

Virtual Zoom Meeting

7:00 P.M.

Due to Covid-19, the Youngwood Borough Council meeting is being held as a virtual meeting to conduct official business. Directions to participate and submit public comment were available on the Borough’s website at www.youngwood.org.

Thought for the Day – “Head up, heart open. To better days!”
~ T. F. Hodge

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

President Palmquist, Vice-President Cowherd, Mr. Crago, Mrs. Long, Mr. Lutz, Mrs. Mazurek, Mr. Vastell, Mayor Long, Solicitor DiMascio, Engineer Bove, Public Works Crew Leader Derco, Administrative Assistant Moore and Borough Manager Schaefer

Mayor Long opened the meeting with a prayer.
Mrs. Long led the Pledge of Allegiance to the Flag.

Solicitor DiMascio reported there were 2 members of the public on the zoom meeting.

PUBLIC COMMENT – STORMWATER MANAGEMENT

Borough Manager Schaefer reported she did not receive any public comment regarding stormwater management.

Mr. Derco reported two catch basins on South 7th Street between Wilson Street and Burton Avenue were repaired and two risers were replaced.

PUBLIC COMMENT

Borough Manager Schaefer reported she did not receive any public comment for the meeting.

APPROVAL OF MINUTES

Motion by Mrs. Mazurek, seconded by Mr. Lutz, to approve the minutes of March 2, 2020 and March 18, 2020, as presented.

Motion carried.

REPORT OF THE TAX COLLECTORS

The Borough Manager distributed the report from Kenneth W. Reger, for period ended March 31, 2020, for real estate tax collection in the amount of \$64,844.74. She distributed the report from Berkheimer Tax Administrator for month ended March 31, 2020, Earned Income Tax, \$16,447.04; Local Service Tax, \$255.98.

Report of permits issued 03/01/2020 through 03/31/2020.

Report of Realty Transfers from 02/01/2020 through 02/29/2020, deposit remitted in the amount of \$1,007.00.

TREASURERS REPORT

The Borough Manager presented the financial report on the accrual basis for the General Fund, audited, for the period ending December 31, 2019.

	General Fund Balance Sheet
Total Assets	\$ 2,210,466.99
Total Liabilities	193,538.48
Fund Balance Reserve	82,000.00
Retained Earnings	1,973,477.56

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Deficit 12/31/2019	38,549.05
Total Liabilities & Equity	\$ 2,210,466.99
Total Revenues	\$ 41,715.25
Total Expenses	170,770.87
Total Deficit	\$ 129,055.62

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending January 31, 2020.

General Fund
Balance Sheet

Total Assets	\$ 2,135,389.26
Total Liabilities	163,115.13
Fund Balance Reserve	82,000.00
Retained Earnings	1,934,928.51
Deficit 01/31/2020	44,654.38
Total Liabilities & Equity	\$ 2,135,389.26
Total Revenues	\$ 35,559.05
Total Expenses	80,213.43
Total Deficit	\$ 44,654.38

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending February 29, 2020.

General Fund
Balance Sheet

Total Assets	\$ 2,183,993.43
Total Liabilities	83,032.52
Fund Balance Reserve	82,000.00
Retained Earnings	1,934,928.51
Income 02/29/2020	84,032.40
Total Liabilities & Equity	\$ 2,183,993.43
Total Revenues	\$ 165,308.25
Total Expenses	36,621.47
Total Deficit	\$ 128,686.78

Treasurer's Report of Fund Balances as of February 29, 2020

Capital Improvement Fund – General	\$183,843.89
Liquid Fuels Fund	105,548.69
Capital Improvement Fund - P & P	28,738.59
Fire Equipment & Apparatus	39,966.82
Act 13 Fund	35,999.37
Cemetery Fund	8,845.66
Perpetual Care Fund	3,857.00
Perpetual Care – C.D.	5,978.52
Perpetual Care – C.D.	12,608.46
C.D.-Mellon Bank	4,267.10
Playground Fund	10,631.56
Building Fund	\$208,357.89

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BILLS FOR APPROVAL

The secretary presented Bills for Approval dated April 6, 2020, List 04-2020, General Fund - \$65,171.48. Motion by Mrs. Long, seconded by Mr. Vastell, to approve Bills for Approval List 04-2020.

Motion carried.

COMMUNICATIONS

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

2. Received deposit in the amount of \$7,349.37 from Westmoreland County Treasurer for 1st quarter 2020 delinquent tax collections.

3. Received letter from David Mohar requesting to be permitted to cut grass at the cemetery. Letter was emailed to all of Council.

4. Received notice that the Model Stormwater Ordinance needs adopted by the municipalities by August 31, 2020.

5. Received letter dated March 24, 2020 from Cassie Fletcher requesting blinking lights or signage be installed at Depot Street and Silvis Farm Road. Letter was emailed to all of Council.

6. Received deposits in the amount of \$6,520.00 for Act 32 and \$105,380.75 for Act 655, liquid fuels allocation. Total amount deposited into liquid fuels account is \$111,900.75.

7. Received letter from Westmoreland County pertaining to the CDBG Program for fiscal years 2021, 2022 and 2023. If the Borough wishes to continue to participate in the County's program, no action is necessary.

8. Received code enforcement reports as submitted by Mark Cypher for February and March.

9. The lowest bid for construction on the East Hillis Street Bridge Project was Gavlik & Sons in the amount of \$968,998.38. In addition, a supplement was received for technical/price proposal for supplement #7 from Pennoni in the amount of \$37,500.59.

Motion by Mrs. Mazurek, seconded by Mr. Crago, to award the construction of the East Hillis Street Bridge to Gavlik & Sons in the amount of \$968,998.38 contingent upon the Solicitor's review of the contract.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Lutz	- Yes
Mr. Vastell	- yes	Mrs. Mazurek	- Yes
Mr. Cowherd	- Yes	Mr. Palmquist	- Yes
Mr. Crago	- Yes		
7 – Yes	0 – No		

Motion carried.

Motion by Mrs. Long, seconded by Mr. Vastell, to approve the technical/price proposal from Pennoni for supplement #7 in the amount of \$37,500.59.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Lutz	- Yes
Mr. Vastell	- yes	Mrs. Mazurek	- Yes
Mr. Cowherd	- Yes	Mr. Palmquist	- Yes
Mr. Crago	- Yes		
7 – Yes	0 – No		

Motion carried.

10. The lowest bid for the Route 119 Project was Golden Triangle in the amount of \$23.87 million.

REPORT OF PUBLIC WORKS

Updates

- Continuous work on cleaning catch basins.

Mr. Vastell asked if Mr. Derco spoke with PennDOT regarding the culvert near 4th/Hillis Street that was damaged. Mr. Derco explained he did speak to them and he will need to shut down traffic with PennDOT’s permission to install the plate. Timeframe is to be emailed to Council.

Mrs. Mazurek asked Mr. Derco about the workers at the Park’N’Pool. Mr. Derco explained the workers were put in place by the PNP Board President and are working at their leisure. Borough Manager Schaefer explained the Borough has yet to hire any employees for the maintenance at PNP. As of now, there are limited applicants.

REPORT OF THE ENGINEER

Revised Permit for Traffic Signals

Reported he received the revised permits for the traffic signals that Gibson Thomas submitted on behalf of the MAWC regarding the video cameras that will be used to control the traffic signals during the construction phases of the Route 119 project. He explained he has tested the signals and they all are working as they should be.

Motion by Mr. Crago, seconded by Mrs. Long, to approve and authorize the signatures on the revised traffic signal permits.

Motion carried.

REPORT OF THE SOLICITOR

Updates

Meet with County regarding the proposed zoning ordinance that has been being worked on.

Is in the process of reviewing the PNP Cell Tower agreement.

Will review the construction contract for the East Hillis Street Bridge Project.

Reviewed the Red X information that was presented to her.

Researching property that is possibly available for sale by the ballfield.

Requesting to be permitted to do a title search. The estimated cost is \$200-\$500.

Motion by Mr. Cowherd, seconded by Mr. Crago, to authorize the Solicitor to do a title search on the property.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Lutz	- Yes
Mr. Vastell	- yes	Mrs. Mazurek	- Yes
Mr. Cowherd	- Yes	Mr. Palmquist	- Yes
Mr. Crago	- Yes		

7 – Yes 0 – No

Motion carried.

NEW BUSINESS – COMMITTEE REPORTS

NEW BUSINESS

Miscovich Land Development Plan

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Motion by Mr. Vastell, seconded by Mrs. Long, to authorize the President and the Secretary to sign the land development plan.
Motion carried.

Pennoni Invoice

Motion by Mr. Lutz, seconded by Mrs. Mazurek, to authorize payment in the amount of \$813.78 to Pennoni, for part 2 supplement #5 of the East Hills Street Bridge project.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Lutz	- Yes
Mr. Vastell	- Yes	Mrs. Mazurek	- Yes
Mr. Cowherd	- Yes	Mr. Palmquist	- Yes
Mr. Crago	- Yes		
7 – Yes	0 – No		

Motion carried.

BNY Mellon Payment

Motion by Mrs. Long, seconded by Mr. Vastell, to ratify the interest payment in the amount of \$9,879.61 to BNY Mellon.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Lutz	- Yes
Mr. Vastell	- Yes	Mrs. Mazurek	- Yes
Mr. Cowherd	- Yes	Mr. Palmquist	- Yes
Mr. Crago	- Yes		
7 – Yes	0 – No		

Motion carried.

REPORT OF MAYOR LONG

Mayor Long reported he has been in contact with the Borough’s Emergency Management Director regarding Covid-19. He is encouraging residents to support local businesses and the first responders.

STORMWATER MANAGEMENT/COMMUNITY DEVELOPMENT – MR. VASTELL

Community Picnic

Mr. Vastell reported he had the Manager send out an email regarding the community picnic. He stated he has heard suggestions such as cancelling the picnic, moving the picnic to somewhere else and changing the date/time. He is looking for more input from Council. Mr. Palmquist recommended to discuss the picnic again in May.

PUBLIC SAFETY – MR. CRAGO

Red X Program

Mr. Crago explained the Red X Program is when there is an abandoned structure, it is marked with a red x to notify first responders that is abandoned and possibly no need to enter. He explained the program is good and could save first responders lives. However, the program is only as good as the list that is maintained. The Solicitor added a vacant property ordinance is something that Council should consider. Information will be sent to Council explaining the ordinance and the red x program so further discussions can be had.

Silvis Farm Road

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Mr. Crago reported he did speak with the Manager regarding the complaint from Mrs. Fletcher. The Committee will look at the possibility of installing painted stop bars on Silivs Farm Road and Racetrack Road.

FINANCE/PERSONNEL/DIGITAL MEDIA/BUILDING & GROUNDS/GRANTS - MR. COWHERD

2020 Street Program

Reported he is looking for Council’s feedback on the list of streets that were presented. Lists may be sent to the Manager or himself.

In addition, he will be scheduling a finance committee meeting to discuss the amount available for spending on the street project.

RECREATION – MRS. LONG

No report as everything is at a stand still due to Covid-19.

ORDINANCE/ZONING – MRS. MAZUREK

Park & Pool Update

Reported Mr. Bove and Mr. Christofano are working on the plans for the CDBG project.

PUBLIC WORKS – MR. LUTZ

Skid Steer

Motion by Mr. Lutz, seconded by Mr. Cowherd, to purchase a Bobcat in the amount of \$34,237.97 from Bobcat of Pittsburgh using capital improvement funds.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Lutz	- Yes
Mr. Vastell	- Yes	Mrs. Mazurek	- Yes
Mr. Cowherd	- Yes	Mr. Palmquist	- Yes
Mr. Crago	- Yes		

7 – Yes 0 – No

Motion carried

Radar Signs

Reported the Committee was recommended to look into movable speed radar signs to be placed in various areas throughout the Borough. At this time, it is the Committee’s recommendation to revisit the signs at a later time.

REPORT OF PRESIDENT PALMQUIST

G-17

Reported the G-17 conference scheduled for the end of April has been postponed.

Mr. Palmquist thanked all employees for continuing to work during this difficult time.

At this time, Mrs. Long wanted to inform Council that her dog was attacked by a Rottweiler that has been running at large. The Dog Catcher was notified. This has been an ongoing problem of not just this dog but a German Shepherd running at large.

The Solicitor reminded all that the meeting was recorded and will be posted on the Borough’s website.

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ADJOURNMENT

President Palmquist announced the following dates:

April 27 - Agenda Meeting @ 7:00 PM
May 4 - Regular Meeting @ 7:00 PM

Motion by Mrs. Long, seconded by Mr. Lutz, to adjourn the meeting.

Meeting adjourned at 8:19 PM.

Respectfully submitted,

Diane M. Schaefer
Secretary

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL