

Ligonier Township Supervisors
Regular Meeting
October 23, 2018

The Ligonier Township Supervisors met in regular session at 4:30 PM with the Pledge of Allegiance opening the meeting. Present were Chair, Wade Thomas; Supervisor, John Beaufort; Secretary/Treasurer, Stephanie Verna; Vice Chair, Paul Knupp; and Supervisor, D. Scott Matson.

Public Comment - None

- A motion was made by Stephanie Verna and seconded by Paul Knupp to approve the minutes of the October 9, 2018 meeting. Motion carried.

Supervisor Comments

Stephanie Verna – reported she had received a “Thank you” letter from the Ligonier Valley Library for the township’s donation of \$1,500.

Staff Report

Manager’s Report

Informed all that Ligonier Borough will be holding their Trick or Treat on Wednesday, October 31, 2018 with merchants 5-6 PM, 6-8 PM with parade at the stadium at 6:30 PM. Terry requested to set Ligonier Township’s Trick or Treat for same day and time.

- A motion was made by Stephanie Verna and seconded by Paul Knupp to approve Ligonier Township Trick or Treat for Wednesday, October 31, 2018 from 6-8. Motion carried

Terry reported on the benefits of being a member of Pennsylvania Municipal League (PML) like Grant Finder, discounts on other memberships etc. Year one and two there is no charge to join and in year three at a minimal cost.

The Westmoreland County Association of Supervisor meeting on November 15, 2018 at noon at Mt. Pleasant let Terry know if you would like to attend.

Police Report – None

Public Works - None

Engineer Report - None

Solicitor Report

Michael reported later on the agenda there are two ordinances that need voted on for advertisement and he has met with Zoning Officer, Jim Nieusma and Code Enforcement Officer, Keith Ashley and they will be taking enforcement action on a few properties.

Zoning Report - None

Code Enforcement Report – None

Correspondence

1. Westmoreland County Demo-Fund letter.

Treasurer's Report

Stephanie Verna reported that the General Fund account balance is \$385,518.03 the Act 13 account balance is \$72,601.20, the K-9 account balance is \$48,499.19, the Liquid Fuels account balance is \$1,199.09 the Developer's account balance is \$12,544.00, Liquid Fuels Investment Account is \$216,520.67, the Equipment Fund \$34,245.98, and the Capital Reserve CD's \$620,477.87 for a total of \$1,391,606.03. No action required.

- A motion was made by Paul Knupp and seconded by Stephanie Verna to approve payment of October 23, 2018 Bill Payment lists. Motion carried.

Old Business - None

New Business

- A motion was made by Paul Knupp and seconded by Stephanie Verna to approve St. Clair Storm Water Improvement Project. Motion carried.
- A motion was made by Scott Matson and seconded by John Beaufort to approve Financial Administrative Assistant, Roxanne Shadron Annual Review to promote to Finance Director with a \$1.00 (dollar) per hour increase. Motion carried
- A motion was made by Paul Knupp and seconded by Stephanie Verna to approve hiring of Bethany H. Caldwell to Part-time Office Administrative Assistant position at a set schedule of 10:00 AM to 3:30 PM Monday thru Friday, max 30 hours a week at \$15.00 per hour to back-up Finance Director. Motion carried with Supervisor Matson voting nay.
- A motion was made by Stephanie Verna and seconded by Paul Knupp to approve the 2019 Holiday schedule. Motion carried with Supervisor Matson voting nay.
- A motion was made by Stephanie Verna and seconded by Paul Knupp to approve advertisement of Ordinance #03-2018 Ligonier Valley Police Inter-Governmental Agreement for Healthcare Benefits. Motion carried.
- A motion was made by Paul Knupp and seconded by Stephanie Verna to approve advertisement of Ordinance #04-2018 Authoring Creation of The Ligonier Valley Police Department with Ligonier Borough. Motion carried.
- A motion was made by Paul Knupp and seconded by John Beaufort to approve resolution #17-2018 Pennsylvania Department of Transportation Business Partner Application. Motion carried.
- A motion was made by John Beaufort and seconded by Paul Knupp to approve resolution #17-2018 Joining the PennPrime Liability Trust. Motion carried.

Public Comment - None

Supervisors Comment

Supervisor Scott Matson – Tired of hearing about Clifford Woods Road Bridge, it is the biggest embracement, needs to get completed concerned Berkley Road will not get completed due to the time spent on the bridge. The overhead here is completely ridiculous.

Supervisor Paul Knupp – No Comment.

Supervisor John Beaufort – No Comment.

Supervisor Stephanie Verna – No Comment.

Supervisor Wade Thomas –No Comment.

- A motion was made by Scott Matson and seconded by Paul Knupp to adjourn the meeting at 4:55 PM. Motion carried.

Respectfully submitted,

Roxanne Shadron
Assistant Secretary/Treasurer

2019 HOLIDAY SCHEDULE

JANUARY 1	NEW YEAR'S DAY	TUESDAY
FEBRUARY 18	PRESIDENT'S DAY	MONDAY
APRIL 19	GOOD FRIDAY	FRIDAY
MAY 27	MEMORIAL DAY	MONDAY
JULY 4	INDEPENDENCE DAY	THURSDAY
JULY 5	FLOATING HOLIDAY	FRIDAY
SEPTEMBER 2	LABOR DAY	MONDAY
OCTOBER 11	FORT LIGONIER DAYS	FRIDAY
NOVEMBER 11	VETERAN'S DAY	MONDAY
NOVEMBER 28	THANKSGIVING DAY	THURSDAY
NOVEMBER 29	FLOATING HOLIDAY	FRIDAY
DECEMBER 2	DEER SEASON	MONDAY
DECEMBER 25	CHRISTMAS DAY	WEDNESDAY

12:19 PM

10/23/18

Ligonier Township, Westmoreland County, PA
Bill Payments for All Vendors
October 23, 2018

Vendor	Type	Num	Date	Amount
Oct 23, 18				
AFLAC	Bill Pmt -Check	22277	10/23/2018	254.26
Darlington Volunteer Fire Co.	Bill Pmt -Check	22278	10/23/2018	9,000.00
Export Fuel Co. Inc	Bill Pmt -Check	22279	10/23/2018	1,927.92
Fayette Parts Service, Inc.	Bill Pmt -Check	22280	10/23/2018	35.88
Hampton Office Products	Bill Pmt -Check	22281	10/23/2018	61.80
Hillsview Landscaping-Richard M. Schandel	Bill Pmt -Check	22276	10/23/2018	9,380.00
Ligonier Township VFD #1	Bill Pmt -Check	22282	10/23/2018	9,000.00
Luther P. Miller	Bill Pmt -Check	22283	10/23/2018	460.80
Royal Oak Retriever, LLC	Bill Pmt -Check	22284	10/23/2018	19.25
Springer Communications LLC	Bill Pmt -Check	22285	10/23/2018	340.20
Standard Insurance Company	Bill Pmt -Check	22286	10/23/2018	630.36
SWIF	Bill Pmt -Check	22287	10/23/2018	1,413.00
Terry Carcella	Bill Pmt -Check	22288	10/23/2018	214.19
Total Service, Inc.	Bill Pmt -Check	22289	10/23/2018	62.18
UniFirst Corporation	Bill Pmt -Check	22290	10/23/2018	89.75
Verizon Wireless	Bill Pmt -Check	22291	10/23/2018	185.67
West Penn Power	Bill Pmt -Check	22292	10/23/2018	885.56
Wilkins Services	Bill Pmt -Check	22293	10/23/2018	200.00
Wilpen Co of Ligonier Twp	Bill Pmt -Check	22294	10/23/2018	9,000.00
Oct 23, 18				43,160.82


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**Ligonier Township-Liquid Fuels
Bill Payments for All Vendors
October 23, 2018**

<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Amount</u>
Oct 23, 18				
Blacklick Equipment Sales & Rental LLC	Bill Pmt -Check	1213	10/23/2018	6,300.00
Derry Stone and Lime	Bill Pmt -Check	1214	10/23/2018	1,631.29
Laurel Valley Hardware Inc.	Bill Pmt -Check	1215	10/23/2018	44.33
Lehigh Hanson Heidelberg Cement Group	Bill Pmt -Check	1216	10/23/2018	3,449.02
M. Glosser & Sons, Inc.	Bill Pmt -Check	1217	10/23/2018	759.71
RoadSafe Traffic Systems, Inc.	Bill Pmt -Check	1218	10/23/2018	663.00
Oct 23, 18				<u>12,847.35</u>


10/23/18