

August 9, 2018

The regular meeting of the Ligonier Borough Council was held Thursday, August 9, 2018 at 7:00 PM in the Town Hall with Sam St. Clair presiding.

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

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 James McDonnell and seconded by Matt Smith to approve the minutes of July 12, 2018 as presented. All of Council was in favor.

BILLS PAYABLE

A motion was made by Mariah Fisher 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 James McDonnell and seconded by Jeff Craig to approve the Consent Calendar. The motion carried 6-0.

CORRESPONDANCE

Request received from the LV Chamber of Commerce to bag the meters on the first two blocks of East and West Main Streets for the August 25, 2018 Antiques on the Diamond. It is requested to bag the meters August 24, the night before until 3PM on the 25th to allow the vendors to set up without interference.

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

Email Request received from Sara Hillen of Facebook group LV Free for Kids, asking permission to hold a "Free Market" Event at Friendship Park in August 2018. Individuals would bring their used children's clothes / toys / sports equipment to Friendship Park and place them on a blanket that are free for the taking. Any items not taken would be donated to the Salvation Army or given to the local MOPS group for their fall sale.

A motion was made by Mariah Fisher and seconded by James McDonnell to approve the request for August 22nd from 11 to 4PM for a "Free Market" event. The motion carried with all in favor.

Letter received from Chick Cicconi, Secretary of the Planning Commission informing Council that the Planning Commission recommends that Council approve and accept the Joint Comprehensive Plan.

COMMITTEE REPORTS

PARKS & RECREATION

Mariah Fisher reported that things are progressing well despite the weather with the construction on the Diamond Project. Work continues on the Bandstand roof and most of the bottom portion has been finished. The snow melt system and concrete pavement are nearly complete. The first truck of concrete pavers arrived yesterday. The roadway around the inner Diamond has now been widened and all utilities from Town Hall have been connected to the inner Diamond as well. Darr Construction continues to be on schedule for an end of September

completion. Work on the weekend has been discussed should the weather continue to not cooperate. So far Darr Construction has been able to work without switching the detour. It is expected that the detour will switch sides for a short few day period in the next week or two to finish up work on the west side of the Diamond. The landscaping and the new tree planting will begin in early September. The installation of 44 new light standards and benches will also begin in early September. The grand opening celebration is planned for October 5, 2018. A ceremony will begin at 3Pm with entertainment and festivities lasting until 9pm.

Parks & Recreation Committee is currently waiting for a proof regarding new signage to be placed at Friendship Park. The sign will now specifically state that there will be no cleated shoes or wheeled devices permitted with the exception of strollers.

TOWN HALL

In the absence of Councilwoman Judy Hoffer, Paul Fry reported that the contractor advised that the Town Hall windows have been shipped and delivered but due to the weather he is a little behind. It is hoped to have the Town Hall windows in a few weeks.

PUBLIC WORKS

Chairman Terry Murphy reported that the public works crew has been busy mowing and trimming trees. Repairs are being made on equipment. It was reported that the backhoe is older and it is getting hard to find parts for it. For now, the gas tank is not leaking after being soldered. It was suggested to purchase a new used backhoe to replace this one as Public Works was unsuccessful in finding a necessary gas tank replacement for the backhoe.

A motion was made by Jeff Craig and seconded by Mariah Fisher that Public Works Committee along with Paul Fry's assistance look into a used backhoe. The motion carried unanimously.

President Sam St. Clair suggested to first try having the gas tank re-lined.
Public Works director Paul Fry will look into this.

PUBLIC SAFETY

Special Presentation:

A special Certificate of Appreciation along with a ball cap and winter hat was presented to Manny Burch by Chief John Berger and Mayor Bellas for Manny's heroic action in noticing that his baby brother had stopped breathing and was turning blue in the backseat of their car. Manny immediately told his Nana who pulled over and CPR was begun right away. Thanks to his vigilance his 1 and ½ year old brother is back home today.

Chairman Jeff Craig stated that there would be a presentation on the regionalization of the police departments at the conclusion of the agenda tonight. It was also reported that membership signs for the Ligonier Hose Co. #1 are going up.

FINANCE

Chairman James McDonnell reported that revenue is still ahead of the expenses. McDonnell stated that Neil Van Horn of Guyasuta has reported that we have exceeded the 5 million mark in our Town Hall Fund.

McDonnell requested that the Finance Committee along with Zoning Officer Rick Schwab find time to review the permit fee structure now 8 years old for Zoning.

McDonnell added that the Finance Committee recommends to authorize Neil Van Horn to increase our market percentage from 80% to 85%.

A motion was made by James McDonnell and seconded by Jeff Craig to authorize Neil Van Horn to increase the market percentage from 80% to 85%. The motion carried unanimously.

PLANNING / PERSONNEL

Chairman Matt Smith spoke of the need to form a steering committee for the Joint Comprehensive Plan after it is approved.

Councilman James McDonnell questioned if the newly approved Employee Manual has been distributed and signed by the Borough Employees.

It was answered that it has not but will be.

NEW BUSINESS: Resolution 1 of 2018

The Resolution adopting the Ligonier Valley Joint Comprehensive Plan, dated August 2018, with a study area comprising Ligonier Borough and Ligonier Township, as prepared by the Joint Planning Committee consisting of representatives of Ligonier Borough and Ligonier Township, and as facilitated by the Eads Group, Inc.

A motion was made by Matt Smith and seconded by Mariah Fisher to accept Resolution 1 of 2018 adopting the Joint Comprehensive Plan. The motion carried with all in favor.

Matt Smith explained that the thought process in the Joint Comprehensive Planning was to form a Steering Committee to continue to work with the plan. It is to consist of a member from Borough Council, a member of Township Supervisors, a member of each Planning Commission (Borough and Township), a member from the Joint Planning Committee from the Borough and Township.

A motion was made by Matt Smith and seconded by James McDonnell to volunteer himself from Borough Council; Jack Fry as a member of Borough Planning Commission and Dave Waseman as the Joint Planning Committee member to serve on the Steering Committee for the Joint Comprehensive Plan. The motion carried with all of Council in favor.

PUBLIC COMMENT

Richard Flickinger of 422 Summit Avenue commended Council for adopting the Joint Comprehensive Plan. Flickinger also asked Council what the Comprehensive Plan addresses as far as to form a single government between Ligonier Township and Ligonier Borough.

Councilman Matt Smith answered that nothing in the Plan directly addresses this. The Plan only addresses to continue to work together to make the valley as a whole better.

COMMENDATIONS & COMMENTS from OFFICERS & DEPARTMENTS

Engineer Greg Elliott reported that the bandstand copper roofing contractor will increase his work force beginning Monday. There was a little bit of a problem with the scaffolding getting in the way of Darr Construction. This will be rectified. The paver sub-contractor has applied the bituminous base board on which the pavers will be placed on top and installation of the pavers will begin on Monday.

A motion was made by Mariah Fisher and seconded by Jeff Craig to approve payment application request #5 to Darr Construction for \$441,695.16. The motion carried with all of Council in favor.

Zoning Officer Rick Schwab reported that there will be a public hearing at 6:30 PM September 13, 2018 concerning Sheryl Melville's Conditional Use Application request to open a bakery at 304 West Main Street.

MOTION TO ADJOURN

A **motion** was made by Jeff Craig and seconded by Mariah Fisher to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 7:36PM.

The motion concluded the meeting and a **presentation** followed regarding the **proposed consolidation of the Ligonier Borough and Ligonier Township police departments**.

Public Safety Chairman Jeff Craig opened the presentation with an overview of the proposed police consolidation and its steering commission.

It was announced there will be a public meeting regarding the proposed consolidation September 18, 2018 at 7PM at the LV High School with representative of PA Dept. of Community and Economic Development, Ron Stern present.

John Berger would serve as Chief of the LV Police Department with Mike Matrunic as Assistant Chief. The department would also include a lieutenant, a sergeant, with a K-9 officer, four full-time police officers and a number of part-timers.

Ligonier Borough police station would serve as office for the Chief, Assistant Chief and administrative staff. The Township police station would be for the officers and vehicles. Future plans could include renovating one of the current facilities or constructing a new regional police public service facility.

Toni Ulery would remain a Borough Employee and Parking Revenue would also remain with the Borough.

The Committee (Chief John Berger, Township Chief Mike Matrunic, Sam St. Clair, Jeff Craig, Stephanie Verna, & John Beaufort) with the aid of Ron Stern analyzed the Borough and Township's historical budgets and actual costs to determine an appropriate split of an overall budget between the 92 square mile Township and 1 square mile Borough.

The first year the two municipalities would divide an estimated \$824,000 base budget with the township responsible for 70 percent and the Borough 30 percent. Any budget increases in the following years would be split based on the population 80-20%; with 80% for Township and for the Borough 20%. The Borough has more than 1,500 resident with the Township at more than 6,600.

Stephanie Verna reported that both Jan Shaw and Roxanne Shadron would continue to provide the financial services. Duties will be split with one taking Payroll and the other General Ledger for the proposed police consolidation.

A five member Ligonier Valley Police Commission would oversee the LV Police. The commission would consist of Borough Council members, Jeff Craig, Sam St. Clair, Ligonier Township Supervisors Stephanie Verna and John Beaufort as well as a Township resident unanimously appointed by the others.

If a consolidation agreement is approved; the regional police department would commence January 1, 2019.

Both Ligonier Borough Police Chief John Berger and Ligonier Township Police Chief Mike Matrunic spoke on behalf of their support for a consolidated Police Department.

It was stated that once consolidated, the Regional Police Department would qualify for state grant funding to support the Police Chief's salary, start-up costs and equipment.

Council James McDonnell asked to see a complete, detailed budget.

Jeff Craig answered a detailed budget will be provided and feels that the overall costs for the Borough will be less than if there were no consolidation.

Jack Fry also wants to see a copy of the budget before the public hearing. He asked if there was a capital expenditure budget associated with this; to which Jeff Craig replied yes.

Greg Sullenberger, part-time Borough officer expressed his support for the consolidation as well as Dan Stevens, a 27 year veteran of the Westmoreland County Department of Public Safety.

President Sam St. Clair thanked everyone for listening.

The presentation concluded at 8:43 PM.

Respectfully submitted,

Paul A Fry
Secretary-Treasurer
Office Manager