

Ligonier Township Supervisors
Regular Meeting Minutes
December 8, 2020

The Supervisors of Ligonier Township met in regular session 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 Resenic.

- A motion was made by Stephanie Verna and seconded by Paul Knupp to approve the minutes from the November 10, 2020 meeting. Motion carried.

Supervisors Comment

Supervisor Resenic thanked the Board for his appointment and looks forward to the challenging work ahead in 2021.

Manager's Report

CARES grant was received. Earned Income and realty transfer tax revenue came in stronger than expected and as a result the Township not be have to use its reserves this year.

Public Works Report

Mr. Morgan presented the Mountain Road culvert replacement project, provided pictures and a letter of appreciation.

Engineers Report

Mr. Faas reported EADs is updating the Act 537 financials and completing the DEP's certification for Mountain Road culvert replacement project.

Ligonier Valley Police Department Report

Chief Berger went over the attached report.

Solicitor's Report:

Mr. Korn provided a covid-19 situation update, expect more restrictions from the state. Continue to work on the property maintenance code, stripping it down to the bare minimums that address junk properties and protecting the health & safety of residents. He is on track to present a draft to the Planning Commission in January, with the Board to see it in February / March.

Zoning & Code Report

Mr. Nieuwsma reviewed his monthly report (attached), noting there were no new complaints. The following five (5) subdivisions were reviewed and approved by Planning Commission at a special meeting held last week:

1. The Strano's would like a simple subdivision of their lot on the corner of Hillside Ave.

- A motion was made by Paul Knupp and seconded by Scott Matson to approve the Strano subdivision. Motion carried.
2. Utech requested a 5 acre subdivision of their parcel on Darlington & Fairview Road.
 - A motion was made by Stephanie Verna and seconded by Paul Knupp to approve the Utech subdivision. Motion carried.
 3. Gerome / Vessey asked to subdivide 15 acres of their property. Supervisor Beaufort asked for verification permits were paid and current – Yes.
 - A motion was made by Paul Knupp and seconded by Scott Matson to approve the Gerome / Vessey subdivision. Motion carried.
 4. The LTMA would like to purchase a small parcel from Idelwild to install a water tower off of Clark Hollow Road, using the same access road to the cell tower.
 - A motion was made by Paul Knupp and seconded by Scott Matson to approve the Idlewild subdivision. Motion carried.
 5. Nelson Plan, the Nelson's requested the 50 acres be subdivided from their parcel.
 - A motion was made by Stephanie Verna and seconded by Paul Knupp to approve the Nelson subdivision. Motion carried.

Correspondence:

1. Resident thank you letter regarding the Mountain Road culvert replacement project
2. Ligonier Library's request for donation
 - A motion was made by Stephanie Verna and seconded by Paul Knupp to donate \$1,500.00 to the Ligonier Library. Motion carried.
3. Mutual Aid EMS thanking the LVDP and fire companies for their support and coordination.
4. Police Commission Solicitor's Letter – Supervisor Matson inquired about a possible conflict of interest between the Chief and the Commissioners. The solicitor researched the code and found there is no conflict.

Treasurer's Report

Supervisor Verna reported the account balances as of December 8:

| | |
|------------------------------|------------|
| General Fund | \$ 371,490 |
| General Fund Reserves | 687,447 |
| Liquid Fuels Tax Fund* | 86,261 |
| Capital Fund Reserves* | 27,564 |
| Ligonier Beach Park* | 429 |
| Mill Creek Memorial Park* | 29,005 |
| Charlotte Hi Acre Waterline* | 1,428 |

Total Funds Balance: \$1,203,624

*denotes funds are restricted

- A motion was made by Stephanie Verna and seconded by Paul Knupp to approve the bills for November / December as presented. Motion carried.

Old Business:

1. The Ligonier Beach Request for Public-Private Partnership Proposals has been advertised.

New Business:

1. T. Krowchak annual review, Tracy is a wonderful addition to the team, she is very professional and has willingness to take on more duties, especially since the Code Enforcement officer's retirement.

- A motion was made by Stephanie Verna and seconded by Paul Knupp to raise T. Krowchak's hourly rate by \$0.50/hour. Motion carried.

2. Resolution R-23-20 corrects the Zoning Hearing Board appointment end dates, per the Township's own ordinance, so that each year one member's term will expire.

- A motion was made by Stephanie Verna and seconded by Paul Knupp to adopt R-23-20. Motion carried.

3. 2021 Budget Adoption

Ligonier Valley Police Department Budget

The LVPD Commission has submitted their 2021 budget to the Township, noting there is no increase from last year, for a total of \$681,257 made payable in 6 installments and the Ligonier Borough will be contributing the LVPD budget too.

- A motion was made by Paul Knupp and seconded by Dan Resenic to adopt the 2021 LVPD budget. Supervisor Matson voted nay; motion carried 4 to 1.

Township Budget

The budget proposal before the Board includes a 1 mill increase and will have to use approximately \$133K from the reserves to balance.

- A motion was made by Stephanie Verna and seconded by Paul Knupp to adopt the 2021 Budget as presented. Supervisor Matson voted nay; motion carried 4 to 1.

4. A resolution setting the 2021 real estate tax millage rate at 5 mills.

- A motion was made by Stephanie Verna and seconded by Paul Knupp to adopt R-24-20. Supervisor Matson voted nay; motion carried 4 to 1.

Supervisor Comments

Supervisor Knupp – thanked Tracy for her work.

Supervisor Matson – asked if the Township has a tarp law. The answer is no.

Supervisor Verna – Suggested the Supervisor Matson meet with the Public Works committee to identify areas for improvement and evaluate solutions. She noted on average there are between 5-9 911 calls handled by the LVPD per shift, the department is actively responding to incidents. While reviewing the Comp Plan, Police Services was listed as one of the top three things residents value in our area.

Supervisor Resenic – asked if the new Oil & Gas amendment has a provision to test the fracking water before it is pumped into the ground. There was a discussion about the amendment process and the most recent updates. Mr. Korn said the updates were based on current industry best practices and with the intent of avoiding litigation. Supervisor Resenic would like to explore this next time the amendment is revised to protect the residents.

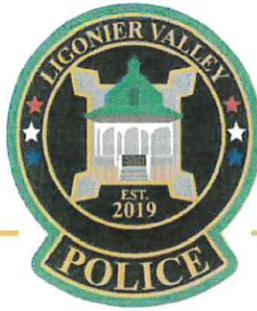
Supervisor Beaufort – talked about how busy the LVPD and fire departments are – if anyone wants to help, please volunteer.

- A motion was made by Paul Knupp and seconded by Scott Matson to adjourn the meeting at 7:56 PM. Motion carried.

Respectfully submitted,

Bethany Caldwell
Assistant Secretary/Treasurer

John E. Berger
Chief of Police
724-238-5611



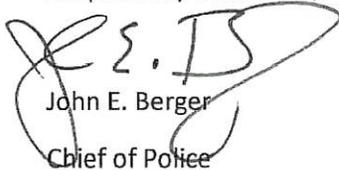
Michael W. Matrunic
Assistant Chief
724-238-5105

Police Activity Report
Month of November

Administrative Report

180 Regular Shifts Worked = 1,440 Hours
15 Total Court Hours
611 Complaint Handled
8 Criminal Arrests
40 Traffic Citations
16 Citations Issued in Ligonier Borough
24 Citations Issued in Ligonier Township
175 Calls in Ligonier Borough
436 Calls in Ligonier Township

Respectfully Submitted,


John E. Berger
Chief of Police

NOVEMBER 2020 Zoning Report

| | Qty | Amount |
|--|---------|--------------|
| Lien Letter Income | 12 | \$ 325.00 |
| Permits | | |
| Building/UCC | 1 | \$ 90.00 |
| Zoning | 2 | \$ 136.40 |
| Demolition | 1 | \$ 50.00 |
| Driveway | 1 | \$ 25.00 |
| Fireworks | 0 | \$ - |
| No-Impact Home Based Business | 0 | \$ - |
| Occupancy | 1 | \$ 75.00 |
| Peddler | 0 | \$ - |
| Right-of-Way | 1 | \$ 1,830.00 |
| Sign | 1 | \$ - |
| Sewage | 1 | \$ 750.00 |
| Total: Permits | 9 | \$ 2,956.40 |
| Total | | \$ 3,281.40 |
| Total Income Yr-#-SFH(MH)/Dup | | |
| 2020 Permits 73-7(1)sfh/0dup \$85k-1.1m | 194/159 | \$ 76,653.45 |
| 2019 Permits 72-8(4)sfh/0dup \$138-950K | 171/187 | \$ 64,312.32 |
| 2018 Permits 57-6(0)sfh/0dup \$100k-2.2m | 141/200 | \$ 67,625.93 |
| 2017 Permits 53-5(2)sfh/4dup | | |
| 2016 Permits 57-8(0)sfh/7dup | | |
| 2015 Permits 28-6(0)sfh/1dup | | |

New Business

Approved 6 minor subdivisions

Recreation Committee meets Dec 14th

CODE ENFORCEMENT

No new complaints

Respectfully submitted by Jim Nieuwma

Zoning/Code Enforcement

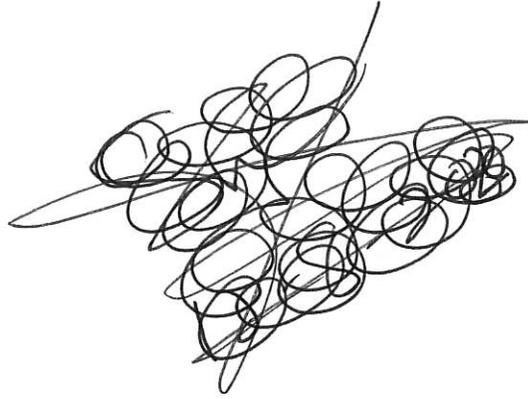
| # | November 2020 Lien Letter | Amount |
|----|--------------------------------|----------|
| 1 | Bethlen Home, 51-16-07-0-029 | \$ 25.00 |
| 2 | Maniango, 51-17-15-0-020 | \$ 25.00 |
| 3 | Thiel, 51-17-09-0-120 | \$ 25.00 |
| 4 | Aiello, 51-18-00-0-254 | \$ 25.00 |
| 5 | Moff, 51-15-00-0-104/105 | \$ 50.00 |
| 6 | Dominic, 51-10-00-0-109-00-000 | \$ 25.00 |
| 7 | Cairns, 51-17-00-0-244 | \$ 25.00 |
| 8 | Dick, 51-25-00-0-094 | \$ 25.00 |
| 9 | Rihn, 51-17-13-0-014 | \$ 25.00 |
| 10 | Snyder, 51-33-03-0-022 | \$ 25.00 |
| 11 | Mears, 51-17-11-0-008 | \$ 25.00 |
| 12 | Brisendine, 51-17-10-0-046 | \$ 25.00 |
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| | November total | \$325.00 |

Ligonier Township, Westmoreland County, PA

Bill Payments for All Vendors

November 22 - 28, 2020

| Vendor | Type | Num | Date | Amount |
|---|-----------------|-------|------------|------------------|
| Week of Nov 22, 20 | | | | |
| Fayette Parts Service, Inc. | Bill Pmt -Check | | 11/24/2020 | 0.00 |
| AA Septic Tank Service | Bill Pmt -Check | 23808 | 11/24/2020 | 350.00 |
| Advanced Fire Company, Inc. | Bill Pmt -Check | 23809 | 11/24/2020 | 1,682.98 |
| Aqua Filter Fresh | Bill Pmt -Check | 23810 | 11/24/2020 | 17.60 |
| Bolger Brothers, Inc. | Bill Pmt -Check | 23811 | 11/24/2020 | 410.00 |
| Derry Stone and Lime | Bill Pmt -Check | 23812 | 11/24/2020 | 1,060.93 |
| FirstNet | Bill Pmt -Check | 23813 | 11/24/2020 | 86.18 |
| Laurel Valley Hardware Inc. | Bill Pmt -Check | 23814 | 11/24/2020 | 63.58 |
| Ligonier Agway | Bill Pmt -Check | 23815 | 11/24/2020 | 122.49 |
| Ligonier Township Municipal Authority | Bill Pmt -Check | 23816 | 11/24/2020 | 214.80 |
| Ligonier Valley Police Department | Bill Pmt -Check | 23817 | 11/24/2020 | 322.72 |
| Maiello, Brungo & Maiello, LLP | Bill Pmt -Check | 23818 | 11/24/2020 | 3,725.00 |
| Murray Auto Electric and Radio Communicat | Bill Pmt -Check | 23819 | 11/24/2020 | 57.00 |
| Standard Insurance Company | Bill Pmt -Check | 23820 | 11/24/2020 | 771.31 |
| ULine | Bill Pmt -Check | 23821 | 11/24/2020 | 125.77 |
| UniFirst Corporation | Bill Pmt -Check | 23822 | 11/24/2020 | 101.40 |
| Washington National Insuracne Company | Bill Pmt -Check | 23823 | 11/24/2020 | 303.40 |
| West Penn Power | Bill Pmt -Check | 23824 | 11/24/2020 | 588.21 |
| Week of Nov 22, 20 | | | | 10,003.37 |



Sav
11-8-2020

Ligonier Township, Westmoreland County, PA

12/07/20

Bill Payments for All Vendors

December 7 - 8, 2020

| Vendor | Type | Num | Amount |
|---|-----------------|-------|------------------|
| Dec 7 - 8, 20 | | | |
| Fayette Parts Service, Inc. | Bill Pmt -Check | | 0.00 |
| AFLAC | Bill Pmt -Check | 23825 | 102.92 |
| Bethany Caldwell | Bill Pmt -Check | 23826 | 18.27 |
| Black's Specialty Service | Bill Pmt -Check | 23827 | 315.50 |
| Comcast | Bill Pmt -Check | 23828 | 132.79 |
| Credit Card Dept-First Commonwealth Bank | Bill Pmt -Check | 23829 | 288.72 |
| Czekalski Real Estate, Inc. | Bill Pmt -Check | 23830 | 500.00 |
| Derry Stone and Lime | Bill Pmt -Check | 23831 | 1,137.00 |
| Glassmere Fuel Service | Bill Pmt -Check | 23832 | 2,409.56 |
| Groff Tractor and Equipment | Bill Pmt -Check | 23833 | 1,729.03 |
| JSB Holding, Inc. | Bill Pmt -Check | 23834 | 394.15 |
| Laurel Valley Hardware Inc. | Bill Pmt -Check | 23835 | 23.85 |
| Ligonier Valley Library | Bill Pmt -Check | 23836 | 1,500.00 |
| Ligonier Valley Police Department | Bill Pmt -Check | 23837 | 445.91 |
| LVTech | Bill Pmt -Check | 23838 | 1,087.30 |
| Pennsylvania One Call System, Inc. | Bill Pmt -Check | 23839 | 42.80 |
| Rampart Security Systems | Bill Pmt -Check | 23840 | 255.00 |
| Ramsey Machine | Bill Pmt -Check | 23841 | 2,119.00 |
| Sable Kennels | Bill Pmt -Check | 23842 | 50.00 |
| Stellar Fastener & Ind Supply | Bill Pmt -Check | 23843 | 187.09 |
| The EADS Group | Bill Pmt -Check | 23844 | 6,121.81 |
| The Latrobe Bulletin | Bill Pmt -Check | 23845 | 106.00 |
| Tim Leonard | Bill Pmt -Check | 23846 | 80.00 |
| Tricia Levander | Bill Pmt -Check | 23847 | 1,449.00 |
| UAW LOCAL 204 | Bill Pmt -Check | 23848 | 320.80 |
| UniFirst Corporation | Bill Pmt -Check | 23849 | 127.20 |
| Valley Landscaping & Lawn Care | Bill Pmt -Check | 23850 | 516.00 |
| West Central Equipment, LLC | Bill Pmt -Check | 23851 | 47.45 |
| West Penn Power | Bill Pmt -Check | 23852 | 322.66 |
| Western Pennsylvania Teamsters and Employ | Bill Pmt -Check | 23853 | 22,335.51 |
| Dec 7 - 8, 20 | | | 44,165.32 |

SN
12-8-2020