

**April 13, 2023**

The regular meeting of the Ligonier Borough Council was held Thursday, April 13, 2023 at 7pm in the Town Hall with President Matt Smith presiding.

**Members Present:** Matt Smith, Judy Hoffer, Nate Sylvester, Jordan Frei, and Brad Chartier. Absent was Mariah Fisher.

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

**APPROVAL OF MINUTES**

**A motion** was made by Jordan Frei and seconded by Nate Sylvester to approve the minutes of March 9, 2023 as presented. The motion carried unanimously.

**BILLS PAYABLE**

**A motion** was made by Judy Hoffer and seconded by Brad Chartier to approve the Bills Payable. The motion carried with all in favor.

**CONSENT CALENDAR**

**A motion** was made by Nate Sylvester and seconded by Jordan Frei to approve the Consent Calendar as also presented. The motion carried with all in favor.

**PUBLIC COMMENT**

NONE

**UNFINISHED BUSINESS**

**Tar & Chipping:**

Street Supervisor Ron Ross reported that Tar & Chipping will mainly be in the lower end of town due to ongoing utility work & digging in other areas of town. Ron Ross stated that he would like to tar and chip North Avenue, Bunger, Vincent Street as well as all along Wellington.

Secretary-Treasurer Jan Shaw stated that she has advertised for bids in the Latrobe Bulletin and the ad will appear the 17<sup>th</sup> and 24<sup>th</sup> of April. Bids are to be in to Town Hall office by no later than 3:30pm May 11, 2023.

Residents will be notified via Savvy, Borough website and public works may go door to door.

**Merchant Display Permit:**

**A motion** was made by Jordan Frei and seconded by Nate Sylvester to reduce the permit fee from \$15 to \$5. The motion carried with all in favor.

**Lot A Sidewalk Repair:**

Street Supervisor Ron Ross reported receiving 3 bids for the repair with the lowest being from Andy Queer Construction at \$17,120.

**A motion** was made by Brad Chartier and seconded by Jordan Frei to proceed with bid from Andy Queer Construction for the Lot A Sidewalk Repair. All of Council was in favor.

**Public Works Roof:**

Street Supervisor Ron Ross reported that the report from TMR Roofing has come back with an F grade. TMR provided a price to put rubber on what is there currently. Ron reported that he has been working on the possibility of going with a truss roof and making a peak. He feels it will be cheaper in the long run to go with a truss roof and metal with a peak instead of a flat roof. Ron Ross is asking permission to have EADS be involved for a drawing to put the project out for bidding.

**A motion** was made by Judy Hoffer and seconded by Nate Sylvester to approve EADS to draw up the specs for the bids for Public Works Roof. The motion carried unanimously.

### **CORRESPONDENCE**

Email received from LVHC#1 Secretary Ginny Fitzner asking permission to close Fairfield Street from Church to Main Street, and Bank Alley one block in both directions from Fairfield Street on Saturday, May 13, 2023 from 10am-5pm for donor appreciation event and “**Wetting Ceremony**” for the new tower-ladder truck at the fire hall.

**A motion** was made by Jordan Frei and seconded by Brad Chartier to approve the request from LVHC#1. The motion carried with all in favor.

Letter received from **Seton Hill Child Services, Inc.** asking to utilize Friendship Park and pavilion to host a free **Family Night Out** event on Thursday, June 8, from 4:30pm – 7pm. Free games, crafts and a basket raffle will be offered along with free refreshments and possibly for purchase - food truck.

**A motion** was made by Nate Sylvester and seconded by Jordan Frei to approve the event with knowledge it is a public park and cannot be reserved. All of Council was in favor.

Letter received from the **LV Chamber of Commerce** requesting permission to use the Bandstand & apply for the Fort Ligonier Days detour for **The Stroll** Friday, August 11, from 5pm-9pm. Permission is asked to bag all the meters in the detour area from 1pm-9pm as well as for merchants to have sidewalk sales.

**A motion** was made by Nate Sylvester and seconded by Jordan Frei to approve the request from LV Chamber of Commerce. The motion carried with all in favor.

Letter received from the **LV Chamber of Commerce** stating they have secured **Hot Wheels** to set up & provide a glass blowing demonstration for 3 hours on East Main Street during the previously approved street closure for Summer in Ligonier Block Party July 22, 2023.

**A motion** was made by Judy Hoffer and seconded by Nate Sylvester to grant permission for Hot Wheels to provide a glass blowing demonstration July 22, 2023 during Summer in Ligonier Block Party. All of Council was in favor.

Email received from Janet Riordan of **LV Association of Churches National Day of Prayer** asking **permission to place 2x2 signs on private property.**

**A motion** was made by Jordan Frei and seconded by Nate Sylvester to approve the request of LV Association of Churches for National Day of Prayer. The motion carried with all in approval.

A request to use Diamond and Bandstand was received from **LV Chamber of Commerce for DJ** to play on the bandstand **during Wine, Whisky & Sweets Walk Saturday, May 13, 2023** from 1-5pm. The DJ will use own equipment.

**A motion** was made by Jordan Frei and Judy Hoffer to approve. The motion carried with all in favor.

### **COMMITTEE REPORTS**

#### **PARKS & RECREATION**

In the absence of Chair Mariah Fisher, Nate Sylvester reported that a DCNR grant was applied for **Friendship Park Phase II** by the deadline in the amount of \$332,200 which included Ligonier Borough matching grant of \$300,000 and estimate in-kind match by the Public Works

Department for \$32,200. Special thanks went out community members Laura Mannion and Jennifer Cooper for their time spent prepping for the grant.

Sylvester further reported that another grant was applied for with the LV Endowment for \$20,000.

Another meeting with the community members is scheduled for next week.

### **TOWN HALL**

Chair Judy Hoffer reported that Town Hall is doing great with no major problems.

### **PUBLIC WORKS**

Councilman Jordan Frei commended Street Supervisor Ron Ross for saving the Borough 50% of the cost of replacing the garbage cans around the Diamond. Frei reported that Street Supervisor Ron Ross will be essentially crafting them from metal.

### **PUBLIC SAFETY**

Council Chair Jordan Frei thanked Fire Chief Corey Blystone and station for their work with fire calls during the recent wind storms.

### **FINANCE**

N/A

### **PLANNING / PERSONNEL**

N/A

### **NEW BUSINESS**

#### **Westmoreland County Grant: for potable water, sanitary sewer & storm water projects:**

Secretary-Treasurer Jan Shaw reported that we did not get the grant that was applied for Hazel Alley to repair storm water issues. However the county reached out and made some funds available for storm water projects. A grant was then put in for \$440,000 with the Borough matching \$220,000. Shaw noted that this would need ratified.

**A motion** was made by Judy Hoffer and seconded by Brad Chartier to ratify the grant for Hazel Alley. All of Council was in favor.

#### **Appoint Council Person:**

Councilman Nate Sylvester explained that 3 letters of interest were received for the vacancy of Councilman Robert Barron. Personnel Committee met with all 3. Sylvester added that each had strengths that would have been a great asset to Council. All 3 will be good candidates for the primary / general elections coming up and Sylvester wished them all good luck.

**A motion** was made by Nate Sylvester and seconded by Brad Chartier to appoint **Adriel Ginsburg** to fill the vacant council position. All of Council was in favor.

#### **Resolution: DCNR Grant for Friendship Park Phase II:**

**A motion** was made by Nate Sylvester and seconded by Jordan Frei to adopt the Resolution for the DCNR Grant Application for Friendship Park Phase II project. The motion carried with all in favor.

**Amend Permit Fee Structure** price to remove **Road Occupancy Permit (\$27.50)** and replace with **Street Opening Permit fee for \$15 for the first nine square feet and \$10 for each additional 50 square feet.**

**A motion** was made by Brad Chartier and seconded by Judy Hoffer to amend the current Permit Fee Structure. The motion carried unanimously.

**ADDITIONAL PUBLIC COMMENT**

N/A

**COMMENDATIONS and COMMENTS from OFFICERS & DEPARTMENTS**

Secretary-Treasurer Jan Shaw gave an update in regards to last month's request by Ligonier Hose Co. #1 to be exonerated of the 2022 Real Estate taxes on the old Borough building if they have been paid. Shaw reported that after checking with Borough Tax Collector Robin Roberts it was noted that the spring real estate taxes were not assessed.

Street Supervisor Ron Ross reported that brush pick up has begun and residents are asked to use paper bags for leaves, yard & garden waste. Pick up will be Mondays, weather permitting.

Engineer Ben Faas questioned how Council wanted to proceed with the sidewalk ordinance. Council is to bring this up at next month's meeting.

Chief John Berger warned everyone to lock their car doors and not to leave keys in them. An incident just recently occurred with kids escaping from a local place who made it to Ligonier Borough and stole a car. The car was recovered in the city of Pittsburgh.

Mayor Bellas advised everyone as grass cutting season has begun to please keep the grass trimmed to legal limits. Councilman Jordan Frei also advised to keep grass clippings off the streets.

President Matt Smith stated that the next meeting of the Ligonier Borough Council will be held Thursday, May 11, 2023 at 7pm.

**MOTION TO ADJOURN**

A **motion** was made by Judy Hoffer and seconded by Jordan Frei to adjourn. The motion carried with all in favor. The meeting was adjourned at 7:29pm.

Respectfully submitted,

Janette Shaw  
Secretary-Treasurer