

**Ligonier Township Supervisors**  
**Regular Meeting Minutes**  
*August 8, 2023*

The Supervisors of Ligonier Township met in regular session at 7:00 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, Ben Faas; Chief of Police, Michael Matronics; and Finance Officer, Bethany Caldwell.

**Comments from the Public**

There were no comments from the public.

**Comments from the Supervisors**

Supervisor Matson – No comment

Supervisor Ross – No comment

Supervisor Verna – No comment

Supervisor Beaufort – Reported there were approximately 60 calls among the three Volunteer Fire Departments in July; calls included wrecks, house fires, etc. The annual fundraising letter was mailed out to residents. He wants folks to think about what will happen when no one shows up for the calls? It's going to happen, and it's not just in Ligonier.

Supervisor Resenic – No comment

- A motion was made by Erik Ross and seconded by Scott Matson to approve the minutes from the July 11, 2023 meeting. Motion carried.

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

1. Ed Oles – Zoning Hearing Board resignation email
2. Westmoreland County Association of Township Supervisors event
3. Westmoreland Comprehensive Plan 2022 annual report
4. 2024 pension Minimum Municipal Obligation

**Manager Report**

Mr. Strelac noted there were 2 additional items of correspondence from the Township itself. Both were requests for letters of support from companies seeking broadband grants.

Mr. Knupp retired after 33 years of service! He put in his time, worked hard and we appreciate him. Not sure if Butch knows how to “slow down” and as such the Supervisors pitched in to get him a Lowe’s gift card.

### **Engineer Report**

Mr. Faas did not have a report.

### **Solicitor Report**

Mr. Hudock received a response from MAWC regarding the Act 537 Plan and is working with LTMA staff to address it.

### **Police Report**

Chief Matrunics said there have been a higher than usual number of vehicle wrecks this summer, including one fatality and several motorcycle accidents.

### **Finance Report**

The General Fund's Budget vs. Actual report for the month of June was given to the Board, as well as a grant status update for the second quarter.

Supervisor Verna asked if the typos and inaccuracies were fixed in the DCED STMP reports. Please route the final report(s) to the board.

### **Treasurer's Report**

<b>Fund Balances (month end)</b>	<b>July</b>
General Fund	\$ 549,719
General Fund Reserves	\$ 1,032,556
Liquid Fuels Tax Fund	\$ 416,870
Capital Fund Reserves	\$ 143,396
Ligonier Beach Park Fund	\$ 122,213
American Rescue Fund	\$ 168,853
Developer's Fund*	\$ 36,323
*Escrow	\$ 4,000
*Mill Creek Memorial Park	\$ 1,209
*Hi Acres Waterline	\$ 31,114
<b>Total Funds</b>	<b>\$ 2,469,930</b>

\*denotes funds are restricted

- A motion was made by Stephanie Verna and seconded by John Beaufort to approve the bills as presented with the exception of check #25685 for \$55.10 payable to the Commonwealth of Pennsylvania (duplicate payment). Motion carried.

### **Unfinished Business**

Westmoreland County stormwater grant – no update

- A motion was made by Erik Ross and seconded by Scott Matson to increase the manager's salary to \$87,500 for the remainder of 2023, effective August 8, 2023. Motion carried.

Supervisor Verna asked if the motion was a result of an annual review, if goals were identified and circulated? Chairman Resenic responded yes

Supervisor Resenic said he is satisfied with Mr. Strelac's performance and thinks it will only continue to improve with his learning.

### **New Business**

- A motion was made by Erik Ross and seconded by Stephanie Verna to approve Resolution 2023-R-16 (pension overpayments). Motion carried.
- A motion was made by Scott Matson and seconded by Erik Ross to approve Resolution 2023-R-17 (tow behind sweeper purchase). Motion carried.

There was a brief discussion about increasing the 2023 chip-seal program budget due to incorrect width measurements on Claycomb Road, and both Wilpen Fire Parking Lot and Upper White City Road not being eligible for Liquid Fuels funding so \$4k needs to be paid out of General Fund.

- A motion was made by Stephanie Verna and seconded by Erik Ross to approve Resolution 2023-R-18 (chip-seal program budget increase). Motion carried.

One of the township's CDs matured today. A one year CD has the best interest rate. Supervisor Verna suggested staff look at Treasury Bills too since they are comparable to the CD investment rates.

- A motion was made by Erik Ross and seconded by Stephanie Verna to approve Resolution 2023-R-17 (CD reinvestment). Motion carried.

The Pechart Plan subdivision and consolidation was reviewed by the Planning Commission and they recommended it to the Board for approval.

- A motion was made by Stephanie Verna and seconded by Scott Matson to approve the Pechart Plan subdivision and consolidation. Motion carried.

Supervisor Ross and Mr. Strelac met with the Friends of Ligonier Beach to discuss the Ligonier Beach committee appointments. Their recommendations include:

Rob Cronauer, Westmoreland County Conservation District  
Susan Huba, Loyalhanna Watershed  
Terrell Funk, Ligonier Township Recreation Board  
Tom Stickle  
Jamie Hilliard  
Janell Emery, Friends of Ligonier Beach  
Ann Nemick, Go Laurel Highlands  
Richard Danforth

- A motion was made by Erik Ross and seconded by Scott Matson to appoint Rob Cronauer, Susan Huba, Terrell Funk, Tom Stickle, Jamie Hilliard, Janell Emery, Ann Nemick and Richard Danforth to the Ligonier Beach study committee. Motion carried.
- A motion was made by Dan Resenic to appoint Paul Essig to the Zoning Hearing Board with a term expiring 12/31/2027. Motion died due to lack of second.

Supervisor Verna suggested the Zoning Hearing Board vacant position be advertised and solicit community interest since there aren't any pressing matters.

- A motion was made by Stephanie Verna and seconded by Erik Ross authorizing Mr. Hudock to file against the Sleasman properties on Hotel Road with the Court of Common Pleas. Motion carried.

The Public Works Operator vacancy and Public Works Laborer job description were tabled to allow the Public Works Foreman to come on board and analyze the department's needs and the review the job description.

- A motion was made by Erik Ross and seconded by Scott Matson to approve a job offer to Lance Griffith, as Public Works Foreman with an annual salary of \$72,000 pending the successful completion of background checks. There was a roll call vote with Supervisors Matson, Ross, and Resenic voting yay; Supervisors Verna and Beaufort voting nay. Motion carried 3:2

### **Executive Session**

There was no executive session.

### **Comments from the Public**

There were no public comments.

### **Comments from the Supervisors**

Supervisor Matson – No comment

Supervisor Ross – No comment

Supervisor Verna – Clarified with respect to her vote for the Public Works foreman, it was nothing personal, her negative vote was due to the lack of information and she will support Mr. Griffith in his new role. She noted from her travels, the road crew is doing a good job maintaining the right-of-ways. She thanked Butch for 33 years of service that is no small feat, he is an important part of this community.

Supervisor Beaufort – No comment

Supervisor Resenic – No comment

- A motion was made by Erik Ross and seconded by Scott Matson to adjourn the meeting at 7:31 p.m. Motion carried.

Respectfully submitted,

Bethany Caldwell  
Assistant Secretary/Treasurer

12:43 PM  
07/21/23

Ligonier Township - Escrow Account  
**Bill Payments for All Vendors**  
July 21, 2023

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<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Amount</u>
Jul 21, 23 The EADS Group	Bill Pmt -Check	1033	500.00
Jul 21, 23			<u>500.00</u>

*Dr*  
*JK*  
*8-8-23*

Ligonier Township, Westmoreland County, PA

Bill Payments for All Vendors

July 21 - 24, 2023

Vendor	Type	Num	Amount
<b>Jul 21 - 24, 23</b>			
First Commonwealth Bank	Bill Pmt -Check	ACH	1,078.39
Comcast	Bill Pmt -Check	ACH	199.89
AA Septic Tank Service	Bill Pmt -Check	25668	250.00
AFLAC	Bill Pmt -Check	25669	102.92
Apex Companies LLC	Bill Pmt -Check	25670	1,435.00
Department of Auditor General	Bill Pmt -Check	25671	5,102.00
Fayette Parts Service, Inc.	Bill Pmt -Check	25672	80.25
Glassmere Fuel Service	Bill Pmt -Check	25673	2,745.75
Greensburg Machine & Driveline L.L.C.	Bill Pmt -Check	25674	120.00
Laurel Valley Hardware Inc.	Bill Pmt -Check	25675	30.97
Ligonier Valley Police Department Pension	Bill Pmt -Check	25676	16,351.00
Napotnik Welding Supplies	Bill Pmt -Check	25677	62.02
Northwestern Mutual	Bill Pmt -Check	25678	17,094.96
Stewart, McArdle, Sorice, Whalen, Farrell	Bill Pmt -Check	25679	52.50
The EADS Group	Bill Pmt -Check	25680	309.25
UniFirst Corporation	Bill Pmt -Check	25681	58.62
Valley Landscaping & Lawn Care	Bill Pmt -Check	25682	377.00
			<b>45,450.52</b>

OK  
8-8-23

# Ligonier Township-Liquid Fuels Bill Payments for All Vendors August 8, 2023

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<u>Vendor</u>	<u>Type</u>	<u>Num</u>	<u>Amount</u>
<b>Aug 8, 23</b>			
West Penn Power 791	Bill Pmt -Check	1324	198.45
West Penn Power	Bill Pmt -Check	1325	44.27
West Penn Power - Valley Hts	Bill Pmt -Check	1326	125.33
<b>Aug 8, 23</b>			<u><u>368.05</u></u>

OK  
JAV  
8-8-2023



**Ligonier Township, Westmoreland County, PA**  
**Bill Payments for All Vendors**  
**August 7 - 8, 2023**

Vendor	Type	Num	Amount
<b>Aug 7 - 8, 23</b>			
Comcast	Bill Pmt -Check	ACH	199.89
Total Service, Inc.	Bill Pmt -Check	ACH	183.24
AA Septic Tank Service	Bill Pmt -Check	25683	250.00
Aqua Filter Fresh	Bill Pmt -Check	25684	69.30
Commonwealth of Pennsylvania - Surplus	Bill Pmt -Check	25685	55.10
Cord Kelly	Bill Pmt -Check	25686	150.00
Daniel C. Hudock Attorney at Law	Bill Pmt -Check	25687	837.50
Fayette Parts Service, Inc.	Bill Pmt -Check	25688	236.69
First Commonwealth Bank	Bill Pmt -Check	25689	747.86
Glassmere Fuel Service	Bill Pmt -Check	25690	3,051.34
Guardian Protection Services	Bill Pmt -Check	25691	255.00
Hampton Office Products	Bill Pmt -Check	25692	13.63
Laurel Valley Hardware Inc.	Bill Pmt -Check	25693	212.73
Ligonier Giant Eagle	Bill Pmt -Check	25694	33.34
New Enterprise Stone & Lime Co., Inc.	Bill Pmt -Check	25695	20,769.55
Northwestern Mutual	Bill Pmt -Check	25696	540.00
Pennsylvania Municipal Service Co.	Bill Pmt -Check	25697	265.15
Pennsylvania One Call System, Inc.	Bill Pmt -Check	25698	61.88
Rolling Hills Industries, Inc	Bill Pmt -Check	25699	422.00
Royal Oak Retriever, LLC	Bill Pmt -Check	25700	60.00
SWIF	Bill Pmt -Check	25701	1,019.00
TENWILS	Bill Pmt -Check	25702	90.00
The EADS Group	Bill Pmt -Check	25703	647.48
The Latrobe Bulletin	Bill Pmt -Check	25704	32.70
Tricia Levander	Bill Pmt -Check	25705	700.00
U.S. Municipal	Bill Pmt -Check	25706	178.53
UAW LOCAL 204	Bill Pmt -Check	25707	306.25
UniFirst Corporation	Bill Pmt -Check	25708	328.17
Washington National Insurance Company	Bill Pmt -Check	25709	165.36
West Penn Power	Bill Pmt -Check	25710	9.97
Western Pennsylvania Teamsters and Empl...	Bill Pmt -Check	25711	13,732.72
Westmoreland County Land Bank	Bill Pmt -Check	25712	43.96
West Penn Power	Bill Pmt -Check	25713	524.91
<b>Aug 7 - 8, 23</b>			<b>46,193.25</b>

OK  
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 8-8-23