

January 3, 2022

The reorganizational meeting for Ligonier Borough Council was held Monday, January 3, 2022 at 7pm in the Town Hall.

Members Present: Matt Smith, Mariah Fisher, Robert Barron, Judy Hoffer, Nate Sylvester, Jordan Frei, & Brad Chartier.

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

The Honorable Ormond “Butch” Bellas called the meeting to order and newly elected Council members Matt Smith, Jordan Frei & Brad Chartier were sworn in. Mayor Bellas administered the Oath of Office.

The meeting was opened by Mayor Bellas calling for election of Council President.

Mariah Fisher nominated Matt Smith for president.

All of Council was in approval.

Matt Smith will be the new Council president 2022.

Mayor Bellas turned the gavel over to new Council President Matt Smith.

Matt Smith called for election of Vice President.

Judy Hoffer nominated Mariah Fisher for Vice President.

All of Council was in approval.

Mariah Fisher will be the new Vice President.

BILLS PAYABLE

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

PUBLIC COMMENT

None

APPROVAL OF MINUTES

A motion was made by Nate Sylvester and seconded by Mariah Fisher to approve the minutes of December 9, 2021. The motion carried unanimously.

UNFINISHED BUSINESS

Public Auction Laughlintown Property:

Solicitor Welty stated that everything is in order with agreement signed and advertised for the Auction to be held 1pm January 29th, 2022 in the Town Hall.

NEW BUSINESS

A. Public Auction Police Building:

Solicitor Welty directed everyone to the proposed agreement for lot #1 on Oak Alley. An appraisal has been completed which came in at \$265,700. Fair Market Value should be the reserve price. Welty is working on the advertisement for the auction. The auction is to be held

at 2pm Saturday, January 29th in the Town Hall. A special meeting is to be held Saturday, January 29th at 2:30pm to award the sales.

A motion was made by Nate Sylvester and seconded by Brad Chartier to adopt Auctioneer Mark Ferry's Agreement. All of Council was in favor.

Solicitor Welty noted that a seller's disclosure for both properties will be printed out.

B. Town Hall – Election Day location:

Letter was received from the county requesting to use Town Hall for Election Day May 17, & November 8th, 2022.

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

ANNUAL APPOINTMENTS:

C. Re-Enact Ordinances:

- #262 Real Estate Transfer Tax 1%
- #328 Wage Tax .5%
- #329 Per Capita Tax \$5.00
- #361 Amusement Tax 5%
- #569 LST Tax \$52.00

A motion was made by Mariah Fisher and seconded by Judy Hofer to re-enact the ordinances listed above. All were in favor.

D. Depositories for Borough

- BNY Mellon Bank
- Commercial Bank
- First National Bank
- Standard Bank
- Somerset Trust Co.

A motion was made by Mariah Fisher and seconded by Judy Hoffer to retain the depositories above for the Borough. The motion carried unanimously.

E. Financial Services

- Berkheimer Tax Administrator – Act 511 Taxes, LST Tax
- PAMS – Per Capita
- Guyasuta Investment Advisors – Town Hall & P&R Fund

A motion was made by Nate Sylvester and seconded by Jordan Frei to keep the above Financial Services. All of Council was in favor.

F. Appointments for 2022:

- 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 2022 (Jan Shaw)
Emergency Management Coordinator (Steve Barron / Alt. Greg Sullenberger)
Animal Control Officer – (Amber Noel)
Building Code Inspectors – (Merle Musick – American Bldg. Inspection Services, Inc. & TKL Code)
Zoning Officer – (Karl Horman)
Code Enforcement Officer – (Karl Horman)

A motion was made by Nate Sylvester and seconded by Mariah Fisher to re-appoint all of the above. The motion carried with in favor.

Bidding Thresholds Increase (Effective Jan. 1, 2022)

The Pennsylvania Department of Labor & Industry published the new bidding thresholds for 2022. Under Act 90 of 2011, the municipal bidding thresholds are updated based on the annual inflation adjustment (Consumer Price Index for all Urban Consumers).

The percentage change for the 12-month period ending September 30, 2021, was 5.4%. Since Act 90 caps the rate of inflation, the increase for 2022 will be the maximum allowed by law of 3%. Beginning on January 1, 2022, the bidding thresholds for Boroughs will be as follows:

- Purchases and contracts below \$11,800 require no formal bidding or written/telephonic quotations.
- Purchases and contracts between \$11,800 and \$21,900 require three written / telephonic quotations.
- Purchases and contracts over \$21,900 require formal bidding.

ADDITIONAL PUBLIC COMMENT

None

COMMENDATIONS & COMMENTS from OFFICERS and DEPARTMENTS

Monthly Meeting dates for 2022 for Ligonier Borough Council:

January 13, February 10, March 10, April 14, May 12, June 9, July 14, August 11, September 8, October 11 (Tuesday), November 10, and December 8, 2022.

A motion was made by Nate Sylvester and seconded by Jordan Frei to adopt the above meeting dates for the 2022 calendar year. All of Council was in favor.

Matt Smith stated the need for an **executive session** for litigation with no action to be taken.

MOTION TO ADJOURN

A motion was made by Nate Sylvester and seconded by Robert Barron to adjourn into executive session with no action to be taken. The motion carried unanimously. The motion concluded the meeting.

Respectfully submitted,

Janette Shaw
Secretary-Treasurer