

**March 9, 2023**

The regular meeting of the Ligonier Borough Council was held Thursday, March 9, 2023 at 7pm in the Town Hall with President Matt Smith presiding.

**Members Present:** Matt Smith, Mariah Fisher, Robert Barron, Judy Hoffer, Nate Sylvester, and Jordan Frei. Councilman Brad Chartier was present via ZOOM.

**Others Present:** Secretary-Treasurer Jan Shaw, Street Supervisor Ron Ross, Mayor Ormond "Butch" Bellas, Engineer Jake Bolby, Solicitor George Welty, Police Chief John Berger, Fire Chief Corey Blystone, and Zoning / Code Enforcement Officer Karl Horman.

#### **APPROVAL OF MINUTES**

**A motion** was made by Nate Sylvester and seconded by Robert Barron to approve both the special and regular meeting minutes of February 9, 2023 as presented. The motion carried with all in favor.

#### **BILLS PAYABLE**

**A motion** was made by Brad Chartier and seconded by Jordan Frei to approve the Bills Payable as presented. The motion carried unanimously.

#### **CONSENT CALENDAR**

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

#### **PUBLIC COMMENT**

None

#### **UNFINISHED BUSINESS**

**Dumpster Days:** Friday, April 21, 2023 from 7:30am-3:00pm  
Saturday, April 22, 2023 from 8am-12 noon

**Location:** Public Works Garage at 301 Bunger Street

\$10 for pick-up truck and \$5 for car load

Dumpster Days is for Borough residents only and ID will be required. Absolutely no paint, pressurized cans, hazardous material, items containing dirt, concrete blocks, plaster, fiberglass insulation, shingles, household garbage, broken glass, and grass clippings. Items accepted; electronics, TVs, computer equipment (must be intact), refrigerant-containing appliances @ \$20 per unit. Passenger / light truck tires \$3.00 off rim; \$4.00 on rim.

#### **Electric Charging Stations:**

A rebate has been received along with a quote for installation of 2 electric charging stations in Lot B (lot by Fort Ligonier) from Scott Electric including an electric upgrade by Schultheis Electric.

The cost for the 2 electric charging stations would be approximately \$13,000 with a \$7,000 rebate on top.

**A motion** was made by Brad Chartier and seconded by Nate Sylvester to pay supplier Scott Electric for the 2 charging stations along with Schultheis Electric for the electric upgrade. The motion carried with all of Council in favor.

#### **Friendship Park Phase II:**

Chair Mariah Fisher reported that a design has been received from Mr. Rauso. Fisher stated that the design portrays the skate park portion of the track. Fisher explained this is a pump track which has bumps all along so you may ride scooters, skateboards, & bikes along the path. A sidewalk would be added in between the baseball fields and the entrance. The sidewalk as well as the restrooms would be upgraded and meet ADA compliance. The design includes a

type of seating arrangement as well as a covered area, a full basketball court, 2 pickle ball courts, tennis court, and possibly an additional pickle ball court or shaded pavilion area.

**Estimated Site Development Cost: \$1,699,769** and includes all of the upgrades including an upgraded pavilion, restrooms, and design fees for landscape architecture.

Chair Mariah Fisher stressed that the committee is looking for grant funding, and community fund raising.

**A motion** was made by Mariah Fisher and seconded by Brad Chartier to move forward with the design and plan as well as approve the estimate of the Site Development Cost @ \$1,699,769. The motion carried unanimously with all in favor.

#### **Rauso Invoice:**

**A motion** was made by Mariah Fisher and seconded by Jordan Frei to pay Mr. Rauso \$16,280 for work that has been done previously. The amount is to be paid out of Borough savings and will then be re-paid in full from donations. The motion carried.

#### **CORRESPONDENCE**

Ligonier Country Market requests permission to divert traffic from Carey School Road onto Walnut Street and then onto Rt. 30 in conjunction with permit application being sent to PennDot.

**A motion** was made by Nate Sylvester and seconded by Mariah Fisher to approve pending Penn Dot's approval. The motion carried with all in favor however Jordan Frei abstained due to his wife's connection with Ligonier Country Market.

Letter received from Julie Donovan of **Fort Ligonier** requesting permission to **use the Borough's bus parking lot** located along Route 30 for overflow parking if needed Saturday, March 11, 2023 for a large number of students and their families from the region who are competing in a Model Fort Competition.

**A motion** was made by Mariah Fisher and seconded by Jordan Frei to approve the request from Fort Ligonier. The motion carried with all in favor.

Email received from Diane Gove Stewart of **Abigail's** requesting permission to hang a 2x6 **banner** over their door from April 30-May 6, 2023 for their 25<sup>th</sup> year anniversary celebration.

**A motion** was made by Judy Hoffer and seconded by Jordan Frei to approve the request and congratulations were extended for 25 years. The motion was unanimously approved.

#### **COMMITTEE REPORTS**

##### **PARKS & RECREATION**

Mariah Fisher had nothing further to report but conveyed her excitement for the Friendship Park remodel.

##### **TOWN HALL**

Chair Judy Hoffer reported that everything is quiet at the Town Hall.

##### **PUBLIC WORKS**

Chairman **Robert Barron** wished to make Council aware of his **resignation serving on Borough Council** effective after the meeting tonight. March 17, 2023 he will no longer be a Borough resident or Borough taxpayer and therefore ineligible to be a Borough Councilman. Robert thanked everyone for their help through the years and added that it was great to serve the Borough.

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

Many well wishes and appreciation was extended to Robert Barron on his resignation serving on Council.

### **PUBLIC SAFETY**

Nothing

### **FINANCE**

Chairman Brad Chartier had nothing to report for finance but congratulated the owners of Abigail's on their 25 years.

### **PLANNING / PERSONNEL**

Nothing

### **NEW BUSINESS**

#### **Tar & Chipping:**

Arch, Hillside Avenue & Franklin Street are the target streets. However, the utility companies may be digging up streets with gas / water line work. The topic was discussed with Council deciding to get bid packets together in the event tar & chipping can transpire amid other utility work.

**A motion** was made by Jordan Frei and seconded by Mariah Fisher to seek bids for tar @ chipping. The motion carried unanimously.

#### **Public Works Roof:**

Brad Chartier noted that in 2020 TMR inspected the Public Works roof and gave an estimate of 5-7 years. It is now leaking every time it rains.

**A motion** was made by Brad Chartier and seconded by Nate Sylvester to have TMR do follow up inspection to see if it has gotten any worse and then repair or replace. The motion carried with all in favor.

#### **Lot A Sidewalk Repairs:**

**A motion** was made by Robert Barron and seconded by Mariah Fisher to permit Street Supervisor Ron Ross to get bids to repair the sidewalk in lot A for safety issues. The motion carried unanimously.

#### **Sidewalk Display \$15 permit – lower to \$5:**

Council decided to table the topic until next month's meeting.

#### **Natural Gas Supply Contract with IGS:**

Secretary-Treasurer Jan Shaw explained that Ligonier Borough contract with IGS expires 12/2023. The Borough can save by extending the contract now for 24 months.

**A motion** was made by Nate Sylvester and seconded by Brad Chartier to extend the contract with IGS from December 2023 for 24 months @ 4.143 per DTH. All of Council was in favor.

#### **Resolution #2 of 2023 - Declaring Intent for Disposition of Records:**

**A motion** was made by Judy Hoffer and seconded by Jordan Frei to adopt Resolution #2 of 2023. All of Council was in favor.

#### **Resolution #3 of 2023 – Disposition of Records**

1. Right to Know requests prior to 2020
2. Bank Statements prior to 2016
3. Cancelled Checks prior to 2016
4. Deposit Slips prior to 2016
5. Payroll tax returns including Federal, State & Local Income Tax returns, and unemployment tax returns prior to 2019

6. Employment applications from people not hired – prior to 2021
7. Paid parking tickets & associated late letters prior to 2021
8. Recordings of public meetings used to create minutes prior to 2021
9. Lien letters prior to 2022
10. Employee time sheets prior to 2019
11. Budget work papers prior to 2016
12. W2 & 1099 forms prior to 2018
13. Obsolete storm drain VHS tapes from 2003-2007
14. Outdated natural gas maps from 2002

**A motion** was made by Mariah Fisher and seconded by Nate Sylvester to adopt Resolution #3 of 2023. The motion carried with all in favor.

#### **COMMENDATION & COMMENTS from OFFICERS and DEPARTMENTS**

Solicitor George Welty reported that he has received a letter from Phil Fleming of Ligonier Hose Co. #1 looking for exoneration of the 2022 Real Estate taxes on the old Borough building. Secretary-Treasurer Jan Shaw is to check with Borough Tax Collector Robin Roberts to make sure that the Ligonier Hose Co. #1 did not get a bill.

**Council vacancy:** Council has 30 days to fill the position by a registered elector of the Borough and resident must have lived in the Borough continuously for a year. If the position is not filled within 30 days; the vacancy shall be filled within 15 additional days by the Vacancy Board.

**Robert Barron wished to ratify his motion for resignation from Borough Council from March 9, 2023 to March 16, 2023.**

**A motion** was made by Jordan Frei and seconded by Nate Sylvester to accept Robert Barron's ratification of his resignation from March 9, 2023 to March 16, 2013. All of Council was in favor.

Anyone interested in filling the Council vacancy is asked to submit a letter of interest to the Borough by March 30, 2023.

Street Supervisor Ron Ross asked for permission to sell an engine hoist and place on Municibid.

**A motion** was made by Robert Barron and seconded by Judy Hoffer to permit the sale of the engine hoist. All of Council was in favor.

Ron Ross thanked the American Legion for donating new flags for the Diamond as well as donating two new flags for Donaldson Field.

Ross closed by stating that the new tractor has arrived last week for public works.

Engineer Jake Bolby reported that Burd Street Penn Dot permit is being closed out.

Police Chief John Berger reported that in 2005 a generous donor of the community bought the department all new hand guns, holsters and ammunition. The same donor has again this year bought LVPD all new guns & holsters that will be put into service around April 1, 2023.

Mayor Bellas thanked Robert Barron for his service to the Borough and congratulated Diane Stewart with 25 years @ Abigail's.

President Matt Smith thanked Robert Barron for his service to the Borough.

#### **MOTION TO ADJOURN**

**A motion** was made by Judy Hoffer and seconded by Jordan Frei to adjourn the meeting. All of Council was in favor. The meeting was adjourned @ 7:45pm.

Respectfully submitted,  
Janette Shaw  
Secretary-Treasurer