

**Ligonier Township
Regular Meeting
August 13, 2013**

The Supervisors of Ligonier Township met in regular session with Timothy Komar, Grover Binkey and Albert Shadron present. The meeting was called to order at 7:00 pm.

With no audience participation, the Board proceeded with the agenda items

Komar stated an error was made at the July 9, 2013 meeting. The supervisors approved the financial statement done in error as they had two sets of bills. A vote was taken to approve these minutes with this correction by Binkey and seconded by Shadron. Motion carried.

A motion was made by Shadron and seconded by Binkey to approve the minutes of the July 25, 2013 special meeting. Motion carried.

A motion was made by Binkey and seconded by Shadron to approve payment of the current bills. Motion carried.

A motion was made by Binkey and seconded by Shadron to table the police incident report until next month. Motion carried.

A motion was made by Binkey and seconded by Shadron to approve the Treasurer's report. Motion carried.

Zoning Office –

Komar stated that he had spoken to Derry Borough about a third party agency they have been using since the first of the year. The company's name is BIU and they will do zoning monthly as needed. Komar stated they had submitted a proposal with a task and fee schedule. Binkey questioned whether this needed to be approved now as there were some things that needed to be changed in the contract. Komar stated that there was some wording that needed to be worked out. Komar said that they could be approved on an as needed basis and then make a motion to allow the chairman to sort out the clarification needed. Judith Ciszek stated that they could authorize the chairman to sign the agreement once the suggested changes have been finalized. A motion was made by Binkey to approve using BIU and authorize the Chairman to sign the contract once it is cleared and satisfies the solicitor. Shadon seconded the motion. Motion carried.

Kim Thomas questioned whether there had been any comparisons as to what the previous budget was and asked what this is going to cost. Komar stated that their proposal is \$55.00 per permit. By law if we don't act on permits within 30 days of

application they can apply for a deemed approval. We have to have something in place before 30 days. We have applications on hand. Komar stated that they had reviewed it and said that they will do the zoning and if we wish will also do the Code Enforcement. Thomas wanted to know that when compared to when we had a full time zoning officer here is there any savings or is it going to cost the taxpayers more money? Komar stated that according to the data that he has there will be a savings but you won't know until you get into it for sure. This is on a month to month, not a long term contract, until we get everything in order. A resident asked if we had received any other bids? Komar stated that there was no time to advertising for bids as we have a 30 day window to put something in place and make things happen. There are some things that must be addressed and not let them go to a deemed approval. Komar stated that he spoke to Derry Borough who have been using them and talked to some other people through the state and ironically everybody recommended this company. Bruce Robinson asked if we had applications for zoning officer. Komar stated that approximately 20 applications had been received. Robinson asked if any interviews had been done. Komar stated that because of the timeline we don't have time to train someone under the 30 day limit. Komar stated that he does not have a timeline but the office will be filled as soon as possible.

Old Business -

The Supervisors revisited the issue of house addressing for township residents. Komar asked for a motion to move forward on enacting an ordinance forcing people to number their houses. Binkey asked who we would get to write up the ordinance. Komar stated that he has a copy of one that he would like our solicitor and the emergency management coordinator to look at. Tom Farabaugh questioned numbering mailboxes. Komar stated that it addressed that. If it is on the mailbox and the house is within sight of the mailbox, the ordinance addresses that. If two or three houses are back the lane, the ordinance addresses having the numbers of all two or three houses on the end of that lane so emergency response people know what numbers are back there. Dan Stevens stated that lanes need to have the lanes marked. Komar stated that he felt that was addressed in the ordinance. Shadron questioned what would happen if they don't? Komar stated that someone would have to enforce it. A motion was made by Binkey, seconded by Komar. Shadron voted no stating that we should not fine someone for something they don't want to do. Motion carried.

Act upon Resolution 2013-R-10, to amend the police manual accepting a grant for use of a bioseat. Komar stated that the police had received a grant from our worker's comp company. This grant would allow the police to purchase the seat that has restraints and would be easily sanitized. Ciszek stated that attached to this resolution would be exhibit A which includes the changes to Chapter 4 in the police manual and basically that includes the communicable disease section which covers prevention, transporting custody policies and procedures, disinfections, supplies, line of duty exposures and these would all be placed into this as an amendment to

the police manual. A motion was made by Binkey and seconded by Shadron. Motion carried.

New Business –

Police requested approval incurring of debt for a new police car. Komar stated that it is anticipated being paid off in a short time. The best rate was with First National Bank at a rate of 3.9% interest rate. A new car is purchased every two years. They will be trading in a 2007 police car. Wade Thomas questioned how many police cars there are. Komar stated that we have four police cars, as one is being traded in. Komar stated that the cost of the new car is around \$34,000.00. Tom Farabaugh questioned if this purchase is through the state. Komar stated that the purchase is through the co-stars program. Tri-Star in Blairsville offered the best trade in. A motion to approve the incurring debt for a new police car was made by Shadron and seconded by Binkey. Motion carried.

A motion was made by Binkey and seconded by Shadron to approve the rollover of Robert Mitchell's Pension. Motion carried.

Komar requested tabling a request by Cynthia J. Angelo to rollover her pension account pending a legal determination on the release of her funds. A motion was made by Shadron and seconded by Binkey to table the motion.

A motion was made by Shadron and seconded by Binkey to approve Resolution 2013-R-15 addressing destroying taped minutes after 30 days. Hard copies would be kept indefinitely. Motion carried.

A motion was made by Binkey and seconded by Komar to approve Resolution 2013-R-16 appointing Pension Fund Administrators/Trustees by resolution. Ciszek stated that this is to clarify in writing what was done by motion. Motion carried.

Request to release a bond by Ronald Harr for logging a section on Kissell Springs Road. A written request was to be submitted but not received. Request tabled till written request is received. A motion was made by Binkey and seconded by Shadron. Motion carried.

Loyalhanna Watershed is in line for a grant for a stream improvement project in the area of the trout breeding grounds. Komar asked for a motion to endorse this project. A motion was made by Binkey and seconded by Shadron. Motion carried.

Kim Thomas questioned the public being informed about three items that were voted on at this meeting. The first was contracting with BIU stating that more information should have been made available. The second was the ordinance regarding house numbering and wanting to know how it would read. The third is approving a new police car. Komar stated that the house numbering was voted on to move forward with an ordinance, not to vote on a blank ordinance. Komar stated

that this has been ongoing for approximately 1 ½ years. He stated that the contract with BIU states that the cost per zoning inspections will be \$55.00. The fee for zoning board meetings will be \$55.00, with an additional fee of \$13.75 for every additional 15 minutes. Komar stated that he did not have an invoice for the police car to give an exact amount.

Wade Thomas suggested hiring a township manager to help with township issues. Komar agreed that this would be something to check into. Komar stated that information was turned over to the District Attorney's office on August 13, 2013. Reports were given to them. Thomas questioned if the police computers were checked. Komar said there were no issues with the police department that he was aware of. Komar stated that we were not in the position right now to put a manager in place. Binkey stated that three county detectives were here today and took some information with them. Komar made a motion to accept applications for a committee to look into the feasibility of a manager. Binkey seconded. Shadron voted no. Motion passed.

Komar explained within our budget that we have, ½ price of a police car was to be put back each year so that on roughly a two year rotation a new police vehicle would be purchased. The fund that was supposed to be there for a police car did not exist and that is why we need to borrow money. Kim Thomas questioned where the money is. Komar said that is why there are county detectives involved. Thomas stated that there is money missing. Komar said we have lousy bookkeeping. A resident stated that there must be lousy management and Komar agreed. Binkey stated that the auditors only audited what they were given by the secretary/treasurer. Phil Fleming stated that on the Ligonier website the 2011 DCED Audit only shows a cover letter and not the actual audit. Dan Stevens questioned what the time frame for the audit was. Komar stated that the audit was to be for Jan, Feb, March and April of 2013 and once we got a good handle on that then it would be determined how far back we would go from there. Mr. Stevens questioned the cost of this audit. Komar explained that we are paying \$50.00/hr and within this process all the books are being converted to QuikBooks. Komar stated that our financial statement was a mess, our budget was just numbers on a page. Mr. Stevens said he thinks that the Attorney Generals office needs to do the audit. Binkey stated that they were contacted and they referred us to the county detectives. Bruce Robinson questioned whether there is any recourse to go back on Richard Patterson's office who did the audits for the past years. Komar stated that if we can get a determination then the answer is yes. Kim Thomas questioned whether the public will have access to the audit when it is done. Judith Ciszek stated that it would be a matter of public record and yes it would be available.

It was discussed whether or not it is feasible to post proposals on the web site for residents to review. The audience questioned how to get this information to the public so that they could review the proposals that are being discussed or voted on. Komar stated that perhaps it is time to change how this is handled. Komar suggested that the agenda be posted after the work session and make any proposals

or documents for review at the township building. He also stated that we could post the agenda on the website to inform the public. It was adopted as policy to post the agenda on the website. Shadron stated that we should be careful what is posted on the site.

A resident questioned why the code enforcement officer had not addressed junk cars at his neighbors property. Komar stated that the code enforcement officer response is complaint driven. A formal complaint has to be filed for an issue to be addressed.

Mr. Barnhart questioned if the Supervisors have made a determination on changing the R-2 zoning. Komar stated that they have not as yet made that determination.

Being no further business before the Board, a motion was made at 8:21 pm to adjourn the meeting by Grover Binkey and seconded by Albert Shadron. Motion carried.

Respectfully submitted,

Barbara L. Hollick
Asst. Secretary