

**LIGONIER TOWNSHIP SUPERVISORS
ORGANIZATION MEETING**

January 2, 2024

The Supervisors of Ligonier Township met at 4:30 p.m. on the first Tuesday of the year for the purpose of organizing and conducting business. The meeting was called to order by the Township's Manager, Michael Strelic and opened with the Pledge of Allegiance. Supervisors D. Scott Matson, Stephanie Verna, John Beaufort, Dan Resenic and Erik Ross were present.

Organization of the Board

Scott Matson nominated Dan Resenic as **Chair of the Board** for 2024, there was a roll call vote and it was unanimous.

A motion was made by Scott Matson and seconded by Dan Resenic to appoint Erik Ross as **Vice Chair of the Board** for 2024. Motion carried.

Comments from the Public – Agenda Items

There were no comments from the public.

Appointments

A motion was made by Scott Matson and seconded by Erik Ross to appoint Stephanie Verna as **Secretary** for 2024. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to appoint Stephanie Verna as **Treasurer** for 2024. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to appoint Bethany Caldwell as **Assistant Secretary** for 2024. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to appoint Bethany Caldwell as **Assistant Treasurer** for 2024. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to set the **Treasurer's bond** at \$600,000. **Authorized signers** for all Ligonier Township's financial accounts shall include the following: John Beaufort, Stephanie Verna, Erik Ross, Dan Resenic, and Michael Strelic in 2024. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to reappoint Bethany Caldwell as the **Finance Officer** for 2024 with delegated authority to view and discuss accounts. Motion carried.

**LIGONIER TOWNSHIP SUPERVISORS
ORGANIZATION MEETING**

January 2, 2024

A motion was made by Scott Matson and seconded by Erik Ross to reappoint Berkheimer as the **Act 511 taxes and wages and local services tax collector** in 2024. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to reappoint Michael Strelic as **representative** and Bethany Caldwell as **alternate** to the **Act 32 Westmoreland County Wage Tax Committee** in 2024. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to reappoint Stephanie Verna and Michael Strelic as the **Chief Administrative Officers of the Non-Uniformed Pension Plan** for 2024. Motion carried.

A motion was made by Erik Ross and seconded by Scott Matson to reappoint Michael Strelic as the **Open Records Officer** and Bethany Caldwell as the **Alternate Open Records Officer** in 2024. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to reappoint Rick Krouse as the **Code Enforcement Officer** and **Zoning Officer** for 2024. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to appoint Rick Penrod as the **Chair of the Vacancy Board** in 2024. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to reappoint Wessel & Company as the **Township's Certified Public Accountant** performing the 2023 Township Audit. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to reappoint Daniel Hudock as the **Township's Legal Counsel** for 2024 at the hourly rate of \$125 per hour in 2024. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to reappoint Ben Faas and Jake Bolby as the **Township's Engineers**, and **EADS Engineering** as the **alternate engineers** at a contracted rate of \$123-\$133 per hour and a flat meeting attendance rate of \$125 per meeting in 2024. Motion carried.

A motion was made by Stephanie Verna and seconded by Scott Matson to appoint Thomas Naugle to the **Planning Commission** to fill a vacancy expiring 12/31/2026. Motion carried.

**LIGONIER TOWNSHIP SUPERVISORS
ORGANIZATION MEETING**

January 2, 2024

A motion was made by Scott Matson and seconded by Erik Ross to appoint Martin Knizner to the **Planning Commission** as second alternate for a 5 year term expiring 12/31/2028. Motion carried.

A motion was made by Erik Ross and seconded by Scott Matson to reappoint Terrell Funk to the **Recreation Board** for a 5-year term expiring 12/31/2028. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to reappoint Dave Copeland to the **Recreation Board** for a 5-year term expiring 12/31/2028. Motion carried, 4:1, with Supervisors Matson, Ross, Resenic, and Beaufort voting aye; Supervisor Verna voting nay.

A motion was made by Stephanie Verna and seconded by John Beaufort to appoint John Beaufort to the **Ligonier Township Municipal Authority Board** for a 5-year term expiring 12/31/2028. Motion failed, 2:3, with Supervisors Verna and Beaufort voting aye; Supervisors Matson, Ross, and Resenic voting nay.

Supervisor Beaufort asked why he was taken off the LTMA board. Supervisor Resenic supplied him a written response. Supervisor Verna said the LTMA will lose a tremendous amount of sound knowledge.

A motion was made by Scott Matson and seconded by Erik Ross to appoint Gerard Rendine to the **Ligonier Township Municipal Authority Board** for a 5-year term expiring 12/31/2028. Motion carried, 3:2, with Supervisors Matson, Ross, and Resenic voting aye; Supervisors Verna and Beaufort voting nay.

A motion was made by Erik Ross and seconded by Scott Matson to reappoint Scott Gongaware to the **Zoning Hearing Board** for a term to expire 12/31/2028. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to reappoint Patrick McDowell as the **Emergency Management Coordinator** in 2024. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to reappoint Steve Smithly (Darlington), Gary Roberts (Wilpen), and Glen Kramer (Waterford) as the **Assistant Emergency Management Coordinators** in 2024. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to appoint John Rhodes as the **Chair of the Agriculture Security Program** in addition to Lewis Thomas and Alan Smith serving on this program in 2024. Motion carried.

**LIGONIER TOWNSHIP SUPERVISORS
ORGANIZATION MEETING**

January 2, 2024

Supervisor Verna asked about the vacant auditor position. Mr. Strelac clarified that two of the three positions are currently filled, so it is not necessary to appoint a third person.

Select Depositories

A motion was made by Scott Matson and seconded by Erik Ross to select First Commonwealth Bank as the **depository** for the General Fund, the Developers / Escrow Fund and the Ligonier Beach Park Fund in 2024. Motion carried.

A motion was made by Erik Ross and seconded by Scott Matson to select Commercial National Bank as the **depository** for the Liquid Fuels Fund and the Capital Fund in 2024. Motion carried.

Establish Regular Meetings & Pay

A motion was made by Scott Matson and seconded by Erik Ross to designate the second Tuesday of each month at 7:00 p.m. and fourth Tuesday of each month at 4:30 p.m. at the Municipal Complex located at 1 Municipal Park Drive, as the **regular meeting location, time and dates** for the Ligonier Township **Supervisors** in 2024, with the exception of April, where the fourth Tuesday meeting shall be moved to the fourth Wednesday (primary election), and December, where the fourth Tuesday meeting shall be moved to the fourth Monday (Christmas Eve). Motion carried.

A motion was made by Erik Ross and seconded by Scott Matson to establish payment of the **Supervisors' stipends** on a quarterly basis, limited to the amount stipulated by the Second Class Township code and approved by the Township Auditors (\$2,500 annual) at their January 3, 2024 re-organization meeting. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to follow the **IRS standard mileage rate** at 67 cents per mile in 2024. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to designate the fourth Thursday of each month at 7:00 p.m. at the Municipal Complex located at 1 Municipal Park Drive as the **Planning Commission's regular meeting location, time, and dates** in 2024, with the exception of November (Thanksgiving), which is designated for November 21st. The **Planning Commission members** are compensated at a rate of \$30 per meeting to be paid quarterly in 2024. Motion carried.

A motion was made by Scott Matson and seconded by Erik Ross to designate the third Tuesday of each month at 7:00 p.m. at the Municipal Complex located at 1 Municipal Park Drive as the **Zoning Hearing Board's regular meeting location, time, and**

**LIGONIER TOWNSHIP SUPERVISORS
ORGANIZATION MEETING**

January 2, 2024

dates in 2024. The **Zoning Hearing Board members** are compensated at a rate of \$30 per meeting to be paid quarterly in 2024. Motion carried.

A motion was made by Erik Ross and seconded by Scott Matson to designate the second Monday of each month at 5:00 p.m. at the Municipal Complex located at 1 Municipal Park Drive as the **Recreation Board’s regular meeting location, time, and dates** in 2024, with the exception of November (Veterans Day), which is designated for November 4th. Motion carried.

Approval of the Holiday Schedule

A motion was made by Erik Ross and seconded by Dan Resenic to designate July 5 and November 29 as the township’s **“Floating Holidays”** as per Article 14, Section 1 of the UAW Local 204 union agreement. Motion carried.

Committee Assignments

The Chairman of the Board of Supervisors made the following appointments for 2024:

Personnel:	Supervisors Ross and Resenic
Budget & Finance:	Supervisors Verna and Ross
Public Works:	Supervisors Matson and Ross
Community Development:	Supervisors Verna and Beaufort

- A motion was made by Erik Ross and seconded by Scott Matson to approve the December 12, 2023 meeting minutes. Motion carried.
- A motion was made by Erik Ross and seconded by Scott Matson to approve the bill pay lists as presented. Motion carried.

New Business

Supervisor Verna suggested that at the next meeting they come prepared with their list of questions related to the new Zoning Ordinance to pass on to the Planning Commission for their review / consideration. There was a discussion about new definitions. Supervisor Verna stressed now is the time to address concerns and apply lessons learned from past experiences.

- A motion was made by Erik Ross and seconded by Scott Matson to approve Resolution 2024-R-01, for signatory authorization with Janney Investments. Motion carried.

**LIGONIER TOWNSHIP SUPERVISORS
ORGANIZATION MEETING**

January 2, 2024

- A motion was made by Erik Ross and seconded by Scott Matson to approve Resolution 2024-R-02, for the purchase of a new Ford F-350 utility truck. Motion carried.

Comments from the Public – All Other

Anthony Griffith – thanked Supervisor Beaufort for his service on the LTMA Board.

Terrell Funk – commented on the Ligonier Beach feasibility study and was concerned about a potential a conflict (greenspace vs. pool).

Supervisor Beaufort said even if the study recommended a pool, there are three Supervisors that will not vote for it.

Supervisor Resenic added that he has been clear and consistent in that he will not vote for a publicly owned pool.

Supervisor Verna said that DCNR is taking into consideration the property's restrictions.

Comments from Supervisors

Supervisor Matson – Is supportive of change, he is pleased the new foreman has implemented procedures to hold the crew accountable as moving towards a culture of accountability was long overdue. He thinks the administrative team is doing a good job. He is frustrated with the Ligonier Beach property as he was told the Township was not getting involved with a pool. He is also frustrated with the lack of progress made to expand public water and sewer to other parts of the Township. While he supports having a police department, he questioned if regionalizing was a good idea, could put it on the ballot and go back to having separate Borough and Township departments.

Supervisor Ross – No comment.

Supervisor Verna – Is looking forward to 2024 as we have a good team in place and can get some traction. However, the Board is divided and needs to find some common ground, make some compromises so the team can continue to make progress as there was a lot of turnover the last couple of years and now we have the staff in place.

Supervisor Beaufort – No comment.

Supervisor Resenic – Said that change is difficult, if he's made mistakes, he is willing to apologize. He's looking after the best interest of the township.

**LIGONIER TOWNSHIP SUPERVISORS
ORGANIZATION MEETING**

January 2, 2024

- A motion was made by Erik Ross and seconded by Scott Matson to adjourn the meeting at 5:16 p.m. Motion carried.

Sincerely,

Bethany Caldwell
Assistant Secretary / Treasurer

Ligonier Township, Westmoreland County, PA

Bill Payments for All Vendors

January 2, 2024

Vendor	Type	Num	Amount
Jan 2, 24			
West Penn Power	Bill Pmt -Check	ACH	567.72
Ligonier Valley Police Department	Bill Pmt -Check	25946	5,746.17
Northwestern Mutual	Bill Pmt -Check	25947	2,326.16
PA Municipal League	Bill Pmt -Check	25948	1,162.75
PA State Assoc. of Township Supervisors	Bill Pmt -Check	25949	1,488.00
Western Pennsylvania Teamsters and Employ	Bill Pmt -Check	25950	18,882.49
Westmoreland County Assoc. of Twp Spv	Bill Pmt -Check	25951	500.00
Northwestern Mutual	Bill Pmt -Check	25952	11,421.25
Jan 2, 24			42,094.54

Ligonier Township, Westmoreland County, PA

Bill Payments for All Vendors

December 29, 2023

Vendor	Type	Num	Amount
Dec 29, 23			
724 Garage Door Company	Bill Pmt -Check	25922	1,600.00
A&H Equipment Company	Bill Pmt -Check	25923	189.36
AA Septic Tank Service	Bill Pmt -Check	25924	937.50
Andrews Sales & Service	Bill Pmt -Check	25925	60.00
Apex Companies LLC	Bill Pmt -Check	25926	1,570.00
Aqua Filter Fresh	Bill Pmt -Check	25927	53.30
Bedford Valley & Jacobs Petroleum	Bill Pmt -Check	25928	110.00
Daniel C. Hudock Attorney at Law	Bill Pmt -Check	25929	1,487.50
Fayette Parts Service, Inc.	Bill Pmt -Check	25930	321.00
Glassmere Fuel Service	Bill Pmt -Check	25931	4,243.62
Laurel Valley Hardware Inc.	Bill Pmt -Check	25932	50.31
Ligonier Giant Eagle	Bill Pmt -Check	25933	55.89
Mack M. Darr	Bill Pmt -Check	25934	88.47
Michael Shadron	Bill Pmt -Check	25935	150.00
PA State Assoc. of Township Supervisors	Bill Pmt -Check	25936	495.00
Rolling Hills Industries, Inc	Bill Pmt -Check	25937	422.00
Stuck Enterprises	Bill Pmt -Check	25938	110.00
The EADS Group	Bill Pmt -Check	25939	248.25
The Latrobe Bulletin	Bill Pmt -Check	25940	36.50
Travelers	Bill Pmt -Check	25941	1,225.00
UniFirst Corporation	Bill Pmt -Check	25942	351.13
Unity Printing Co., Inc.	Bill Pmt -Check	25943	22.00
Washington National Insurance Company	Bill Pmt -Check	25944	165.36
West Penn Power	Bill Pmt -Check	25945	9.93
Dec 29, 23			14,002.12

Ligonier Township-Liquid Fuels
Bill Payments for All Vendors
December 29, 2023

<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Amount</u>
Dec 29, 23			
West Penn Power - Valley Hts	Bill Pmt -Check	1339	125.64
Compass Minerals America Inc	Bill Pmt -Check	1340	7,929.58
			<hr/>
Dec 29, 23			8,055.22
			<hr/> <hr/>

2:57 PM
01/02/24

Ligonier Township - ACT 13
Bill Payments for All Vendors
January 2, 2024

<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Amount</u>
Jan 2, 24 Allegheny Ford Truck Sales	Bill Pmt -Check	1022	76,931.70
Jan 2, 24			<u>76,931.70</u>

3:06 PM

01/02/24

Ligonier Township - Escrow Account
Bill Payments for All Vendors
December 29, 2023 through January 26, 2024

<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Amount</u>
Dec 29, '23 - Jan 26, 24 Ligonier Township	Bill Pmt -Check	1056	18,019.90
Dec 29, '23 - Jan 26, 24			<u>18,019.90</u>