

Ligonier Township Supervisors
Regular Meeting Minutes
May 12, 2020

The Supervisors of Ligonier Township met in regular session online at 7:00 PM and opened with the Pledge of Allegiance. Secretary/Treasurer Stephanie Verna took roll call. Present were Chair, John Beaufort; Vice Chair Paul Knupp; Secretary/Treasurer Stephanie Verna; Supervisor, D. Scott Matson; and Supervisor, Dan Weimer.

Public Comment “A” – None

- A motion was made by Stephanie Verna and seconded by Dan Weimer to approve the minutes from the April 28, 2020 meeting. Motion carried.

Supervisors Comment – None

Manager’s Report

Mr. Carcella went over the Budget to Actual Report highlights – the first 4 months of Real Estate Tax revenues are \$46k less than what was realized in 2019 and Earned Income Tax revenue is \$49k less. 64% of the Township’s Real Estate tax has been collected, very comparable to last year. Anticipate the 2nd quarter is when we might see some changes.

As Westmoreland County moves into “yellow (pandemic) status”, we will continue to keep the building closed and need to think about the June meeting logistics.

Public Works Report – Deferred to Engineer

Engineer’s Report – See attached

Ligonier Beach – the asbestos evaluation is scheduled for next week. The Laughlintown storm water system inventory was completed, the online survey is complete and will send out link to post on website. Proposal to stop work and collect data to see where the problems are (instead of guessing).

Mountain Road – conducted a site visit with Mr. Morgan and go over plans to extend culvert, move it off PennDOT’s ROW, the GP permit is \$8-9k.

Mr. Morgan added that we have materials to do this project (\$9k pipe left over from the Clifford Woods bridge project). Work needs to be done when it’s low-flow, July – August. Will need to close the road. The McKelvey Road bridge inspection still needs to be done and we’re trying to plan the workload and schedule accordingly. Mountain Road is scheduled to be chip-sealed but did not receive any bids. Need to make a decision.

Supervisor Beaufort said the culvert floods; the project’s benefits are increased safety and reduced flooding. Mr. Faas clarified it will require a hydraulic study to prove the new conditions will not be worse than the pre-existing.

Supervisor Matson asked about the size of the drain pipe? –It is larger and longer than what is currently in use. How long to get the permit? Normally several months, but DEP has been much faster with everyone working from home.

- A motion was made by Stephanie Verna and seconded by Scott Matson to apply for the permits necessary to repair the Mountain Road culvert. Motion carried.

Ligonier Valley Police Department Report – See attached

Police cars were decontaminated last night.

Solicitor's Report

Mr. Korn's office is sending out weekly FAQ emails. Entering the yellow pandemic status this Friday, some restrictions will be lifted. The biggest change is that groups of up to 25 people may gather provided they maintain social distance and still need to wear masks, so monthly meetings could be a hybrid of in-person and online gatherings. Telework is still highly encouraged. Will open slowly and cautiously. Guidance was issued this morning regarding outdoor recreation – playgrounds will be closed, trails are open.

There was a discussion about Idlewild and when it might reopen. Supervisor Verna said we should assume we are not going to receive the usual \$90k in amusement tax revenue from Idlewild.

Supervisors had a discussion about streaming meetings on FaceBook live next month; something they would like to look into.

Zoning Officer Report – See attached

Slow last month, but there interest is picking up.

Looked into Mr. Yannick's (Hutch Lane) storm water issue. Hutch Lane is a private road off of Peoples Lane. He lives next to a storm channel that is at a higher elevation and clogged with vegetation. Dave Herrholz cleaned it out under a DEP grant maybe 6-10 years ago – Tim Komar got the grant. Dave Herrholz thinks it belongs to the Township, but it's on private property? Cannot find anything in the deed, need to find the grant related records.

Code Officer Report

Has couple of cases that are over a year in progress - Mr. Sleaseman's property and a property next to Graham's Antiques. The nuisance ordinance is not strong, it is weak. It is costly, the burden is on the Township to make the case and requires the solicitor's time at the County Court. Mr. Korn's recommend the Board review the International Property Maintenance Code which doesn't have to be adopted in full – can pick and choose what you like. Focus on dangerous, unsanitary conditions and educate the public, the interest is on the safety and well-being of residents.

Correspondence:

1. PennPrime Compensation Audit / Report – refund from overpayment
2. DCED Capital Loan Deferral Notice
3. County Letter Grant Support

There was a brief discussion about the Walk Works grant. This program provides up to \$20k (no match requirement) for trail plans. Would like to submit a joint application with the Borough to plan a Laughlintown - Ligonier Beach - Borough - Southern Allegheny Museum of Art connection trail.

Treasurer's Report

Supervisor Verna reported the account balances as of April 12:

General Fund Account	\$ 343,128
Developers Account	844
Liquid Fuels Account	398,613
Equipment Fund	12,117
Ligonier Beach Account	429
Capital Reserves	677,559
Act 13 Account	15,054

Total Funds Balance: \$1,447,744

- A motion was made by Dan Weimer and seconded by Scott Matson to approve the bills for April / May as presented. Motion carried.

New Business:

1. Opening of Township's Chip Seal Road Bids for 2020
No bids were received, have to rebid a second time and packets will be sent to local contractors.

2. Review of Tracy Krowchak
The personnel committee met to discuss Ms. Krowchak's 6 month review. Tracy has been a great addition to the team; she is flexible, she has great technical, interpersonal, and customer service skills. Recommending a \$0.50/hr increase and review in another 6 months. Supervisor Matson asked why not \$1/hr raise? Supervisor Verna explained the budget is tight, there is a lot of uncertainty, tasks will be shifting with Keith's departure and it's a 6 month review that will be revisited again in another 6 months.

- A motion was made by Stephanie Verna and seconded by Dan Weimer to give Tracy Krowchak a \$0.50/hour raise effective on her 6 month anniversary. Motion carried.

3. Ordinance # 01-2020 Storm Water Ordinance

- A motion was made by Dan Weimer and seconded by Stephanie Verna to approve the 01-2020 Stormwater Ordinance. Motion carried.

4. Resignation of Keith Ashley (vote)

- A motion was made by Scott Matson and seconded by Stephanie Verna to accept Keith's resignation. Motion carried.

Public Comment "B" – None

Supervisor Comments

Supervisor Weimer – Thanked Keith for his service.

Supervisor Knupp – Also thanked Keith, he was a pleasure to work with. Thanked the Rec Board and Larry Shew for their work on the community gardens, a great asset for the Township. Thanked the staff.

Supervisor Verna – Appreciates all Keith did for the Township and said this is the worst time to resign since we can't celebrate and see him off. Recycling, an issue that was near & dear to Keith and a challenge for the Township and surrounding community – would like people to know that Westmoreland Cleanways opened its new facility and has posted information including their hours & what they're collecting.

Supervisor Matson – On McKelvey Road there is a tree limb hanging down, on ROW. What is going on with the Zipper? Would like to see it used more maybe along Derry Ridge. Berkeley Road looks nice. Has some ideas to offset the (anticipated) lower revenues - consider opening up the Road Crew contract and renegotiating. Maybe cut the Police Department night shifts and let the state police take over.

Mr. Korn's clarified that Public Works union contract cannot be reopened without the union's consent.

Supervisor Beaufort – Said these were things we might have to look at in the future. He added that the Fire Companies will be fundraising – and collections are down with several of their popular events cancelled (fish fries, gun bashes, bingo).

- A motion was made by Dan Weimer and seconded by Paul Knupp to adjourn the meeting at 8:22 PM. Motion carried.

Respectfully submitted,

Bethany Caldwell
Assistant Secretary/Treasurer

Ligonier Township
Engineer's Report
May 12, 2020

1. Ligonier Beach

- a. A stakeholder meeting was held on March 11th. The public meeting to be held on March 25th was canceled. Additional cost estimates and a Phase 1 Master Site Plan was prepared to be utilized in the grant applications. A preliminary trail alignment utilizing existing access drives and the sanitary sewer easements was also prepared as an option to connect to the Borough.
- b. Asbestos evaluations will be scheduled in the near future.

2. Laughlintown Area Stormwater Study

- a. Data collection is complete.
- b. We completed evaluating the various sub-drainage basins in the Laughlintown area as a way to evaluate the facilities inventory and to index reported issues.
- c. The on-line survey is nearing completion and will be published very soon. When it is published it will be accessible through the Township's website.
- d. We're proposing to stop work until a number of issues have been reported and problem areas are identified.

3. General

- a. Mtn. Road Culvert – We visited the site to evaluate the existing culvert and stream condition. The invert of the existing culvert is completely deteriorated and the culvert ends abruptly on either side of the roadway. It appears realignment and extension of this culvert would improve traffic safety at the intersection of Mtn Road and Kinsey Farm Road. We also looked at CMP currently owned by the Township, and it appears adequate for use at this location. Permitting associated with this replacement could be approximately \$8,000-\$9,000.

4. Planning

- a. No new land development or subdivision submissions were reviewed since the last meeting.

April 2020 Zoning Report

	Qty	Amount
Lien Letter Income	7	\$ 275.00
Permits		
Building/UCC	3	\$ 4,725.13
Zoning	2	\$ 187.00
Demolition	0	\$ -
Driveway	0	\$ -
Fireworks	0	\$ -
No-Impact Home Based Business	0	\$ -
Occupancy	0	\$ -
Peddler	0	\$ -
Right-of-Way	0	\$ -
Sign	1	\$ 40.00
Sewage	0	\$ -
Total: Permits	6	\$ 4,952.13
Total		\$ 5,227.13
Total Income 2020	30/27	\$ 8,895.79
Total Income 2019	171/187	\$ 64,312.32
Total Income 2018	141/200	\$ 67,625.93

New Business

ZHB for April approved Laudadio and May is cancelled for lack of agenda

Recreation Committee cancelled May for lack of agenda

Yanik 312 Hutch Ln. stormwater overflow from drainage ditch

Respectfully submitted by Jim Nieuwsma
Zoning/Community Development Officer


#	April 2020 Lien Letter	Amount
1	Matson 51-07-00-0-004	\$25.00
2	Sullenbeger 51-05-00-0-020, 51-05-00-0-099	\$50.00
3	Neiderhiser 51-25-00-0-076	\$25.00
4	Mihalick 51-17-10-0-008, 51-17-10-0-009, 51-17-10-0-030, 51-17-10-0-031	\$100.00
5	Stickle Tobias 51-11-16-0-022	\$25.00
6	Beitel 51-17-11-0-006	\$25.00
7	Woodward 51-18-06-0-004	\$25.00
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7	April Total	\$275.00

Ligonier Township, Westmoreland County, PA

Bill Payments for All Vendors


May 11, 2020

Vendor	Type	Num	Amount
May 11, 20			
AA Septic Tank Service	Bill Pmt -Check	23405	400.00
Brown Brothers Tree Service	Bill Pmt -Check	23406	300.00
Clark Court Reporting Service	Bill Pmt -Check	23407	155.00
Comcast	Bill Pmt -Check	23408	267.86
Credit Card Dept-First Commonwealth Bank	Bill Pmt -Check	23409	3,223.64
Fayette Parts Service, Inc.	Bill Pmt -Check	23410	276.73
Gary A. Falatovich, Attorney at Law	Bill Pmt -Check	23411	460.00
Glassmere Fuel Service	Bill Pmt -Check	23412	1,114.43
Groff Tractor and Equipment	Bill Pmt -Check	23413	399.21
JSB Holding, Inc.	Bill Pmt -Check	23414	379.00
Kathie Steimer	Bill Pmt -Check	23415	50.00
Larry Shew-Rec	Bill Pmt -Check	23416	222.16
Laurel Valley Hardware Inc.	Bill Pmt -Check	23417	62.54
Lehigh Hanson Heidelberg Cement Group	Bill Pmt -Check	23418	382.79
Ligonier Agway	Bill Pmt -Check	23419	326.66
Ligonier Self Storage LLC	Bill Pmt -Check	23420	1,578.78
Ligonier Valley Police Department	Bill Pmt -Check	23421	268.42
LVTech	Bill Pmt -Check	23422	3,674.80
McKlveen Supply	Bill Pmt -Check	23423	130.00
Pennsylvania One Call System, Inc.	Bill Pmt -Check	23424	154.75
Pleasant Unity Supply	Bill Pmt -Check	23425	3,538.00
PSATS	Bill Pmt -Check	23426	3,397.41
The EADS Group	Bill Pmt -Check	23427	3,510.50
The Latrobe Bulletin	Bill Pmt -Check	23428	503.60
Total Service, Inc.	Bill Pmt -Check	23429	227.90
Tricia Levander	Bill Pmt -Check	23430	1,093.00
UAW LOCAL 204	Bill Pmt -Check	23431	344.52
ULine	Bill Pmt -Check	23432	290.27
UniFirst Corporation	Bill Pmt -Check	23433	165.10
Washington National Insurance Company	Bill Pmt -Check	23434	303.40
West Penn Power	Bill Pmt -Check	23435	212.57
Western Pennsylvania Teamsters and Employ	Bill Pmt -Check	23436	25,461.51
May 11, 20			52,874.55


5-12-2020

Ligonier Township - ACT 13
Bill Payments for All Vendors
May 8, 2020

Vendor	Type	Num	Amount
May 8, 20 The EADS Group	Bill Pmt -Check	1009	14,300.37
May 8, 20			<u>14,300.37</u>



5-12-2020