

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 – “Nothing in life just happens. You have to have the stamina to meet the obstacles and overcome them.”
~ Golda Meir

An executive session to discuss litigation was held prior to the meeting.
6:30 PM – 6:54 PM

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, Mrs. Long, Mr. Lutz, Mrs. Mazurek, Mayor Long, Solicitor DiMascio, Engineer Bove, Public Works Crew Leader Derco and Borough Manager Schaefer

Mr. Crago and Mr. Vastell were absent.
Vice-President Cowherd opened the meeting with a prayer.
Mr. Lutz led the Pledge of Allegiance to the Flag.

Public Attendance – 3

PUBLIC COMMENT

1. Borough Manager Schaefer announced that she received pictures of a property located at 422 North 4th Street that were received from Barb Harrold of 420 South 4th Street. The pictures were shared via email to all of Council. Mrs. Schaefer reported there is a hearing scheduled against the property owner at the District Magistrate on July 30th.

APPROVAL OF MINUTES

Motion by Mr. Lutz, seconded by Mrs. Long, to approve the minutes of June 1, 2020, as presented.
Motion carried.

REPORT OF THE TAX COLLECTORS

The Borough Manager distributed the report from Kenneth W. Reger, for the period ended June 30, 2020, total remitted for real estate taxes \$25,961.47. She distributed the report from Berkheimer Tax Administrator for month ended June 30, 2020, Earned Income Tax, \$14,716.39; Local Service Tax, \$1,270.33.

Report of Realty Transfer Fees 05/01/2020 through 05/31/2020, check remitted in the amount of \$862.00.

TREASURERS REPORT

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

General Fund Balance Sheet

Total Assets	\$2,496,533.78
Total Liabilities	70,065.14
Fund Balance Reserve	82,000.00
Retained Earnings	1,935,034.51
Income 05/31/2020	409,434.13
Total Liabilities & Equity	\$2,496,533.78

The Borough Manager presented the Treasurer's Report, for the period ending May 31, 2020.

Treasurer's Report of Fund Balances as of May 31, 2020

Capital Improvement Fund – General	\$184,058.79
Liquid Fuels Fund	204,1941.24
Capital Improvement Fund - P & P	30,171.59
Fire Equipment & Apparatus	40,013.54
Act 13 Fund	36,041.46
Cemetery Fund	8,851.82
Perpetual Care Fund	3,870.12
Perpetual Care – C.D.	5,978.52
Perpetual Care – C.D.	12,608.46
C.D.-Mellon Bank	4,267.10
Playground Fund	10,667.70
Building Fund	208,601.45
Bond Refinance	\$116,766.70

BILLS FOR APPROVAL

The secretary presented Bills for Approval dated July 6, 2020, List 07-2020, General Fund - \$50,082.57. Motion by Mrs. Long, seconded by Mr. Lutz, to approve Bills for Approval List 07-2020.

Roll Call Vote:

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

5 – Yes 0 – No

Motion carried.

COMMUNICATIONS

1. Received check in the amount of \$699.60 from Crown Communications for July rent.
2. Received code enforcement reports from Mark Cypher for June.
3. Received deposit in the amount of \$2,811.27 from Westmoreland County for 2nd quarter 2020 delinquent taxes.
4. Received letter from Heather Husband regarding a Little Free Library. Letter was read.
5. Received request from Westmoreland Community Action Head Start program to utilize the Boro Building as an emergency facility. Letter was read. Discussion was held regarding a lease agreement to indemnify and hold harmless the Borough, its employees, etc will need to be signed. In addition, all CDC guidelines must be followed.
6. Received deposit in the amount of \$4,778.29 for Act 13 monies. Council will have to decide on how the funds will be utilized.
7. Received Borough's audit for the year ending December 31, 2019 as submitted by DeBlasio & DeBlasio.
8. Received invoice from Pennoni in the amount of \$10,164.72 for the East Hillis Street Bridge project. 95% of invoice will be reimbursed.

Motion by Mrs. Long, seconded by Mrs. Mazurek, to approve payment in the amount of \$10,164.72 to Pennoni.

Roll Call Vote:

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

5 – Yes 0 – No

Motion carried.

9. Received letter from Richard & Rachel Aungst, Lauren Fisher & Eric Nutter regarding request to close South 6th Street from Burton Avenue to Painter Street for a street party on August 15th. Letter was read.

Motion by Mrs. Long, seconded by Mrs. Mazurek, to authorize the street closure. All parties must follow CDC guidelines and indemnify and hold harmless the Borough and its employees. In addition, they must work around the construction schedule.

Motion carried.

REPORT OF PUBLIC WORKS

Updates

- Borough Manager reported on Mr. Derco's behalf that the storm drainage work in Sherwood Circle started today.

REPORT OF THE ENGINEER

2019 Street Project

Reported the project is completed. It came in under the bid amount of \$165,538.00 due to a change order. There was a problem with the line painting. They came in, erased and repainted the lines.

Motion by Mrs. Mazurek, seconded by Mr. Cowherd, to approve payment up to the amount of \$165,538.00 to Russell Standard Corp for the 2019 street project contingent upon the Engineer's review and receiving of maintenance bond.

Roll Call Vote:

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

5 – Yes 0 – No

Motion carried.

CDBG Project

Reported he is preparing the specifications for the ADA Park & Pool project.

Mrs. Mazurek asked if Mr. Stack has reviewed the changes. Mr. Bove stated he has not heard back from Mr. Stack. Mr. Bove explained changes Mr. Stack would make would not impact the overall scope of the project.

REPORT OF THE SOLICITOR

Updates

- Spoke with Borough Manager codification is moving along.
- Stormwater ordinance is being reviewed and in process of preparing a memo to the Committee. Will work the Committee and Engineer on specifics.
- Proposed Zoning Ordinance will be discussed at Agenda meeting regarding advertisement, etc.
- Letters were sent to rightful property owners pertaining to real estate purchase.

NEW BUSINESS – COMMITTEE REPORTS

NEW BUSINESS

Fire Department Request – Release of Funds

Motion by Mrs. Long, seconded by Mr. Cowherd, to approve the request of the Youngwood Volunteer Fire Department for the release of \$25,000.00 from the Fire Equipment and Apparatus Fund for the final payment of the rescue truck.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Lutz	- Yes
Mr. Vastell	Absent	Mrs. Mazurek	- Yes

Mr. Cowherd - Yes
Mr. Crago Absent
5 – Yes 0 – No
Motion carried.

Mr. Palmquist - Yes

At this time, Mrs. Long questioned the height of the stop signs on Locust Street. President Palmquist requested Mr. Derco and Safety Committee to review. Mrs. Long also asked about the properties located at 302 Chestnut Street and 29 South 3rd Street. She also stated that every resident on Locust Street would sign a petition for stop signs on Locust Street due to speeding. President Palmquist stated unfortunately stop signs cannot be installed due to speeding issues. There are specific requirements that need to be met.

REPORT OF MAYOR LONG

Mayor Long announced he hopes everyone will be supporting the Fire Department for its community night event. He has seen an increase in speeding throughout town due to construction. He stated he is hoping the fireworks will subside now that July 4th is over. He posted on the parklet sign to say “No to Fireworks”.

STORMWATER MANAGEMENT/COMMUNITY DEVELOPMENT – MR. VASTELL

Absent

PUBLIC SAFETY – MR. CRAGO

Absent

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

At this time, Mr. Cowherd thanked Mrs. Mazurek for hard work with public works seasonal hiring. He announced a ribbon cutting will be held on July 17th at 4:00 PM at CCC & P Transportation on Depot Street. Also, he announced the formation of the Laurel Highlands Business Alliance.

RECREATION – MRS. LONG

Rec Report

Reported first games were on July 6th.

ORDINANCE/ZONING – MRS. MAZUREK

Park & Pool Update

Reported the Park & Pool is opened and marked off segments are full. Employees are busy and atmosphere is great. The only complaints were regarding parking.

She has requested meeting minutes but has not received them.

She stated the maintenance crew is not working on the weekends.

Fireworks Ordinance

Did send out a sample ordinance. Penalties will be part of a resolution.

PUBLIC WORKS – MR. LUTZ

Reminded all employees to keep hydrated during the heat waves.

High School arch will be tentatively starting the middle of July.

REPORT OF PRESIDENT PALMQUIST

- Announced all committees are asked to meet once a month.
- Please put Fire Department Community Night on Savvy citizen.
- Asked all to be patient regarding the Route 119 project.
- Asked Public Works/Finance Committee to revisit the radar stop signs.

At this time, Mr. Cowherd asked if information could be placed on the billboard on Route 119. Borough Manager Schaefer to send a letter to owner.

ADJOURNMENT

President Palmquist announced the following dates:
July 27 - Agenda Meeting @ 7:00 PM
August 3 - Regular Meeting @ 7:00 PM

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

Meeting adjourned at 8:00 PM.

Respectfully submitted,

Diane M. Schaefer

Diane M. Schaefer
Secretary

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL