

August 10, 2023

The regular meeting of the Ligonier Borough Council was held Thursday, August 10, 2023 at 7pm in the Town Hall with President Matt Smith presiding.

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

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

APPROVAL OF MINUTES

A motion was made by Nate Sylvester and seconded by Brad Chartier to approve the minutes of July 13, 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 also presented. The motion carried with all in favor.

CONSENT CALENDAR

A motion was made by Brad Chartier and seconded by Nate Sylvester to approve the Consent Calendar provided to Council. The motion carried unanimously.

PUBLIC COMMENT

Debbie Campayno of 324 N Fairfield Street was present and questioned Council on the status of the rodent issue on the 300 block of N Fairfield Street.

Zoning / Code Enforcement Officer Karl Horman responded that the immediate adjacent property has been sent a certified letter of violation. He has also reached out to the second property owner of complaint and has yet to hear a response. Karl will give another week or two for response and will then reach back out to them.

Campayno reported that there are now 6 homes affected where the groundhogs and or skunks have dug under decks & porches. The groundhogs have dug outside the fence near the foundation at Campayno's home that she is continuing to fill the holes in. Campayno reported that the home owners have to scan the property before going outside because of the infestation. Campayno questioned why this has been permitted to continue. It is a health and safety hazard. Campayno asked where the holdup is.

President Matt Smith responded that the Borough has not been able to cite anyone because the Borough does not yet have an ORI number. The Borough is working on this. The Borough is also in a transition right now as Karl Horman has submitted his resignation and we are interviewing candidates for the position. Matt Smith reported contacting Senator Pittman's office and was not given a whole lot to go on. The Borough is not permitted to go on private property and take care of the rodents. Other than sending the letters and citing the owners there is really nothing else the Borough can do. Initially, when Campayno was told owners would be cited for violation; it was unknown about the necessity of the ORI number. The Borough is however working on the issue.

Horman added that there is a process we must follow before we can cite anyone. Letter of violations must be sent, then try face to face contact. If that doesn't work, then we must send additional notices of violation. If nothing still, then we issue a citation followed by court. Campayno stated that she was also advised that she and neighbors may have to get legal representation themselves. Campayno finished by asking when they can expect something to be done.

President Matt Smith stated that the Borough is working on obtaining the ORI number and something will be done as soon as it can.

Sandy Podlucky at 227 W Main Street was present and asked Council to consider reevaluating the noise ordinance regarding the noise disturbance coming from the renter at Thistledown; Christian Simmons doing business as Sweet Rust. Podlucky states that it is impossible to relax on Friday or Saturday evenings with the windows shaking. It is asked that Mr. Simmons turn his tent to face towards the bank and Bank Alley. Podlucky and neighbors are asking for some help on this matter.

Dawn Metz resident of 107 S Dice Alley as well as owner of Bed & Breakfast; the Colonial House on Main at 231 W Main Street next to Sweet Rust was present regarding the noise as well. Metz suggested a time change perhaps or a decibel limit be permitted for music playing.

Bid Opening for new roof at Public Works Garage

DiMarco Construction Co	\$219,000	Base Bid
Raffle Construction	\$207,937	Base Bid
Fort Construction Grp.	\$107,500	Base Bid
Ramp Construction Co.	\$289,000	Base Bid

Solicitor Welty stated that Council may now award the bid to the lowest responsible bidder. Engineers should review to make sure everything is in order and that all requirements are met.

A motion was made by Brad Chartier and seconded by Nate Sylvester to **award the bid to Fort Construction Grp.** with Eads Engineers to review. All of Council was in favor.

UNFINISHED BUSINESS

Electric Vehicle Ordinance:

Brad Chartier reported still working on the draft and noted that EADS Engineer Ben Faas has been very helpful. It is hoped that it will be finalized by next Council meeting in September.

CORRESPONDENCE

Email received from Jacqueline Davis, coordinator for a nonprofit mom's group hoping to host an event at Friendship Park called **Popsicles in the Park** as a way to reach new moms who might need some support. The group wishes to plan the event August 17 or 18 from 5-7pm.

A motion was made by Nate Sylvester and seconded by Brad Chartier to approve the event. The motion carried unanimously.

Letter received from **Roy Hutchinson, Commander of Byers-Tosh Post 267 American Legion** requesting the use of the **Ligonier Diamond** for the annual **Veteran's Days Ceremony Saturday, November 11, 2023 and for Memorial Days activities Saturday, May 25, 2024.** Both ceremonies begin promptly at 11am. Temporary traffic detours are also requested in order to conduct safe and respectful ceremonies.

A motion was made by Judy Hoffer and seconded by Brad Chartier to approve the request with Street Supervisor Ron Ross to submit the paperwork for traffic detour. The motion carried with all in favor.

Letter received from **LV Chamber of Commerce** asking permission to **decorate Diamond Park the beginning of November for the Christmas Season.** Permission is also asked to **decorate the lampposts in the Diamond Park area and around the sidewalks for the annual Adopt a Lamppost.**

A motion was made by Judy Hoffer and seconded by Nate Sylvester to approve the request to decorate Diamond Park for the Christmas Season at the beginning of November as well as to decorate the lampposts for Adopt a Lamppost event. The motion carried with all in favor. Letter received from the **LV Chamber of Commerce** asking for permission and help in the coordination of **Santa's Arrival and Diamond Lighting 6:30pm Friday, November 24, 2023**. It is asked that the police department detour traffic. It is asked that all necessary paperwork for the road closure be submitted. The Chamber wishes to bag 3 meters on the northeast quadrant of the Diamond by Town Hall & the first 4 meters on Fairfield Street beside the YMCA for Misty Haven Carriages. **Christmas Town-Wide Open House will be Sunday, December 3**. It is requested that 2 meters be bagged in front of the Library from 9am-5pm for the kettle corn vendor, & the first 4 meters on Fairfield Street beside the YMCA from 10am-5pm for Misty Haven Carriages.

A motion was made by Nate Sylvester and seconded by Judy Hoffer to approve the requests from the LV Chamber and Santa's Arrival and Light Up Night Friday, November 24, 2023. The motion was unanimously approved.

Letter received from **LV Chamber of Commerce** asking for continued support in **displaying the luminaries during the upcoming holidays**. The Chamber asks that the luminaries be on display 5-8pm Fridays & Saturday through the holiday season **starting Saturday, November 25 and ending on Saturday, December 23, 2023**. Locations include the Diamond and the first blocks of East Main Street, West Main Street, North Market Street and South Market.

A motion was made by Judy Hoffer and seconded by Brad Chartier to approve the display of luminaries during the holiday season. The motion carried with all in favor.

Letter received from the **LV Chamber of Commerce** asking Council to **consider free parking on the 5 Saturdays beginning November 25, 2023-December 23, 2023**. The Chamber will secure a \$1,200 sponsorship to cover the cost of the parking.

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

Letter and route map received from **LVMS 5K** Coordinator Clint Mullen regarding the **annual 5K race planned for Friday, September 29, 2023 from 10-11am**. Entire LVMS staff and parent volunteers will be supervising. LVPD and Fire Departments will be contacted for their assistance.

A motion was made by Judy Hoffer and seconded by Brad Chartier to approve the LVMS 5K annual race planned for Friday, September 29, 2023 from 10-11am. The motion carried with all in favor.

Letter received from Julie Donovan, Director of Marketing & Public Relations for **Fort Ligonier** requesting permission to use the bus lot and Loyalhanna parking lot from 5-9pm for Cannon Ball event Friday, September 15, 2023.

A motion was made by Judy Hoffer and seconded by Brad Chartier to approve use of the bus lot and Loyalhanna parking lot Friday, September 15, 2023 from 5-9pm for the Cannon Ball event. The motion carried unanimously with all in favor.

COMMITTEE REPORTS

PARKS & RECREATION

N/A

TOWN HALL

N/A

PUBLIC WORKS

Street Supervisor Ron Ross asked Council for ideas to keep dogs out of Friendship Park. The topic was discussed with the possibility of fines and / or new signs.

PUBLIC SAFETY

N/A

FINANCE

N/A

PLANNING / PERSONNEL

N/A

NEW BUSINESS

Ratify closure of parking lot by Carol & Dave's July 24 from 3:30pm-8pm:

A motion was made by Judy Hoffer and seconded by Nate Sylvester to ratify the closure. All of Council was in favor.

Zoning / Code Enforcement:

Councilman Nate Sylvester stated that at last month's meeting Karl Horman, Zoning/Code Enforcement officer turned in his resignation. The position was posted; applications were accepted & interviews were completed. The Planning Committee also wanted to consider some other options. Melissa Stiles from Laurel Municipal Agency was present at the meeting to explain to Council what Laurel Municipal Agency does and how it can be another option for Ligonier Borough.

Melissa Stiles – Laurel Municipal Agency Inc.:

Stiles stated that Laurel Municipal Agency provides Building Code Enforcement, Zoning, Flood Plan Administration, Sub-Division & Land Ordinances, etc. The agency has grown from 8 municipalities in 2004 to 52 municipalities across 5 counties. There are 7 individuals in the office.

The Borough would need to enact an Intermunicipal Agreement.

A \$700 one-time fee would be paid by the Borough. Laurel Municipal Agency will come to monthly Council meetings if needed. No residents will ever have to drive to them.

President Matt Smith called for a brief executive session at 7:48pm.

Council returned from executive session at 8:00pm.

A motion was made by Nate Sylvester and seconded by Brad Chartier to appoint Laurel Municipal Agency to handle Ligonier Borough Zoning / Code Enforcement. All of Council was in favor.

Solicitor Welty asked for a word version of the ordinance from Laurel Municipal Agency to advertise as well as submit a short version to the Law Library.

An ad will be placed for a special meeting within the next 20 days.

COMMENDATIONS & COMMENTS from OFFICERS and DEPARTMENTS

Street Supervisor Ron Ross reported that there would be a detour this Friday for The Stroll.

Fire Chief Corey Blystone reported that Nascar Driver Garrett Smithley, son of Ligonier Borough firefighter RK Smithley will be coming to Ligonier this weekend and will be running in a feature race at Jennerstown Speedway. Garrett will be doing part of the feature race as a tribute to Sam St. Clair, former Ligonier Borough Fire Chief. A Borough fire truck will be there and take part in a parade lap. Sponsors are welcome to come forward.

Police Chief Mike Matrunic reported on a lot of bad crashes this last month. Matrunic thanked the local fire departments. Matrunic cautioned everyone to be vigilant on the road.

Mayor Bellas thanked Council for hiring Laurel Municipal Agency Inc. Mayor Bellas spoke of letters of accolade received for Chief Mike Matrunic and Officer Dan Dorazio on a recent court case.

President Matt Smith thanked Karl Horman for his years of service as Zoning / Code Enforcement Officer.

MOTION TO ADJOURN

A motion was made by Judy Hoffer and seconded by Nate Sylvester to adjourn. All of Council was in favor. The meeting was adjourned at 8:40pm.

Respectfully submitted,

Janette Shaw
Secretary-Treasurer