

July 13, 2023

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

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

Others Present: Secretary-Treasurer Jan Shaw, Street Supervisor Ron Ross, Mayor Ormond “Butch” Bellas, Engineer Ben Faas, Solicitor George Welty, Police Chief Mike Matrunic, Fire Chief Corey Blystone, & Zoning / Code Enforcement Officer Karl Horman.

APPROVAL OF MINUTES

A motion was made by Jordan Frei and seconded by Mariah Fisher to approve the minutes of June 8, 2023 as presented. All of Council was in favor.

BILLS PAYABLE

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

CONSENT CALENDAR

A motion was made by Jordan Frei and seconded by Mariah Fisher to approve the Consent Calendar. The motion carried unanimously.

PUBLIC COMMENT

Debbie Campayno of 324 N. Fairfield Street was present and questioned Council on behalf of the residents to see what progress has been made concerning the problem with rodents on Fairfield Street.

President Matt Smith stated the Zoning / Code Enforcement Officer Karl Horman was to file to get a number to cite owners.

Zoning / Code Enforcement Officer Karl Horman reported that two properties were mowed after last month’s meeting. One letter will be going out. It will be required to show proof of pest inspection for one. The other will take a little more time. Horman reported that it is an ongoing process.

Campayno agreed that the two properties have been mowed and brush trimmed back. The other property; “groundhog mansion” has not been mowed since after last council meeting. Campayno called the properties an “infestation”. Windows are still broken out in the one property. Four years is way too long for this to keep going on. The residents are pleading for something to be done.

UNFINISHED BUSINESS

Fort Ligonier Days Temporary Permits & Festival areas tabled from 6/18/23 meeting:

1. Pioneer Presbyterian Church yard
2. Mack M. Darr Company, Inc.
3. West Main Street & Walnut Street (LV Railroad Assoc., Fort Allen Farm Equipment)
4. Rosalie Keslar; lot behind 331-333 W. Main Street
5. St. James Lutheran Church, 300 W. Main Street – church yard
6. Holy Trinity Church

Fort Ligonier Days, Inc. further requests **approval for sale permits for the listed individuals & organizations during the Fort Ligonier Days Festival:**

1. Pioneer Presbyterian Church
2. Mack M. Darr Company, Inc.
3. Fort Allen Antique Farm Equipment
4. Ligonier Valley Railroad Assoc.
5. Rosalie Keslar (39) 10x10 spaces
6. St. James Lutheran Church

Jack McDowell was present & clarified that the **Festival Area** is the best way that the committee can keep control of the event. The Fort Ligonier Days Ordinance is the rule book for Fort Ligonier Days Festival. The **Festival Area** is where people can go to set up and sell either merchandise or food. Merchants may sell something on the street in front of their business and are also permitted if the product is their main source of income throughout the year.

A motion was made by Mariah Fisher and seconded by Judy Hoffer to approve the Fort Ligonier Days Temporary Permits and Festival Areas. The motion carried with all in favor.

CORRESPONDENCE

Letter received from Fire Chief Corey Blystone & Phil Fleming reporting that the annual, direct mail **fund raising campaign of the Ligonier Valley Fire Companies has begun.**

Application received from **Cheri Hull of Harvest Church Musicians** from Derry PA requesting to play uplifting music with keyboard and guitars on the Bandstand Friday, July 14, 2023 at 7:30pm.

A motion was made by Jordan Frei and seconded by Judy Hoffer to approve the request. All of Council was in favor.

Letter received from **Margaret Fry of Mountaintop Faith Ministries, Inc.** requesting to hold a Gospel Concert on the Diamond Friday, September 8, 2023 from 6-8pm.

A motion was made by Judy Hoffer and seconded by Jordan Frei to permit the concert Friday, September 8, 2023 from 6-8pm. The motion carried with all in favor.

Email received from Karen Stouffer of **Fox's Pizza requesting to close their parking lot for a free concert on July 8 & August 12 from 6-9pm.** The lot would be closed at 5pm. Fox's also plans on having a concert on the **Friday of Fort days** from 4-7pm as well.

A motion was made by Mariah Fisher and seconded by Adriel Ginsburg to ratify the concert that was held July 8th in Fox's parking lot. The motion carried unanimously.

A motion was made by Jordan Frei and seconded by Adriel Ginsburg to approve the concert in Fox's Parking Lot August 12 and Fort Ligonier Days. The motion carried with all in favor.

Letter received from **LV Chamber of Commerce / Ligonier Country Market seeking permission to bag up to eight meters in Lot A for the band members performing each evening of the Night Markets.** Meters would be bagged from 4 to 8pm. Also requested is to bag four meters in Lot B between 3 & 5pm for vendors waiting to get into their reserved spot around the Diamond not yet vacated.

A motion was made by Mariah Fisher and seconded by Judy Hoffer to permit the vendors to park temporarily in the **bus lot** until their spot is vacated and **4 spots in Lot C along the permitted side** may be used for the band members. The motion was unanimously approved.

Letter received from the LV Chamber of Commerce requesting to hold **Bark in the Boro** Sunday, September 24, 2023 from 12-4pm. It is requested to use the sidewalks and parking areas two

blocks on East and West Main Streets for the Bark in the Boro vendors. Vendor set up to begin approximately at 8am. & therefore it is requested to bag meters Saturday night. The Chamber asks to use the courtyard for an information table. Appropriate liability insurance will be purchased. Permission is asked for merchants to have sidewalk sales on day of event. Dog waste bags will be available and no dogs will be permitted on the grass areas of Diamond.

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

Letter received from the LV Chamber of Commerce requesting permission to use the lampposts in front of the shops around the Diamond and, on North and South Market Streets, East & West Main Streets, a few poles by Abigail's Coffeehouse and the Ligonier Echo office as well as Town Hall Courtyard for the **Annual Scarecrow Contest**. Scarecrows will be put up between October 19 and 20 with tear down completed by November 6th.

A motion was made by Judy Hoffer and seconded by Brad Chartier to approve the Annual Scarecrow Contest event. All of Council was in favor.

Letter received from the LV Chamber of Commerce requesting permission to hold a **Pumpkin & Spice Festival on Saturday, October 28, 2023**. Also requested is to seek restaurant, bakery & alcohol vendors to serve samples in merchant shops from 11am-2pm. Appropriate liquor liability insurance will be purchased. Chamber further requests to hold a storefront decorating contest for participating merchants; organize a pumpkin decorating contest & silent auction on the bandstand with artificial pumpkins. In case of inclement weather, it is requested to use the Community Room for the contest. And last, it is requested to plan for a DJ as well as to offer hayrides using same route as the horse-drawn sleigh rides.

A motion was made by Jordan Frei and seconded by Brad Chartier to approve the Pumpkin & Spice Festival for Saturday, October 28, 2023. The motion was unanimously approved.

Letter received from the LV Chamber of Commerce requesting permission to hold a Ligonier **Wholidays Weekend on December 2 & 3, 2023**. Saturday, December 2 will be **Let's Get Ready to Crumble Cookie Walk**. Participants will purchase a ticket to sample the cookies in merchant's shops. Sunday, December 3 will be **Town –Wide Open House**.

1. Merchants may participate in a holiday window decorating contest.
2. People may search for Green Rocks during a scavenger hunt.
3. Small Whoville houses, Christmas Trees, and presents will be around town.
4. Sing a-long on the Diamond at 5pm.

A motion was made by Judy Hoffer and seconded by Mariah Fisher to approve the Wholidays Weekend event December 2 & 3, 2023. All of Council was in favor.

COMMITTEE REPORTS

PARKS & RECREATION

Mariah Fisher, Parks & Recreation chair reported still working on Friendship Park Phase II.

TOWN HALL

Nothing to report.

PUBLIC WORKS

Nothing to report.

PUBLIC SAFETY

Chairman Jordan Frei reported on the necessity of awareness of scams and safety particularly for the elderly.

FINANCE

Chairman Brad Chartier reported that Ligonier Borough has been approved for a \$220,000 grant from Westmoreland County for fixing storm water on Hazel Alley. There is no date as yet as to when the funds will be available.

Another grant has been received from the Scott Foundation for \$95,000 for LED lighting and a portable and a permanent generator for public works.

Electric Vehicle committee has drafted an ordinance. It is in progress right now. The Borough has been approved for rebate for two charging stations in Lot B (Fort Lot). It is hoped to have the ordinance finished and discussed at next month's meeting.

PLANNING / PERSONNEL

Karl Horman, Zoning / Code Enforcement Officer has submitted a letter of resignation. The Borough will be looking for a replacement. Horman will stay on for a while longer to make a smooth transition with whomever will replace him. Notices will be put on both savvy and the website.

NEW BUSINESS

N/A

ADDITIONAL PUBLIC COMMENT

Debbie Campayno questioned Zoning / Code Enforcement Officer Karl Horman and Council that as the legal owner of one of the properties is not responding to the letter regarding the property, why are they not being cited.

Karl Horman replied that he would talk to her outside of the meeting.

COMMENDATIONS & COMMENTS from OFFICERS and DEPARTMENTS

Street Supervisor Ron Ross reported that a used backhoe attachment was purchased for the skid loader.

LED lights are being installed.

The dumpster is almost finished.

Ross reported that during brush pick up the Public Works crew has been receiving a lot of garbage and grass that is being put in the paper lawn & leaf bags. Residents are asked to please not put garbage and grass in the bags. Notice will be placed on savvy and website.

EADS engineer Ben Faas reported contract documents for the Borough Garage roof replacement are complete.

Bids will be opened at the August 10, 2023 Council Meeting. Pre-bid meeting will be on site August 2, 2023 @ 10am.

Police Chief Mike Matrunic reported that a recent Taser instructor training was held at the Ligonier Township Building.

Officers Hakel and Dorazio completed Patrol Rifle instructor class. Both are now certified to instruct other officer.

Chief Matrunic also reported on Public Awareness in regards to scams. LVPD has been receiving reports of possible scams. Matrunic stressed the importance to not provide personal information over the phone.

Mayor Bellas echoed Chief Matrunics advice to not give out personal information. Mayor Bellas also thanked Karl Horman for his work for the Borough and commended LVPD for their recent criminal investigation.

MOTION TO ADJOURN

A motion was made by Jordan Frei and seconded by Adriel Ginsburg to adjourn the meeting. The motion carried with all in favor. The meeting was adjourned @ 7:47pm.

Respectfully submitted,

Janette Shaw
Secretary-Treasurer