

Ligonier Township Supervisors
Regular Meeting Minutes
November 7, 2022

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

Also present were Manager, Michael Strelac; Solicitor, Dan Hudock; Chief of Police John Berger, and Finance Officer, Bethany Caldwell.

Comments from the Public

1. Mr. Franklin Betton – Said his neighbor has been burning and it is aggravating his COPD. He asked the board to consider a burn ordinance that restricts burning to once a month. He's not opposed to burning, but the smoke is a health issue. In the past, his neighbor burned at a different location and there were no issues. However, the neighbor has moved to a new location which has been problematic for him.

Vice Chair Beaufort explained that the Township does not have a burn ordinance to enforce. The subject was brought up in the past and the majority was against it. The board will ask the Code Enforcement Officer to talk to the neighbor about moving his burning site. Mr. Hudock offered to review the nuisance ordinance for possible remedy. He also advised Mr. Betton to hire his own counsel and file a civil action. Finally it was recommended that he approach the Planning Commission (request a change in local ordinance) at their next meeting on Thursday, December 1 at 7 p.m.

Comments from the Supervisors

Supervisor Matson – no comment

Supervisor Verna – Commended the police department for their support covering recent community events, including Fort Ligonier Days, the Witches Brigade, and the Holiday Market. She thanked the Public Works crew for their support as well.

Supervisor Ross – no comment

- A motion was made by Erik Ross and seconded by Scott Matson to approve the minutes from the October 25, 2022 meeting. Motion carried, with Supervisor Verna abstaining as she was not present at that meeting.

Correspondence

1. Letter from Scott Gongawere expressing an interest in serving on the LVPD Commission.

There are two commission positions that will expire at the year end and Supervisor Beaufort stated that he wished to continue serving on the Commission.

Manager Report

Highlight of the week is it is budget season and staff have prepare a 2023 operational and capital budget that is balanced (due federal ARP dollars), but in a structural deficit.

Supervisor Verna added that the Finance Committee has not met yet to review the draft, a meeting was scheduled for Wednesday, November 9.

Engineer Report (none)

Solicitor Report

Mr. Hudock provided an update regarding items listed under Old / New Business on the meeting agenda: He met with Coal Loaders last week and had a productive meeting regarding the Myers School Road closure. After making a few more revisions, he expects to present an agreement at the next meeting for approval / signature. He is also working to finalize documents related to the Carcella matter.

Police Report

Chief Berger went over his monthly report and highlighted that one arrest was made during Fort Ligonier Days after a bartender was assaulted and there were six DUIs.

Staff Reports

1. Finance – the October Budget vs. Actual report was deferred until the next meeting as staff were busy working on the 2023 budget.
2. Zoning / Code Enforcement – The McKelvey oil tanks are in the process of coming down and there has been much progress on the Hotel Road property. The front yard has been cleaned up and as a result Mr. Hudock said the legal action has been put on hold as they are coming into compliance.
3. Public Works – Stormwater issues on both Mill Road and Hotel Road have been addressed (installing drains and catch basins). Staff from the LTMA, Zoning, and public works collaborated together to solve the issues on Hotel Road.

Supervisor Matson was pleased these issues are finally being addressed and said that residents with public works concerns should contact Mr. Gray.

Supervisor Ross commended Mr. Gray on his work to date and for putting together a short and long term capital plan.

Supervisor Verna asked for copies of these plans at the Finance Committee meeting as Public Works makes up the bulk of the budget.

Treasurer's Report

Fund balances for October month end

Fund Balances (month end)	October
General Fund	\$ 619,809
General Fund Reserves	\$ 681,507
Liquid Fuels Tax Fund	\$ 87,311
Capital Fund Reserves	\$ 71,682
Ligonier Beach Park Fund	\$ 100,213
American Rescue Fund	\$ 341,075
Developer's Fund*	\$ 54,757
*Escrow	\$ 4,500
*Mill Creek Memorial Park	\$ 1,209
*Hi Acres Waterline	\$ 49,048
Total Funds	\$2,011,111

*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

Myers School Road Closure – Coal Loaders Agreement pending. No action was taken.

New Business

- A motion was made by Erik Ross and seconded by Scott Matson to approve the Makoski Plan. Motion carried.
- A motion was made by Scott Matson and seconded by Erik Ross to approve the Smock Consolidation Plan. Motion carried.

2023 Operating Budget and 2023-2027 Five-Year Plan

The 2023 Operating Budget and 2023-2027 Five-Year Plan was not discussed as staff have yet to meet with the Finance Committee to go over the draft. The document will be made available to the public by Friday, November 11, 2022.

2023 Capital Budget and 2023-2027 Capital Improvement Plan

The 2023 Capital Budget and 2023-2027 Capital Improvement Plan was not discussed as staff have yet to meet with the Finance Committee to go over the draft. The document will be made available to the public by Friday, November 11, 2022.

2023 Real Estate Tax Rate

No changes to the Real Estate Tax Rate are recommended at this time, the rate will stay flat (5 mills). Expect action to be taken on this item at December's meeting.

2023 Fee Schedule

The 2023 Fee Schedule is a component of the 2023 Operating Budget and so it too was not discussed but will be presented with the draft budget.

Carcella Litigation

With no formal agreement, this issue was tabled for the next meeting.

Executive Session

The Supervisors went into executive session at 7:28 p.m. to discuss personnel and litigation matters and resumed their regular meeting at 8:08 p.m.

Comments from the Public

Rick Roberts – needed board approval (signatures) on a document and was advised to coordinate with the manager to be placed on the next meeting’s agenda.

Comments from the Supervisors

There were no comments.

- A motion was made by Erik Ross and seconded by Stephanie Verna to adjourn the meeting at 8:09 p.m. Motion carried.

Respectfully submitted,

Bethany Caldwell

Assistant Secretary/Treasurer

Ligonier Township, Westmoreland County, PA
Bill Payments for All Vendors
November 7, 2022

Vendor	Type	Num	Amount
Nov 7, 22			
Transamerica Life Insurance Company	Bill Pmt -Check	ACH	19.40
Total Service, Inc.	Bill Pmt -Check	ACH	178.98
Allied Seals, Inc	Bill Pmt -Check	25209	68.96
Atlas Chiropractic of Ligonier - V	Bill Pmt -Check	25210	85.00
CertaSite LLC	Bill Pmt -Check	25211	1,064.33
Daniel C. Hudock Attorney at Law	Bill Pmt -Check	25212	2,137.50
Darlington Volunteer Fire Co.	Bill Pmt -Check	25213	10,000.00
Derry Stone and Lime	Bill Pmt -Check	25214	3,055.93
Dillon McCandless King Coulter & Graham	Bill Pmt -Check	25215	427.50
Fayette Parts Service, Inc.	Bill Pmt -Check	25216	248.82
J&J Truck Equipment	Bill Pmt -Check	25217	94.99
JSB Holding, Inc.	Bill Pmt -Check	25218	402.00
Laurel Valley Hardware Inc.	Bill Pmt -Check	25219	11.95
Ligonier Township VFD #1	Bill Pmt -Check	25220	10,000.00
LVTech	Bill Pmt -Check	25221	2,368.08
Midway Parts & Service, Inc.	Bill Pmt -Check	25222	155.40
Pennsylvania One Call System, Inc.	Bill Pmt -Check	25223	46.35
PSATS	Bill Pmt -Check	25224	347.18
Smith Propane & Oil	Bill Pmt -Check	25225	1,131.00
The EADS Group	Bill Pmt -Check	25226	752.90
The Fastener Stop	Bill Pmt -Check	25227	81.87
The Latrobe Bulletin	Bill Pmt -Check	25228	182.50
Town & Country Motors	Bill Pmt -Check	25229	2,279.20
Tricia Levander	Bill Pmt -Check	25230	775.00
UniFirst Corporation	Bill Pmt -Check	25231	165.35
West Penn Power	Bill Pmt -Check	25232	183.05
Western Pennsylvania Teamsters and Employ	Bill Pmt -Check	25233	14,868.23
Wilpen Co of Ligonier Twp	Bill Pmt -Check	25234	10,000.00
			61,131.47

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11-7-22

Ligonier Township-Liquid Fuels
Bill Payments for All Vendors
November 7, 2022

<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Amount</u>
Nov 7, 22 Compass Minerals America Inc	Bill Pmt -Check	1298	11/07/2022	7,526.99
Nov 7, 22				<u>7,526.99</u>

on
sa
11-7-22