

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 – “The rose of the old year withers away as the new bud begins to bloom.”

~ Terri Guillemets

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, Mayor Long, Solicitor DiMascio, Engineer Bove, Public Works Supervisor Derco and Borough Manager Schaefer

Mr. Vastell and Mrs. Mazurek were absent.
Mayor Long opened the meeting with a prayer.
Mr. Lutz led the Pledge of Allegiance to the Flag.

Public Attendance – 1

PUBLIC COMMENT

Borough Manager reported a letter has been received from Mrs. Linda Marino of 104 South 3rd Street. Borough Manager publicly read the letter.

APPROVAL OF MINUTES

Motion by Mr. Crago, seconded by Mr. Lutz, to approve the minutes of December 7, 2020 and December 21, 2020, as presented.

Motion carried.

REPORT OF THE TAX COLLECTORS

The Borough Manager will distribute the report at the next meeting.

TREASURERS REPORT

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

	General Fund Balance Sheet
Total Assets	\$2,075,067.57
Total Liabilities	53,932.94
Fund Balance Reserve	82,000.00
Retained Earnings	1,935,034.51
Deficit 11/30/2020	133,574.13
Total Liabilities & Equity	\$2,075,067.57

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

<u>Treasurer's Report of Fund Balances as of November 30, 2020</u>	
Capital Improvement Fund – General	\$152,473.88
Liquid Fuels Fund	113,847.37
Capital Improvement Fund - P & P	34,389.02
Fire Equipment & Apparatus	15,026.87
Act 13 Fund	36,063.38
Cemetery Fund	5,755.92

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	193,723.97
Bond Refinance	\$116,835.52

BILLS FOR APPROVAL

The secretary presented Bills for Approval dated January 4, 2020, List 01-2021, General Fund - \$384,976.86. Motion by Mr. Lutz, seconded by Mr. Cowherd, to approve Bills for Approval List 01-2021.

Roll Call Vote:

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

Motion carried.

COMMUNICATIONS

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

2. Received and emailed code enforcement report for December as submitted by Mark Cypher.

3. Read letter received from Brian Prentice of 107 Farm Lane requesting the Borough reclassify Farm Lane as a public road due to a mail delivery issue.

Mr. Crago recommended the resident reach out to the post office to resolve the matter.

4. Received Youngwood Volunteer Fire Department's fire report for the year 2020 as submitted by Fire Chief, Lloyd Crago.

5. Presented invoices for approval for the East Hillis Street Bridge project.

a. Motion by Mrs. Long, seconded by Mr. Lutz, to approve payment to Gibson Thomas in the amount of \$24,959.45.

Roll Call Vote:

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

Motion carried.

b. Motion by Mr. Cowherd, seconded by Mrs. Long, to approve payment to Pennoni in the amount of \$595.06.

Roll Call Vote:

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

Motion carried.

c. Motion by Mr. Lutz, seconded by Mr. Cowherd, to approve payment to Frank Gavlik & Sons in the amount of \$107,974.38.

Roll Call Vote:

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

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

REPORT OF PUBLIC WORKS

Updates

- Reported preventive maintenance is in the process on all equipment.
- Potholes are being patched.
- Working on snow plowing training.

REPORT OF THE ENGINEER

CDBG Project

Mr. Bove reported the Sherraw Construction is still working on the Park & Pool project.

In addition, Mr. Bove is still awaiting approval from Westmoreland County on the 2nd phase for the parking lot that was bid out prior.

"Draft" Stormwater Ordinance

Mr. Bove presented and reviewed the "draft" Stormwater Ordinance. He explained the important parts of the proposed ordinance are pages 19 and 20 which refer to the regulated development activity table.

Motion by Mr. Lutz, seconded by Mr. Crago, to advertise the proposed Stormwater ordinance for adoption at the February 1, 2021, regular meeting.

Roll Call Vote:

Mrs. Long - Yes Mr. Lutz - Yes
Mr. Vastell - Absent Mrs. Mazurek - Absent
Mr. Cowherd - Yes Mr. Palmquist - Yes
Mr. Crago - Yes
5 – Yes 0 – No
Motion carried.

REPORT OF THE SOLICITOR

No report.

NEW BUSINESS – COMMITTEE REPORTS

NEW BUSINESS

Resolution No. 01-2021 – Fire Equipment/Apparatus Fund

Motion by Mr. Lutz, seconded by Mr. Cowherd, to adopt Resolution No. 01-2021, as presented.

Motion carried.

Resolution No. 02-2021 – Borough Building Fund

Motion by Mr. Crago, seconded by Mr. Lutz, to adopt Resolution No. 02-2021, as presented.

Motion carried.

Resolution No. 03-2021 – CAO Pension Fund

Motion by Mr. Crago, seconded by Mr. Cowherd, to adopt Resolution No. 03-2021, as presented.

Motion carried.

Resolution No. 04-2021 – Bank Account Signatures

Motion by Mr. Lutz, seconded by Mr. Cowherd, to adopt Resolution No. 04-2021, as presented.

Motion carried.

Annual Appointments

Motion by Mr. Crago, seconded by Mr. Cowherd, to appoint the following:

Auditor – DeBlasio & DeBlasio Associated
Engineer – Bove Engineering Company
Solicitor – Krisha DiMascio/Dodaro, Dodar, Cambest and Matta Law Firm
Sewage Enforcement Officer – Primary, Emil Bove – Alternate, Mike Stack
Vacancy Board – John Moore

Motion carried.

Motion by Mr. Lutz, seconded by Mr. Cowherd, to appoint Mayor Kris Long as representative to the Five Star Trail.

Motion carried.

CDBG ADA Ramps

Motion by Mr. Lutz, seconded by Mr. Crago, to ratify the signatures of the President and Secretary on the subrecipient agreements for the CDBG project.

Motion carried.

PSAB Municipal Listing

Motion by Mr. Crago, seconded by Mr. Lutz, to authorize payment in the amount of \$40.00 to PSAB for the municipal listing.

Roll Call Vote:

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

5 – Yes 0 – No

Motion carried.

IRS Mileage Rate

Motion by Mr. Crago, seconded by Mr. Cowherd, to approve the IRS Mileage Rate of .58 cents.

Motion carried.

REPORT OF MAYOR LONG

Mayor Long reported he delivered prizes to the winners of the holiday house decorating contest and spoke to all who entered.

He commended Dave and Pat Miller for the article in the Tribune Review on their donating a horse to the PA State Police.

STORMWATER MANAGEMENT/COMMUNITY DEVELOPMENT – MR. VASTELL

Absent

PUBLIC SAFETY – MR. CRAGO

Reported the Fire Department responded to 408 calls in the year of 2020. This is a decrease from prior years.

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

Employee Handbook

Reported the Committee is still working on some recommendations for changes to the employee handbook.

RECREATION – MRS. LONG

No report

ORDINANCE/ZONING – MRS. MAZUREK

Absent

PUBLIC WORKS – MR. LUTZ

No report

REPORT OF PRESIDENT PALMQUIST

At this time, President Palmquist offered condolences to the family of State Representative Mike Reese.

ADJOURNMENT

President Palmquist announced the following dates:
January 25 - Agenda Meeting @ 7:00 PM
February 1 - Regular Meeting @ 7:00 PM

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

Meeting adjourned at 7:43 PM.

Respectfully submitted,

Diane M. Schaefer

Diane M. Schaefer
Secretary

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL