

Ligonier Township Supervisors
Regular Meeting Minutes
June 27, 2023

The Supervisors of Ligonier Township met in regular session at 4:30 p.m. Present were Chair, Dan Resenic; Vice Chair, Erik Ross; Secretary/Treasurer, Stephanie Verna; Supervisor, D. Scott Matson; and Supervisor, John Beaufort.

Also present were Manager, Michael Strelac; Solicitor, Dan Hudock; Engineer, Jake Bolby; Zoning / Code Enforcement Officer, Rick Krouse; and Finance Officer, Bethany Caldwell.

Comments from the Public

There was no public comments.

Comments from the Supervisors

There were no comments from the Supervisors.

- A motion was made by Erik Ross and seconded by Stephanie Verna to approve the minutes from the June 13, 2023 meeting. Motion carried, with Supervisor Resenic abstaining due to his absence at that meeting.

Correspondence List (Note these items are not read aloud.)

1. Makoski & Associates letter, opposing a Retreat Center
2. Dale Versaw letter, opposing a Retreat Center
3. Alfred Slowik website message – thanking the Township
4. Rolling Rock Club NPDES permit renewal notification
5. Westmoreland County CDBG, Deeds Road Phase II

Manager Report

Mr. Strelac reported we are near the halfway mark in the year and the Township is slightly under budget, mainly due to the Public Works Director vacancy and less costly equipment repairs. His concern is not this year, but in the future looking at 2027-28. Will discuss in more detail in the fall when it's time to work on the 2024 budget.

Engineer Report

Mr. Bolby reported he will be working with the LTMA on the Deeds Road Phase II grant project.

Solicitor Report

Mr. Hudock deferred his report to executive session.

Staff Reports

1. Zoning / Code Enforcement – Mr. Krouse went over his monthly report for May and noted he has updated the report template.

2. Finance – the General Fund Budget vs. Actual report for the month of May was presented to the Board.

- A motion was made by Stephanie Verna and seconded by Scott Matson to approve the bills as presented. Motion carried.

Unfinished Business

Collective Bargaining Agreement with UAW Local 204

- A motion was made by Dan Resenic and seconded by Stephanie Verna approving the UAW Local 204 collective bargaining agreement for the Public Works Department. Motion carried, 4:1 with Supervisor Matson voting nay.

2023 Road Chip Seal Program

Mr. Strelac called the Board's attention to the list of roads scheduled to be chip-sealed this year, specifically that the project amount was \$4,000 over the Board's approved budget (for a total of \$304,000).

Supervisor Verna asked about the process used to put the list together and if any roads that were cut from the list were in critical condition.

- A motion was made by Erik Ross and seconded by John Beaufort approving resolution 2023-R-11 for the 2023 road chip-seal program. Motion carried.

Ligonier Beach Study Committee

- A motion was made by Scott Matson and seconded by Dan Resenic to appoint Supervisor Ross to the Ligonier Beach Study Committee. Motion carried 3:2, with Supervisors Matson, Ross and Resenic voting aye and Supervisors Verna and Beaufort voting nay.

Supervisor Beaufort asked the other Supervisors why they would appoint a Supervisor that is not in favor of the Township owning the Beach.

Mr. Strelac informed the Board that DCNR's guidance on committee size is to have 5, 7, or 9 members.

- A motion was made by Erik Ross and seconded by John Beaufort to make the committee size 9 members. Motion carried.

Ligonier Beach Kickoff Event

Supervisor Ross had concerns about insurance. Mr. Strelac confirmed insurance is in place. Supervisor Resenic had safety concerns. No motion was made.

New Business

Zoning Hearing Board Appointment

Four letters of interest were submitted. Supervisor Resenic asked the Board to table the decision until July, allowing one of the candidates time to establish residency in the Township.

Supervisor Beaufort thought the Township had received letters from qualified candidates and noted there is an appeal that needs to be heard by the Zoning Hearing Board on July 18.

- A motion was made by John Beaufort and seconded by Stephanie Verna to appoint Jim Giesey to the Zoning Hearing Board. Motion failed, 3:2 with Supervisors Matson, Ross and Resenic voting nay, and Supervisors Beaufort and Verna voting aye.

Supervisor Beaufort asked the Board why they wouldn't appoint Mr. Giesey. Supervisor Resenic said Mr. Giesey posted false and malicious information on Facebook.

Recreation Board (Alternate) Appointment

Two letters of interest were submitted. There was a discussion regarding the "primary residence" requirement as one of the candidates owns property in the Township, but lives outside the Township. Supervisor Verna requested that the Board be notified when candidates are ineligible.

- A motion was made by Scott Matson and seconded by Erik Ross to appoint Robert Barron as the Recreation Board Alternate for a term to expire 12/31/2027. Motion carried.

Right-of-way agreement, MAWC water line at Ligonier Beach

- A motion was made by Erik Ross and seconded by Scott Matson to approve the Right-of-way agreement for MAWC's water line. Motion carried.

PennDOT Winter Maintenance Agreement

Supervisor Verna asked for highlights of what has changed since the last agreement. Mr. Strelac replied that the roads are the same, the dollar amount increased, and there are options to extend the contract up to 10 years. There was a discussion about whether or not the Township should accept the agreement. No action was taken, Mr. Strelac to research the possibility of modifying the agreement to better suit the Township.

Township Manager Evaluation

Mr. Strelic reminded the Board that his contract stipulates he is to have an annual review. Supervisor Verna suggested that past practice be followed – the Personnel Committee to meet with Mr. Strelic and review the past year and identify this year's goals.

Supervisor Verna told the board she had several items to discuss prior to breaking for executive session:

She asked if the Township was billing the LTMA for labor and equipment. Mr. Strelic clarified the Township bills for labor and fuel usage, but not equipment. She recommended that billing happen consistently.

Supervisor Verna asked about pre and post inspections of Township equipment. Mr. Strelic replied that while both pre and post inspections are performed, they are not documented. She asked why and if this was related to the Public Works Director vacancy and stressed to the Board they have now been made aware of the current process in use.

With respect to the Public Works Road Right-of-Way Mowing & Maintenance schedule—Supervisor Verna said Carey School Road needs to be done weekly due to the Country Market's detour.

Supervisor Verna said it saddens her that the ARPA funds are being used to balance the General Fund's budget instead of being set aside in the Capital Fund. She asked Mr. Strelic to add the recent county grant award of "\$100k for Stormwater" to the Unfinished Business section of the monthly agendas so that they don't lose track of it and keep it in their purview.

Supervisor Verna said the Township paid a lot of money for the STMP reports and requested that the final versions be revised accurately.

Supervisor Verna asked for clarity on issued Stormwater Permits, since the Stormwater Ordinance is active. The three that have been submitted so far are acceptable on paper. Zoning Officer Krouse stated he had to help on two of the three.

Supervisor Verna asked about the Broadband survey, and if it is related to the broadband project coming to the Township. She is concerned that because the County Commissioner that sponsored this grant is not running for re-election, we need to hold them accountable. She recommended that the survey be posted on our website and Facebook page.

Supervisor Verna asked about the status of the Planning Commission's work on updating the zoning ordinances. Mr. Strelic answered that while they are making good progress, they are not yet ready to present a draft to the Board, and hope to have something before them in a couple of months.

Supervisor Verna asked for an update on the vacant Public Works Director position. Mr. Strelac will be scheduling a meeting with the Public Works committee to interview the candidates soon.

Supervisor Verna noted Mr. Strelac relayed in a weekly report that he is in the process of updating the Employee Handbook and asked for clarification on that process. Mr. Strelac replied that any changes would be brought to the Board for approval for implementation, and that he will red-line a copy with track changes turned on and will summarize the proposed changes.

Executive Session

The Supervisors went into executive session at 5:05 to discuss a legal matter and resumed their regular meeting at 5:15 p.m.

Comments from the Public

Melissa Eller – Noted that Supervisor Resenic was not at the last meeting and commented on the Ligonier Beach Kickoff event.

Supervisor Resenic said they would talk about it at the next meeting.

Comments from the Supervisors

Supervisor Matson – No comments

Supervisor Ross – No comments

Supervisor Verna – No comments

Supervisor Beaufort – The board appointed a supervisor to the Ligonier Beach committee and they voted on the number of committee members. He asked if the Board was going to finish appointing the rest of the committee members. Mr. Strelac clarified final appointments will come back before the Board for their approval.

Supervisor Resenic – No comments

- A motion was made by Erik Ross and seconded by Stephanie Verna to adjourn the meeting at 5:15 p.m. Motion carried.

Respectfully submitted,

Bethany Caldwell
Assistant Secretary/Treasurer

Ligonier Township, Westmoreland County, PA

Bill Payments for All Vendors

June 27, 2023

Vendor	Type	Num	Amount
Jun 27, 23			
AA Septic Tank Service	Bill Pmt -Check	25607	187.50
Advent Communications	Bill Pmt -Check	25608	475.99
AFLAC	Bill Pmt -Check	25609	102.92
Andrews Sales & Service	Bill Pmt -Check	25610	37.42
Apex Companies LLC	Bill Pmt -Check	25611	785.00
Atlas Chiropractic of Ligonier - V	Bill Pmt -Check	25612	85.00
Cleveland Brothers Equipment, Co. , Inc.	Bill Pmt -Check	25613	48.03
Fayette Parts Service, Inc.	Bill Pmt -Check	25614	405.89
Glassmere Fuel Service	Bill Pmt -Check	25615	3,239.58
Good Year	Bill Pmt -Check	25616	735.24
Laurel Valley Hardware Inc.	Bill Pmt -Check	25617	38.75
Ligonier Agway	Bill Pmt -Check	25618	37.99
Ligonier Valley Police Department	Bill Pmt -Check	25619	113,542.83
LVTech	Bill Pmt -Check	25620	35.00
Motorola Solutions, Inc.	Bill Pmt -Check	25621	7,000.00
Town & Country Motors	Bill Pmt -Check	25622	233.91
Tricia Levander	Bill Pmt -Check	25623	700.00
UniFirst Corporation	Bill Pmt -Check	25624	164.25
West Penn Power	Bill Pmt -Check	25625	511.47
West Penn Power	Bill Pmt -Check	25626	9.85
Jun 27, 23			128,376.62

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 6-27-23

Ligonier Township-Liquid Fuels
Bill Payments for All Vendors
June 27, 2023

<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Amount</u>
Jun 27, 23			
West Penn Power - Valley Hts	Bill Pmt -Check	1321	125.26
West Penn Power	Bill Pmt -Check	1322	56.81
Jun 27, 23			<u><u>182.07</u></u>

SK
SA
6/27/23