

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 – “Do not go where the path may lead, go instead where there is no path and leave a trail.”
~ Ralph Waldo Emerson

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 Supervisor Derco and Borough Manager Schaefer

Mr. Crago and Mr. Vastell were absent.
Mrs. Long opened the meeting with a prayer.
President Palmquist led the Pledge of Allegiance to the Flag.

Public Attendance – 0

OPEN BIDS – CDGB – PARK & POOL ADA PARKING LOT

At this time, sealed bids were opened for the ADA Parking Lot at the Youngwood Area Park & Pool using CDBG funds.

Bid Tabulation:	
Jet Jack Inc.	\$36,635.00
Nagy Construction & Asphalt	\$36,825.00
KGD Construction	\$37,905.00
El Grande Industries Inc	\$38,584.50
Tom Miller Contracting	\$38,945.95
Daniel Excavating	\$39,290.00
Holbein Inc.	\$55,483.75
A Folino Construction Inc	\$59,000.00

Project was not awarded at this time. The Borough has ninety days from bid opening to award the project.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Motion by Mr. Lutz, seconded by Mrs. Long, to approve the minutes of October 5, 2020, as presented.
Motion carried.

REPORT OF THE TAX COLLECTORS

The Borough Manager reported no report was received as of yet from Kenneth W. Reger, for the period ended September 30, 2020. She distributed the report from Berkheimer Tax Administrator for month ended October 31, 2020, Earned Income Tax, \$15,212.87; Local Service Tax, \$1,507.59.

Report of permits issued October 1, 2020 through October 31, 2020.

Report of Realty Transfer Fees 09/01/2020 through 09/30/2020, check remitted in the amount of \$4,385.00.

TREASURERS REPORT

The Borough Manager presented the financial report on the accrual basis for the General Fund, audited, for the period ending September 30, 2020.

General Fund Balance Sheet	
Total Assets	\$2,452,393.77
Total Liabilities	83,845.36
Fund Balance Reserve	82,000.00
Retained Earnings	1,935,034.51
Income 09/30/2020	351,513.90
Total Liabilities & Equity	\$2,452,393.77

The Borough Manager presented the Treasurer's Report, for the period ending September 30, 2020.

Treasurer's Report of Fund Balances as of September 30, 2020

Capital Improvement Fund – General	\$152,443.31
Liquid Fuels Fund	116,840.73
Capital Improvement Fund - P & P	32,983.00
Fire Equipment & Apparatus	15,023.86
Act 13 Fund	36,056.15
Cemetery Fund	9,129.51
Perpetual Care Fund	3,981.60
Perpetual Care – C.D.	5,978.52
Perpetual Care – C.D.	12,608.46
C.D.-Mellon Bank	4,267.10
Playground Fund	10,674.12
Building Fund	193,685.13
Bond Refinance	\$116,835.52

BILLS FOR APPROVAL

The secretary presented Bills for Approval dated November 2, 2020, List 11-2020, General Fund - \$775,744.89. Motion by Mrs. Long, seconded by Mrs. Mazurek, to approve Bills for Approval List 11-2020.

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 November rent.
2. Received and emailed code enforcement report for October as submitted by Mark Cypher.
3. Received letter from the American Red Cross. Manager Schaefer read the letter.
4. Received the following invoices for the East Hillis Street Bridge Project:
 - Frank Gavlik & Sons – Estimate #6 in the amount of \$64,800.21 and Estimate #7 in the amount of \$119,295.60.

Motion by Mrs. Long, seconded by Mrs. Mazurek, to approve payment to Frank Gavlik & Sons for estimate #6 and estimate #7 as presented.

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.

- Pennoni – Part 3 Invoice #3 in the amount of \$1,254.43 and Part 3 Invoice #4 in the amount of \$446.30.

Motion by Mrs. Long, seconded by Mr. Lutz, to approve payment to Pennoni for invoice #3 and invoice #4, as presented.

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.

5. Received request from MAWC’s contractor to work on Saturday’s on a limited basis, to recoup lost time on the project. PennDOT has approved the work.

Motion by Mr. Lutz, seconded by Mrs. Mazurek, to approve the request.

Motion carried.

REPORT OF PUBLIC WORKS

Updates

- Leaf pick-up has begun. It will continue until the weather changes. Mrs. Mazurek requested the updated streets list by February.

REPORT OF THE ENGINEER

2020 Street Project

Mr. Bove reported the project is completed. The total project cost is \$204,870.00.

Motion by Mrs. Long, seconded by Mr. Lutz, to approve payment to Tresco Paving in the amount of \$204,870.00 contingent upon the receipt of the maintenance bond and Mr. Derco being satisfied with the cleaning of the catch basins on the contracted streets.

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 Projects

The 2019 ADA project for the Park-N-Pool has begun. He will be submitting payment #1 in the amount of \$40,815.00 for Sheraw to the County with Council’s approval.

Motion by Mrs. Mazurek, seconded by Mr. Cowherd, to approve the payment #1, as presented.

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.

REPORT OF THE SOLICITOR

Tax Appeals

The Solicitor asked how she should handle tax appeals.

NEW BUSINESS – COMMITTEE REPORTS
NEW BUSINESS

REPORT OF MAYOR LONG

Mayor Long reported he walked around town on Halloween day and was happy to see people out.

STORMWATER MANAGEMENT/COMMUNITY DEVELOPMENT – MR. VASTELL

Absent

PUBLIC SAFETY – MR. CRAGO

Absent

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

WCTA Local Share Assessment

Motion by Mr. Cowherd, seconded by Mr. Lutz, to approve the WCTA Local Share Assessment for 2020-2021 in the amount of \$1,543.50.

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.

2021 Proposed Budget/Advertise

Motion by Mr. Cowherd, seconded by Mrs. Mazurek, to advertise the 2021 proposed budget for public viewing with adoption on December 7, 2020. The tax millage will remain at 17 mills.

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.

Copier

Motion by Mr. Cowherd, seconded by Mrs. Mazurek, to award the copier quote to Ford Business Machines for a Cannon copier.

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.

RECREATION – MRS. LONG

Holiday Event

Reported she has been speaking with the Alicia from Ignite regarding the proposed holiday event. Requested Manager Schaefer to check on insurance.

Recreation Report

The Rec is waiting for the property line survey results.

ORDINANCE/ZONING – MRS. MAZUREK

Reported she is still updating the proposed Fireworks ordinance.

PUBLIC WORKS – MR. LUTZ

Mr. Lutz reported he has set-up a meeting with the residents who petitioned for speed bumps in the alley.

REPORT OF PRESIDENT PALMQUIST

Reported if the Borough holds the proposed Holiday event, South 6th and South 7th between Depot and Chestnut should be closed.

Motion by Mrs. Mazurek, seconded by Mrs. Long, to approve the closing of South 6th and South 7th Street between Depot and Chestnut should the Holiday event be held.

Motion carried.

ADJOURNMENT

President Palmquist announced the following dates:

- | | |
|------------------|------------------------------------|
| November 3 | - Election Day |
| November 11 | - Veteran's Day – Office Closed |
| November 26 & 27 | - Thanksgiving Day – Office Closed |
| November 30 | - Agenda Meeting @ 7:00 PM |
| December 7 | - Regular Meeting @ 7:00 PM |

Motion by Mrs. Mazurek, seconded by Mrs. Long, to adjourn the meeting.

Meeting adjourned at 8:55 PM.

Respectfully submitted,

Diane M. Schaefer

Diane M. Schaefer
Secretary

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL