

*Thought for the Day – “To get what you want, stop doing what isn’t working.”  
~ Anonymous*

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

President Crago, Mr. Hixson, Mrs. Klingensmith, Mr. Long, Mrs. Mazurek, Mrs. Naugle, Engineer E. Bove, Solicitor Lampl, Public Works Supervisor Trout and Borough Manager Schaefer

Mayor Derco and Vice-President Palmquist were absent.

Mrs. Klingensmith opened the meeting with a prayer.  
Mrs. Mazurek led the Pledge of Allegiance to the Flag.  
Public Attendance – 5

### **PUBLIC HEARINGS**

1. James Zigawalt, new owner of the Youngwood Hotel, was present to introduce his wife, Genevieve and himself to Council. He explained his vision for the Youngwood Hotel and stated he is excited to be in Youngwood.

Council thanked the Zigawalt’s for attending the meeting and introducing themselves and sharing their plans.

### **APPROVAL OF MINUTES**

President Crago asked for additions or corrections to the Minutes of the August 3, 2015 regular meeting and the July 27, 2015 and August 31, 2015 special meetings as presented.

Motion by Mr. Long, seconded by Mr. Hixson, to approve the Minutes as presented.  
Motion carried.

### **REPORT OF THE TAX COLLECTORS**

The Borough Manager distributed the report from Kenneth W. Reger for the period ended August 31, 2015; total remitted for 2015 taxes \$5,264.81. The Secretary distributed the report from Berkheimer Tax Administrator for month ended August 31, 2015, Earned Income Tax, \$38,163.46; Local Service Tax, \$12,017.71.

Report of permits issued 08/01/2015 through 08/31/2015.

Report of Realty Transfers 07/01/2015 through 07/31/2015, check remitted in the amount of \$2,889.00.

### **TREASURERS REPORT**

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period July 31, 2015.

#### General Fund Balance Sheet

Total Assets	\$1,151,504.75
Total Liabilities	160,339.84
Fund Balance 01/01/2015	-259,089.16
Retained Earnings	1,108,714.59
Income 07/31/2015	141,539.48
Fund Balance 07/31/2015	991,164.91
Total Liabilities & Funds	\$1,151,504.75

Income Statement

Total Revenues	\$ 71,858.91
Total Expenses	216,240.75
Total Income	-\$144,381.84

Treasurer's Report of Fund Balances

Capital Improvement Fund – General	\$452,596.10
Liquid Fuels Fund	57,577.56
Capital Improvement Fund - P & P	27,601.50
Fire Equipment & Apparatus	31,558.12
Act 13 Fund	15,162.00
Cemetery Fund	7,118.53
Cemetery Fund – Investment	19,838.90
Perpetual Care Fund	5,947.80
Perpetual Care – C.D.	5,849.48
Perpetual Care – C.D.	7,417.62
C.D.-Mellon Bank	4,373.53
Playground Fund	8,350.40
Building Fund	\$151,960.95

**BILLS FOR APPROVAL**

The Borough Manager presented Bills for Approval dated September 8, 2015, List 09-2015, General Fund - \$92,821.89.

Motion by Mrs. Mazurek, seconded by Mrs. Klingensmith, to approve the Bills List 09-2015 as presented.

Motion carried.

**COMMUNICATIONS**

1. Presented August Operations and Ordinance Enforcement reports submitted by Eric Trout.

2. Received \$106.00 for permits issued during the month of August.

3. Received check in the amount of \$608.35 from Crown Communications for September rent.

4. Received check in the amount of \$14,094.48 from Comcast for 2015 2<sup>nd</sup> quarter franchise fees.

5. Received meeting notice for Westmoreland County Boroughs Association on September 24<sup>th</sup> at 7:00 P.M. at the Westmoreland Conservation District. Guest speaker is Cheryl McCabe from Comcast Government and Regulatory Affairs. RSVP is necessary by September 21<sup>st</sup>.

6. Received audit of Tax Collector, Kenneth Reger, for period December 31, 2013 and 2014 as submitted by auditors DeBlasio & DeBlasio.

7. Received Youngwood Park & Pool Board meeting minutes for June 28, 2015 and July 26, 2015.

8. Requesting approval to sign the reimbursement agreement for East Hillis Street Bridge Project (Resolution No. 06-2015) as discussed at the agenda meeting.

Motion by Mrs. Mazurek, seconded by Mrs. Naugle, to approve Resolution No. 06-2015.

Motion carried.

9. Presented the 2016 Minimum Municipal Obligation for pension plans reviewed at the Agenda Meeting on August 31, 2015, reporting the Borough General Obligation at \$17,371.00.

At this time, Council directed Borough Manager Schaefer to send an email to the MAWC requesting a time frame for the paving of North 6<sup>th</sup> Street.

## **REPORT OF THE PUBLIC WORKS SUPERVISOR**

### Updates

- The tree planting at the Parklet will take place on September 22<sup>nd</sup> or September 23<sup>rd</sup>.
- The paint sprayer will be picked up on September 9<sup>th</sup>.
- Thanked New Stanton Borough for giving the Borough the millings from their road project.

## **REPORT OF THE ENGINEER**

### Stormwater Update

Reported the area on North 8<sup>th</sup> Street is a 33 acre watershed that is extremely steep. Water is coming through the woods and onto the street. The 24" pipe cannot handle the water. Council directed Mr. Bove to get a cost to alleviate the problem. In addition, Council would like to see if the project can be done in house.

## **REPORT OF THE SOLICITOR**

### "Draft" Housing Ordinance

Solicitor Lampl reviewed the proposed ordinance.

Motion by Mr. Hixson, seconded by Mrs. Klingensmith, to advertise the Ordinance for review with adoption at the October 5, 2015 regular meeting.

Motion carried.

### "Draft" UCC Ordinance

Solicitor Lampl reviewed the proposed ordinance.

Motion by Mrs. Naugle, seconded by Mr. Hixson, to advertise the Ordinance for review with adoption at the October 5, 2015 regular meeting. The effective date of the ordinance will be April 1, 2016.

Motion carried.

## **NEW BUSINESS – COMMITTEE REPORTS**

### NEW BUSINESS

At this time, motion by Mrs. Mazurek, seconded by Mr. Hixson, to hire Michael Stack as the UCC inspector for the Borough pending review and negotiation of fees.

Motion carried.

## **REPORT OF MAYOR DERCO**

Absent

## **PUBLIC RELATIONS/COMMUNITY DEVELOPMENT – MRS. KLINGENSMITH**

### Newsletter

Reported the 4<sup>th</sup> quarter newsletter will be mailed the first week of October.

Mrs. Klingensmith reported at a DCED grant workshop the subject of police was discussed. She stated the possibility of regional police should be discussed with New Stanton Borough. Discussion was held.

## **PUBLIC WORKS/EQUIPMENT – VICE-PRESIDENT PALMQUIST**

Absent

## **FINANCE/ADMINISTRATION – MR. LONG**

### PSAB Fall Conference Registration

Motion by Mr. Long, seconded by Mrs. Mazurek, to authorize the attendance of Mrs. Klingensmith, Mrs. Naugle, Mr. Trout, Mrs. Schaefer and himself, to attend the 2015 PSAB Leadership Conference at Seven Springs on October 16<sup>th</sup> – 18<sup>th</sup>.

Motion carried.

Budget

Announced preliminary budget requests are due September 23<sup>rd</sup>.  
The Finance Committee will meet on October 14<sup>th</sup> at 7:00 P.M.  
The Budget Meeting will be on October 21<sup>st</sup> @ 7:00 P.M.

Park & Pool Update

Announced the chili cookoff will be held on September 20<sup>th</sup> at the Park & Pool.  
There were only 4 days that the pool did not have some type of rental.

**PARKS AND RECREATION – MRS. NAUGLE**

Recreation Appointments

Motion by Mrs. Naugle, seconded by Mr. Long, to appoint Jason Fox to a one year term on the Recreation Board.  
Motion carried.

**STORMWATER MANAGEMENT & WORKPLACE SAFETY – MR. HIXSON**

No report

**PERSONNEL/BOROUGH POLICIES AND PROCEDURES – MRS. MAZUREK**

Part-time Clerical

Announced the new hire will begin on September 14<sup>th</sup>.

**REPORT OF PRESIDENT L. CRAGO**

No report

**ADJOURNMENT**

President L. Crago announced the following dates:  
September 21 - Community Planning Meeting @ 6:30 P.M. at YVFD  
September 24 - WCBA Meeting @ 7:00 P.M.  
September 28 - Agenda Meeting @ 7:00 P.M.  
October 5 - Regular Meeting @ 7:00 P.M. Tuesday

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

Meeting adjourned at 8:41 P.M.

Respectfully submitted,

Diane M. Schaefer, CMC, CBO, CGS  
Borough Manager

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Lloyd H. Crago, President  
YOUNGWOOD BOROUGH COUNCIL