

Ligonier Township Supervisors
Regular Meeting Minutes
April 12, 2022

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

Also present were Solicitor, Dan Hudock; Engineer Ben Faas; Zoning Officer, Jim Nieusma, and Finance Officer, Bethany Caldwell.

- A motion was made by Stephanie Verna and seconded by Erik Ross to approve the minutes from the March 22, 2022 and April 5, 2022 meetings. Motion carried.

Correspondence

1. Letter from Janet Riordan (President, Ligonier Valley Associations of Churches)
RE: National Day of Prayer & Breakfast Buffet, May 5, 2022
2. Letter from PennDOT RE: Nature Run Road (SR 1023) traffic study results; there was a discussion about PennDOT's response, Chief Berger to follow up.
3. Letter from Hill Wallack, RE: Notice of Sheriff's Sale

Police Report (attached)

Chief Berger went over his monthly report and added the department received a \$75 donation from a resident in Oakwood Hills thanking them for patrolling the neighborhood. Also received a thank you letter from Tim & Kathy Wittage for fast professional service.

Engineer Report (attached)

Mr. Faas went over his monthly report and noted there were a few revisions to the 2022 seal-coat program. Staff were directed to address Mill Road's drainage conditions before it is seal-coated. Mr. Faas received a third submittal from General Dollar.

Supervisor Matson asked how much money was spent on Jinks Trail last year. He also had concerns about Tosh Road stating the crew used the backhoe to clean up a recent washout but did not fix the cause of the problem(s) while they were out there.

Supervisor Resenic tabled the discussion until the next meeting when Mr. Morgan will be present. Supervisor Matson asked for payroll expenses by department.

Solicitor's Report

Mr. Hudock reported APEX acquired CME Engineering (the Township's Sewage Enforcement Officer's employer). He reviewed Apex's proposed agreement.

- A motion was made by Stephanie Verna and seconded by Scott Matson to approve the APEX contract as presented. Motion carried.

Staff Reports (attached)

1. Zoning / Code Enforcement (attached)

Mr. Nieusma went over his monthly report and also apprised the Board of a current right-of-way dispute among neighbors in Darlington; permits will not be issued until the court makes a determination. He noted Title 40 covers livestock issues and these concerns will be relayed to the constable for enforcement. A registered letter was mailed out today to the oil tanks owner.

Dollar General has requested a developer's agreement. A standard agreement is attached to the township's SALDO. Mr. Hudock will follow up, expenses need to be determined and the developer to cover these costs, including engineering, legal, and staff's labor.

2. Public Works

Note there is a \$45,334 check to pay for 673 tons of salt presented on the Liquid Fuels Fund bill pay list. There is \$50k budgeted on the salt line, leaving a balance of \$4,666 for the year remainder plus materials currently stored in the yard.

The 2022 Chip-Seal Road list was revised; removed Robb Road due to the LTMA waterline replacement project and Jacob Miller Road due to logging. Mill Road and Ann Roberts Road will be chip-sealed instead, a revised list was provided.

Mr. Morgan has also reviewed the spring bid results and provided a list of the lowest bid for each category of materials that needs to be approved, see New Business.

3. Finance (attached)

Treasurer's Report

Account Balances as of	04/12/22
General Fund	\$ 339,217
General Fund Reserves	\$ 681,805
Liquid Fuels Tax Fund	\$ 330,877
Capital Fund Reserves	\$ 40,067
Ligonier Beach Park Fund	\$ 105,098
American Rescue Fund	\$ 5,490
Developer's Fund*	\$ 51,257
*Escrow	\$ 3,500
*Mill Creek Memorial Park	\$ 1,209
*Hi Acres Waterline Replacement	\$ 46,548
Total Funds	\$1,553,811

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

Old Business

The Zoning Map changes are still with the Planning Commission.

The Asphalt Zipper was posted on the Municibid website Monday, March 11, with opening bid set at \$100k and a reserve of \$150k. The page was viewed 1,730 times with 4 watchers. Municipal code requires that the equipment be listed a second time for 15 days before it can be sold privately. Staff directed to contact the manufacturer and inquire about selling it for a commission.

- A motion was made by John Beaufort and seconded by Stephanie Verna to advertise that the zipper asphalt for sale on Municibid for 15 days with starting bid at \$90,000 and reserve set at \$130,000.

Ligonier Beach workshop

- A motion was made by Stephanie Verna and seconded by John Beaufort committing to the timeline outlined at the April 5 meeting workshop with one exception; the Friends Of Ligonier Beach will secure a second feasibility study quote. Motion carried.

Advent Camera System

Staff directed to work with counsel and ensure this agreement was fulfilled accordingly and the system is working satisfactorily as there have been some connectivity issues / communication errors when the power supply is interrupted.

Executive session

The Supervisors went into executive session at 7:35 p.m. and resumed their regular meeting at 7:45 p.m. certifying compliance with the Pennsylvania Sunshine Laws as the discussions pertained to personnel matters.

New Business

- A motion was made by Erik Ross and seconded by Scott Matson to give J. Nieusma a \$0.50/hour raise. Motion carried.
- A motion was made by Erik Ross and seconded by Stephanie Verna to approve the COG material prices as presented. Motion carried.
- A motion was made by Erik Ross and seconded by Scott Matson to send an offer letter to the lead candidate for the manager's position. Motion carried.

Comments from the Supervisors

Supervisor Matson – Asked when Myers School Road will reopen; staff to research.

Supervisor Beaufort– Asked about commercial septic holding tanks: how many are there, what are the requirements, what are the township's compliance / enforcement procedures.

Supervisor Verna – Noted a discrepancy on the road list, staff to confirm whether or not Swank Road is to be chip-sealed this summer.

Supervisor Ross – No comment

Supervisor Resenic – Thanked the audience for attending.

- A motion was made by Stephanie Verna and seconded by Erik Ross 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 12, 2022

Vendor	Type	Num	Amount
Apr 12, 22			
AA Septic Tank Service	Bill Pmt -Check	24815	312.50
AFLAC	Bill Pmt -Check	24816	102.92
Apex Companies LLC	Bill Pmt -Check	24817	998.75
Barbara Nalle	Bill Pmt -Check	24818	90.00
Comcast	Bill Pmt -Check	24819	194.89
Credit Card Dept-First Commonwealth Bank	Bill Pmt -Check	24820	256.95
Daniel C. Hudock Attorney at Law	Bill Pmt -Check	24821	2,187.50
Derry Stone and Lime	Bill Pmt -Check	24822	377.49
Douglas Kurtz	Bill Pmt -Check	24823	30.00
Ed Oles1	Bill Pmt -Check	24824	30.00
Fayette Parts Service, Inc.	Bill Pmt -Check	24825	185.14
Glassmere Fuel Service	Bill Pmt -Check	24826	11,306.38
Greensburg Minuteman Press	Bill Pmt -Check	24827	236.51
James Darr	Bill Pmt -Check	24828	90.00
Jim Stewart	Bill Pmt -Check	24829	30.00
JSB Holding, Inc.	Bill Pmt -Check	24830	394.15
Justifacts Credential Verification, Inc	Bill Pmt -Check	24831	159.00
Lacal Equipment, Inc.	Bill Pmt -Check	24832	321.94
Laurel Valley Hardware Inc.	Bill Pmt -Check	24833	30.98
Ligonier Giant Eagle	Bill Pmt -Check	24834	28.00
Ligonier Township Municipal Authority	Bill Pmt -Check	24835	218.44
Ligonier Valley Police Department	Bill Pmt -Check	24836	73.79
Linda McDowell	Bill Pmt -Check	24837	30.00
M. Glosser & Sons, Inc	Bill Pmt -Check	24838	740.95
McKieveen Supply	Bill Pmt -Check	24839	460.00
Michael W. McCaplin	Bill Pmt -Check	24840	90.00
Mickey Corb	Bill Pmt -Check	24841	90.00
MultiMetal Inc	Bill Pmt -Check	24842	443.00
Municipal Authority of Westmoreland Count	Bill Pmt -Check	24843	638.50
Napotnik Welding Supplies	Bill Pmt -Check	24844	117.44
Northwestern Mutual	Bill Pmt -Check	24845	10,299.67
PennPrime	Bill Pmt -Check	24846	725.00
Pennsylvania Municipal Service Co.	Bill Pmt -Check	24847	1.95
Robert Smithley	Bill Pmt -Check	24848	30.00
Royal Oak Retriever, LLC	Bill Pmt -Check	24849	180.00
Russell Standard Corp.	Bill Pmt -Check	24850	1,897.16
Sable Kennels	Bill Pmt -Check	24851	150.00
Sheila Grimm	Bill Pmt -Check	24852	90.00
Smith Propane & Oil	Bill Pmt -Check	24853	1,649.50
Stellar Fastener & Ind Supply	Bill Pmt -Check	24854	114.14
Susan McBroom	Bill Pmt -Check	24855	90.00
The EADS Group	Bill Pmt -Check	24856	1,463.40
Total Service, Inc.	Bill Pmt -Check	24857	211.16
Tricia Levander	Bill Pmt -Check	24858	700.00
UAW LOCAL 204	Bill Pmt -Check	24859	316.14
UniFirst Corporation	Bill Pmt -Check	24860	176.08
Unifirst First Aid & Safety	Bill Pmt -Check	24861	96.85
West Central Equipment, LLC	Bill Pmt -Check	24862	60.12
West Penn Power	Bill Pmt -Check	24863	328.98
Western Pennsylvania Teamsters and Employ	Bill Pmt -Check	24864	13,148.79
Credit Card Dept-First Commonwealth Bank	Bill Pmt -Check	24865	1,368.42
Northwestern Mutual	Bill Pmt -Check	24866	310.68
			53,673.26

Apr 12, 22

12:23 PM

04/11/22

**Ligonier Township-Liquid Fuels
Bill Payments for All Vendors
April 12, 2022**

Vendor	Type	Num	Amount
Apr 12, 22 Compass Minerals America Inc	Bill Pmt -Check	1292	45,333.91
Apr 12, 22			<u>45,333.91</u>


4-12-22

1:43 PM

04/11/22

**Ligonier Beach Property Project
Bill Payments for All Vendors
April 12, 2022**

Vendor	Type	Num	Amount
Apr 12, 22 The EADS Group	Bill Pmt -Check	1014	11,404.57
Apr 12, 22			<u>11,404.57</u>

4-12-22