

Ligonier Township Supervisors
Reorganization Meeting
3 January 2012

The Supervisors of Ligonier Township met in special session at 8 am for the purpose of re-organizing for 2012. Present were William C Penrod Jr, Keith A Whipkey, and Timothy R Komar

1. A Motion was made by Komar and Seconded by Penrod appointing Keith Whipkey Chairman for 2012. Motion carried.
2. A Motion was made by Komar and Seconded by Penrod appointing Keith A Whipkey Secretary/Treasurer for 2012. Motion carried.
3. A Motion was made by Penrod and Seconded by Whipkey appointing Tim Komar Vice Chairman for 2012. Motion carried.
4. A Motion was made by Komar and Seconded by Penrod appointing Cynthia J Turley Assistant Secretary/Treasurer for 2012. Motion carried.
5. A Motion was made by Penrod and Seconded by Komar appointing Judith K Ciszek Solicitor for 2012 at a rate of \$80.00/hour. Motion carried.
6. A Motion was made by Komar and Seconded by Penrod appointing PA Municipal Services Collector of the 511 Taxes for 2012, exclusive of Wage and Local Services Taxes. Motion carried.
7. A Motion was made by Penrod and Seconded by Komar appointing First National Bank and First Commonwealth depositories for the general fund for 2012.
8. A Motion was made by Komar and Seconded by Penrod appointing Commercial National Bank depository for Liquid Fuels Funds for 2012. The Commonwealth of Pennsylvania is appointed depository for excess State Funds if The interest rate paid on the account is great than Commercial Bank. Motion carried.
9. A Motion was made by Komar and Seconded by Penrod designating that Excess General Funds be deposited among local financial institutions or Oppenheimer – whichever provides the best rate of return, while ensuring that all Funds are fully insured, for 2012. Motion carried.
10. A Motion was made by Penrod and Seconded by Komar appointing PNC Financial depository for Police Pension Funds for 2012. Motion carried.

11 A Motion was made by Komar and Seconded by Penrod appointing Higbee Agency to obtain the Treasurer's Bond for 2012. Motion carried.

12. A Motion was made by Komar and Seconded by Penrod designating the 2nd Tuesday of each month, at 7 pm, to be regular meeting night for Ligonier Township Supervisors for 2012. The exception will be the May meeting, Which will be held the 1st Tuesday due to State Convention. Motion carried.

13 A Motion was made by Komar and Seconded by Penrod appointing Cynthia J Turley Zoning Officer for 2012 with a 0 increase in pay. Motion carried.

14 A Motion was made by Penrod and Seconded by Komar appointing Mike D'Arrigo Sewage Enforcement Officer and appointment of Mesko Engineering Alternate Sewage Enforcement Officer for 2012. Motion carried.

15. A Motion was made by Komar and Seconded by Whipkey appointing William C Penrod Jr as Roadmaster for Zone I for 2012. Motion carried.

16. A Motion was made by Penrod and Seconded by Komar appointing Timothy R Komar as Roadmaster for Zone 2 for 2012. Motion carried.

17. A motion was made by Komar and Seconded by Penrod appointing Bill Stablein to a five year term on the Ligonier Township Municipal Authority beginning in 2012. Motion carried.

Bill Stablein 5 years

Other Authority members serving are:

John McInchok 4 years

Glen Kalp 3 years

John Beaufort 2 years

Bill Lowry 1 years

18. A Motion was made by Komar and Seconded by Penrod appointing Morris Knowles and Associates Township Engineers for 2012 at a contracted rate for individual projects. Motion carried.

19. A Motion was made by Penrod and Seconded by Komar appointing Dan Weimer to a five-year term on the Planning Commission at a rate of \$30.00 per meeting to be paid quarterly for 2012. Motion carried

Commission members currently serving are:

Eric Schreiber 4 years

Scott Matson 3 years

Bob Smithley 2 years

Mark Spitzer 1 year

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20. A Motion was made by Komar and Seconded by Penrod appointing Judith Ciszek as Solicitor for the Planning Commission for 2012 at a rate of \$80/hour. Motion carried.

21. A Motion was made by Komar and Seconded by Penrod appointing Robert Ramsey to a three-year term on the Zoning Hearing Board, with the stipulation that he and all future appointees attend a PSATS-sponsored training session, beginning 2012 at a rate of compensation of \$30 per meeting. Rick Penrod and Robert Angelo were appointed Alternate ZHB Board members. Motion carried.

Robert Ramsey Jr 3 years

Other Board members serving are:

Rose Stepnick 2 years

Linda McDowell 1 years

22. A Motion was made by Komar and Seconded by Penrod appointing Ben Wright (YMCA) appointment to five-year terms on the Recreation Board for 2012. Further, Bill Bright's seat is declared vacant for non-attendance. Motion carried.

Ben Wright 5 years

Other Board members serving are:

Sharon Detar 3 years

Elizabeth McCall 3 years

Bob Gangawere 2 years

Vacant 1 year

23. A Motion was made by Penrod and Seconded by Komar appointing Keith A Whipkey and Albert Shadron as Chief Administrative Officers of the Non-Uniformed Pension Plan for 2012. Motion carried.

24. A Motion was made by Komar and Seconded by Penrod appointing PA Municipal Service as Delinquent Tax Collector for 511 Taxes for 2012. Motion carried.

25. A Motion was made by Penrod and Seconded by Komar appointing Timothy Komar as Voting Delegate and Keith Whipkey Alternate Voting Delegate to the State Convention for 2012. Motion carried.

26. A Motion was made by Komar and Seconded by Penrod directing that Supervisor stipend be paid Quarterly for 2012. Motion carried.

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27. A Motion was made by Penrod and Seconded by Komar appointing John Rhoades as Chairman of the Agricultural Security Program for 2012. Motion carried.
28. A Motion was made by Komar and Seconded by Penrod appointing Michael Matrunic Police Chief with a salary increase of 0 and Eric Eslary Lieutenant with a salary increase of 0 for 2012 Motion carried.
29. A motion was made by Penrod and Seconded by Komar appointing Bob Shapiro Code Enforcement Officer for the year 2012, compensated at the hourly rate established in the Police contract for that employee. Motion carried.
30. A Motion was made by Komar and Seconded by Penrod to establish policy for the Township to pay ½ of premium cost to employees with spousal insurance coverage, in cash, to a maximum of \$1,000 quarterly for 2012. Employees may choose to opt in or out of this program at any time. Motion carried.
31. A Motion was made by Penrod and Seconded by Komar to appoint Ron Dorazio as Chairman of the Vacancy Board for 2012. Motion carried.
32. A Motion was made by Komar and Seconded by Penrod establishing holidays for non-union employees to coincide with that of union employees for 2012. Motion carried.
33. A Motion was made by Komar and Seconded by Penrod appointing Richard L Patterson as Township CPA for the 2011 fiscal year as contracted. Motion carried.
34. A Motion was made by Komar and Seconded by Penrod establishing \$2,500 as the bond amount required for maintenance contracts on small flow treatment facilities for 2012. Motion carried.
35. A Motion was made by Penrod and Seconded by Komar establishing the annual fee for holding tank inspections for new contracts for 2012 at \$45. Motion carried.
36. A Motion was made by Komar and Seconded by Penrod establishing the fee for public hearings before the Supervisors at \$275 and Zoning Hearing Board hearings at \$350. Cost includes advertisement and court reporter for 2012. Motion carried.
37. A Motion was made by Komar and Seconded by Penrod to approving a Tax Anticipation Note for 2012. The Secretary/Treasurer will get quotes from the local banks and accept the best rate. Motion carried.

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38. A Motion was made by Komar and Seconded by Penrod establishing the fees for Township services for 2012 with no changes. A copy is to be attached to these minutes. Motion carried.
39. A Motion was made by Komar and Seconded by Penrod establishing monthly bill paying procedures as follows for 2012. All bills will be paid bi-weekly on Fridays during non-payrolls weeks.
40. A Motion was made by Komar and Seconded by Penrod to table appointing a servicer all office equipment for the year 2012, except the copy machines, which will be serviced by Total Service of Latrobe. Motion carried.
41. A Motion was made by Komar and Seconded by Penrod appointing Keith Whipkey as Open Records Officer for 2012. Motion carried.
42. A Motion was made by Penrod and Seconded by Komar to continue suspension of collection of Street Light Taxes for 2012 and pay related bills from the General Fund, in conformance with the 2012 budget. Motion carried.
43. Supervisors pointed out that lack of pay increases for 2012 were due to economic Reasons and did not reflect on employee performance.
44. Supervisors tabled appointment of a Flood Plain Administrator for 2012 until January meeting.
45. A Motion was made by Penrod and Seconded by Komar adjourning the meeting at 8:23 am. Motion carried.

Respectfully submitted,
Keith A Whipkey
Secretary

