

Ligonier Township Supervisors
Regular Meeting Minutes
April 13, 2021

The Supervisors of Ligonier Township met in regular session at 7:00 PM. Present were Chair, John Beaufort; Vice Chair, Paul Knupp; Secretary/Treasurer, Stephanie Verna; Supervisor, D. Scott Matson; and Supervisor, Dan Resenic.

Also present were Manager, Terry Carcella; Solicitor, Michael Korn; Engineer Ben Faas; Zoning Officer, Jim Nieuwma, and Finance Officer, Bethany Caldwell.

Public Comment “A”

1. Melissa Eller – provided an update on pool group’s progress. The group has been busy researching – permits, insurance, ADA compliance, wells, pumps, etc. They developed a budget based on several local pools and have applied for a non-profit status, purchased a website domain, met with contractors, and are looking at natural pool options. They have a meeting scheduled next Thursday at the Fort with a grant writer to discuss a feasibility study with Bionova, a company based in New Jersey that works with natural pools. They are looking at a 4-seasons park that would provide a positive economic impact to the community while not duplicating anything already in the Valley.

- A motion was made by Stephanie Verna and seconded by Dan Resenic to approve the minutes from the March 23, 2021 meeting. Motion carried.

Manager’s Report

Mr. Carcella gave an update on the American Rescue Plan – anticipate \$630k is coming to the Township, receiving half the funds in 2021 and half in 2022, and all funds to be spent by December 31, 2024 or returned. He noted 34 residents have signed up for Dumpster Day (April 24). Attended a “Text My Government” presentation, this service costs more than Savvy Citizen, but provides 2-way communication (as opposed to Savvy’s 1-way). The Supervisors requested a demonstration.

Correspondence:

1. Letter from the Borough supporting the DCNR grant application.
2. Get the Lead Out County Program, HUD Funding – will post on our website
3. Scholarship will pass on to the guidance counselor

Engineers Report

Received Quaker Sales Corp. contract.

Oakwood Hills Stormwater Review – met with Public Works staff at 107 West View Drive. Catch basins are installed, but the water originating from Oak View Drive above bypasses it due to lack of channeling and the water ends up in the resident’s backyard.

The materials may be failing. May need to grade the roads. Homeowner has damage to their foundation / basement. RFP for curbing.

Ligonier Valley Police Report

See attached – more court time.
Body cameras are in.

Solicitor's Report:

Mr. Korn reported that an executive session was held at prior to the public meeting and certified compliance with the Pennsylvania Sunshine Laws as the discussions pertained to personnel and property matters.

Public Works Report

Mr. Carcella reported the crew is sweeping roads - 75 roads have been swept, 41 to be completed. The Mac truck clutch has been repaired, the cost was \$6k.

Zoning & Code Report

Mr. Nieuwsma went over his monthly report – increase in lien request letters indicate it is a seller's market.

Price Land Development – side lot addition, approved by the Planning Commission

- A motion was made by Paul Knupp and seconded by Dan Resenic to approve the Price Land Development subdivision. Motion carried.

Graham Plan 2 Subdivision

- A motion was made by Scott Matson and seconded by Paul Knupp to approve the Graham Plan 2 subdivision. Motion carried.

Tibbott Subdivision

- A motion was made by Scott Matson and seconded by Paul Knupp to approve the Tibbott Plan subdivision. Motion carried.

Finance Report

Meghan Freidhof covered Wessel's Financial Executive Summary from the 2020 audit.

Treasurer's Report

Supervisor Verna reported the account balances as of April 13:

| | | |
|------------------------------|----|---------|
| General Fund | \$ | 208,560 |
| General Fund Reserves | | 685,143 |
| Liquid Fuels Tax Fund* | | 461,184 |
| Capital Fund Reserves* | | 20,863 |
| Ligonier Beach Park* | | 429 |
| Mill Creek Memorial Park* | | 5,100 |
| Charlotte Hi Acre Waterline* | | 1,548 |
| Developers Account | | 1,000 |

Total Funds Balance: \$ 1,383,827

*denotes funds are restricted

- A motion was made by Stephanie Verna and seconded by Dan Resenic to approve the bills for March / April as presented. Motion carried.

Supervisor Verna requested the 2020 budget column be added to the 2021 monthly budget report for comparison.

Old Business:

1. Property Maintenance Ordinance 01-2021 (vote to advertise)
Planning commission has submitted a draft, the draft is a paired down version of the international code. Next step is advertising for public comment period.
 - A motion was made to Stephanie Verna and seconded by Dan Resenic to table the issue, setting up a workshop to discuss. Motion carried.

Mr. Carcella asked if the Supervisors could meet at 4:30 on April 27. Supervisor Verna recommended they add the American Recover Act financial discussion to the workshop agenda.

New Business:

1. Ligonier Beach Feasibility Study (Natural Swim Pool Concept) - hire a consultant to interview the foundations to do a financial feasibility study, study not to cost more than \$5k.

Supervisor Beaufort requested an additional meeting be set up with 2 Supervisors, 2 residents from pool community group, 2 members from the Rec Board to interview the consultant and go over the scope of work.

2. Janitorial Services RFP (Part time position)
Put cleaning services out to bid –

- A motion was made by Stephanie Verna and seconded by Dan Resenic to advertise for cleaning services. Motion carried.
3. R-21-11, Board of Supervisors Governance Policy Guidelines for the Board and Management
 - A motion was made by Stephanie Verna and seconded by Dan Resenic to table the Resolution. Motion carried.
 4. Municibid Auction Items (accept or reject bids)
\$46 on lock boxes, \$150 for microphones, no bids on the telephones
 - A motion was made by Stephanie Verna and seconded by Scott Matson to accept the bids. Motion carried.
 5. Mowing quotes – 2 quotes were received
 - A motion was made by Paul Knupp and seconded by Dan Resenic to accept the low quote (Valley Landscaping). Motion carried.

Supervisor Comments

Supervisor Knupp – Thanked staff.

Supervisor Verna – 1) Dumpster Day reminder is April 24, please call by April 20th deadline to register, 2) if residents would like information about the spotted lantern fly pest please call the Township, and 3) is not in favor of Text me Gov program – would like to get back to more traditional avenues of doing business.

Supervisor Resenic – requested an executive session to discuss a personnel matter

Supervisor Beaufort – said the fire companies would like to remind residents not to burn during high winds.

- A motion was made by Paul Knupp and seconded by Scott Matson to adjourn the meeting at 8:16 PM. Motion carried.

Respectfully submitted,

Bethany Caldwell
Assistant Secretary/Treasurer

Ligonier Township, Westmoreland County, PA
Bill Payments for All Vendors
April 13, 2021

| Vendor | Type | Num | Amount |
|---|-----------------|-------|-------------------|
| Apr 13, 21 | | | |
| AA Septic Tank Service | Bill Pmt -Check | 24069 | 150.00 |
| AFLAC | Bill Pmt -Check | 24070 | 102.92 |
| Aqua Filter Fresh | Bill Pmt -Check | 24071 | 25.15 |
| Barbara Nalle | Bill Pmt -Check | 24072 | 90.00 |
| Bullskin Stone & Lime, LLC | Bill Pmt -Check | 24073 | 904.84 |
| Comcast | Bill Pmt -Check | 24074 | 133.35 |
| Credit Card Dept-First Commonwealth Bank | Bill Pmt -Check | 24075 | 3,671.31 |
| Daniel Weimer | Bill Pmt -Check | 24076 | 90.00 |
| Douglas Kurtz | Bill Pmt -Check | 24077 | 30.00 |
| Ed Oles1 | Bill Pmt -Check | 24078 | 30.00 |
| Good Year | Bill Pmt -Check | 24079 | 264.48 |
| High Pressure Component Sales, LLC | Bill Pmt -Check | 24080 | 175.20 |
| James Darr | Bill Pmt -Check | 24081 | 90.00 |
| Laurel Valley Hardware Inc. | Bill Pmt -Check | 24082 | 23.57 |
| Ligonier Giant Eagle | Bill Pmt -Check | 24083 | 30.00 |
| Linda McDowell | Bill Pmt -Check | 24084 | 30.00 |
| Luther P. Miller | Bill Pmt -Check | 24085 | 258.40 |
| LVTech | Bill Pmt -Check | 24086 | 12,645.05 |
| McKlveen Supply | Bill Pmt -Check | 24087 | 60.00 |
| Mesko & Associates, Inc. | Bill Pmt -Check | 24088 | 2,200.00 |
| Michael W. McCaplin | Bill Pmt -Check | 24089 | 60.00 |
| Mickey Corb | Bill Pmt -Check | 24090 | 60.00 |
| Municipal Authority of Westmoreland Count | Bill Pmt -Check | 24091 | 588.50 |
| Northwestern Mutual | Bill Pmt -Check | 24092 | 10,687.46 |
| ODB Company | Bill Pmt -Check | 24093 | 1,410.28 |
| Pa State Association of Boroughs | Bill Pmt -Check | 24094 | 400.00 |
| Pennsylvania One Call System, Inc. | Bill Pmt -Check | 24095 | 26.44 |
| Pleasant Unity Supply | Bill Pmt -Check | 24096 | 438.00 |
| Robert Smithley | Bill Pmt -Check | 24097 | 30.00 |
| Russell Standard Corp. | Bill Pmt -Check | 24098 | 2,110.34 |
| Sable Kennels | Bill Pmt -Check | 24099 | 50.00 |
| Sheila Grimm | Bill Pmt -Check | 24100 | 90.00 |
| Standard Insurance Company | Bill Pmt -Check | 24101 | 1,008.26 |
| Susan McBroom | Bill Pmt -Check | 24102 | 90.00 |
| SWIF | Bill Pmt -Check | 24103 | 972.00 |
| Terry Carcella | Bill Pmt -Check | 24104 | 79.52 |
| TKL Code Inspection Service, Inc. | Bill Pmt -Check | 24105 | 12,592.85 |
| Total Service, Inc. | Bill Pmt -Check | 24106 | 191.71 |
| Tricia Levander | Bill Pmt -Check | 24107 | 1,229.28 |
| Washington National Insuracne Company | Bill Pmt -Check | 24108 | 303.40 |
| Watch Guard Digital | Bill Pmt -Check | 24109 | 8,950.00 |
| Andrews Sales & Service | Bill Pmt -Check | 24110 | 20.00 |
| FirstNet | Bill Pmt -Check | 24111 | 86.30 |
| Glassmere Fuel Service | Bill Pmt -Check | 24112 | 2,882.59 |
| Greensburg Minuteman Press | Bill Pmt -Check | 24113 | 178.38 |
| Ligonier Township | Bill Pmt -Check | 24114 | 941.71 |
| Ligonier Valley Police Department | Bill Pmt -Check | 24115 | 156.95 |
| Pennsylvania Municipal Service Co. | Bill Pmt -Check | 24116 | 161.41 |
| The EADS Group | Bill Pmt -Check | 24117 | 8,178.62 |
| UAW LOCAL 204 | Bill Pmt -Check | 24118 | 320.80 |
| UniFirst Corporation | Bill Pmt -Check | 24119 | 129.13 |
| West Penn Power | Bill Pmt -Check | 24120 | 322.41 |
| Western Pennsylvania Teamsters and Employ | Bill Pmt -Check | 24121 | 24,367.41 |
| Fayette Parts Service, Inc. | Bill Pmt -Check | 24122 | 653.14 |
| JSB Holding, Inc. | Bill Pmt -Check | 24123 | 394.15 |
| Laurel Valley Hardware Inc. | Bill Pmt -Check | 24124 | 10.68 |
| Ligonier Township Municipal Authority | Bill Pmt -Check | 24125 | 217.07 |
| ODB Company | Bill Pmt -Check | 24126 | 213.98 |
| Apr 13, 21 | | | 101,607.04 |

JAV
4-13-21

Ligonier Township - ACT 13
Bill Payments for All Vendors
April 13, 2021

| <u>Vendor</u> | <u>Type</u> | <u>Num</u> | <u>Date</u> | <u>Amount</u> |
|------------------------------|-----------------|------------|-------------|-----------------|
| Apr 13, 21 The EADS Group | Bill Pmt -Check | 1018 | 04/13/2021 | 1,762.16 |
| Apr 13, 21 | | | | <u>1,762.16</u> |

SA

4-13-21

TC