

**October 8, 2018**

The regular meeting of the Ligonier Borough Council was held Monday, October 8, 2018 @ 7:00 PM in the Town Hall with Sam St. Clair presiding.

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

**Others Present:** Secretary-Treasurer Paul Fry, Mayor Ormond "Butch" Bellas, Engineer Greg Elliott, Solicitor George Welty, Police Chief John Berger, Zoning Officer Rick Schwab, and Code Enforcement Officer Shawn Knepper. Absent was Fire Chief Steve Barron.

**APPROVAL OF MINUTES**

A **motion** was made by Matt Smith and seconded by Mariah Fisher to approve both special and regular minutes of September 13, 2018 as presented. The motion carried unanimously.

**BILLS PAYABLE**

A **motion** was made by Judy Hoffer and seconded by Terry Murphy to approve the Bills Payable. All were in favor.

**CONSENT CALENDAR**

A **motion** was made by Jeff Craig and seconded by Mariah Fisher to approve the Consent Calendar as also presented. The motion carried with all in favor.

**UNFINISHED BUSINESS**

N/A

**CORRESPONDENCE**

Letter was received from the LV Library requesting Ligonier Borough to consider an allocation of at least \$1,200 to the library.

A **motion** was made by Judy Hoffer and seconded by Jeff Craig to approve \$1,200 donation to the LV Library. The motion carried 6-0.

**COMMITTEE REPORTS**

**PARKS & RECREATION**

Mariah Fisher, Parks & Recreation chair thanked everyone regarding the Grand Opening of the Diamond Friday evening. It was very successful with a lot of positive feedback received.

Mariah thanked the Parks & Recreation Committee; Matt Smith & Judy Hoffer, as well as Greg Elliott, Paul Fry, Jim McDonnell, Jim Faccenda, and Scott Haines. Mariah also thanked Snowie Ice, Town Hall staff and the Public Works crew along with other individuals who pitched in when needed.

Mariah reported that Darr Construction will have the pavers completed on the East side of the Diamond with all four walkways open for Fort Ligonier Days. The fence will remain up for a while to protect the newly planted sod.

The Parks and Recreation Committee met and discussed new regulations for the Diamond Park: amending Borough Code Chapter 116-3:

No open flames including candles

No colored dyes or paint

A **motion** was made by Mariah Fisher and seconded by Judy Hoffer to add the above two new regulations to Borough Code Chapter 116-3. The motion carried unanimously.

## **TOWN HALL**

Chair Judy Hoffer reported that the roofers should be in touch with us regarding the Town Hall since a lot of the construction on the Diamond project is completed.

Paul Fry added that the roofers will be in touch with us after Fort Ligonier Days but they are still way behind in their schedule with all the wet weather we have had. Fry added that the Window Washers will be cleaning the Town Hall windows beginning tomorrow.

## **PUBLIC WORKS**

Chairman Terry Murphy thanked public works for their work painting the fountain for the Diamond as well as painting the meters.

Murphy added hearing a rumor of someone from Public Works soon to be retiring and that there will then be a need to hire a replacement.

## **PUBLIC SAFETY**

Chairman Jeff Craig reminded the Borough residents that in regards to Fort Ligonier Days the public streets are in fact public and that parking in the streets is open to anyone regardless of if there is a cone or a rocking chair etc. placed on the street. In discussions with Chief Berger there has been abuse of this. It was added that it will be kept an eye on this year.

### **Saturday Parking:**

**A motion** was made by Jeff Craig and seconded by Mariah Fisher to extend the Saturday free parking to the end of 2018. The motion carried with all in favor.

### **Ligonier Valley Police Department Charter Agreement:**

Council Judy Hoffer questioned salary base & how this will not cost the borough more money.

Jeff Craig answered that this was a detailed and intricate process. Going in, it was determined to not have either the borough or township spend more than currently spending in police protection. Borough Chief John Berger and Township Chief Mike Matrunic put together a shift staffing schedule for every shift for a year with number of officers, wage rates and calculated the amount of hours and what those hours would cost us. Berger and Matrunic will continue to pick up 40 plus hours until this is up and running as they are salary and the others would be hourly. If you add it all up with the salaries, base wages and overtime paying this year, we will be paying about the same next year.

Judy Hoffer asked if the Chiefs would be using the Borough building as administrative offices and an administrative person will be in the office as well with all other officers to be at the Township building. Hoffer asked how the cost of a new building in the future would be funded.

Jeff Craig stated that the regional police charter will be operating like this for a while and that the future would be determined and every avenue would be explored for funding for a new building. If we are fortunate enough to get grants which he feels we will, we will be in pretty good shape financially.

President Sam St. Clair added that once the consolidation takes place there will be grant monies available to be applied for from the State. But the LV Police Departments need to be consolidated first.

Jeff Craig stated that through the Department of Community Affairs there is a grant that will fund up to half of the chief's salary for the first 3 years (up to \$50,000) plus health insurance will be paid for. If we apply and receive this, it will be \$50,000 that will not come out of the budget.

According to the charter, in the initial year, Ligonier Borough will be responsible for 30 percent of the combined department's operating costs, while Ligonier Township will cover 70 percent. Any cost increase over this established base rate after the first year will be divided (80% Township and 20% Borough) between the two municipalities based on population.

Solicitor Welty pointed out that both Ligonier Borough and Ligonier Township would have to approve the police department's annual budget in addition to the police commission.

Solicitor Welty also advised Council if adopting the charter agreement this evening the Borough must also appoint one of council for a two year term on the on the LV Consolidated Police Commission and another to serve a four year term.

**A motion** was made by Jeff Craig and seconded by Matt Smith that council adopt the Ligonier Valley Police Department Charter Agreement effective October 15, 2018. The motion carried with all in favor.

Jeff Craig called for a brief executive session at 7:42 PM and returned at 7:47 PM.

**A motion** was made by Matt Smith and seconded by Mariah Fisher to appoint Mayor Ormond "Butch" Bellas to a 4-year term and Jeff Craig to the 2-year term to the Police Commission. The motion carried unanimously.

**A motion** was made by Jeff Craig and seconded by Mariah Fisher to appoint Matt Smith as alternate. The motion carried 6-0.

**A motion** was made by Jeff Craig and seconded by Mariah Fisher to authorize President Sam St. Clair and Secretary-Treasurer Paul Fry to execute the Charter Agreement. The motion carried 6-0.

### **PLANNING / PERSONNEL**

Chairman Matt Smith reported that the Joint Comprehensive Plan steering committee met last week. They discussed possible meeting dates and meeting schedule as well as a seventh member needed. Three members are from the township and three from the borough with a 7<sup>th</sup> member to come from either. Anyone interested is asked to send a letter of interest to the Township office by October 20<sup>th</sup>. Requirements are that the individual must live in either township or borough, have willingness to attend the meetings and project management is a plus as well as grant writing experience.

Meetings will be the first Thursday of each month alternating from the Council Chambers in Town Hall to the next month at the Township.

### **NEW BUSINESS**

N/A

### **PUBLIC COMMENT**

Vic Smith Jr. of 120 N. Market Street was present and gave an update on the Trail Head Park. Phase one is complete and phase two will be a fishing platform with funding to be explored.

Shawn Knepper, Code Enforcement Officer reported on Hickory Alley update. Hickory Alley violation is being taken care of.

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

Secretary-Treasurer / Public Works Director Paul Fry reported that the Grand Opening Celebration for the Diamond Project went fantastic. Fort Ligonier Days will be next.

Leaf pick-up will begin October 18<sup>th</sup> through November 27, 2018.

Solicitor George Welty commented that the Grand Opening was a great ceremony and all speakers did very well.

Engineer Greg Elliott also remarked that the ceremony was great and that he cannot think of anything that could have been done to make it any better and thanked everyone involved. Greg Elliot gave an update on the Diamond Project; all four entrances to the Diamond will be opened up for Fort Days. Some things not expected to be done for Fort Days will be the three sided bench on the bandstand which won't be delivered and installed until the following week. Also 12 litter receptacles will come later, along with waterproofing on the bandstand, electrical revisions & lights, sponsor plaques as well as a few minor things. Within two weeks everything will be done.

Engineer Elliot suggested adding a few signs identifying some key rules including no open flames, no climbing and walking on the walls, as well as a sign indicating the Diamond is under video surveillance at all times.

Engineer Elliot submitted payment application #7 from Darr Construction for \$781,306.66 with one more to follow.

**A motion** was made by Mariah Fisher and seconded by Judy Hoffer to approve payment to Darr Construction in the amount of \$781,306.66. The motion carried unanimously.

Zoning Officer Rick Schwab echoed everyone's praise on the Grand Opening Ceremony.

Police Chief John Berger thanked Council for adopting the Ligonier Valley Police Department Charter Agreement.

Mayor Ormond "Butch" Bellas stated that Trick or Treat this year will be October 31, 2018 from 6-8PM in the Borough.

Mayor Bellas asked if it was possible to trim the trees back in the courtyard as they are encroaching into walkway.

Mayor Bellas concluded by reminding everyone to please pick up after their dogs.

#### **MOTION TO ADJOURN**

**A motion** was made by Jeff Craig and seconded by Mariah Fisher to adjourn the meeting. The motion unanimously carried. The meeting was adjourned at 8:06 PM.

Respectfully submitted,

Paul A Fry  
Secretary-Treasurer  
Office Manager