

Thought for the Day – “If you don’t like something, change it; if you can’t change it, change the way you think about it.”
~Mary Engelbreithe

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

Mr. L. Crago, Mrs. Klingensmith, Mr. Long, Mrs. Mazurek, Mrs. Naugle, Mr. Palmquist, Mayor Derco, Engineer Emil Bove, Solicitor Elsie Lampl, Public Works Supervisor Trout and Borough Manager Schaefer.

Borough Manager Schaefer opened the meeting with a prayer.

Public Works Supervisor Trout led the Pledge of Allegiance to the Flag.

Public Attendance – 22

REORGANIZATION

Oath of Office

Solicitor Elsie Lampl presented the duly elected Councilpersons for the Borough: Mr. Palmquist and Mr. Long; Mayor Derco then administered the Oath of Office.

Resignation

At this time, Borough Manager Schaefer read Mr. Lloyd Crago’s resignation Motion by Mrs. Naugle, seconded by Mrs. Klingensmith, to accept the resignation. Motion carried.

Oath of Office

Solicitor Lampl presented Mr. Crago, elected Councilperson for the Borough. Mayor Derco administered the Oath of Office to Mr. Crago.

Following the Oath of Office, Mayor Derco, on behalf of Youngwood Borough Council, directed Solicitor Lampl to serve as Parliamentarian and preside over the reorganization of Council.

Council Appointment

Solicitor Lampl called for nominations for the council vacancy.

Mrs. Mazurek nominated Mr. Shawn Knepper

Mr. Crago nominated Mr. Timothy Vastell

Mrs. Naugle nominated Ms. Diane Fernandez

Mrs. Klingensmith abstained from voting due to her daughter being one of the candidates nominated.

Motion by Mrs. Mazurek, seconded by Mrs. Naugle, to close the nominations.

Roll Call Vote:

Mrs. Naugle	- Ms. Fernandez
Mr. Palmquist	- Mr. Vastell
Mrs. Klingensmith	- Abstained
Mr. Long	- Mr. Vastell
Mrs. Mazurek	- Mr. Knepper
Mr. Crago	- Mr. Vastell

3 – Mr. Vastell 1 – Ms. Fernandez 1 – Mr. Knepper

Motion carried.

At this time, Mayor Derco administered the Oath of Office to Mr. Timothy Vastell.

Election of President, Vice-President and President Pro Tem

Motion by Mr. Vastell, seconded by Mr. Palmquist, to nominate Mr. L. Crago for President.

Motion by Mrs. Klingensmith, seconded by Mrs. Naugle, to close nominations.

Motion carried.

Motion by Mrs. Naugle, seconded by Mr. Long, to nominate Mr. Palmquist for Vice-President.

Motion by Mrs. Klingensmith, seconded by Mrs. Mazurek, to nominate Mr. Long for Vice-President.

Motion by Mrs. Naugle, seconded by Mrs. Mazurek, to close nominations.

Roll Call Vote:

Mrs. Naugle	- Mr. Palmquist
Mr. Palmquist	- Mr. Palmquist
Mrs. Klingensmith	- Mr. Long
Mr. Long	- Mr. Long
Mr. Vastell	- Mr. Palmquist
Mrs. Mazurek	- Mr. Palmquist
Mr. Crago	- Mr. Palmquist

5 – Mr. Palmquist 2 – Mr. Long

Motion carried.

Motion by Mr. Crago, seconded by Mr. Palmquist, to nominate Mr. Long for President Pro Tem.

Motion by Mr. Crago, seconded by Mrs. Klingensmith, to close nominations.

Motion carried.

2016 APPOINTMENTS

Motion by Mr. Long, seconded by Vice-President Palmquist, to appoint the following:

DeBlasio & DeBlasio Associates as Auditor
Elsie Lampl, Attorney at Law as Solicitor
Bove Engineering Company as Engineer
Emil Bove as the primary Sewage Enforcement Officer
Mike Stack as the alternate Sewage Enforcement Officer
Robin Long to the Vacancy Board for a one-year term to expire on
December 31, 2016.
Motion carried.

RULES OF ORDER

Motion by Vice-President Palmquist, seconded by Mrs. Naugle, to adopt Roberts Rules of Order for all Borough meetings.
Motion carried.

PUBLIC HEARINGS

1. Dave Hixson of 215 North 4th Street was present to show his support of Ordinance No. 519.
2. Clay Shoaf, a property owner in the Borough, was present regarding his opposition to Ordinance No. 519.
3. Les May of 714 South 8th Street was present regarding his opposition to Ordinance No. 519.
At this time, Borough Manager read a letter received from Mr. May.
Discussion followed pertaining to requirements, cost, Council personal gain and litigation.
4. Gary Josebeck of 106 North 6th Street was present to observe.
5. Ed Kusiolek, a property owner in the Borough, was present regarding his opposition to Ordinance No. 519.
6. Linda Marino of 104 South 3rd Street was present in support of Ordinance No. 519.

REPORT OF THE ENGINEER

No report. Mr. Bove was excused at 7:47 P.M.

REPORT OF THE SOLICITOR

No report.

APPROVAL OF MINUTES

President L. Crago asked for additions or corrections to the Minutes of December 7, 2015, regular meeting as presented.

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

Motion carried.

REPORT OF THE TAX COLLECTORS

No report was received from Kenneth W. Reger for the month ended December 31, 2015 as of yet.

The Secretary distributed the report from Berkheimer Tax Administrator for month ended December 31, 2015; Earned Income Tax, \$28, 129.73; Local Services Tax, \$2,734.39.

Report of permits issued 12/01/15 through 12/31/15.

Report of Realty Transfers 11/01/15 through 11/30/15 and check remitted in the amount of \$1,518.62.

TREASURERS REPORT

The secretary presented the financial report on the accrual basis, unaudited for the period ended November 30, 2015.

<u>General Fund</u>	
Balance Sheet	
Total Assets	\$1,033,536.21
Total Liabilities	168,057.82
Fund Balance 01/01/2015	-259,089.16
Retained Earnings	1,108,714.59
Deficit 11/30/2015	17,440.54
Fund Balance 11/30/2015	865,478.39
Total Liabilities & Funds	\$1,033,536.21
Income Statement	
Total Revenues	\$ 67,129.57
Total Expenses	84,570.11
Total Deficit	17,440.54

<u>Treasurer's Report of Fund Balances</u>	
Capital Improvement Fund – General	\$344,239.29
Liquid Fuels Fund	44,183.25
Capital Improvement Fund - P & P	29,430.84
Fire Equipment & Apparatus	31,562.87
Act 13 Fund	15,164.28
Cemetery Fund	7,196.06
Cemetery Fund – Investment	13,841.12
Perpetual Care Fund	5,971.77
Perpetual Care – C.D.	5,849.48

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January 4, 2016
7:00 P.M.

Perpetual Care – C.D.	7,422.98
C.D.-Mellon Bank	4,373.53
Playground Fund	8,351.35
Building Fund	\$152,009.21

BUDGET COMPARISON

The secretary presented the budget comparison for the General Fund for period ending November 30, 2015.

BILLS FOR APPROVAL

The secretary presented Bills for Approval dated January 4, 2016, List 01-16, General Fund - \$36,149.91.

Motion by Mr. Long, seconded by Vice-President Palmquist, to approve the Bills List 01-16 as presented.

Motion carried.

COMMUNICATIONS

1. Presented December Operations and Ordinance Enforcement Report submitted by Eric Trout.
2. No permits were issued during the month of December.
3. Received check in the amount of \$608.35 from Crown Communication for January rent.
4. Received check in the amount of \$4,152.71 from Westmoreland County Treasurer for 4th quarter delinquent tax collections.
5. Received audit of Borough Tax Collector Kenneth Reger as submitted by Westmoreland County Controller Jeffrey Balzer.

REPORT OF THE PUBLIC WORKS SUPERVISOR

No report.

NEW BUSINESS - COMMITTEE REPORTS

RESOLUTION NO. 01-2016

Motion by Mr. Long, seconded by Vice-President Palmquist, to adopt Resolution No. 01-2016 authorizing the payment of one mill of collected real estate tax for the year 2016 to the Youngwood Borough Fire Department equipment and apparatus improvement fund.

Motion carried.

RESOLUTION NO. 02-2016

Motion by Mrs. Klingensmith, seconded by Vice-President Palmquist, to designate Diane M. Schaefer as Chief Administrative Officer of the Borough of Youngwood Pension Plans, Pennsylvania Municipal Retirement System Uniform and Non-Uniform Pension Plans.

Motion carried.

RESOLUTION NO. 03-2016

Motion by Vice-President Palmquist, seconded by Mrs. Mazurek, to pass a resolution authorizing the signatures of the President, Vice-President, Borough Manager and the Administrative Assistant on all bank accounts and safe deposit box. Two signatures required except the Borough Manager or Administrative Assistant alone for amounts less than \$1,300.00 and access to safe deposit box. Two signatures required on Liquid Fuels Account. In addition, S & T Bank be designated as the authorized depository of Borough funds.

Motion carried.

RESOLUTION NO. 04-2016

Motion by Vice-President Palmquist, seconded by Mrs. Mazurek, to adopt Resolution No. 04-2016 authorizing the payment of five mills of collected real estate tax for the year 2016 to the bond payment of the Youngwood Borough building.

Motion carried.

IRS MILEAGE RATE

Motion by Mrs. Mazurek, seconded by Mrs. Klingensmith, to set the 2016 mileage rate at 54 cents per mile.

Motion carried.

Borough Authority Appointment

Motion by Vice-President Palmquist, seconded by Mr. Long, to appoint William Genard to the Borough Authority Board. Term to expire December 31, 2020.

Motion carried.

Park & Pool Board Appointment

Motion by Mr. Long, seconded by Mrs. Naugle, to appoint Tina Nobile to the Park & Pool Board. Term to expire December 31, 2018.

Motion carried.

Ordinance No. 519

Solicitor Lampl presented Ordinance No. 519 for adoption, reviewed and explained the ordinance for Council's consideration:

ORDINANCE NO. 519

AN ORDINANCE ADOPTING RESIDENTIAL RENTAL PROPERTY REGULATIONS, RENTAL PROPERTY CERTIFICATE OF OCCUPANCY AND REQUIREMENTS AND BUILDING NUMBERING FOR ALL BUILDINGS IN THE BOROUGH

Motion by Vice-President Palmquist, seconded by Mrs. Naugle, to adopt Ordinance No. 519 as presented.

Motion carried.

At this time, Mrs. Mazurek questioned why the Ordinance was not placed on the website.

Borough Manager Schaefer explained since the website was started there have never been any ordinances placed on the website per Borough policy.

ADJOURNMENT

President Crago announced the following dates:

January 19	- Authority Meeting @ 12:30 P.M.
January 25	- Agenda Meeting @ 7:00 P.M.
February 1	- Regular Meeting @ 7:00 P.M.

All in attendance were invited to a reception immediately following the meeting to welcome the new Council members.

There being no further business to come before Council President Crago adjourned the meeting.

Meeting adjourned at 8:04 P.M.

Respectfully submitted,

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

Lloyd H. Crago, President
YOUNGWOOD BOROUGH COUNCIL

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Borough Council Chambers

January 4, 2016
7:00 P.M.