

May 10, 2018

The regular meeting of the Ligonier Borough Council was held Thursday, May 10, 2018 at 7:00 PM in the Town Hall with Sam St. Clair presiding.

Members Present: Sam St. Clair, Matt Smith, James McDonnell, Mariah Fisher, Judy Hoffer, Jeff Craig. Absent was Terry Murphy.

Others Present: Secretary-Treasurer Paul Fry, Mayor Ormond "Butch" Bellas, Engineer Greg Elliott, Solicitor George Welty, Police Chief John Berger, and Code Enforcement Officer Shawn Knepper.

Sean Kertes, Chief of Staff of County Commissioner Chuck Anderson's office was present at the meeting and provided Council with a brief presentation on the Westmoreland Comprehensive Plan.

APPROVAL OF MINUTES

A motion was made by Matt Smith and seconded by Mariah Fisher to approve both the special and regular meeting minutes of April 12, 2018 as presented. All of Council was in favor.

BILLS PAYABLE

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

CONSENT CALENDAR

A motion was made by Matt Smith and seconded by Mariah Fisher to approve the Consent Calendar. The motion carried 6-0.

UNFINISHED BUSINESS

N/A

CORRESPONDENCE

Temporary Sign Permit Application was received from Pioneer Presbyterian Church to place a 3' x 4' vinyl banner on their front porch to promote Vacation Bible School May 18 – June 22, 2018.

A motion was made by James McDonnell and seconded by Judy Hoffer to approve the banner as requested. The motion carried unanimously.

A letter was received from LV Chamber of Commerce requesting permission to bag the meters on the first two blocks of East and West Main Streets for Antiques on the Diamond June 2, 2018.

A motion was made by Matt Smith and seconded by Judy Hoffer to approve the request from the LV Chamber. All of Council was in favor.

An email update was received from Interim Director Scott Haines of the LV Chamber of Commerce regarding the finalization of the signage program for the Diamond Construction.

COMMITTEE REPORTS

PARKS & RECREATION

Chair Mariah Fisher reported attending the Borough's 3rd job construction meeting for the Diamond Project with Darr Construction. All is still on schedule. It was noted that the LV Chamber's band concerts will be held beginning May 27 and will be on the northeast side of East Main Street across from Citizen's Bank.

A motion was made by Mariah Fisher and seconded by Matt Smith to approve free town wide parking on Saturdays beginning this Saturday, May 12 and continuing through the end of construction as agreed by the Public Works Committee. The motion carried 6-0.

Councilman James McDonnell read a prepared statement in support of the motion.

TOWN HALL

Town Hall Chair, Judy Hoffer reported that the new air conditioning system has been installed in the Town Hall.

Chad McMullen will be ordering the 4 new windows for the Town Hall. It takes about 4-5 weeks from the manufacturer. Three windows will be replaced in the Chamber office along with one in Mike Reese's office. This has been an ongoing process.

Hoffer reported that a new water fountain was ordered for in the men's room downstairs. It will be installed in the near future.

No action has yet been made on Town Hall roof repairs due to the ongoing Diamond Construction project.

PUBLIC WORKS

N/A

PUBLIC SAFETY

Fire Dept.: Chairman Jeff Craig reported that a strategic planning committee has been established to address the facility and apparatus at the Fire Department. The building looks good from the outside but is over 40 years of age and in need of repair and updating inside. The fire department has a Pump Engine, a Tower Ladder, and a Heavy Rescue. The engine is 18 years old and in need of updating, refurbishing or replacement. The tower is 16 years old. All 3 are in very good condition. The Heavy Rescue is outfitted to extract a patient from vehicle accidents and the only one between Latrobe and Somerset.

Police Dept.: Jeff Craig reported that there has been an informal working group over the last 3 months consisting of Sam St. Clair, Ligonier Township Stefanie Verna & John Beaufort, Chief Berger and Chief Mike Matrunic revisiting and re-evaluating the possibility of consolidating Ligonier Borough and Ligonier Township police departments into one. It was reported that there are a lot of issues and things to address. The group is working on a consolidated budget. The group has reviewed an additional draft merger agreement. Chiefs John Berger and Mike Matrunic have come up with route schedules and staffing.

Chief Berger stated that he feels by consolidating we will be able to provide a better service to the residents. Being a borough resident himself, Chief Berger added that he would not be in favor if he felt that we would lose any service instead we may in fact gain service.

Jeff Craig reported that there would be a new Police Commission established upon the merger consisting of two elected officials from the Borough and two elected officials from the Township and one independent member from the Township. Councilman Jeff Craig stated that the parking enforcement will remain with the Borough as will the meter revenue. The fines will remain with the Borough. Toni Ulery, Meter Attendant, will remain a Borough employee. The Borough could consider contracting with the Police Commission for off hour meter enforcement. The Commission will submit its budget requests to the Borough and Township each October with the opportunity to review and revise and act upon the requests. The police departments will continue to maintain the presence in both the Borough and the Township for now. At a later point, the Commission will look into the development and construction of a new facility somewhere.

After review by the PA Dept. of Community Affairs, the Borough, and the Township, there will be a public meeting(s) held in June. It is hoped to then come back to council in July with a formal recommendation on the consolidation.

Judy Hoffer asked if it were realistic that all questions would be answered and ready to move on this by July.

It was answered; yes and that the target date to consolidate would be January 1, 2019. President Sam St. Clair added that initially the PA Depart. Of Community Affairs at an earlier meeting felt that Ligonier Borough and Ligonier Township would be an ideal fit for this to transpire.

Councilman James McDonnell noted that long ago it was agreed conceptually that this was a great idea but a brick wall was hit. Jeff Craig commented that he did not feel this would be the case this time as all the big items between the Township and Borough has been agreed upon.

A motion was made by Jeff Craig and seconded by Matt Smith to engage in more formalized discussions with the Township to consolidate the prospective police departments and that the president of Council Sam St. Clair and Public Safety Chairman Jeff Craig will be appointed to represent the Borough in those discussions. All of Council was in favor.

Councilman Jeff Craig noted that some time back Chief Berger requested that Council consider an administrative assistant for the police department.

A motion was made by Jeff Craig and seconded by Mariah Fisher for President Sam St. Clair to appoint a special committee consisting of himself, chairman of personnel committee and chairman of public safety committee to develop a position description, scope of work and compensation for part-time assistant administrative position in the police department. The motion carried with all in favor.

FINANCE

Chairman James McDonnell reported that the revenue is ahead of expenses. Town Hall fund is holding its own.

PLANNING / PERSONNEL

Chairman Matt Smith reported that a Joint Comprehensive Plan meeting was held this week and they are working on updates. A hearing to be held in late July.

Smith reported that he was happy with the decision for an administrative assistant to be hired at the police department as the topic was discussed several times at Personnel Committee meetings with no action taken.

NEW BUSINESS

Kevin Kowalski Subdivision @ 319 E Main Street:

A motion to recommend approval was not satisfied by the 2-2 vote by the Planning Commission. Only four members were in attendance. There is no recommendation either to approve or not approve.

A motion was made by James McDonnell and seconded by Judy Hoffer to approve the Subdivision application. All of Council was in favor.

Jeff Horrell Subdivision @ 235 Bunger Street:

The Planning Commission is recommending approval of the application.

Jeff Horrell commented that the existing structure will be demolished. Three townhouses will be built in its place.

A motion was made by James McDonnell and seconded by Matt Smith to approve the application. The motion carried unanimously.

Kevin McVicker – Land Use Development of Shaker Commons @ 215 W Loyalhanna Street:

The Planning Commission is recommending approval of the application.

A motion was made by James McDonnell and seconded by Judy Hoffer to approve the application contingent that Kevin McVicker provide engineer's requirements as necessary. All of Council was in favor.

PUBLIC COMMENT

Pat Childs of G Squared Gallery on East Main Street thanked Council for the parking ticket relief with free Saturdays during the Diamond Construction. Childs asked Council to think about warnings for out-of-state visitors in regards to parking tickets.

Richard Flickinger stated that he supports police consolidation. Flickinger also commented on not receiving 15 minutes free on a meter.

COMMENDATIONS & COMMENTS from OFFICERS and DEPARTMENTS

Public Works Director Paul Fry commented that it is nicer to mow than shovel.

Fry reported being in contact with Eddie Roberts of Bethlen Communities. Roberts is implementing a safety program beginning Friday, May 18, 2018 from 3-7 pm on traveling. Roberts is asking if members of Council could stop in to see what the program is about. June 15th is a home safety program also from 3-7 pm.

Engineer Greg Elliott of EADS brought 3 change orders for the Diamond Project before Council.

- 1) Add 4 additional lamp posts & masonry piers @ \$24,600. *Elliott recommends approval of this change order as this is something that was planned on and \$24,000 was budgeted for it.*

A motion was made by Mariah Fisher and seconded by Judy Hoffer to approve Change Order #1. All of Council was in favor.

- 2) Add additional yard hydrant on the northeast quadrant. *One was included in the contract and after discussion it was determined that another would be beneficial at a cost of \$3,950.*

A motion was made by Mariah Fisher and seconded by Matt Smith to approve Change Order #2. The motion carried unanimously.

- 3) Option (1) to replace pipe insulation in the boiler room @ \$5,260 which includes only replacing what the contractor is working on & needs to revise as far as Diamond project. Option (2) Replace all of the pipe insulation for the boiler room at a cost of \$17,000. *Elliott recommends option (1) at \$5,260.*

A motion was made by James McDonnell and seconded by Matt Smith to approve Option (2) of Change Order #3 @ \$17,000. The motion carried with all in favor.

Engineer Greg Elliott submitted a payment application #2 for Darr Construction in the amount of \$199,322.11.

A motion was made by Mariah Fisher and seconded by James McDonnell to approve payment. The motion carried with all in favor.

Police Chief John Berger thanked Council for approving everything tonight.

Mayor Ormond “Butch” Bellas thanked Council for free parking Saturdays during Diamond Construction as well as the decision to hire an administrative assistant at the police station. Bellas also added that if anyone comes across a parking meter that is not working properly to write down the meter number and get it to the Borough office so that it may be checked. Bellas closed his comments by asking all to keep their grass mowed and to pick up after their dogs.

MOTION TO ADJOURN

A motion was made by Matt Smith and seconded by Jeff Craig to adjourn the meeting. All of Council was in favor. The meeting was adjourned at 8:22 PM.

The next meeting of the Ligonier Borough Council will be held June 14, 2018 at 7PM in the Town Hall.

Respectfully submitted,

Paul A Fry
Secretary-Treasurer
Office Manager