

Ligonier Township Supervisors

Regular Meeting

April 8, 2014

The Ligonier Township Supervisors met in regular session at 7:00 pm. Chairman Paul Knupp took roll call. Present were Chairman Paul Knupp, Vice Chairman D. Scott Matson and Timothy R. Komar.

Public comment:

Rick Penrod questioned if there were any more thoughts of layoffs. Paul Knupp stated that this had not been discussed since the last meeting.

Wade Thomas asked if there was any word about the investigation being done by the District Attorney's office. Scott Avolio stated that this is on-going and the township is unable to comment until the investigation is completed.

Judy Leonard questioned where the township stands with the budget this year compared to last year. Rae Ann Tronetti reported that the township did not have to secure a \$200,000.00 Tax Anticipation Loan that was secured in previous years. The records are showing an excess of revenue over expenditures of \$193,000.00, which includes a state liquid fuels allocation that has just been received. Ms. Leonard asked why layoffs are being considered if this is the case. Scott Matson stated that taxes were raised in 2012. He said that layoffs would be temporary, on and off, and that every other business in the world does it. Paul Knupp said that this has not been discussed.

Joel Thomas asked what the weight limit on Mill Road is and questioned a truck traveling that road that is overweight. Komar stated that a homeowner has the right to access their residence even though the truck doesn't meet the weight requirements.

Charles Shadron asked if anyone was enforcing zoning violations. Komar stated that this is complaint generated. Kaltenbaugh said that a number of calls have been received regarding debris and garbage along the roadways and they are looking at properties for violations of the township's nuisance ordinance. Mr. Shadron asked about businesses being run from homes. Kaltenbaugh requested that Mr. Shadron give her the information regarding that after the meeting.

- A motion was made by Timothy Komar and seconded by Scott Matson to approve the minutes of the March 11, 2014 meeting. Motion carried.

Zoning Office: Zoning Officer Shelley Kaltenbaugh reported on the following items:

1. The format has been set up for the Planning and Zoning Web Page that is part of the Ligonier Township site. It will be not only informational, but also report on what's new in the Zoning Department, and will allow for interaction with survey questions.
2. There will be a Zoning Hearing Board Meeting on April 22, 2014 at 7:30 pm to hear a request for a Use Variance to allow a car wash to be located at 1350 US Route 30 in Laughlintown, Pennsylvania. The property is zoned C-1, Village Commercial.

3. Ms. Kaltenbaugh stated that it is her understanding that the Zoning Hearing Board Meeting continued from March 26, 2014 is still scheduled for May. No date has been set as of yet.
4. The Planning Commission Meeting scheduled for April 15, 2014 has been cancelled due to a lack of applications submitted for review and action.
5. Inquiries regarding zoning and building permits have been increasing. Additionally, a number of those projects are located within the flood zone. An updated list of Third Certified Party Building Inspectors serving Westmoreland County has been gathered from the Labor and Industry website.
6. The GIS mapping system has been a great success. It is allowing us to help the public to more quickly identify lots and what they are zoned, the dimensions and acreage of the lots, identify neighboring properties and provide flood plain information. Combined with the information available on the County GIS and FEMA site, we are able to provide residents with detailed information. Ms. Kaltenbaugh is working on getting data on infrastructure to add as another layer.
7. With the melting snow, she has been receiving an increasing number of calls regarding garbage and debris and will be looking at those areas for nuisance violations.
8. Planning and Zoning Files have all been moved to one central location. Now the reorganization and refilling of files can begin. Additionally, forms and applications are being updated and improved.
9. The Westmoreland Conservation District will hold a roundtable meeting to familiarize supervisors and staff with their programs. Fairfield Township Supervisors have been invited to attend. This is a makeup meeting due to snow and inclement weather in February.

Police Report:

Chief Michael Matrunic reported he has received numerous questions about traveling out of state with a concealed weapon. The person should contact that state about their requirements as they may be different than in Pennsylvania. He also stated that through May 4, 2014 the police will be doing speed enforcement, which is supplied manpower cost by the state and basically will provide extra patrols for the streets to slow traffic down in areas where a high percentage of accidents occur according to PennDot. Also, he requested that residents please number their houses to enable police and emergency responders to find their residents and to make sure all lanes are appropriately marked. Chief Matrunic told residents that it is okay to call 911 for non-emergencies.

Treasurer's Report:

Rae Ann Tronetti reported the balance sheet shows an approximate 1.1 million dollar cash balance as of March 31, 2014. The financial statements are reported on the cash basis of accounting from an accounting stand point. This means the cash amount and fund balance do not include any potential liabilities that the township is not aware of. Cash flow projected at the end of December 31, 2013 was supposed to be about 750,000.00 and came in at \$150,000.00 higher. The statement of expenditures provides a breakdown of the General Fund and the Special Revenue Fund which is supposed to be used for a specific purpose. The State Liquid Fuels balance came in about \$30,000.00 more than anticipated due to changes in formula by the state as far as how they allocate that money. Part of that money,

approximately 20%, must be used for major equipment purchases. Based on the total numbers, we are looking at \$190,000.00 excessive revenues over expenditures as of March 31, 2013. That does include Liquid Fuels money that will be used for road projects and some equipment purchases. This does not include the pension money for uniform and non-uniform employees which is set aside in a separate trust fund.

- A motion was made by Timothy Komar and seconded by Scott Matson to approve the Financial Statement for March. Motion carried

Engineer's Report: Nothing to report at this time

Solicitor's Report: Scott Avolio reported that Resolutions have been incorrectly numbered and explained why there will be a motion to correct this.

- A motion was made by Scott Matson and seconded by Timothy Komar to pay the bills as presented. Motion carried. Secretary Bruce Robinson stated that Linda McDowell, a board member of the Zoning Hearing Board, returned a check in the amount of \$60.00 for her meeting pay and will be foregoing future meeting pay for 2014.

Old Business:

- A motion was made by Timothy Komar and seconded by Scott Matson to amend the prior numbering of Resolutions to reflect the order of passage beginning with the approval of the Knupp Plan of Subdivision 2014-R-01 and continuing in a sequential pattern thereafter. Motion carried.

New Business:

- A motion was made by Timothy Komar and seconded by Scott Matson to approve a resolution to establish and keep current an emergency operations plan for the prevention and minimization of injury and damage caused by a major emergency/disaster within Ligonier Township. Motion carried.
- A motion was made by Timothy Komar and seconded by Scott Matson to accept the resignation letter of Rick Penrod from the Zoning Hearing Board effective immediately. Motion carried. Timothy Komar and Paul Knupp thanked Mr. Penrod for his time served on the board.
- A motion was made by Paul Knupp and seconded by Timothy Komar to authorize the purchase of a 2014 Dodge truck with related and necessary equipment from an approved costars vendor. Scott Matson opposed. Motion carried. Paul Knupp stated that the cost of the truck would be \$63,474.00 and the money is in the liquid fuels account. Timothy Komar stated that the truck being replace is a 2001 truck with over 125,000 miles. The purchase is through costars which is a state bid price and will save the advertising costs. They will give an appraisal on what will be offered on a trade-in. The township will then decide whether to trade the truck in on the purchase or advertise it on the internet, possibly through Asset Auctions. Paul Knupp stated that this is a 550 Diesel and the money is set aside through Liquid Fuels and that no money will be borrowed for this purchase. Paul Knupp stated that he wanted Timothy Komar to be the authorized person to sign the paperwork for the purchase of this truck.

- A motion was made by Timothy Komar and seconded by Scott Matson to approve the advertisement seeking applications for the position of Township Manager and authorization to place such advertisement in media and trade publication. Motion carried.

Supervisors Comment:

Paul Knupp thanked Wade Thomas for donating his time and supplies to do repairs to the roof of the Ligonier Township Municipal Building. He also stated that the work session scheduled for April 15 is for the Supervisor's meeting being held in May. This is being changed to allow adequate time to prepare for the meetings. He stated that this was advertised. Paul stated that he had spoken to Lieutenant Eric Eslary and a K-9 vest has been ordered for K-9 Officer Blek.

Timothy Komar reminded residents that Dumpster Day is being held on April 26, near the old township building, from 8:00 am till Noon. There will be no additional fee for Freon items this year. He reminded residents to sign up for free dirt, fill and woodchips, if interested. Currently, the road crew is in the process of cleaning up anti-skid. Some is being swept off the road as it contains glass and other unwanted items. He also stated that there would be a special meeting on May 1, 2014 at 3:30 pm to open spring material bids. This meeting is open to the public.

Scott Matson had no comments.

A motion was made by Timothy Komar and seconded by Scott Matson to adjourn the meeting at 7:32 pm. Motion carried.

Respectfully submitted,

Barbara L. Hollick

Assistant Secretary