

Thought for the Day – “We cannot direct the wind, but we can adjust the sails.”
~ Bertha Calloway

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

President Palmquist, Vice-President Cowherd, Mr. Crago, Mr. Lutz, Mrs. Mazurek, Mrs. Naugle, Mr. Vastell, Mayor Long, Solicitor DiMascio and Borough Manager Schaefer

Vice-President Cowherd opened the meeting with a prayer.
Mrs. Mazurek led the Pledge of Allegiance to the Flag.
Public Attendance – 10

PUBLIC HEARINGS – STORMWATER MANAGEMENT

Mr. Bove reported he is working with the Public Works Department on addressing various issues in the Boroughs.

Mr. Erhard was requested to grade the area on Racetrack Road where the water is laying.

PUBLIC HEARINGS

1. Mary Ann Klingensmith, representing Youngwood High School Alumni, was present concerning the memorial arch that is to be built in the playground in memory of Joan Derco. She reported the YHSA has put aside \$500 to be used towards the reconstruction of the arch. Would like to see Council form a committee and she would like to volunteer to serve on said committee.

President Palmquist asked anyone interested in serving on the committee to please contact the Borough Manager.

APPROVAL OF MINUTES

Motion by Mrs. Mazurek, seconded by Mrs. Naugle, to approve the minutes of September 4, 2018.

Motion carried.

REPORT OF THE TAX COLLECTORS

The Borough Manager distributed the report from Kenneth W. Reger for the period ended September 30, 2018 for real estate tax collection; No report was submitted as of date. She distributed the report from Berkheimer Tax Administrator for month ended September 30, 2018, Earned Income Tax, \$15,370.17; Local Service Tax, \$527.53.

Report of permits issued 09/01/2018 through 09/30/2018.

No report of realty transfers was received for period 09/01/2018 through 09/30/2018 as of date.

TREASURERS REPORT

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending July 31, 2018.

General Fund Balance Sheet

Total Assets	\$ 2,343,211.25
Total Liabilities	79,005.11
Fund Balance Reserve	82,000.00
Retained Earnings	1,877,587.86
Income 09/30/2018	304,618.28
Total Liabilities & Equity	\$ 2,343,211.25
Total Revenues	\$ 100,501.72

Total Expenses	86,987.83
Total Income	\$ 13,513.89

Treasurer's Report of Fund Balances as of August 31, 2018

Capital Improvement Fund – General	\$245,437.51
Liquid Fuels Fund	110,626.77
Capital Improvement Fund - P & P	15,743.05
Fire Equipment & Apparatus	11,212.65
Act 13 Fund	23,954.57
Cemetery Fund	9,771.92
Perpetual Care Fund	2,722.60
Perpetual Care – C.D.	5,849.48
Perpetual Care – C.D.	7,515.17
C.D.-Mellon Bank	4,267.10
Playground Fund	10,474.09
Building Fund	\$204,751.09

The Borough Manager presented the Budget Comparison as of August 31, 2018.

BILLS FOR APPROVAL

The secretary presented Bills for Approval dated October 1, 2018, List 10-2018, General Fund - \$75,078.17.

Motion by Mr. Lutz, seconded by Mrs. Naugle, to approve the Bills List 09-2018 as presented.

Motion carried.

COMMUNICATIONS

1. Received check in the amount of \$699.60 from Crown Communications for October rent.
2. Received September Ordinance Enforcement report submitted by Adam Hlad.
3. Received deposit in the amount of \$13,383.57 for the Commonwealth allocation supporting the Volunteer Fire Relief Association in benefit of the Youngwood Volunteer Fire Department. The proceeds must be paid over within sixty (60) days.
4. Received deposit in the amount of \$8,796.96 for the 2018 Commonwealth allocation in benefit of the non-uniformed pension fund.
5. Reminder the Rotary's night to volunteer at Overly's County Christmas is Tuesday, November 20th at 5:30 PM. Any Councilperson that can volunteer please let me know so I may respond to the Rotary President.
6. Received check in the amount of \$4,435.10 from Westmoreland County for 3rd quarter delinquent tax collections.
7. Received request from Ed Christofano of YABA requesting Depot Street between 3rd and 4th streets be closed on November 10th from 2:00 PM to 10:00 PM for the 12th annual Youngwood Light-Up Night.
Motion by Mrs. Naugle, seconded by Mrs. Mazurek, to close Depot Street between 3rd and 4th streets on November 10th from 2:00 PM to 10:00 PM.
Motion carried.
8. Received letter from Pollard Land Services requesting Depot Street to be closed between October 15, 2018 to November 1, 2018. Pollard will need to submit proper paperwork.
9. Received notice of the Westmoreland County Borough's Association meeting on Thursday, October 25th at 7:00 PM at the Westmoreland Conservation District. RSVP needed by October 22nd.

REPORT OF PUBLIC WORKS

Austin Erhard of the Public Works Department reported the following:

- He is waiting on the WCD to set up a meeting with property owner and the Borough at the site.

REPORT OF THE ENGINEER

2018 Street Project

Reported the project is tentatively to begin the second week of October, weather permitting.

CDBG Application – Park & Pool

Reported he will be working on the CDBG application for the renovations of restrooms and sidewalks for ADA accessibility.

Sherwood Stormwater Pipe Project

Reported specifications will be prepared for a project in the near future.

Demolition Specifications

Reported specifications are being prepared. An asbestos inventory will be necessary.

REPORT OF THE SOLICITOR

Motion by Mr. Lutz, seconded by Mrs. Mazurek, calling for an executive session to discuss personnel.

Motion carried.

Executive Session was held. 7:36PM – 7:39 PM

Motion by Mr. Crago, seconded by Vice-President Cowherd, calling for an executive session to discuss personnel.

Executive Session was held. 7:41 PM – 7:44 PM

NEW BUSINESS – COMMITTEE REPORTS

NEW BUSINESS

Pennoni Invoices – East Hillis Street Bridge

Motion by Mr. Lutz, seconded by Mrs. Naugle, to approve the Pennoni invoice for estimate #3 in the amount of \$23,406.11.

Motion carried.

BNY Mellon Payment

Motion by Mrs. Mazurek, seconded by Mrs. Naugle, to approve the bond payment in the amount of \$84,997.50 to BNY Mellon.

Motion carried.

Tots-N-Tikes Street Closure Request

Motion by Mr. Lutz, seconded by Vice-President Cowherd, to approve the request of Tots-N-Tikes for the street closure of South 8th Street from Depot Street to Chestnut Street on October 26th from 9:00 AM to 12:00 PM for their Trunk or Treat.

Motion carried.

REPORT OF MAYOR LONG

Mayor Long announced he will be working with the Youngwood Volunteer Fire Department on the Halloween parade scheduled for October 31st at 6:30PM.

PRESIDENT/FINANCE – MR. PALMQUIST

Council Budget Meeting

Announced the advertised budget meeting of all Council will be held on October 24th at 7:00 PM.

F-550 Truck Quotes

Motion by Mr. Vastell, seconded by Mr. Lutz, to award the quote for an F-550 truck to Meegan Ford in the amount of \$37,091.00. Capital Improvement Funds will be used for the purchase of the vehicle.

Roll Call Vote:

Mr. Vastell - Yes
Mr. Cowherd - Yes
Mr. Crago - No
Mrs. Naugle - Yes
Mr. Lutz - Yes
Mr. Palmquist - Yes
Mrs. Mazurek - No
5 – Yes 2 – No
Motion carried.

PERSONNEL/WORKPLACE SAFETY – MR. LUTZ

Employee Retirement

Motion by Mr. Lutz, seconded by Vice-President Cowherd, to accept the retirement of Mr. Clifford Long effective October 1, 2018.

Roll Call Vote:

Mr. Vastell - Yes
Mr. Cowherd - Yes
Mr. Crago - No
Mrs. Naugle - Yes
Mr. Lutz - Yes
Mr. Palmquist - Yes
Mrs. Mazurek - Yes
6 – Yes 1 – No
Motion carried.

PUBLIC WORKS/EQUIPMENT – MR. VASTELL

No report.

RECREATION/STORMWATER MANAGEMENT – MRS. NAUGLE

Recreation Report

Reported the Rec Board will hold a clean-up day on October 20th at 8:00 AM.

DIGITAL MEDIA/BUILDING/GROUNDS – MR. COWHERD

Newsletter

Announced the newsletter is completed.

COMMUNITY DEVELOPMENT/ORDINANCES/ZONING – MRS. MAZUREK

Saturday in the Park

Reported the picnic was a success. The committee will work on some changes/recommendations for next year.

MR. CRAGO

Professional Services

Mr. Crago questioned if the Borough was bidding out services this year. Borough Manager Schaefer reported it was Council's past policy to bid out the services every 2 -3 years. Council make elect to bid them out if they so desire.

ADJOURNMENT

President Palmquist announced the following dates:
October 24 - Budget Meeting @ 7:00 PM
October 25 - WCBA Meeting @ 7:00 PM

October 29
November 5

- Agenda Meeting @ 7:00 PM
- Regular Meeting @ 7:00 PM

Motion by Mrs. Naugle, seconded by Mr. Lutz, to adjourn the meeting.
Meeting adjourned at 8:19 P.M.

Respectfully submitted,

Diane M. Schaefer

Diane M. Schaefer
Borough Manager

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL