

Ligonier Township Supervisors
Regular Meeting Minutes
October 11, 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 Manager, Michael Strelac; Engineer Jake Bolby; Assistant Chief of Police Michael Matronics; Public Works Director, Michael Gray; and Finance Officer, Bethany Caldwell.

Comments from the Public

There were no public comments.

Comments from the Supervisors

Supervisor Ross – Welcomed Michael Gray to the team and is looking forward to working with him.

Supervisor Resenic – Also welcomed Mr. Gray to the township, said things are starting to turn around, but he does feel bad for Mr. Hogan who was injured during a code complaint follow up.

- A motion was made by John Beaufort and seconded by Erik Ross to approve the minutes from the September 27, 2022 meeting. Motion carried.

Correspondence

1. Westmoreland County Audit of Magisterial District Judge Denise Snyder-Thiel (Note this was fiscal audit and not a performance audit.)
2. Letter from Wade Stoner regarding the Rec Board residency requirements
3. Recommendations from Recreation Board regarding their vacant positions
4. Invitation to Westmoreland County Association of Township Supervisors, Dinner and Reorganization Meeting
5. Aquatic Facilities Design report for Ligonier Beach
6. Letter from Tim Leonard

Manager Report

Mr. Strelac noted both the Chief and Mr. Faas were attending the Borough meeting tonight that was rescheduled due to Fort days. He also noted it was the new Public Works Director's first meeting. Additionally, the Zoning/Code Enforcement Officer is out and so Mr. Strelac will be the acting Zoning Officer in the interim. He then reminded the board and public that the public works crew has been out trimming right-of-way vegetation – they are not professional landscapers. Their priority is keeping the line of sight clear so if you want your property to be maintained a certain way, he advised that you do it yourself or hire a professional.

Solicitor Report

Mr. Strelac stated the solicitor could not attend tonight's meeting due to a schedule conflict, but Mr. Hudock gave him an update to share with the Board - he has not received a response from Coal Loaders regarding the proposed agreement he sent over, so he sent a follow up letter, and recommends giving the matter some more time.

Police Report

See attached, Assistant Chief Matronics – asked for public's patience as they move traffic along this weekend during Fort Ligonier Days. Please obey the officers and do not move gates or drive through areas that have been blocked off. He also requested the public's help – if they see or hear something of concern, let an officer know.

Staff Reports

1. Finance - September's Budget vs. Actual for both the General Fund and Liquid Fuels Fund were provided. There has been a lot of grant activity: closed out the 2021-22 DGLV Grant (Claycomb Road) and will be submitting the applications for Hidden Valley and Mallard Lane at the end of the month. Submitted CDBG Grant for Deeds Road Phase II. Finalizing a PCCD Grant for the police and a residential demo grant.
2. Zoning / Code Enforcement – building permits have slowed compared to this time last year, but there has been a steady stream of inquiries. Made great progress clearing out code enforcement backlog.
3. Public Works – see attached

Engineer Report

Mr. Bolby supplied an Opinion of Probable Cost report to accompany the Aquatic Facility Design report. Supervisor Resenic asked the Board to review the report over the next 2 weeks and be prepared to discuss it at the next meeting.

Treasurer Report

Fund Balances as of September 30, 2022

Fund Balances (month end)	September
General Fund	\$ 694,929
General Fund Reserves	\$ 679,934
Liquid Fuels Tax Fund	\$ 122,225
Capital Fund Reserves	\$ 71,682
Ligonier Beach Park Fund	\$ 104,913
American Rescue Fund	\$ 341,075
Developer's Fund*	\$ 54,757
*Escrow	\$ 4,500
*Mill Creek Memorial Park	\$ 1,209
*Hi Acres Waterline	\$ 49,048
Total Funds	\$2,069,516

*denotes funds are restricted

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

Old Business

Myers School Road – waiting on Coal Loaders response to the Township’s proposed agreement.

- A motion was made by Erik Ross and seconded by Stephanie Verna to adopt the Recreation Board Residency Requirement Ordinance. Motion carried.
- A motion was made by Erik Ross and seconded by Stephanie Verna to adopt the Planning Commission Residency Requirement Ordinance. Motion carried.

Recreation Board Vacancies discussion – Supervisor Verna said Doug Finger had been previously appointed as an alternate and based on past practice, the alternate fills the next vacancy. Supervisor Resenic noted no motion was made to appoint Mr. Finger. Supervisor Beaufort pointed out the Board did approve the meeting minutes that stated Mr. Finger had been appointed as an alternate to the Board. The chairman then called for a motion regarding the current vacancies:

- A motion was made by Stephanie Verna and seconded by John Beaufort appointing Doug Finger and Janelle Emory to fill the Rec Board vacancies. There was a roll call vote with Supervisor Verna and Supervisor Beaufort voting aye; Supervisor Matson, Supervisor Ross, and Supervisor Resenic voting nay. Motion failed, 2:3.
- A motion was made by Erik Ross and seconded by Scott Matson appointing Jessica Golden to fill the Rec Board vacant position expiring December 31, 2022 and Ken Vallino to the Rec Board vacant position expiring December 31, 2024. There was a roll call vote with Supervisor Matson, Supervisor Ross, and Supervisor Resenic voting aye; Supervisor Matson and Supervisor Verna voting nay. Motion carried 3:2.

Supervisor Beaufort asked why the Supervisors asked the Rec Board to provide input regarding the vacancies. Supervisor Resenic replied he has one vote and he knows Jessica Golden and Ken Vallino personally and the good works they’ve done in the Valley. Supervisor Ross clarified that he has known both appointees for many years too.

New Business

Set the Year on Fire 5k – Supervisor Verna asked about the Township’s snow removal concern and Mr. Strelac clarified the organizer agreed not to plow the trail in the event it snows. Supervisor Verna asked staff to ensure the organizer secures an event insurance policy.

- A motion was made by Erik Ross and seconded by Scott Matson to approve the special events permit for the “Set the Year on Fire 5k”. Motion carried.

- A motion was made by Erik Ross and seconded by to Stephanie Verna to follow the Borough's trick-or-treat date / hours, setting them for Monday, October 31 from 6 to 8 p.m. Motion carried.

Friends of Ligonier Beach/Grant Opportunities – this topic was deferred to the public comment portion of the meeting as the presenter had not arrived.

There was a discussion about the PCCD Local Law Enforcement Support grant opportunity. The township is applying for funds to upgrade seven car cameras, associated software and five office computers on behalf of the LVPD.

- A motion was made by Stephanie Verna and seconded by to Scott Matson approving the Township's PCCD application on behalf of the LVPD. Motion carried.
- A motion was made by Erik Ross and seconded by John Beaufort authorizing the Public Works Director to purchase materials in preparation for winter maintenance (100 tons of anti-skid at \$21.88 per ton; and 100 tons of salt at \$79.34 per ton). Motion carried.

There was a brief discussion that these materials were previously approved via Costars and the Indiana-Westmoreland COG participation so staff would not need to seek approval to make purchases under these agreements going forward.

- A motion was made by Stephanie Verna and seconded by to John Beaufort to reschedule Township Supervisor's meeting on Tuesday, November 8 (Election Day) to Monday, November 7 at 7 p.m. Motion carried, 4:1 with Supervisor Ross voting nay as he cannot attend that day/time.

Executive Session

The Supervisors went into an executive session to discuss personnel and legal issues at 7:30 p.m. and resumed their regular meeting at 7:36 p.m.

Comments from the Public

Judy Ridgway – Said she had received a message from one of the Rec Board nominees in the middle of the meeting and was trying to pass that information along. Supervisor Resenic explained there are procedures in place and the nominee should get in touch with him directly.

Mr. Stoner – Said he was disappointed there was no discussion about his letter. He thought his letter would be read aloud.

Melissa Eller – Had planned for a consultant to be here tonight, to propose that the FOLB and the Township partner together on DCNR grant application requesting funds to pay for a master site plan / feasibility study. She clarified FOLB is not "pro-pool" they

want to find the best use for the property. The FOLB would pay the consultant to write the grant, but the Board needs to pass a resolution the township is submitting an application as the grant requires a 50% match. Could we set up a meeting, perhaps by Zoom? FOLB offered to pay one-half of the required match money and have that money secured via letters of intent.

Supervisor Resenic said his main concern is the township should not own or operate a swimming pool. He does not want to burden the tax payers with the expense. He stated the McFeely Foundation has to cut a check every year to offset the Latrobe pool's operating losses, they are essentially underwriting that pool.

Supervisor Beaufort said there are ways we can limit the township's liability and financial responsibility; for example, we could forming a recreation authority. If there is an opportunity to provide benefit to the Township residents we should explore ways this can be accomplished.

Supervisor Verna said she would like people to have the opportunity to present their findings at either the next meeting or schedule a special meeting.

It was noted there is a time constraint – the DCNR grant is due at the end of the month.

Supervisor Resenic stated there are 3 reports now.

Janelle Emory – Said the Board tends to focus on the Ligonier Beach being a liability, but on the flip side it could be a community asset – cited the Dormont Pool as an example.

- A motion was made by Dan Resenic to enter into a partnership with the Friends of Ligonier Beach to apply for a DCNR grant to have a Master Site Plan / Feasibility Study conducted. Motion died due to lack of second.

Supervisor Verna said the Supervisors need to be very clear on what they are committing to do, so that expectations can be managed. Requested staff to schedule a meeting next week and noted she was available on Tuesdays, Fridays, any other week days it would have to be after 6 p.m.

Comments from the Supervisors

Supervisor Beaufort – Said two of the Township's public crew members helped the LTMA with a water break along SR 271 last week. This was good example of inter-governmental cooperation. He missed the last meeting and asked about Tim Leonard's letter and that it be discussed at the next meeting's Executive Session.

Having no other business or public comment, the Chairman adjourned the meeting at 8:01 p.m.

Respectfully submitted,

Bethany Caldwell
Assistant Secretary/Treasurer

Ligonier Township, Westmoreland County, PA
Bill Payments for All Vendors
October 11, 2022

Vendor	Type	Num	Amount
Oct 11, 22			
Total Service, Inc.	Bill Pmt -Check	ACH	178.98
Comcast	Bill Pmt -Check	ACH	174.57
AA Septic Tank Service	Bill Pmt -Check	25146	187.50
Andrews Sales & Service	Bill Pmt -Check	25147	79.95
Barbara Nalle	Bill Pmt -Check	25148	90.00
Bethany Caldwell	Bill Pmt -Check	25149	31.18
Daniel C. Hudock Attorney at Law	Bill Pmt -Check	25150	1,837.50
Daniel Weimer	Bill Pmt -Check	25151	90.00
Dillon McCandless King Coulter & Graham	Bill Pmt -Check	25152	95.00
Fayette Parts Service, Inc.	Bill Pmt -Check	25153	57.70
First Commonwealth Bank 6887	Bill Pmt -Check	25154	790.06
Glassmere Fuel Service	Bill Pmt -Check	25155	3,964.99
Good Year	Bill Pmt -Check	25156	648.64
Idle Park Volunteer Fire Relief Associati	Bill Pmt -Check	25157	16,617.10
James Darr	Bill Pmt -Check	25158	90.00
JSB Holding, Inc.	Bill Pmt -Check	25159	309.25
Justifacts Credential Verification, Inc	Bill Pmt -Check	25160	169.80
Laurel Valley Hardware Inc.	Bill Pmt -Check	25161	21.67
Ligonier Giant Eagle	Bill Pmt -Check	25162	44.89
Ligonier Twp VFD # 1 Relief Association	Bill Pmt -Check	25163	16,617.10
LVTech	Bill Pmt -Check	25164	1,605.00
Michael W. McCaplin	Bill Pmt -Check	25165	90.00
Mickey Corb	Bill Pmt -Check	25166	30.00
Municipal Authority of Westmoreland Count	Bill Pmt -Check	25167	638.50
Northwestern Mutual	Bill Pmt -Check	25168	6,082.10
ODB Company	Bill Pmt -Check	25169	716.09
Pennsylvania Municipal Service Co.	Bill Pmt -Check	25170	601.80
Pennsylvania One Call System, Inc.	Bill Pmt -Check	25171	37.39
Sheila Grimm	Bill Pmt -Check	25172	90.00
Susan McBroom	Bill Pmt -Check	25173	60.00
The EADS Group	Bill Pmt -Check	25174	846.80
The Latrobe Bulletin	Bill Pmt -Check	25175	141.00
Tricia Levander	Bill Pmt -Check	25176	700.00
U.S. Municipal	Bill Pmt -Check	25177	183.00
UAW LOCAL 204	Bill Pmt -Check	25178	323.34
UniFirst Corporation	Bill Pmt -Check	25179	160.94
Unifirst First Aid & Safety	Bill Pmt -Check	25180	191.76
West Penn Power	Bill Pmt -Check	25181	181.50
Western Pennsylvania Teamsters and Employ	Bill Pmt -Check	25182	16,039.34
Wilpen Volunteer Firefighters Relief Asso	Bill Pmt -Check	25183	16,617.10
Oct 11, 22			87,431.54



 [Handwritten Signature]

 10-11-22

12:58 PM

10/10/22

Ligonier Township-Liquid Fuels
Bill Payments for All Vendors
October 11, 2022

<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Amount</u>
Oct 11, 22 Ligonier Township	Bill Pmt -Check	1295	<u>17,666.58</u>
Oct 11, 22			<u><u>17,666.58</u></u>

OK
SA
10-11-22