

Thought for the Day – “Difficult roads often lead to beautiful destinations.”
~ Anonymous

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

President Crago, Vice-President Palmquist, Mr. Cowherd, Mr. Lutz, Mrs. Mazurek, Mrs. Naugle, Mayor Long, Engineer E. Bove, Solicitor Lampl and Borough Manager Schaefer

Mr. Vastell was absent.

Mr. Lutz opened the meeting with a prayer.

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

Public Attendance – 5

PUBLIC HEARINGS – STORMWATER MANAGEMENT

Engineer Bove reported camera work for the location of lines is needed. He suggested planting trees along Jacks Run to help with stormwater management.

PUBLIC HEARINGS

1. Kevin Stinebiser of 11 South 1st Street was present concerning the condition of the alley behind his property. He explained the Public Works Department must have tried to put millings on it and it is a complete mess.

Council directed the Public Works Department to correct the problem ASAP.

APPROVAL OF MINUTES

Motion by Mr. Cowherd, seconded by Vice-President Palmquist, to approve the minutes of January 2, 2018.

Motion carried.

REPORT OF THE TAX COLLECTORS

The Borough Manager distributed the report from Kenneth W. Reger for the period ended January 31, 2018; No report submitted. She distributed the report from Berkheimer Tax Administrator for month ended January 31, 2018, Earned Income Tax, \$13,828.43; Local Service Tax, \$3,712.90.

Report of permits issued 01/01/2018 through 01/31/2018.

Report of Realty Transfers 01/01/2018 through 01/31/2018, check remitted in the amount of \$1,257.80.

TREASURERS REPORT

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period December 31, 2017.

General Fund Balance Sheet

Total Assets	\$ 1,951,529.81
Total Liabilities	73,040.31
Fund Balance – Reserve	82,000.00
Retained Earnings	1,810,469.54
Deficit 12/31/2017	13,980.04
Total Liabilities & Equity	\$ 1,951,529.81
Total Revenues	\$ 144,977.31
Total Expenses	140,564.09
Total Income	\$ 4,413.22

Treasurer's Report of Fund Balances

Capital Improvement Fund – General	\$312,754.55
Liquid Fuels Fund	23,624.53
Capital Improvement Fund - P & P	15,141.48
Fire Equipment & Apparatus	36,199.81

Act 13 Fund	15,178.50
Cemetery Fund	3,533.12
Cemetery Fund – Investment	.00
Perpetual Care Fund	7,620.69
Perpetual Care – C.D.	5,849.48
Perpetual Care – C.D.	7,484.31
C.D.-Mellon Bank	4,303.80
Playground Fund	10,471.74
Building Fund	\$204,620.58

BILLS FOR APPROVAL

The secretary presented Bills for Approval dated February 5, 2018, List 02-2018, General Fund - \$52,537.49.

Motion by Vice-President Palmquist, seconded by Mrs. Naugle, to approve the Bills List 02-2018 as presented.

Motion carried.

WCTCC Report

Borough Manager Schaefer reported she attended the meeting of the Westmoreland County Tax Collection Committee on January 30, 2018. She explained there was no need for an assessment for the year 2018. However, municipalities should plan to budget accordingly for an assessment for the year 2019. Berkheimer's contract was extended for three years until December 31, 2021.

COMMUNICATIONS

1. Presented the January Operations report submitted by the Public Works Department.

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

3. Received the 2017 Youngwood Volunteer Fire Department's Fire Report as submitted by Fire Chief Lloyd Crago.

4. Borough Manager Schaefer read a thank you letter from PSAB for participating in the Association. In addition, a special edition clock was presented as a token of PSAB's appreciation.

REPORT OF PUBLIC WORKS

No report

REPORT OF THE ENGINEER

NPDES Permit

Mr. Bove reported the NPDES permit was received. He explained a report is submitted annually with a \$500.00 fee.

REPORT OF THE SOLICITOR

No report

NEW BUSINESS – COMMITTEE REPORTS

NEW BUSINESS

REPORT OF MAYOR LONG

Mayor Long read a prepared statement regarding the incident on January 16th. Please see attached.

FINANCE – VICE-PRESIDENT PALMQUIST

Solicitor

Motion by Vice-President Palmquist, seconded by Mrs. Mazurek, to interview Solicitors at a time and date to be determined.

Roll Call Vote:

Mrs. Naugle - Yes
Mr. Palmquist - Yes
Mrs. Mazurek - Yes
Mr. Lutz - Yes
Mr. Vastell - Absent
Mr. Cowherd - Yes
Mr. Crago - No
5 – Yes 1 – No

Motion carried.

Zoning Agreement

Motion by Vice-President Palmquist, seconded by Mrs. Naugle, to accept the agreement with Westmoreland County Department of Planning in regards to zoning in the amount of \$40,000.00.

Motion carried.

PERSONNEL/WORKPLACE SAFETY – Mr. Lutz

Public Works Employee

Motion by Mr. Lutz, seconded by Mr. Cowherd, to hire Johnathan Petrie as a fulltime public works employee at a rate of \$13.00/hour pending all of the pre-employment requirements are met.

Motion carried.

Temporary Part-time Snow Removal Employees

Motion by Mr. Lutz, seconded by Mrs. Mazurek, to maintain/hire William Miller, Robert Coletta and Patrick Koring as temporary part-time snow removal employees. If the Borough has an emergency situation with snow removal, the above named individuals may be called upon to assist.

Motion carried.

Seminar Attendance Request

Motion by Mr. Lutz, seconded by Vice-President Palmquist, to authorize Mr. Cowherd to attend the Writing Effective Grant Proposals training on March 29th in Monroeville at a cost of \$100.00.

Motion carried.

PUBLIC WORKS/EQUIPMENT – Mr. Vastell

Absent

RECREATION/STORMWATER MANAGEMENT – MRS. NAUGLE

Recreation Appointments

Motion by Mrs. Naugle, seconded by Mr. Luta, to appoint the following to the Recreation Board: Paul Robertson to a three year term to expire December 31, 2020; Jason Anderson and Kristy Soisson to a one year term to expire December 31, 2018. All were approved by the Recreation Board.

Motion carried.

Foothills Soccer Agreement

Motion by Mrs. Naugle, seconded by Vice-President Palmquist, to approve the agreement with Foothills Soccer for the 2018 season.

Motion carried.

Recreation Registration

Announced registration for softball/baseball is available on-line. In addition, registration will be held at the Borough building on February 24th from 10:00 AM to 2:00 PM and February 28th from 6:00 PM – 8:00 PM.

DIGITAL MEDIA/BUILDING/GROUNDS – MR. COWHERD

Parklet – Hanging Baskets

Suggested the installation of hanging baskets in the parklet. He is working with the Garden Club regarding this matter. Discussion was held. Instead of hanging

baskets, it was recommended to concrete planters.

Dog Park – Park & Pool

Reported there is some preliminary discussion regarding a proposed dog park at a site located at the Park & Pool.

Social Media Policy

Reported he will be presenting a proposed social media policy for review/discussion by all.

Facebook Page Design

Reported he will be designing a proposed Facebook page for the Borough.

COMMUNITY DEVELOPMENT/ORDINANCES/ZONING – MRS. MAZUREK

Ordinance Review Committee

Reported the committee will be meeting on February 8th to review the ordinances.

Postcards

Suggested the Borough send out a post card type mailer announcing all of the important events and dates of activities in the Borough.

REPORT OF PRESIDENT CRAGO

No report

ADJOURNMENT

President Crago announced the following dates:

February 26 - Agenda Meeting @ 7:00 P.M.
March 5 - Regular Meeting @ 7:00 P.M.

Motion by Vice-President Palmquist, seconded by Mrs. Naugle, to adjourn the meeting.

Meeting adjourned at 8:43 P.M.

Respectfully submitted,

Diane M. Schaefer

Diane M. Schaefer
Borough Manager

Lloyd Crago, President
YOUNGWOOD BOROUGH COUNCIL