

**Ligonier Township Supervisors
Regular Meeting Minutes**

March 8, 2022

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

Also present were Solicitor, Dan Hudock; Engineer Jake Bolby; Public Works Director, Russ Morgan; Zoning Officer, Jim Nieusma, and Finance Officer, Bethany Caldwell.

Public Comment – Agenda Items

1. Richard Spiroff – came to express his gratitude for the township’s emergency services staff when he needed help due to carbon monoxide poisoning. Assistant Chief Matrunics performed CPR and used the paddles to revive him. He thanked the other police officers and EMS staff who were there, their services are a great benefit to the community.

2. Annie Cassler-Stewart – said she is concerned about decisions made with respect to the proposed Dollar General. Recently, a vote was taken regarding the Ligonier Beach pool – it was vaguely referenced on the agenda. Said the public was not given enough notice on an important decision that affects the community. It seems as though this was a decision made behind closed doors. She referred to the zoning ordinance’s community development objectives – “to preserve the township’s environment, both literally and aesthetically, promote business that creates local jobs, prevent unsafe construction in the floodplain, and safely manage traffic concerns.” She encouraged everyone to read through the document as they are the guiding principles. As elected officials the board members represent everyone, please make yourself available and represent the public’s best interest.

3. Janelle Emery, representing the Friends of Ligonier Beach read a letter to the Board summarizing their efforts to restore / revitalize the pool. A copy of the book, “Blue Mind” by Dr. Wallace J. Nichols was provided to each of the supervisors – the book summarizes the benefits of being around / in water. Encouraged the board to rethink their decision, this is an opportunity to work together.

- A motion was made by Scott Matson and seconded by Stephanie Verna to approve the minutes from the February 22, 2022 meeting. Motion carried.

Supervisors’ Comment

Supervisor Matson – no comment

Supervisor Verna – no comment

Supervisor Ross – no comment

Supervisor Resenic – said he would contact Janelle Emery next week to set up a meeting.

Correspondence

1. Letter from Annie Cassler, RE: Ligonier Beach
2. Email from Sharon Palmer, RE: Ligonier Beach

There were 15 additional emails received via the Township’s website after the meeting agenda was posted; these were printed out and presented the Board.

Ligonier Valley Police Department Report – see attached

Chief Berger reported there has been an increase in fraud cases and they are issuing a letter to financial institutes regarding what to be aware of and what action to take if they suspect fraud. The department will host its second National Night Out, August 2, 2022. Will coincide with the Township’s 200 year anniversary celebration. Received a grant to send the two newer officers to mental health training (40 hours).

Engineers Report

Mr. Bolby stated the Dollar General’s development packet was resubmitted back to the Planning Commission.

Solicitor’s Report

Mr. Hudock reported there are tax bill payments for two Township properties in the bill pay list and that he will file applications for tax exemption status.

- A motion was made by Scott Matson and seconded by Stephanie Verna to approve the real estate tax payments for two Township properties. Motion carried.
- A motion was made by Erick Ross and seconded by Scott Matson authorizing Mr. Hudock to file tax exemption applications for two Township properties. Motion carried.

Mr. Hudock reported the township is ready to file litigation regarding the Sleasman’s property for property maintenance code violations.

- A motion was made by Stephanie Verna and seconded by Scott Matson to move forward and file against Mr. Sleasman. Motion carried.

Zoning & Code Report – see attached

There are six code complaints carried over from 2021 and one new code complaint this year. Five letters are being sent to residents and two citations are being filed with the magistrate. All other code complaints from last year have either been resolved or are in the process of complying.

Mr. Nieuwsma asked for some direction on the approval process for staff to attend upcoming training. For training opportunities in the next 30-60 days, staff should send the training information (date, time, cost, subject, location, etc.) to Mr. Hudock to be forwarded the Personnel Committee for review.

Treasurer's Report

Supervisor Verna reported the account balances as of March 8, 2022:

General Fund	\$	216,312
General Fund Reserves		683,446
Liquid Fuels Tax Fund		376,211
Capital Fund Reserves		40,067
Ligonier Beach Park		116,502
American Rescue Fund		5,490
Developer's Fund*		51,257
Escrow		3,500
Mill Creek Memorial Park		1,209
Charlotte Hi Acre Waterline		46,548
Total Funds:	\$	1,489,286

*denotes funds are restricted

Executive Session

The Supervisors went into executive session at 7:28 PM and resumed their regular meeting at 7:38 PM. Supervisor Resenic stated the discussion pertained to personnel matters.

Old Business

Zoning Map Changes – this item is pending the Planning Commission's review and recommendations.

There was a discussion about the Planning Commission's last meeting mix-up, it had been designated as a workshop and as such, there was no agenda and the meeting was removed from the Township's website. Supervisor Resenic stated that any meeting, including workshops that happen in the township building will be open to the public. He directed staff to add a disclaimer at the top of the township's meeting calendar webpage to read: "All township meetings are open to the public. You are welcome to attend and participate." Note that workshops might not have agendas to post, but taxpayers are still welcome to come to any meeting and these types of meetings will not be removed from the calendar. He explained we're not doing anything with respect to planning until the next regular meeting.

New Business

Teamsters is the current health insurance provider and staff are in the process of getting a competitive quote covering the township, police and water authority insurances before the next renewal (May 1, 2022).

Resolution 3 of 2022 grants Mr. Nieuwma and Mr. Faas electronic access to PennDOT's e-permit system.

- A motion was made by Stephanie Verna and seconded by Erik Ross to approve Resolution 3 of 2022. Motion carried.

Dumpster Day is scheduled for Saturday, April 23rd from 8 to noon. The event will be advertised as usual on the township's Facebook page, website, and spring newsletter. The article will include what is and isn't accepted, fees, and forms of payment (cash or check). The event is for residents only and they are encouraged to make an appointment.

Mr. Bolby opened 5 sealed bids that were submitted by the deadline, for 221,000 square yards of bituminous sealed coat.

Company	Total Bid Amount
Ligonier Construction	\$777,777
Midland Asphalt Materials	\$477,810
Quaker Sales Co	\$351,471
Russell Standard	\$323,660
Youngblood Paving	\$484,900

Supervisor Verna asked for clarification on what was included in the bid, traffic control?
Yes

List of Roads in the RFP and length (miles):

Ann Roberts, 0.35	Slater Road, 0.75	Peters, 1.15
Autumn Leaves, 0.41	Zion Church, 1.10	Presidents Drive, 0.35
Kissell Springs, 3.81	Rose Road, 0.37	Weaver Mill, 0.92
Mill Road, 0.71	Serena Road, 0.37	Bell Street Ext, 0.03
Mirror Road, 0.16	Melville Road, 1.12	Buell Lane, 0.31
Murphy Road, 0.74	Deeds Road, 0.82	Byers Lane, 0.81
Ramsey Road, 0.81	Bets Lane, 0.21	Charlotte Drive, 0.23
Robb Road, 1.00	Fairview School, 1.24	Crosby Drive, 0.16
Swank Road, 0.97	Freeman Road, 1.84	Edgemont Road, 0.41
Nicely Road, 0.66	Geisey, 0.84	Hi Acres, 0.02
Ross Road, 1.08	Old Linn Run, 0.70	Jacob Miller Road, 0.92

The Public Works committee will meet and discuss the road project budget and make a recommendation if all the roads listed will be included in the award or if the list needs to be pared down. There was a discussion about the process of fixing sections of road that need to be patched. Public Works will prep and repair the roads before they are sealed.

There was a discussion about the Ligonier Beach Park and all the requirements that need to be completed if the Township is going to submit a DCNR grant application by the April 6, 2022 deadline.

Public Comment – Other (none)

Supervisor Comments

Supervisor Matson – Thanked the police including Chief Berger and Assistant Chief Matrunicis for responding to the carbon monoxide incident. Regarding the fire departments, would like to set up a meeting with them in the near future to see if there are ways the Township can support them with respect to funding and the membership issues they are facing. As far as the pool goes, we're moving on; as far as he knows the pool will still be there, we're not tearing it out, we're not putting any taxpayer dollars into it. If people come up with a plan he will listen, it should include money, insurance, and long-term planning.

Supervisor Ross – Clarified the comments he made at the last meeting regarding the Fire Departments as they may have been misconstrued: as a 31-year active member with Darlington Volunteer Fire Department he knows the challenges they face. His comments were meant as an olive branch, to help the fire companies – they're offering the Township's support in recruitment, retention, and finances. His intent is to support the volunteer fire departments and work together to secure their future.

Supervisor Verna – Acknowledge the administrative staff for filling in the gaps as they search for a new manager.

Supervisor Resenic – Asked Assistant Chief Matrunicis to stand up and recognized him for his heroism and the work he does for this community every day, it is much appreciated.

Reminder: March 22 from noon to 6:00, the County Sheriff will be onsite at the Township to issue concealed gun permits.

- A motion was made by Erik Ross and seconded by Stephanie Verna to adjourn the meeting at 8:02 PM. Motion carried.

Respectfully submitted,

Bethany Caldwell
Assistant Secretary/Treasurer

Ligonier Township, Westmoreland County, PA
Bill Payments for All Vendors
March 8, 2022

Vendor	Type	Num	Amount
Mar 8, 22			
AA Septic Tank Service	Bill Pmt -Check	24760	125.00
Advent Communications	Bill Pmt -Check	24761	375.00
AFLAC	Bill Pmt -Check	24762	102.92
Alyssa Boyd	Bill Pmt -Check	24763	25.98
Andrews Sales & Service	Bill Pmt -Check	24764	22.04
Aqua Filter Fresh	Bill Pmt -Check	24765	33.55
Atlas Chiropractic of Ligonier - V	Bill Pmt -Check	24766	170.00
Bolger Brothers, Inc.	Bill Pmt -Check	24767	863.37
Comcast	Bill Pmt -Check	24768	194.89
Credit Card Dept-First Commonwealth Bank	Bill Pmt -Check	24769	627.64
Daniel C. Hudock Attorney at Law	Bill Pmt -Check	24770	3,327.16
Fayette Parts Service, Inc.	Bill Pmt -Check	24771	140.35
Glassmere Fuel Service	Bill Pmt -Check	24772	1,738.52
Greensburg Minuteman Press	Bill Pmt -Check	24773	137.00
Homer R. Sleek & Sons Inc	Bill Pmt -Check	24774	6,388.41
James Nieusma	Bill Pmt -Check	24775	38.40
JSB Holding, Inc.	Bill Pmt -Check	24776	394.15
Laurel Valley Hardware Inc.	Bill Pmt -Check	24777	79.97
Ligonier Giant Eagle	Bill Pmt -Check	24778	25.70
Ligonier Valley Police Department	Bill Pmt -Check	24779	378.52
LVTech	Bill Pmt -Check	24780	1,419.00
McInchok Sanitation	Bill Pmt -Check	24781	135.00
PennPrime	Bill Pmt -Check	24782	13,240.00
Pennsylvania Municipal Service Co.	Bill Pmt -Check	24783	84.61
Smith Propane & Oil	Bill Pmt -Check	24784	3,044.77
Standard Insurance Company	Bill Pmt -Check	24785	779.49
SWIF	Bill Pmt -Check	24786	1,056.00
The EADS Group	Bill Pmt -Check	24787	5,055.35
The Latrobe Bulletin	Bill Pmt -Check	24788	736.23
Total Service, Inc.	Bill Pmt -Check	24789	177.99
Tractor Supply Credit Plan	Bill Pmt -Check	24790	198.93
Tricia Levander	Bill Pmt -Check	24791	700.00
U.S. Municipal	Bill Pmt -Check	24792	596.55
UniFirst Corporation	Bill Pmt -Check	24793	232.76
West Penn Power	Bill Pmt -Check	24794	328.58
Western Pennsylvania Teamsters and Employ	Bill Pmt -Check	24795	24,367.41
Wex Bank-Sunoco Universal	Bill Pmt -Check	24796	4.00
Maiello, Brungo & Maiello, LLP	Bill Pmt -Check	24797	3,087.50
PennPrime	Bill Pmt -Check	24798	5,153.00
			75,585.74

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