

Ligonier Township Supervisors
Meeting Minutes
June 19, 2019

The Ligonier Township Supervisors met in special session at 7:03 p.m. Present were Chair, Wade Thomas; Vice Chair, John Beaufort; Secretary/Treasurer, Stephanie Verna; Supervisor Paul Knupp and Supervisor, D. Scott Matson.

Public Comment

None

Approval of Minutes

- A motion was made by Stephanie Verna and seconded by Scott Matson to approve the June 11, 2019 regular meeting minutes. Motion carried.

Supervisors Comments

None

Reports

None

Executive Session

The Supervisors went into executive session at 7:04 p.m. and returned at 7:18 p.m. to discuss a personnel matter.

Correspondence

1. Reimbursement Notice from PennDot

Mr. Carcella noted the Township is receiving a \$305 check from excessive winter maintenance costs last year per contract.

Old Business

Fire Hall Road Paving Bid Ad

No bids were received for Fire Hall Road and it was tabled at the last Supervisors Meeting. Mr. Carcella suggested following the Township Engineer's recommendation and re-doing the bid this time by the tonnage to gauge interest. The Township must bid the job twice and cannot proceed with an alternative course of action until the advertising requirement is met.

This road is on the "B List," these are roads that have been scheduled for maintenance next year. Supervisor Beaufort is concerned about safety - in addition to pedestrians walking along this road, there are several community events and a Church so there is more traffic. Supervisor Verna wants to ensure that of all the "B List" roads this one is the top priority.

- A motion was made by Paul Knupp and seconded by Scott Matson to re-bid the job based on tonnage. Motion carried.

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New Business

1. Personnel Action: Resignation submitted
 - A motion was made by Scott Matson and seconded by Paul Knupp to accept Roxanne Shadron's resignation. Motion carried.
2. Appoint Open Records Officer
 - A motion was made by Paul Knupp and seconded by John Beaufort to appoint Jim Nieuwsma as the Townships Open Records Officer. Motion carried.
3. Appoint Assistant Secretary / Treasurer
 - A motion was made by Paul Knupp and seconded by Scott Matson to appoint Bethany Caldwell as the Assistant Secretary / Treasurer. Motion carried.
 - A motion was made by Stephanie Verna Motion and seconded by John Beaufort to get quotes from three (3) accounting firms: 1) Singer, 2) DeLuzio & Co, and 3) Delisi & Keenan. Motion carried.
 - A motion was made by Stephanie Verna and seconded by John Beaufort to advertise for the "Financial Director" position (current title, job duties). Motion carried.

Announcements

None

- A motion was made by Paul Knupp and seconded by John Beaufort to adjourn the meeting at 7:26 p.m. Motion carried.

Respectfully submitted,
Bethany Caldwell
Assistant Secretary/Treasurer