

*Thought for the Day – "I would not waste my life in friction when it could be turned into momentum."  
~ Frances Willard*

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

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

Vice-President Palmquist was absent.

President Crago opened the meeting with a prayer.  
Mayor Long led the Pledge of Allegiance to the Flag.  
Public Attendance – 11

### **PUBLIC HEARINGS**

1. Matthew Mallory of Commonwealth Alternative Medicinal Options was present to introduce himself. Mr. Mallory is planning to open a medicinal cannabis facility in the Buncher Industrial Park. He explained what the facility will entail such as processing, research, employment, security and other factors. He introduced some members of his team.

2. Bob Smith of the Red Swing Group was present concerning any questions that may arise from the BFS subdivision at the corner of Route 119 North and Hillis Street.

3. Tyler Williams of 17 North 3<sup>rd</sup> Street was present to report he is still in the process of obtaining prices for his proposed Eagle Scout Project at the Youngwood Playground.

### **PUBLIC HEARINGS – STORMWATER MANAGEMENT**

1. MS4 Update – Engineer Bove reported he began the process for applying for the NPDES stormwater permit. He explained this application round is more encompassing as there is more that needs completed such as updated drainage maps, public education and other elements. He suggested joining with New Stanton Borough for some of the education seminars.

### **APPROVAL OF MINUTES**

Motion by Mrs. Naugle, seconded by Mr. Vastell, to approve the minutes of January 3, 2017.

Motion carried.

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

The Borough Manager distributed the report from Kenneth W. Reger for the period ended December 31, 2016; total remitted \$23,342.32. She distributed the report from Berkheimer Tax Administrator for month ended January 31, 2017, Earned Income Tax, \$7,815.43; Local Service Tax, \$4,553.84.

Report of permits issued 01/01/2017 through 01/31/2017.

Report of Realty Transfers 12/01/2016 through 12/31/2016, check remitted in the amount of \$2,819.15.

Report of Realty Transfers 01/01/2017 through 01/31/2017, check remitted in the amount of \$5,486.66.

**TREASURERS REPORT**

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

General Fund Balance Sheet	
Total Assets	\$ 1,687,129.42
Total Liabilities	56,419.89
Retained Earnings	882,835.32
Income 12/31/2016	747,874.21
Total Liabilities & Equity	\$ 1,708,730.73
Total Revenues	\$ 59,525.23
Total Expenses	93,470.17
Total Deficit	\$ 33,944.94

Treasurer's Report of Fund Balances

Capital Improvement Fund – General	\$312,467.71
Liquid Fuels Fund	34,326.77
Capital Improvement Fund - P & P	21,734.49
Fire Equipment & Apparatus	34,517.28
Act 13 Fund	15,171.69
Cemetery Fund	2,347.09
Cemetery Fund – Investment	5,847.27
Perpetual Care Fund	6,871.19
Perpetual Care – C.D.	5,849.48
Perpetual Care – C.D.	7,422.98
C.D.-Mellon Bank	4,329.49
Playground Fund	10,467.04
Building Fund	\$242,735.47

**BILLS FOR APPROVAL**

The secretary presented Bills for Approval dated February 6, 2017, List 02-2017, General Fund - \$58,064.53.

Motion by Mrs. Klingensmith, seconded by Mr. Vastell, to approve the Bills List 02-2017 as presented.

Motion carried.

**COMMUNICATIONS**

1. Presented the January Operations report submitted by Eric Trout.
2. Received check in the amount of \$699.60 from Crown Communications for February rent.
3. Received letter from Jennifer Kalp of Kalps Little Sprouts Learning Center requesting an enclosed play area in the parklet. Borough Manager Schaefer read the letter. Upon discussion, Mrs. Schaefer was directed to send Ms. Kalp a letter stating her request was denied.
4. Presented four handicap parking spaces for renewal: 15 South 7<sup>th</sup> Street, 205 North 5<sup>th</sup> Street, 312 South 5<sup>th</sup> Street and 104 South 3<sup>rd</sup> Street.  
Motion by Mrs. Naugle, seconded by Mrs. Mazarek, to approve the renewal of the handicap parking spaces.  
Motion carried.
5. Reported Mr. Trout and Mrs. Schaefer will be attending the Westmoreland Conservation District Roundtable Discussion. If anyone else is interested in attending please let the Manager know.
6. Reviewed the 2016 NBIS Bridge Inspections findings. Mrs. Schaefer expressed the importance of washing the bridge decks every year. In addition, linseed oil needs applied to the Depot Street Bridge this year.

**REPORT OF THE PUBLIC WORKS SUPERVISOR**

No report  
PWS Trout was directed to obtain quotes for the replacement of the sidewalks on South 6<sup>th</sup> Street at the Borough Building.

**REPORT OF THE ENGINEER**

Sidewalk Specifications

Mr. Bove suggested the Borough have a detailed handout for any resident or business wishing to install/replace sidewalks. Mr. Bove was directed to prepare the specifications.

2017 Street Program

Mr. Bove asked Council to start thinking about the 2017 street program. He also explained drainage work is needed on the backside of Depot Street to help address the constant water problem.

BFS Subdivision

Motion by Mrs. Naugle, seconded by Mr. Vastell, to authorize the President and Secretary to sign the BFS subdivision. Signing the subdivision does not mean the Borough approves or disapproves it. The Borough's disclaimer is part of the subdivision.

Motion carried.

**REPORT OF THE SOLICITOR**

No report

**NEW BUSINESS – COMMITTEE REPORTS**

**NEW BUSINESS**

**REPORT OF MAYOR LONG**

Reported a drug awareness event will be held on April 11<sup>th</sup> at the Youngwood Fire Department.

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

Newsletter

Announced the deadline for the 2<sup>nd</sup> quarter 2017 newsletter is March 10<sup>th</sup>.

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

Absent

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

Pressure Washer

Motion by Mr. Vastell, seconded by Mrs. Klingensmith, to approve the purchase of jenny hot pressure washer at the cost of \$4,050.00.

Motion carried.

Seminar Request

Motion by Mr. Vastell, seconded by Mrs. Mazurek, to approve Eric Trout to attend the Stormwater Controls for Municipal Garages Webinar on February 22<sup>nd</sup> from 12:00 PM to 1:00 PM, Cost \$40.00.

Motion carried.

6<sup>th</sup> Street/Burton – Cement Posts

Mr. Vastell reported PWS Trout, Engineer Bove and himself meet with the property owner regarding the posts installed in the Borough's right-of-way. The recommendation is to remove the posts from the Borough's right-of-way. He explained the posts could be installed on the property line. Discussion was held. The property owners were instructed that the posts need to be removed by March 31<sup>st</sup>.

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

Representative Nelson Lease

Motion by Mrs. Naugle, seconded by Mrs. Mazurek, to approve the lease with Representative Eric Nelson for shared space in the Tax Collector's office.

Motion carried.

PSAB Ad/WCBA Ad

Motion by Mrs. Naugle, seconded by Mrs. Klingensmith, to approve the PSAB ad in the amount of \$40.00 and the WCBA ad in the amount of \$45.00.

Motion carried.

Seminar Request

Motion by Mrs. Naugle, seconded by Mrs. Mazurek, to approve the request for Diane Schaefer to attend the Navigating the Ethics Act Minefield on February 22<sup>nd</sup> from 1:00 PM to 3:00 PM in Greensburg at a cost of \$45.00.

Motion carried.

Recreation Appointment

Motion by Mrs. Naugle, seconded by Mr. Vastell, to appoint Paul Robertson to a one year term on the Youngwood Recreation Board. Term to expire December 31, 2017.

Motion carried.

Seasonal Recreation/Maintenance Employee

Motion by Mrs. Naugle, seconded by Mrs. Rossi, to advertise for a part-time seasonal recreation/maintenance employee.

Motion carried.

Foothills Soccer Agreement

Motion by Mrs. Naugle, seconded by Mrs. Klingensmith, to approve the 2017 Foothills Soccer Agreement.

Motion carried.

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

Stormwater Management

Mrs. Rossi suggested having an open house to distribute and educate residents on stormwater management.

**ORDINANCES/UCC – MRS. MAZUREK**

Rental Registrations Update

Mrs. Mazurek reported the Borough office will be providing Council with a list of property owners who failed to register their rental properties.

Park & Pool Appointments

Motion by Mrs. Mazurek, seconded by Mr. Vastell, to appoint Robert Genard, Kenneth Reger and Jeff Hawk to the Youngwood Area Park & Pool Board. Terms to expire December 31, 2019.

Motion carried.

**REPORT OF PRESIDENT CRAGO**

No report

**ADJOURNMENT**

President Crago announced the following dates:

February 27 - Agenda Meeting @ 7:00 P.M.  
March 6 - Regular Meeting @ 7:00 P.M.

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

Meeting adjourned at 8:47 P.M.

Respectfully submitted,

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

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Lloyd Crago, President  
YOUNGWOOD BOROUGH COUNCIL