

January 4, 2016

The Ligonier Borough Council Reorganization Meeting was held Monday, January 4, 2016 @ 7:00 PM in the Town Hall.

Members Present: Robert Helterbran, James McDonnell, Chick Cicconi, Judy Hoffer, Matt Smith, Pat Scanlon and Terry Murphy.

Others Present: Secretary-Treasurer Paul Fry, Mayor Ormond "Butch" Bellas, Solicitor George Welty, Police Chief John Berger, and Zoning Officer Rick Schwab.

The Honorable Ormond "Butch" Bellas called the meeting to order and newly elected Council members Chick Cicconi, Terry Murphy, Judy Hoffer and James McDonnell were sworn in. Mayor Bellas then administered the Oath of Office.

Mayor Bellas asked for a Roll Call followed by the Pledge of Allegiance.

The meeting was opened by Mayor Bellas with an election of Council Officers.

Pat Scanlon nominated Robert Helterbran for president.

Chick Cicconi nominated James McDonnell for president.

Mayor Bellas called for a Roll Call vote for Robert Helterbran as Council President.

Matt Smith- yes, Pat Scanlon – yes, Terry Murphy – no, Robert Helterbran – yes, James McDonnell – no, Judy Hoffer – no, Chick Cicconi – no. (3 yes, 4 no)

Mayor Bellas called for a Roll Call vote for James McDonnell as Council President.

Matt Smith – no, Pat Scanlon – no, James McDonnell – yes, Robert Helterbran – no, Terry Murphy – yes, Judy Hoffer – yes, Chick Cicconi – yes. (4 yes, 3 no)

James McDonnell will be the new Council President for 2016.

Mayor Bellas called for a nomination for the election of Vice President of Council.

Terry Murphy nominated Judy Hoffer for Vice President of Council.

Robert Helterbran nominated Pat Scanlon for Vice President of Council.

Mayor Bellas called for a Roll Call vote for Judy Hoffer for Vice President of Council.

Matt Smith – no, Pat Scanlon – no, James McDonnell – yes, Robert Helterbran – no, Terry Murphy – yes, Judy Hoffer yes, Chick Cicconi – yes. (4 yes, 3 no)

With the Roll Call ending in majority voting yes for Judy Hoffer as Vice President, no further voting was necessary. **Judy Hoffer will serve as the new Vice President for Ligonier Borough Council.**

Mayor Bellas turned over the gavel to new Council President James McDonnell.

NEW BUSINESS

Re-enact Ordinances:

#262 Real Estate Transfer Tax 1%

#328 Wage Tax .5%

#329 Per Capita Tax \$5.00

#361 Amusement Tax 5%

#368 Occupational Privilege Tax \$5.00 (LST Tax)

A motion was made by Judy Hoffer and seconded by Pat Scanlon to re-enact the above ordinances. All were in favor.

Tax Ordinance for 2016 @ 24.5 Mills

Solicitor George Welty read over and explained the Tax Ordinance for 2016. As Council approved the Budget for 2016 with a one millage increase the ordinance must be passed to conform to the budget.

A motion was made by Pat Scanlon and seconded by Robert Helterbran to adopt the Tax Ordinance for 2016. All of Council was in favor.

Depositories for Borough Funds:

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 Pat Scanlon and seconded by Judy Hoffer to accept the above listed Depositories for Borough Funds. All were in favor.

Financial Services

Berkheimer Tax Administrator – ACT 511 Taxes
PNC Advisors – Police Pension Fund
Guyasuta Investment Advisors Town Hall & P&R Funds
Mockenhaupt – Police Pension Fund

A motion was made by Chick Cicconi and seconded by Matt Smith to approve the Financial Services for Ligonier Borough. All of Council was in favor.

Appointments for 2016:

Auditor – Delisi Keenan and Associates

A motion was made by Pat Scanlon and seconded by Matt Smith to appoint Delisi Keenan and Associates for 2016 Auditor. All were in favor.

Solicitor – Welty & Welty LLP (George Welty)

A motion was made by Matt Smith and seconded by Pat Scanlon to appoint Welty & Welty LLP as Solicitor for 2016. The motion carried unanimously.

Engineer – EADS Group (Ben Faas)

A motion was made by Terry Murphy and seconded by Robert Helterbran to appoint Ben Faas of EADS Group as Borough Engineer for 2016. All were in favor.

Chief of Police – (John Berger)

A motion was made by Chick Cicconi and seconded by Matt Smith to retain John Berger as Chief of Police. All were in favor.

Fire Chief – (Steve Barron)

A motion was made by Pat Scanlon and seconded by Judy Hoffer to appoint Steve Barron as Ligonier Borough Fire Chief for 2016. All of Council was in favor.

Secretary-Treasurer / Public Works Director – (Paul Fry)

A motion was made by Judy Hoffer and seconded by Terry Murphy to retain Paul Fry as Secretary-Treasurer / Public Works Director. All of Council was in favor.

Zoning Board Counsel – (David DeRose)

A **motion** was made by Pat Scanlon and seconded by Robert Helterbran to appoint David DeRose as Zoning Board Counsel. The motion carried 7-0.

Zoning Officer (Rick Schwab)

A **motion** was made by Judy Hoffer and seconded by Chick Cicconi to retain Rick Schwab as Zoning Officer for 2016. All were in favor.

UCC Appeals Board Counsel – (Mark Sorice)

A **motion** was made by Pat Scanlon and seconded by Matt Smith to appoint Mark Sorice as the UCC Appeals Board Counsel for 2016. The motion carried unanimously.

Delegate for State Convention (Paul Fry) alternate (Jan Shaw)

A **motion** was made by Terry Murphy and seconded by Pat Scanlon to approve Paul Fry Delegate for State Convention with Jan Shaw as alternate. All of Council was in favor.

Right to Know Officer (Paul Fry)

A **motion** was made by Robert Helterbran and seconded by Matt Smith to appoint Paul Fry as the Borough's 2016 Right to Know Officer. All were in favor.

Chief Financial Officer (Pension Plans) (Paul Fry)

A **motion** was made by Robert Helterbran and seconded by Pat Scanlon to appoint Paul Fry as Chief Financial Officer for the Pension Plans for 2016. All were in favor.

Delegates for Act 32 Tax Collection Committee for 2016 (Paul Fry) alternate (Jan Shaw)

A **motion** was made by Chick Cicconi and seconded by Robert Helterbran to appoint Paul Fry as delegate for Act 32 Tax Collection Committee for 2016 with Jan Shaw as alternate. All of Council was in favor.

Emergency Management Coordinator (Chris Stouffer)

A **motion** was made by Pat Scanlon and seconded by Matt Smith to appoint Chris Stouffer to position of Emergency Management Coordinator for 2016. All were in favor.

Code Enforcement Officer (Rick Bell)

A **motion** was made by Pat Scanlon and seconded by Robert Helterbran to appoint Rick Bell as Borough Code Enforcement Officer for 2016. The motion carried unanimously.

Animal Control Officer (Amber Noel)

A **motion** was made by Chick Cicconi and seconded by Robert Helterbran to appoint Amber Noel as the Borough's Animal Control Officer for 2016. All were in favor.

CORRESPONDENCE

A letter was received from the LV Chamber of Commerce requesting permission to bag two meters in front of the Library for Hanson's Original Kettle Korn from 1:00 pm Friday until Sunday at 5:00 pm for Ice Fest January 23 & 24, 2016. Also requested is to bag the 3rd and 4th meters on East Main Street along the side of Town Hall for the entertainers to load and unload their equipment Saturday from 9:30 am – 4:00 pm and Sunday 9:00 am to 2:30 pm. Lastly, the Chamber requested permission to bag the first 4 meters on Fairfield Street beside the YMCA from 8:00 am to 4:00 pm Saturday and Sunday for Misty Haven Carriage to park their horse trailer and truck.

A **motion** was made by Pat Scanlon and seconded by Matt Smith to approve the request for the LV Chamber's Ice Fest 2016. All were in favor.

Bidding Threshold for 2016:

Secretary - Treasurer Paul Fry presented the Bidding Threshold to Council as follows: Pennsylvania Department of Labor & Industry published the authority and municipal bidding thresholds for 2016 under Act 90 of 2011. Under Act 90, the Municipality Authorities Act was amended to raise the bidding thresholds and provide for an annual inflation adjustment based on the Consumer Price Index for All Urban Consumers. The percentage change for the 12-month period ending September 30, 2015, is 0%. Therefore, beginning on January 1, 2016, the bidding thresholds for municipal authorities will be as follows:

- Purchases and contracts below \$10,500 require no formal bidding or written / telephonic quotations.
- Purchases and contracts between \$10,500 and \$19,400 require three written / telephonic quotations.
- Purchases and contracts over \$19,400 require formal bidding.

PUBLIC COMMENT

N/A

COMMENDATIONS and COMMENTS from OFFICERS and DEPARTMENTS

Secretary-Treasurer Paul Fry reported that the Ligonier Borough Council meetings for 2016 have been properly advertised and will be; February 11, March 10, April 14, May 12, June 9, July 14, August 11, September 8, October 10 (adjusted for Fort Ligonier Days), November 10, and December 8, 2016.

Secretary-Treasurer Paul Fry also reminded Council about a previously scheduled meeting with the Township regarding the Police Study January 13, 2016 @ 7:00 PM. Prior meeting was cancelled due to the death of Chief Berger's father. Previous Council who have been involved were Matt Smith, Robert Helterbran and Pat Scanlon along with Chief Berger and Mayor Bellas. Secretary-Treasurer Paul Fry informed newly elected president James McDonnell that this is up to his discretion now.

Solicitor George Welty presented a proposed **Resolution for Telecommunication Devices**: The Resolution would enable any Council member not physically present to speak to and hear a Council meeting.

A motion was made by Judy Hoffer and seconded by Terry Murphy to adopt the Resolution establishing a procedure for meeting participation by Telecommunication devices. All of Council was in favor.

Vacancy Board Chairman:

Solicitor Welty explained Council's need for a Vacancy Board Chairman who would be needed if Council cannot fill a vacancy within the initial 30 day time frame then, the vacancy board which is composed of the rest of Council plus one registered elector who would serve as chairman of the Borough and who is not a Council Member. The Vacancy Board would then have 15 days to fill the vacancy. In this circumstance the Chairman would vote and the Mayor would not. Solicitor Welty asked Council to think it over and perhaps discuss at next Council meeting.

Chief John Berger thanked Council for the re-election.

Mayor Bellas reminded residents as well as business owners to remove snow / ice from sidewalks within 12 hours of snowfall.

Bellas also thanked Council for re-appointing John Berger to Chief of Police.

President James McDonnell thanked all volunteers for decorating the Diamond.

McDonnell announced that new committee assignments will be in Council's boxes within the next couple of days.

McDonnell asked for a moment of silence in memory of past Council president Jim Carns who passed away right before Christmas.

McDonnell added that the next meeting of the Ligonier Borough Council will be Thursday, January 14, 2016 @ 7:00 PM.

MOTION TO ADJOURN

A **motion** was made by Pat Scanlon and seconded by Terry Murphy to adjourn the meeting. All of Council was in favor.

Respectfully submitted,

Paul A Fry
Secretary-Treasurer
Office Manager