

**December 11, 2025**

The regular meeting of the Ligonier Borough Council was held Thursday, December 11, 2025 at 7pm in the Town Hall with President Matt Smith presiding.

**Members Present:** Matt Smith, Mariah Fisher, Judy Hoffer, Carol Barton, Jordan Frei, Karen Lynn, John Poznick and JR Council Emma Betz.

**Others Present:** Secretary-Treasurer Jan Shaw, Street Supervisor Ron Ross, Mayor Ormond “Butch” Bellas, Engineer Jason Mash, Solicitor Mark Sorice, Police Chief Mike Matrunics, and Fire Chief Matt Ferry.

#### **APPROVAL OF MINUTES**

*A **motion** was made by Mariah Fisher and seconded by Jordan Frei to approve the minutes of November 13, 2025 as presented. All of Council was in favor.*

#### **BILLS PAYABLE**

*A **motion** was made by Judy Hoffer and seconded by John Poznick to approve the Bills Payable. The motion carried unanimously.*

#### **CONSENT CALENDAR**

*A **motion** was made by Jordan Frei and seconded by Mariah Fisher to approve the Consent Calendar provided. All of Council was in favor of the motion.*

#### **PUBLIC COMMENT**

N/A

#### **UNFINISHED BUSINESS**

**Emergency Management Coordinator – Corey Blystone – Appointed by Gov. Shapiro**

**Approve LVPD Budget @ \$1,167,319. Borough share \$316,669 & Township share \$850,650:**

*A **motion** was made by Karen Lynn and seconded by Judy Hoffer to approve the LVPD Budget. The motion carried with all of Council in favor.*

**Proposed 2026 Budget for Ligonier Borough:**

Chair John Poznick explained that the proposed budget was advertised with mills increase up to 27.

*A **motion** was made by John Poznick and seconded by Judy Hoffer to approve the 2026 Budget as advertised. All of Council was in favor.*

**Bamboo Ordinance update:**

Solicitor Mark Sorice stated that this ordinance is being worked on for clarification in regards to language.

**Electric Contract:**

Councilman John Poznick explained that the committee will look more into other companies for an electric contract in the spring. West Penn Power was notified that Ligonier Borough will be going back with them as the contract expires on December 17<sup>th</sup>.

John feels that Ligonier Borough will go with Penn State Group in the spring.

During the recent analysis it was discovered that Ligonier Borough is being taxed on our bills by West Penn Power and as Ligonier Borough is tax exempt we will be getting this money back.

**Anonymous donation of \$15,000 to fund the work of Regola Consulting:**

Councilman Jordan Frei explained that some details need to be worked out with the donor.

## **CORRESPONDENCE**

**Westmoreland County Transit Authority local share assessment for fiscal year 2025-2026:**  
\$924:

The local share assessment for Ligonier Borough remains the same as last year.

***A motion** was made by Judy Hoffer and seconded by Mariah Fisher to approve the share assessment of \$924 for Ligonier Borough. The motion carried with all in favor.*

Council Mariah Fisher clarified that there was a typo with the amount of the local share assessment on the agenda reading \$294 instead of the correct amount of \$924.

**Clerk Carole Henderson resignation letter:**

**A motion** was made by Mariah Fisher and seconded by Judy Hoffer to accept with regret Clerk Carole Henderson's letter of resignation. All of Council was in favor.

Email received from **Christy Boyd** from the BJB Foundation asking to hold **Clicks for a Cause December 5, 2026**. Time is the same as in previous years; 10am-2pm with both people and pets being photographed.

It was noted that Diamond Park is a Public Park and cannot be reserved while she is welcome to use the space.

Letter received from **LV Chamber of Commerce** thanking Public Works Department, Jan Shaw, Carole Henderson, Tom Gibson and all volunteers who helped **decorate the Diamond for Light Up Night**. A thank you also expressed for parade participants and LVHC#1 for escorting Santa.

Letter received from **LV Chamber of Commerce** requesting permission for **El Vaquero to display luminaries for the next two weekends** from 5-9pm December 12-14 and December 19-21 on the inner Diamond sidewalk and outer Diamond sidewalk.

***A motion** was made by Judy Hoffer and seconded by Jordan Frei to approve the request. The motion carried unanimously.*

Letter received from **LV Chamber of Commerce** requesting permission to use **Town Hall Auditorium for registration for 16<sup>th</sup> Annual Soup's On! Event to be held Saturday, March 14, 2026**. Registration to begin at 10:30am and conclude at 12:30pm. Event will run from 11am-2pm. Also requested is for an acoustic band to perform on the Diamond.

***A motion** was made by Jordan Frei and seconded by Judy Hoffer to approve Soups On! Event. All of Council was in favor.*

Letter received LV Chamber of Commerce **requesting permission to block off the Northeast quadrant of the Diamond to traffic for its Sunday Evening Band Concerts 2026**. Further requested is that the **first four meters on the North side of East Main Street be bagged for Laurel Highlands Antique Auto Club** members to display their classic cars during the concerts from June 14 through August 23, 2026.

***A motion** was made by Jordan Frei and seconded by Mariah Fisher to approve the request for the Sunday Evening Band Concerts 2026 and the bagging of the first 4 meters on the North side of East Main Street for Laurel Highlands Antique Auto Club display. The motion was unanimously approved.*

## **COMMITTEE REPORTS**

### **PARKS & RECREATION**

Chair Mariah Fisher remarked that the Diamond looks beautiful and also thanked everyone who helped decorate.

Exiting Council member Mariah thanked Paul Fry who helped her so much when she first started on Council. A thank you went out to both Jan Shaw and Ron Ross for all their incredible work they do for the Borough above and beyond what is expected of them.

### **TOWN HALL**

Town Hall Chair Judy Hoffer thanked exiting Council members Matt Smith, Mariah Fisher and Karen Lynn for their hard work serving on Ligonier Borough Council. Judy Hoffer also thanked Ron Ross and Jan Shaw for their hard work as well.

Hoffer wished everyone a Merry Christmas and a Happy and Safe New Year.

### **PUBLIC WORKS**

Chair Carol Barton also thanked exiting Council members as well as Mayor Bellas.

### **FINANCE**

Council John Poznick also thanked exiting Council members and Mayor Bellas as well as the example led by his neighbor the late Chick Cicconi.

### **PLANNING / PERSONNEL**

Chair Karen Lynn reported that the committee has been working very hard finding a replacement for Clerk Carole Henderson with over 40 applicants applying for the position. Karen reported that the Personnel Committee has a very qualified candidate to recommend to Council this evening.

Karen Lynn further thanked those who have mentored her the brief time she has served on Council. Karen acknowledged the hard work the LVHC#1 does and what fun it is to volunteer for the fire department to help raise much needed money. Karen also praised the LVPD for acting with the upmost integrity and thanked them as a resident of Ligonier Borough in which she is very proud to live.

### **SHADE TREE**

N/A

### **PUBLIC SAFETY**

Chairman Jordan Frei reiterated the points about Matt Smith, Karen Lynn and Mariah Fisher and that it has been an honor working with them.

Jordan further praised both the LVHC#1 and LVPD. Jordan wished each a fantastic Christmas Holiday and thanked them for all that they do.

### **STORMWATER AUTHORITY**

Carol Barton reported that the authority is moving forward with billing options and fee structure. The next meeting of the Stormwater Authority will be Thursday, December 18, 2026 at 6:30PM. The meeting is open to the public.

### **NEW BUSINESS**

For approval; **2026 Ligonier Borough Council Meetings**; January 5, January 8, February 12, March 12, April 9, May 14, June 11, July 9, August 13, September 10, October 5, November 12, & December 10, 2026. **2026 Planning Commission meetings**; January 27, February 24, March 24, April 28, May 26, June 23, July 28, August 25, September 22, October 27, November 17 and December 15, 2026. **2026 Stormwater Authority meetings**; January 22, February 26, March 26, April 23, May 28, June 25, July 23, August 27, September 24,

October 22, November 19 & December 17, 2026.

***A motion** was made by Jordan Frei and seconded by Mariah Fisher to approve and advertise the 2026 calendar meetings for the Ligonier Borough Council, Panning Commission and Stormwater Authority. The motion carried with all in favor.*

**Ordinance – Real Estate Tax:**

Secretary-Treasurer Jan Shaw explained that an ordinance is needed because the Borough is increasing the millage. Normally each year when the budget is adopted if no millage is increased only a resolution is needed.

The proposed ordinance briefly states that Ligonier Borough is increasing the millage to 27 and is to be used for the benefit of Ligonier Borough.

***A motion** was made by Jordan Frei and seconded by Carol Barton to advertise the proposed RE Tax Ordinance. All of Council was in favor.*

**Ordinance – Parking Fines**

***A motion** was made by Jordan Frei and seconded by John Poznick to approve the new parking fine structure ordinance. The motion carried unanimously.*

**APPOINT NEW CLERK**

***A motion** was made by Karen Lynn and seconded by Mariah Fisher to hire Tricia Betz as Ligonier Borough's new clerk /administrative assistant. All of Council was in favor.*

**ADDITIONAL PUBLIC COMMENT**

Tom Freeman, Ligonier Borough's elected Mayor for 2026 thanked Mayor Bellas for his support and for all that he has done for the Borough and the Community.

Tom Freeman also thanked Matt Smith and Mariah Fisher and Karen Lynn and told them to feel free to call if there is ever anything he can do for them.

Freeman also commended both LVPD and LVHC#1 for all they do every day.

Freeman wished everyone a Merry Christmas.

**MAYOR BELLAS**

A proclamation was presented and read for Mayor Bellas on his retirement.

**COMMENDATIONS & COMMENTS from OFFICERS and DEPARTMENTS**

JR Council Member Emma Betz thanked Mariah Fisher for being her mentor.

Secretary-Treasurer Jan Shaw thanked Karen Lynn for her effort and research for ordinances.

Jan further thanked Mariah Fisher and Matt Smith and expressed that they will be missed. Jan closed by thanking Mayor Bellas as well.

Solicitor Mark Sorice congratulated everyone for their service, dedication and hard work for Ligonier Borough.

Ron Ross thanked those departing.

Fire Chief Matt Ferry reported that the fire department has 2 new members. The department is now up to 39 members.

Engineer Jason Mash reported that Hazel Alley project is coming along.

Police Chief Mike Matrunics thanked Mayor Bellas for all that he has done for him. Mike also thanked Matt Smith for his time serving on the Police Commission and to Mariah Fisher for all her help with National Night Out.

Mike noted that he will miss Tricia Betz working for LVPD and that she was a huge asset to the department.

Mayor Bellas reported that being mayor was a very interesting life experience. Mayor Bellas wished all a Merry Christmas.

Council President Matt Smith thanked Jan Shaw and Ron Ross for their hard work. Matt also thanked Fire Chief Matt Ferry and Police Chief Mike Matrunics as well as the many years Mayor Bellas has put in his service. Matt Smith also thanked all of Council for their work for Ligonier Borough.

The next meeting of the Ligonier Borough Council will be held Monday, January 5, 2026 at 7pm in the Town Hall.

**MOTION TO ADJOURN**

***A motion** was made by Mariah Fisher and seconded by Judy Hoffer to adjourn the meeting. All of Council was in favor. The meeting was adjourned at 7:41pm.*

Respectfully submitted,

Janette Shaw  
Secretary-Treasurer