

**JUNE 13, 2019**

The regular meeting of the Ligonier Borough Council was held Thursday, June 13, 2019 @ 7:00 PM in the Town Hall with James St. Clair presiding.

**Members Present:** James St. Clair, James McDonnell, Mariah Fisher, Jeff Craig, and Terry Murphy. Absent was Judy Hoffer, and Matt Smith.

**Others Present:** Secretary-Treasurer Jan Shaw, Street Supervisor Ron Ross, Mayor Ormond "Butch" Bellas, Engineer Ben Faas, Solicitor George Welty, Assistant Police Chief Mike Matrunic, and Zoning Officer Rick Schwab. Absent was Fire Chief Steve Barron and Code Enforcement Officer Shawn Knepper.

#### **APPROVAL OF MINUTES**

**A motion** was made by James McDonnell and seconded by Mariah Fisher to approve the minutes of May 9, 2019. All of Council was in favor.

#### **BILLS PAYABLE**

**A motion** was made by James McDonnell and seconded by Terry Murphy to approve the Bills Payable as presented. The motion carried with all in favor.

#### **CONSENT CALENDAR**

**A motion** was made by Jeff Craig and seconded by Mariah Fisher to approve the Consent Calendar. All were in favor.

#### **UNFINISHED BUSINESS**

**"Wings Across Westmoreland":**

Secretary-Treasurer Jan Shaw reported that Westmoreland Cultural Trust has received a Grant for the Wings Across Westmoreland project. It was reported that the Wings, if permitted, would be attached with masonry anchors. Concrete caulking would replace the wings if they were taken down. Suggestions are asked for what images would be placed on the Wings. Mariah Fisher suggested an image of the Diamond to be placed on the Wings and other local landmarks such as the Fort. More suggestions were given such as the Church Clock Tower, A Ram, Town Hall, A Mountie, Art Museum, Compass Inn and LV Library. A proof would be presented for approval before the finished project.

**A motion** was made by Mariah Fisher and seconded by Jeff Craig to move forward with the "Wings Across Westmoreland" project and for them to be installed on the courtyard wall near the entrance to the Chamber office. The motion carried with all in favor.

#### **CORRESPONDENCE**

Letter received from Arlene Lowry of LV Education Trust asking permission to use the Town Hall Community Room & Courtyard Friday, August 9, 2019 from 4-9 PM during The Stroll to sell pies, apple desserts, cakes, cookies and chocolate covered apples under a canopy.

**A motion** was made by James McDonnell and seconded by Jeff Craig to approve the request from LV Education Trust. The motion carried unanimously.

Letter received from the LV Chamber of Commerce requesting permission to use the entire Loyalhanna Lot (Permit holders would be permitted to park in the police parking lot for the day per Chief Berger) and the Bus Parking Lot for military vehicle parking Tuesday, August 13, 2019 for the Transcontinental Motor Convoy. Also requested is to close the alley on Fairfield Street that runs parallel along the Bus Parking Lot.

**A motion** was made by James McDonnell and seconded by Jeff Craig to approve the request. All of Council was in favor.

Letter received from the LV Chamber of Commerce requesting permission to use Diamond Park on July 19 & 20, 2019 for the annual "Summer in Ligonier" event. Also requested is to bag three meters in front of the Ligonier Library for Painters Kettle Corn and the first four meters on North Fairfield Street by the YMCA for the horse and carriage vendor to park. Additionally, permission is asked for downtown merchants to hold sidewalk sales during the event.

**A motion** was made by Mariah Fisher and seconded by Terry Murphy to approve the request from the LV Chamber of Commerce. The motion carried unanimously.

## **COMMITTEE REPORTS**

### **PARKS & RECREATION**

Chairman James McDonnell asked LV Chamber Director Scott Haines for an update on the Farmers Market request from last month.

Scott Haines informed all that the latest update from Carri Frei of Ligonier Country Market is that she is still trying to ascertain what vendors would be appropriate for the event. As it is already the middle of June, Country Market will be shooting for July.

McDonnell reported receiving a complaint of mud at the entrance of Friendship Park. McDonnell spoke with Street Supervisor Ron Ross and found that there was an alteration in the elevation when the park was re-built where steps were taken out and then tapered down to where the steps were, therefore when it rains, there's mud.

Ron Ross and the Public Works Crew will look into this when they get time and it may not be until winter.

McDonnell reported that the Diamond curb by Town Hall has been taking a beating.

### **TOWN HALL**

In the absence of Town Hall Chair Judy Hoffer, Secretary-Treasurer Jan Shaw reported that Town Hall has had some recent flooding in the kitchen and the public works crew put in a french drain and brought in soil to slope away from the building to help alleviate any issues.

### **PUBLIC WORKS**

Public Works Chairman Terry Murphy reported that Street Supervisor Ron Ross recently went to a conference on Public Works Management.

It was reported that the Borough's older backhoe was recently sold on Municibid for \$9,950 and the older mechanical parking meters were also sold for \$580. The money will be put away for new equipment for public works down the road.

Tar and chipping will soon begin on designated streets in the borough.

### **PUBLIC SAFETY**

Chairman Jeff Craig reported that all equipment at the fire department is in good shape and running.

Police Activity report is still being formulated.

Councilman James McDonnell wished to see foot patrol as well as notation of each officer's shifts.

Jeff Craig stated that foot patrol wouldn't stop but would not be reported.

### **Meter Tickets:**

Jeff Craig reported that the police officers have been writing meter tickets when the Borough's Meter Attendant is not working. A report was produced showing in excess of 500 tickets

written for the first 5 months with total revenue somewhere around \$4400 in meter fines and revenues.

**A motion** was made by Jeff Craig and seconded by Mariah Fisher to split the meter fines written by the police only 50/50 between the Ligonier Valley Police Department and Ligonier Borough. The motion carried with James McDonnell opposing.

An amendment will be written showing this in the agreement.

**National Night Out:** Mariah Fisher reported moving forward with plans. It will be Tuesday, August 6 from 5:30 to 8:30 PM in Lot A. West Church Street and Fairfield Streets will be closed to traffic as well as Bank Alley.

K-9 Officer Kilo will be doing a demonstration at 6PM. A tug-of-war competition between fire department and police department will be at 7PM. A live action extrication with fire department demonstration at 8PM. A local artist, Jessa Kenzi and her band will be performing and donating her time on the Bandstand from 6:30 to 7:30 PM. A dunking tank will also be set up for officers and other volunteers.

### **FINANCE**

Mariah Fisher reminded Council Committees to keep an eye on their budgets. The finance committee will be meeting soon to look at some contracts and also will meet again in September for the budget.

### **POLICE CHIEF:**

Assistant Police Chief Mike Matrunic reported that Dan Dorazio was hired as Full-Time Officer. Matrunic reported that an SRO Officer (School Resource Officer) position is pending finalization agreement. SRO officer is an officer dedicated to the school for 182 days. SRO is paid by the school through a federal grant and handles everything with the school and programs. Details are still being worked on.

Matrunic warned all to lock their doors after the Outside In program had an incident recently when several juveniles escaped and stole a local car.

Matrunic reported that the department will be receiving a new reporting system that was awarded from a federal grant.

### **NEW BUSINESS**

N/A

### **PUBLIC COMMENT**

Richard Flickinger questioned Air B&B's in the Borough.

President St. Clair stated that the topic will be addressed at the next Planning Commission meeting.

### **COMMENDATIONS & COMMENTS from OFFICERS & DEPARTMENTS**

Secretary-Treasurer Jan Shaw informed Council that she received a letter back from State Representative Mike Reese regarding the Right To Know information. Reese stated that he understands the importance of the Borough's issue.

Jan also reported recently attending the Borough's Conference last weekend in Hershey.

George Welty wished to hold a brief executive session after the meeting for litigation with no action to be taken.

Street Supervisor Ron Ross reported that McGowen Street is in need of 2 storm drains and a line needs to be replaced. It is estimated that it will cost between \$2500 - \$3000 for the materials. This project will be tackled after the roads are ready for tar and chipping.

The retaining wall work in Lot A will begin on June 24. The wall should be completed by July 1, 2019. The pipe has been brought in for the railing but the wall needs to be completed first. The red light at Get Go is waiting on repairs.

Ron Ross reported after attending the recent class for Public Works that he has learned that there are a lot of licenses needed for various aspects of the job. He is currently studying for a test for one.

EADS Engineer Ben Faas reported still working on the small wireless ordinance.

Zoning Officer Rick Schwab reported that there will be more permits in June than May.

Mayor Bellas stated that he felt the new LV Police Department is doing a good job.

**MOTION TO ADJOURN**

**A motion** was made by Jeff Craig and seconded by Mariah Fisher to adjourn into executive session for litigation with no action to be taken. All of Council was in favor.

Respectfully submitted,

Jan Shaw  
Secretary-Treasurer