

*Thought for the Day – “The talent for being happy is appreciating and liking what you have, instead of what you don’t have.”
~ Woody Allen*

The Youngwood Borough Council held its regular session on the above date with the following members present:

President L. Crago, Vice-President Palmquist, Mr. Hixson, Mrs. Klingensmith, Mr. Long, Mrs. Mazurek, Mrs. Naugle, Mayor Derco, Engineer E. Bove, Solicitor Lampl, Public Works Supervisor Storey Jr. and Secretary-Treasurer Schaefer

Mr. Long opened the meeting with a prayer.
Mrs. Naugle led the Pledge of Allegiance to the Flag.
Public Attendance – 5

EXECUTIVE SESSION

An Executive Session was held at this time to discuss personnel. 7:04 P.M. – 7:51 P.M.

PUBLIC HEARINGS – STORMWATER MANAGEMENT

PWS Storey Jr. reported the catch basin at South 5th Street/Newill Street has water overflowing. This will be monitored.

Secretary Schaefer reported the NPDES permit was received.

PUBLIC HEARINGS

None

APPROVAL OF MINUTES

President L. Crago asked for additions or corrections to the Minutes of the January 5, 2015 regular meeting as presented.

Motion by Vice-President Palmquist, seconded by Mrs. Naugle, to approve the Minutes as presented.

Motion carried.

REPORT OF THE TAX COLLECTORS

The Secretary distributed the report from Kenneth W. Reger for the period ended January 31, 2015; no reported was submitted. The Secretary distributed the report from Berkheimer Tax Administrator for month ended January 31, 2015, Earned Income Tax, \$17,741.54; Local Service Tax, \$4,042.38.

Report of permits issued 01/01/2015 through 01/31/2015.

Report of Realty Transfers 12/01/2014 through 12/31/2014 and no check was remitted.

TREASURERS REPORT

The Secretary presented the financial report on the accrual basis for the General Fund, unaudited for the periods ended December 31, 2014.

	<u>General Fund</u> <u>Balance Sheet</u>
Total Assets	\$1,855,769.96
Total Liabilities	245,192.29
Capital Fund Balance	2,341,186.24
Fund Balance 01/01/2014	442,546.18
Retained Earnings	-1,150,643.03
Fund Balance 2	73,175.08
Income 12/31/2014	-95,686.80

Fund Balance 12/31/2014	1,610,577.67
Total Liabilities & Funds	\$1,855,769.96

Income Statement	
Total Revenues	\$ 63,046.42
Total Expenses	-98,226.19
Total Income	\$ <u>161,272.61</u>

Treasurer's Report of Fund Balances	
Capital Improvement Fund – General	\$338,368.03
Liquid Fuels Fund	76,741.60
Capital Improvement Fund - P & P	22,728.11
Fire Equipment & Apparatus	5,813.79
Act 13 Fund	15,158.04
Cemetery Fund	326.22
Cemetery Fund – Investment	19,833.72
Perpetual Care Fund	5,915.43
Perpetual Care – C.D.	5,849.48
Perpetual Care – C.D.	7,412.26
C.D.-Mellon Bank	4,373.53
Playground Fund	8,348.54
Building Fund	\$151,877.13

BUDGET COMPARISON

The Secretary presented the budget comparison for the General Fund for the period ending December 31, 2014.

BILLS FOR APPROVAL

The secretary presented Bills for Approval dated February 2, 2015, List 02-2015, General Fund - \$84,570.63.

Motion by Mr. Long, seconded by Vice-President Palmquist, to approve the Bills List 02-2015 as presented.

Motion carried.

COMMUNICATIONS

1. Presented January Operations and Ordinance Enforcement reports submitted by John Storey Jr.
2. No permits were issued during the month of January.
3. Received check in the amount of \$608.35 from Crown Communications for February rent.
4. Received thank you from Larry Ahlborn.
5. Received Park & Pool Board meeting minutes for November 2, 2014 and January 25, 2015 as submitted by Secretary Janice Hawk.
6. Received invitation for the 5th Annual Municipal Roundtable on Friday, February 27th from 11:30 A.M. to 3:30 P.M. at the J. Roy Houston Conservation Center. Cost is \$10.00 per person.
7. Received letter from the PennDOT regarding the Borough Liquid Fuels Tax Fund. Secretary Schaefer read the letter.
8. Received request from Ken Reger to appoint Robert Reger as Deputy Tax Collector per new tax law.
Motion by Mr. Long, seconded by Vice-President Palmquist, to appoint Robert Reger as Deputy Tax Collector.
Motion carried.

REPORT OF THE PUBLIC WORKS SUPERVISOR

South 10th Street Complaint

Reported he checked the area again and there are still no issues.

Traffic Signals

Reported he discussed the signals with the Public Works Committee. This item will need addressed soon.

At this time, PWS Storey Jr. thanked the employees and Council for their support over the years.

REPORT OF THE ENGINEER

Grease Traps

Presented a sample maintenance log that could be used to monitor the grease trap inspections.

Hillis Street Bridge

Reported the Bridge has been placed on the Bridge Replacement Program. Reviewed the protocol for design consultant selection.

Motion by Vice-President Palmquist, seconded by Mrs. Klingensmith, to appoint Diane Schaefer as the contact person for the Borough for the Hillis Street Bridge Project through the PennDOTS ECMS system.

Motion carried.

REPORT OF THE SOLICITOR

No report

NEW BUSINESS – COMMITTEE REPORTS

NEW BUSINESS

Ordinance No. 516

Motion by Vice-President Palmquist, seconded by Mrs. Klingensmith, to advertise Ordinance No. 516 pertaining to grease traps.

Motion carried.

Resolution No. 04-2015

Motion by Mr. Long, seconded by Vice-President Palmquist, to adopt the Westmoreland County Hazard Mitigation Plan as the Borough's plan.

Motion carried.

REPORT OF MAYOR DERCO

No report

PUBLIC RELATIONS/COMMUNITY DEVELOPMENT – MRS. KLINGENSMITH

No report

PUBLIC WORKS/EQUIPMENT – VICE-PRESIDENT PALMQUIST

Hempfield Township Agreement

Motion by Vice-President Palmquist, seconded by Mrs. Mazurek, authorizing the Solicitor to prepare an agreement with Hempfield Township regarding Silvis Farm Road and to approve such agreement if all parties agree.

Motion carried.

FINANCE/ADMINISTRATION – MR. LONG

Park & Pool Appointments

Motion by Mr. Long, seconded by Mrs. Mazurek, to reappoint Janice Hawk and appoint Sara Moore to the Park & Pool Board. Term will expire December 31, 2017.

Motion carried.

PSAB Conference Registration

Motion by Mr. Long, seconded by Vice-President Palmquist, to authorize reservations for Council and the Borough Secretary to attend the PSAB Annual Conference being held in Lancaster, April 26th-29th.

Motion carried.

PSAB Municipal Listing

Motion by Mr. Long, seconded by Mrs. Mazurek, to approve the listing of the Borough in the 2015 Pennsylvania State Association of Borough Municipal yearbook at a cost of \$40.00.

Motion carried.

WCBA Program Ad

Motion by Mr. Long, seconded by Mrs. Mazurek, to approve a quarter page advertisement in the Westmoreland County Boroughs Association program at a cost of \$45.00.

Motion carried.

PARKS AND RECREATION – MRS. NAUGLE

Recreation Appointments

Motion by Mrs. Naugle, seconded by Mrs. Mazurek, to reappoint Ron Cassa, Alex Belgiovane and Dave Hixson to the Recreation Board.

Mr. Hixson abstained as he is one of the appointees.

Motion carried.

Summer Maintenance Employee

Motion by Mrs. Naugle, seconded by Mr. Hixson, to advertise for the position of a part-time seasonal recreation maintenance employee.

Motion carried.

STORMWATER MANAGEMENT & WORKPLACE SAFETY – MR. HIXSON

Safety Incentive

Motion by Mr. Hixson, seconded by Vice-President Palmquist, to award the Borough employees the \$15.00 safety incentive.

Motion carried.

PERSONNEL/BOROUGH POLICIES AND PROCEDURES – MRS. MAZUREK

Employee Benefits

Motion by Mrs. Mazurek, seconded by Vice-President Palmquist, to authorize payment of John Storey Jr.'s remaining vacation time and sick time as per Borough policy.

Motion carried.

Interim Public Works Supervisor

Motion by Mrs. Mazurek, seconded by Vice-President Palmquist, to appoint Eric Trout as the Interim Public Works Supervisor at a rate of \$19.00/hr. This is a salaried position.

Motion carried.

Employee Handbook

Motion by Mrs. Mazurek, seconded by Mrs. Klingensmith, to approve the amended employee handbook.

Motion carried.

Advertise for Employees

Motion by Mrs. Mazurek, seconded by Vice-President Palmquist, to advertise for the Public Works Supervisor position and to advertise for a driver-operator. Salary ranges are to be included in the advertisement. Applications/Resumes are to be in by February 20th.

Roll Call Vote:

Mrs. Naugle	- No
Mr. Palmquist	- Yes
Mrs. Klingensmith	- No
Mr. Long	- No

Mr. Hixson - Yes
Mrs. Mazurek - Yes
Mr. Crago - No

3 – Yes 4 – No
Motion defeated.

REPORT OF PRESIDENT L. CRAGO

Borough Logos

All of the sample Borough logos were presented to Council for final review.

Motion by Vice-President Palmquist, seconded by Mr. Hixson, to approve sample #4 as it reads as the Borough logo.

Motion carried.

Handicap Parking Request

Motion by Mr. Long, seconded by Mrs. Klingensmith, to approve the handicap parking request at 15 South 7th Street.

Motion carried.

ADJOURNMENT

President L. Crago announced the following dates:

February 23 - Agenda Meeting @ 7:00 P.M.
February 24 - COG Meeting @ 7:00 P.M.
March 2 - Regular Meeting @ 7:00 P.M.

With no further business to come before Council, President L. Crago adjourned the meeting.

Meeting adjourned at 8:53 P.M.

Respectfully submitted,

Diane M. Schaefer, CMC, CBO, CGS
Secretary-Treasurer

Lloyd H. Crago, President
YOUNGWOOD BOROUGH COUNCIL