

Ligonier Township Supervisors
Regular Meeting
December 8, 2015

The Ligonier Township Supervisors met in regular session at 7:00 PM with the Pledge of Allegiance opening the meeting. Secretary Bruce Robinson took roll call. Present were D. Scott Matson, Paul Knupp, Bruce Robinson, and Gary Thistlethwaite and Chairman Wade Thomas

Chief Matronics asked for a moment of silence for patrolman Lloyd Reed Jr. of the St. Clair Township Police Department, who was killed in the line of duty on November 28, 2015 in New Florence, PA while responding to a domestic dispute call. This is the third law enforcement officer from the Ligonier Valley area that has lost his life in the line of duty in the past year.

December 14, 2014 Officer Richard Champion
May 5, 2015 Lt Eric Eslary
November 28, 2015 Officer Lloyd Reed Jr

It has been a tough year and Chief Matronics thanked the public for their support.

Supervisor's Comments on Public Comments from last meeting

Bruce Robinson– stated that there were comments from last month's Public Comments that are falsehoods and incorrect and he would like at this time to address them. His employer is not non- profit and has paid to Tax Collector, Sue Kinsey property taxes over \$215,000.00 also he agrees he does not pay property taxes; however, he does pay a 1% Wages taxes that goes to school district and the township.

Paul Knupp – stated he was Ligonier Township Municipal Authority Manager for 17 years and now works for Municipal Authority of Westmoreland County and would like to have an ethics determination done if Michael Korn could do for all business going forward.

Michael Korn explained and stated he can submit for a determination and he advised for in the interim that he feels it would be a conflict due to the determination on Mr. Robinson and for Mr. Knupp to not partake in any matters involving said business until the determination is received.

Public Comment

1. **Charles Burd** – owns property in Park Plan where the alley is that is proposed to close as for now his is opposed to closing the alley in Park Plan since he does not know much as to what is going and on will observe going forward. He has that alley and another alley, so if one is closed he will not be able to access the other.
- A motion was made by Scott Matson and seconded by Bruce Robinson to approve the minutes of the November 10, 2015. Motion carried

Staff Reports

Manager's Report - Terry started with asking the Supervisors to set the Re-organization meeting for January 4, 2016 at 4:30 pm in the township office as that needs to be advertised.

- A motion was made by Scott Matson and seconded by Gary Thistlethwaite to set the Re-organization meeting for January 4, 2016 at 4:30 PM at the Township Office and to advertise. Motion carried.

Terry reported when he accepted the position of Manager here in August of last year, he has been evaluating the municipal operation of all departments, changing and creating policy for all township employees with the goal of improving service to the community. When he teaches either newly elected officials or train planning and zoning personnel he always tells them that the only reason we exist in local government is to provide services to the residents at a reasonable cost. One of the main goals of Ligonier Township is to improve the implementation of those services to protect the health safety and welfare of the community. One of the most glaring issues in reviewing the last 30 years is the lack of community planning and training of all personnel either elected or appointed. Any organization to be considered progressive must emphasize continuing training and education for existing employees and seek qualified personnel to meet the future needs of providing services to its residents. We have been changing how we do business for the residents of Ligonier Township. We have regular staff meetings for administration, public works and safety, and Police Department committee to improve communications between departments to better serve the residents. He puts a lot of emphasis on continuing education and training because that is what progressive organizations do in local government to better serve their residents. We have and always will put our best efforts in protecting our residents and employees in this ever changing world. We will use our resources to the best of our ability in delivering those services the residents have come to expect from their Township government. Our public works crew is preparing for when inclement winter weather arrives. We have a minor issue concerning our operation that we will correct. We recently discovered that we do not have any spare tires that we could utilize and safely use for our main fleet of trucks. This oversight did not happen overnight and good planning and preparation could have averted this situation and he is very disappointed in this situation. We will begin a maintenance and inspection program after the first of the year. We do expect to begin the interview process in seeking a public works director who will be responsible for this program in addition to that persons other assigned duties. We need to do a better job of maintaining our equipment and everyone is accountable for the safety of not only themselves but others in their respective department and community. He will continue to evaluate and recommend changes and implement new policies with the approval of our Township Supervisors. We also started the process for a New K-9 officer and working on cost savings. Workers' Compensation bill has been received and it went down and not up.

Police Report – Chief Matrunics reported Total Hours Worked – 1,025

Includes training for 2 officers plus Aggressive driving detail (reimbursed hours)

Patrolled 5,105 Miles

Received 7 Criminal

Received 3 Reportable Vehicular Accidents

Received 8 Non-Reportable Accidents

1 Criminal Arrest

126 Citations Issued (Aggressive Driving Detail)

Handled 4 Domestic Disputes

(3) Assisting other agencies PSP/New Florence

Total Calls for the Month of Nov - 489

Mr. Halmi Special Report Re: Act 537 Plan Revision – Steve Halmi reported that Ligonier Township wants to proceed with the preparation of a Township-wide update revision to the Act 537 Plan. In the meantime, Ligonier Township and Ligonier Township Municipal Authority are eager to proceed with plans to extend sewers to the Area III service area, which includes Oak Grove/Waterford/Wilpen and the new Sheetz store. Per the December 23, 2002 Service Agreement between the Borough of Ligonier, Ligonier Township, and Ligonier Township Municipal Authority, Ligonier Township Municipal Authority must pay Municipal Authority of Westmoreland County all costs associated with a sewage treatment plant expansion necessary to accommodate sewer service to Township Area I (Ligonier East and Laughlintown area) and Township Area III. The extension for Township Area I was recently completed with no required sewage plant expansion. Township Area III with either require a sewage treatment plant expansion or cause the treatment plant to be very close to needing an expansion. The Municipal Authority of Westmoreland County Chapter 94 Wasteload Management Annual Report, the projected maximum 3-month average flow in 2019 is .732 million gallons per day. Township Area III will add approximately .942 which exceeds the plant's permitted capacity of .900. As per discussion with Mickey Kenney, Operations Manager for the Municipal Authority of Westmoreland County they have not received any formal request from Ligonier Township Municipal Authority to evaluate the capacity of the sewage treatment plant, we agreed that Ligonier Township would need to prepare a Sewage Facilities Planning Module for Area III service area extension, the operator of the treatment facility (MAWC) must certify that sufficient treatment capacity exists and must certify that sufficient conveyance capacity exists. Municipal Authority of Westmoreland County will determine whether a sewage treatment plant expansion will be necessary and the costs associated with such expansion. The Sewage Facilities Planning Module is also the mechanism which the Pa DEP formally approves the plan for the extension, although a subsequent permitting process will also be required. There are several reasons why we think the answer is No to the Township building their own plant and ceasing the MAWC. Pa DEP generally encourages regionalization of sewage treatment system and the 2002 Agreement requires that "connections" by LTMA to the Borough Sewer System shall not thereafter be diverted therefrom by LTMA. Lastly, the alternative of a separate plant to serve Ligonier Township has been examined and rejected by Pa DEP in the past and the evaluation failed to show it to be cost-effective. Comprehensive Plan is needed with new ordinance and map etc. Terry suggested move forward and do the module request to MAWC.

- A motion was made by Paul Knupp and seconded by Bruce Robinson to proceed with the module request to MAWC. Motion carried.

Solicitor’s Report – Michael Korn’s report that they still are investigation of the Regional Police Department the meeting was canceled and needs to be rescheduled. Michael attended training last week on the Act 537 Plan and it was very clear that the responsibility is that of the Township. Having a final Act 537 plan you need a joint Comprehensive plan with the Borough and Laurel Mountain Borough.

Zoning Officer’s Report- Rich reported the following:

Total Income from (11) Lien Letter Requests - \$110.00

Income

5 \$ 259.40

Sewage Permits Issued

1 \$ 830.00

Zoning Hearing Board Fee

1 \$ 375.00

Total Income Generated \$ 1,574.40

Nuisance/Code Complaints

My office received five (3) nuisance/code complaints during this reporting period.

Two complaints were received regarding an outdoor wood burner and the smoke it produces. These complaints were turned over to DEP.

A complaint was received regarding a large amount of dog feces on a parcel in the Darlington area. Pictures were taken and the owner was given thirty (30) days for clean-up.

PA DEP officials visited my office on December 3, 2015 to have a conversation regarding the amount of burning complaints that are being generated from Ligonier Township. I requested that they send me copies of these complaints for my perusal.

Follow-ups – Owners of the burnt out residence on Fern Lane in Darlington will be given an enforcement notice. All inquiries regarding government assistance in assisting them in clean-up were futile.

COMMUNITY DEVELOPMENT PROJECTS

ZION CHURCH ROAD BRIDGE

Existing Bridge needing repaired for many years and Mr. Bell had a meeting with emergency management departments and it was unanimously determined that the bridge needs to remain open and not be closed due to the safety and welfare of the public. In another meeting Supervisor, Scott Matson mentioned about a bridge on Ross Mountain Park Road by the private club and he acquired information on the bridge and it is a one piece bridge and is rated 45 ton and cost \$35,000.00 installed. He approached the subject with our engineer and I recommend that we look into this for Zion Church Road Bridge as it can be done for \$45,000.00 to \$60,000.00 installed 14x55. Dorothy thinks this is certainly a solution that we should look at and review other manufactures out there and to certainly need to make sure with the manufactures that they are AISC certified. Guide rails need to meet certain standards. Meeting scheduled for December 17, 2015 with the firm. Per Dorothy she feels we are too far with Mill Road Bridge to consider a bridge like this.

JACOB MILLER ROAD PAVING PROJECT

Paving of this Township road was completed at approximately \$30,000.

Paving was completed due to the long term savings to the Township in regards to winter labor and maintenance. Estimated savings for the Township is \$27,000 over the next ten years.

OLD BUSINESS

A copy of the Planning Commission meeting minutes are attached.

The petition regarding the request to re-zone the southern area of Darlington back to R1 was denied by the Planning Commission.

Several changes were forwarded to the Board of Supervisors for their perusal.

Terry made the suggestion to set the Public Hearing Meeting on the changes to January 12, 2016 at 7:30 pm during regular Supervisors Monthly Meeting, so that we can advertise.

- A motion was made by Paul Knupp and seconded by Gary Thistlethwaite to set the Public Hearing meeting for January 12, 2016 at 7:30 PM and to advertise. Motion carried

I am still compiling a list of blighted or abandoned residences in the Township. Once the list is compiled I will report to the Board of the number and what the Township's options are regarding these residences.

I am also compiling a list of all roads both public and private for signage. Once the list is compiled I will be ordering these signs to ensure that all roads in the Township are properly identified.

NEW BUSINESS

Beginning in January, the Planning Commission will begin the process to institute a Ligonier Township Comprehensive Plan.

Correspondence

1. Smith County, Texas Thank You Letter. – Chief Matrunics read the Thank You letter (posted on website) and explained that Lt. Eslary obtained a bullet-proof vest for Blek through an organization called Vesting Interest in K9's and they ask that when end of use that your return the vest to them to be issued to another candidate when no longer needed.

Treasurer's Report-Terry Carcella stated that the General Fund account balance is \$413,268.52, the Act13 account balance is \$132,345.43, the K-9 account balance is \$77,150.00, the Liquid Fuels account balance is \$39,468.94 the Developer's account balance is \$12,550.00, and the Liquid Fuels Investment Account is \$9,849.01 for a total of \$684,649.90. No action required.

- A motion was made by Bruce Robinson and seconded by Gary Thistlethwaite to approve to pay bills of December 7, 2015 bill payment list. Motion carried.

Old Business

Animal Control/ Code Enforcement Agreement - the Borough solicitor requested to add an expiration date of December 31, 2016 and the Borough signed off on it.

- A motion was made by Paul Knupp and seconded by Bruce Robinson to approve the Animal Control/Code Enforcement Agreement with Ligonier Borough at the agreed rate and expiration date of December 31, 2016. Motion carried.
- A motion was made by Paul Knupp seconded by Scott Matson to amend Ordinance #09-2015 to revise that the Municipal Manager live within a 15 mile radius of the township. Motion carried.

Richard Bell stated that he could not find an ROW for the alley, but Mr. Beaufort did find a ROW, so there is one in place. Michael Kornis stated he would like to table to the next meeting the petition to abandon alley in Park Plan of lot permitting time to speak with Mr. Burd before a final decision is made.

- A motion was made by Paul Knupp and seconded by Scott Matson to table the Park Plan Abandon alley petition to next meeting. Motion carried.
- A motion was made by Paul Knupp and seconded by Gary Thistlethwaite to approve the M.O.U. Agreement with Ligonier Borough on Police Gun Usage. Motion carried
- A motion was made by Bruce Robinson and seconded by Paul Knupp to approve the Ligonier Township Budget for 2016 with no tax increase. Motion carried.

New Business

- A motion was made by Paul Knupp and seconded by Gary Thistlethwaite to table the IT/Security upgrade to January meeting. Motion carried.
- A motion was made by Paul Knupp and seconded by Wade Thomas to accept LB Foster bid for decking on Mill Road Bridge Project. Motion carried with roll call vote 3-2, Nay-Bruce Robinson and Scott Matson.
- A motion was made by Gary Thistlethwaite and seconded by Paul Knupp to accept Luther Miller's bid for propane. Motion carried.
- A motion was made by Paul Knupp and seconded by Scott Matson to accept AA Septic's bid for holding tank pumping. Motion carried.
- A motion was made by Bruce Robinson and seconded by Scott Matson accept Ligonier Stone and Lime for Anti-skid. Motion carried.
- A motion was made by Bruce Robinson and seconded by Paul Knupp to accept TSB, Inc. bid for Traffic Light Signal repair. Motion carried.
- A motion was made by Paul Knupp and seconded by Scott Matson to approve the Payne/Cmar minor subdivision, Gravel Hill Road. Motion carried.
- A motion was made by Bruce Robinson and seconded by Scott Matson to approve the Fedorka minor subdivision, Snowman Lane, Village District. Motion carried.
- A motion was made by Bruce Robinson and seconded by Paul Knupp to offer Aluminum Recycling in the township. Motion carried 4-1, Wade Thomas opposed.

- A motion was made by Paul Knupp and seconded by Gary Thistlethwaite to approve attendance to the PA Municipal League Conference by the Manager, Chief, and Lt. March 16 to March 18, 2016 in State College. Motion carried.
- A motion was made by Paul Knupp and seconded by Scott Matson to hire Robert Mitchell for part-time Public Works winter maintenance position at the rate of \$16.24/hr. as needed. Motion carried.

The supervisors went into executive session at 8:25 pm and returned at 8:33 pm. Solicitor Michael Korns verified that he attended the executive session and the topics discussed were in compliance with the Pennsylvania Sunshine Act.

Supervisor Scott Matson – No Comment.

Supervisor Paul Knupp – Well pleased with the way Ligonier Township government has come a long way and would like to thank all involved.

Supervisor Bruce Robinson – No Comment.

Supervisor Gary Thistlethwaite – No Comment.

Supervisor Wade Thomas – No Comment.

- A motion was made by Gary Thistlethwaite and seconded by Scott Matson to adjourn the meeting at 8:34 PM. Motion carried.

Respectfully submitted,

Roxanne Shadron
Assistant Secretary/Treasurer