

**Ligonier Township Supervisors**  
**Regular Meeting Minutes**  
*April 11, 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**

Wade Stoner – Commented on process.

**Comments from the Supervisors**

Supervisor Beaufort – Reported Volunteer Fire Department calls in March:

Station 42 – 38 calls (Darlington)  
Station 44 – 78 calls (Waterford)  
Station 45 – 22 calls (Wilpen)

A total of 138 calls were received last month – an average of 4 calls a day. While there is not a burn ban, this is a dry time of year and there is a risk of brush fires. Please burn with caution.

Supervisor Resenic – Asked when the fire departments' annual fundraising will begin? Letters will be mailed at the end of June / early July.

- A motion was made by Erik Ross and seconded by Scott Matson to approve the minutes from the March 28, 2023 meeting. Motion carried.

**Correspondence List** (Note these items were not read aloud.)

1. Westmoreland County IDC 2022 annual report
2. Robert Kerr, website contact form message

**Manager Report**

Mr. Strelac reported there was a Public Works Committee meeting. It is spring time and the crew is transitioning from winter maintenance. Code Enforcement has received some complaints regarding roaming chickens in residential areas and we anticipate there will be more due to lack of regulations. The Ligonier Beach demo is ongoing.

There was a discussion on the Ligonier Beach demo project specs and possible deviations from the original scope. Supervisor Beaufort asked for a copy of the contract

between the County and Contractor. Supervisor Verna asked to see the emails that were exchanged between the County and (former) Township staff.

### **Engineer Report**

Mr. Faas reported Act 537 meetings are scheduled with the both the DEP and MAWC next week. The Dollar General construction ran into ground water and they are working on a solution. One complaint was received and investigated.

### **Solicitor Report**

Mr. Hudock reported he has touched base with the DEP's lawyer and they're waiting for next week's meetings to take place. He has also been working with DCNR's Adam Mattis and staff to schedule a meeting with the Friends of Ligonier Beach.

### **Police Report**

Chief Berger went over his March report. PennDOT reimbursed the department for their time conducting aggressive driving enforcement.

### **Treasurer's Report**

| <b>Fund Balances (month end)</b> | <b>March</b>       |
|----------------------------------|--------------------|
| General Fund                     | \$ 387,381         |
| General Fund Reserves            | \$ 928,140         |
| Liquid Fuels Tax Fund            | \$ 411,527         |
| Capital Fund Reserves            | \$ 68,673          |
| 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>\$2,263,766</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**

Ligonier Valley Fire Companies fundraising – Mr. Bob McDowell, President of Ligonier Valley Fire Companies – explained this organization solicits funds for the 4 fire companies (each company receives 25% of the funds that are donated). Last year the economy was bad, they sent out 4,004 letters and received a 37% response rate – almost 63% of people did not give. The foundations are generous, but how many times can they go to the well? The township pays for Workers' Comp, fuel, and \$10k for each of the 3 companies. They receive money from the foreign fire insurance but those funds are restricted to specific expenditures. Darlington is number one for tree service. Costs keep going up, and he requested the Township consider planning for more money to be

set aside in next year's budget (not via fire tax). All of the fundraising is done in-house, 95 cents of every dollar donated goes to the fire companies. Please add information about how people can donate or volunteer on the Township's website. Note that they don't just need volunteer firefighters, they need admin support and support to help run the fundraisers. Consider utilizing public works crew to respond to more tree calls. Assistant Chief Mike Matrunics noted that on many 911 calls for trees in the roadway, the LVPD are the first on the scene, and often cancel the 911 call before the volunteer fire departments are called out.

Ligonier Beach – on hold until the meeting with DCNR and FOLB takes place.

2023-O-04 Stormwater Ordinance,  
2023-R-06 Fee Schedule amendment to update Stormwater, and  
2023-R-07 Stormwater Ordinance administration and enforcement, are all on hold as further changes are required. Supervisor Verna requested changes be tracked so they can see what has changed.

- A motion was made by Erik Ross and seconded by Stephanie Verna to waive delinquent real estate tax fees and penalties for the late David Taylor at parcel ID 51-33-00-0-069, as requested by the executor of his estate. Supervisors Matson, Ross, Beaufort, and Verna voted Aye, Supervisor Resenic voted Nay. Motion carried 4:1.

## **New Business**

Updating the Trees in Right-Of-Way Policy, R-23-08, these updates include removing language the Township shall charge the landowners for tree removal and allowing flexibility to respond in a way that suits the landowner.

- A motion was made by Erik Ross and seconded by Scott Matson to approve R-23-08, updating the Trees in Right-of-Way policy. Supervisors Matson, Ross, Resenic, and Beaufort voted Aye, Supervisor Verna voted Nay. Motion carried 4:1.
- A motion was made by Erik Ross and seconded by John Beaufort to approve the Al Ludwig Memorial Fund's Special Events permit to hold a Chasing Trout Fly Fishing Camp (Friday, June 2<sup>nd</sup> from 10:00 to noon). Motion carried.

PSATS will give a 2 ½ hour training for either the Planning Commission and / or the Zoning Hearing Board at a cost of \$55 per person, and if we invite others from neighboring municipalities we may get a free seat. Supervisor Verna asked if the training could be scheduled during a time when it is convenient (after work hours – evenings). Mr. Strelac to coordinate training dates and times.

- A motion was made by Stephanie Verna and seconded by Erik Ross to amend the mileage reimbursement rate from 62.5 to 65.5 center per mile, matching the IRS standard mileage. Motion carried.

There was a brief discussion about the chip-seal contract. Supervisor Verna asked how much the contractors rates have gone up since last year (20%). Mr. Strelic said they will have more information and road recommendations for the chip-seal contract at the next meeting.

### **Executive Session**

There was no executive session.

### **Public Comments**

Janelle Emory – expressed gratitude for the Police Department Officers.

### **Comments from the Supervisors**

Supervisor Matson – No comment

Supervisor Ross – No comment.

Supervisor Verna – No comment.

Supervisor Beaufort – Asked about the Country Market permit process

Assistant Chief Matrunic explained they are waiting on the Borough to approve the meeting minutes (where it was discussed) so that they can supply a copy of them along with the permit application.

Supervisor Resenic – Said he wouldn't want to live in Ligonier if it didn't have the Police Department and he would never vote to cuts the service.

- A motion was made by Erik Ross and seconded by John Beaufort to adjourn the meeting at 7.56 p.m. Motion carried.

Respectfully submitted,

Bethany Caldwell  
Assistant Secretary/Treasurer

Ligonier Township, Westmoreland County, PA

Bill Payments for All Vendors

April 11, 2023

| Vendor                                    | Type            | Num   | Amount           |
|---|-----------------|-------|------------------|
| <b>Apr 11, 23</b>                         |                 |       |                  |
| Comcast                                   | Bill Pmt -Check | ACH   | 199.89           |
| AA Septic Tank Service                    | Bill Pmt -Check | 25478 | 312.50           |
| Aqua Filter Fresh                         | Bill Pmt -Check | 25479 | 53.30            |
| Barbara Nalle                             | Bill Pmt -Check | 25480 | 60.00            |
| Chris Hefner                              | Bill Pmt -Check | 25481 | 60.00            |
| Daniel C. Hudock Attorney at Law          | Bill Pmt -Check | 25482 | 2,125.00         |
| Daniel Weimer                             | Bill Pmt -Check | 25483 | 60.00            |
| David Copeland                            | Bill Pmt -Check | 25484 | 60.00            |
| Douglas Kurtz                             | Bill Pmt -Check | 25485 | 30.00            |
| Fayette Parts Service, Inc.               | Bill Pmt -Check | 25486 | 409.40           |
| First Commonwealth Bank                   | Bill Pmt -Check | 25487 | 1,016.81         |
| Glassmere Fuel Service                    | Bill Pmt -Check | 25488 | 2,639.07         |
| Groff Tractor and Equipment               | Bill Pmt -Check | 25489 | 127.38           |
| Jim Stewart                               | Bill Pmt -Check | 25490 | 30.00            |
| Joy Haven Property MTG LLC                | Bill Pmt -Check | 25491 | 17.10            |
| JSB Holding, Inc.                         | Bill Pmt -Check | 25492 | 402.00           |
| Laurel Valley Hardware Inc.               | Bill Pmt -Check | 25493 | 51.05            |
| Ligonier Giant Eagle                      | Bill Pmt -Check | 25494 | 33.79            |
| LVTech                                    | Bill Pmt -Check | 25495 | 1,916.18         |
| Michael W. McCaplin                       | Bill Pmt -Check | 25496 | 60.00            |
| Municipal Authority of Westmoreland Count | Bill Pmt -Check | 25497 | 638.50           |
| Northwestern Mutual                       | Bill Pmt -Check | 25498 | 8,603.56         |
| Pennsylvania One Call System, Inc.        | Bill Pmt -Check | 25499 | 8.14             |
| PSATS                                     | Bill Pmt -Check | 25500 | 3,193.71         |
| Royal Oak Retriever, LLC                  | Bill Pmt -Check | 25501 | 60.00            |
| Sheila Grimm                              | Bill Pmt -Check | 25502 | 60.00            |
| Susan McBroom                             | Bill Pmt -Check | 25503 | 60.00            |
| The EADS Group                            | Bill Pmt -Check | 25504 | 2,020.68         |
| The Latrobe Bulletin                      | Bill Pmt -Check | 25505 | 69.20            |
| TKL Code Inspection Service, Inc.         | Bill Pmt -Check | 25506 | 7,807.16         |
| Tricia Levander                           | Bill Pmt -Check | 25507 | 700.00           |
| U.S. Municipal                            | Bill Pmt -Check | 25508 | 254.44           |
| Unity Printing Co., Inc.                  | Bill Pmt -Check | 25509 | 69.13            |
| Western Pennsylvania Teamsters and Employ | Bill Pmt -Check | 25510 | 15,449.31        |
| Northwestern Mutual                       | Bill Pmt -Check | 25511 | 2,469.39         |
| <b>Apr 11, 23</b>                         |                 |       | <b>51,126.69</b> |

OK  
 80V  
 4-11-23

1:13 PM

04/11/23

Ligonier Township-Liquid Fuels  
Bill Payments for All Vendors  
April 11, 2023

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| Vendor          | Type            | Num  | Amount        |
|-----------------|-----------------|------|---------------|
| Apr 11, 23      |                 |      |               |
| West Penn Power | Bill Pmt -Check | 1313 | 199.39        |
| Apr 11, 23      |                 |      | <u>199.39</u> |

OK  
Sam  
4-11-23