

June 11, 2020

The regular meeting of the Ligonier Borough Council was held Thursday, June 11, 2020 at 7PM via ZOOM due to the Coronavirus (COVID-19) Pandemic.

Members Present: James St. Clair, Matt Smith, Robert Barron, Mariah Fisher, Judy Hoffer, Nate Sylvester. Absent was Jeff Craig.

Others Present: Secretary-Treasurer Jan Shaw, Street Supervisor Ron Ross, Mayor Ormond "Butch" Bellas, Engineer Ben Faas, Solicitor George Welty, Assistant Police Chief Mike Matrunics, Fire Chief Corey Blystone. Absent was Code Enforcement Officer Shawn Knepper.

APPROVAL OF MINUTES:

A motion was made by Matt Smith and seconded by Mariah Fisher to approve the minutes of May 14, 2020 as presented. All of Council was in favor.

BILLS PAYABLE:

A motion was made by Judy Hoffer and seconded by Nate Sylvester to approve the Bills Payable as also presented. The motion carried with all in favor.

CONSENT CALENDAR:

A motion was made by Matt Smith and seconded Judy Hoffer to approve the Consent Calendar presented. The motion carried unanimously.

PUBLIC COMMENT

No Comments.

UNFINISHED BUSINESS

Stormwater Ordinance: Solicitor Welty summarized that the ordinance is to enact rules, regulations and procedures to manage & control stormwater in geographic areas within the jurisdiction of the Borough of Ligonier in a manner consistent with the Westmoreland County Act 167 Stormwater Management Plan as adopted by Westmoreland County, Pennsylvania. Solicitor Welty added that the proposed ordinance has been properly advertised and is before Council for action.

A motion was made by Matt Smith and seconded by Mariah Fisher to approve the Stormwater Ordinance. The motion carried with all in favor.

Emergency Declaration & Town Hall Facilities:

Jan Shaw stated that the auditorium has not been sanitized. Hand sanitizer dispensers will be placed at the two major entrances of Town Hall. The Town Hall building will open to the public Monday, June 15, 2020.

A motion was made by Judy Hoffer and seconded by Nate Sylvester to keep the Auditorium and Community Room free from use until all the federal and state mandates have been removed. The motion carried with all in favor.

Outside Public Restrooms: need to be thoroughly cleaned before opening

A motion was made by Judy Hoffer and seconded by Mariah Fisher to keep the outside public restrooms closed for another 1-2 weeks to clean before opening. The motion carried unanimously.

Restrictions for Town Hall:**No Public Restrooms inside Building at this time.**

Masks will be **required** for public to enter Town Hall building. Plexiglas has been installed in the Borough office. Mike Reese's office, LV Chamber, and Tax Office have all taken measures to ensure social distancing. Employees should also don a mask when public comes into the office.

The restrictions will be posted on Town Hall door entrances.

A motion was made by Judy Hoffer and seconded by Nate Sylvester that the public should adhere to the above restrictions. All of Council was in favor.

Meeting Rooms:

It is proposed to not open the upstairs meeting rooms for another month as Laurel Highlands has left the building and their rooms need cleaned and painted and carpets scrubbed.

A motion was made by Judy Hoffer and seconded by Matt Smith to keep the meeting rooms upstairs also closed for another month. All of Council was in favor.

Reinstate Sub Sales:

A motion was made by Robert Barron and seconded by Matt Smith to reinstate sub sales while practicing social distance. All were in favor.

Zoom Meetings:

A motion was made by Judy Hoffer and seconded by Robert Barron to continue ZOOM meetings for Ligonier Borough Council until the restrictions are lifted. All of Council was in favor.

Fort Ligonier Days:

Mariah Fisher, member of Council's Fort Ligonier Day Committee reported that the committee has met with Fort Ligonier Days Inc. After discussions, it was decided by Council's Fort Ligonier Days Committee that Fort Ligonier Days Inc. may proceed with their Fort Days plans as long as we are no longer in any phase of the COVID-19 Pandemic limiting the size of gatherings. Fort Ligonier Days Inc. will have the responsibility for the decision to cancel the event should the need occur and in a time frame suitable for their planning.

A motion was made by Mariah Fisher and seconded by Judy Hoffer to permit Fort Ligonier Days Inc. to proceed as long as we are no longer in any phase of the COVID-19 Pandemic and with no restrictions from the Federal, State or County. All of Council was in favor.

CORRESPONDENCE

Letter received from the LV Chamber of Commerce requesting permission to use Diamond Park on July 17 & 18, 2020 from 9am to 5pm for the Chamber's annual "Summer in Ligonier" event (9 arts and crafts vendors). Also requested is for the downtown merchants to hold sidewalk sales during this weekend.

A motion was made by Mariah Fisher and seconded by Nate Sylvester to approve. All of Council was in favor.

Letter received from the LV Chamber of Commerce requesting permission to bag the meters on the Diamond and first two blocks of East and West Main Streets for the Chamber's Antiques on the Diamond event August 22, 2020. Also requested is for the meters to be bagged the night before to allow vendors to set up without interference along the designated streets.

Chamber Director Scott Haines reported that typically there are about 35 vendors but right now there are approximately 18 vendors and they will be spread out the 1st two blocks and Diamond. In terms of the number of people in attendance, it is predicted to be that of the same as a busy weekend in town.

A motion was made by Nate Sylvester and seconded by Matt Smith to approve the request. All of Council was in favor.

Banners on Diamond for LVSD:

A motion was made by Mariah Fisher and seconded by Matt Smith to ratify the Banners erected 6/3/20 – 6/22/20 on the Diamond in support of the LVSD High School Graduating Seniors. The motion carried unanimously.

Letter received from Fire Chief Corey Blystone asking Council's permission to display a banner promoting recruiting in several locations rotating from the Fire Station, Mellon Park, St. Clair Park, Friendship Park, as well as the grassy area next to Town Hall during the summer and fall months. The banner will be rotated from location to location on a weekly or bi-weekly basis.

A motion was made by Mariah Fisher and seconded by Matt Smith to approve the request from Ligonier Borough Fire Chief Corey Blystone. All were in favor.

An email request was received from Daryl Hoffstot asking permission to hold a peaceful march Saturday, June 13 at 10am and walk from Mellon Park along West Main Street to the Diamond in Ligonier in honor of George Floyd. Currently 10-12 people are interested, but if approved will send out word to gather more. People will be required to social distance and masks will be requested to be worn.

Solicitor Welty stated that people do have the right to assemble without needed approval. It is stated that it will be peaceful. Solicitor Welty advised Council however to let the LV Police know to be there and to keep individuals off the state road around the Diamond and stay on the sidewalks.

COMMITTEE REPORTS

PARKS & RECREATION

Mariah Fisher, Chair of Parks & Recreation Committee reported that Friendship Park and the Ball Fields are now open. There is new signage around reminding all to stay home if not feeling well, wash hands often, cover coughs and sneezes, use hand sanitizer, which you bring with you, and try to maintain social distance while using both playground and ballfield. The restrooms and playground will be sanitized once a day while open.

Diamond Trees: Bartlett Tree Service have been keeping a close watch on the Diamond trees, and unfortunately they have identified 3 stressed trees. Public works will be working to trim the dead limbs from the trees that are struggling. A Bartlett technician will be coming to check the trees we are concerned about for root rot and attempt everything to get them healthy.

Walk Works Grant opportunity: Parks and Recreation Committee have reviewed the Walk Works proposal and feel it would be a good opportunity to do a joint grant application with the Township. A joint letter of intent to apply for the application was submitted by the Township. An official application for the grant would be submitted by July 2nd. A meeting will be held between the Parks & Recreation committee and Ligonier Township shortly to discuss and get more information for the application. The grant will provide funding for the project but does not help with the design, however, the EADS group will help with that.

A motion was made by Mariah Fisher and seconded by Nate Sylvester to proceed with the joint application with the Township for the Walk Works Grant to extend the walking / bike trail. All of Council was in favor.

TOWN HALL

Nothing.

PUBLIC WORKS

Chairman Robert Barron reported that the public works crew has completed the line painting for the season.

Street Supervisor Ron Ross has also been putting unused items at the Municipal Building for sale on municipal bid.

PUBLIC SAFETY

N/A

FINANCE

Chairman Nate Sylvester reported that the revenue from parking has begun to pick up a little as well as the Real Estate Taxes.

Will need to look at budget down the road and see where to trim expenses to see that we are where we need to be.

PLANNING / PERSONNEL

Matt Smith, Chairman of Planning / Personnel requested an executive session at the end of the meeting for personnel with possible action after.

NEW BUSINESS

N/A

COMMENDATIONS & COMMENTS from OFFICERS and DEPARTMENTS

Fire Chief Corey Blystone thanked Council for approving the banner request.

ENGINEER

EADS Engineer Ben Faas thanked Council for passing the Stormwater Ordinance.

ZONING OFFICER

Rick Schwab reported that zoning is picking up with lots of phone calls with 3 permits issued so far this month.

POLICE

Assistant Mike Matrunic reported that the department has had some luck with recent Grant Applications for (10) Body Cameras as well as an updated server to support the program. An email notification was sent regarding the award for approximately \$20,000.

Matrunic reported that the department is continuously growing.

Metro Alert has started.

MAYOR

Mayor Bellas added that the body cameras are very important to protect us and the people the police serve.

EXECUTIVE SESSION

President St. Clair called for a brief executive session for personnel with possible action after.

A motion was made by Matt Smith and seconded by Robert Barron to enter into executive session for personnel. All of Council was in favor.

Council went into executive session for personnel at 8:19 PM.
Council returned from executive session at 8:36 pm.

A motion was made by Matt Smith and seconded by Mariah Fisher to reinstate the public employees; the two custodians at regular fulltime and meter attendant part-time (32 hours per week) until next council meeting. All of Council was in favor.

MOTION TO ADJOURN

A motion was made by Matt Smith and seconded by Nate Sylvester to adjourn the meeting. The motion carried with all in favor. The meeting was adjourned at 8:37 pm.

Respectfully submitted,

Janette Shaw
Secretary-Treasurer