

**August 13, 2020**

The regular meeting of the Ligonier Borough Council was held Thursday, August 13, 2020 at 7PM via ZOOM due to the Coronavirus (COVID-19) Pandemic. President James St. Clair presided over the meeting.

**Members Present:** James St. Clair, Matt Smith, Robert Barron, Mariah Fisher, Judy Hoffer, Jeff Craig, and Nate Sylvester.

**Others Present:** Secretary-Treasurer Jan Shaw, Streets Supervisor Ron Ross, Mayor Ormond “Butch” Bellas, Engineer Ben Faas, Solicitor George Welty, Police Chief John Berger, Fire Chief Corey Blystone, and Zoning Officer Rick Schwab. Absent was Code Enforcement Officer Shawn Knepper.

#### **APPROVAL OF MINUTES**

**A motion** was made by Mariah Fisher and seconded by Matt Smith to approve the minutes of July 9, 2020 as presented. All of Council was in favor.

#### **BILLS PAYABLE**

**A motion** was made by Nate Sylvester and seconded by Mariah Fisher to approve the Bills Payable as also presented. The motion carried unanimously.

#### **CONSENT CALENDAR**

**A motion** was made by Matt Smith and seconded by Judy Hoffer to approve the Consent Calendar. All of Council was in favor.

#### **PUBLIC COMMENT**

No comments

#### **UNFINISHED BUSINESS**

##### **Emergency Management Coordinator: (after the recent resignation of Gene Stouffer)**

**A motion** was made by Jeff Craig and seconded by Mariah Fisher to enter into executive session regarding the Emergency Management Coordinator position. All of Council was in favor. Council entered into executive session at 7:06 PM and returned at 7:10 PM.

**A motion** was made by Jeff Craig and seconded by Nate Sylvester to nominate Steve Barron to serve on interim basis until final approval by the Governor. The motion carried unanimously.

#### **CORRESPONDENCE**

Email received from Angela Merendino of Red Brick Yoga requesting to offer yoga classes for a fee one to two times a week in August at St. Clair Grove.

After discussion, Council decided to decline the request because the public park cannot be used for profit for a private business.

Letter received from Retired Lance Corporal Brandon Smith requesting parking for Purple Heart recipients in the area of the VFW.

**A motion** was made by Matt Smith and seconded by Judy Hoffer to provide 5 one-year parking passes to the VFW for their distribution. The motion carried with all of Council in favor.

Sign Application received from Fort Ligonier for a 12’ vinyl banner to be displayed August 21 – September 18, 2020 on Fort Ligonier Entrance & Post & Rail Fence on S. Market Street to promote Fort Ligonier’s Cannon Ball Online Auction.

**A motion** was made by Mariah Fisher and seconded by Robert Barron to approve the vinyl banner for Fort Ligonier as above. The motion carried with all in favor.

Use of Diamond & Bandstand Application from received from the American Legion for Veteran's Day Service Wednesday, November 11, 2020.

**A motion** was made by Matt Smith and seconded by Robert Barron to approve the request and activate the fire police. The motion carried unanimously.

Letter received from the LV Chamber requesting permission to 1) use the lampposts in front of the shops around the Diamond & if needed, on North and South Market Streets, East and West Main Streets, and the Town Hall Courtyard for its annual Scarecrow Contest. Scarecrows will be put up between October 14 and 15 and torn down by November 3, 2020.

2) to allow the local merchants to hold sidewalk sales on October 8, 9, & 10 from 9:00 am- 5:00 pm each day.

3) use the Diamond Park area for its annual Wine and Chocolate Walk on October 24 from 3-5pm. The Chamber would also like permission to bag the meters around 2pm in the following places to help out with the logistics associated with the Walk.

- a. One of the meters in front of the Holiday Home Store
- b. One of the meters near Crumpets Tea Shop
- c. One of the meters in front of the Ligonier Tavern & Table
- d. One of the meters near Connections Café

4) Use of Diamond Park area for its Fall Into Ligonier – a Restaurant Tasting (formerly called Pumpkin Spice Ligonier) on November 7 from 11:00 am – 2:00 pm. This event will follow the same format as Soup's On! And the former Pumpkin Spice Ligonier events.

**A motion** was made by Judy Hoffer and seconded by Mariah Fisher to approve the LV Chamber request to use the lampposts for their Scarecrow Contest. All of Council was in favor.

**A motion** was made by Matt Smith and seconded by Judy Hoffer to approve the merchant sidewalk sales on October 8, 9, & 10, 2020 from 9am – 5pm. The motion carried with all in favor.

**A motion** was made by Mariah Fisher and seconded by Robert Barron to approve the Wine & Chocolate Walk October 24, 2020 from 3-5 pm. The motion carried unanimously.

**A motion** was made by Robert Barron and seconded by Mariah Fisher to approve the use of Diamond Park area for the LV Chamber's Fall into Ligonier November 7, 2020 from 11am – 2pm as long as all events are followed by the CDC guidelines. The motion carried 7-0.

**All events will follow CDC guidelines as far as any phase we are in and under the crowd gathering limit recommendations.**

## **COMMITTEE REPORTS**

### **PARKS & RECREATION**

Parks & Recreation Chair Mariah Fisher reported that we are still monitoring the trees on Diamond Park and working with Bartlett Tree Service.

A large pine tree was taken down @ Mellon Park which was infested with Black Ants.

### **TOWN HALL**

Judy Hoffer, Town Hall Committee chair reported that a minor leak in the kitchen ceiling was repaired.

Public Works crew has been painting the vacated offices upstairs. The carpet will also be cleaned by the employees.

**Meeting Rooms / Community Room / Auditorium:**

**A motion** was made by Judy Hoffer and seconded by Jeff Craig to keep the Town Hall facilities closed to the public for another month. All of Council was in favor.

**MASKS REQUIRED:**

Judy Hoffer stressed the importance that masks must be worn inside of Town Hall and anyone without a mask must be asked to leave.

Door on side of Auditorium is deteriorating and will be replaced.

**PUBLIC WORKS**

**A motion** was made by Robert Barron and seconded by Jeff Craig to request \$500 to purchase a new generator for stop lights and also look into quotes and bids for a new paint machine. The motion carried with all in favor.

The money would come from the sale of some of the old equipment at Public Works.

**PUBLIC SAFETY**

Nothing

**FINANCE**

Nate Sylvester, Chairman of Finance reported that parking revenue is climbing back up to normal levels as well as an uptick on transfer taxes. Keep monitoring things closely and tighten the belt a little for the remainder of the year.

**PLANNING / PERSONNEL**

Nothing

**NEW BUSINESS**

**Extending Sidewalk Café:**

**A motion** was made by Mariah Fisher and seconded by Judy Hoffer to approve the extension of seating on the sidewalk café permit (with a limit to seating extending in front of one other business) provided that the restaurant applicant submit a new map/diagram of where the extension is to be included and must have adjoining property / business owner signature of approval.

The motion carried unanimously.

**ADDITIONAL PUBLIC COMMENT**

No comments

**COMMENDATIONS & COMMENTS from OFFICERS & DEPARTMENTS**

Secretary-Treasurer – none

Streets Supervisor – none

Solicitor – none

Fire Chief / Rep. – none

Engineer Ben Faas reported that the drone was here last week to gather existing information for the scope of the Town Hall roof repair and gutter replacement. It was decided to change the configuration of gutter system to external. Bid documents will be ready for next meeting. Faas asked for approval and authorize to advertise prior to next meeting.

**A motion** was made by Judy Hoffer and seconded by Robert Barron to approve and authorize Ben Faas to advertise. All of Council was in favor.

Zoning Officer Rick Schwab reported that campaign signs are not to be displayed until 3 months prior to election and removed 2 weeks after election. Under our ordinance signs or banners are limited to 4 square feet. No signs of any kind are permitted between the sidewalks and curb unless approved by the Borough or erected by the Borough.

It was also reported that July was a busy month in the Zoning with a dozen permits issued.

Police Chief John Berger reported that football will begin next month and during home games the police will escort players and band from the high school to the game.

**MOTION TO ADJOURN**

A **motion** was made by Jeff Craig and seconded by Judy Hoffer to adjourn the meeting. All of Council was in favor. The meeting was adjourned at 7:59PM.

Respectfully submitted,

Janette Shaw  
Secretary-Treasurer