

Ligonier Township Supervisors
Regular Meeting Minutes
July 27, 2021

The Supervisors of Ligonier Township met in regular session at 4:30 p.m. Present were Chair, John Beaufort; Vice Chair, Paul Knupp; Secretary/Treasurer, Stephanie Verna; Supervisor, D. Scott Matson; and Supervisor, Dan Resenic.

Also present were Solicitor, Michael Kornis; Engineer Ben Faas; Public Works Director, Russ Morgan; Zoning Officer, Jim Nieusma, Code Enforcement Officer, Tracy Legato; and Finance Officer, Bethany Caldwell.

- A motion was made by Stephanie Verna and seconded by Dan Resenic to approve the minutes from the July 13, 2021 meeting. Motion carried.

Correspondence

1. 2021-22 Winter Municipal Snow Agreement

- A motion was made by Stephanie Verna and seconded by Paul Knupp approving the 2021-22 Winter Municipal Snow Agreement. Motion carried.

2. Political sign complaint

3. Campbell Oil & Gas Notice of Re-permit application

Engineers Report

Still working on the Ligonier Beach demo.

Supervisor Verna asked that an update from the intern on the stormwater inventory project be provided at the next Supervisors meeting.

Supervisor Knupp asked for an update on the Act 537 Plan. Mr. Faas met with LTMA last week and discussed the nine comments received from DEP.

Zoning & Code Report

- A motion was made by Paul Knupp and seconded by Scott Matson to approve the Beth Price subdivision pending county's approval. Motion carried.
- A motion was made by Dan Resenic seconded by Paul Knupp approving the McSorely subdivision. Motion carried.

Treasurer's Report

Supervisor Verna reported the account balances as of July 27:

General Fund	\$	402,364
General Fund Reserves		686,842
Liquid Fuels Tax Fund*		412,146
Capital Fund Reserves*		40,067
Ligonier Beach Park*		122,662
Mill Creek Memorial Park*		6,096
Charlotte Hi Acre Waterline*		1,548
Developers Fund*		1,907
Total Funds Balance:	\$	1,673,632

*denotes funds are restricted

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

Old Business:

- A motion was made by Scott Matson and seconded by Dan Resenic authorizing staff to apply for a grant to replace the private water line on California – Armor Avenues in Laughlintown. Motion carried.

Supervisor Beaufort asked staff to coordinate with MAWC for the sewer line ROW.

New Business:

Community Block Development Grant program – staff learned from the County that the Township should submit three projects every year instead of applying once every three years.

Supervisor Comments

Supervisor Resenic – asked about the Property Maintenance Ordinance

Supervisor Knupp – reiterated his comments from last meeting, please be very generous when donating to the fire departments.

- A motion was made by Paul Knupp and seconded by Stephan Verna to adjourn the meeting at 4:48 p.m. Motion carried.

Respectfully submitted,

Bethany Caldwell
Assistant Secretary/Treasurer

**Ligonier Township Supervisors
Public Works Workshop
July 27, 2021**

The Ligonier Township Supervisors met for a Public Works workshop at 5:35 p.m. Present were Chair, John Beaufort; Vice Chair, Paul Knupp, Secretary / Treasurer, Stephanie Verna; Supervisor, Scott Matson; and Supervisor, Dan Resenic.

Also present were Township Engineer, Ben Faas; Public Works Director, Russ Morgan; Code Enforcement Officer, Tracy Legato, and Finance Officer, Bethany Caldwell.

Mr. Kornis stated that an executive session took place prior to the start of the meeting (from approximately 4:50 p.m. to 5:30 p.m.) and certified the session complied with the state's Sunshine Laws as the discussions pertained to personnel matters.

Chairman Beaufort turned the meeting over to Public Works committee members Scott Matson and Dan Resenic. The following agenda items were discussed:

Mountain Road

The project area was dug out on Monday, July 26, course binder was laid today, and the top coat will be applied tomorrow. The road will be completed and reopened July 28. Supervisor Matson said it looked good. He asked if the zipper was used. No. How many times has the zipper been used and why aren't we using it more? Most of our road bases are soft enough to get by with the grader. This model is better suited for narrow roads. There was a discussion about possibly disposing of it. Staff to research the loan contract and see if there is anything in it that would prevent us from selling the equipment.

Claycomb Road

The Dirt, Gravel, and Low Volume (DGLV) Grant agreement has been signed, one of two payments was received and deposited, and an onsite kick-off meeting will be scheduled sometime in August. Will it be paved? No, the grant does not cover paving. There are two residences on this road and one is vacant. Review the DGLV grant contract and see if we can rent a triaxle to haul shale as this will save time and reduce fuel cost (less trips).

Boom Mower

Supervisor Matson asked if the boom mower is unstable and suggested putting a dual wheel on the mower side to help steady it. He said that Settler Road looked better after it had been trimmed back with the boom mower recently. There was a discussion about new equipment and the time it takes for the crew to get acquainted with it. Be wary of Swank Road – do not use the mower here, too many tree stumps. This road would be a good candidate for DGLV grant.

Road Sweepers

Where are we at on gravel collection? To date, Route 30 East, Thomas Road, and Oakwood Hills have been completed. Supervisor Matson expressed concern regarding excessive gravel along Orme Road and other places that were recently seal-chipped. There was a discussion about the sweepers, water tanks, weather conditions & timing. Which sweeper has the water tank? The 1996 Pelican, but the belt is acting up. When it rains, we will get the sweeper out there, otherwise it creates too much dust. Do we need new street sweeper? Yes.

Equipment, Needs, & Priorities

Is the 4-wheel drive out on the grader? Yes. There was a discussion about using the grader and why it is not advantageous to use it to plow snow (ties up too many crew).

Who will be assigned to the new truck that was ordered? Tim Leonard

Did we get the oil pan for truck #1 in? Yes, it was installed.

Was the freightliner re-bushed? Yes, the rear was in order to pass inspection (\$3,419).

Some of the equipment's statuses on the Fleet Summary Report need to be changed from good to fair.

Supervisor Matson asked about the condition of the leaf blowers and chainsaw. The Township bought a brand new chainsaw and pole saw last year. The leaf blowers are in decent condition, Mr. Morgan hesitates to buy a new one when we don't have a utility truck with a toolbox – don't want to put new hand tools in the back of a truck and have them roll around like marbles in the bed. Supervisor Matson said the equipment should be replaced.

Supervisor Verna asked what process do you use when you need to purchase small hand tools. What is the spending limit before you bring it to the board? Staff has open communication and keeps management apprised; we are also working on a purchasing policy that would clarify procedures.

Does the paver need rollers? Yes. Supervisor Matson asked staff to get an estimate to have it refurbished (sent out). Supervisor Resenic directed staff to get the paver repaired before it is used again next year.

Shared Equipment

Backhoe shared with the LMTA - why did they buy a backhoe with the levers (as opposed to a joystick). Because of a former employee.

Supervisor Matson asked what other equipment is needed. Going forward look at the equipment we have, identify needs, look at financing options (ARPA funding can be used) and keep working on the priority list and getting the information and estimates, they need to make decisions. Supervisor Matson said he would like to see more money allocated to the Public Works department budget next year.

Supervisor Resenic asked if we need equipment to clean out the cross-pipes. Supervisor Verna asked if this equipment could be rented. We have an inter-municipal agreement with the Borough to use their street sweeper – it is good for this kind of job (vacuuming out catch basins).

From a maintenance standpoint – Supervisor Matson might be in favor of buying another mower, perhaps a side mower. There was a discussion about the workers needed to operate additional equipment.

Need a Utility Truck to replace the Ford-150. This is a truck with a club cab with a utility box in the bed – a place to put chain saws, oilcans, etc.

Anything else not on the list? Develop a strategy to replace vehicles – finance a new one every few years, plan for the loan repayments to always be in the budget.

Additional Salt/Ash Pile

Going to buy a tarp to cover a salt/ash pile at the Township Complex – see costars quote. An additional Front Loader (not a replacement) would be useful for the salt / ash pile.

2022 Road Projects

This list is for roads that will potentially be subbed out next year and has been adjusted for inflation. What factors determine if a road will be single coated, double coated, or fiber matted? Depends on use, number of residents, and condition of road. Supervisor Verna asked that a column be added to the list and assign a grade to these roads.

Bridges

There was a question about the next bridge replacement project. McKelvey Bridge was inspected and it was determined the project could be postponed, possibly slated for 2022. Supervisor Matson would like to see the weight limit upgraded on both McKelvey & Red Arrow bridges when they are redone.

Keep sending out the weekly report, it is useful.

- A motion was made by Stephanie Verna and seconded by Paul Knupp to adjourn the meeting at 6:45 p.m. Motion carried.

Respectfully Submitted,

Bethany Caldwell
Assistant Secretary

Ligonier Township, Westmoreland County, PA

Bill Payments for All Vendors

July 27, 2021

Vendor	Type	Num	Amount
Jul 27, 21			
AFLAC	Bill Pmt -Check	24301	102.92
Andrews Sales & Service	Bill Pmt -Check	24302	181.00
Aqua Filter Fresh	Bill Pmt -Check	24303	55.55
Dumbauld's Tire Service, Inc.	Bill Pmt -Check	24304	376.00
Fayette Parts Service, Inc.	Bill Pmt -Check	24305	196.67
Glassmere Fuel Service	Bill Pmt -Check	24306	1,627.76
Laurel Valley Hardware Inc.	Bill Pmt -Check	24307	65.70
Ligonier Giant Eagle	Bill Pmt -Check	24308	26.90
Ligonier Valley Police Department	Bill Pmt -Check	24309	1,033.06
Maiello, Brungo & Maiello, LLP	Bill Pmt -Check	24310	5,012.50
Mt. Pleasant Mine Service	Bill Pmt -Check	24311	29.45
Municipal Authority of Westmoreland Count	Bill Pmt -Check	24312	62.79
Northwestern Mutual	Bill Pmt -Check	24313	10,654.25
ODB Company	Bill Pmt -Check	24314	618.78
PSATS	Bill Pmt -Check	24315	260.80
Standard Insurance Company	Bill Pmt -Check	24316	818.70
Terry Carcella	Bill Pmt -Check	24317	29.46
UniFirst Corporation	Bill Pmt -Check	24318	253.00
Watt's Truck Center, Inc.	Bill Pmt -Check	24319	3,419.89
West Penn Power	Bill Pmt -Check	24320	737.10
Jul 27, 21			25,562.28

OK
SR
7-27-21