

West Deer Township
Board of Supervisors
17 August 2022
6:30 p.m.

The West Deer Township Board of Supervisors held their Regular Meeting at the West Deer Township Municipal Building. Members present were: Beverly Jordan, Chairperson; Shirley Hollibaugh, Vice Chairperson; Vernon Frey; and James Smullin. Also present were: Daniel Mator, Township Manager; Joseph Shook, Assistant Township Manager; Gavin Robb, Township Solicitor; and Scott Shoup, Township Engineer.

6:30 p.m. – PUBLIC HEARING– JK MOTOR CARS LLC

Township Solicitor Gavin Robb opened the meeting.

Roll Call taken by Mr. Mator – Quorum present.

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 existing building located at 11 Oak Road Gibsonia, PA 15044 to operate a used car/auto dealership.

Lot/Block Numbers: 1508-S-75
Zoning District: SU Special Use

Mr. Robb announced that since the applicant was not in attendance their application was being withdrawn so the hearing was being closed.

7:00 p.m. – PUBLIC HEARING– DEMOLITION OF 17-19 SCHOOL STREET 7 1130-1132 EISENHOWER DRIVE

Township Solicitor Gavin Robb opened the meeting.

Roll Call taken by Mr. Mator – Quorum present.

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 authorize the condemnation and demolition of the structures located at the 17–19 School Street and 1130-1132 Eisenhower Drive per Chapter 90 of the West Deer Township Code of Ordinances.

17 School Street

Owner: Anna & Arthur Reynolds (deceased)
Lot/Block #: 1361-M-108

19 School Street

Owner: Lori Callwood
Lot/Block #: 1361-M-105

1130-1132 Eisenhower Drive

Owner: Holy Spirit Revival & Evangelistic Ministries
Lot/Block #: 1218-M-126

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. Robb asked Mr. Bedi if he had viewed 17-19 School Street and if there had been any changes since the first time the property was inspected. Mr. Bedi responded that there have been no changes to the property.

Mr. Robb requested any public comment testimony for 17-19 School Street to step up to the microphone, state their name and address.

17-19 SCHOOL STREET PUBLIC COMMENTS

Georgina Depasquale of Church Street

- Ms. Depasquale spoke on 17-19 School Street. She pointed out that she lives across the street and has watched it deteriorate. Ms. Depasquale believed that the rat infestation that has occurred multiple times on her street has come from this property. She stated that she is in favor of this property being demolished.

Judith Compee of 5 School Street

- Ms. Compee stressed that this structure is unsafe and would like it torn down.

MOTION BY Supervisor Jordan and SECONDED BY Supervisor Frey to approve the demolition of 17 School Street. Motion carried unanimously 4-0.

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Hollibaugh to approve the demolition of 19 School Street. Motion carried unanimously 4-0.

Mr. Robb asked Mr. Bedi if he viewed 1130-1132 Eisenhower Drive and if there had been any changes since the first time the property was inspected. Mr. Bedi replied that there have been no changes to the property.

Mr. Robb requested any public comment testimony for 1130-1132 Eisenhower Drive to step up to the microphone, state their name and address.

1130-1132 EISENHOWER DRIVE PUBLIC COMMENTS

Richard Remo of 104 Pleasant Ridge Road, McKees Rocks

- Mr. Remo explained that his parents live at 1134-1136 Eisenhower Drive and he felt the structure was inhabitable/unsafe. He reported trapping many wild animals coming from the property.

Sandy Robinson, daughter of residents that live at 1134-1136 Eisenhower Drive

- Ms. Robinson expressed that she felt the property is a fire hazard and is unsafe for her parents whom live next door. She also reported seeing many wild animals and stray cats coming from the property.

Georgina Depasquale of Church Street

- Ms. Depasquale explained that her family use to live on this street and agreed that the property should be torn down.

MOTIONED BY Supervisor Jordan and SECONDED BY Supervisor Hollibaugh to approve the demolition of 1130-1132 Eisenhower Drive. Motion carried unanimously 4-0.

ADJOURNMENT/PUBLIC HEARING

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Jordan to close the public hearing. Motion carried unanimously 4-0.

OPEN REGULAR BUSINESS MEETING

Chairperson Jordan opened the meeting and welcomed everyone to the meeting.

Pledge of Allegiance

Roll Call taken by Mr. Mator – Quorum present

COMMENTS FROM THE PUBLIC

- None

PRESENTATION: HHS DR ARCHITECTS (NEW MUNICIPAL BUILDING DESIGN)

Mr. Matt Franz and Mr. Dave Kent of HHS DR Architects

- Mr. Franz gave a slide presentation of the new Municipal building and outlined in detail the design.
- Mr. Kent spoke on the locations of the departments in the new design and presented the building timeline.

Mrs. Jordan pointed out for the public how the Township employees are crammed in the current building now. She added the Police have no space in their area of the building so the new building is really needed.

More discussion was held.

ACCEPT MINUTES

Mrs. Jordan commented that in last month's minutes the statement that the Police SRO's are paid twice -once by the Township and also by the School District- is inaccurate. She added the School District alone pays the Police SRO's salaries.

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Hollibaugh to accept the minutes of the 20 July 2022 regular business meeting as presented. Motion carried unanimously 4-0.

MONTHLY FINANCIAL REPORTTOWNSHIP OF WEST DEER
FINANCE OFFICER'S REPORT31 July 2022**I - GENERAL FUND:**

	<u>July</u>	<u>YTD</u>	<u>% of Budget</u>
Revenues	313,291.83	5,917,110.74	65.63%
Expenditures	417,281.10	4,658,566.97	51.67%

Cash and Cash Equivalents:

Sweep Account

1,503,863.36

1,503,863.36**II - SPECIAL REVENUE FUNDS****Cash and Cash Equivalents:****Street Light Fund:**

Restricted

94,980.05

Fire Tax Fund:

Restricted

62,895.29

State/Liquid Fuels Fund:

Restricted

194,789.08

352,664.42**Investments:****Operating Reserve Fund:**

Reserved

776,397.61

Capital Reserve Fund:

Reserved

963,009.84

1,739,407.45**III - CAPITAL PROJECT FUNDS:****Cash and Cash Equivalents:**

0.00

0.00**TOTAL CASH BALANCE 7/31/22**3,595,935.23

Interest Earned July 2022

230.98

	<u>7/1/2022</u> <u>Debt Balance</u>	<u>July</u> <u>Principal</u> <u>Payment</u>	<u>7/31/2022</u> <u>Debt Balance</u>
Mars National - VFC #3	\$83,240.21	\$2,607.94	\$80,856.80
NexTier Bank VFC #2	\$382,136.54	\$2,680.96	\$380,693.30

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

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

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

JULY LIST OF BILLS

Amerikohl Aggregates Inc.....	2694.75
Amerikohl Transport Inc.	2155.80
Bearcom.....	292.47
Best Wholesale Tire Co. Inc.....	86.98
Hei-Way LLC.....	187.44
Jordan Tax Service, Inc.....	2139.71
Kress Tire.....	1380.40
Northeast Paving.....	4198.59
Office Depot.....	435.43
Shoup Engineering Inc.....	7768.25
Stephenson Equipment LLC.....	725.09
Toshiba Financial Services.....	522.32
Tucker/Arensberg Attorneys.....	4646.00

MOTION BY Supervisor Smullin and SECONDED BY Supervisor Frey 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 July 2022. 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 July 2022. 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.

Projects

- Municipal Building Project
 - Based on initial concept planning by HHSDR architects, preparation of a preliminary grading plan and adjustments to the concept plan were performed. As required for future permitting, a review of the site for wetlands was performed which revealed no wetlands exist in the areas to be developed.

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

- Knoch-Remo Plan No. 2 – A review of this lot line revision plan on Blanchard Road was performed and a review letter was issued to the township on August 4, 2022.
- Deer Creek rentals Plan – reviews of this consolidation plan on Deer Creek Road were performed and review letters dated July 20, 2022 and July 21, 2022 were issued to the Township.

PLANNING & ZONING COMMUNITY DEVELOPMENT DIRECTOR REPORT

Mr. Harmit Bedi was present and provided a summary report on Code Enforcement and Zoning for the month of July 2022. A copy of the report is on file at the Township Building.

PARKS & RECREATION BOARD REPORT

The Board received the Parks & Recreation Board Report for the month of July 2022. A copy of the reports 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 July 2022. 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 July 2022. 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 July 2022. A copy of the report is on file at the Township Building.

Chief Wiegand reported inviting the Board to a seminar that he put together for all West Deer Volunteer Fire Companies. He added that West Deer #3 will be awarded their Assistant to Firefighter grant in the amount of \$100,000 for their new building by the end of the week.

WEST DEER EMS REPORT

The Board received the West Deer EMS Report for the month of July 2022. A copy of the report is on file at the Township Building.

ACCEPTANCE: 2023 MINIMUM MUNICIPAL OBLIGATIONS (MMOS)

The Board is in receipt of the 2023 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.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to acknowledge receipt of the 2023 Minimum Municipal obligations for the Police and Municipal Employee Pension Plans. Motion carried unanimously 4-0.

ACCEPTANCE: CODE ENFORCEMENT/ BUILDING INSPECTION

Mr. Mator reported the Board received a resignation for William Payne.

Mr. Robb recommended the Board make a motion to add the motion to the agenda.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to move to add motion to accept the resignation of William Payne effective 17 August 2022. Motion carried unanimously 4-0.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to accept the resignation of William Payne effective 17 August 2022. Motion carried unanimously 4-0.

Mr. Robb advised that due to the Sunshine Act this added agenda motion needs to be advertised on the West Deer Township website.

Mrs. Jordan wished William Payne the best of luck.

ACCEPTANCE: RESIGNATION OF SUPERVISOR JENNIFER MANN

The Board is in receipt of Dr. Jennifer Mann's resignation from the West Deer Township Board of Supervisors.

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to accept the resignation of Jennifer Mann from the West Deer Township Board of Supervisors effective 24 August 2022. Motion carried unanimously 4-0.

ADOPTION: RESOLUTION NO. 2022-13 SEWAGE FACILITIES PLANNING MODULE (ROSE RIDGE)

RESOLUTION NO. 2022-13

RESOLUTION 2022-13 APPROVES THE PA DEP SEWAGE FACILITIES PLANNING MODULE FOR THE PLAN LOCATED AT GIBSONIA ROAD ALLISON PARK, PA IN THE R-2 SEMI-SUBURBAN RESIDENTIAL ZONING DISTRICT.

Mr. Shoup reviewed the PA Department of Environmental Protection Planning Module documents and found the Planning Module to be in proper order. Mr. Shoup therefore recommended that it be approved by the Township by resolution.

Mr. Shoup explained in detail the reason for the resolution.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to adopt Resolution No. 2022-13 approving the PA DEP Sewage Facilities Planning Module for the Rose Ridge PRD Sewage Module Plan. Motion carried unanimously 4-0.

ADOPTION: RESOLUTION NO. 2022-14 RICHLAND WATER AGREEMENT (BAKERSTOWN-CULMERVILLE RD)

RESOLUTION NO. 2022-14

A RESOLUTION OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, APPROVING AN INTERGOVERNMENTAL COOPERATION AGREEMENT WITH THE RICHLAND TOWNSHIP MUNICIPAL AUTHORITY OF ALLEGHENY COUNTY, PURSUANT TO THE INTERGOVERNMENTAL COOPERATION ACT. 53 PA C.S. §§ 2301 ET SEQ., TO PROVIDE FOR A COST SHARING ARRANGEMENT TOWARD A WATERLINE EXTENSION PROJECT ON BAKERSTOWN - CULMERVILLE ROAD IN WEST DEER TOWNSHIP.

Mr. Robb reported receiving the Richland Water Authority Solicitor's modification comments. He added that he and Mr. Shoup felt they were acceptable since they were fairly minor changes simply intended for clarification. Mr. Robb requested that the final motion be subject to Township Solicitor, Manager, and Engineer agreeing to the form of the agreement.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to adopt Resolution 2022-14 approving an International Cooperation Agreement with the Richland Township Municipal Authority of Allegheny County to provide for a cost sharing arrangement toward a Waterline Extension Project on Bakerstown-Culmerville Road in West Deer Township subject to the approval of the Township Solicitor, Manager, and Engineer as to the form of the agreement. Motion carried unanimously 4-0.

APPROVAL: PCS BUILDING INSPECTION AGREEMENT

The Board is in receipt of the Building Inspection Agreement between the West Deer Township and PCS.

Mr. Frey asked when a new Building Inspector is hired will the Township have to keep this agreement for a certain amount of time.

Mr. Mator answered that even before he was Township Manager, the Township had used PCS for the commercial inspections except minor inspections which were handled by Mr. Payne. He added that PCS will be continued to be used for that purpose.

Mr. Frey questioned if the Township just used them on a need to basis.

Mr. Mator answered in affirmative, and stated PCS addresses only what they are sent.

More discussion was held.

MOTIONED BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to authorize the signing of the Building Inspection Agreement between the Township and PCS as presented. Motion carried unanimously 4-0.

APPROVAL: TOSHIBA COPIER AGREEMENT

The Board is in receipt of the copier agreement between the West Deer Township and Toshiba.

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Frey to approve the signing of the copier agreement between the Township and Toshiba as presented. Motion carried unanimously 4-0.

AUTHORIZATION: ADVERTISEMENT OF ORDINANCE NO. XXX (PROPERTY MAINTENANCE ORDINANCE)

ORDINANCE NO. XXX

AN ORDINANCE OF THE TOWNSHIP OF WEST DEER, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING CHAPTER 166 OF THE TOWNSHIP CODE ENTITLED "PROPERTY

MAINTENANCE” BY ADOPTING THE PROVISIONS OF THE 2021 INTERNATIONAL CODE -AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL – AS PART OF THE WEST DEER TOWNSHIP CODE.

Mr. Robb received feedback from the Board about some recitals and stated he will address. He requested the Board receive an actual copy of the code with the provisions to review so any changes are prepared prior to taking action next month.

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Frey to authorize the signing of the Memorandum of Understanding between the West Deer Township Police Department and the Deer Lakes School District as presented. Motion carried: 4-yes, 0-no, 1-abstention.

AUTHORIZATION: HIRING OF TEMPORARY CODE ENFORCEMENT OFFICER

With a temporary vacancy existing in the Code Enforcement Officer Position, the Township Manager- upon the recommendation of PCS – advises the hiring of Joseph Boehm to provide the service.

A satisfactory background check was performed on the applicant.

Mr. Mator pointed out that currently he works for PCS as a part-time code enforcement officer and he has been a code officer for nearly thirty years.

More discussion was held.

MOTIONED BY Supervisor Frey and SECONDED BY Supervisor Hollibaugh to hire Joseph Boehm as a part-time, temporary Code Enforcement Officer. Motion carried unanimously 4-0.

AWARD: 2022 GUIDERAIL PROGRAM

The following quotes were received for the Guiderail Project to furnish and install guiderails on: Lick Road, Glasgow Road, and Ford Street.

<u>Bidders</u>	<u>Total</u>
1) Fence By Maintenance Service	\$16,362.00
2) Allegheny Fence	\$19,450.00
3) Green Acres Contracting	\$27,264.00

MOTIONED BY Supervisor Smullin and SECONDED BY Supervisor Frey to award the Guiderail Project to Fence By Maintenance Service in the amount of \$16,362.00 for Lick Road, Glasgow Road, and Ford Street. Motion carried unanimously 4-0.

DISCUSSION: CHARTER REVISIONS

Mr. Mator brought up that earlier this year there was a discussion about the importance of updating the Township Charter. He mentioned that with speaking to Mr. Robb, they are proposing that in two months there will be a formal presentation to the Board to make a few changes. Mr. Mator listed those possible changes to the Charter: removing the option of elected auditors, modifying the bidding requirements, and the elimination of the public hearing option for a terminated employee if already given a private hearing.

More discussion was held.

DISCUSSION: DRAFT ZONING ORDINANCE

Mr. Robb reported the Board has been given the draft zoning provisions to the ordinance. He recommended pushing the adoption of ordinance another month for further review by the Board. Mr. Robb asked the Board to take the time to look over the draft so the Township can advertise the ordinance next month.

Mrs. Jordan requested that the ordinance be placed on the shared drive on the Board's I-pads.

Mr. Mator responded he will take care of it.

OLD BUSINESS

- Mrs. Jordan mentioned that a dedication date and plaque for former Supervisor Shawn Maudhuit had still not been picked. She stated she would email the Board a couple of dates so one could be chosen, and reminded the other Board members that the plaque options were in their packets last month. Mrs. Jordan requested this be looked over as soon as possible.

Mr. Shook pointed out the timeline for the plaque is a three week turn around.

More discussion was held.

- Mrs. Jordan asked if there was any movement on the Curtisville Park repaving.

Mr. Smullin answered it will be completed soon.

More discussion was held.

- Mrs. Jordan reported that with Dr. Mann resigning, Mrs. Hollibaugh and herself will be reaching out to residents that have old Township photos to ask for copies to display on the new website and in the new Municipal Building.

NEW BUSINESS

- Mrs. Jordan announced that with Dr. Mann's Supervisor resignation the Township will be advertising to fill her position from the residents in District Four. She added that letters of interest from those residents will be accepted once it has been advertised.

Mr. Robb brought up that the interviews will be conducted in the public meeting. He explained the requirement is to have the seat filled within 31 days from the date the resignation was effective, so the Board will be looking to take action to fill the position at their next business meeting on Wednesday, September 21st.

ADJOURNMENT

MOTION BY Supervisor Hollibaugh and SECONDED BY Supervisor Frey to adjourn the meeting at 8:35 p.m. Motion carried unanimously 4-0. Meeting adjourned.

Daniel J. Mator Jr., Township Manager