

Thought for the Day – “There is great power in letting go, and there is great freedom in moving on.”

~ Anonymous

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. Naugle, Mr. Vastell, Mayor Long, Solicitor DiMascio, Engineer Bove and Borough Manager Schaefer

Mrs. Mazurek was absent.

President Palmquist opened the meeting with a prayer.

Mr. Vastell led the Pledge of Allegiance to the Flag.

Public Attendance – 5

PUBLIC COMMENT – STORMWATER MANAGEMENT

Engineer Bove announced the Borough is up for its MS4 renewal. At this time, he is gathering all of the required information.

PWS Erhard reported the catch basins are continuously being checked for debris.

PUBLIC COMMENT

1. MaryAnn Klingensmith, representative for the Playground Arch Committee, was present to request Council take action on awarding the contract for the installation of the arch at the playground.

At this time, upon request from Mr. Lutz, President Palmquist moved his report.

PERSONNEL/WORKPLACE SAFETY – MR. LUTZ

Playground Arch

Motion by Mr. Lutz, seconded by Mrs. Naugle, to accept the bid for the installation of the playground arch from Updegraff Landscaping in the amount of \$8,400.00.

Roll Call Vote:

Mr. Vastell	- Yes	Mr. Cowherd	- Yes
Mr. Crago	- Yes	Mrs. Naugle	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	- Yes
Mrs. Mazurek	- Absent		

6 – Yes 0 – No

Motion carried.

Savvy Citizen

Motion by Mr. Lutz, seconded by Vice-President Cowherd, to proceed with a month to month trial basis for a three month period with Savvy Citizen. After three month period, Council can consider year to year enrollment.

Roll Call Vote:

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

5 – Yes 1 – No

Motion carried.

Mr. Lutz requested to be excused from the meeting at this time.

APPROVAL OF MINUTES

Motion by Mr. Vastell, seconded by Mrs. Naugle, to approve the minutes of July 1, 2019, as presented.

Motion carried.

REPORT OF THE TAX COLLECTORS

The Borough Manager distributed the report from Kenneth W. Reger for the period ended July 31, 2019 for real estate tax collection at \$27,353.08. She distributed the report from Berkheimer Tax Administrator for month ended July 31, 2019, Earned Income Tax, \$10,352.97; Local Service Tax, \$2,326.92.

Report of permits issued 07/01/2019 through 07/31/2019.

Report of Realty Transfer Fees 05/01/2019 through 05/31/2019, check remitted in the amount of \$4,980.80. Report of Realty Transfer Fees 06/01/2019 through 06/30/2019, check remitted in the amount of \$2,590.60. Report of Realty Transfer Fees 07/01/2019 through 07/31/2019, check remitted in the amount of \$2,309.71.

TREASURERS REPORT

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending June 30, 2019.

General Fund
Balance Sheet

Total Assets	\$ 2,365,082.25
Total Liabilities	74,104.90
Fund Balance Reserve	82,000.00
Retained Earnings	1,973,950.11
Income 06/30/2019	235,027.24
Total Liabilities & Equity	\$ 2,365,082.25
Total Revenues	\$ 38,537.94
Total Expenses	184,953.12
Total Deficit	\$ 146,415.18

Treasurer's Report of Fund Balances as of June 30, 2019

Capital Improvement Fund – General	\$182,003.30
Liquid Fuels Fund	130,325.45
Capital Improvement Fund - P & P	22,186.42
Fire Equipment & Apparatus	13,096.09
Act 13 Fund	29,189.84
Cemetery Fund	18,513.46
Perpetual Care Fund	3,588.66
Perpetual Care – C.D.	5,978.52
Perpetual Care – C.D.	12,608.46
C.D.-Mellon Bank	4,267.10
Playground Fund	10,550.75
Building Fund	\$206,271.87

The Borough Manager presented the Budget Comparison as of June 30, 2019.

BILLS FOR APPROVAL

The secretary presented Bills for Approval dated August 5, 2019, List 08-2019, General Fund - \$100,264.38. Motion by Mrs. Naugle, seconded by Mr. Vastell, to approve Bills for Approval List 08-2019.

Roll Call Vote:

Mr. Vastell	- Yes	Mr. Cowherd	- Yes
Mr. Crago	- Yes	Mrs. Naugle	- Yes
Mr. Lutz	- Absent	Mr. Palmquist	- Yes
Mrs. Mazurek	- Absent		

5 – Yes 0 – No

Motion carried.

COMMUNICATIONS

1. Received check in the amount of \$699.60 from Crown Communications for August rent.

2. Received July Ordinance Enforcement Report as submitted by Mark Cypher.

3. Received attestation engagement letter from the Department of the Auditor General for Liquid Fuels for the period January 1, 2017 to December 31, 2017. Report contained one minor finding which was immediately corrected.

4. Received deposit in the amount of \$6,467.42 for the allocation of the 2018 Act 13 Funds. Council will have to decide how funds will be allocated.

5. Received letter dated July 12, 2019 from Westmoreland County regarding submitting applications by September 30th for 2020 CDBG Funds.

6. Distributed the Library report.

7. Received letters from PennDOT pertaining to the Route 119 Project. Letters were publicly read by Borough Manager Schaefer.

Motion by Vice-President Cowherd, seconded by Mr. Vastell, to approve/accept the maintenance on the additional traffic signals proposed by PennDOT. Slow Down sign located before Overhead Bridge Road and Pedestrian warning sign located between Overhead Bridge Road and Haller Avenue.

Roll Call Vote:

Mr. Vastell	- Yes	Mr. Cowherd	- Yes
Mr. Crago	- Yes	Mrs. Naugle	- Yes
Mr. Lutz	- Absent	Mr. Palmquist	- Yes
Mrs. Mazurek	- Absent		

5 – Yes 0 – No

Motion carried.

8. Announced that D.L. Muellerleile & Sons Landscaping is resigning as the grave caretaker at the Youngwood Cemetery. Reported Dave's Home Services will be the new grave caretaker.

Motion by Mrs. Naugle, seconded by Mr. Vastell, to accept the resignation of D.L. Muellerleile & Sons Landscaping and to enter into an agreement with Dave's Home Services contingent upon review by the Solicitor.

Roll Call Vote:

Mr. Vastell	- Yes	Mr. Cowherd	- Yes
Mr. Crago	- Yes	Mrs. Naugle	- Yes
Mr. Lutz	- Absent	Mr. Palmquist	- Yes
Mrs. Mazurek	- Absent		

5 – Yes 0 – No

Motion carried.

REPORT OF PUBLIC WORKS SUPERVISOR

Public Works Update

PWS Erhard reported the following:

Culvert for Route 119 is ordered.

Wineman Lane had cross pipe installed and gravel swales.

Recycling cannot be placed in bags. Businesses can be fined.

REPORT OF THE ENGINEER

2019 Street Project

Reported contracts have been received for the 2019 street project for seal coating. Project most likely will not be completed until 2020 but he still plans on having a pre-construction meeting this year.

REPORT OF THE SOLICITOR

Lien Satisfaction

Motion by Vice-President Cowherd, seconded by Mrs. Naugle, to satisfy lien number 17JU3799 in the amount of \$343.66.

Motion carried.

East Hillis Street Bridge – Right-of-Ways

Motion by Vice-President Cowherd, seconded by Mr. Vastell, to approve the temporary construction easement and the permanent easement and make payment to West Penn Power in the amount of \$604.50.

Motion carried.

Motion by Mrs. Naugle, seconded by Vice-President Cowherd, to approve the temporary construction easement and the permanent easement and make payment to DME Company in the amount of \$7,519.50.

Motion carried.

Cemetery Cell Tower

Demolition scheduled for the week of August 12th. Overweight permits will be needed for Depot Street and Grandview Avenue.

NEW BUSINESS – COMMITTEE REPORTS

NEW BUSINESS

Act 152 – DEMO Subrecipient Agreement

Motion by Mrs. Naugle, seconded by Vice-President Cowherd, to ratify and approve the signature of the Borough Manager on the subrecipient agreement and the payment of \$1311.00.

Roll Call Vote:

Mr. Vastell	- Yes	Mr. Cowherd	- Yes
Mr. Crago	- Yes	Mrs. Naugle	- Yes
Mr. Lutz	- Absent	Mr. Palmquist	- Yes
Mrs. Mazurek	- Absent		

5 – Yes 0 – No

Motion carried.

Railroad Reimbursement Agreement

Motion by Vice-President Cowherd, seconded by Mr. Vastell, to approve and authorize the appropriate signatures on the railroad reimbursement agreement.

Motion carried.

East Hillis Street Bridge - Pennoni Invoices

Motion by Mrs. Naugle, seconded by Vice-President Cowherd, to approve payment to Pennoni in the amount of \$8,551.39, \$6,911.01, \$3,587.90, \$1,2905.32, \$5,747.25 and \$7,991.03, respectively.

Roll Call Vote:

Mr. Vastell	- Yes	Mr. Cowherd	- Yes
Mr. Crago	- Yes	Mrs. Naugle	- Yes
Mr. Lutz	- Absent	Mr. Palmquist	- Yes
Mrs. Mazurek	- Absent		

5 – Yes 0 – No

Motion carried.

Street Closure Request

Motion by Mrs. Naugle, seconded by Vice-President Cowherd, to close South 2nd Street from Chestnut Street to Depot Street on September 28, 2019 for a block party.

Roll Call Vote:

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

4 – Yes 1 – No

Motion carried.

REPORT OF MAYOR LONG

Mayor Long thanked everyone who contributed and was involved in the community picnic.

FINANCE/PARKS & RECREATION – MRS. NAUGLE

PLGIT

Motion by Mrs. Naugle, seconded by Mr. Vastell, to move \$600,000.00 from S&T Bank into a PLGIT.

Roll Call Vote:

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

4 – Yes 1 – No

Motion carried.

Budget Meeting

Requested Council consider moving the October 23rd budget meeting.

PUBLIC WORKS/EQUIPMENT/STORMWATER/DIGITAL MEDIA BUILDINGS & GROUNDS – VICE-PRESIDENT COWHERD

No report

COMMUNITY DEVELOPMENT/ORDINANCE/ZONING – MRS. MAZUREK

Absent

REPORT OF PRESIDENT PALMQUIST

Handicap Requests

Reported two requests for handicap parking spaces were received. The policy needs to be reviewed.

Wings Across Westmoreland

Announced a Cultural Development Committee will be appointed to aid in development/design of a set of wings for Youngwood and to work with Westmoreland Cultural Trust.

ADJOURNMENT

President Palmquist announced the following dates:

August 26	- Agenda Meeting @ 7:00 PM
September 2	- Labor Day, Holiday, Office Closed
September 3	- Regular Meeting @ 7:00 PM TUESDAY

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

Meeting adjourned at 8:12 P.M.

Respectfully submitted,

Diane M. Schaefer
Borough Manager

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL