

Ligonier Township Supervisors  
Regular Meeting  
April 9, 2019

The Ligonier Township Supervisors met in regular session at 7 PM with the Pledge of Allegiance opening the meeting. Present were Chair, Wade Thomas; Vice Chair, John Beaufort; Supervisor Paul Knupp; Secretary/Treasurer, Stephanie Verna, and Supervisor, D. Scott Matson.

### Public Comment

1. **Melinda Clark, 113 Nature Run Road** – climate change should be our top priority. Fossil fuel damages, responsibility to preserve and protect for the future.
- A motion was made by Stephanie Verna and seconded by Paul Knupp to approve the March 12, 2019 regular meeting minutes. Motion carried.

### Supervisor Comments – None

### Wessel and Company 2018 Audit

Meghan Freidhof, manager with Wessel and Company reported the township had a clean audit for 2018 at the highest level of assurance, the township ended 2018 with \$1,264,272 in total assets, which comprise the general, liquid fuels, capital projects and K-9 program funds, an increase of about \$65,000 over the prior year-end. “You do have a strong fund balance as far as the general fund and you are able to do your projects and not have to take on significant debt and I think you do well as a township of your size,” While the township ended up in the black overall, Freidhof pointed out that it spent \$154,100 more than it received for the unrestricted general fund, “We see these deficiencies starting to occur affected by the 2017 millage decrease [from 5 mills to 4 mills]. So obviously your revenues are what they are, taxes are what they are, and we expect to see that staying consistent through the years.” Ligonier Township incurred an average of \$2.3 million in expenses over the last three years, according to “So if we have just about \$2 million in revenues and \$2.3 million in expenses, you can see over time you may possibly be depleting the reserve as you move forward”, Meghan advised to keep this in mind for future years.

### Staff Report

**Manager’s Report** - Terry reported that the recent capital conference he attended was enlightening in two particular areas of how Harrisburg functions. Recent legislation has legalized public use of fireworks that were prohibited; the bill was part of a tax package even though some representative had reservations it would pass. The special interest lobby was successful in helping with the funds going to the state and the problems at local government. The other issue, before us on tonight’s agenda, is Distributed Antenna Systems (DAS) in the public right of way. Ligonier Township wants better cell and data services throughout the township with the insurance that the installations completed within the right of way preserve local zoning authority and safe placement/construction.

Mining activity by Unionvale Coal will close Myers School Road by June for an extended period of time, approval was granted in 2016 with a Performance Bond issued January 2017. The bond may need to be renewed along with the mining plan due to a change in the plan; a meeting is set for next week with Unionvale Coal.



**Zoning Report** – Jim reported the Federal Emergency Management Association (FEMA) plans to cut back National Flood Insurance Program subsidies 25-50 percent this year for homeowners living within flood plain whose houses were built before the floodplain was established and eliminate the subsidies within the next two years.

**APRIL 9, 2019 SUPERVISOR’S MEETING  
MARCH 2019 ZONING REPORT  
Respectfully Submitted by Jim Nieuwma  
Zoning/Community Development Officer**

<u>LIEN LETTER INCOME</u>		22	\$ 675.00
<u>ZONING PERMITS</u>		8	\$ 1,102.00
<u>PEDDLER PERMITS</u>		0	\$ 0.00
<u>RIGHT OF WAY PERMITS</u>		0	\$ 0.00
<u>SIGN PERMITS</u>		2	\$ 40.00
<u>FIREWORKS PERMITS</u>		0	\$ 0.00
<u>OCCUPANCY PERMITS</u>		0	\$ 0.00
<u>DRIVEWAY PERMITS</u>		0	\$ 0.00
<u>NO-IMPACT HOME BASED BUSINESS</u>		0	\$ 0.00
<u>DEMOLITION PERMITS</u>		1	\$ 50.00
<u>SEWAGE PERMITS</u>		1	\$ 75.00
<u>BUILDING PERMITS/UCC</u>		4	\$ 33,808.41
<b>TOTAL INCOME</b>	<b>2018</b>	<b>141/200</b>	<b>\$ 67,625.93</b>
<u><b>TOTAL INCOME</b></u>	<b>2019</b>	<b>22/16</b>	<b>\$ 35,750.41</b>

**NEW BUSINESS**

Zoning Hearing Board scheduled for April 16, 2019 will be likely be Cancelled due to lack of agenda. Recreation Committee met April 8, 2019.

**END OF REPORT**

**Code Enforcement Report** – Keith reported he is investigating a few new complaints. On April 22, 2019, he has a meeting with District Justice and the two complaints that filed, one is cleaning up their property and the other is ignoring the filing.

Keith provided information, costs, and options for our current recycling. There was quite the discussion on all aspects of the recycling with the following motion being made at this time.

- A motion was made by Paul Knupp and seconded by Scott Matson to approve removal of the aluminum can collection recycling at the Municipal Complex effective immediately. Motion carried.

## **Correspondence**

1. Penndot Liquid Fuels 2018 Monitoring Review Letter.

- A motion was made by Stephanie Verna and seconded by Scott Matson to increase the Township Treasurer and Assistant Treasurer bonds to \$600,000.00 as noted by Liquid Fuels consultant to be in compliance with 2<sup>nd</sup> Class Township Code. Motion carried.

2. Ligonier Township Planning Commission Consistency Letter

Treasurer's Report-Stephanie Verna reported that the General Fund account balance is \$247,949.92 the Act 13 account balance is \$27,303.20, the Liquid Fuels account balance is \$1,297.22 the Developer's account balance is \$15,877.33, Liquid Fuels Investment Account is \$561,500.00, the Equipment Fund \$29,871.98, and the Capital Reserve CD's \$635,537.10 for a total of \$1,519,336.75. No action required.

- A motion was made by Stephanie Verna and seconded by Paul Knupp to approve payment of April 8, 2019 Bill Payment lists. Motion carried.

## **Old Business**

Ligonier Township Facebook Page – Terry tabled to next meeting.

## **New Business**

- A motion was made by John Beaufort and seconded by Scott Matson to approve Resolution #18-2019 DCNR Recreational Grant Application and submittal. Motion carried.
- A motion was made by Stephanie Verna and seconded by Scott Matson to approve Zoning/Community Development/Code Enforcement Officer's review staying at \$17.00/hr., receiving a one-time bonus of \$500 and carryover of a week of unused vacation from 2018. Motion carried.
- A motion was made by Paul Knupp and seconded by Stephanie Verna to approve C.O.G. Spring Bids per schedule provided (see attached). Motion carried.
- A motion was made by Wade Thomas and seconded by Paul Knupp to approve \$130,335.00 Asphalt Reclaim Zipper purchase with the caveat that the Finance Committee determines how to pay for it. Motion carried.

- A motion was made by Paul Knupp and seconded by Scott Matson to approve Russell Standard's Bituminous Road Seal Coat bid for Project #02-2019 for 159,000 square yards at a \$1.337 per square yard for total of \$212,583.00. Motion carried.
- A motion was made by Stephanie Verna and seconded by John Beaufort to approve Valley Landscaping and Lawn Care bid for Wilpen playground mowing for \$39 per mowing. Motion carried.
- A motion was made by Paul Knupp and seconded by John Beaufort to approve Resolution #19-2019 Opposition to HB #349 Third Party Code Inspections. Motion carried.

### **Public Comment**

1. **Melinda Clark, 113 Nature Run Road** – Asked what the appraised price is for the Ligonier Beach and where those funds come from (General Fund), Terry was going to answer regarding the appraisal price and Chairman, Thomas said we should not just yet, Terry stated he would release later and it would come from grant dollars. Flood plains how it ties in with what she spoke about and Ligonier Beach is part of that. Recycling, if people are not responsible enough then they lose their privileges. Nature Run Rd. is a state road. Mini cell towers size and location information.

### **Supervisors Comment**

**Supervisor Knupp** – Echoed Russ Morgan and Dorothy Boring on Public Works Crew job well done on Clifford Woods Road Bridge.

- A motion was made by Paul Knupp and seconded by Stephanie Verna to adjourn the meeting at 8:11 PM. Motion carried.

Respectfully submitted,

Roxanne Shadron  
Assistant Secretary/Treasurer

2019 SPRING BID RESULTS

Item	Bullskin Stone	Derry Stone	Hanson Aggregates	Homer Sleek	Midland Asphalt	Russell Standard	Suit Kote	Lindy Paving
Dust								
#1 (#4)			DEL 19.83					
2RC (#2A Modified)				DEL 14.85				
#3A	FOB 11.45 DEL 18.95							
#R4 (Rip Rap-Sandstone)			DEL 21.00					
#R5 (Rip Rap-Sandstone)		DEL 23.83						
#R6 (Rip Rap-Sandstone)		DEL 23.83						
AS 2 Type A (Anti-skid)				DEL 22.50				
#R7 (Rip Rap-Sandstone)								
#8 (Washed #1B)			DEL 30.33	DEL 27.75				
#10								
#57 (2B)			DEL 19.83					
#67 (#2)	FOB 13.05 DEL 20.55							
9.5 mm, Superpave			FOB 63.00				*	FOB 58.35
19.0 mm, Superpave		*	FOB 56.00				*	FOB 49.85
General Purpose Cold Patch								
Delivered								
Special Bituminous Cold Patch						DEL 90.95 FOB 75.95		
Delivered								
CRS-2 (E-3)								
CRS-2 PM (E3m)					DEL 2.17			
E-1 Prime								
CMS-2S (E-12)								
CMS-2 (E-5)								

\*All asphalt is purchased FOB and Ligonier Township reserves the right to dismiss the lowest bid because the cost differential of hauling is greater than the price difference.

Revised on May 29, 2018

**Ligonier Township, Westmoreland County, PA  
Bill Payments for All Vendors  
April 8, 2019**

Vendor	Type	Num	Date	Amount
<b>Apr 8, 19</b>				
AA Septic Tank Service	Bill Pmt -Check	22610	04/08/2019	237.50
Aqua Filter Fresh	Bill Pmt -Check	22611	04/08/2019	68.35
Barbara Nalle	Bill Pmt -Check	22612	04/08/2019	90.00
Black's Specialty Service	Bill Pmt -Check	22613	04/08/2019	98.50
Chicago Title Insurance Company	Bill Pmt -Check	22614	04/08/2019	475.00
Comcast	Bill Pmt -Check	22615	04/08/2019	214.10
Credit Card Dept-First Commonwealth Bank	Bill Pmt -Check	22616	04/08/2019	1,695.75
Daniel Weimer	Bill Pmt -Check	22617	04/08/2019	30.00
Douglas Kurtz	Bill Pmt -Check	22618	04/08/2019	30.00
Ed Oles1	Bill Pmt -Check	22619	04/08/2019	30.00
Export Fuel Co. Inc	Bill Pmt -Check	22620	04/08/2019	2,082.41
Fayette Parts Service, Inc.	Bill Pmt -Check		04/08/2019	0.00
Greensburg Minuteman Press	Bill Pmt -Check	22621	04/08/2019	16.09
Hampton Office Products	Bill Pmt -Check	22622	04/08/2019	174.29
Higbee Insurance Agency, Inc.	Bill Pmt -Check	22623	04/08/2019	100.00
James Darr	Bill Pmt -Check	22624	04/08/2019	90.00
JSB Holding, Inc.	Bill Pmt -Check	22625	04/08/2019	379.00
Keystone Collections Group	Bill Pmt -Check	22626	04/08/2019	19.14
Laurel Valley Hardware Inc.	Bill Pmt -Check	22627	04/08/2019	170.59
Ligonier Borough Public Works	Bill Pmt -Check	22628	04/08/2019	157.50
Ligonier Township Municipal Authority	Bill Pmt -Check	22629	04/08/2019	182.17
Ligonier Valley Police Department	Bill Pmt -Check	22630	04/08/2019	97,072.50
Linda McDowell	Bill Pmt -Check	22631	04/08/2019	30.00
LVTech	Bill Pmt -Check	22632	04/08/2019	922.30
MacDonald Automotive	Bill Pmt -Check	22633	04/08/2019	353.00
Mickey Corb	Bill Pmt -Check	22634	04/08/2019	90.00
Municipal Authority of Westmoreland Count	Bill Pmt -Check	22635	04/08/2019	588.50
Northwestern Mutual	Bill Pmt -Check	22636	04/08/2019	12,778.45
Pennsylvania Municipal Service Co.	Bill Pmt -Check	22637	04/08/2019	4.13
Pennsylvania One Call System, Inc.	Bill Pmt -Check	22638	04/08/2019	104.28
Robert Smithley	Bill Pmt -Check	22639	04/08/2019	30.00
Royal Oak Retriever, LLC	Bill Pmt -Check	22640	04/08/2019	34.25
Russ Morgan	Bill Pmt -Check	22641	04/08/2019	150.00
Sable Kennels	Bill Pmt -Check	22642	04/08/2019	50.00
Sheila Grimm	Bill Pmt -Check	22643	04/08/2019	30.00
Susan McBroom	Bill Pmt -Check	22644	04/08/2019	90.00
SWIF	Bill Pmt -Check	22645	04/08/2019	1,183.00
Terry Carcella	Bill Pmt -Check	22646	04/08/2019	234.40
The Latrobe Bulletin	Bill Pmt -Check	22647	04/08/2019	326.50
UniFirst Corporation	Bill Pmt -Check	22648	04/08/2019	128.50
Verizon Wireless	Bill Pmt -Check	22649	04/08/2019	185.57
Washington National Insuracne Company	Bill Pmt -Check	22650	04/08/2019	303.40
Wells Fargo	Bill Pmt -Check	22651	04/08/2019	105.90
West Penn Power	Bill Pmt -Check	22652	04/08/2019	338.15
Western Pennsylvania Teamsters and Employ	Bill Pmt -Check	22653	04/08/2019	21,444.66
				<b>142,917.88</b>

Apr 8, 19

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Saw  
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Ligonier Township-Liquid Fuels  
Bill Payments for All Vendors  
April 8, 2019

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Vendor	Type	Num	Date	Amount
<b>Apr 8, 19</b>				
FI-Hoff Concrete	Bill Pmt -Check	1249	04/08/2019	1,552.50
Lehigh Hanson Heidelberg Cement Group	Bill Pmt -Check	1250	04/08/2019	1,442.39
McKlveen Supply	Bill Pmt -Check	1251	04/08/2019	70.00
Pleasant Unity Supply	Bill Pmt -Check	1252	04/08/2019	889.92
The "U" Company LLC	Bill Pmt -Check	1253	04/08/2019	9,367.50
Thomas Didiano & Sons, Inc.	Bill Pmt -Check	1254	04/08/2019	245.00
<b>Apr 8, 19</b>				<b>13,567.31</b>

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