

January 14, 2021

The regular meeting of the Ligonier Borough Council was held Thursday, January 14, 2021 via ZOOM amidst the ongoing 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, & Nate Sylvester.

Others Present: Secretary-Treasurer Jan Shaw, Street Supervisor Ron Ross, Mayor Ormond “Butch” Bellas, Engineer Ben Faas, Solicitor George Welty, Police Chief John Berger, and Fire Chief Corey Blystone.

APPROVAL OF MINUTES

A motion was made by Nate Sylvester and seconded by Mariah Fisher to approve the minutes of December 10, 2020. The motion carried with all in favor.

BILLS PAYABLE

A motion was made by Nate Sylvester and seconded by Matt Smith to approve the Bills Payable as presented. All of Council was in favor.

CONSENT CALENDAR

A motion was made by Nate Sylvester and seconded by Robert Barron to approve the Consent Calendar. All were in favor.

PUBLIC COMMENT

NONE

UNFINISHED BUSINESS

NONE

CORRESPONDENCE

Thank you letter was received from the **Ligonier Valley Library** for Ligonier Borough’s recent contribution.

Letter received from the LV Chamber of Commerce asking permission to hold Soup’s On!

March 29, 2021 from 11 AM to 2 PM. Set up would begin at 9 AM and it is asked that the meters may be bagged by 8 AM. The Chamber will sell up to 400 tickets, & each participant will receive a wristband at registration and be asked to abide by all COVID restriction in place at such time.

Due to COVID the Chamber is asking to hold this event in the same format as the Ligonier Night Market by having the restaurants set up on the street area (parking spots) of the Diamond plus one block on East and West Main Streets to prevent too many occupants in any store at one time. Also asked is to use the courtyard for registration.

A motion was made by Mariah Fisher and seconded by Nate Sylvester to approve the above request from the LV Chamber of Commerce.

A letter was received from the LV Chamber of Commerce asking permission to block off the Northeast quadrant of the Diamond to traffic for its **Sunday Evening Band Concerts**. The Chamber is also requesting that the first four meters on the North side of East Main Street be bagged for Laurel Highlands Antique Auto Club members to display their classic cars during the concerts each Sunday from May 30 through August 22, 2021.

A motion was made by Matt Smith and seconded by Robert Barron to approve as requested. All of Council was in favor.

Chief John Berger and Street Supervisor Ron Ross to look into any necessary PennDot road closure permitting.

Letter received from PA Department of Transportation advising that PennDot will be contracting with Drive Engineering, Inc. French Engineering, LLC, and Tri-State Traffic Data, Inc. to collect traffic data (January 2021 – April 2021) on municipally owned roads within the county and municipality. Data collected will be utilized by the Department to complete a statewide network screening and prioritize location for potential safety improvements.

Letter received from Rick Schwab, Zoning Officer resigning from this position effective immediately.

A motion was made by Robert Barron and seconded by Matt Smith to accept Rick Schwab's resignation with regret. The motion carried with all in favor.

COMMITTEE REPORTS

PARKS & RECREATION

Mariah Fisher Chair of Parks & Recreation reported it is hoped to hold a public forum regarding the skate park / tennis court in April 2021 if able to hold safely in person.

TOWN HALL

Town Hall Chair Judy Hoffer reported that Darr Construction has started the repair of the inside wall at Town Hall.

Town Hall rental of auditorium, community room and meeting rooms remain closed due to COVID.

PUBLIC WORKS

Nothing

PUBLIC SAFETY

Chairman Jeff Craig congratulated Chief John Berger who was selected as president of the Westmoreland County Chiefs of Police Association.

FINANCE

Nothing

PLANNING / PERSONNEL

Chairman Matt Smith asked for letters of interest for Zoning Officer / Code Officer to send to Town Hall.

MOTION FOR EXECUTIVE SESSION:

A motion was made by Matt Smith and seconded by Mariah Fisher to enter into a brief executive session for personnel. All of Council was in favor.

Council returned from executive session at 7:50 PM with no action taken.

NEW BUSINESS

LVPD 2021 Budget: It was noted that the budget remains flat from 2020 with no increases or decreases. Borough portion remains the same as well.

A motion was made by Matt Smith and seconded by Robert Barron to accept the Ligonier Valley Police Department's 2021 Budget. All of Council was in favor.

Re-Enact Ordinances:

#262 Real Estate Transfer Tax 1%

#328 Earned Income Tax .5%

#329 per Capita Tax \$5.00

#361 Amusement Tax 5%

#569 LST Tax \$52.00

A motion was made by Matt Smith and seconded by Mariah Fisher to re-enact the above ordinances. All of Council was in favor.

Depositories for Borough

BNY Mellon Bank

Citizens Bank

Commercial Bank

First National Bank

PNC Bank

Standard Bank

First Commonwealth Bank

Somerset Trust Co.

A motion was made by Judy Hoffer and seconded by Mariah Fisher to accept the above Depositories for the Borough in 2021. All of Council was in favor.

Financial Services

Berkheimer tax Administrator – Act 511 Taxes, LST Tax

PNC Advisors – Police Pension Fund

Guyasuta Investment Advisors – Town Hall & P&R Fund

PAMS – Per Capita Tax

A motion was made by Nate Sylvester and seconded by Judy Hoffer to approve the listed Financial Services. All were in favor.

Appointments for 2021:

Auditor – Delisi Keenan and Associates

Solicitor – Welty & Welty LLP (George Welty)

Engineer – EADS Group (Ben Faas)

Fire Chief – (Corey Blystone)

Secretary-Treasurer – (Jan Shaw)

Zoning Board Counsel – (David DeRose)

Vacancy Board Chairman – (Robert Bell)

UCC Appeals Board Counsel – (Mark Sorice)

Delegate for State Borough's Convention – (Jan Shaw)

Right to Know Officer – (Jan Shaw)

Chief Financial Officer (Pension Plan) – (Jan Shaw)

Delegate for Act 32 Tax Collection Committee for 2021 (Jan Shaw)

Emergency Management Coordinator (Steve Barron – per approval of Gov. /Asst. Greg Sullenberger)

Animal Control Officer – (Amber Noel)

LVPD Commission 4 year term (Jeff Craig)

Building Code Inspectors – (Merle Musick – Am. Bldg. Inspect. Services, Inc. & TKL Code)

Zoning Officer – TBD- Jan Shaw Acting

Code Enforcement Officer – TBD

A motion was made by Judy Hoffer and seconded by Jeff Craig to approve the above appointments for the Borough for 2021. All of Council was in favor.

Bidding Threshold for 2021:

The Pennsylvania Department of Labor & Industry published the authority and municipal bidding thresholds for 2021. Under Act 90 of 2011, the bidding thresholds provide for an annual inflation adjustment based on the Consumer Price Index for All Urban Consumers. Beginning on January 1, 2021, the bidding thresholds for Boroughs will be as follows:

- Purchases and contracts below \$11,500 require no formal bidding or written /telephonic quotations.
- Purchases and contracts between \$11,500 and \$21,300 require three written/telephonic quotations.
- Purchases and contracts over \$21,300 require formal bidding.

ADDITIONAL PUBLIC COMMENT

None

COMMENDATIONS & COMMENTS from OFFICERS & DEPARTMENTS

Police Chief John Berger reported that the Ligonier Valley Police Commission recently hired 2 new full-time officers and 1 part-time officer.

Mayor Ormond “Butch” Bellas reported having trouble with individuals not clearing their sidewalks of snow on West Main Street.

President James St. Clair reported that Matt Smith, Mariah Fisher and Robert Barron will serve on the newly formed Fire Committee.

MOTION TO ADJOURN

A motion was made by Matt Smith and seconded by Mariah Fisher to adjourn the meeting. All of Council was in favor. The meeting was adjourned at 7:59 PM.

Respectfully submitted,

Janette Shaw
Secretary-Treasurer