

**Ligonier Township Supervisors
Regular Meeting Minutes
February 25, 2020**

The Supervisors of Ligonier Township met in regular session at 4:30 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 Weimer.

Public Comment “A” – None

- A motion was made by Stephanie Verna and seconded by Paul Knupp to approve the minutes from the February 11, 2020 meeting. Motion carried.

Supervisors Comment – None

Manager’s Report

Mr. Carcella gave the Board the minutes and survey result from the community meeting held on February 19th regarding the Ligonier Beach Park. One area of concern is the Operation & Maintenance costs ~\$120k annually. If a private entity or non-profit organization manages the pool, the Township will require a long-term commitment. Can they sell enough season passes? To make \$150k (a \$30k profit), they’d have to sell 200 family passes at \$750 each. Keep in mind there are other pools in the area offering lower prices.

Public Works Report

MOU – Ligonier Borough Sweeper

The Township shares this equipment with the Borough. The Borough would like to take over the equipment that was purchased in 2007 with grant dollars. We split the maintenance cost with the Borough. The township doesn’t have money budgeted to maintain it and we tend to use our own (Pelican) sweeper more than the shared one, so this is in the Township’s best interest.

Additionally, Mr. Morgan reported that they applied for 2 grants (County Dirt & Gravel Roads) and were denied.

Supervisor Knupp said he talked to Rob Ross at the Borough and the sweeper is meant for smoother roads.

- A motion was made by Scott Matson and seconded by Dan Weimer to approve the MOU Agreement with the Ligonier Borough regarding the street sweeper. Motion carried.

Engineers Report: See attached.

Supervisor Verna asked about the online tool to map storm water issues and how much it would cost. Mr. Faas estimated about \$1,000 and thinks it is an efficient way to

gather data. It would be set up as an extension of the township's website and EADS would monitor it.

Solicitor Kornis said a disclaimer needs to be added that this is for information gathering purposes only; be clear that we're not going to address/fix every problem.

Supervisor Verna asked how similar this software is to the software that was used to gather information during the Joint Comp Planning process.

- A motion was made by Stephanie Verna and seconded by Dan Weimer to have the EADS storm water software posted on the Township website and advertised to the community. Motion carried.

Ligonier Valley Police Department Report – None

Solicitor's Report:

Mr. Kornis attended the first Zoning Amendment workshop on Oil & Gas and reported it was a productive meeting. Subsequent workshops (3-4) will be held on other zoning issues.

Mr. Kornis reported that an executive session was held just prior to this meeting and certified compliance with the Pennsylvania Sunshine Laws as the discussions pertained to personnel.

Zoning Officer Report – None

Code Officer Report – None

Correspondence:

1. PSATs News Bulletin

Governor Wolf's bill is of concern as it may affect our police department. Township staff will track of legislation and apprise the Board of any changes.

Treasurer's Report

Supervisor Vera reported the account balances as of February 25:

General Fund Account	\$397,195
Act 13 Account	48,220
Developers Account	3,844
Liquid Fuels Account	44,595
Equipment Fund	8,466
Ligonier Beach Account	393
Capital Reserves	662,663
Total Funds Balance:	\$1,165,375

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

Executive Session

The Supervisors went into executive session at 4:48 PM and resumed regular meeting at 4:50 PM. Mr. Korn's certified compliance with the Pennsylvania Sunshine Laws as the discussion pertained to personnel.

Old Business:

Resolution 05-2020 Approval of the Ligonier Camp & Conference Center Land Development Plan

Mr. Korn's stated this is just an administrative issue, the plan was already granted conditional approval at the last meeting. Just need to add Mr. Faas' conditions to the Resolution and get signatures.

New Business:

1. Public Works Appointment – Laborer / Driver Position

The personnel committee met and interviewed several candidates. Their recommendation is to offer a position to Mike Shadron and another to Cord Kelly. One position fills a vacancy and the other position was planned and budgeted for in 2020.

- A motion was made by Stephanie Verna and seconded by Paul Knupp to extend job offers to Mike Shadron and Cord Kelly contingent upon successful completion of their background checks. Offer to be made at the Public Works union contracted rates. Motion carried.

2. Review of Russ Morgan, Public Works Director

Personnel Committee met and discussed Mr. Morgan's annual review and recommended an increase, setting his new salary at \$53,500.

- A motion was made by Stephanie Verna and seconded by Dan Weimer to increase Mr. Morgan's salary to \$53,500. Motion Carried.

3. Township Manager's Contract 2 year renewal

Mr. Korn's summarized the contract per the Sunshine Law 2 year contract (maximum permitted under the contract code) - \$71k, increase to \$2500 on the second year, \$73,500. Include \$1500 signing bonus due at signing.

- A motion was made by Stephanie Verna and seconded by Dan Weimer to approve the Manager's contract. Motion carried.

4. Township Auditors' Re-org Report

Reorganization meeting happened last week, they elected Ron Lloyd as the chair. Supervisor stipend was approved \$2500 to be paid quarterly.

5. Fire Department Fees / MOU

Mr. Korn stated this MOU is regarding the collection of fees which is permitted by ordinance. A question came up - does this apply to the Ligonier Borough VFD when they're operating in the township. This is to clarify interpretation of the ordinance.

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

Public Comment "B" – None

Supervisor Comments

Supervisor Matson – thinks having a Township Manager (Terry) and Public Works Director (Russ) is a better form of government than the Road master form. Would also like to see work on Derry Ridge. This road has been in bad shape for many years – it gets a lot of traffic; it's embarrassing and unfair to the residents living along the road.

- A motion was made by Paul Knupp and seconded by Stephanie Verna to adjourn the meeting at 5 PM. Motion carried.³⁶

Respectfully submitted,

Bethany Caldwell
Assistant Secretary/Treasurer

**Ligonier Township
Engineer's Report
February 25, 2020**

1. Ligonier Beach

- a. Field work associated with the site and structural evaluation were completed on January 15th, and the report is currently being drafted. A public meeting was held on February 19th. Cost estimates and exhibits were provided at that time. A stakeholder meeting will be held on March 11th, and the next public meeting will be held on March 25th. Additional exhibits depicting versions of some of the potential uses/ideas presented by the public are anticipated to be prepared prior to the public meeting.
- b. A wetland determination and delineation (if necessary) will need to be conducted prior to initiating potential development plans.

2. Laughlintown Area Stormwater Study

- a. We continue to collect field data.
- b. A demonstration of the on-line survey was provided at the February 11th meeting. Please let us know if this method of data collection should be implemented.

3. General

- a. The Memorial Park site plan was reviewed by the Township on February 6th. Ross Surveying will complete the property survey.

4. Planning (unchanged)

- a. LCCC Land Development – Conditional approval was granted on February 11th.
- b. Emma R. Clark Estate Subdivision Plan – Comments were provided by our January 20th, and 22nd letters. Conditional approval was recommended by the PC on January 23rd.

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Ligonier Township, Westmoreland County, PA

Bill Payments for All Vendors

February 24, 2020

Vendor	Type	Num	Amount
Feb 24, 20			
AA Septic Tank Service	Bill Pmt -Check	23258	300.00
Andrews Sales & Service	Bill Pmt -Check	23259	44.95
Aqua Filter Fresh	Bill Pmt -Check	23260	60.50
Fayette Parts Service, Inc.	Bill Pmt -Check	23261	0.00
Fayette Parts Service, Inc.	Bill Pmt -Check	23283	100.00
Glassmere Fuel Service	Bill Pmt -Check	23262	1,728.89
Homer R. Sleek & Sons Inc	Bill Pmt -Check	23263	4,947.75
Laurel Valley Hardware Inc.	Bill Pmt -Check	23264	40.47
Level One	Bill Pmt -Check	23265	502.00
Ligonier Township Municipal Authority	Bill Pmt -Check	23266	240.00
M. Glosser & Sons, Inc	Bill Pmt -Check	23282	225.00
Maiello, Brungo & Maiello, LLP	Bill Pmt -Check	23267	5,275.00
Mark Ferry Auctioneers	Bill Pmt -Check	23268	3,806.00
Mullen Auto Repair	Bill Pmt -Check	23269	1,817.26
Pleasant Unity Supply	Bill Pmt -Check	23270	3,099.00
Royal Oak Retriever, LLC	Bill Pmt -Check	23271	24.25
Standard Insurance Company	Bill Pmt -Check	23272	698.66
SWIF	Bill Pmt -Check	23273	1,069.00
TENWILS	Bill Pmt -Check	23274	140.00
The Fastner Stop	Bill Pmt -Check	23275	212.83
TKL Code Inspection Service, Inc.	Bill Pmt -Check	23276	83,345.41
Tracy Krowchak	Bill Pmt -Check	23277	16.98
U.S. Municipal	Bill Pmt -Check	23278	62.05
UniFirst Corporation	Bill Pmt -Check	23279	34.80
Verizon Wireless	Bill Pmt -Check	23280	194.97
West Penn Power	Bill Pmt -Check	23281	1,343.88
Feb 24, 20			109,329.65



2-25-2020

Ligonier Township - Escrow Account

Bill Payments for All Vendors

February 24, 2020

Vendor	Type	Num	Amount
Feb 24, 20			
Mr. Dean Thompson	Bill Pmt -Check	1008	12,500.00
Feb 24, 20			<u>12,500.00</u>

SR
2-25-2020