

**Ligonier Township Supervisors  
Regular Meeting Minutes  
February 14, 2023**

The Supervisors of Ligonier Township met in regular session at 7:00 p.m. Present were Chair, Dan Resenic; Vice Chair, Erik Ross; Secretary/Treasurer, Stephanie Verna; Supervisor, D. Scott Matson; and Supervisor, John Beaufort.

Also present were Manager, Michael Strelac; Solicitor, Dan Hudock; Engineer Ben Faas; Chief of Police John Berger, and Finance Officer, Bethany Caldwell.

**Comments from the Public**

1. Annie Cassler-Stewart, speaking as a resident said she attended the Rec Board meeting yesterday and she is concerned about the lack of transparency around the process as the Friends of Ligonier Beach (FOLB) and Township enter into a Memorandum of Understanding (MOU) agreement.

2. Wade Stoner – wanted to know why Supervisor Resenic asked the Rec Board members to state whether or not they were in support of a pool at the Ligonier Beach? It seems like the Township does not want the DCNR grant.

**Comments from the Supervisors**

Supervisor Resenic – Said last night’s Rec Board meeting was an open, public meeting. He asked the Rec Board Members for their thoughts because the MOU between the FOLB and Township is on tonight’s meeting agenda. He is in favor of a swimming pool if it is in private hands, but not in the Township’s. He objected to the “lack of transparency” characterization as these are meetings open to the public and there was no official action taken (last night), it was just a conversation.

Supervisor Matson – No comment

Supervisor Ross – No comment

Supervisor Verna – Asked staff to put together a formal training plan for the new Zoning/ Code Enforcement Officer for the Board’s review (and approval should any associated expenses exceed the adopted budget amount). She then asked staff to provide a few grant related updates and for the Board to consider the Township’s current grant strategy.

Supervisor Beaufort – Gave an update on the fire companies, yesterday there was a brush fire and he cautioned to use care while it is dry. Last month, there were 78 total calls for the 3 fire companies. They need financial help and volunteers.

- A motion was made by Erik Ross and seconded by Scott Matson to approve the minutes from the January 24, 2023 meeting. Motion carried.

## **Correspondence**

1. Paul Essig, letter of interest serving on the Zoning Hearing Board - it was noted there is currently a vacancy on this board.
2. Rachel Walton, feasibility study regarding Ligonier Beach
3. Felicia Blough, reopening of Ligonier Beach
4. Ligonier Air Quality Quarterly Report

## **Manager Report**

Mr. Strelic reported while the results of the next study are two years away, we have things pending at the Beach right now. Demolition. The latest timeline, according to MAWC, is that the demolition contractor *may* start next week. Once the buildings are down, the County will have the contractor fill the basement with clean fill material. There have been other Beach related concerns due to the open filter building and pump house. We've recently received a couple truckloads of clean fill from the Dollar General project we might use that to fill in the open basements. We should have assistant emergency operations coordinators by the end of the meeting.

Supervisor Beaufort asked if the basement would be taken below grade. Mr. Faas replied that the contractor specs were to take down the basement walls four feet below grade.

There was a discussion about a pine tree that fell on top of what is left of the filter house and another tree near the pavilion that is going to end up in the Loyalhanna. The FOLB volunteered the services of contractor to take care of the trees free of charge. The Board asked FOLB to put this person in touch with Mr. Strelic so that he can authorize the work to be done after verifying there is a certificate of insurance in place.

## **Engineer Report**

Mr. Faas reported the road seal-coat RFP was finished and is ready for advertisement.

- A motion was made by Erik Ross and seconded by Scott Matson to advertise for the seal-coat contract. Motion carried.

The Board made a motion to apply for an H2O grant last December. At that time a copy of the meeting minutes were supplied in lieu of the grant resolution. Mr. Faas has the resolution that needs to be signed and sealed. No motion needed, as this was previously approved.

## **Solicitor Report**

Mr. Hudock gave an update on the Act 537 Plan. Staff met with MAWC last week and presented scenarios to them that might make it more economically viable / feasible to take the Wilpen, Waterford, and Oak Grove neighborhoods' sewage to their plant. This proposal is in lieu of building our own plant as the DEP prefers regionalization. Additionally, DEP's counsel would like to meet again.

## Police Report

Chief Berger went over his monthly report. Public announcement – a car was stolen last night. Please lock your cars! And don't leave your keys in the car!

## Finance Report – Grant Activity

Dirt, Gravel & Low Volume Roads – County staff met and ranked their list of projects and made recommendations to their Board. We are waiting to hear if one of our two projects were selected.

Demo Grant (residential) – County staff were onsite, they are now doing an historical review and they anticipate going out to bid at the end of the month / beginning of next month. Supervisor Verna asked how the project was selected – it came to the Township through Rep. Rossi's office. Staff are compiling a list of blighted properties that might be good candidates for the next round of funding.

The STMP consultant will be at the next Supervisors meeting to present their final report.

## Treasurer's Report

Fund balances – it was noted that the fund balance for the General Fund Reserves is from the December 2022 statement as the January 2023 statement was not available. An updated Treasurer's Report will be provided at the next meeting. Supervisor Verna requested information about the Township's CDs be added to this report.

<b>Fund Balances (month end)</b>	<b>January</b>
General Fund	\$ 505,920
General Fund Reserves	\$ 688,522
Liquid Fuels Tax Fund	\$ 55,822
Capital Fund Reserves	\$ 71,682
Ligonier Beach Park Fund	\$ 72,213
American Rescue Fund	\$ 341,075
Developer's Fund*	\$ 54,757
*Escrow	\$ 4,500
*Mill Creek Memorial Park	\$ 1,209
*Hi Acres Waterline	\$ 49,048
<b>Total Funds</b>	<b>\$ 1,789,991</b>

<b>Payroll</b>	<b>January</b>
Administrative	\$ 10,006
Public Works	\$ 21,598
Elected	\$ 923
Employer Tax	\$ 2,431
Deductions	\$ (1,069)
Payroll Billing	\$ 217
<b>Total Payroll</b>	<b>\$ 34,107</b>

\*denotes funds are restricted

- A motion was made by Stephanie Verna and seconded by Erik Ross to approve the bills as presented. Motion carried.

### **Old Business**

There was a discussion about the proposed amusement tax ordinance. Through the course of research, staff learned the school district was the first to collect amusement tax, back in the 60s. When the township revised its ordinance in the 80s, it put a \$1 cap in place. However, the cap was contingent upon the other tax collecting bodies also instituting the same cap, and the school board did not do so. Thus, the cap was not implemented. Essentially, there is no cap to remove. The tax revenue is already being collected at the state law's upper threshold (10% to be split equally among taxing bodies). Mr. Strelic apologized to the board for wasting time chasing down revenue that does not exist. With no potential for additional revenue, the 2023-OR-02 Amusement Tax ordinance was tabled.

Patrick McDowell, Township EMC proposed three Assistant Emergency Management Coordinator(s) – one from each volunteer fire department. He will be working with the Assistants, the Fire Chiefs, the LVPD, and Mutual Aid to update the emergency operations plan. Supervisor Resenic asked if Mr. McDowell needed additional equipment. Supervisor Ross asked about grants to purchase AEDs.

Mr. McDowell will be coordinating a training course provided by the county that teaches elected officials about their legal / regulatory responsibilities in the event of an emergency. The training is about 2 hours long. Supervisor Verna asked Mr. Strelic to identify township staff that should attend too.

- A motion was made by Erik Ross and seconded by Scott Matson appointing Steve Smithly, (from Darlington VFD), Gary Roberts (from Wilpen VFD), Glen Kramer (from Waterford VFD) as the Assistant Deputy Emergency Management Coordinators. Motion carried.

### **New Business**

- A motion was made by Stephanie Verna and seconded by Erik Ross approving 2023-R-03, "Document Destruction." Motion carried.
- A motion was made by Erik Ross and seconded by Stephanie Verna to advertise 2023-OR-03, "E-Bike Trail Ordinance" for adoption. Motion carried.

This ordinance does not forbid e-bikes, it regulates what kind of e-bikes can use the trail: they cannot weigh more than 100 pounds, exceed 10 mph, and must be equipped with a maximum 750-watt motor, and have fully functional and operable pedals.

Additionally, there was a comment about the trail being muddy in places. The Rec Board is going to add some stone and quarry dust to those spots.

Ligonier Beach grant administration – FOLB sent the MOU last Friday, it was drafted by K&L Gates (legal firm). The Township has not had a chance to thoroughly review it. Supervisor Resenic offered to give Mr. Hudock a personal check to cover his legal

review of the document to avoid tax payer dollars going toward the project. Mr. Hudock instead offered to review at no cost. No action was taken.

- A motion was made by Erik Ross and seconded by Scott Matson approving the Graham consolidation. Motion carried.
- A motion was made by Erik Ross and seconded by Scott Matson approving the Luther subdivision. Motion carried.
- A motion was made by Erik Ross and seconded by Scott Matson to hire Tony Gockel to fill the Public Works Director / Operator position at a salary of \$60k per year, starting no earlier than March 1, contingent upon successfully passing background checks. Motion carried.

### **Executive Session**

There was no executive session.

### **Comments from the Public**

Melissa Eller – Stated she had a check in hand and a letter from the bank verifying the funds are there for the DCNR Ligonier Beach Feasibility Study grant. Since we do not have a signed MOU in place the Township would need to give the funds back if we can't come to an agreement. She wanted to make sure the Board knew the FOLB held up their end of the agreement.

- A motion was made by Scott Matson and seconded by John Beaufort to amend a previously made motion so that the FOLB's deadline to transfer the DCNR grant match funds is extended until both the MOU and DCNR grant agreements are signed. Motion carried.

Janelle Emery – Asked how the Rec Board members' opinions on whether or not we should have a pool at the Ligonier Beach relate to the MOU? The MOU is an agreement between the FOLB and the Township and it pertains to grant administration. Why do their opinions regarding a pool matter?

Supervisor Resenic said they are an advisory board, it is within their role to make recommendations.

Ms. Emery asked if the Rec Board opinions weigh heavier than the community's.

Supervisor Ross said it's one opinion and has to be taken in context.

Ms. Emery and Mr. Stoner asked about the "Correspondence" agenda item – why aren't the letters read aloud?

Supervisor Resenic directed Mr. Strelac to read the correspondence aloud. The items were read in their entirety.

Annie Cassler-Stewart reiterated her concerns and displeasure.

### **Comments from the Supervisors**

Supervisor Matson – Thinks there should be a deadline on some issues, otherwise they linger on for years.

Melissa Eller clarified the DCNR feasibility study is not just about a pool; it's about a recreational space that can benefit the residents, a possible destination that can bring in tourist money.

Supervisor Matson – Thanked Chief Berger for providing LVPD meeting minutes. He is trying to make the best decisions for the tax payers and decisions that benefit the most tax payers.

Supervisor Ross – Said he is anxious to get the Ligonier Beach study done so we can move forward. While talking to fellow residents, he doesn't see the community support for the Ligonier Beach that the FOLB says is out there.

Supervisor Beaufort – As a life-long resident he thinks the Ligonier Beach provides an opportunity for the community. He's not talking about just a pool, but the possibilities for the property. There is a lot of misinformation out there. He has been asking for a joint meeting among the FOLB, the Rec Board and the Township for over a year now.

Mickey Corb referred to the Township's Comprehensive Plan and thought it was important to use the unique and beautiful features of the area in a way that could also make some money for the community.

Supervisor Verna – Reminded the Board and staff there are outstanding items that need follow up, specifically 1) the Sewage Enforcement Officer discussion and 2) ensuring Public Works understands township stormwater maintenance procedures and that they need to report any encounters for management to handle. While she is not sure a pool may be feasible, the board voted to move forward with the Ligonier Beach study. Hopefully, we can work together. In the end we may end up with something we did not anticipate. We have active, energetic citizens that have bought money forward and we need to honor our commitments. She reiterated her personal commitment to keeping an open mind, being objective and visible with the process.

Supervisor Resenic – Concurred with Supervisor Verna. He is glad FOLB was able to raise the grant match money so that we can move forward and figure out what to do

with the property. The next step in the process is putting an RFP out and selecting a qualified engineering firm that can develop a master site plan and feasibility study.

Mrs. Beaufort said three supervisors have dug into their positions without basing that position on the facts.

Supervisor Resenic clarified his position and repeated that while he is opposed to a publicly-owned pool, he does support a privately-owned pool. He is opposed to a publicly-owned pool because it would put too great of a tax burden on the Township's residents.

- A motion was made by Erik Ross and seconded by Scott Matson to adjourn the meeting at 8:32 p.m. Motion carried.

Respectfully submitted,

Bethany Caldwell  
Assistant Secretary/Treasurer

Ligonier Township, Westmoreland County, PA

Bill Payments for All Vendors

February 1 - 14, 2023

Vendor	Type	Date	Num	Amount
<b>Feb 1 - 14, 23</b>				
Comcast	Bill Pmt -Check	02/13/2023	ACH	199.89
Total Service, Inc.	Bill Pmt -Check	02/13/2023	ACH	183.24
AA Septic Tank Service	Bill Pmt -Check	02/14/2023	25369	187.50
Advent Communications	Bill Pmt -Check	02/14/2023	25370	210.00
AFLAC	Bill Pmt -Check	02/14/2023	25371	102.92
Aqua Filter Fresh	Bill Pmt -Check	02/14/2023	25372	36.70
Barbara Nalle	Bill Pmt -Check	02/14/2023	25373	60.00
Daniel C. Hudock Attorney at Law	Bill Pmt -Check	02/14/2023	25374	1,062.50
Daniel Weimer	Bill Pmt -Check	02/14/2023	25375	60.00
Fayette Parts Service, Inc.	Bill Pmt -Check	02/14/2023	25376	35.98
First Commonwealth Bank	Bill Pmt -Check	02/14/2023	25377	867.37
Glassmere Fuel Service	Bill Pmt -Check	02/14/2023	25378	6,941.89
Good Year	Bill Pmt -Check	02/14/2023	25379	735.24
Hampton Office Products	Bill Pmt -Check	02/14/2023	25380	50.36
James Darr	Bill Pmt -Check	02/14/2023	25381	30.00
Jim Giesey	Bill Pmt -Check	02/14/2023	25382	10.00
JSB Holding, Inc.	Bill Pmt -Check	02/14/2023	25383	402.00
Justifacts Credential Verification, Inc	Bill Pmt -Check	02/14/2023	25384	218.60
Laurel Valley Hardware Inc.	Bill Pmt -Check	02/14/2023	25385	5.59
Ligonier Township Municipal Authority	Bill Pmt -Check	02/14/2023	25386	3,100.00
LVTech	Bill Pmt -Check	02/14/2023	25387	1,661.18
Michael W. McCaplin	Bill Pmt -Check	02/14/2023	25388	60.00
Mickey Corb	Bill Pmt -Check	02/14/2023	25389	30.00
Napotnik Welding Supplies	Bill Pmt -Check	02/14/2023	25390	180.00
Pennsylvania Municipal Service Co.	Bill Pmt -Check	02/14/2023	25391	21.52
Pennsylvania One Call System, Inc.	Bill Pmt -Check	02/14/2023	25392	42.12
PSATS	Bill Pmt -Check	02/14/2023	25393	656.19
Royal Oak Retriever, LLC	Bill Pmt -Check	02/14/2023	25394	60.00
Sheila Grimm	Bill Pmt -Check	02/14/2023	25395	30.00
Smith Propane & Oil	Bill Pmt -Check	02/14/2023	25396	1,513.24
Susan McBroom	Bill Pmt -Check	02/14/2023	25397	60.00
The EADS Group	Bill Pmt -Check	02/14/2023	25398	1,645.84
The Latrobe Bulletin	Bill Pmt -Check	02/14/2023	25399	313.20
Tricia Levander	Bill Pmt -Check	02/14/2023	25400	700.00
U.S. Municipal	Bill Pmt -Check	02/14/2023	25401	2,447.70
UAW LOCAL 204	Bill Pmt -Check	02/14/2023	25402	323.34
UniFirst Corporation	Bill Pmt -Check	02/14/2023	25403	290.10
Washington National Insurance Company	Bill Pmt -Check	02/14/2023	25404	91.48
Watt's Truck Center, Inc.	Bill Pmt -Check	02/14/2023	25405	253.55
West Penn Power	Bill Pmt -Check	02/14/2023	25406	9.70
Western Pennsylvania Teamsters and Emp...	Bill Pmt -Check	02/14/2023	25407	14,713.65
<b>Feb 1 - 14, 23</b>				<b>39,602.59</b>

*OM*  
*SW*  
*2-14-23*



# Ligonier Township-Liquid Fuels Bill Payments for All Vendors February 14, 2023

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<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Amount</u>
<b>Feb 14, 23</b>			
Compass Minerals America Inc	Bill Pmt -Check	1305	15,038.10
Derry Stone and Lime	Bill Pmt -Check	1306	5,010.05
West Penn Power	Bill Pmt -Check	1307	125.97
West Penn Power	Bill Pmt -Check	1308	199.39
<b>Feb 14, 23</b>			<u><u>20,373.51</u></u>

*Om*  
*80*  
*2-14-23*

Ligonier Township - ACT 13  
Bill Payments for All Vendors  
February 14, 2023

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<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Amount</u>
Feb 14, 23 Tom Schultheis	Bill Pmt -Check	1020	3,000.00
Feb 14, 23			<u>3,000.00</u>

GM  
SF  
2-14-23