

Ligonier Township Supervisors
Reorganization Meeting
January 3, 2017

Solicitor Michael Korn called the Reorganization Meeting of the Ligonier Township Supervisors to order at 4:00 pm with the Pledge of Allegiance. Present were Chairman Wade Thomas, Vice Chairman Paul Knupp, Gary Thistlethwaite and Bruce Robinson and D. Scott Matson.

- A motion was made by Scott Matson and seconded by Bruce Robinson to appoint Wade Thomas as Chairman for 2017. Motion carried.
- A motion was made by Bruce Robinson and seconded by Scott Matson to appoint Paul Knupp as Vice Chairman for 2017. Motion carried.
- A motion was made by Gary Thistlethwaite and seconded by Paul Knupp to appoint Bruce Robinson Secretary/Treasurer for 2017. Motion carried.

Correspondence

- 1. Avolio Law Firm Letter**
- 2. Markosky Engineering Letter**

- A motion was made by Bruce Robinson and seconded by Gary Thistlethwaite to appoint Roxanne Shadron as Assistant Secretary/Treasurer for 2017. Motion carried.
- A motion was made by Paul Knupp and seconded Bruce Robinson to appoint Avolio Law Group and Solicitor, Michael Korn for 2017 at the hourly rate of 120/hr. Motion carried.
- A motion was made by Gary Thistlethwaite and seconded by Paul Knupp to appoint Richard Bell as Animal Control and Code Enforcement Officer for 2017 at the current contract pay rate. Motion carried.
- A motion was made by Bruce Robinson and seconded by Paul Knupp to appoint Berkheimer to collect 511 Taxes and Wage and Local Services Taxes if they are able to. Motion carried.
- A motion was made by Gary Thistlethwaite and seconded by Scott Matson to appoint First Commonwealth the depository for the General Fund and Developer's Account for 2017. Motion carried.
- A motion was made by Paul Knupp and seconded by Scott Matson to appoint Ben Faas Planning Commission for a four-year term expiring January 9, 2021. Motion carried.
- A motion was made by Gary Thistlethwaite and seconded by Paul Knupp to appoint Commercial National Bank depository for Liquid Fuels Funds and K-9 Account for 2017. Motion carried.
- A motion was made by Bruce Robinson and seconded by Paul Knupp to appoint The Commonwealth of Pennsylvania as depository for the State Liquid Fuels Fund for 2017. Motion carried.

- A motion was made by Bruce Robinson and seconded by Scott Matson to appoint PNC Financial depository for the Police Pension Fund for 2017. Motion carried.
- A motion was made by Paul Knupp and seconded by Scott Matson designating the 2nd Tuesday of each month at 7:00 pm and the 4th Tuesday of each month at 4:30 pm to be regular meeting nights for the Ligonier Township Supervisors for 2017. Motion carried.
- A motion was made by Paul Knupp and seconded by Scott Matson to appoint Richard Bell as Zoning Officer and Zoning Administrator for 2017. Motion carried.
- A motion was made by Bruce Robinson and seconded by Paul Knupp to appoint Michael D'Arrigo as Sewage Enforcement Officer and the appointment of Mesko Engineering as Alternate Sewage Enforcement Officer for 2017. Motion carried.
- A motion was made by Scott Matson and seconded by Bruce Robinson to appoint Roxanne Shadron assistant zoning officer for 2017. Motion carried.
- A motion was made by Bruce Robinson and seconded by Scott Matson to appoint Richard Bell to a five-year term on the Ligonier Township Municipal Authority beginning 2017. Motion carried.
- A motion was made by Paul Knupp and seconded by Gary Thistlethwaite appointing The Markosky and Associates Township Engineers for 2017 at a contracted hourly rate of 140/Hr.. Motion carried.
- A motion was made by Gary Thistlethwaite and seconded by Scott Matson to compensate the Planning Commission members at a rate of \$30.00 per meeting to be paid quarterly for 2017. Motion carried.
- A motion was made Paul Knupp and seconded by Scott Matson to appoint Scott Gongaware to a three-year term on the Zoning Hearing Board. Motion carried.
- A motion was made by Bruce Robinson and seconded by Paul Knupp to compensate the Zoning Hearing Board members at a rate of \$30.00 per meeting to be paid quarterly for 2017. Motion carried.
- A motion was made by Gary Thistlethwaite and seconded by Paul Knupp to appoint Bruce Robinson as Chief Administrative Officer of the Non-Uniformed Pension Plan for 2017. Motion carried.
- A motion was made by Paul Knupp and seconded by Gary Thistlethwaite to appoint Terry Carcella as Chief Administrative Officer of the Non-Uniformed Pension Plan for 2017. Motion carried.
- A motion was made by Gary Thistlethwaite and seconded by Paul Knupp that supervisor's stipends be paid quarterly for 2017 and limited in amount to the rate stipulated by Second Class Township Code. Motion carried
- A motion was made by Bruce Robinson and seconded by Paul Knupp to appoint John Rhodes as Chairman of the Agricultural Security Program for 2017. Motion carried.
- A motion was made by Bruce Robinson and seconded by Scott Matson to appoint in addition Louis Thomas and Alan Smith to serve on the Agricultural Security Program for 2017. Motion carried.

- A motion was made by Paul Knupp and seconded by Gary Thistlethwaite to appoint Larry Shirey as Chairman of the Vacancy Board for 2017. Motion carried.
- A motion was made by Bruce Robinson and seconded by Paul Knupp to appoint Wessel & Company as CPA for 2017. Motion carried.
- A motion was made by Paul Knupp and seconded by Scott Matson establishing the fees for the township services for 2017. **SEE ATTACHED COPY Fee Resolution #02-2016 (No Changes)**. Motion carried.
- A motion was made by Bruce Robinson and seconded by Gary Thistlethwaite to appoint Roxanne Shadron Open Records Officer for 2017. Motion carried.
- A motion was made Bruce Robinson and seconded by Gary Thistlethwaite to collect a Street Light Tax of \$32.50 for 2017. Motion carried.
- A motion was made by Paul Knupp and seconded by Scott Matson to appoint Terry Carcella as representative to the Act 32 Westmoreland County Wage Tax Committee. Motion carried.
- A motion was made by Bruce Robinson and seconded by Paul Knupp to appoint Paul Fry as the alternate representative to the Act 32 Westmoreland County Wage Tax Committee. Motion carried.
- A motion was made by Gary Thistlethwaite and seconded by Bruce Robinson to appoint John Beaufort and William Knolls as Co-Emergency Management Coordinator for 2017, pending PEMA Training. Motion carried.

2017 Committees

Personnel – Bruce Robinson and Paul Knupp

Budget and Finance – Wade Thomas and Bruce Robinson

Public Works and Municipal Complex – Paul Knupp and Gary Thistlethwaite

Community Development, Planning, and Recreation – Wade Thomas and Scott Matson

Police and Regional Consolidation – Gary Thistlethwaite and Scott Matson

- A motion was made by Gary Thistlethwaite and seconded by Scott Matson to adjourn the meeting at 4:15 pm. Motion carried.

Respectfully submitted,

Roxanne Shadron
Assistant Secretary/Treasurer

31 A. (See SEO Fee schedule for SEO Fees) FEES		Resolution Number 02-16
ZONING PERMITS Single Family Residential Structures Additions thereto & accessory structures (includes square footage of basements, living areas & garages, enclosed porches and all other buildings that are enclosed & are cumulative) Commercial, industrial & multi-family residential structures & additions thereto (calculated on the gross square footage of the entire building times the fee as per the chart. Rates are cumulative in nature, i.e., each category shall be paid to its maximum up to the total gross square footage of all stories of the entire building, including basement and garage areas, if any, and shall be in addition to the minimum fee.) Fence Permit Right of Way Permit Fireworks Permit Driveway Permit Fee Demolition Permit Fee	\$25.00 Minimum Fee + .10 for each square foot \$25 Minimum Fee + .25 per square foot – 1 – 1000 sq ft .20 per square foot – 1001 – 2000 sq ft .15 per square foot – 2001 – 3000 sq ft .10 per square foot – 3001 – 5000 sq ft .05 per square foot - 5001 – 10,000 sq ft .04 per square foot - 10,001 – 20,000 sq ft .03 per square foot - 20,001 - 50,000 sq ft .02 per square foot - 50,001 – 100,000 sq ft .01 per square foot - 100,001 or greater sq ft \$25.00 \$25.00 \$100.00 \$25.00 \$50.00	
EXCEPTIONS FOR AGRICULTURAL PURPOSES Must provide Schedule F from Form 1040 of prior year’s tax return or similar proof Must show proof that the farming or agricultural use is a family farm dedicated to the raising of crops, farm animals and/or domesticated fowl. “Farm Animals” do not include animals used for riding or training.	\$25 Minimum Fee	
SITE PLANS 1 – 5 acres (Developer is responsible for 5 acres or greater reimbursing all engineering Fees incurred by the township)	\$150.00 \$150.00 + \$20.00 per acres for each acre over 5 acres	
ZONING CHANGE REQUESTS Curative Amendment or other Amendments to the Zoning Map	\$500.00 + cost of advertising	
ZONING APPEALS TO ZONING HEARING BOARD	\$375.00	2013 increase
PUBLIC HEARINGS – TOWNSHIP SUPERVISORS Conditional Use & Other Public Hearings	\$300.00	2013 increase
MUNICIPAL NO LIEN LETTERS	\$25.00	
MUNICIPAL FLOOD PLAIN LETTERS	\$25.00	
MUNICIPAL ZONING LETTERS	\$25.00	
PLANNING MODULE REVIEW FOR DEP APPROVAL	\$25.00	
SIGNS	\$25.00	
ALTERNATE & EXPERIMENTAL SEPTIC SYSTEM BOND	\$2,500.00	
HOLDING TANK PERMIT FEE (See also SEO fee schedule)	Pending	
ZONING OCCUPANCY PERMIT	\$25.00	
COURT REPORTER	50/50 SPLIT	