774.89
Shoup Engineering, Inc.....	5,343.50
Stephenson Equipment, Inc.....	239.97
Toshiba Financial Services.....	494.11
Tucker/Arensberg Attorneys.....	8534.52

MOTION BY Supervisor Mann and SECONDED BY Supervisor Forbes 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.

POLICE CHIEF'S REPORT

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

PUBLIC WORKS FOREMAN'S REPORT

Mr. Kevin Olar provided a summary report on the Public Works Department for the month of June 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 has been completed. The hot mix asphalt work is scheduled to begin on 16 July 2021. Cold mix asphalt work is planned for September.

Development/Subdivision Review

- The following subdivision and land development plan projects had been reviewed, and review letters were issued to the Township as noted:
 - Leto and Dionysus Well Pads – Additional reviews of these conditional use and land development applications were performed and review letters were issued to the Township on 21 May 2021.
 - Elevated Properties – A review of the conditional use and land development plan applications for a communications tower were performed and a review letter was issued to the Township on 24 June 2021.

BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER'S REPORT

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

PARKS AND RECREATION BOARD REPORT

Mrs. Amy Stark, Chairwoman, provided a summary report on the Parks and Recreation Board. A copy of the report is on file at the Township Building.

Mrs. Jordan reported the Movies in the Park event had occurred last Friday and the next one is scheduled for August 20th. She announced the proposed future events: Food Truck Event, August 24th and Fall Festival, October 16th

WEST DEER #1 VFC REPORT

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

WEST DEER #2 VFC REPORT

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

WEST DEER EMS REPORT

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

Mr. Forbes asked for an update on the replacement of the EMS building roof.

Mr. Mator answered that Chief Humes had reached out to multiple roof contractors, and that one contractor came out for an estimate, but never presented the Chief with a bid. He expressed that the type of roof (TPO) is not considered a common roofing job. Mr. Mator reported that the Chief and himself would be working on the project together. He added that new garage doors are also needed. Mr. Mator reported these repairs were not included in this years' budget, but would be worked into the next year's budget since there were some repairs made to get them through till next year.

CDC STEERING COMMITTEE REPORT

No report given.

ACCEPTANCE: RETIREMENT OF WILLIAM BAILEY

On 12 July 2021, Sergeant William Bailey submitted his formal notice of retirement effective 31 July 2021.

Sergeant Bailey expressed his thanks to his family and the Police Department for their support.

MOTION BY Supervisor Mann and SECONDED BY Supervisor Hollibaugh to accept the notice of retirement from Sergeant William Bailey effective 31 July 2021, thank him for his service, and wish him the best in his retirement.

Motion carried unanimously 4-0.

ADOPTION: RESOLUTION NO. 2021-16 (BRANDING CONSULTANT AGREEMENT)

RESOLUTION NO. 2021-16

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, APPROVING AND AUTHORIZING THE EXECUTION OF A BRANDING CONSULTANT AGREEMENT WITH _____.

The Township advertised for these services in the newspaper and on the Township website. In addition, the Township Manager reached out to several firms in an effort to generate interest.

Four firms submitted proposals:

Dorsey Design/Cynthia Cavendish-Carey	\$8,000-\$11,000
Magnum Integrated Marketing	\$23,500
Avant Marketing	\$30,000
The Impact Group	\$53,000

Mr. Forbes suggested to table this motion with Chairman Karpuzi being absent.

The Board agreed.

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Mann to table Resolution 2021-16 approving and authorizing the execution of a Branding Consultant Agreement. Motion carried unanimously 4-0.

ADOPTION: RESOLUTION NO. 2021-18 (RANGE RESOURCES UNITIZATION)

RESOLUTION NO. 2021-18

RESOLUTION 2021-18 APPROVING AND AUTHORIZING THE EXECUTION OF A CONSENT TO UNITIZE WITH RANGE RESOURCES-APPALACHIA, LLC.

Mr. Robb explained there currently is a lease in effect between Range Resources and the Township for gas under Township property. He stated the unitization relates to the pooling of Township resources with those of surrounding land owners.

Mrs. Jordan further explained that this is to amend the current lease to utilize the leased parcels as a whole and not as portions.

Dr. Mann questioned if this lease permits the company to place many drill sites within those parcels.

Mrs. Jordan answered yes, as long as Range Resources has access to the whole parcel.

Mr. Robb pointed out this lease has nothing to do with Olympus, who is currently looking to place gas and oil wells within the Township.

MOTION BY Supervisor Forbes and SECONDED BY Supervisor Hollibaugh to adopt Resolution 2021-18 approving and authorizing the execution of a consent to unitize with Range Resources-Appalachia, LLC. Motion carried unanimously 4-0.

APPROVAL: PROMOTION OF FULL-TIME POLICE OFFICER TO SERGEANT

With Sergeant Bailey's retirement, a vacancy has opened within the Sergeant ranks. The Board received a memorandum from Chief Loper recommending the promotion of Officer Tim Burk from Patrol Officer to Sergeant.

Chief Loper congratulated Officer Burk on his promotion. He acknowledged that Officer Burk has worked for the Township for twenty years and has done an excellent job within the department. Chief Loper added that he works closely with Deer Lakes School District and additionally is the High School Head Football Coach. He expressed how proud he would be to have Officer Burk become a Sergeant.

Officer Burk voiced how grateful and honored he would be to be placed in this position and to be able to serve the community in this role.

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Mann to approve the promotion of Officer Tim Burk to Sergeant effective 1 August 2021. Motion carried unanimously 4-0.

APPROVAL: PROMOTION OF PART-TIME POLICE OFFICER TO FULL-TIME POLICE OFFICER

The process for promoting one current Police Officer from part-time to full-time status has been completed.

The Board received a memorandum from Chief Loper recommending the promotion of Officer Dominic Rigous to the position of Full-Time Police Officer.

Chief Loper stated the Township welcomed Officer Rigous a few years ago as a Part-Time Officer, and within that time he has proven to be an extraordinary Police Officer. He added the Township was fortunate that he would accept the position because another department was interested in him.

MOTIONED BY Supervisor Forbes and SECONDED BY Supervisor Mann to approve the promotion of current Part-Time Police Officer Dominic Rigous to the position of Full-Time Police Officer effective August 1, 2021. Motion carried unanimously 4-0.

Chief Loper thanked the Board for approving the promotion.

AUTHORIZE ADVERTISEMENT: BIDS FOR SOLID WASTE/RECYCLING CONTRACT

The contract between West Deer Township and Shank Waste Service will expire on 31 December 2021.

Mr. Mator explained the contract was originally with Morrow Refuse – before the retirement of Mr. Morrow – but that the contract was transferred to Shank Waste Service. He stated the contract expires the end of this year. Mr. Mator reported that Mr. Robb and himself would be reviewing the current contract to see if any updates would be needed prior to advertising. He added that the Board would be able to make a decision in their October meeting.

Mrs. Jordan asked if the Township had received many complaints about Shank.

Mr. Mator answered in the affirmative, but explained that it was a tough industry, and that the Township had received complaints about Morrow, as well.

Mrs. Jordan stated the Township is stuck between receiving perfect service and the cost to get that service.

Mr. Mator reported there were a lot of complaints in the beginning with the changeover but not as many now. He felt that was most likely because residents have become apathetic. Mr. Mator stated that Mrs. French follows up on any complaints that the Township receives, and that the response from Customer Service gives her has become “yeah, we know. What now?”. He added Shank continues to get complaints.

Mrs. Jordan questioned if there was any action from Shank to avoid the complaints in the first place.

Mr. Mator replied there should be and stated that Mr. Robb and himself – while reviewing the contract – will add provisions more easily enforce the contract.

MOTIONED BY Supervisor Mann and SECONDED BY Supervisor Forbes to authorize the advertisement of sealed bids for the Garbage/Recycling Contract. Bids will be received and opened on Friday, 8 October 2021 at 3:00 P.M. Motion carried unanimously 4-0.

AUTHORIZATION: DEER LAKES SCHOOL DISTRICT SERVICE AGREEMENT

The Board of Supervisors received a copy of the Service Agreement between the West Deer Township and the Deer Lakes School District from 25 August 2021 through 30 June 2022.

The School Board previously voted and approved this agreement in their June 2021 Meeting.

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Forbes to authorize the signing of the Service Agreement between the Township and the Deer Lakes School District as presented. Motion carried unanimously 4-0.

AUTHORIZATION: EASTVIEW FARMS FINAL SUBDIVISION PLAN

The Planning Commission recommended approval of the Eastview Farms Final Subdivision Plan at the 24 June 2021 meeting.

Property Location: Bakerstown Culmerville Road
Zoning District: R-1 Rural Residential

17-Lot Subdivision: Lots to measure 21,780 SF; Total parcel to measure 17.54 acres

The Planning Commission recommended approval of the Eastview Farms – Bakerstown-Culmerville Road Plan of Lots subject to following conditions:

1. Address and meet all requirements/comments on Mr. Shoup’s letter dated 23 June 2021.
2. Procure Sewage Facility Planning Module.

Mr. Shoup reported that his letter dated July 15th greatly reduced the number of concerns. He stated the final Homeowner Association documentation and developer agreement was submitted, but needed reviewed. Mr. Shoup added that as the plan moves forward there is a listing of outside permits that need to be entered into with the Township. He pointed out there were no changes to the preliminary plans that were already approved by the Board. Mr. Shoup recommended approval.

MOTIONED BY Supervisor Forbes and SECONDED BY Supervisor Mann to approve the final subdivision of the Eastview Farms Plan of Lots as per the recommendation by the Planning Commission with the conditions previously mentioned. Motion carried unanimously 4-0.

AUTHORIZATION: HIRING OF PART-TIME POLICE OFFICER

The Board received the attached memorandum from Chief Loper recommending the hiring of Jeffery Yarusso and Bret Vulakovich for the positions of Part-Time Police Officers.

Satisfactory background checks were performed on the applicants.

Chief Loper expressed he was excited to have them on board and with these hires the Police Department had been brought up to nineteen officers.

Officer Vulakovich commented he loved working for the Township when he had the opportunity in the past. He added that his background was in Community Relations and was a DARE Instructor for the Butler County Sheriff Office. He voiced that he is hopeful to utilize those skills and apply some of what he had learned – while he was away – to his time here. Officer Vulakovich thanked everyone for the opportunity.

Officer Yarusso thanked everyone for the opportunity, as well. He expressed how grateful he was to start working for West Deer Township and for the chance to learn from all the experienced officers here.

MOTIONED BY Supervisor Mann and SECONDED BY Supervisor Hollibaugh to authorize the hiring of Jeffrey Yarusso and Bret Vulakovich as Part-Time Police Officers of West Deer Township, contingent upon their completion of all the necessary steps to obtain certification from the PA Municipal Officers Training Commission. Motion carried unanimously 4-0.

AUTHORIZATION: SALE OF POLICE CAR

The Township advertised for the sale of the 2014 Dodge Charger Pursuit AWD. Color: White. Mileage: Approx: 46,500 – as – is condition.

Sealed bids were received and opened on 8 July 2021 at 2:00 P.M.

The following bids were received:

- 1) Yousef Dabbagh.....\$5,350.00
- 2) Bayridge Motors Inc.....\$4,289.00
- 3) Chicago Motors Inc.....\$4,207.00
- 4) Emergency Remarketing..... \$1,889.14

MOTIONED BY Supervisor Forbes and SECONDED BY Supervisor Hollibaugh to authorize the sale of the 2014 Dodge Charger Pursuit AWD to Yousef Dabbagh in the amount of \$5,350.00 as-is condition. Motion carried unanimously 4-0.

AWARD: DEMOLITION CONTRACT

After following proper procedures, the Board authorized the advertisement of the demolition of the structure located at 438 & 437 Alder Street Tarentum, PA 15084.

Lot/Block # 2012-S-102 (438 Alder) & 2012-S-106 (437 Alder)
Owner of 438 Alder: Ralph & Yvonne Patrick (deceased)

Owner of 437 Alder: Ralph & Edith Patrick (deceased)

The project was advertised and sealed bids were received until 10:00 A.M. pm Wednesday, 14 July 2021, at which time they were opened and read aloud.

The following bids were received:

	<u>438 Alder</u>	<u>437 Alder</u>	<u>Total</u>
1) Orban’s Landscaping LLC.....	\$4,125.00	\$1,875.00	\$6,000.00
2) Ron Gillette, Inc.....	\$3,900.00	\$2,600.00	\$6,500.00
3) Drum Excavation & Demo.....	\$3,000.00	\$4,500.00	\$7,500.00
4) CAUTELA Enterprises, LLC.....	\$7,000.00	\$7,000.00	\$14,000.00
5) McKinney Excavating.....	\$8,700.00	\$7,900.00	\$16,600.00
6) Myers Demolition & Excavating.....	\$8,750.00	\$8,850.00	\$17,600.00
7) Robert I Fisher.....	\$20,600.00	\$9,300.00	\$29,900.00

Mr. Payne reported the demolition of both properties (438 & 437 Alder) and the asbestos removal (437 Alder) will be over the remaining budgeted amount of \$6,123.00 by \$872.00. He recommended using Orban’s Landscaping LLC since they are a responsible bidder and had done previous work for the Township.

Mr. Forbes asked if the asbestos removal was to be completed by Orban’s Landscaping.

Mr. Payne responded that with the asbestos removal was a small job (less than \$1,000) he only received one bid. Mr. Payne recommended CSI Construction. He reported they handled the asbestos removal on the 3-5 Oak Street demolition and did a good job.

Mr. Robb questioned if CSI Construction was a sub-contractor of Orban’s Landscaping. He stated if they were not then the Board would be required to make two motions.

Mr. Payne answered two separate motions were needed.

MOTIONED BY Supervisor Forbes and SECONDED BY Supervisor Hollibaugh to award the Demolition project to Orban’s Landscaping LLC for the structures at the properties located at 438 Alder Street and 437 Alder Street in Tarentum, PA 15084 in the amount of \$6,000.00. Motion carried unanimously 4-0.

MOTIONED BY Supervisor Forbes and SECONDED BY Supervisor Hollibaugh to award the asbestos removal project for the structure 437 Alder Street in Tarentum, PA 15084 to CSI Construction in the amount of \$995.00. Motioned carried unanimously 4-0.

DISCUSSION: FIRE STUDY

As Chairperson Karpuzi was not available, Mr. Mator explained the fire study process was through the Department of Community of Economic Development, specifically the Governor’s Center for Local Government Services – which is a division that has worked well with the Township in the past. He explained that this program is a peer-to-peer relationship where a retired fire chief from the other side of the Commonwealth would evaluate the fire protection in West Deer at no cost to the Township. Mr. Mator added that studies he had seen focus on categories such as the operations, coverage, and finances of fire companies.

Mr. Forbes asked if there was a waiting list to having such a study completed.

Mr. Mator answered in the affirmative, and stated that – after speaking with Harrisburg – he was told there is a back log because there are a lot of people trying to get into the program. He added the studies will not be completed right away but to get process started the Township needs a Letter of Intent sent to the State.

Mr. Forbes questioned if this needed a motion.

Mr. Mator responded in the affirmative, and advised that the Letter of Intent could be approved via a simple motion.

MOTIONED BY Supervisor Forbes and SECONDED BY Supervisor Mann to submit a Letter of Intent with the Governor Center of the Local Government Services to perform a Peer-to-Peer Fire Study, and to authorize the Chairman Board of Supervisors and Township Manager to execute and administer the program. Motion carried unanimously 4-0.

OLD BUSINESS

- Mrs. Hollibaugh reported she attended the Seven Springs Conference and the Fire Academy Class for Allegheny County. She reminded her fellow Board Members that since she was the only one that was present for this class that they will need to attend next year. Mrs. Hollibaugh also added that the Township received the Banner Community Certificate for a second year.
- Mrs. Hollibaugh brought up that a former West Deer resident contacted her about purchasing a Veteran banner for her deceased father – the Veteran Banner Program had been closed last month to new banner applications – and asked that the Board consider her request.

Mr. Mator pointed out that the Board authorized a moratorium last month on any new banner applications.

Mrs. Hollibaugh questioned if motion could be rescinded.

Mr. Mator stressed that if program is opened back up for one person then it would have to be opened for everyone.

Mrs. Jordan asked if it could be opened for one week.

Mr. Mator answered that the Board is able to do whatever they would like in regard to this matter, but reiterated that whatever the Board decides has to be applied equally to every resident.

Mr. Robb agreed, and advised the supervisors to be prepared for a great number of people who could apply during that one week.

Mrs. Hollibaugh took the view that the Township would just have to put them up. In response, Mr. Mator reminded the Board there was a limited number of available poles for banner placement.

Dr. Mann stressed her concern about another resident – whose request was denied – also wanted to place a banner on a road with limited space. She stated if this request approved, that resident could come back to the Board. Dr. Mann also added that that person could make the argument that whereas the denied person is a resident, the person who made the request to Mrs. Hollibaugh is not. Dr. Mann added she understood and has empathy for the former resident, but felt the Board needed to stick to its rules.

Mr. Forbes concurred with Dr. Mann, and stated the Board “could open a can of worms” by not sticking to its own moratorium.

More discussion was held.

The Board requested an audit of all the approved poles for that Veteran Banners and requested more discussion be held at next months’ meeting.

NEW BUSINESS

- None

COMMENTS FROM THE PUBLIC

Susan Davis of 430 Linden Drive

- Ms. Davis requested stricter ordinances on West Deer Township properties that look abandoned but are not.

Mrs. Jordan responded the Board acknowledged there are some areas that have properties that need cleaned up and – using measures such as the approved demolitions coted on earlier in the meeting – the Board is working to take care of them. She stated that there is a limited amount of funds and with the courts being closed due to COVID, it had been hard to enforce the code.

Mr. Robb stated that – generally – code enforcement actions were not discussed at Board meetings but that he would be happy to sit down to discuss strategy with Mr. Payne to enforce/amend the codes.

- Ms. Davis complained that after Shank Waste Service picked up recycling there was broken glass everywhere on the street and felt this was a safety concern.

Mrs. Jordan commented this was something else to think about adding to the new contract.

- Ms. Davis brought up that last Christmas Eve, she received a parking ticket for having a car parked on the street in front of her house. She asked if there was a place in the Township that someone who is visiting could park their car overnight.

Chief Loper responded the homeowner needed to contact the Police Department to inform/request authorization for the vehicle to be left overnight at their home. He explained that if it is after business hours, the homeowner can call 911, state it is a non-emergency, and speak to an officer.

Joshua Wiegand, Fire Chief of West Deer #3

- Chief Weigand questioned the scope of the fire study that is being requested. He commented he is familiar with the study and wanted to know what the Township expected to get out of it. Chief Weigand reported the volunteer fire companies have evaluations done every ten years (ISO Report) and currently are waiting for them to be contacted to have one.

Mrs. Jordan stressed the Board agreed to have the fire study done. She added the study will provide them with information/tools they need to make better decisions or to help decide if there are other needs.

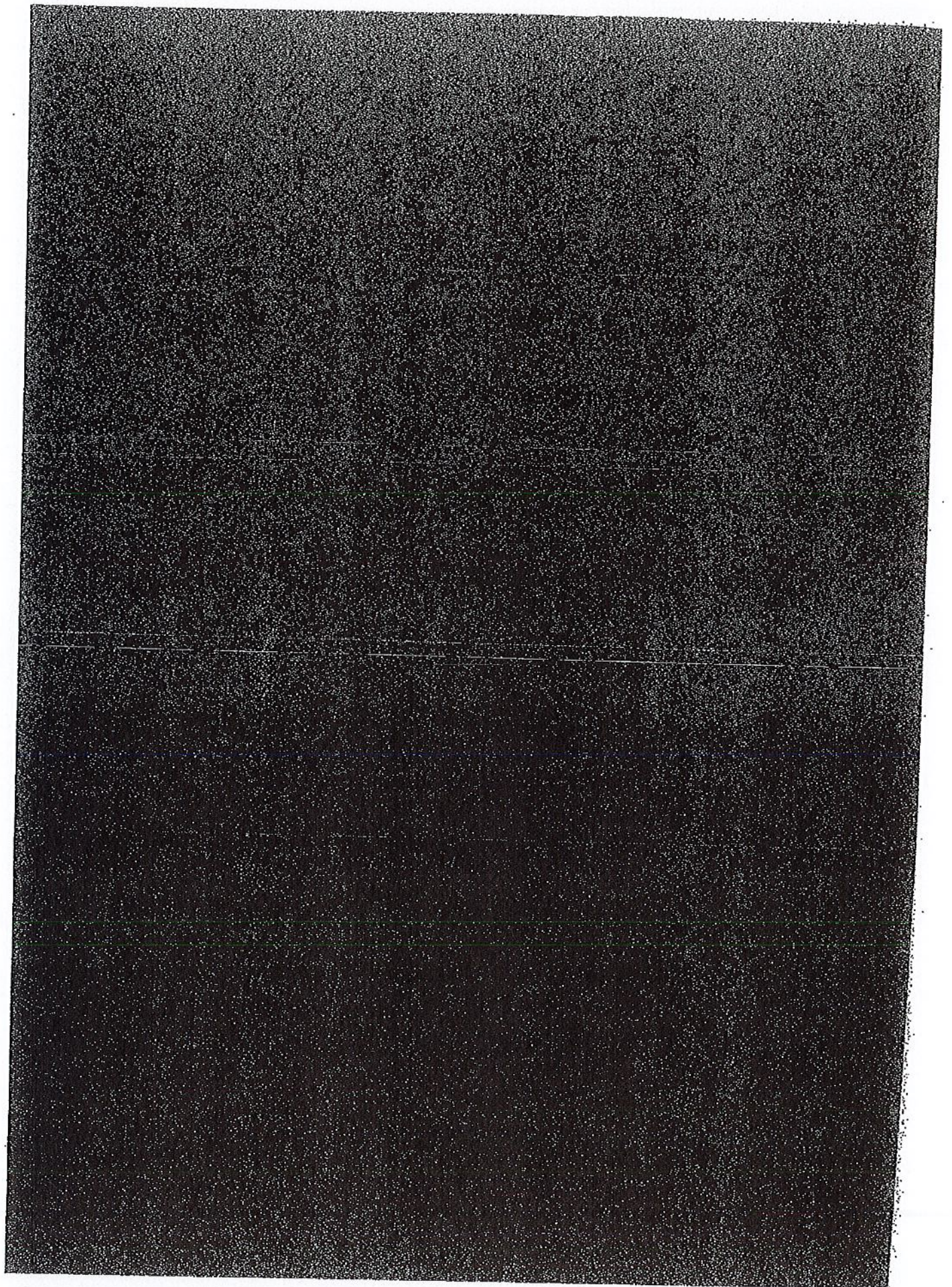
Chief Weigand commented he wanted the Board to be aware that there are studies available now versus waiting for a full services study to be completed.

More discussion was held.

ADJOURNMENT

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Mann to adjourn the meeting at 8:15 p.m. Motion carried unanimously 4-0. 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

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

FINANCE OFFICER'S REPORT

July 31, 2021

I - GENERAL FUND:

	<u>July</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	637,725.34	5,771,730.47	80.31%
Expenditures	414,991.92	2,688,809.04	37.41%

Cash and Cash Equivalents:

Sweep Account

2,654,613.20

2,654,613.20

II - SPECIAL REVENUE FUNDS

Cash and Cash Equivalents:

Street Light Fund:

Restricted

80,829.58

Fire Tax Fund:

Restricted

96,621.33

State/Liquid Fuels Fund:

Restricted

312,043.83

489,494.74

Investments:

Operating Reserve Fund:

Reserved

1,009,547.36

Capital Reserve Fund:

Reserved

1,162,165.41

2,171,712.77

III - CAPITAL PROJECT FUNDS:

Cash and Cash Equivalents:

0.00

0.00

TOTAL CASH BALANCE 6/30/21

5,315,820.71

Interest Earned July 2021

2,373.40

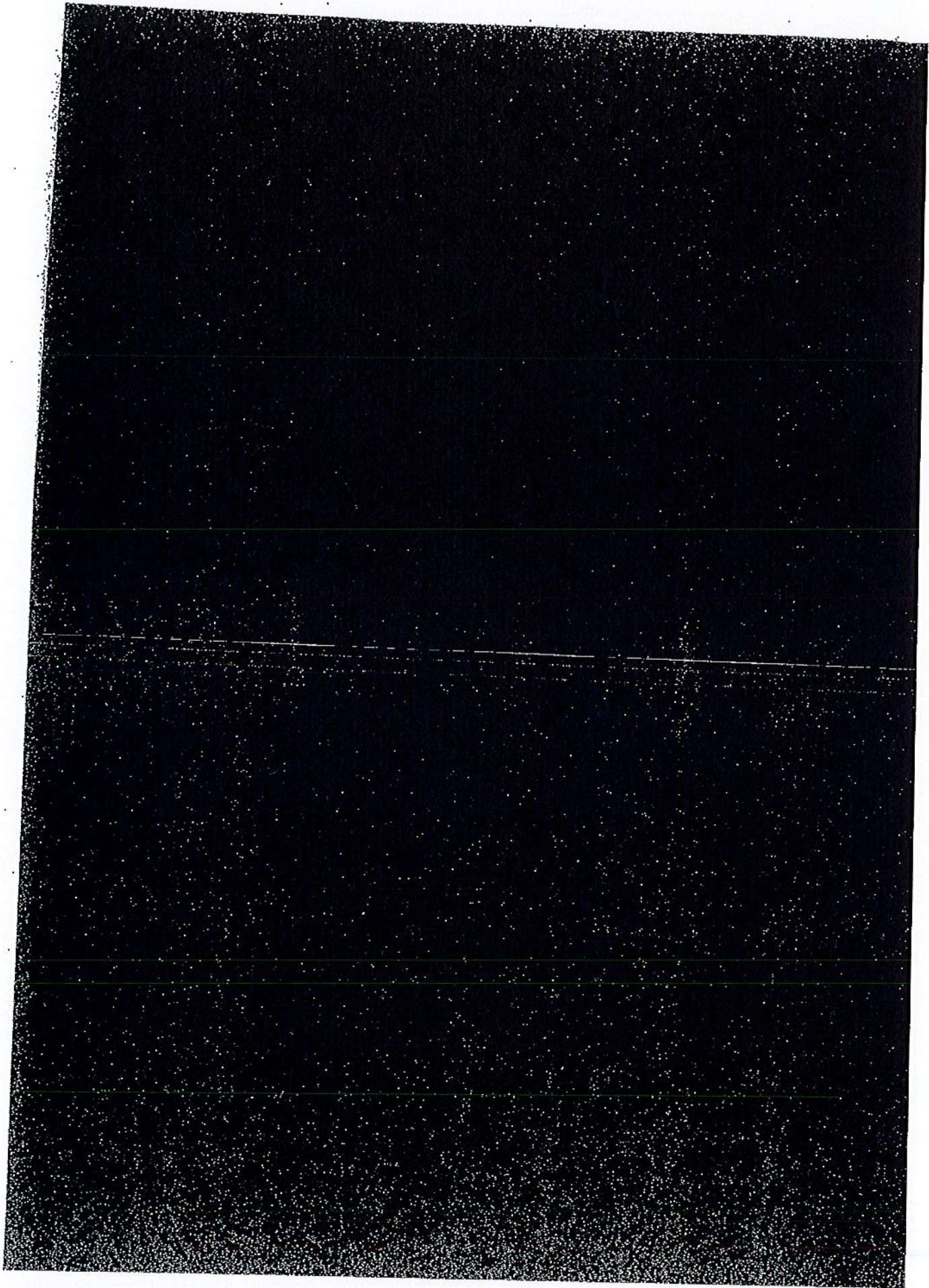
	<u>7/1/2021</u>		<u>July</u>		<u>7/31/2021</u>
	<u>Debt Balance</u>		<u>Principal</u>		<u>Debt Balance</u>
			<u>Payment</u>		
Mars National - VFC #3	111,506.56	\$	2,607.94		109,131.92
NexTier Bank VFC #2	399,428.24	\$	2,680.96		298,040.69

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

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

INTEREST EARNED - 2021

	<u>JULY</u>	<u>YTD</u>
GENERAL FUND	\$19.66	\$81.68
STREET LIGHT FUND	\$0.00	\$0.00
FIRE TAX FUND	\$0.81	\$4.21
OPERATING RESERVE	\$8.30	\$93.51
STATE FUND	\$3.05	\$17.02
CAPITAL RESERVE	<u>\$2,341.58</u>	<u>\$12,058.98</u>
TOTAL INTEREST EARNED	<u>\$2,373.40</u>	<u>\$12,255.40</u>



B) LIST OF BILLS

WHAT ACTION DOES THE BOARD WISH TO TAKE?

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

MOTION SECOND AYES NAYES

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

WEST DEER TOWNSHIP

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

Time: 12:24 pm
Date: 08/11/2021
Page: 1

By Name
Cutoff as of: 12/31/9999

Due Dates: 08/15/2021 thru 08/15/2021

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		507.25				507.25		
Name: HEI-WAY, LLC		272.04				272.04		
Name: JORDAN TAX SERVICE, INC.		448.05				448.05		
Name: KRESS TIRE		1014.84				1014.84		
Name: MARKL SUPPLY		2110.00				2110.00		
Name: NORTHEAST PAVING		3279.32				3279.32		
Name: OFFICE DEPOT		281.61				281.61		
Name: SHOUP ENGINEERING INC.		1010.00				1010.00		
Name: TOSHIBA FINANCIAL SERVICES		494.11				494.11		
Name: TRISTANI BROTHERS, INC.		1313.41				1313.41		
Name: TUCKER/ARENSBERG ATTORNEYS		4712.02				4712.02		
FINAL TOTALS:		15735.12				15735.12		

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 12:22 pm
Date: 08/11/2021
Page: 1

By Name
Cutoff as of: 12/31/9999

Due Dates: 08/15/2021 thru 08/15/2021

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00674 BEARCOM POL: Radio Equip Maint	410.328 0821	5236992 08/02/2021	235.00 08/15/2021				235.00		N
00674 BEARCOM Road: Radio Equip Maint	430.327 0821	5237049 08/02/2021	57.47 08/15/2021				57.47		N
Name: BEARCOM									
00553 BEST WHOLESALE TIRE Police:Car #38-Halogen headlig	410.374 0721	20605 07/08/2021	37.95 08/15/2021				37.95		N
00553 BEST WHOLESALE TIRE Police:Car #31-R & R Sensor	410.374 0721	20615 07/09/2021	234.80 08/15/2021				234.80		N
00553 BEST WHOLESALE TIRE Police:Car #39-Inspection	410.374 0721	20660 07/09/2021	234.50 08/15/2021				234.50		N
Name: BEST WHOLESALE TIRE CO, INC									
00005 HEI-WAY, LLC Road: Cold Patch	430.372 0721	10323533 07/16/2021	272.04 08/15/2021				272.04		N
Name: HEI-WAY, LLC									
00106 JORDAN TAX SERVICE, Delinquent R E Tax Commission	403.140 0721	7-C-#118 07/14/2021	448.05 08/15/2021				448.05		N
Name: JORDAN TAX SERVICE, INC.									
00362 KRESS TIRE Police: CAR #31-Dismount/mount	410.374 0721	10091-35 07/06/2021	80.00 08/15/2021				80.00		N
00362 KRESS TIRE Police:CAR #38-Dismount/mount	410.374 0721	10091-39 07/06/2021	92.00 08/15/2021				92.00		N
00362 KRESS TIRE Police:CAR #32-Flat Repair	410.374 0721	10093-33 07/02/2021	25.00 08/15/2021				25.00		N
00362 KRESS TIRE Police:CAR #36-Flat/mount/Dism	410.374 0721	10095-2 07/12/2021	23.00 08/15/2021				23.00		N
00362 KRESS TIRE Road:Trk #7-TIRES	430.374 0821	10111-47 08/05/2021	480.00 08/15/2021				480.00		N
00362 KRESS TIRE Police:CAR #33-Tires/Mount/Dis	410.374 0721	10198-33 07/01/2021	222.84 08/15/2021				222.84		N

WEST DEER TOWNSHIP ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

Time: 12:22 pm
Date: 08/11/2021
Page: 2

By Name
Cutoff as of: 12/31/9999

Due Dates: 08/15/2021 thru 08/15/2021

Vendor Name/Desc	ACct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00362 KRESS TIRE Police:CAR #36/Mount/Dismount/0721	410.374	10198-34 07/01/2021	92.00	08/15/2021	08/05/2021		92.00		N
Name: KRESS TIRE									
			1014.84				1014.84		
00542 MARKL SUPPLY POL:Survival Armour (2)	410.242	132588-OA 07/30/2021	2110.00	08/15/2021	08/10/2021		2110.00		N
Name: MARKL SUPPLY									
			2110.00				2110.00		
00207 NORTHEAST PAVING Road: Asphalt	430.372	68004218 08/02/2021	1051.38	08/15/2021	08/09/2021		1051.38		N
00207 NORTHEAST PAVING Road: Asphalt	430.372	68004292 08/03/2021	1037.11	08/15/2021	08/09/2021		1037.11		N
00207 NORTHEAST PAVING Road: Asphalt	430.372	68004319 08/04/2021	1190.83	08/15/2021	08/09/2021		1190.83		N
Name: NORTHEAST PAVING									
			3279.32				3279.32		
00657 OFFICE DEPOT Police: Office Supplies	410.210	180322648001 07/06/2021	80.52	08/15/2021	07/16/2021		80.52		N
00657 OFFICE DEPOT Office Supplies	406.210	180474185001 07/12/2021	33.82	08/15/2021	07/23/2021		33.82		N
00657 OFFICE DEPOT Office Supplies	406.210	1805571217001 07/12/2021	24.38	08/15/2021	07/23/2021		24.38		N
00657 OFFICE DEPOT Office Supplies	406.210	185509379001 07/27/2021	21.49	08/15/2021	08/09/2021		21.49		N
00657 OFFICE DEPOT Office Supplies	406.210	185509397001 07/27/2021	121.40	08/15/2021	08/09/2021		121.40		N
Name: OFFICE DEPOT									
			281.61				281.61		
00830 SHOUP ENGINEERING IN Engineering: astview Farm	408.319	21-249 07/31/2021	206.00	08/15/2021	08/06/2021		206.00		N
00830 SHOUP ENGINEERING IN Engineering: Miscellaneous	408.313	21-250 07/31/2021	417.75	08/15/2021	08/06/2021		417.75		N
00830 SHOUP ENGINEERING IN Engineering: Leto well Pad	408.319	21-251 07/31/2021	77.25	08/15/2021	08/06/2021		77.25		N

WEST DEER TOWNSHIP

Time: 12:22 pm

Date: 08/11/2021

Page: 3

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

By Name
Cutoff as of: 12/31/9999

Due Dates: 08/15/2021 thru 08/15/2021

Vendor Name/Desc	Acct#/Proj	Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
00830 SHOUP ENGINEERING IN 408.319 Engineering: 910 Flex Use Buil0721	408.319	21-252 07/31/2021	25.75				25.75		N
00830 SHOUP ENGINEERING IN 408.319 Engineering:Elevated Properties0721	408.319	21-253 07/31/2021	154.50				154.50		N
00830 SHOUP ENGINEERING IN 408.319 Engineering: Dionysus well pad0721	408.319	21-254 07/31/2021	51.50				51.50		N
00830 SHOUP ENGINEERING IN 408.319 Engineering: Copper Creek 0721	408.319	21-255 07/31/2021	77.25				77.25		N
Name: SHOUP ENGINEERING INC.									
00577 TOSHIBA FINANCIAL SE 406.261 Lease & Maintenance of Copiers0721	406.261	5016044694 07/21/2021	249.17				249.17		N
00577 TOSHIBA FINANCIAL SE 410.261 Lease & Maintenance of Copiers0721	410.261	5016044694 07/21/2021	244.94				244.94		N
Name: TOSHIBA FINANCIAL SERVICES									
00067 TRISTANI BROTHERS, I 430.374 Road:Trk#3-Repair grill suppor0721	430.374	210719 07/31/2021	1028.41				1028.41		N
00067 TRISTANI BROTHERS, I 430.374 Road:2 Peterbilts-Adjust Cluttc0721	430.374	210720 07/31/2021	285.00				285.00		N
Name: TRISTANI BROTHERS, INC.									
00813 TUCKER/ARENSBERG ATT 404.111 Legal Services:Retainer 0721	404.111	620648 07/31/2021	500.00				500.00		N
00813 TUCKER/ARENSBERG ATT 404.111 Legal Services:Olympus Gas we10721	404.111	620649 07/31/2021	1581.00				1581.00		N
00813 TUCKER/ARENSBERG ATT 404.111 Legal Services:General 0721	404.111	620650 07/31/2021	2193.52				2193.52		N
00813 TUCKER/ARENSBERG ATT 404.111 Legal Services:Oakwood Heights0721	404.111	620651 07/31/2021	50.00				50.00		N
00813 TUCKER/ARENSBERG ATT 404.111 Legal Services:Elevated Proper0721	404.111	620652 07/31/2021	294.50				294.50		N
00813 TUCKER/ARENSBERG ATT 404.111 Legal Services:Eastview Farms 0721	404.111	620653 07/31/2021	93.00				93.00		N

ACCOUNTS PAYABLE - UNPAID VOUCHER REGISTER

WEST DEER TOWNSHIP

Time: 12:22 pm
 Date: 08/11/2021
 Page: 4

By Name
 Cutoff as of: 12/31/9999

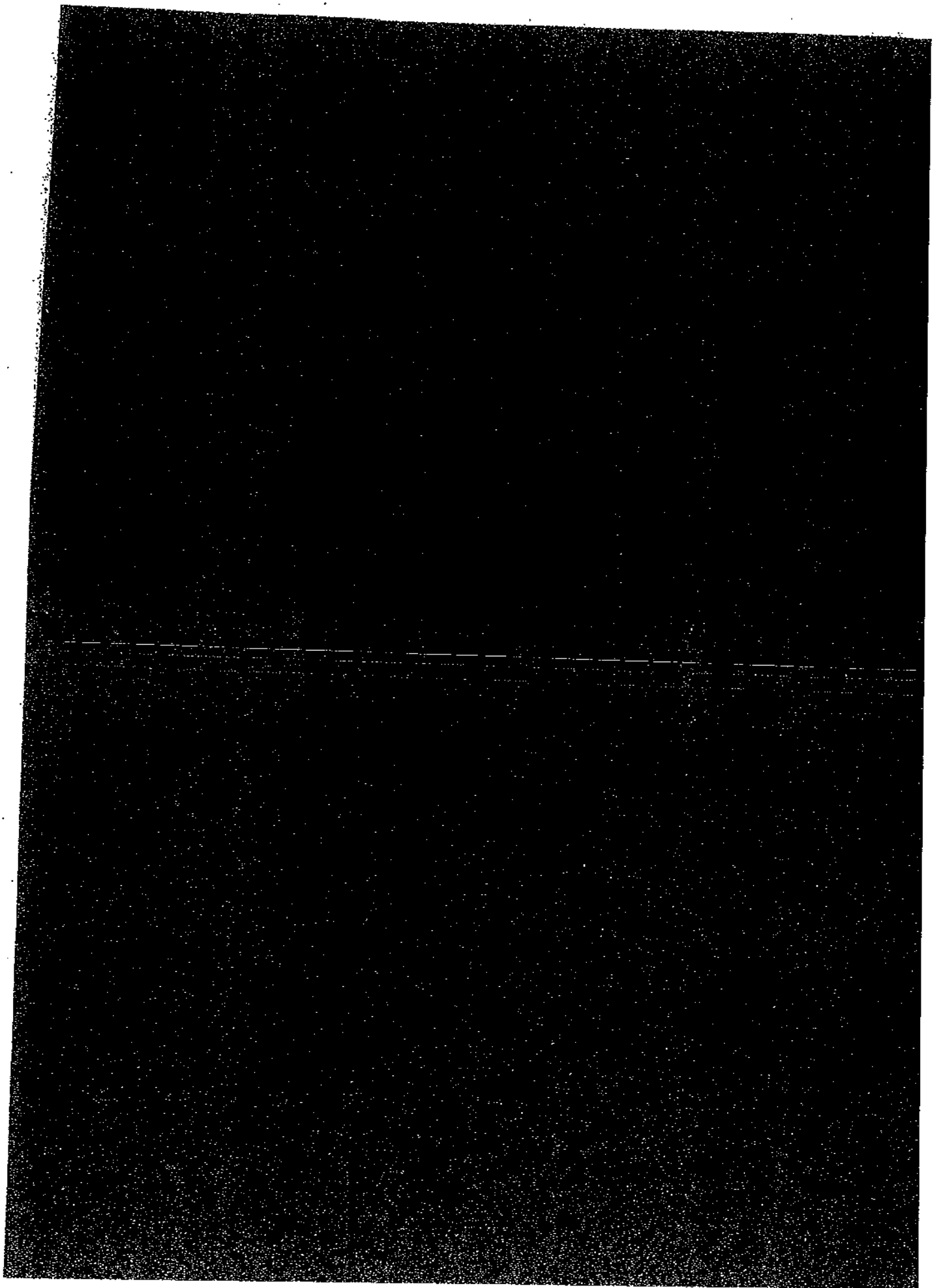
Due Dates: 08/15/2021 thru 08/15/2021

Vendor Name/Desc	ACct#/Proj Invoice#	Amount Due	Discount	Cancelled	Paid	Un-Paid	Check#	Check Amt.
Name: TUCKER/ARENSBERG ATTORNEYS		4712.02				4712.02		

FINAL TOTALS:

15735.12

15735.12



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: August 4, 2021

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

JB

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

**OFFICER'S MONTHLY REPORT
July 2021**

	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH TO DATE</u>	<u>YEAR TO DATE</u>
REPORTABLE CALLS FOR SERVICE	101	356	457
CALLS FOR SERVICE/FIELD CONTACTS	411	2,464	2875
ALL OTHER CALLS	581	3,159	3740
TOTALS CALLS FOR SERVICE	1093	5,979	7072
<u>ARRESTS</u>			
ADULT	6	29	35
JUVENILE	1	2	3
TRAFFIC CITATIONS	24	70	94
NON TRAFFIC CITATIONS	11	8	19
PARKING CITATIONS	0	8	8
WARNINGS	15	9	24
<u>PERSONNEL</u>			
GRIEVANCES FILED BY POLICE OFFICERS	0	0	0
CITIZENS COMPLAINTS ON POLICE OFFICERS	0	0	0
LETTERS COMMENDING POLICE OFFICERS	0	5	5
<u>VEHICLE REPORTS</u>			
TOTAL MILES TRAVELED	10,000	59,742	69,742
GALLONS OF GASOLINE USED	592.8	3,326.76	3919.56
REPAIRS/MAINTENANCE	1,054.89	4,596.24	5,651.13
<u>OVERTIME PAID</u>			
COURT (OFF DUTY)	5	13.00	18
PRELIMINARY HEARINGS	0	6.00	6
PRETRIAL	0	0.00	0
INVESTIGATIONS	1	9.00	10
ARRESTS	0	30.00	30
SPEED CHECKS	0	0.00	0
PRIVATE CONTRACTS	0	0.00	0
MISC. HOURS - FILLED SHIFTS	5	32.00	32
MISC. HOURS - ADMIN. HOURS	0	0.00	0
MISC. HOURS	2	29.00	31
TOTAL HOURS	13	143.00	156

Points of Interest

July 2021

Budget Figure YTD -53.26%

Chief Robert Loper

- July 6- Met with Juvenile auditor.
- July 7- Interviewed one candidate for a part time police officer position.
- July 8- Interviewed one candidate for a part time police officer position.
- July 26- Meeting with Amy Stark regarding Fall Fest.
- July 28- Attended Parks & Rec meeting at Municipal Building

K9 Officer Edward Newman

- July- Worked on K9 Golf Outing to be held August 20.

Sergeant Mikus & Officer Petosky

- July 9- Training held at Allegheny County Range. Various primary and secondary weapons drills were covered. Operators also worked on various sniper drills.
- July 30- Training held at Ross Township Annex. New recruits were welcomed by veterans on the team. The teams works on various interior movement drills. Operators also simulated a warrant service with barricades.

Explorers

- Cancelled for both weeks due to COVID-19 restrictions.

Misc. Details

- July 6- Officer Burk assisted a resident with a car seat installation.
- July 9- Roving DUI Checkpoint held McCandless/ Ross/ West View.
- July 23- Roving DUI Checkpoint held Shaler/ Millvale/ Etna.
- July 28-30- Officer Rigous and Officer Fallen attended Standardized Field Sobriety Testing training.

UCR Reportable Crimes July 2021

Part I Offenses

Crime	Amount	Classification on UCR Return A
Assault- Strong Arm	2	04. D Assault- Strong Arm
Burglary- No Force (Residential)	1	05. B Unlawful Entry- No Force
Robbery- Firearm (Business)	1	03. A Firearm
Theft- Other	1	06. Larceny- Theft
Theft- Residential	2	06. Larceny- Theft

Part II Offenses

Criminal Mischief- Business	1	140. Vandalism
Criminal Mischief- General	1	140. Vandalism
Criminal Mischief- Residential	1	140. Vandalism
Domestic- Physical	4	20. Offenses Against Family/ Children
Domestic- Verbal	8	20. Offenses Against Family/ Children
Drug Laws- General	2	180.18H Drug Abuse- Other
DUI- Over Legal Age	1	210. Driving Under the Influence
Fraud- General	45	110. Fraud
Harassment- Communications	2	240. Disorderly Conduct
Harassment- General	1	240. Disorderly Conduct
Harassment- Terroristic Threats	1	240. Disorderly Conduct
MVA- DUI	1	210. Driving Under the Influence
Trespass- Residence	2	260. All Other Offenses

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: **7/1/2021** Report End Date: **7/31/2021**

Calls For Service:

911 HANG UP - GENERAL	1
ALARM ACTIVATION - BUSINESS	1
ALARM ACTIVATION - BUSSINESS/FALSE	3
ALARM ACTIVATION - C02	2
ALARM ACTIVATION - FIRE / FALSE	5
ALARM ACTIVATION - RESIDENTIAL	4
ALARM ACTIVATION - RESIDENTL/FALSE	5
ANIMAL - COMPLAINT	11
ASSAULT - STRONG ARM	2
ASSIST - EMS	32
ASSIST - EMS - WORKPLACE	1
ASSIST - OTHER	6
ASSIST - POLICE	8
ASSIST - RESIDENT	2
ASSIST - WELFARE CHECK	12
BURGLARY - NO FORCE (RESIDENTIAL)	1
CIVIL - CHILD CUSTODY	4
CIVIL - COMPLAINT	1
CIVIL - LANDLORD TENANT	2
CIVIL - NEIGHBOR DISPUTE	5
COURT - MAGISTRATE	2
COURT - WARRANT SERVICE	1
CRIMINAL MISCHIEF - BUSINESS	1
CRIMINAL MISCHIEF - GENERAL	1
CRIMINAL MISCHIEF - RESIDENTIAL	1
DISABLED VEHICLE - GENERAL	3
DOMESTIC - PHYSICAL	4
DOMESTIC - VERBAL	8
DRUG LAWS - GENERAL	2
DUI - OVER LEGAL AGE	1
FIRE - BURNING COMPLAINT	1
FIRE - OTHER	1
FRAUD - GENERAL	45
HARASSMENT - COMMUNICATIONS	2
HARASSMENT - GENERAL	6
HARASSMENT - TERRORISTIC THREATS	1
HAZARDOUS CONDITION - ROAD HAZARD	1
HAZARDOUS CONDITION - TREE DOWN	3
HAZARDOUS CONDITION - UTILITY COMP	3
HAZARDOUS CONDITION - WIRE DOWN	2
LOCAL ORDINANCE - DUMPING	1
MENTAL COMMITMENT - INVOLUNTARY	2
MENTAL COMMITMENT - VOLUNTARY	3
MVA - DUI	1

Calls For Service:

MVA - LEAVING THE SCENE	1
MVA - NON REPORTABLE	2
MVA - REPORTABLE	2
NOISE COMPLAINT - RESIDENTIAL	14
PARKING COMPLAINT - RESIDENTIAL	2
PATROL - GENERAL	116
PHONE CALLS - GENERAL	6
POLICE INFORMATION - FOLLOW UP INVEST	7
POLICE INFORMATION - GENERAL	34
PREMISES CHECK - RESIDENTIAL	1
PROPERTY - FOUND	2
PROPERTY - RECOVERED STOLEN	1
ROBBERY - FIREARM (BUSINESS)	1
SOLICITATION COMPLAINT - GENERAL	4
SPECIAL DETAIL - ADMINISTRATIVE	22
SPECIAL DETAIL - CHILD SEAT INSTALLATIO	1
SPECIAL DETAIL - FINGERPRINT RESIDENT	1
SPECIAL DETAIL - OTHER / MISC.	3
SPECIAL DETAIL - ROVING DUI CHECKPOINT	1
SUICIDE - ATTEMPT	1
SUICIDE - OTHER	1
SUSPICIOUS - NOISE	2
SUSPICIOUS - OTHER	1
SUSPICIOUS - PERSON	5
SUSPICIOUS - VEHICLE	9
THEFT - OTHER	1
THEFT - RESIDENTIAL	2
TRAFFIC - COMPLAINT	8
TRAFFIC - DETAIL	20
TRAFFIC - RADAR SPEED SIGN	3
TRAFFIC - ROAD RAGE	1
TRAFFIC - STOP	31
TRESPASS - RESIDENCE	2

TOTAL CALLS FOR SERVICE: 512

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: **7/1/2021**

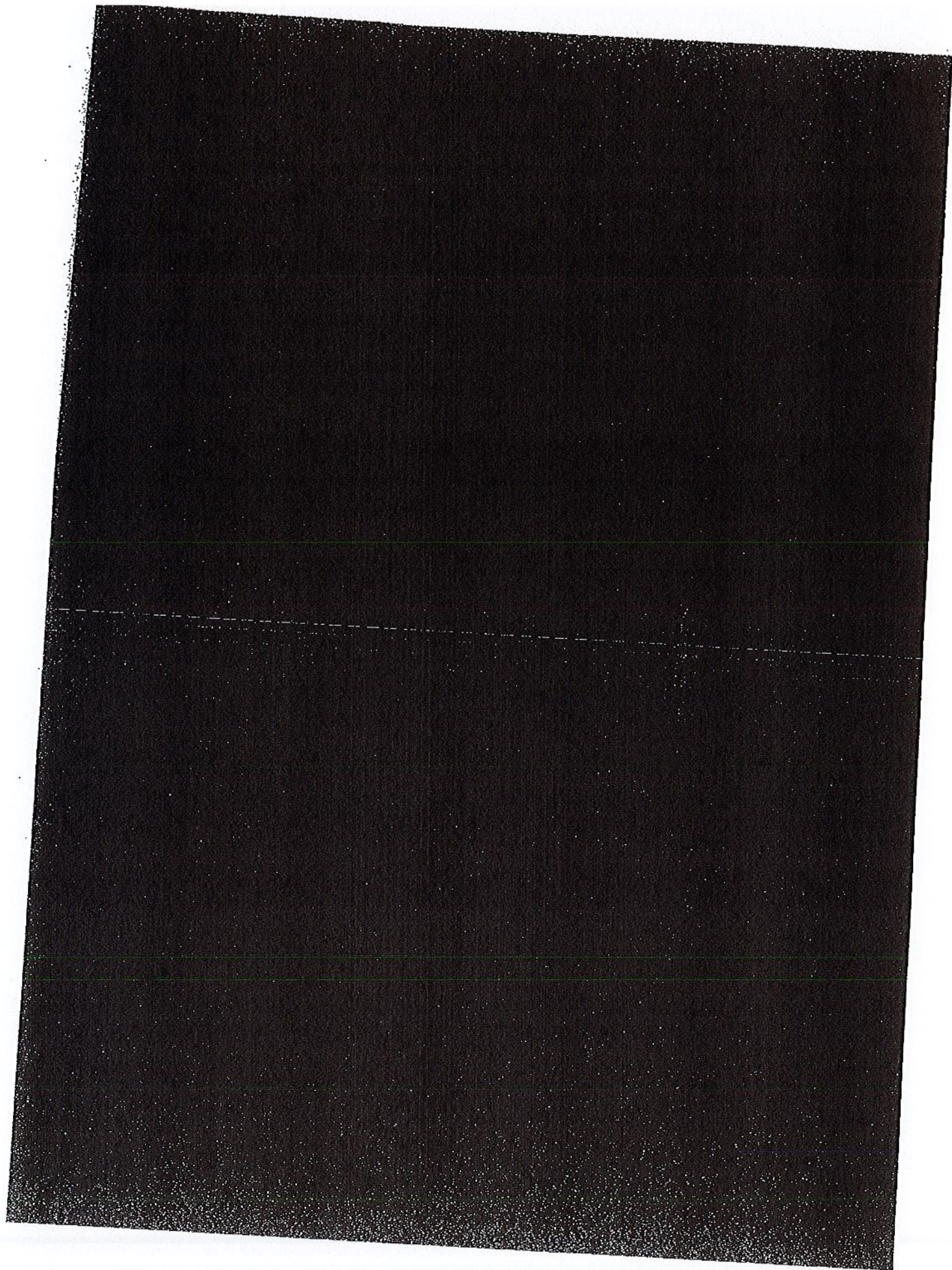
Report End Date: **7/31/2021**

ARREST DATE	D I #	SIGNAL CODE	JUVENILE ARREST
7/1/2021	20210362	DRUG LAWS - GENERAL	
7/13/2021	20210399	DUI - OVER LEGAL AGE	
7/15/2021	20210306	MVA - LEAVING THE SCENE	
7/15/2021	20210390	DRUG LAWS - GENERAL	JUVENILE ARREST
7/23/2021		TRAFFIC - DETAIL	
7/27/2021	20210445	MVA - DUI	
7/28/2021	20210442	ASSAULT - STRONG ARM	

TOTAL ARRESTS: 7

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 JULY
PUBLIC WORKS DEPARTMENT

ROADS

- Clean up debris from storms.
- Install 400' of 6" French drain pipe and 1CB on Monier Road.
- Install 605' of 12" pipe and 7 catch basins on Monier Road.
- Install 400' of 15" pipe on Monier Road.
- Install 60' of 12" pipe on Haven Hill.
- Place R-5 stone at outlet side of pipe on Monier Road.
- Base repair on Church Street alley 20' wide 80' long.

TRUCKS & EQUIPMENT

- Install hydraulic lines on skid steer.
- Weld brace on Hustler lawn mower and replace breather hose.
- Pick up new truck from Hunter truck (air leak).
- Change oil in tool truck.
- Grease excavator.
- Grease and wash trucks.

MISCELLANEOUS

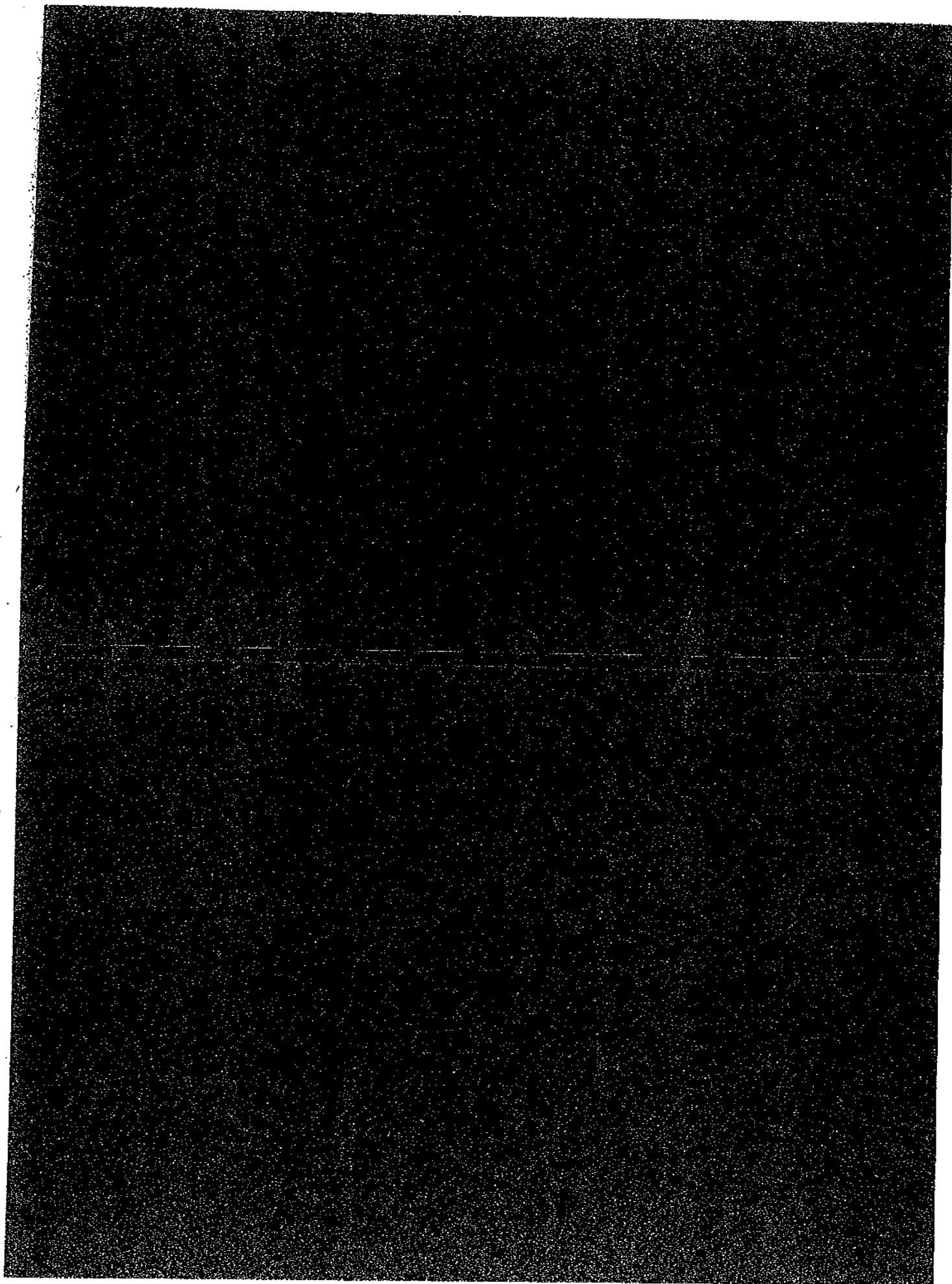
- Distribute new gas keys.
- Trim trees at Memorial at Bairdford.
- Replace lights at Public Works building.
- Clean up tree on Hemphill Road.
- Receive and stack pipe.
- Haul equipment for Movies in the Park.
- Trim tree on Old Bakerstown Road and repair stop sign.
- Plant grass on Church Street alley.
- Cut grass.
- Mow weeds on various Township roads.
- Hang Veteran Banners.
- Work on updating the Veteran Banner list with Jodi.
- Help Amy with audio equipment for Hunter Safety Course.
- Clean scrap from Police Department garage.

PA1 Calls
89

OT
25 ½ hrs


Kevin Olar

8-11-21
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

JULY 2021 ENGINEER'S REPORT
WEST DEER TOWNSHIP
Prepared August 9, 2021

VIA EMAIL

1. MEETING ATTENDANCE

Shoup Engineering attended and participated in the following meetings:

Board of Supervisors Meeting – July 21, 2021
Planning Commission Meeting – July 22, 2021

2. DEVELOPMENTS/PROJECTS

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

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 planned for September.

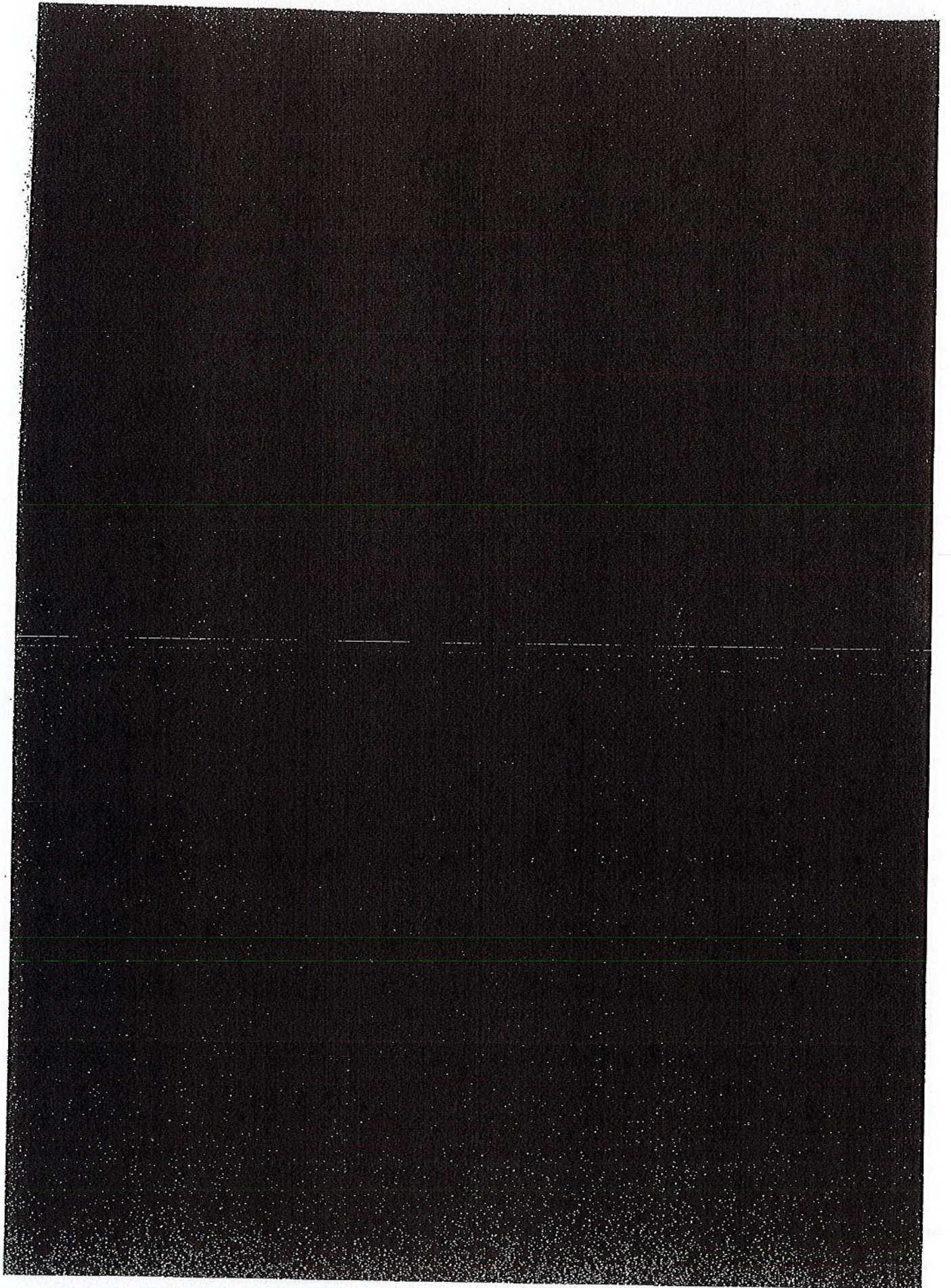
Development/Subdivision Reviews: The following subdivision and land development plan projects had been reviewed, and review letters were issued to the Township as noted:

- Leto and Dionysus Well Pads – Additional reviews of these conditional use and land development applications were performed and review letters were issued to the Township on May 21, 2021.
- Elevated Properties – A review of the conditional use and land development plan applications for a communication tower was performed and a review letter was issued to the Township on July 16, 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

July 31, 2021

1. Issued 20 Occupancy Permits.
2. Issued 31 Building Permits.
3. Performed 56 site inspections
4. See attached Project Status report.
5. Planning commission meeting was held.
 - a. Planning Commission recommended conditional use approval for Elevated Properties – Blue Row Cell Tower with the following conditions.
 - i. Provide insurance coverage per Township Standards.
 - ii. Developer shall make provisions to install repeater to meet requirements for emergency services.
 - iii. Landscape plan shall be reviewed during Land Development. Recommendation is for a professional prepared plan with more detailed design details, deer resistant materials, and warranties.
6. Zoning Hearing Board meeting was held for a change of use variance in the C-2 Commercial Highway zoning district to construct a single-family home. The use variance was approved with the following condition:
 - a. The property with the single-family home shall always mirror the zoning requirements of the Magill Heights housing plan.
7. Initiated 11 complaint investigations.
8. Issued 11 notices of violation.
9. Issued 14 citations.
10. Attended court hearings for 31 citations.



William Payne

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

Permit Date	Permit Number	Lot Block	Applicant Name	Street Address	Use	New Construction
07/02/2021	O21-122	1510-P-251	Jared and Nicole McCall	255 MOUNTAINVIEW RD	Single Family Home	No
07/13/2021	O21-123	1508-A-88-A	GLASSO BUILDERS	949 COPPER CREEK TRAIL	Single Family Home	Yes
07/13/2021	O21-124	2008-G-151	Billy G. and Lori A. Sawford	24 BETTY LN	Single Family Home	No
07/20/2021	O21-125	1214-P-132	Jason W. Hobbes	4829 BAYFIELD RD	Single Family Home	No
07/20/2021	O21-126	2197-P-343	Jessica and Bryan Olesnevich	1007 WALNUT ST	Single Family Home	No
07/21/2021	O21-127	1215-F-210	Constance Stevenson	48 QSI LN	Single Family Home	No
07/21/2021	O21-128	1357-C-128	West Deer Volunteer Fire Co. No. 3	4360 GIBSONIA RD	Business	No
07/21/2021	O21-129	1507-C-014	Gary & Judy Lemoncelli	112 CANTER LANE	Single Family Home	No
07/22/2021	O21-130	2013-N-37	GEMM Holdings	1638 SAXONBURG BLVD	Single Family Home	No
07/22/2021	O21-131	1214-K-154	Vikas Kumar & Courtney Shroyer	3426 CEDAR GLEN DR	Single Family Home	No
07/22/2021	O21-132	1356-M-317	Donald K. and Linda S. Snyder	302 QUAIL RIDGE CT	Single Family Home	No

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

07/22/2021	O21-133	1507-S-130	Carolee Switalski	3440 E STAG DR	Single Family Home	No
07/22/2021	O21-134	1669-J-85	248 Orchard St., LLC	248 ORCHARD ST.	Single Family Home	No
07/22/2021	O21-135	1360-M-59	Ashley Tierno and Brandon Hoffman	40 WOODHILL RD	Single Family Home	No
07/22/2021	O21-136	1360-H-116	Melissa D. Shurina	257 SHAGBARK DR	Single Family Home	No
07/22/2021	O21-137	2013-N-156	Paul M. and Paul H. Schuetz	306 POPLAR ST	Single Family Home	No
07/27/2021	O21-138	2386-J-261	Suzannah Dancisin	199 CANNON HILL RD	Single Family Home	No
07/27/2021	O21-139	1509-A-135	Samantha Gall	157 OAK RD	Single Family Home	No
07/28/2021	O21-140	1357-C-181	Barbara Drennen	181 STEEPLECHASE	Single Family Home	No
07/29/2021	O21-141	1669-E-29	Bradley D. Gray	359 BAIRD FORD RD	Single Family Home	No

July- \$450

Total Fees Collected by Month

Total Fees Collected

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

Permit Date	Permit Number	Type	Owner	Address	Parcel ID	Construction Cost	Fees Collected
07/02/2021	P21-115	Fence	Ashley Cooper Jonathan A. Moore	120 OAKWOOD CIR	1669-S-090	\$8,500.00	\$93.00
07/07/2021	P21-117	Porch with Roof	ALAN BANKS	201 SPRUCE ST	1668-R-261	\$2,500.00	\$51.00
07/08/2021	P21-118	Deck	TOPP OF THE LINE PROPERTIES, LLC	157 OAK RD	1509-A-135	\$1,142.50	\$44.00
07/08/2021	P21-119	Deck	TOPP OF THE LINE PROPERTIES, LLC	157 OAK RD	1509-A-135	\$1,142.50	\$44.00
07/08/2021	P21-120	Communication Tower	M C I TELECOMMUNICATIONS CORP	114 HILLTOP LANE	1509-P-387	\$12,000.00	\$475.00
07/09/2021	P21-121	Fitment	BRICKYARD HOLDINGS	942 LITTLE DEER CREEK VALLEY RD.	1219-A-25	\$	\$24,748.90
07/12/2021	P21-122	Fence	KAS Enterprises, LLC	58 QSI LN	1215-B-268	\$495.00	\$10.00
07/13/2021	P21-123	Fence	BONITA L. GORMLY	1164 LOGAN RD	1837-K-184	\$1,800.00	\$44.00
07/13/2021	P21-124	Shed	STANLEY & NAOMI J FRANKEL	22 DEER PARK DR	1361-J-256	\$4,000.00	\$58.00
07/13/2021	P21-125	Fence	VERONICA & JOSEPH PALJAVCSIK	48 MCKRELL RD	1512-M-271	\$3,250.00	\$58.00
07/13/2021	P21-126	Addition	JOHN KING	142 MICHAELS RD	1361-R-169	\$75,000.00	\$555.00

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

07/14/2021	P21-127	3 Seasons Room	CELINE WILSON	160 PARTRIDGE RUN RD	1357-E-136	\$53,695.00	\$408.00
07/15/2021	P21-128	Deck	ED & KRISTA KUHL	1903 SAXONBURG BLVD	1670-H-315	\$2,500.00	\$51.00
07/15/2021	P21-129	Commercial Structure	MICHAEL S. & JUDITH E. COCO	4550 Gibsonia Rd.	1358-J-150-10	\$	\$18,675.00
07/16/2021	P21-130	Deck	PHILIP J & SUSAN H CONTE	69-71 MCKRELL RD	1512-M-222	\$2,000.00	\$44.00
07/16/2021	P21-131	Solar Panel	DINO J & DOTTY MANGOLA	129 TRUMP RD	1360-J-288	\$11,424.00	\$425.00
07/19/2021	P21-132	Shed	CAROLINE VENESKY	20 DEER ST	1672-J-045	\$2,600.00	\$51.00
07/20/2021	P21-133	Shed	Karen A. and David R. Catterall	303 QUAIL RIDGE CT	1356-M-303	\$2,100.00	\$51.00
07/20/2021	P21-134	Above Ground Pool	Jeanie L. Cressley	192 MILLERSTOWN-CULMERVILLE RD	2014-M-267	\$6,200.00	\$50.00
07/20/2021	P21-135	Demolition	Todd A. Johnson II and Laura E. Johnson	303 MCINTYRE RD	1667-B-187	\$	\$100.00
07/22/2021	P21-136	Commercial Structure	BRICKYARD HOLDINGS	942 LITTLE DEER CREEK VALLEY RD.	1219-A-25	\$400,000.00	\$700.00
07/26/2021	P21-137	Porch/Deck Roof only	MICHAEL & PENNY FISCHETTI	3511 HUNTERTOWN RD	1214-E-035	\$3,800.00	\$58.00
07/26/2021	P21-138	Addition	M C I TELECOMMUNICATIONS CORP	114 HILLTOP LANE	1509-P-387	\$30,000.00	\$475.00

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

07/26/2021	P21-139	Deck	JOSHUA & CARRIE MITCHELL	574 BAIRD FORD RD	1669-H-064	\$14,440.00	\$135.00
07/26/2021	P21-140	Addition	FRANCIS L & KAREN FABER	1261 MIDDLE EXT RD	1835-J-163	\$150,000.00	\$648.15
07/26/2021	P21-141	Grading	SEAFOAM PROPERTIES, LLC	314 OAK RD	1668-R-51	\$	\$100.00
07/26/2021	P21-142	Deck	DEAN T GALL	221 PARTRIDGE RUN RD	1357-A-153	\$4,220.00	\$65.00
07/29/2021	P21-143	Structural Steel Building	BRAD & TARA BETH SCULLY	83 FORD ST	1671-B-115	\$32,000.00	\$254.00
07/30/2021	P21-144	Deck	Stephen & Suzanne Gierl	271 HYTYRE FARMS DR	1508-E-301	\$10,000.00	\$100.00
07/30/2021	P21-145	Single Family Dwelling	Nicholas Scigliano Trust, Nathan Scigliano Trust, Alan Long Trust	10 GREENTREE LANE	1350-H-377	\$800,000.00	\$1,922.85
07/30/2021	P21-146	Demolition	Rick Tibensky	22 FRONTIER DR	1357-G-30	\$20,000.00	\$100.00
Totals: 31						\$1,654,809.00	\$50,593.90

Permit Type	Count	Construction Cost	Fee Total
3 Seasons Room	1	\$53,695.00	\$408.00
Above Ground Pool	1	\$6,200.00	\$50.00
Addition	3	\$255,000.00	\$1,678.15
Commercial Structure	2	\$400,000.00	\$19,375.00

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

Communication Tower	1	\$12,000.00	\$475.00
Deck	7	\$35,445.00	\$483.00
Demolition	2	\$20,000.00	\$200.00
Fence	4	\$14,045.00	\$205.00
Fitment	1	\$	\$24,748.90
Grading	1	\$	\$100.00
Porch with Roof	1	\$2,500.00	\$51.00
Porch/Deck Roof only	1	\$3,800.00	\$58.00
Shed	3	\$8,700.00	\$160.00
Single Family Dwelling	1	\$800,000.00	\$1,922.85
Solar Panel	1	\$11,424.00	\$425.00
Structural Steel Building	1	\$32,000.00	\$254.00

Permit Status	Count	Construction Cost	Fee Total
Issued	31	\$1,654,809.00	\$50,593.90

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 07/01/2021 To 07/31/2021

Date	Inspection Type	Owner	Parcel Owner Mailing	Legal Address	Parcel ID	Status	Inspector
7/1/2021	Occupancy Inspection		1638 Saxonburg Blvd., Tarentum, PA, 15084	1638 SAXONBURG BLVD	2013-N-37	Passed	William Payne
7/1/2021	Occupancy Inspection		1638 Saxonburg Blvd., Tarentum, PA, 15084	1638 SAXONBURG BLVD	2013-N-37	Passed	William Payne
7/2/2021	Complaint Follow Up		11 LEYWOOD DR, GIBSONIA, PA, 15044	11 LEYWOOD DR	2010-N-120	Completed	William Payne
7/5/2021	Complaint Follow Up		2016 CHURCH ST., RUSSELLTON, PA, 15076	2012 CHURCH ST	1361-M-139	Passed	William Payne
7/5/2021	Complaint Follow Up		, BAIRDFORD, PA, 15006	275 OAK RD	1668-R-164	Completed	William Payne
7/6/2021	Foundation		8 Farm Lane, Tarentum, PA, 15084	8 FARM LANE	1671-G-251	Passed	William Payne
7/6/2021	Occupancy Inspection		4201 COHASSET LN, ALLISON PARK, PA, 15101	949 COPPER CREEK TRAIL	1508-A-88-A	Passed	William Payne
7/6/2021	Occupancy Inspection		3440 East Stag Dr., Gibsonia, PA, 15044	3440 E STAG DR	1507-S-130	Passed	William Payne
7/6/2021	Occupancy Inspection		24 Betty Lane, Gibsonia, PA, 15044	24 BETTY LN	2008-G-151	Passed	William Payne
7/6/2021	Foundation		4847 BAYFIELD RD, ALLISON PARK, PA, 15101	4847 BAYFIELD RD	1214-K-114	Passed	William Payne
7/6/2021	Occupancy Inspection		24 Betty Lane, Gibsonia, PA, 15044	24 BETTY LN	2008-G-151	Passed	William Payne
7/6/2021	Occupancy Inspection		3440 East Stag Dr., Gibsonia, PA, 15044	3440 E STAG DR	1507-S-130	Passed	William Payne
7/6/2021	Occupancy Inspection		4201 COHASSET LN, ALLISON PARK, PA, 15101	949 COPPER CREEK TRAIL	1508-A-88-A	Passed	William Payne
7/6/2021	Complaint Follow Up		11 LEYWOOD DR, GIBSONIA, PA, 15044	11 LEYWOOD DR	2010-N-120	Completed	William Payne
7/7/2021	Site Inspection		284 EAST UNION RD, CHESWICK, PA, 15024	284 EAST UNION RD	1360-M-347	Completed	William Payne
7/7/2021	Complaint Follow Up		157 Oak Rd., Gibsonia, PA, 15044	157 OAK RD	1509-A-135	Failed	William Payne
7/8/2021	Insulation		235 KAUFMAN RD, GIBSONIA, PA, 15044	235 KAUFMAN RD	1837-N-239	Passed	William Payne
7/8/2021	Fireblocking		235 KAUFMAN RD, GIBSONIA, PA, 15044	235 KAUFMAN RD	1837-N-239	Passed	William Payne
7/12/2021	Occupancy Inspection		3426 Cedar Glen Dr., Allison Park, PA, 15101	3426 CEDAR GLEN DR	1214-K-154	Passed	William Payne
7/12/2021	Site Inspection		314 OAK RD., GIBSONIA, PA, 15044	314 OAK RD	1668-R-51	Completed	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 07/01/2021 To 07/31/2021

Inspection Date	Inspection Type	Parcel Owner	Parcel Owner Mailing	Legal Address	Parcel ID	Status	Inspector
7/12/2021	Holding Tank Inspection		109 EAST UNION RD., CHESWICK, PA, 15024	21 BAIRDFORD PARK RD.	1669-M-66	Completed	William Payne
7/12/2021	Site Inspection		314 OAK RD., GIBSONIA, PA, 15044	314 OAK RD	1668-R-51	Completed	William Payne
7/12/2021	Complaint Follow Up		426 LINDEN DR, CHESWICK, PA, 15024	426 LINDEN DR	1361-E-351	Completed	William Payne
7/12/2021	Occupancy Inspection		3426 Cedar Glen Dr., Allison Park, PA, 15101	3426 CEDAR GLEN DR	1214-K-154	Passed	William Payne
7/13/2021	Occupancy Inspection		157 Oak Rd., Gibsonia, PA, 15044	157 OAK RD	1509-A-135	Completed	William Payne
7/13/2021	Site Inspection		303 Mcintyre Rd., Gibsonia, PA, 15044	303 MCINTYRE RD	1667-B-187	Completed	William Payne
7/13/2021	Occupancy Inspection		157 Oak Rd., Gibsonia, PA, 15044	157 OAK RD	1509-A-135	Completed	William Payne
7/14/2021	Foundation		284 West Starz Road, Cheswick, PA, 15024	284 WEST STARZ RD	1359-C-262	Passed	William Payne
7/14/2021	Foundation		2033 Saxonburg Blvd., Tarentum, PA, 15084	2033 SAXONBURG BLVD	1511-F-381	Passed	William Payne
7/14/2021	Footer		221 PARTRIDGE RUN RD, GIBSONIA, PA, 15044	221 PARTRIDGE RUN RD	1357-A-153	Passed	William Payne
7/14/2021	Framing		4847 BAYFIELD RD, ALLISON PARK, PA, 15101	4847 BAYFIELD RD	1214-K-114	Passed	William Payne
7/15/2021	Footer		4364 BAKERSTOWN, GIBSONIA, PA, 15044	4364 BAKERSTOWN	2010-A-010	Passed	William Payne
7/15/2021	Occupancy Inspection		306 Poplar St., Tarentum, PA, 15084	306 POPLAR ST	2013-N-156	Completed	William Payne
7/15/2021	Occupancy Inspection		306 Poplar St., Tarentum, PA, 15084	306 POPLAR ST	2013-N-156	Completed	William Payne
7/16/2021	Occupancy Inspection		302 Quail Ridge Ct., Gibsonia, PA, 15044	302 QUAIL RIDGE CT	1356-M-317	Passed	William Payne
7/16/2021	Occupancy Inspection		112 Canter Lane, Gibsonia, PA, 15044	112 CANTER LANE	1507-C-014	Passed	William Payne
7/16/2021	Occupancy Inspection		112 Canter Lane, Gibsonia, PA, 15044	112 CANTER LANE	1507-C-014	Passed	William Payne
7/16/2021	Occupancy Inspection		302 Quail Ridge Ct., Gibsonia, PA, 15044	302 QUAIL RIDGE CT	1356-M-317	Passed	William Payne
7/19/2021	Complaint Follow Up		2391 Saxonburg Blvd., Cheswick, PA, 15024	2391 SAXONBURG BLVD	1216-D-116	Completed	William Payne
7/19/2021	Complaint Follow Up		157 Oak Rd., Gibsonia, PA, 15044	157 OAK RD	1509-A-135	Passed	William Payne
7/20/2021	Commercial Occupancy		48 QSI Lane, Allison Park, PA, 15101	48 QSI LN	1215-F-210	Completed	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 07/01/2021 To 07/31/2021

Inspection Date	Inspection Type	Parcel Owner	Parcel Owner Mailing	Legal Address	Parcel ID	Status	Inspector
7/20/2021	Commercial Occupancy		48 QSI Lane, Allison Park, PA, 15101	48 QSI LN	1215-F-210	Completed	William Payne
7/21/2021	Foundation		4364 BAKERSTOWN, GIBSONIA, PA, 15044	4364 BAKERSTOWN	2010-A-010	Passed	William Payne
7/21/2021	Occupancy Inspection		40 Woodhill Dr., Cheswick, PA, 15024	40 WOODHILL RD	1360-M-59	Passed	William Payne
7/21/2021	Framing		221 PARTRIDGE RUN RD, GIBSONIA, PA, 15044	221 PARTRIDGE RUN RD	1357-A-153	Passed	William Payne
7/21/2021	Occupancy Inspection		40 Woodhill Dr., Cheswick, PA, 15024	40 WOODHILL RD	1360-M-59	Passed	William Payne
7/22/2021	Holding Tank Inspection		109 EAST UNION RD., CHESWICK, PA, 15024	21 BAIRDFORD PARK RD.	1669-M-66	Completed	William Payne
7/22/2021	Occupancy Inspection		248 Orchard St., Bairdford, PA, 15006	248 ORCHARD ST.	1669-J-85	Completed	William Payne
7/22/2021	Complaint Follow Up		2016 CHURCH ST., RUSSELLTON, PA, 15076	2012 CHURCH ST	1361-M-139	Completed	William Payne
7/22/2021	Complaint Follow Up		230 SHOAF ST, TARENTUM, PA, 15084	230 SHOAF ST	1838-N-265	Completed	William Payne
7/22/2021	Complaint Follow Up		251 SHOAF ST, TARENTUM, PA, 15084	251 SHOAF ST	1838-N-305	Completed	William Payne
7/22/2021	Complaint Follow Up		PO BOX 222, CURTISVILLE, PA, 15032	253 SHOAF ST	1838-N-301	Completed	William Payne
7/22/2021	Complaint Follow Up		228 SHOAF ST, TARENTUM, PA, 15084	228 SHOAF ST	1838-N-267	Completed	William Payne
7/22/2021	Occupancy Inspection		248 Orchard St., Bairdford, PA, 15006	248 ORCHARD ST.	1669-J-85	Completed	William Payne
7/23/2021	Footer		69 MCKRELL RD, RUSSELLTON, PA, 15076	69-71 MCKRELL RD	1512-M-222	Passed	William Payne
7/23/2021	Footer		160 PARTRIDGE RUN RD, GIBSONIA, PA, 15044	160 PARTRIDGE RUN RD	1357-E-136	Passed	William Payne
7/23/2021	Complaint Follow Up		2016 CHURCH ST., RUSSELLTON, PA, 15076	2012 CHURCH ST	1361-M-139	Completed	William Payne
7/26/2021	Complaint Follow Up		3431 Cedar Glen Dr., Allison Park, PA, 15101	3431 CEDAR GLEN DR	1214-K-76	Completed	William Payne
7/27/2021	Occupancy Inspection		144 Deer Creek Valley Rd., Tarentum, PA, 15084	144 DEER CREEK VALLEY RD	1671-H-36	Completed	William Payne
7/27/2021	Occupancy Inspection		181 Steeplechase Circle, Gibsonia, PA, 15044	181 STEEPLCHASE	1357-C-181	Completed	William Payne
7/27/2021	Complaint Follow Up		164 East Union Rd., Cheswick, PA, 15024	6 HEMLOCK ST	1668-H-304	Completed	William Payne
7/27/2021	Occupancy Inspection		181 Steeplechase Circle, Gibsonia, PA, 15044	181 STEEPLCHASE	1357-C-181	Completed	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 07/01/2021 To 07/31/2021

Inspection Date	Inspection Type	Parcel Owner	Parcel Owner Mailing	Legal Address	Parcel ID	Status	Inspector
7/27/2021	Occupancy Inspection		PO BOX 67, IRWIN, PA, 15642	25 HEMLOCK ST	1668-M-235	Completed	William Payne
7/27/2021	Occupancy Inspection		144 Deer Creek Valley Rd., Tarentum, PA, 15084	144 DEER CREEK VALLEY RD	1671-H-36	Completed	William Payne
7/28/2021	Complaint Follow Up		3559 CEDAR RIDGE RD, ALLISON PARK, PA, 15101	3559 CEDAR RIDGE RD	1214-F-124	Completed	William Payne
7/29/2021	Framing		160 PARTRIDGE RUN RD, GIBSONIA, PA, 15044	160 PARTRIDGE RUN RD	1357-E-136	Passed	William Payne
7/29/2021	Framing		3511 HUNTERTOWN RD, ALLISON PARK, PA, 15101	3511 HUNTERTOWN RD	1214-E-035	Passed	William Payne
7/29/2021	Occupancy Inspection		359 Bairdford Rd., Gibsonia, PA, 15044	359 BAIRDFORD RD	1669-E-29	Passed	William Payne
7/29/2021	Complaint Follow Up		164 East Union Rd., Cheswick, PA, 15024	6 HEMLOCK ST	1668-H-304	Passed	William Payne
7/29/2021	Occupancy Inspection		359 Bairdford Rd., Gibsonia, PA, 15044	359 BAIRDFORD RD	1669-E-29	Passed	William Payne
7/29/2021	Occupancy Inspection		3502 W STAG DR, GIBSONIA, PA, 15044	3502 W STAG DR	1507-S-306	Completed	William Payne
7/30/2021	Complaint Follow Up		0 LITTLE DEER CREEK RD, RUSSELLTON, PA, 15076	Little Deer Creek Valley	1218-B-150	Completed	William Payne

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 07/01/2021 To 07/31/2021

Count by Type

Type	Count
Commercial Occupancy	1
Complaint Follow Up	19
Fireblocking	1
Footer	4
Foundation	5
Framing	4
Holding Tank Inspection	2
Insulation	1
Occupancy Inspection	16
Site Inspection	3
Total:	56

West Deer Township
109 East Union Road
Cheswick, PA 15024

WD Inspection Report
From 07/01/2021 To 07/31/2021

Count by Status

Status	Count
Completed	28
Failed	1
Passed	27
Total:	56

PROJECT STATUS

AUGUST 2021

WEST DEER TOWNSHIP

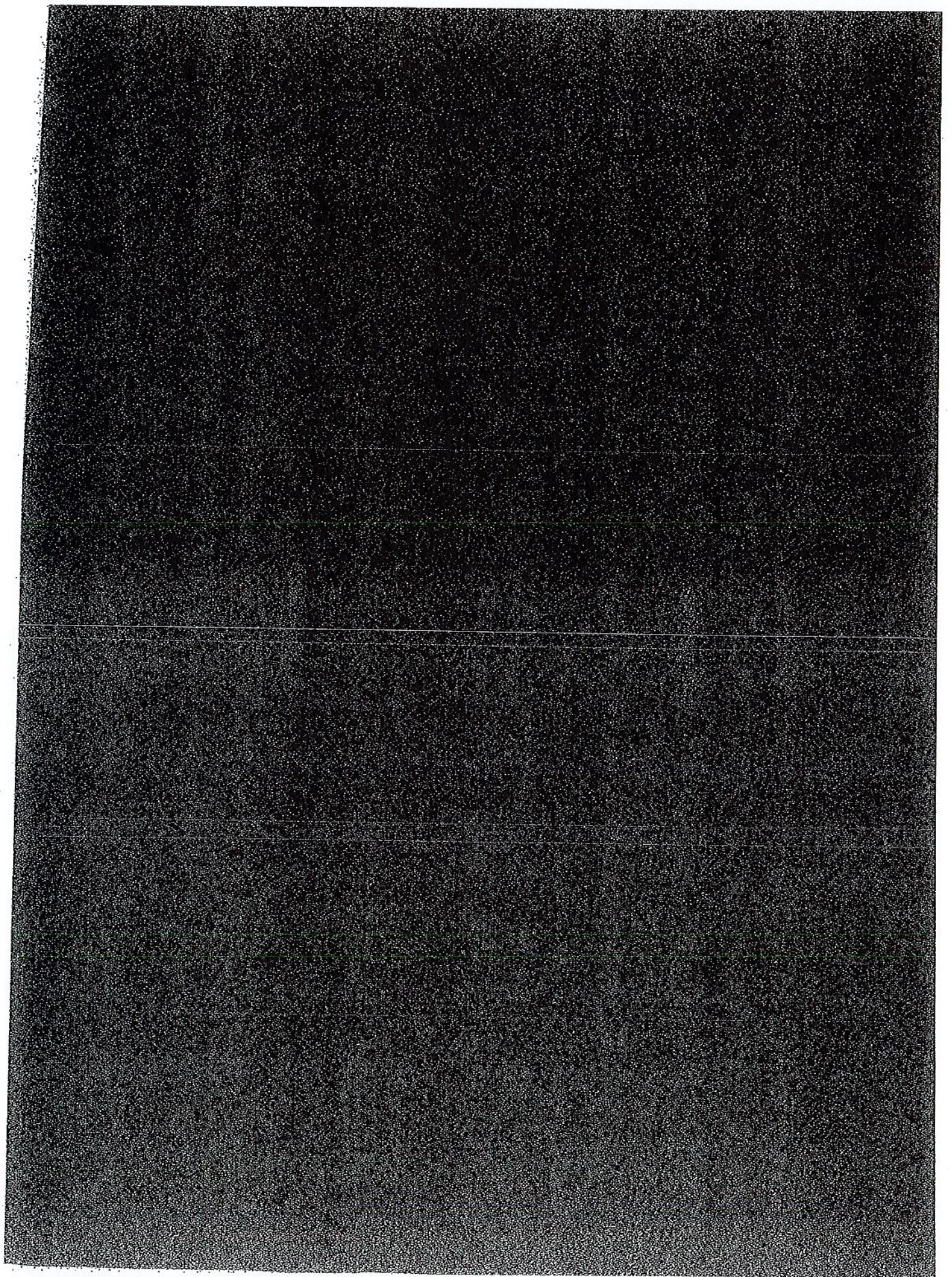
PROJECT	STATUS
<p style="text-align: center;">Dionysus Gas Well</p>	<p>Olympus attended Workshop of April 22, 2021 Planning Commission meeting.</p> <p>Olympus attended Workshop of May 27, 2021 Planning Commission meeting.</p> <p>Planning Commission Recommendations for Conditional Use to Board of Supervisors 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>Public hearing Scheduled for 8.11.2021 @ Deer Lakes High School</p> <p>2nd Public hearing Scheduled for 8.25.2021 @ Deer Lakes High School</p> <p>August 25, 2021 Planning Commission Meeting.</p> <p>Land Development Recommendations</p>

PROJECT	STATUS
<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 Scheduled for 9.??,2021 @ Deer Lakes High School</p>
<p style="text-align: center;">Ballfield Complex - Vrabel</p>	<p>In Construction: Physical Therapy Buildout</p> <p>Permit Granted: Ice Cream Shop Buildout</p> <p>Permit Granted: Pole Building In Construction</p>

PROJECT	STATUS
McIntyre Heights	BOS Approved Land Development; Next Step Site Work
Copper Creek	In Construction
Hunt Club	Completed; Roads in Progress to be Taken over by Twp.
Oakwood Heights	BOS Approved Land Development: Next Step Site Work
Eastview Farms	<p>BOS Approved Preliminary Site Plan: Zoning Change Granted to R-1. Next step – Site Work.</p> <p>Planning Commission Recommendations for Final Subdivision to Board of Supervisors 6.24.2021</p>
Moretti Plan of Lots No. 3	<p>Subdivision Application Approved in Planning 3.25.2021</p> <p>Board of Supervisors Approved 6.16.2021</p>
910 Flex Building	<p>Lot Line revision, Land Development Application in Planning 4.22.2021. Attended May 27, 2021 Planning Commission Meeting. Land Development Continued.</p>

PROJECT	STATUS
	<p>Approved with Conditions 5.27.2021</p> <p>Board of Supervisors Approved 6.16.2021</p> <p>Permit Issued/ Impact Fee Received</p>
Leo's Landscape	In Construction
Smullen Property: Relocation of Round the Corner Restaurant	<p>Attending May 27, 2021 Planning Commission Meeting.</p> <p>Approved with Conditions 5.27.2021</p> <p>Board of Supervisors Approved 6.16.2021</p> <p>In Construction</p>
Subdivision: Jeffrey Plan of Lots	<p>Attending May 27, 2021 Planning Commission Meeting.</p> <p>Approved with Conditions 5.27.2021</p> <p>Board of Supervisors 6.16.2021</p> <p>Finished/ Submitted to County</p>
Cell Tower: 41A Blue Row: Elevated Properties	<p>Attending May 27, 2021 Planning Commission Meeting.</p> <p>Continued to 6.24.2021 Planning Commission Meeting.</p> <p>Continued to 7.22.2021 Planning Commission Meeting.</p> <p>Conditional use Hearing 8.18.2021</p>

PROJECT	STATUS
MS4 Stormwater Bank Restoration Project: Mish Farms	Attending May 10, 2021 Planning Mtg. at Mish Farms Stream Bank Restoration Project Awarded
Ballfield Complex – Concert Stage Venue	Attending August 25, 2021 Planning Commission Meeting. Conditional Use
Seafoam Properties	Attending August 25, 2021 Planning Commission Meeting. Land Development
Eckinrode Plan of Lots	Attending August 25, 2021 Planning Commission Meeting. Preliminary Subdivision



PARKS AND RECREATION BOARD REPORT

ATTACHED IS THE PARKS AND RECREATION BOARD REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

Parks & Recreation Report

August 18, 2021

Our last meeting was July 28th.

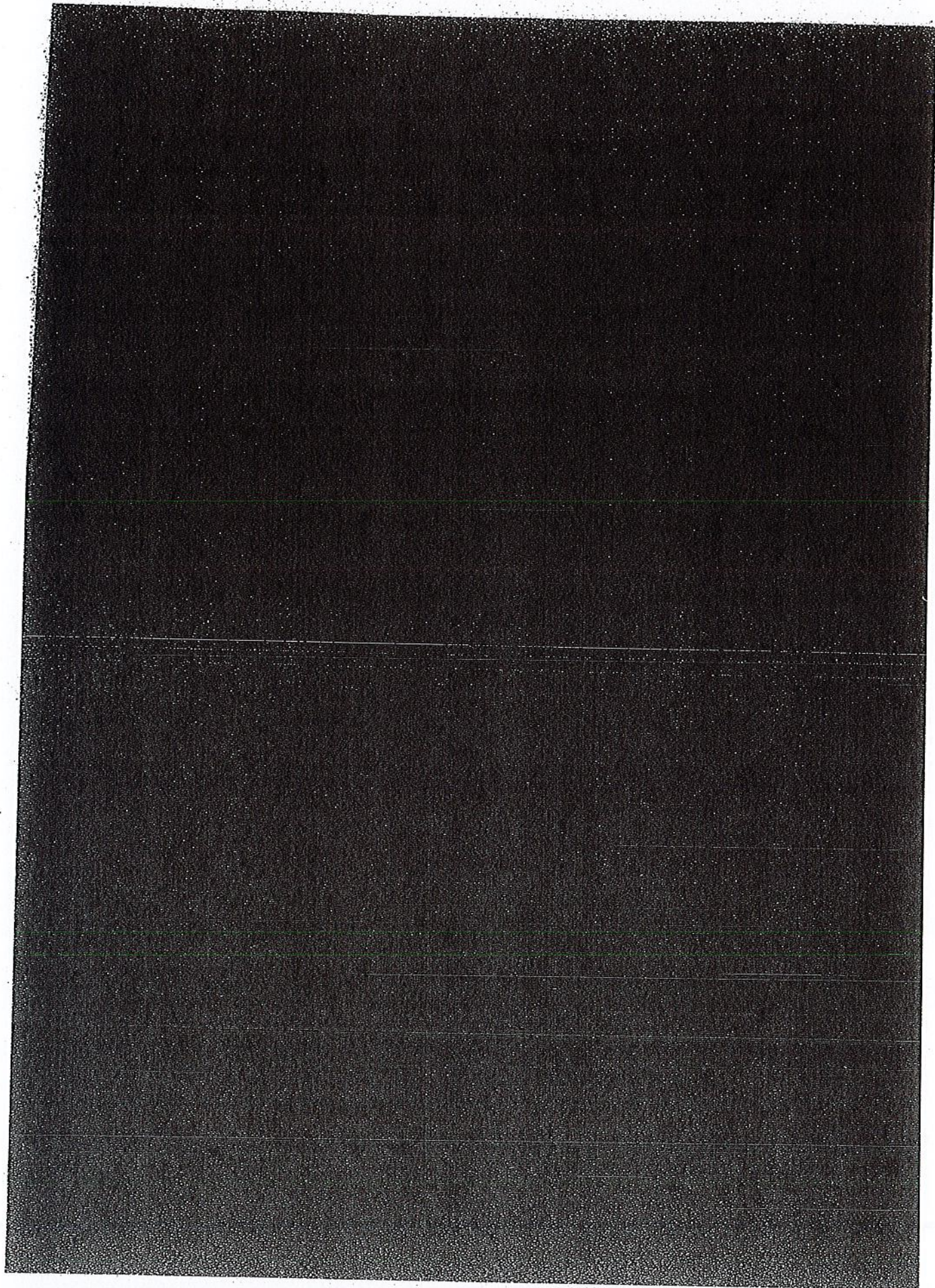
Movie in the Park - July 16th - Only one person attended because of the weather so they were given the movie and chose to take it home to watch it. We will be having the same movie at the next event.

Hunter/Trapper Safety - July 31st - We had 53 people registered and provided all attendees with pizza and water. All who attended passed and received their cards.

Proposed 2021 Events (hopefully more will be added and these are subject to change)

- August 20th - Movie in the Park at Bairdford Park
- August 24th - Food Truck Event at Nike Site Park
- October 16th - Fall Festival at Bairdford Park

Our next meeting is scheduled for July 28th at 7:00PM.



WEST DEER #1 VFC REPORT

ATTACHED IS THE WEST DEER #1 VFC REPORT.

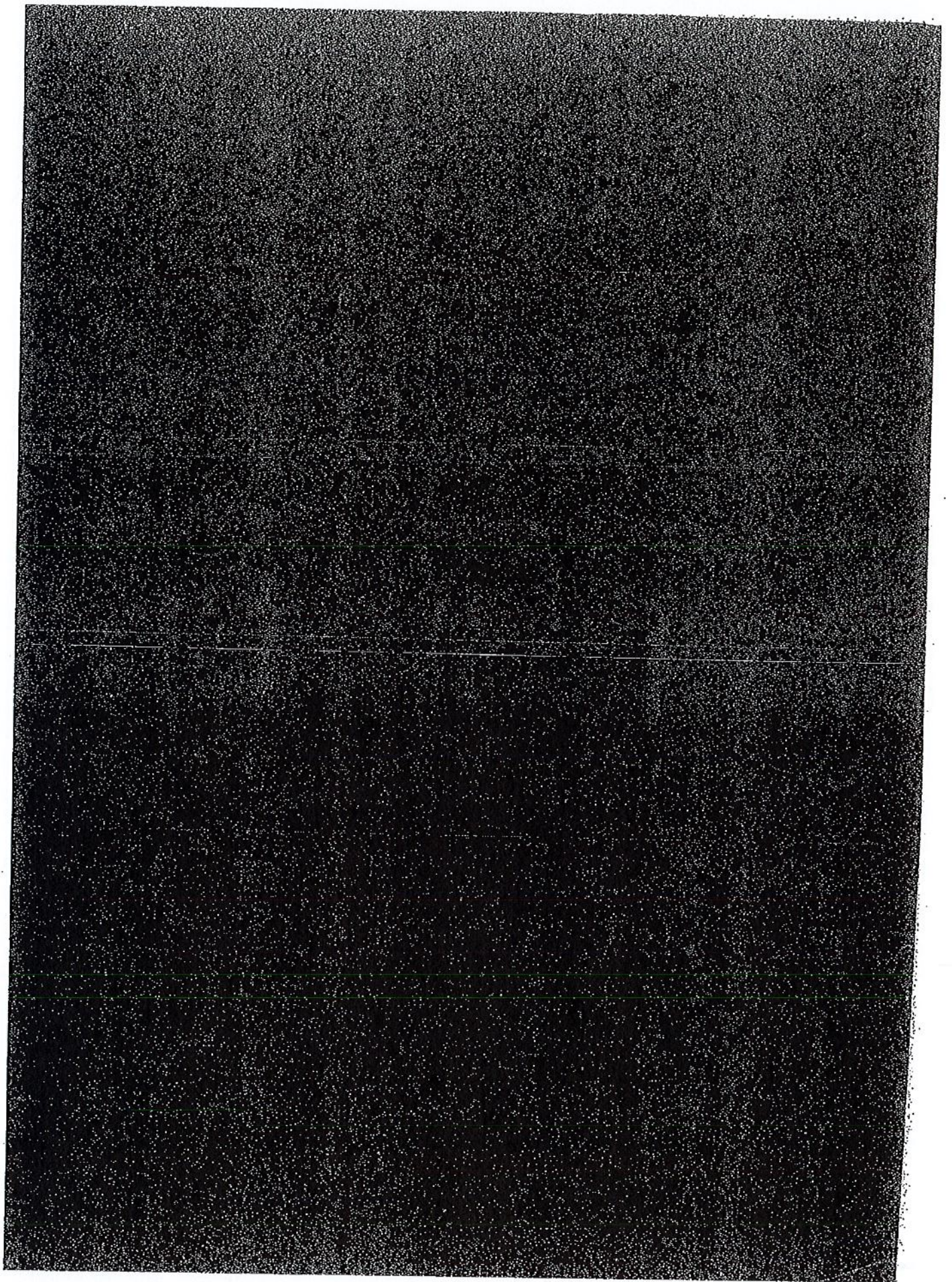
ARE THERE ANY QUESTIONS REGARDING THE REPORT?

West Deer VFD #1

1520 Saxonburg Blvd Tarentum PA 15084

July 2021 Report

- We had 13 calls this month.
- Training was pumping of the trucks
- Work detail was outdoor maintenance such as grass cutting, weed killing, and upkeep of the exterior & interior of the building.
- Our rescue truck was inspected.
- Annual greasing and maintenance of the trucks
- Cut/Trimmed trees in the back parking
- Holding a 50/50 drawing to be raffled off at the Fall Festival on October 16th
- We have a Gun Bash scheduled for February 26, 2022 - tickets and more information to be given at a later date
- We had one hall rental.
- We are currently looking for painters to bid the truck room update.



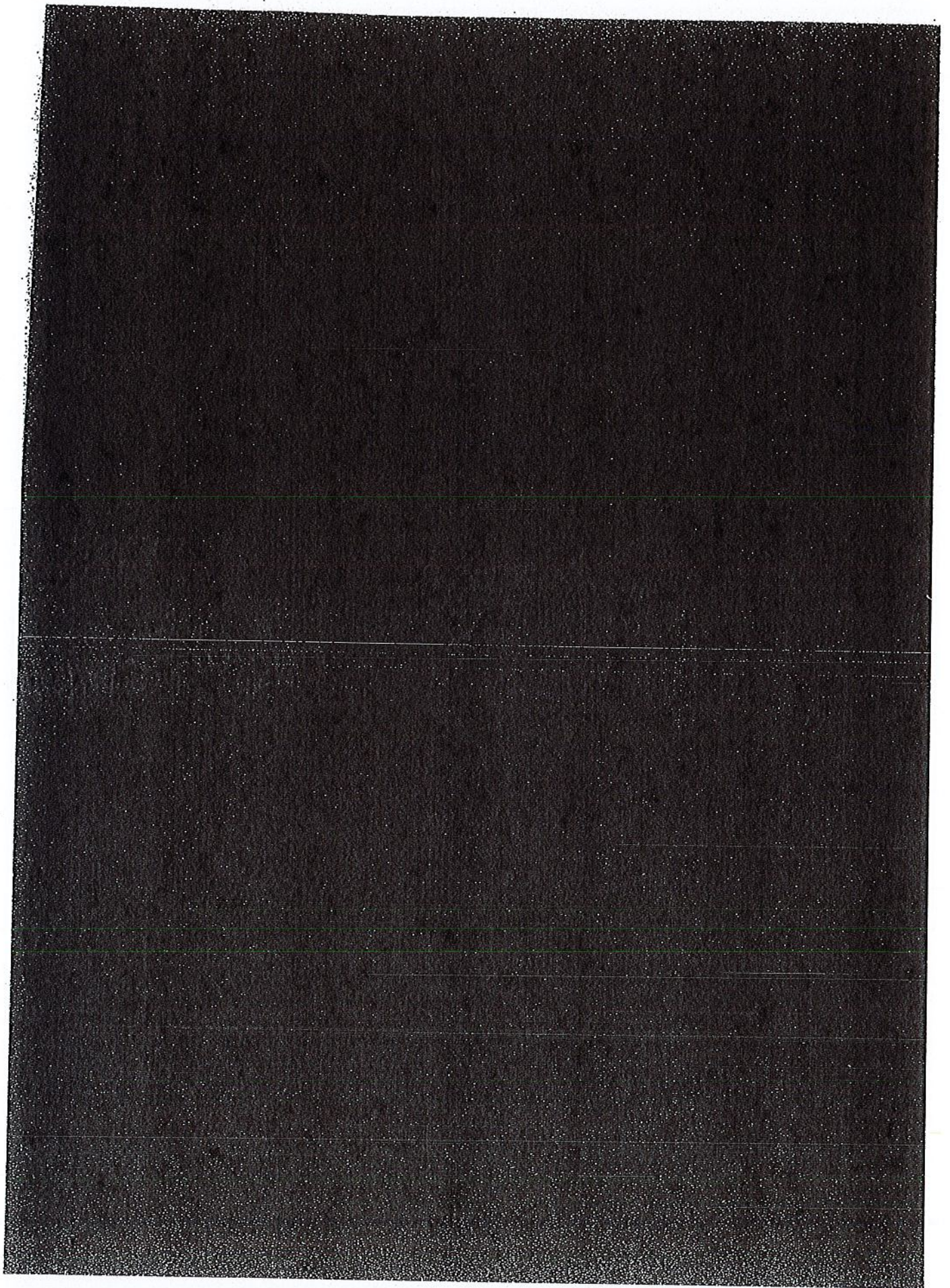
WEST DEER #2 VFC REPORT

ATTACHED IS THE WEST DEER #2 VFC REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

West Deer VFC # 2 July 2021 Report

- 6 calls
- trained 4 nights



WEST DEER #3 VFC REPORT

ATTACHED IS THE WEST DEER #3 VFC REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

West Deer Twp. VFC # 3

FIRE CHIEF'S REPORT

August 2021

Call Report for July – 97 total calls

71 - QRS Calls with response, 5 - QRS calls with no response (6%)

21 - Fire Calls

0 - Commercial Structure Fire

9 - Commercial Fire Alarm

2 - Residential Structure Fire

2 - Residential Fire Alarm

1 - MVC

1 - MVC w/ entrapment

0 - Rescue other than MVC

4 - Misc.

1 - CO Alarm

0 - False Call

0 - Brush Fire

1 - Vehicle Fire

1 - Hampton

1 - Marshall

7 - Richland

12 - West Deer

16 - 0500-1700

5 - 1700-0500

- Equipment/truck checklists – All completed

- Operations meeting held 8/1/2021 – Basic Rigging and Rope Rescue Course scheduled 8/10,8/15,8/17

- Child clearances missing 3, others are non-active or on military leave

Upcoming events:

- 8/10 – ROBR

- 8/17 – ROBR

- 8/24 – Work Night

- 8/31 – 3 Company training

- Mike Artman added to Engine driver list

- SVR class – 3 still need to test

- Smoke Detector replacement program in Steeplechase ongoing

- 8/4/21 Twp EMA conducting a walk through of Glassmere

- Attended the Twp. Planning commission meeting, requested consideration for a repeater to be installed on proposed cell tower for Fire, Police and EMS (no emergency radio reception in Russellton)

- Fire Station project

- Appraisal for the existing station completed

- 60 day due diligence ends 8/16/2021, tentative closing on 8/27/21

- Third party inspection 7/20/21 - report completed, recommended water quality test on pond water, gutter needs fixed in rear, broken hinge on D side mandoor, Resner heater and ventilation fan needs replaced

- 7/20/21 Occupancy inspection completed for title company

- Water quality sample collected awaiting report

- Met with Construction Engineer on site – Nucor metal building parts can be ordered for retrofit.

- Met with Architect Mark Edelmann 7/28/2021

- Penndot is repairing bridge in front of Krigger, 1 lane alternating traffic till November

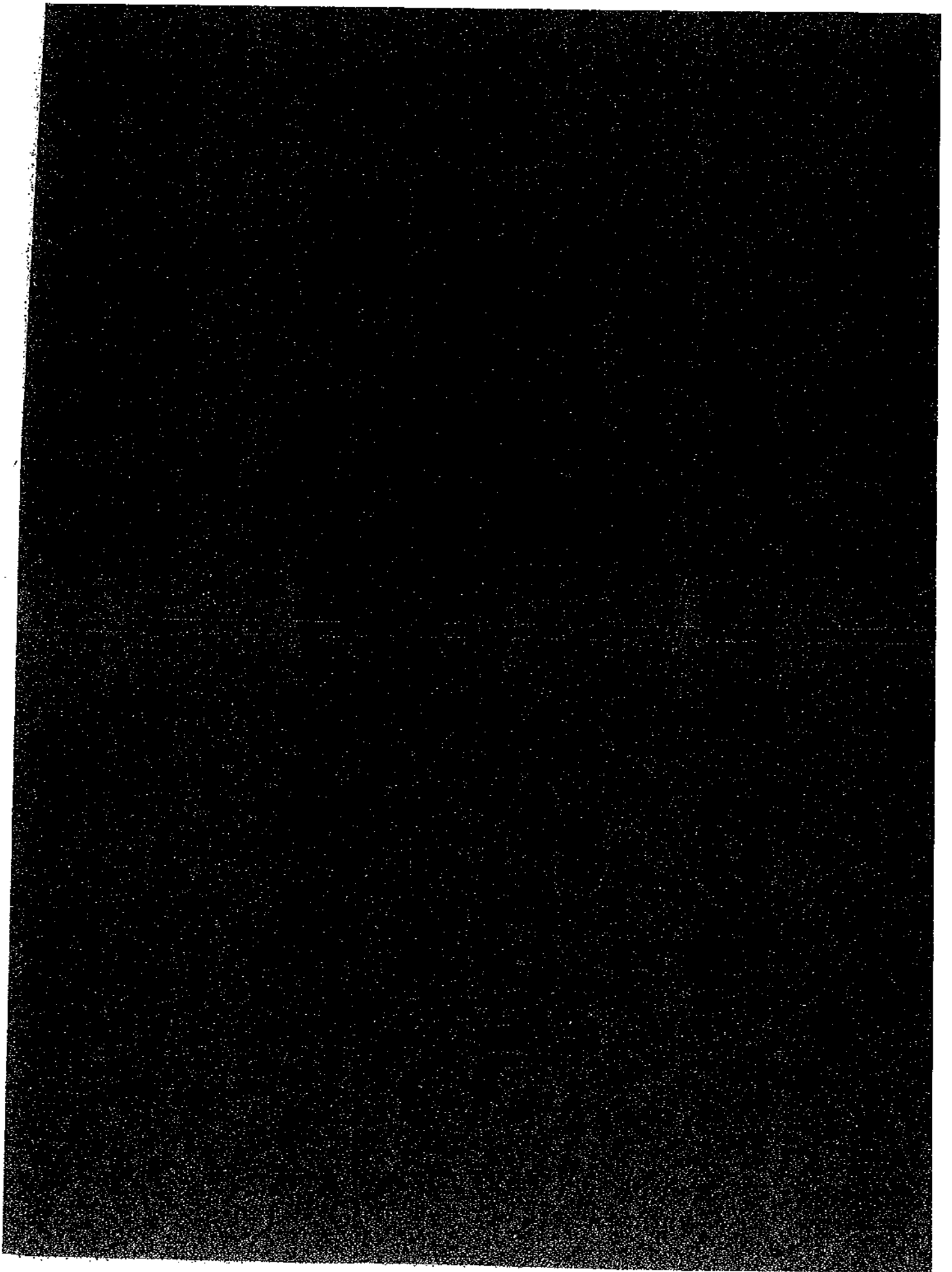
- Saxonburg Blvd reopened north of Bakerstown Culmerville.

West Deer Twp. VFC # 3

FIRE CHIEF'S REPORT

August 2021

- Sargent William Bailey retired - Tim Burk promoted to Sargent, Dominic Rigous promoted to full time patrol officer, 2 part time police officers hired – Jeffrey Yarusso and Bret Vulakovich
- New Township fuel system is fixed
- Closeout report for State COVID Grant was submitted
- State Fire Grant needs closed out, next application will open in September
- 4 sets of firefighter turnout gear ordered from 3 Rivers Fire Equipment for \$10,184 (M. Renner, Palikaras, Jarvis, Artman)
- Attended the Township meeting – a fire study through DCED was approved, scope of the study was not determined, may take a year to complete because DCED is behind. Requested Public Safety meeting.
- COVID mitigation – emergency personnel are still required to wear at minimum a surgical mask on calls and when entering residential/commercial buildings. Cardiac arrests/unresponsive medical calls require a minimum of N-95 masks
- Amazon donated PPE and disinfectant, paid \$5.00 for S/H
- All O2 sensors replaced in all gas meters
- Engine chainsaw needs repaired
- Squad state vehicle inspection completed
- Purchase ID tags and name plates for FF's = \$440



WEST DEER EMS REPORT

ATTACHED IS THE WEST DEER EMS REPORT.

ARE THERE ANY QUESTIONS REGARDING THE REPORT?

West Deer EMS

July 2021

- 154 Total requests for service. Typically, July is our busiest month of the year. This year was average compared to other months. This includes responses in West Deer as well as mutual aid requests to surrounding communities.

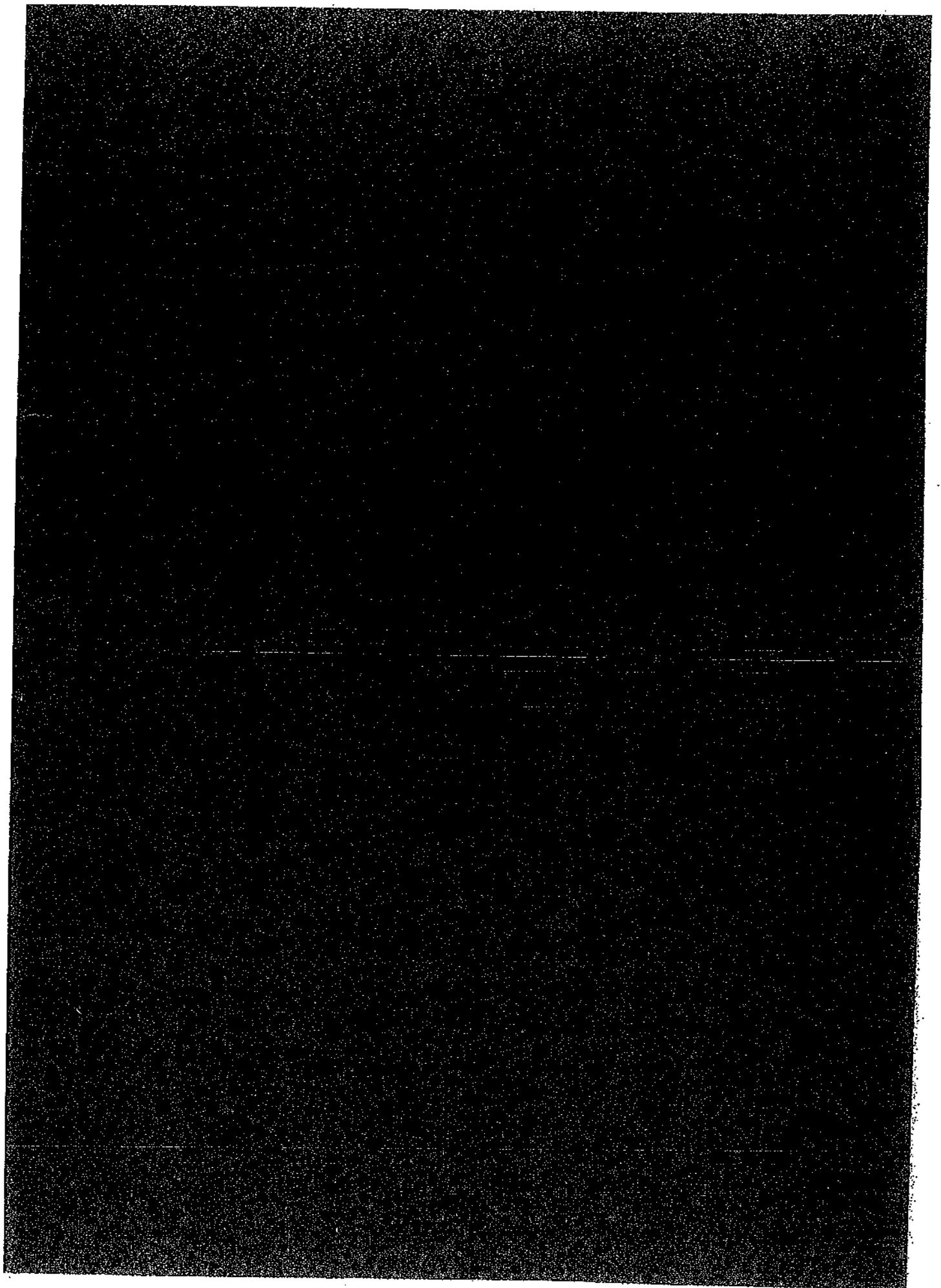
- Our 2021 subscription drive is currently underway with the new coverage year starting on September 1st. Our reminder mailing will be sent the first week of October.

- Our patient billing income for the month of July was \$42,310 with an additional \$27,000 from subscriptions. Our monthly bills, including payroll, totaled just over \$61,000. Reimbursement percentages are still poor with no change in sight. Luckily subscription response is picking up slightly.

- Monday at our board meeting we voted to approve the purchase of a new ambulance. It will be our first new ambulance in 6 years and will replace our 2008 unit. The total cost of the unit is \$165,000. It will be made by Crestline sold through Glick Sales and Service of Zelienople. A loan will be taken through our bank with a 5-year payoff plan. The ambulance should be delivered within 5 months.

- Our collaboration with Seneca EMS is moving forward with future plans of the Seneca EMS crew being staged at West Deer EMS 24/7. An official date for the new change has not been set. Logistics are being worked out. This will put two crews in West Deer Township 24/7.

-The roof continues to be a significant issue. I have yet to find a company to even come and give us a quote let alone a timeline for repair. It will surely need repair, if not replacement, before winter. There are several severe leaks during each rainstorm. Daniel was given the quote for the garage doors and that should be budgeted for 2022.



CDC STEERING COMMITTEE REPORT

MR. MAJERNIK...

ACCEPTANCE: 2022 MINIMUM MUNICIPAL OBLIGATIONS (MMOS)

ATTACHED ARE THE 2022 MINIMUM MUNICIPAL OBLIGATION REPORTS FOR THE POLICE AND MUNICIPAL EMPLOYEE PENSION PLANS AS SUBMITTED BY THE TOWNSHIP ACTUARY.

AS PER STATE LAW, THE BOARD SIMPLY HAS TO ACKNOWLEDGE RECEIPT OF THE REPORTS.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACKNOWLEDGE RECEIPT OF THE 2022 MINIMUM MUNICIPAL OBLIGATIONS FOR THE POLICE AND MUNICIPAL EMPLOYEE PENSION PLANS.

MOTION SECOND AYES NAYES

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

**TOWNSHIP OF WEST DEER POLICE PENSION PLAN
FINANCIAL REQUIREMENT AND MINIMUM MUNICIPAL OBLIGATION
FOR 2022 MUNICIPAL BUDGET**

A. Normal Cost

1. Normal Cost as a Percent of Payroll	16.241%
2. Estimated 2021 Payroll for Active Participants	\$ <u>982,766</u>
3. Normal Cost (A1 x A2)	\$ <u>159,611</u>

B. Financial Requirement

1. Normal Cost (A3)	\$ 159,611
2. Anticipated Insurance Premiums	0
3. Anticipated Administrative Expense	72,725
4. Amortization Payment, if any ^	<u>79,133</u>
5. Financial Requirement (B1 + B2 + B3 + B4)	\$ <u>311,469</u>

C. Minimum Municipal Obligation

1. Financial Requirement (B5)	\$ 311,469
2. Anticipated Employee Contributions (5.0% of Estimated Payroll)	49,138
3. Funding Adjustment, if any	<u>0</u>
4. Minimum Municipal Obligation (C1 - C2 - C3)	\$ <u>262,331</u>

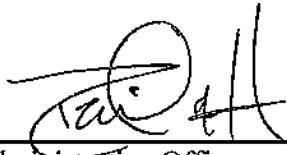
^The amortization payment from the January 1, 2021 valuation was adjusted to reflect amortization base(s) that have since expired. The amortization payment decreased by \$4.

NOTES:

1. 2022 General Municipal Pension System State Aid may be used to fund part or all of the municipal obligation and must be deposited within 30 days of receipt. Any remaining balance must be paid from municipal funds.
2. Deposit into the Plan's assets must be made by December 31, 2022 to avoid an interest penalty.
3. Any delinquent Minimum Municipal Obligation from prior years must be included in the 2022 budget along with an interest penalty.

I hereby certify that the above calculations, to the best of my knowledge, are true, accurate, and conform with the provisions of Chapter 3 of Act 205 of 1984.

Certified By:



Chief Administrative Officer

10 August 2021

Date

Prepared using the January 1, 2021 Valuation.

**MUNICIPAL EMPLOYEES' PENSION PLAN FOR TOWNSHIP OF WEST DEER
FINANCIAL REQUIREMENT AND MINIMUM MUNICIPAL OBLIGATION
FOR 2022 MUNICIPAL BUDGET**

A. Normal Cost

1. Normal Cost as a Percent of Payroll	13.932%
2. Estimated 2021 Payroll for Active Participants	\$ <u>786,353</u>
3. Normal Cost (A1 x A2)	\$ <u><u>109,555</u></u>

B. Financial Requirement

1. Normal Cost (A3)	\$ 109,555
2. Anticipated Insurance Premiums	0
3. Anticipated Administrative Expense	52,686
4. Amortization Payment, if any	<u>0</u>
5. Financial Requirement (B1 + B2 + B3 + B4)	\$ <u><u>162,241</u></u>

C. Minimum Municipal Obligation

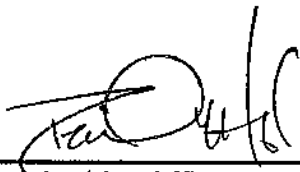
1. Financial Requirement (B5)	\$ 162,241
2. Anticipated Employee Contributions (5.0% of Estimated Payroll)	39,318
3. Funding Adjustment, if any	<u>802</u>
4. Minimum Municipal Obligation (C1 - C2 - C3)	\$ <u><u>122,121</u></u>

NOTES:

1. 2022 General Municipal Pension System State Aid may be used to fund part or all of the municipal obligation and must be deposited within 30 days of receipt. Any remaining balance must be paid from municipal funds.
 2. Deposit into the Plan's assets must be made by December 31, 2022 to avoid an interest penalty.
 3. Any delinquent Minimum Municipal Obligation from prior years must be included in the 2022 budget along with an interest penalty.
-

I hereby certify that the above calculations, to the best of my knowledge, are true, accurate, and conform with the provisions of Chapter 3 of Act 205 of 1984.

Certified By:

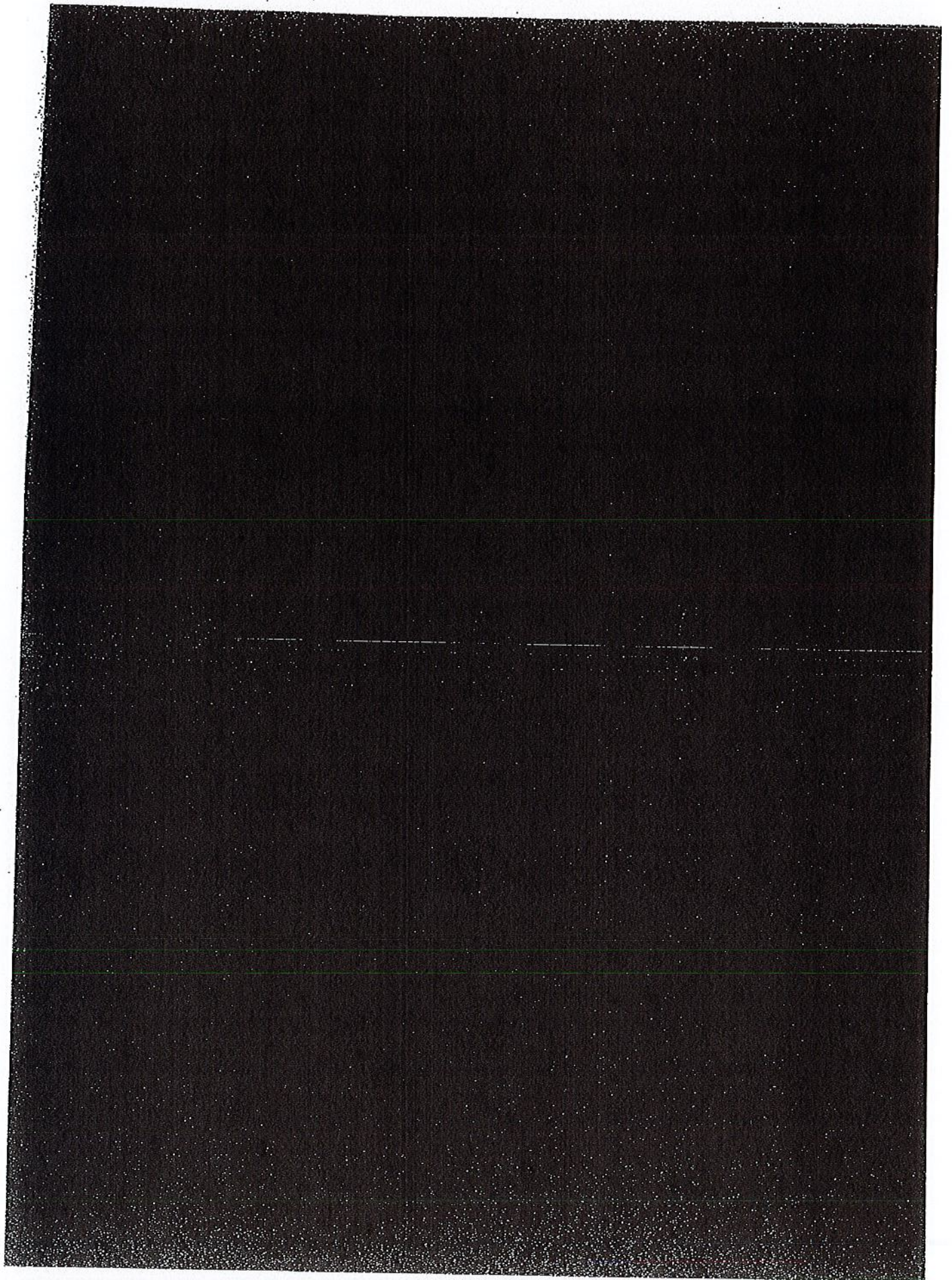


Chief Administrative Officer

10 August 2021

Date

Prepared using the January 1, 2021 Valuation.



ACCEPTANCE: RESIGNATION OF PART-TIME POLICE OFFICER

THE BOARD IS IN RECEIPT OF THE ATTACHED EMAIL FROM OFFICER CONNOR DOBRANSKY STATING HE HAS RESIGNED FROM HIS POSITION.

WHAT ACTION DOES THE BOARD WISH TO TAKE.

I MOVE TO ACCEPT THE RESIGNATION OF PART-TIME POLICE OFFICER CONNOR DOBRANSKY AND WISH HIM THE BEST OF LUCK.

MOTION SECOND AYES NAYES

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

Sgt. Robert Loper

From: Connor Dobransky <cd3dad@my.bc3.edu>
Sent: Thursday, July 15, 2021 10:24 PM
To: Sgt. Robert Loper
Subject: Letter of resignation

Connor Dobransky
Law Enforcement Officer
West Deer Township
258 Johns Road
Kittanning PA, 16201

Sergeant Loper,

I am emailing you in regards to my termination of employment with the West Deer Township Police Department.

Thank you for everything you, as well as all of the officers, have done to help me on my career path. I had a great time and learned very valuable lessons that I will carry with me the rest of my life. West Deer Township was a great stepping stone for my career and I wish I could continue working with all of you. Unfortunately that is not an option and so this email is validating that effective immediately, my employment with the township is over.

Sincerely,
Connor Dobransky

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