

Ligonier Township Supervisors  
Reorganization Meeting  
3 January 2011

The Supervisors of Ligonier Township met in special session at 8 am for the purpose of re-organizing for 2011. Present were Timothy R Komar, William C Penrod Jr, and Keith A Whipkey.

1. A Motion was made by Whipkey and Seconded by Komar appointing William C Penrod Jr Chairman for 2011. Motion carried.
2. A Motion was made by Komar and Seconded by Penrod appointing Keith A Whipkey Secretary/Treasurer for 2011. Motion carried.
3. A Motion was made by Komar and Seconded by Penrod appointing Keith A Whipkey Vice Chairman for 2011. Motion carried.
4. A Motion was made by Whipkey and Seconded by Komar appointing Cynthia J Turley Assistant Secretary/Treasurer for 2011. Motion carried.
5. A Motion was made by Whipkey and Seconded by Komar appointing Judith K Ciszek Solicitor for 2011 at a rate of \$80.00/hour. Motion carried.
6. A Motion was made by Whipkey and Seconded by Komar appointing PA Municipal Services Collector of the 511 Taxes for 2011. Motion carried.
7. A Motion was made by Whipkey and Seconded by Komar appointing First National Bank and First Commonwealth Bank depositories for the general fund (combined with the Pension Fund in 2004, with the Fire Hydrant in 2006, and Street Light in 2010) for 2011. Motion carried.
8. A Motion was made by Whipkey and Seconded by Komar appointing Commercial National Bank depository for Liquid Fuels Funds for 2011. The Commonwealth of Pennsylvania is appointed depository for excess State Funds.. Motion carried.
9. A Motion was made by Whipkey and Seconded by Komar designating that Excess General Funds be deposited among local financial institutions or Oppenheimer – whichever provides the best rate of return, while ensuring that all Funds are fully insured, for 2011. Motion carried.
10. A Motion was made by Komar and Seconded by Whipkey appointing PNC Financial depository for Police Pension Funds for 2011. Motion carried.

11 A Motion was made by Komar and Seconded by Whipkey appointing Higbee Agency to obtain the Treasurer’s Bond for 2011. Motion carried.

12. A Motion was made by Komar and Seconded by Whipkey designating the 2<sup>nd</sup> Tuesday of each month, at 7 pm, to be regular meeting night for Ligonier Township Supervisors for 2011. Motion carried.

13 A Motion was made by Whipkey and Seconded by Penrod appointing Cynthia J Turley Zoning Officer for 2011 with a 3% increase in pay. Motion carried. Komar opposed. It was requested that next year appointment and pay increase in pay be considered as separate motions.

14 A Motion was made by Komar and Seconded by Whipkey appointing Mike D’Arrigo Sewage Enforcement Officer and appointment of Mesko Engineering Alternate Sewage Enforcement Officer for 2011. Motion carried.

15. A Motion was made by Komar and Seconded by Whipkey appointing William C Penrod Jr as Roadmaster for Zone I for 2011. Motion carried.

16. A Motion was made by Whipkey and Seconded by Penrod appointing Timothy R Komar as Roadmaster for Zone 2 for 2011. Motion carried.

17. A motion was made by Komar and Seconded by Whipkey appointing John McInchok to a five year term on the Ligonier Township Municipal Authority beginning in 2011. Motion carried.

John McInchok 5 years

Other Authority members serving are:

Glen Kalp	4 years
John Beaufort	3 years
Bill Lowry	2 years
Bill Stablein	1 years

18. A Motion was made by Whipkey and Seconded by Komar appointing Morris Knowles and Associates Township Engineers for 2011 at a contracted rate for individual projects. Motion carried.

19. A Motion was made by Whipkey and Seconded by Komar appointing Eric Schreiber to a five-year term on the Planning Commission at a rate of \$30.00 per meeting to be paid quarterly for 2011. Motion carried

Commission members currently serving are:

Scott Matson	4 years
Bob Smithley	3 years
Mark Spitzer	2 years
Dan Weimer	1 year

(3)

20. A Motion was made by Whipkey and Seconded by Komar appointing Judith Ciszek as Solicitor for the Planning Commission for 2011 at a rate of \$80/hour. Motion carried.

21. A Motion was made by Whipkey and Seconded by Komar appointing Rose Stepnick to a three-year term on the Zoning Hearing Board, with the stipulation that he and all future appointees attend a PSATS-sponsored training session, beginning 2011 at a rate of compensation of \$30 per meeting. Rick Penrod and Robert Angelo were appointed Alternate ZHB Board members. Motion carried.

Rose Stepnick 3 years

Other Board members serving are:

Linda McDowell 2 years

Robert Ramsey 1 year

22. A Motion was made by Whipkey and Seconded by Komar tabling appointment to five-year terms on the Recreation Board for 2011. Motion carried.

5 years

5 years

Other Board members serving are:

Sharon Detar 4 years

Elizabeth McCall 4 years

Bob Gangawere 3 years

Bill Bright 2 years

Kathy Graham (YMCA) 1 year

23. A Motion was made by Komar and Seconded by Penrod appointing Keith A Whipkey and Albert Shadron as Chief Administrative Officers of the Non-Uniformed Pension Plan for 2011. Motion carried.

24. A Motion was made by Whipkey and Seconded by Komar appointing PA Municipal Service as Delinquent Tax Collector for 511 Taxes for 2011. Motion carried.

25. A Motion was made by Penrod and Seconded by Whipkey appointing Timothy Komar as Voting Delegate and Keith Whipkey Alternate Voting Delegate to the State Convention for 2011. Motion carried.

26. A Motion was made by Whipkey and Seconded by Komar directing that Supervisor stipend be paid Quarterly for 2011. Motion carried.

(4)

27. A Motion was made by Komar and Seconded by Penrod appointing John Rhoades as Chairman of the Agricultural Security Program for 2011. Motion carried.
28. A Motion was made by Komar and Seconded by Whipkey appointing Michael Matrunics Police Chief with a salary increase of 3% and Eric Eslary Lieutenant with a salary increase of 3% for 2011 Motion carried.
29. A motion was made by Whipkey and Seconded by Komar appointing Bob Shapiro Code Enforcement Officer for the year 2011, compensated at the hourly rate established in the Police contract for that employee. Motion carried.
30. A Motion was made by Whipkey and Seconded by Komar to establish policy for the Township to pay ½ of premium cost to employees with spousal insurance coverage, in cash, to a maximum of \$1,000 quarterly for 2011. Employees may choose to opt in or out of this program at any time. Motion carried.
31. A Motion was made by Komar and Seconded by Whipkey to table appointment of Chairman of the Vacancy Board for 2011. Motion carried.
32. A Motion was made by Whipkey and Seconded by Komar establishing holidays for non-union employees to coincide with that of union employees for 2011. Motion carried.
33. A Motion was made by Komar and Seconded by Penrod appointing Richard L Patterson as Township CPA for the 2010 fiscal year as contracted. Motion carried.
34. A Motion was made by Komar and Seconded by Whipkey establishing \$2,500 as the bond amount required for maintenance contracts on small flow treatment facilities for 2011. Motion carried.
35. A Motion was made by Whipkey and Seconded by Komar establishing the annual fee for holding tank inspections for new contracts for 2011 at \$45. Motion carried.
36. A Motion was made by Komar and Seconded by Whipkey establishing the fee for public hearings before the Supervisors at \$270 and Zoning Hearing Board hearings at \$325. Cost includes advertisement and court reporter for 2011. Motion carried.

(5)

37. A Motion was made by Whipkey and Seconded by Komar to table approving a Tax Anticipation Note for 2011. It is not needed. Motion carried.
38. A Motion was made by Whipkey and Seconded by Komar establishing the fees for Township services for 2011 with no changes. A copy is to be attached to these minutes. Motion carried.
39. A Motion was made by Komar and Seconded by Penrod establishing monthly bill paying procedures as follows for 2011. All bills will be paid bi-weekly on Fridays during non-payrolls weeks.
40. A Motion was made by Komar and Seconded by Whipkey appointing Advanced Office Service of Johnstown, to service all office equipment for the year 2011, except the copy machines, which will be serviced by Total Service of Latrobe. Motion carried.
41. A Motion was made by Komar and Seconded by Penrod appointing Keith Whipkey as Open Records Officer for 2011. Motion carried.
42. A Motion was made by Komar and Seconded by Whipkey to continue suspension of collection of Street Light Taxes for 2011 and pay related bills from the General Fund, in conformance with the 2011 budget. Motion carried.
43. A Motion was made by Whipkey and Seconded by Komar adjourning the meeting at 8:26 am. Motion carried.

Respectfully submitted,  
Keith A Whipkey  
Secretary

