

**Ligonier Township Supervisors**  
**Regular Meeting Minutes**  
*April 26, 2022*

The Supervisors of Ligonier Township met in regular session at 4:30 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; Public Works Director, Russ Morgan; Zoning Officer, Jim Nieusma, and Finance Officer, Bethany Caldwell.

**Comments from the Public**

Jim Stewart – thanked staff for coordinating Dumpster Day.

**Comments from the Supervisors**

Supervisor Verna – Stated the municipal complex closed earlier than usual last Friday and apologized to any residents for the inconvenience. The Township is short staffed at the moment and they are working to fill the vacancy.

Supervisor Resenic – Echoed Supervisor Verna’s comments, it was unfortunate but the situation will be remedied soon.

- A motion was made by Stephanie Verna and seconded by Scott Matson to approve the minutes from the April 12, 2022 meeting. Motion carried.

**Correspondence:**

1. Letter from XPR Resources, RE: re-permitting process for gas well located at 800 Pizza Barn, Blairsville
2. Letter of Interest from Doug Finger, RE: serving on the Recreation Board

There was a discussion about the Recreation Board and the number of members and alternates – Terrell Funk was an alternate and will be filling the vacancy created by Mark Gaier’s resignation. Doug Finger was appointed as the new alternate.

**Engineer’s Report**

Mr. Faas reported they’ve completed their third review for Dollar General – majority of items have been addressed. The Planning Commission meets this Thursday at which time the Dollar General’s request for waivers (parking and unloading) will be addressed.

## Treasurer's Report

<b>Account Balances as of</b>	<b>04/26/22</b>
General Fund	\$ 267,874
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
<b>Total Funds</b>	<b>\$1,482,468</b>
<b>Payroll Expense</b>	<b>04/21/22</b>
Administrative	\$ 5,632
Public Works	\$ 10,116
Elected	\$ 462
Employer Tax	\$ 1,220
Deductions	\$ (264)
Payroll Billing	\$ 84
<b>Total Payroll Fund</b>	<b>\$ 17,249</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

Commercial Septic Holding Tanks – research was presented and there was a discussion. Staff to check if inspection prices are included in the current contract that was just recently approved.

Ligonier Beach Park conceptual plan – Supervisor Beaufort met with the Planning Commission and Rec Board and presented a plan.

Melissa Eller – contacted the aquatic facility that was recommended to get a quote and they will meet at no cost. Working on getting a second quote from another consultant.

### New Business

Ms. Gallo from Wessel presented the Township's 2021 Audit Report and went over the highlights.

Supervisor Matson – asked what year Wessel started working with the Township – 2013.

Supervisor Resenic – asked if the auditor had any recommendations for the township. Ms. Gallo replied to continue work on the Ligonier Beach as it would benefit the community and keep maintaining the roads.

Supervisor Verna – highlighted Public Works expenditures and elaborated on the material weakness findings that were flagged - financial statement preparation, segregation of duties, and material audit adjustments based upon the code. These things are challenging to accomplish with a small staff, one of the ways the Township separates duties is by utilizing an outside consultant to process invoices and reconcile funds.

The 2020 State Audit of the Liquid Fuels Fund report was also presented and like the 2021 Township Audit there were no significant findings.

### **Public Works**

The Asphalt Zipper was advertised and relisted on Municibid with opening bid set at \$90k, reserved at \$130k and closes on May 9, 2022.

A Jinks Trail budget report was provided to the Board, as requested at the previous Supervisors' meeting.

Meyers School Road Closure – The Board directed Mr. Morgan to get reach out to Coal Loaders for an update in writing. Mr. Hudock to investigate the agreement in place and confirm it meets what the Board intended.

### **Zoning**

There was a Zoning Hearing Board last week and a billboard on 271 was approved by the drycleaners / self-storage. It could not be denied as it meets the requirements. The owner will give local advertisers preference.

### **Executive Session**

The Supervisors went into executive session at 5:14 p.m. and resumed the regular meeting at 7:01 p.m. and certified compliance with the Pennsylvania Sunshine Laws as the discussions pertained to personnel and contractual matters.


- A motion was made by Erik Ross and seconded by John Beaufort to adjourn the meeting at 7:03 p.m. Motion carried.

Respectfully submitted,

Bethany Caldwell  
Assistant Secretary/Treasurer

## Ligonier Township, Westmoreland County, PA Bill Payments for All Vendors April 26, 2022

Vendor	Type	Num	Amount
<b>Apr 26, 22</b>			
AA Septic Tank Service	Bill Pmt -Check	24867	375.00
Advent Communications	Bill Pmt -Check	24868	424.99
D-BUG PEST CONTROL, INC	Bill Pmt -Check	24869	150.00
Fayette Parts Service, Inc.	Bill Pmt -Check	24870	153.84
FirstNet	Bill Pmt -Check	24871	43.03
Groff Tractor and Equipment	Bill Pmt -Check	24872	240.00
Larry Shew-Rec	Bill Pmt -Check	24873	530.04
Laurel Valley Hardware Inc.	Bill Pmt -Check	24874	41.30
Ligonier Valley Police Department	Bill Pmt -Check	24875	113,542.83
M. Glosser & Sons, Inc	Bill Pmt -Check	24876	110.00
Maiello, Brungo & Maiello, LLP	Bill Pmt -Check	24877	125.00
Napotnik Welding Supplies	Bill Pmt -Check	24878	28.84
ODB Company	Bill Pmt -Check	24879	345.91
Pleasant Unity Supply	Bill Pmt -Check	24880	11,954.00
PSATS	Bill Pmt -Check	24881	3,448.21
Smith Propane & Oil	Bill Pmt -Check	24882	1,462.42
Standard Insurance Company	Bill Pmt -Check	24883	733.84
Stewart, McArdle, Sorice, Whalen, Farrell	Bill Pmt -Check	24884	120.00
SWIF	Bill Pmt -Check	24885	1,056.00
The Latrobe Bulletin	Bill Pmt -Check	24886	186.60
TKL Code Inspection Service, Inc.	Bill Pmt -Check	24887	8,720.79
ULine	Bill Pmt -Check	24888	330.94
UniFirst Corporation	Bill Pmt -Check	24889	112.72
Washington National Insurance Company	Bill Pmt -Check	24890	268.14
West Penn Power	Bill Pmt -Check	24891	779.52
Ligonier Valley Police Department	Bill Pmt -Check	24892	491.16
<b>Apr 26, 22</b>			<b>145,775.12</b>

  
 4/26/2022