Ligonier Borough Stormwater Authority
Meeting Minutes
Thursday February 26, 2026

Meeting was called to order by Chairman Carol Barton at 6:30 PM at the Ligonier Borough Municipal Building.

Board Members Present

Carol Barton	Wade Stoner	Paul Goodfellow
Karl Horman	Gary Riffle	

Public Comment

There were no comments from the public.

Reading of Minutes

Paul read the meeting minutes for the January meeting. Several corrections were suggested. Motion to accept as corrected by Wade with a second by Karl. The minutes were accepted as corrected.

Communications

There were no communications to report.

Bills for Payment

Karl read the bills for payment which totaled $2675.40. Karl made made a motion to table paying the bills until we have sufficient funds to do so. Paul provided the second. Motion passed unanimously.

Committee reports

Finance Committee

No report from the Finance Committee – to be addressed under New Business.

Engineer's Report

No report – will be addressed under new business.

Solicitor's report

Mr. Demosky reported that he worked on Intergovernmental Agreement with the Borough's solicitor, Mark Sorice and the details of that will be presented under Old Business.

Treasurer's report

Karl reported that we have $100.03.

Old Business

- Fee Collections – Over the past few months, the Finance Committee has investigated multiple options for our billing including Muni-Link, Berkheimer, Pennsylvania Municipal Service, Randy Rinier (our new tax collector), and others. Since our last meeting, Jason Mash (our Engineer) discussed an alternative with the Finance Committee. He offered to adapt his existing customer management software to create the stormwater bills for us. After Jason presented his idea to the entire Board, there was a discussion about how to break up the list into four parts, with the commercial properties being in the last batch to give us more time to develop accurate ERU's (Equivalent Residential Units). Karl made a motion, with a second by Wade, to accept Jason's proposal and table any discussion of Muni-Link until an appropriate time in the future. The motion passed with all in favor. There was further discussion to clarify that the Board is directing Jason to move forward by dividing the list of residential properties into thirds with commercial properties making up the 4th quarter. The Board also discussed the need to make sure the list stays updated when properties are sold/transferred as well as providing customers with the ability to pay by credit card. Solicitor Demosky suggested that we make sure that our list of customers, which was derived from the tax rolls, includes all properties including those that are not required to pay taxes.

- ERU Cap on Commercial Properties – Jason explained the process he used for determining ERUs including the Ebensburg model. The Board discussed strategies for assigning ERUs and how to account for any mitigation efforts that are already in place. Mr. Demosky expressed the importance of making sure that we have a documented policy for dealing with appeal applications to ensure that every case is dealt with equally and fairly. Karl made a motion to set the maximum number of ERUs for any commercial property at 30. Gary provided the second and the motion passed unanimously. Jason was asked to provide a list of management practices that we should consider for giving credits. Carol reported that Ebensburg has system in place for applying for credits that we should review.

- Intergovernmental Agreement – Solicitor Demosky discussed in detail the intergovernmental Agreement between the Borough and the Authority. The agreement covers liability insurance, employee time and material costs, and consulting services with Regola Consulting. Wade made a motion, with a second from Karl, to approve the agreement subject to Authority President/Solicitor approval. The motion carried unanimously. The Borough Council needs to approve it as well.

- Chairman Carol Barton proposed a committee, led by Gary Riffle and Paul Goodfellow, to review and update the Stormwater Authority Ordinance using Ebensburg as a model. The committee was tasked with preparing a draft for the next meeting. When complete, the Authority will forward it to the Borough Counsel as a recommended update.

- Jason will review the draft business plan to determine if the Chesapeake Bay requirements are applicable to us.

New Business

- The Board discussed the need to develop a high-level/conceptual plan regarding what type of work will be done in each of our phases as this information is needed for grant planning. Jason was asked to determine what, after the survey, phase one will comprise.

- Chairman Barton addressed the importance of notifying property owners about upcoming stormwater billing with some type of announcement. Carol and Wade volunteered to draft communication materials.

- Chairman Barton made a motion, with a second from Paul, to change the time of our March 26th meeting from 6:30PM to 5PM to accommodate scheduling conflicts. The motion passed 4 to 1. This change needs to be advertised.

Public Comment

- John Dixon, a new member of the Borough's Planning Committee, introduced himself.

Miscellaneous

- At 7:48 PM, Karl made motion to adjourn, with a second by Gary, and the motion was accepted by all.