

November 24, 2025

The regular meeting of the Ligonier Township Supervisors was held Monday, November 24, 2025 at 4:30 p.m. in the Municipal Building with Chairman Erik Ross presiding.

Members Present: Erik Ross, Daniel Resenic, John Beaufort, Stephanie Verna, and John Fraser.

Others Present: Township Manager Michael Strelac, Zoning / Code Enforcement Officer Rick Krouse, Public Works Foreman Lance Griffith and Finance Officer Beverly Warfel.

COMMENTS FROM THE PUBLIC – Agenda Items

There were no comments from the public.

COMMENTS FROM THE SUPERVISORS

There were no comments from the supervisors.

APPROVAL OF THE MINUTES

A motion was made by Supervisor Beaufort and seconded by Supervisor Fraser to approve the minutes of the November 10th meeting. The motion carried 3-0 with Supervisors Ross and Resenic abstaining since they were not in attendance.

CORRESPONDENCE –

- a) Ligonier Valley Endowment Award Letter

REPORTS:

MANAGER REPORT – Mr. Strelac noted he got the timeline extended for the Ligonier Beach Feasibility Study. The study is approximately 60% completed, which, at current pace, will lead to the study being done approximately October of 2026. Supervisor Verna questioned when the board authorized the extension.

STAFF REPORTS -

ZONING / CODE ENFORCEMENT - Mr. Krouse noted it is his pleasure to speak with the Board and his report is in front of them. The Township is making steady progress with holding tanks. The tanks have been identified and all but two of the owners are currently in contact with Township to become compliant. With six inspections to be completed by December 11th, more than half will have been scheduled.

PUBLIC WORKS – Mr. Griffith shared with the Board the work accomplished by the crew since the last meeting. We have purchased 150 ton of salt. All spreaders have been mounted except 3. The Conservation District has signed off on the work part of Hidden Valley Road. Finally Public Works is finishing up the maintenance list.

FINANCE OFFICER – Mrs. Warfel shared she has two reports in front of the Board this evening, the October Financial Summary and a spreadsheet of current open grants and grants applied for this year. The Board had no questions.

TREASURER REPORT – Treasurer Verna presented the bill pay list.

- a) Approval of bill pay lists
 - General Fund: \$ 14,473.44
 - Liquid Fuel: \$ 12,719.35

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

UNFINISHED BUSINESS –

- a) Resolution 2025-R-13 – Comcast Cable Franchise Agreement – No action taken. Held.
- b) 576 Old Lincoln Highway – No action taken. – Held over to next meeting
- c) Holding tank inspection designee –

A motion was made by Supervisor Fraser and seconded by Supervisor Beaufort to request of the LTMA as to whether or not Anthony Griffith will be willing to serve as the alternate Holding Tank inspector. The vote was 4 – 1 with Supervisor Verna being the “no” vote.

- d) Take home vehicle policy –

A motion was made by Supervisor Resenic and seconded by Supervisor Fraser to approve the take home vehicle policy. The motion passed unanimously

- e) Resolution 2025-R-16 – 2026 real estate tax rate. No Action taken. Held over to the next meeting.
- f) Resolution 2025-R-17 – 2026 fee schedule. No Action taken. Held over to the next meeting.
- g) Resolution 2025-R-18 – 2026 budget. No Action taken. Held over to the next meeting.
- h) Ligonier Valley Police Commission budget – No Action taken. Held over pending receiving a presentation/explanation of their 2026 Budget by someone from the LVPD or the LVPD Commission.
- i) Carey School pedestrian bridge project update – Mr. Strelic gave the following brief update in the absence of the engineer. The Public Works Foreman, Engineer and Township Manager met to work through details of the bridge. It may be that the pedestrian bridge may need to be located at least 30 feet from the vehicular bridge due to location of utilities. There are many details remaining to be discussed.
- j) Township Manager – Executive Session to discuss personnel matters. This matter was delayed until end of the meeting to be addressed subsequent to executive session.

NEW BUSINESS -

- a) Kirk Haldeman plan – The plan has been recommended for approval by planning commission and the sewage enforcement officer.

A motion was made by Supervisor Resenic and seconded by Supervisor Fraser to approve the Kirk Haldeman plan. Motion passed unanimously.

- b) Kenco zoning map amendment public hearing –

A motion was made by Supervisor Fraser and seconded by Supervisor Resenic to hold a public hearing on the Kenco map amendment January 27th at 6:00 p.m. The vote was 4 - 1 with Supervisor Verna being the negative vote.

- c) Annual Organizational Meeting scheduling –

A motion was made by Supervisor Verna and seconded by Supervisor Beaufort to set the 2026 Organizational Meeting January 5th at 7:00 p.m. Motion passed unanimously.

- d) Ligonier Valley Endowment Grant agreement –

A motion was made by Supervisor Verna and seconded by Supervisor Resenic to accept the Ligonier Valley Endowment grant .Motion passed unanimously.

- e) Country Market detour, Waterford VFD –

A motion was made by Supervisor Fraser and seconded by Supervisor Resenic to table the Country Market detour along Nature Run Road and Route 271, since the request is vague and until such time as better information is provided regarding the plans and intentions of the Country Market. Motion passed unanimously.

- f) Ordinance 2025-OR-04 amending the zoning code at solar – No Action taken. Held over until the 2026 session.

EXECUTIVE SESSION –

The Board went into Executive Session at 5:26 p.m. to discuss personnel matters related to the Township Manager agenda item. The Board returned from Executive Session at 5:45 p.m.

A motion was made by Supervisor Fraser and Seconded by Supervisor Verna to approve the agreement between the Township of Ligonier and its Board of Supervisors and Michael J. Strelic with the following changes:

Covenant 1 – Term of Agreement – to fill in the “time period ending” as December 31, 2026.

Covenant 8 – Severance Payments and Continued Health Insurance - change the portion reading “continued health insurance benefits for a period of six (6) months” to read “continued health insurance benefits for a period of thirty (30) days”. The motion carried unanimously.

Subsequent to the motion, Mr. Fraser added that the Supervisors wish to remind Mr. Strelac that the existing contract prohibits the use of compensatory time.

ADDITIONAL COMMENTS FROM THE PUBLIC – All other items

There were no additional comments from the public.

ADDITIONAL COMMENTS FROM THE SUPERVISORS

Supervisor Resenic commended Lance Griffith and crew for the work they have done.

Supervisor Verna covered some of the areas of the budget that will see increases. She is requesting feedback from the board to how they wish to move forward.

MOTION TO ADJOURN

A motion was made by Supervisor Resenic and seconded by Supervisor Fraser to adjourn the meeting. All of the board was in favor. The meeting was adjourned at 5:57 p.m.

Respectfully submitted,

Beverly Warfel
Assistant Secretary/Finance Officer