

*Thought for the Day – “If you want to stand out, don’t be different; be outstanding.”  
~ Anonymous*

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

Vice-President Palmquist, Mrs. Klingensmith, Mrs. Mazurek, Mrs. Naugle, Mrs. Rossi, Mr. Vastell, Mayor Long, Engineer E. Bove, Solicitor Lampl and Borough Manager Schaefer

President Crago and Public Works Supervisor Trout were absent.

Mrs. Naugle opened the meeting with a prayer.

Mrs. Mazurek led the Pledge of Allegiance to the Flag.

Public Attendance – 6

#### **PUBLIC HEARINGS**

None

#### **APPROVAL OF MINUTES**

Motion by Mrs. Klingensmith, seconded by Mrs. Naugle, to approve the minutes of August 1, 2016 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, 2016; total remitted for 2016 taxes \$4,040.13. She distributed the report from Berkheimer Tax Administrator for month ended August 31, 2016, Earned Income Tax, \$45,342.83; Local Service Tax, \$9,780.02.

Report of permits issued 08/01/2016 through 08/31/2016.

Report of Realty Transfers 07/01/2016 through 07/31/2016, check remitted in the amount of \$2,310.00.

#### **TREASURERS REPORT**

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period July 31, 2016.

##### General Fund Balance Sheet

Total Assets	\$ 1,875,621.29
Total Liabilities	46,740.96
Retained Earnings	882,835.32
Income 07/31/2016	946,045.01
Total Liabilities & Equity	\$ 1,851,621.29

Total Revenues	\$ 129,182.60
Total Expenses	104,930.79
Total Income	\$ 24,251.81

##### Treasurer's Report of Fund Balances

Capital Improvement Fund – General	\$312,343.92
Liquid Fuels Fund	111,813.43
Capital Improvement Fund - P & P	34,581.00
Fire Equipment & Apparatus	7,815.76
Act 13 Fund	15,168.81
Cemetery Fund	2,251.29
Cemetery Fund – Investment	13,845.25
Perpetual Care Fund	6,825.75
Perpetual Care – C.D.	5,849.48
Perpetual Care – C.D.	7,422.98
C.D.-Mellon Bank	4,329.49
Playground Fund	8,354.17
Building Fund	\$252,903.18

### **BILLS FOR APPROVAL**

The secretary presented Bills for Approval dated September 6, 2016, List 09-2016, General Fund - \$83,089.19.

Motion by Mrs. Klingensmith, seconded by Mr. Vastell, to approve the Bills List 09-2016 as presented.

Motion carried.

### **COMMUNICATIONS**

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

2. Received check in the amount of \$699.60 from Crown Communications for September rent.

3. Received meeting notice for Westmoreland County Boroughs Association on September 22<sup>nd</sup> at 7:00 P.M. at the Westmoreland Conservation District office. Guest speaker is Ted Kopas, Westmoreland County Commissioner. RSVP is necessary by September 19<sup>th</sup>.

4. Presented the 2017 minimum municipal obligation for pension plans reviewed at the agenda meeting on August 29, 2016, reporting the Borough general obligation at \$8,534.00.

5. Received the Westmoreland County Transit Authority local share assessment agreement for FY 2016-2017. The Boroughs local share is \$1,470.00.

Motion by Mrs. Rossi, seconded by Mrs. Mazurek, to approve the WCTA local share assessment agreement as presented.

Motion carried.

6. Received the subrecipient agreements from Westmoreland County for the 2016 CDBG project.

Motion by Mrs. Naugle, seconded by Mrs. Rossi, to approve the agreements.

Motion carried.

7. Received payment in the amount of \$14,353.52 from Comcast for 2016 2<sup>nd</sup> quarter franchise fees.

8. Received request from St. Luke's Lutheran Church to hold it's blessing of pets in the parklet. Discussion was held and due to liability, this will not be permitted.

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

Absent

### **REPORT OF THE ENGINEER**

#### CDBG Project

Reported the project has begun and eight ADA ramps have been installed as of date.

#### 2016 Street Project

Reported the project has begun.

At this time, Engineer Bove was excused. 7:34 P.M.

### **REPORT OF THE SOLICITOR**

No report

### **NEW BUSINESS – COMMITTEE REPORTS**

#### **NEW BUSINESS**

#### Code Compliance Officer

Mrs. Rossi stated she hears complaints about dilapidated building etc and the Borough not doing anything. She would like to research the Borough contracting with another Borough for a police department. Discussion was held on cost, coverage, etc. Mrs. Rossi was directed to research the idea so further discussion can be held.

**REPORT OF MAYOR LONG**

1. Announced the Halloween Parade will be on Monday, October 31<sup>st</sup> beginning at 6:30 P.M. Trick or treat will follow until 8:30 P.M.

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

Newsletter

Reported the deadline for the newsletter is September 10<sup>th</sup>.

**FINANCE/HUMAN RESOURCES – VICE-PRESIDENT PALMQUIST**

2017 Budget

Reported preliminary budget requests are due by September 23<sup>rd</sup>. The budget meeting is scheduled for October 19<sup>th</sup>.

PSAB Fall Conference

Motion by Mrs. Mazurek, seconded by Mr. Vastell, to approve attendance for Mrs. Naugle to attend the PSAB Fall Conference in Gettysburg, October 14<sup>th</sup> – 16<sup>th</sup> at a cost of \$493.58.

Motion carried.

**PUBLIC WORKS/EQUIPMENT – Mr. Vastell**

F-550

Reported the F-550 will be placed on Municibid to be sold “as is”.

**RECREATION/WORKPLACE SAFETY – MRS. NAUGLE**

No report

**BUILDINGS, GROUNDS/STORMWATER MANAGEMENT – MRS. ROSSI**

Reed Way

Reported curbing will need installed along a portion of Reed Way to avert a storm water runoff problem.

**ORDINANCES/UCC – MRS. MAZUREK**

Reported the committee is still in the process of reviewing the Borough’s ordinances.

**REPORT OF PRESIDENT CRAGO**

Absent

**ADJOURNMENT**

Vice-President Palmquist announced the following dates:

September 22	- WCBA Meeting @ 7:00 P.M.
September 26	- Agenda Meeting @ 7:00 P.M.
October 3	- Regular Meeting @ 7:00 P.M.

With no further business to come before Council, Vice-President Palmquist adjourned the meeting.

Meeting adjourned at 8:23 P.M.

Respectfully submitted,

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

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Scott Palmquist, Vice-President  
YOUNGWOOD BOROUGH COUNCIL

