

**LIGONIER TOWNSHIP SUPERVISORS
ORGANIZATION MEETING**

January 3, 2023

The Supervisors of Ligonier Township met at 4:30 p.m. on the first Tuesday of the year for the purpose of organizing. The meeting was called to order by the Township's Manager, Michael Strelic and opened with the Pledge of Allegiance. Supervisors Stephanie Verna, D. Scott Matson, Dan Resenic and Erik Ross were present. Supervisor John Beaufort was absent.

Public Comment

There were no public comments.

Organization of the Board

Supervisor Verna nominated John Beaufort as Chair.

Supervisor Matson nominated Daniel Resenic as Chair.

A motion was made by Scott Matson and seconded by Erik Ross to appoint Dan Resenic as **Chair of the Board** for 2023. There was a roll call vote with Supervisors Matson, Resenic, and Ross voting aye; Supervisor Verna voted nay. Motion carried, 3:1.

Supervisor Verna nominated John Beaufort as Vice Chair.

Supervisor Matson nominated Erik Ross as Vice Chair.

A motion was made by Scott Matson and seconded by Supervisor Resenic to appoint Erik Ross as **Vice Chair of the Board** for 2023. There was a roll call vote with Supervisors Matson, Resenic, and Ross voting aye; Supervisor Verna voted nay. Motion carried, 3:1.

Appointments

A motion was made by Scott Matson and seconded by Erik Ross to reappoint Stephanie Verna as **Secretary/Treasurer** and Bethany Caldwell as **Assistant Secretary/Treasurer** for 2023. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to set the **Treasurer's bond** at \$600,000. **Authorized signers** for all Ligonier Township's financial accounts shall include the following: John Beaufort, Stephanie Verna, Erik Ross, Dan Resenic, and Michael Strelic in 2023. Motion carried.

**LIGONIER TOWNSHIP SUPERVISORS
ORGANIZATION MEETING**

January 3, 2023

A motion was made by Scott Matson and seconded by Erik Ross to reappoint Bethany Caldwell as the **Finance Officer** for 2023 with delegated authority to view and discuss accounts. Motion carried.

A motion was made by Scott Matson and seconded by Stephanie Verna to reappoint Berkheimer as the **Act 511 taxes and wages and local services tax collector** in 2023. Motion carried.

A motion was made by Scott Matson and seconded by Stephanie Verna to reappoint Michael Strelac as **representative** and Bethany Caldwell as **alternate** to the **Act 32 Westmoreland County Wage Tax Committee** in 2023. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to reappoint Stephanie Verna and Michael Strelac as the **Chief Administrative Officers of the Non-Uniformed Pension Plan** for 2023. Motion carried.

A motion was made by Stephanie Verna and seconded by Scott Matson to reappoint Michael Strelac as the **Open Records Officer** in 2023. Motion carried.

A motion was made by Scott Matson and seconded by Stephanie Verna to temporarily appoint Michael Strelac as the **Code Enforcement Officer** and **Zoning Officer** for 2023. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to appoint Ben Faas as the **Sewage Enforcement Officer** and The EADS Group Engineering as the **alternate** Sewage Enforcement Officer for 2023. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to appoint Rick Penrod as the **Chair of the Vacancy Board** in 2023. Motion carried.

A motion was made by Scott Matson and seconded by Stephanie Verna to reappoint Wessel & Company as the **Township's Certified Public Accountant** performing the 2022 Township Audit. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to reappoint Daniel Hudock as the **Township's Legal Counsel** for 2023 at the hourly rate of \$125 per hour in 2023. Motion carried.

A motion was made by Scott Matson and seconded by Stephanie Verna to reappoint Ben Faas and Jake Bolby as the **Township's Engineers** at a contracted rate of \$123-\$133 per hour and a flat meeting attendance rate of \$125 per meeting in 2023. Motion carried.

**LIGONIER TOWNSHIP SUPERVISORS
ORGANIZATION MEETING**

January 3, 2023

A motion was made by Scott Matson and seconded by Erik Ross to appoint Dan Weimer to the **Planning Commission** for a 5 year term, expiring 12/31/2027. There was no vote on this motion.

Supervisor Verna said she talked to Mr. Weimer and his preference was to serve on the Ligonier Township Municipal Authority and he was willing to stay on the Planning Commission as an alternate.

Supervisor Matson withdrew his motion.

A motion was made by Stephanie Verna and seconded by Erik Ross to appoint Paul (Chris) Hefner to the **Planning Commission** for a 5 year term, expiring 12/31/2027. Motion carried.

A motion was made by Stephanie Verna and seconded by Erik Ross to appoint Mike McCalpin to the **Planning Commission** for a 5 year term, expiring 12/31/2027. Motion carried.

A motion was made by Stephanie Verna and seconded by Erik Ross to appoint Dan Weimer to the **Planning Commission** as first alternate for a 5 year term, with a term expiring 12/31/2027. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to appoint David Copeland to the **Planning Commission** as second alternate, filling the unexpired term of Michael McCalpin, for a term expiring 12/31/2023. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to reappoint Jessica Golden to the **Recreation Board** for a 5-year term expiring 12/31/2027. Motion carried.

A motion was made by Stephanie Verna and seconded by Scott Matson to appoint Doug Finger as an alternate to the **Recreation Board** for a 5-year term expiring 12/31/2027. Motion carried.

A motion was made by Stephanie Verna and seconded by Erik Ross to appoint Dan Weimer to the **Ligonier Township Municipal Authority Board** for a 5-year term expiring 12/31/2027. Motion carried.

A motion was made by Stephanie Verna and seconded by Scott Matson to amend the agenda by adding a Zoning Hearing Board member appointment, due to Linda McDowell's resignation received Friday, December 30th (after the agenda was posted). Motion carried.

**LIGONIER TOWNSHIP SUPERVISORS
ORGANIZATION MEETING**

January 3, 2023

A motion was made by Stephanie Verna and seconded by Scott Matson to appoint Ed Oles to the **Zoning Hearing Board** for a 5-year term expiring 12/31/2027. Motion carried.

A motion was made by Stephanie Verna and seconded by Scott Matson to appoint Jim Stewart to the **Zoning Hearing Board** for a 4-year term expiring 12/31/2026. Motion carried.

A motion was made by Stephanie Verna to appoint John Beaufort as the **Emergency Management Coordinator** in 2023. Motion failed due to lack of second.

A motion was made by Erik Ross and seconded by Scott Matson to appoint Patrick McDowell as the **Emergency Management Coordinator** in 2023. Motion carried 3:1 with Supervisor Verna voting nay.

A motion was made by Stephanie Verna to reappoint Steve Kozar as the **Assistant Emergency Management Coordinator** in 2023. Supervisor Resenic tabled this decision to allow time to talk to Mr. McDowell and get his input.

A motion was made by Stephanie Verna to reappoint John Beaufort as a **Ligonier Valley Police Department Commissioner** for a 4-year term expiring 12/31/2026. Motion died due to lack of a second.

A motion was made by Scott Matson and seconded by Erik Ross to appoint Dan Resenic as a **Ligonier Valley Police Department Commissioner** for a 4-year term expiring 12/31/2026. Motion carried, 3:1 with Supervisor Verna voting nay.

A motion was made by Stephanie Verna recommending the reappointment of Steve Kozar as a Ligonier Valley Police Department Commissioner for a 2-year term expiring 12/31/2024. Motion died due to lack of second.

A motion was made by Erik Ross and seconded by Scott Matson to recommend the appointment of Scott Gongawere as a **Ligonier Valley Police Department Commissioner** for a 2-year term expiring 12/31/2024. Motion carried 3:1 with Supervisor Verna voting nay.

A motion was made by Stephanie Verna to appoint John Beaufort as the Township's **alternate** on the **LVPD commission** for a 2-year term expiring 12/31/2024. Motion died due to lack of second.

**LIGONIER TOWNSHIP SUPERVISORS
ORGANIZATION MEETING**

January 3, 2023

A motion was made by Erik Ross and seconded by Dan Resenic to appoint D. Scott Matson as the Township's **alternate** on the **LVPD commission** for a 2-year term expiring 12/31/2024. Motion carried, 3:1 with Supervisor Verna voting nay.

A motion was made by Scott Matson and seconded by Erik Ross to appoint John Rhodes as the **Chair of the Agriculture Security Program** in addition to Lewis Thomas and Alan Smith serving on this program in 2023. Motion carried.

A motion was made by Scott Matson and seconded by Stephanie Verna to appoint Ronald Lloyd **Township Auditor** to a 6-year term, expiring 12/31/2028.

Select Depositories

Supervisor Verna asked for clarification – were there any (major) changes from previous years? No.

A motion was made by Stephanie Verna and seconded by Scott Matson to select First Commonwealth Bank as the **depository** for the General Fund, the Developers / Escrow Fund and the Ligonier Beach Park Fund in 2023. Motion carried.

A motion was made by Stephanie Verna and seconded by Scott Matson to select Commercial National Bank as the **depository** for the Liquid Fuels Fund and the Capital Fund in 2023. Motion carried.

Establish Regular Meetings & Pay

A motion was made by Stephanie Verna and seconded by Scott Matson to designate the second Tuesday of each month at 7:00 p.m. and fourth Tuesday of each month at 4:30 p.m. at the Municipal Complex located at 1 Municipal Park Drive, as the **regular meeting location, time and dates** for the Ligonier Township **Supervisors** in 2023. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to establish payment of the **Supervisors' stipends** on a quarterly basis, limited to the amount stipulated by the Second Class Township code and approved by the Township Auditors (\$2,500 annual) at their January 4, 2023 re-organization meeting. Motion carried.

A motion was made by Stephanie Verna and seconded by Scott Matson to follow the **IRS standard mileage rate** at 62.5 cents per mile in 2023. Motion carried.

A motion was made by Stephanie Verna and seconded by Scott Matson to designate the fourth Thursday of each month at 7:00 p.m. at the Municipal Complex located at 1

**LIGONIER TOWNSHIP SUPERVISORS
ORGANIZATION MEETING**

January 3, 2023

Municipal Park Drive as the **Planning Commission’s regular meeting location, time, and dates** in 2023, with the exception of November, which is designated for November 16th. The **Planning Commission members** are compensated at a rate of \$30 per meeting to be paid quarterly in 2023. Motion carried.

A motion was made by Stephanie Verna and seconded by Erik Ross to designate the third Tuesday of each month at 7:00 p.m. at the Municipal Complex located at 1 Municipal Park Drive as the **Zoning Hearing Board’s regular meeting location, time, and dates** in 2023. The **Zoning Hearing Board members** are compensated at a rate of \$30 per meeting to be paid quarterly in 2023. Motion carried.

A motion was made by Stephanie Verna and seconded by Erik Ross to designate the second Monday of each month at 7:00 p.m. at the Municipal Complex located at 1 Municipal Park Drive as the **Recreation Board’s regular meeting location, time, and dates** in 2023. Motion carried.

Approval of the Holiday Schedule

A motion was made by Stephanie Verna and seconded by Erik Ross to designate July 3 and November 23 as the township’s “**Floating Holidays**” as per Article 14, Section 1 of the UAW Local 204 union agreement. Motion carried.

Committee Assignments

The Chairman of the Board of Supervisors made the following appointments for 2023:

- Personnel: Supervisors Ross and Resenic
- Budget & Finance: Supervisors Ross and Verna
- Public Works: Supervisors Ross and Matson
- Community Development: Supervisors Verna and Beaufort

Supervisor Verna requested that either John Beaufort or herself replace one of the Supervisors assigned to the Personnel committee. After consulting with Supervisors Matson and Ross, Supervisor Resenic confirmed his decision stands.

Public Comment

There were no public comments.

The meeting adjourned 4:54 p.m.

Sincerely,

Bethany Caldwell
Assistant Secretary / Treasurer

**LIGONIER TOWNSHIP SUPERVISORS
ORGANIZATION MEETING**

January 3, 2023