

June 13, 2024

The regular meeting of the Ligonier Borough Council was held Thursday, June 13, 2024 at 7pm in the Town Hall with Vice President Mariah Fisher presiding in the absence of President Matt Smith.

Members Present: Mariah Fisher, Judy Hoffer, Carol Barton, Jordan Frei, John Poznick. Absent was Brad Chartier.

Others Present: Secretary-Treasurer Jan Shaw, Street Supervisor Ron Ross, Mayor Ormond “Butch” Bellas, Engineer Jason Mash, Solicitor Mark Sorice, Police Chief Mike Matrunics, and Fire Chief Corey Blystone. Absent was Matt Smith and Brad Chartier.

APPROVAL OF MINUTES

A motion was made by Jordan Frei and seconded by John Poznick to approve the minutes as presented. All of Council was in favor.

BILLS PAYABLE

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

CONSENT CALENDAR

A motion was made by Jordan Frei and seconded by Judy Hoffer to approve the Consent Calendar provided. The motion carried unanimously.

PUBLIC COMMENT

None

UNFINISHED BUSINESS

Ordinance on Borough Data Information Ownership:

Secretary-Treasurer Jan Shaw stated that the proposed ordinance has been properly advertised for 30 days.

Contracts entered into between the Borough and third parties which produce work product and intellectual property paid for and contracted by the Borough shall be designated as “Borough property”, by virtue of the inclusion of appropriate reservation clause in all contracts.

The end result of any work product or intellectual property produced by a third party for the Borough’s behalf or paid for by the Borough shall remain the sole and separate property of the Borough.

A motion was made by Jordan Frei and seconded by Carol Barton to adopt the ordinance stating that Ligonier Borough owns our data. The motion carried with all in favor.

Carey School Road / Vincent Street Pedestrian Project:

Mariah Fisher reported that the Borough’s Public Works department met with the township this past month to discuss the project. The project objective is to make it safer for the kids to walk to and from the high school. A public meeting was held with letters sent out to residents who would be potentially affected by the placement of a sidewalk on their property. One resident did come to the meeting and was very much in favor of the project. It is the intention to apply for a grant for the project with no match and would be 100% funded. Fisher suggested to move forward with the project and provide a letter of support to the Township in regards to the Borough wanting to participate in this grant process. Fisher noted that the grant deadline is July 31st.

A motion was made by Jordan Frei and seconded by Carol Barton to write a letter of support to the Township for the grant. All of Council was in favor.

CORRESPONDENCE

Letter was received from Margaret Frey of Mountaintop Faith Ministries Inc. requesting to hold a **Gospel Concert on the Diamond Friday, September 6, 2024 from 6pm-8pm.**

A motion was made by Jordan Frei and seconded by John Poznick to approve. The motion carried with all in favor.

Email received from **Christy Boyd of BJB Foundation asking to take family/pet Christmas Photos on the Diamond, Saturday, December 7th from 10am-2pm** for local students in need fundraiser.

A motion was made by Jordan Frei and seconded by Carol Barton to approve the request and enforce No Dogs permitted on grassy areas of Diamond Park. All of Council was in favor.

Letter received from **Jack McDowell of Fort Ligonier Days, Inc. seeking permission to hold the Annual Fort Ligonier Days Festival October 11, 12, & 13, 2024.**

A motion was made by Jordan Frei and seconded by John Poznick to approve Fort Ligonier Days Festival October 11, 12, & 13, 2024. The motion carried with all in favor.

Letter received from **Jack McDowell of Fort Ligonier Days, Inc. providing the proposed Temporary Festival Areas and Sales Permits approved by Fort Ligonier Days, Inc. 2024.**

Proposed Temporary Festival Areas:

1. Pioneer Presbyterian Church Yard
2. West Main Street and Walnut Street – (LV Railroad Assoc., Fort Allen Antique Farm Equip.)
3. Rosalie Keslar, lot behind 331-333 West Main Street
4. St. James Lutheran Church, 300 West Main Street – Church Yard

Requests for Sales Permits

1. Pioneer Presbyterian Church
2. For Allen Antique Farm Equipment
3. Ligonier Valley Railroad Assoc.
4. Rosalie Keslar – 39 – 10x10 spaces
5. St. James Lutheran Church

A motion was made by Jordan Frei and seconded by John Poznick to approve the Temporary Festival Areas as well as the Requests for Sales Permits for the 2024 Fort Ligonier Days Festival. All of Council was in favor.

Letter received from **Sharon E Coronado, Director of LV Library** requesting permission for the library Teen Advisory Board to host **Carnival Days** on June 15, July 6, July 20, July 31, August 3 & August 17 and sell hot dogs, snow cones, cotton candy and popcorn **in front of the Library.**

*A motion was made by Jordan Frei and seconded by Carol Barton to permit the Carnival Days event on the days requested but to hold them **in the Library courtyard for pedestrian safety.** The motion carried unanimously.*

Email received from **Faryn Wolff** requesting permission to set up a **Lemonade Stand** outside Town Hall to raise funds for Rhabdoid Tumor research **Saturday, June 15, 2024** beginning at 10:30am for 2-3 hours.

*A motion was made by Jordan Frei and seconded by Carol Barton **to offer alternative dates of either June 22 or June 29, 2024** as June 15 date is not permissible due to Town Hall being booked for a large event. The motion carried with all of Council in favor.*

Informational letter received from **RoadSafe Traffic Systems** in relations for **Fort Ligonier Days** stating that they have been requested to submit a proposal to perform the installation and removal of the PennDot Approved Temporary Traffic Control Plan.

Subject to PennDot approval, RoadSafe is able to supply two (2) additional Variable Message Boards to the project in advance of Idlewild & Soak Zone at intervals of 1 Mile and 2 Mile displaying messages:

**CAUTION CAUTION CAUTION
HEAVY TRAFFIC CONGESTION
BE PREPARED TO STOP**

No action need taken as signs will be in the Township.

COMMITTEE REPORTS

PARKS & RECREATION

Chair Mariah Fisher reported that the committee has applied for quite a few grants for the Friendship Park Sports Complex project and have been declined on all thus far.

Fisher reported that donations have come in from the sponsorship letter that was sent out; one being from the Hollow Tree Players who donated \$5,000.

The committee has just created a logo and will be getting t-shirts and stickers to spread more awareness for the project.

TOWN HALL

Town Hall chair Judy Hoffer reported that Town Hall is running smoothly. Hoffer reported that the Community Room flooring has been delivered. Public Works will be installing at their convenience.

PUBLIC WORKS

Public Works Chair Carol Barton reported that tomorrow that Public Works crew will be working with the police on line painting.

Barton also reported that the new Borough truck is in operation.

PUBLIC SAFETY

Chairman Jordan Frei reported on emergency awareness. Ligonier Borough residents can sign up for Code Red, a free emergency notification service provided to Westmoreland County residents to notify them of emergency information through: phone calls, text messages, emails, social media, Code Red Mobile App via

<https://www.westmorelandcountypa.gov/2749/CodeRED-Emergency-Notificaitons>

FINANCE

N/A

PLANNING / PERSONNEL

Council went into executive session at 7:27pm for personnel and returned at 7:44pm.

Union Contract:

A motion was made by Jordan Frei and seconded by John Poznick to counter propose a 2% increase over the next 2 years, no President's Day off but increase sick leave buy back from \$25 a day to \$40 a day. The motion carried with all in favor.

NEW BUSINESS

Vacancies:

Secretary-Treasurer Jan Shaw reported that Ligonier Borough is currently looking for interested resident(s) to fill vacancies serving on the **Shade tree Commission** as well as the **Zoning Hearing Board**. Notices will be placed on both Savvy Citizen as well as the Ligonier Borough website.

Ordinance to designate Streets in Borough as East & West, North & South.

Solicitor Mark Sorice stated that the Borough’s existing ordinance only speaks of numbers and not East, West, North, South destinations. To address this problem for emergency purposes there is a need to designate East, West, North and South with numbers so that they correspond and have uniformity.

Solicitor Mark Sorice to proceed and move forward with the ordinance.

Grant Application Approvals for Friendship Park Sports Complex Project:

1. T-Mobile \$50,000 (September 30 deadline)
2. The Skatepark Project \$25,000 (no deadline yet posted)
3. Snee-Reinhardt Foundation \$10,000 (September 1 deadline)
4. People for Bikes Foundation \$10,000 (November deadline)
5. Erie Insurance \$10,000 (July 19 deadline)
6. Heinz Endowments \$50,000 (rolling deadline)
7. Palumbo Charitable Trust \$10,000 (November 30 deadline)
8. PA Parks Fund \$50,000 (April 2025)

A motion was made by John Poznick and seconded by Jordan Frei to allow the grant committee to move forward with the grant application process for the project. The motion carried unanimously.

National Night Out

Mariah Fisher reported that National Night Out will be held Tuesday, August 6, 2024 from 5:30pm-8:30pm. Mariah asked permission to close Lot A as well as Bank Alley, Church Street and Oak Alley to hold the event within that space. It is asked to close the parking lot at 2pm with notice given to lease holders that they should be out by then to allow time for set up.

A motion was made by Jordan Frei and seconded by John Poznick to approve the National Night Out event Tuesday, August 6, 2024 as well as the closure of Lot A, Bank Alley, Church Street and Oak Alley. The motion carried with all of Council in favor.

ADDITIONAL PUBLIC COMMENT

N/A

COMMENTS & COMMENDATIONS from OFFICERS & DEPARTMENTS

Secretary-Treasurer Jan Shaw reported attending the PSAB Annual Conference in Hershey PA last week.

Secretary-Treasurer also reported that the Borough is looking into switching from Comcast internet and phone line to Laurel Highlands internet and 2 phone lines and will save the Borough money.

Police Chief Mike Matrunic reported that line painting will begin tomorrow.

Matrunic covered LVPD monthly reports; highlighting 737 complaints with 467 911 calls received. Behind the scenes officers completed numerous trainings and meetings.

Mayor Bellas welcomed John Poznick aboard serving on Council for Ligonier Borough. Mayor Bellas noted that he has a proclamation ready for former solicitor George Welty.

Vice President Mariah Fisher advised all that the next meeting of the Ligonier Borough Council will be held Thursday, July 11, 2024 at 7pm.

MOTION TO ADJOURN

A motion was made by Jordan Frei and seconded by Judy Hoffer to adjourn the meeting. All of Council was in favor. The meeting was adjourned at 8pm.

Respectfully submitted,

Jan Shaw
Secretary-Treasurer