

**Ligonier Township Supervisors
Reorganization Meeting Minutes**
January 6, 2020

The Supervisors of Ligonier Township met in special session at the Ligonier Township Municipal building January 6, 2020 at 4:33 P.M. for the purpose of re-organizing for 2020.

Call to Order and Pledge of Allegiance: Michael Korn (Solicitor)

Roll Call by Stephanie Verna. Present were Dan Weimer, D. Scott Matson, Paul Knupp, John Beaufort, and Stephanie Verna.

1. A motion was made by Paul Knupp and seconded by D. Scott Matson appointing **John Beaufort, Chairman** for 2020. Motion carried.
2. A motion was made by Stephanie Verna and seconded by D. Scott Matson appointing **Paul Knupp, Vice Chairman** for 2020. Motion carried.
3. A motion was made by D. Scott Matson and seconded by Paul Knupp appointing **Stephanie Verna Secretary/Treasurer** for 2020. Authorized signers for all Ligonier Township's financial accounts shall include the following: **John Beaufort, Stephanie Verna, Terry Carcella, Paul Knupp and Dan Weimer**. Motion carried.

Correspondence

1. MBM Law Firm Letter
2. Engineering firms reviewed by Public Works committee for potential appointment in 2020.
 - A. Morris Knowles & Associates. Vincent Seyko & William Utzman PE at a rate of \$139 per hr and a flat meeting rate of \$105.
 - B. Gannett Fleming & Jack Rae PE at \$164 per hr and meeting flat rate of \$500 per meeting
 - C. EADS Group – Ben Faas and Jake Bolby PE at \$123 - \$133 per hr and a flat meeting rate of \$125 per meeting.

All firms would be a one-year contract upon approval. Appointment Item #15 on the Agenda.

4. A motion was made by Stephanie Verna and seconded by D. Scott Matson appointing **Bethany Caldwell, Assistant Secretary/Treasurer** for 2020. Motion carried.
5. A motion was made by Paul Knupp and seconded by Dan Weimer appointing the **MBM Law group and Solicitor Michael Korn** for 2020 at the hourly rate of \$125 per/hr. Motion carried.

6. A motion was made by D. Scott Matson and seconded by Stephanie Verna appointing **Keith Ashley Code Enforcement Officer for 2020** and **Jim Nieuwma** as **Code Enforcement Officer for 2020** at current rate. Motion carried.
7. A motion was made by Dan Weimer and seconded by Paul Knupp appointing **Berkheimer** to collect 511 taxes and wage and local services taxes. Motion carried.
8. A motion was made by Stephanie Verna and seconded by Paul Knupp appointing **First Commonwealth Bank** the depository for the General Fund and Developer's Account for 2020. Motion carried.
9. A motion was made by D. Scott Matson and seconded by Stephanie Verna appointing **Sheila Grimm** to the L. T. Planning Commission for a five-year term expiring 12/31/2024. Motion carried.
10. A motion was made by Stephanie Verna and seconded by Dan Weimer appointing **Commercial National Bank** depository for Liquid Fuels Funds and K-9 Account for 2020. The Commonwealth of Pennsylvania is appointed depository for State Liquid Fuels Fund for 2020. Motion carried.
11. A motion was made by Dan Weimer and seconded by Stephanie Verna 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 2020. Motion carried.
12. A motion was made by Paul Knupp and seconded by Stephanie Verna appointing **Jim Nieuwma** Zoning Officer and Community Development officer for 2020 and **Terry Carcella** as Zoning Officer for 2020. Motion carried.
13. A motion was made by D. Scott Matson and seconded by Paul Knupp appointing **Mike D'Arrigo Sewage Enforcement Officer** and appointment of **Mesko Engineering as Alternate Sewage Enforcement Officer for 2020**. Motion carried.
14. A motion was made by Paul Knupp and seconded by D. Scott Matson appointing **Dan Resenic** to a 5-year term on the Ligonier Township Municipal Authority beginning in 2020. 3:2 vote, Motion carried.
15. A motion was made by Paul Knupp and seconded by D. Scott Matson appointing **EADS Group** as Township Engineers for 2020 at a contracted hourly rate of \$123 - \$133 per hour and a one-year contract with a flat meeting attendance rate of \$125 per meeting. Motion carried.
16. A motion was made by Stephanie Verna and seconded by Paul Knupp to compensate the Planning Commission members at a rate of \$30.00 per meeting to be paid quarterly for 2020. Motion carried.

17. A motion was made by Stephanie Verna and seconded by D. Scott Matson to compensate the Zoning Hearing Board members at a rate of \$30.00 per meeting to be paid quarterly for 2020. Motion carried.
18. A motion was made by Paul Knupp and seconded by Dan Weimer to re-appoint **Scott Gongaware** to a 3-year term on the **Zoning Hearing Board** expiring on 12/31/2023. Motion carried.
19. A motion was made by Paul Knupp and seconded by Dan Weimer appointing **Stephanie Verna** as Chief Administrative Officer of the Non-Uniformed Pension Plan for 2020. Motion carried.
20. A motion was made by Dan Weimer and seconded by D. Scott Matson appointing **Terry Carcella** as **Chief Administrative Officer of the Non-Uniformed Pension Plan** for 2020. Motion carried.
21. A motion was made by D. Scott Matson and seconded by Dan Weimer that supervisor's stipends be paid quarterly for 2020 and limited in amount to the rate stipulated by the Second Class Township Code and approved by the Township Auditors. Motion carried.
22. A motion was made by D. Scott Matson and seconded by Paul Knupp appointing John Rhodes as Chairman of the Agricultural Security Program in addition to Lewis Thomas and Alan Smith to serve on the Agricultural Security Program for 2020. Motion carried.
23. A motion was made by Paul Knupp and seconded by D. Scott Matson to appoint **Larry Shirey** as **Chairman of the Vacancy Board** for 2020. Motion carried.
24. A motion was made by Stephanie Verna and seconded by D. Scott Matson appointing **Wessel & Company Auditors as CPA for 2020**. Motion carried.
25. A motion was made by Paul Knupp and seconded by D. Scott Matson appointing **Jim Nieuwma** as **Open Records Officer** for 2020. Motion carried.
26. A motion was made by Stephanie Verna and seconded by D. Scott Matson to appoint **Terry Carcella** as representative to the **Act 32 Westmoreland County Wage Tax Committee**. Alternate member **Bethany Caldwell** to the Act 32 Westmoreland County Wage Tax Committee. Motion carried.
27. A motion was made by Paul Knupp and seconded by D. Scott Matson to appoint **John Beaufort Emergency Management Coordinator** for 2020 and **Steve Kozar Assistant Emergency Management Coordinator** for 2020. Motion carried.
28. A motion was made by Stephanie Verna and seconded by Paul Knupp to re-appoint the Ligonier Township Recreation Board for 2020 consisting of the following members:

Larry Shew	5-year term expiring 12/31/2024
Mark Gaier	4-year term expiring 12/31/2023
Robert Gangewere	3-year term expiring 12/31/2022
Judy Ridgway	2-year term expiring 12/31/2021
Tina Smitley	1-year term expiring 12/31/2020

Motion carried.

29. A motion was made by Dan Weimer and seconded by Stephanie Verna. Approve resolution #01-2020 Fee Schedule for 2020. Motion carried.

30. Appointments in motion by Stephanie Verna and seconded by D. Scott Matson, majority of approval of members of **‘Ligonier Beach Park Development Committee’** to all serve a term of one year. All administrative staff members of Ligonier Township, Supervisors D. Scott Matson, Dan Weimer, Planning Commission members, Sheila Grimm and Mickey Corb; Recreation Board members, Larry Shew and Bob Gangawere, Butch Bellas from Ligonier Borough, and the following residents: Julie Donovan, Melissa Eller, and Mark Sorice, to work with the Engineering appointment and Landscape Architect.

31. A motion was made by Paul Knupp and seconded by Stephanie Verna to adjourn the re-organizational meeting at 4:50 PM. Motion carried.

End of Re-Organizational meeting.

Respectfully Submitted,

Bethany Caldwell
Assistant Secretary/Treasurer