

**Ligonier Township Supervisors  
Regular Meeting Minutes  
May 12, 2020**

The Supervisors of Ligonier Township met in regular session online 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 Weimer.

**Public Comment “A” - None**

- A motion was made by Stephanie Verna and seconded by Dan Weimer to approve the minutes from the April 28, 2020 meeting. Motion carried.

**Supervisors Comment – None**

**Manager’s Report**

Mr. Carcella went over the Budget to Actual Report highlights – the first 4 months of Real Estate Tax revenues are \$46k less than what was realized in 2019 and Earned Income Tax revenue is \$49k less. 64% of the Township’s Real Estate tax has been collected, very comparable to last year. Anticipate the 2<sup>nd</sup> quarter is when we might see some changes.

As Westmoreland County moves into “yellow (pandemic) status”, we will continue to keep the building closed and need to think about the June meeting logistics.

**Public Works Report – deferred to Engineer**

**Engineer’s Report – See attached**

Ligonier Beach – the asbestos evaluation is scheduled for next week. The Laughlintown storm water system inventory was completed, the online survey is complete and will send out link to post on website. Proposal to stop work and collect data to see where the problems are (instead of guessing).

Mountain Road – conducted a site visit with Mr. Morgan and go over plans to extend culvert, move it off PennDOT’s ROW, the GP permit is \$8-9k.

Mr. Morgan added that we have materials to do this project (\$9k pipe left over from the Clifford Woods bridge project). Work needs to be done when it’s low-flow, July – August. Will need to close the road. The McKelvey Road bridge inspection still needs to be done and we’re trying to plan the workload and schedule accordingly. Mountain Road is scheduled to be chip-sealed but did not receive any bids. Need to make a decision.

Supervisor Beaufort said the culvert floods; the project's benefits are increased safety and reduced flooding. Mr. Faas clarified it will require a hydraulic study to prove the new conditions will not be worse than the pre-existing.

Supervisor Matson asked about the size of the drain pipe? –It is larger and longer than what is currently in use. How long to get the permit? Normally several months, but DEP has been much faster with everyone working from home.

- A motion was made by Stephanie Verna and seconded by Scott Matson to apply for the permits necessary to repair the Mountain Road culvert. Motion carried.

### **Ligonier Valley Police Department Report – see attached**

Police cars were decontaminated last night.

### **Solicitor's Report**

Mr. Korn's office is sending out weekly FAQ emails. Entering the yellow pandemic status this Friday, some restrictions will be lifted. The biggest change is that groups of up to 25 people may gather provided they maintain social distance and still need to wear masks, so monthly meetings could be a hybrid of in-person and online gatherings. Telework is still highly encouraged. Will open slowly and cautiously. Guidance was issued this morning regarding outdoor recreation – playgrounds will be closed, trails are open.

There was a discussion about Idlewild and when it might reopen. Supervisor Verna said we should assume we are not going to receive the usual \$90k in amusement tax revenue from Idlewild.

Supervisors had a discussion about streaming meetings on FaceBook live next month; something they would like to look into.

### **Zoning Officer Report – see attached**

Slow last month, but there interest is picking up.

Looked into Mr. Yannick's (Hutch Lane) storm water issue. Hutch Lane is a private road off of Peoples Lane. He lives next to a storm channel that is at a higher elevation and clogged with vegetation. Dave Herrholz cleaned it out under a DEP grant maybe 6-10 years ago – Tim Komar got the grant. Dave Herrholz thinks it belongs to the Township, but it's on private property? Cannot find anything in the deed, need to find the grant related records.

### **Code Officer Report**

Has couple of cases that are over a year in progress - Mr. Sleaseman's property and a property next to Graham's Antiques. The nuisance ordinance is not strong, it is weak. It is costly, the burden is on the Township to make the case and requires the solicitor's time at the County Court. Mr. Korn's recommend the Board review the International Property Maintenance Code which doesn't have to be adopted in full – can pick and

choose what you like. Focus on dangerous, unsanitary conditions and educate the public, the interest is on the safety and well-being of residents.

**Correspondence:**

1. PennPrime Compensation Audit / Report – refund from overpayment
2. DCED Capital Loan Deferral Notice
3. County Letter Grant Support

There was a brief discussion about the Walk Works grant. This program provides up to \$20k (no match requirement) for trail plans. Would like to submit a joint application with the Borough to plan a Laughlintown - Ligonier Beach - Borough - Southern Allegheny Museum of Art connection trail.

**Treasurer’s Report**

Supervisor Verna reported the account balances as of April 12:

|                        |              |
|------------------------|--------------|
| General Fund Account   | \$ 343,128   |
| Developers Account     | 844          |
| Liquid Fuels Account   | 398,613      |
| Equipment Fund         | 12,117       |
| Ligonier Beach Account | 429          |
| Capital Reserves       | 677,559      |
| Act 13 Account         | 15,054       |
| Total Funds Balance:   | \$ 1,447,744 |

- A motion was made by Dan Weimer and seconded by Scott Matson to approve the bills for April / May as presented. Motion carried.

**New Business:**

1. Opening of Township’s Chip Seal Road Bids for 2020

No bids were received, have to rebid a second time and packets will be sent to local contractors.

2. Review of Tracy Krowchak

The personnel committee met to discuss Ms. Krowchak’s 6 month review. Tracy has been a great addition to the team; she is flexible, she has great technical, interpersonal, and customer service skills. Recommending a \$0.50/hr increase and review in another 6 months. Supervisor Matson asked

why not \$1/hr raise? Supervisor Verna explained the budget is tight, there is a lot of uncertainty, tasks will be shifting with Keith's departure and it's a 6 month review that will be revisited again in another 6 months.

- A motion was made by Stephanie Verna and seconded by Dan Weimer to give Tracy Krowchak a \$0.50/hour raise effective on her 6 month anniversary. Motion carried.

### 3. Ordinance # 01-2020 Storm Water Ordinance

- A motion was made by Dan Weimer and seconded by Stephanie Verna to approve the 01-2020 Stormwater Ordinance. Motion carried.

### 4. Resignation of Keith Ashley (vote)

- A motion was made by Scott Matson and seconded by Stephanie Verna to accept Keith's resignation. Motion carried.

## **Public Comment "B" – None**

## **Supervisor Comments**

Supervisor Weimer – Thanked Keith for his service.

Supervisor Knupp – Also thanked Keith, he was a pleasure to work with. Thanked the Rec Board and Larry Shew for their work on the community gardens, a great asset for the Township. Thanked the staff.

Supervisor Verna – Appreciates all Keith did for the Township and said this is the worst time to resign since we can't celebrate and see him off. Recycling, an issue that was near & dear to Keith and a challenge for the Township and surrounding community – would like people to know that Westmoreland Cleanways opened its new facility and has posted information including their hours & what they're collecting.

Supervisor Matson – On McKelvey Road there is a tree limb hanging down, on ROW. What is going on with the Zipper? Would like to see it used more maybe along Derry Ridge. Berkeley Road looks nice. Has some ideas to offset the (anticipated) lower revenues - consider opening up the Road Crew contract and renegotiating. Maybe cut the Police Department night shifts and let the state police take over.

Mr. Korn's clarified that Public Works union contract cannot be reopened without the union's consent.

Supervisor Beaufort – Said these were things we might have to look at in the future. He added that the Fire Companies will be fundraising – and collections are down with several of their popular events cancelled (fish fries, gun bashes, bingo).

- A motion was made by Dan Weimer and seconded by Paul Knupp to adjourn the meeting at 8:22 PM. Motion carried.

Respectfully submitted,

Bethany Caldwell  
Assistant Secretary/Treasurer