

January 5, 2026

The organizational meeting of the Ligonier Township Supervisors was held Monday, January 5, 2026 at 7:00 p.m. in the Municipal Building with Township Manager Michael Strelac presiding.

Members Present: Daniel Resenic, John Beaufort, Stephanie Verna, Wade Stoner and Paul Knupp.

Others Present: Township Manager Michael Strelac, and Finance Officer Beverly Warfel.

ORGANIZATION OF THE BOARD –

- a) **A motion** was made by Supervisor Resenic and seconded by Supervisor Verna to appoint John Beaufort as **Chair of the Board** for 2026. Motion carried unanimously.

Mr. Strelac handed the meeting over to newly elected chair, John Beaufort.

- b) **A motion** was made by Supervisor Verna and seconded by Supervisor Resenic to appoint Paul Knupp as **Vice Chair of the Board** for 2026. Motion carried unanimously.

COMMENTS FROM THE PUBLIC – Agenda Items

There were no comments from the public.

APPOINTMENTS –

- a) **A motion** was made by Supervisor Verna and seconded by Supervisor Knupp to appoint D. Wade Stoner as **Secretary** for 2026. Motion carried unanimously.
- b) **A motion** was made by Supervisor Knupp and seconded by Supervisor Resenic to appoint Stephanie Verna as **Treasurer** for 2026. Motion carried unanimously.
- c) **A motion** was made by Supervisor Resenic and seconded by Supervisor Verna to appoint Beverly Warfel as **Assistant Secretary** for 2026. Motion carried unanimously.
- d) **A motion** was made by Supervisor Verna and seconded by Supervisor Knupp to appoint Beverly Warfel as **Assistant Treasurer** for 2026. Motion carried unanimously.
- e) **A motion** was made by Supervisor Verna and seconded by Supervisor Resenic to set the **Treasurer's bond** at \$600,000.
- f) **A motion** was made by Supervisor Resenic and seconded by Supervisor Verna to set the **Authorized signers** for all Ligonier Township financial accounts as John Beaufort, Stephanie Verna, Daniel Resenic, Paul Knupp, Wade Stoner, and Michael Strelac in 2026. Motion carried unanimously.

- g) **A motion** was made by Supervisor Resenic and seconded by Supervisor Verna to reappoint Berkheimer as the **Act 511 taxes and wages and local services tax collector** in 2026. Motion carried unanimously.
- h) **A motion** was made by Supervisor Verna and seconded by Supervisor Knupp to reappoint Michael Strelac as **representative** and to appoint Dianne Gove-Stewart as **alternate** to the **Act 32 Westmoreland County Wage Tax Committee** in 2026. Motion carried unanimously.
- i) **A motion** was made by Supervisor Verna and seconded by Supervisor Knupp to appoint D. Wade Stoner and reappoint Michael Strelac as the **Chief Administrative Officers of the Non-Uniformed Pension Plan** for 2026. Motion carried unanimously.
- j) **A motion** was made by Supervisor Knupp and seconded by Supervisor Verna to reappoint Michael Strelac as the **Open Records Officer** in 2026, and appoint Beverly Warfel as alternate. Motion carried unanimously.
- k) **A motion** was made by Supervisor Knupp and seconded by Supervisor Verna to reappoint Bethany Caldwell, as the **Chair of the Vacancy Board** in 2026. Motion carried unanimously.
- l) **A motion** was made by Supervisor Verna and seconded by Supervisor Stoner to reappoint Wessel & Company as the **Township's Certified Public Accountant** performing the 2025 Township Audit. Motion carried unanimously.
- m) **A motion** was made by Supervisor Verna and seconded by Supervisor Resenic to reappoint Daniel Hudock as the **Township's Legal Counsel** for 2026 at the hourly rate of \$125 per hour. Motion carried unanimously.
- n) **A motion** was made by Supervisor Verna and seconded by Supervisor Resenic 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 2026. Motion carried unanimously.
- o) **A motion** was made by Supervisor Stoner and seconded by Supervisor Knupp to reappoint Mike D'Arrigo as the **Township's Sewage Enforcement Officer (SEO)**, and Apex Companies as the **alternate SEO** for 2026. Motion carried unanimously.
- p) **A motion** was made by Supervisor Verna and seconded by Supervisor Resenic to reappoint Barbara Nalle to the **Planning Commission** for a 5-year term expiring 12/31/2030. Motion carried unanimously.

- q) **A motion** was made by Supervisor Resenic and seconded by Supervisor Verna to reappoint Tina Smitley to the **Recreation Board** for a 5-year term expiring 12/31/2030. Motion carried unanimously.

A motion was made by Supervisor Stoner and seconded by Supervisor Verna to appoint Melissa Eller to the **Recreation Board** to fill a vacant position with a term to expire 12/31/2029. Motion carried unanimously.

A motion was made by Supervisor Verna and seconded by Supervisor Knupp to appoint Barli Ross to the **Recreation Board** to fill a vacant position with a term to expire 12/31/2028. Motion carried unanimously.

- r) **A motion** was made by Supervisor Verna and seconded by Supervisor Resenic to reappoint Bill Stablein to the **Ligonier Township Municipal Authority Board** for a 5-year term expiring 12/31/2030. Motion carried unanimously.

- s) **A motion** was made by Supervisor Stoner and seconded by Supervisor Knupp to reappoint Tim Baacke to the **Zoning Hearing Board** for a 5-year term to expire 12/31/2030. Motion carried unanimously.

- t) **A motion** was made by Supervisor Resenic and seconded by Supervisor Knupp to reappoint Patrick McDowell as the **Emergency Management Coordinator** in 2026. Motion carried unanimously.

A motion was made by Supervisor Verna and seconded by Supervisor Resenic to reappoint Steve Smithly (Darlington), Gary Roberts (Wilpen) and Glenn Cramer (Waterford) as the **Assistant Management Coordinator** in 2026. Motion carried unanimously.

- u) **A motion** was made by Supervisor Resenic and seconded by Supervisor Verna to appoint John Beaufort to the **Ligonier Valley Police Commission** to fill a vacant position with a term to expire 12/31/2028. Motion carried unanimously.

A motion was made by Dan Resenic to appoint Paul Knupp as the Township's alternate on the Ligonier Valley Police Commission with a term to expire 12/31/2026. The motion did not receive a second.

A motion was made by Supervisor Knupp and seconded by Supervisor Verna to appoint D. Wade Stoner as the Township's **alternate** on the **Ligonier Valley Police Commission** with a term to expire 12/31/2026. Motion carried unanimously.

- v) **A motion** was made by Supervisor Resenic and seconded by Supervisor Knupp to remove Erik Ross from the **Ligonier Beach Study committee**. Motion carried unanimously.

A motion was made by Supervisor Stoner and seconded by Supervisor Knupp to appoint John Beaufort to the **Ligonier Beach Study committee**. Motion carried unanimously.

Select Depositories –

- a) **A motion** was made by Supervisor Verna and seconded by Supervisor Stoner to select First Commonwealth Bank as the **depository** for the General Fund, the Developer / Escrow Fund and the Ligonier Beach Park Fund in 2026. Motion carried unanimously.
- b) **A motion** was made by Supervisor Verna and seconded by Supervisor Resenic to select Commercial National Bank as the **depository** for the Liquid Fuels Fund and the Capital fund in 2026. Motion carried unanimously.
- c) **A motion** was made by Supervisor Verna and seconded by Supervisor Resenic to select the Pennsylvania Local Government Investment Trust (PLGIT) and Janney Montgomery Scott as the **depositories** for the General fund Reserves in 2026. Motion carried unanimously.

Establish Regular Meetings & Pay –

- a) **A motion** was made by Supervisor Verna and seconded by Supervisor Stoner to designate the second and fourth Tuesdays of each month at 7:00 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 2026. Motion carried unanimously.

A motion was made by Supervisor Verna and seconded by Supervisor Knupp that next week's regularly scheduled meeting (January 13) be canceled due to meeting today. Motion carried unanimously.

- b) **A motion** was made by Supervisor Stoner and seconded by Supervisor Resenic to establish payment of the **Supervisors' stipends** on a quarterly basis, limited to the amount of \$2,500 annually, paid quarterly. Motion carried unanimously.
- c) **A motion** was made by Supervisor Verna and seconded by Supervisor Resenic to follow the **IRS standard mileage rate** at 72.5 cents per mile in 2026. Motion carried unanimously.
- d) **A motion** was made by Supervisor Verna and seconded by Supervisor Stoner to designate the fourth Thursday of each month at 6:00 p.m. at the Municipal Complex located at 1 Municipal Park Drive as the **Planning Commission's regular meeting location, time, and dates** in 2026, with the exception of November and December (Thanksgiving and Christmas), which are designated for the third Thursdays (November 19th & December 17th). The **Planning Commission members** are compensated at a rate of \$30 per meeting to be paid quarterly in 2026. Motion carried unanimously.

- e) **A motion** was made by Supervisor Stoner and seconded by Supervisor Resenic to designate the third Tuesday of each month at 6:30 p.m. at the Municipal Complex located at 1 Municipal Park Drive as the **Zoning Hearing Board's regular meeting location, time, and dates** in 2026, with the exception of May, where the meeting shall be moved to the third Monday (primary election). The **Zoning Hearing Board members** are compensated at a rate of \$30 per meeting to be paid quarterly in 2026. Motion carried unanimously.
- f) **A motion** was made by Supervisor Stoner and seconded by Supervisor Verna 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 2026, with a request the Recreation Board consider meeting at a later time for the benefit of the public. Motion carried unanimously.

Approval of the Holiday Schedule –

- a) **A motion** was made by Supervisor Knupp and seconded by Supervisor Resenic to designate November 27 and December 24 as the Township's **"Floating Holidays"** as per Article 14, Section 1 of the UAW Local 204 union agreement. Motion carried unanimously.

Executive Session – Executive session for the purpose of discussing personnel matters related to the following agenda items. The board left for executive session at 7:25 p.m. and returned at 7:33 p.m.

Appointments and Salaries –

- a) **A motion** was made by Supervisor Stoner and seconded by Supervisor Verna to reappoint Beverly Warfel as the **Finance Officer** for 2026, at an hourly rate of \$22.67. Motion carried unanimously.
- b) **A motion** was made by Supervisor Resenic and seconded by Supervisor Knupp to reappoint Rick Krouse as the **Code Enforcement Officer** and **Zoning Officer** for 2026, at an hourly rate of \$20.20, with a flexible schedule on Fridays. Motion carried unanimously.
- c) **A motion** was made by Supervisor Knupp and seconded by Supervisor Resenic to reappoint Michael Strelic as the **Township Manager** for 2026 at an annual wage of \$92,700. Motion carried unanimously.

Committee Assignments –

The Chairman of the Board of Supervisors makes the following appointments for 2026:

- a) Personnel: Supervisors Knupp and Stoner
- b) Budget & Finance: Supervisors Verna and Stoner
- c) Public Works: Supervisors Resenic and Knupp
- d) Community Development: Supervisors Verna and Beaufort

APPROVAL OF THE MINUTES

A motion was made by Supervisor Resenic and seconded by Supervisor Verna to approve the minutes of the December 9th meeting. The motion carried 3-0 with Supervisors Knupp and Stoner abstaining.

REPORTS:

MANAGER REPORT – Mr. Strelac spoke to the status of the power surge insurance claim.

TREASURER REPORT – Treasurer Verna presented the Treasurer's report for November. She also presented the bill pay lists.

Fund Balances (month end)	December 2025
General Fund	\$ 171,232
General Fund Reserves	\$ 1,497,142
Liquid Fuels Tax Fund	\$ 169,023
Capital Fund Reserves	\$ 384,674
Ligonier Beach Park Fund	\$ 55,758
Developer's Fund*	\$ 70,219
*Fire Insurance Escrow	\$ 40,539
*Escrow	\$ 15,250
*Hydrogreen, LLC	\$ 5,000
*LVSD Capital Project	\$ 5,000
*Mill Creek Memorial Park	\$ 1,209
*Community Garden	\$ 721
*Ligonier Trail	\$ 2,500
Total Funds	\$ 2,348,048

Bill Pay Lists:

General Fund: \$ 153,908.31 and \$ 61,030.33
Liquid Fuels: \$ 4,853.32 and \$ 14,843.64
Capital Reserve Fund/Act 13: \$ 5,480.12
Ligonier Beach: \$5,824.99

A motion was made by Supervisor Verna and seconded by Supervisor Stoner to approve the payment of bills. Motion carried unanimously.

CORRESPONDENCE –

- a) Pennsylvania State Archives: Historical & Archival Records Care Grant
- b) Audit of Ligonier Township Tax Collector

NEW BUSINESS –

- a) Resolution 2026-R-01: Comcast Cable Franchise Agreement – No action taken, held over until next meeting.
- b) Ordinance 2026-OR-01: Amending Zoning Code at Solar – Reintroduced from last session. No action taken, held over until next meeting.
- c) Public Works vacancy – Request to advertise to fill vacancy

A motion was made by Supervisor Resenic seconded by Supervisor Verna to advertise to fill the vacancy in the Public Works Department for laborer. Motion carried unanimously.

- d) Country Market Detour – PennDOT has approved the detour. No action required by the Board.
- e) Country Market Special Events Permit –

A motion was made by Supervisor Knupp and seconded by Supervisor Verna to approve the special Events Permit for the Country Market. Motion carried unanimously.

- f) Holiday Market Special Events Permit –

A motion was made by Supervisor Stoner and seconded by Supervisor Verna to approve the special Events Permit for the Holiday Market. Motion carried unanimously

ADDITIONAL COMMENTS FROM THE PUBLIC – All other items

There were no additional comments from the public.

ADDITIONAL COMMENTS FROM THE SUPERVISORS -

Supervisor Resenic thanked the staff for their hard work. He is looking forward to a great year.

Supervisor Knupp thanked the public for coming. He stated he is looking forward to serving on the board. He thanked the LTMA, Griff and Dale Shawley for being in attendance.

Supervisor Stoner stated he is looking forward to supporting the community by serving on the board. He thanked the voters who put him in this place and he will do his best to keep their trust.

Supervisor Verna stated she is looking forward to 2026 and what the board can make happen.

Supervisor Beaufort thanked Mr. Ross, Mr. Matson and Mr. Fraser for serving on the board. He welcomed Mr. Knupp and Mr. Stoner indicating he is looking forward to serving with them. He

expressed his appreciation for the fire companies. He further expressed his sorrow at the loss of two former Township Supervisors this past year, Gary Thistlewaite and Grover Binkey. He also pointed to the Public Works department who did a good job keeping up during the recent storm.

MOTION TO ADJOURN

A motion was made by Supervisor Verna and seconded by Supervisor Stoner to adjourn the meeting. All of the board was in favor. The meeting was adjourned at 7:58 p.m.

Respectfully submitted,

Beverly Warfel
Assistant Secretary/Finance Officer