

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](http://www.youngwood.org).

Thought for the Day – “All life is an experiment. The more experiments you make the better.”

~ 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, Mr. Crago, Mrs. Long, Mr. Lutz, , Mayor Long, Solicitor DiMascio, Public Works Supervisor Derco and Borough Manager Schaefer

Mrs. Mazurek, Mr. Vastell and Mr. Bove were absent.

Vice-President Cowherd opened the meeting with a prayer.  
President Palmquist led the Pledge of Allegiance to the Flag.

Public Attendance – 3

#### **PUBLIC COMMENT**

No public comment was received.

#### **APPROVAL OF MINUTES**

Motion by Mr. Crago, seconded by Mrs. Long, to approve the minutes of January 25, 2021, February 1, 2021, February 22, 202, as presented.

Motion carried.

#### **REPORT OF THE TAX COLLECTORS**

No report for real estate taxes was received from Kenneth W. Reger, for the period ended February 28, 2021, as all delinquent taxes were turned over to Westmoreland County. The Borough Manager distributed the report from Berkheimer Tax Administrator for month February 28, 2021, Earned Income Tax, \$53,606.84; Local Service Tax, \$7,533.56.

Report of permits issued February 1, 2021 through February 28, 2021.

Report of Realty Transfer Fees 01/01/2021 through 01/31/2021, check remitted in the amount of \$5,287.50.

#### **TREASURERS REPORT**

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending January 31, 2021.

	General Fund Balance Sheet
Total Assets	\$2,019,419.01
Total Liabilities	79,609.17
Fund Balance Reserve	82,000.00
Retained Earnings	1,783,268.64
Income 01/31/2021	74,701.20
Total Liabilities & Equity	\$2,019,419.01

The Borough Manager presented the Treasurer's Report, for the period ending January 31, 2021.

<u>Treasurer's Report of Fund Balances as of January 31, 2021</u>	
Capital Improvement Fund – General	\$152,503.97
Liquid Fuels Fund	14,786.93
Capital Improvement Fund - P & P	35,795.21
Fire Equipment & Apparatus	41,699.46

Act 13 Fund	22,208.19
Cemetery Fund	9,557.28
Perpetual Care Fund	4,356.65
Perpetual Care – C.D.	5,978.52
Perpetual Care – C.D.	12,608.46
C.D.-Mellon Bank	4,311.14
Playground Fund	10,677.34
Building Fund	193,762.19
Bond Refinance	\$115,870.68

### **BILLS FOR APPROVAL**

The secretary presented Bills for Approval dated March 1, 2021, List 03-2021, General Fund - \$82,225.29. Motion by Mr. Lutz, seconded by Mrs. Long, to approve Bills for Approval List 03-2021.

#### 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 March rent.
2. Received and emailed code enforcement report for month of February as submitted by Mark Cypher.
3. Received deposit in the amount of \$14,438.15 from Comcast for 4<sup>th</sup> quarter 2020 franchise fees.
4. Received deposits in the amount of \$6,520.00 for Act 32 and \$99,830.50 for Act 655 Liquid Fuels allocation. Total amount deposited into Liquid Fuels account is \$106,350.50. The amount reflects a decrease of 5.5% (\$5550.00) in Liquid Fuels monies.
5. Received a memo from Westmoreland County Boroughs Association regarding meetings. Borough Manager Schaefer read the memo.

### **PARK & POOL REPORT**

PNP liaison Shannon Moore reported opening day is June 1<sup>st</sup>. Work weekends will begin March 20<sup>th</sup>. The PNP is recommending the following for reappointment, Ed Christofano and Dylan Shaler for a three-year term and Jon California and Debra Richardson for a one-year term.

Motion by Mr. Crago, seconded by Mrs. Long, to reappoint Ed Christofano and Dylan Shaler to a three-year term on the Park & Pool Board.

Motion carried.

Motion by Mr. Lutz, seconded by Mr. Crago, to appoint Jon California and Debra Richardson to a one-year term on the Park & Pool Board.

Motion carried.

### **REPORT OF PUBLIC WORKS**

#### Updates

- Reported the Public Works Department has been working on patching potholes.
- He has been working with the Borough Manager for the 2021-2022 Costars Salt Contract.

### **REPORT OF THE ENGINEER**

Absent

**REPORT OF THE SOLICITOR**

Solicitor Updates

No Report

**NEW BUSINESS – COMMITTEE REPORTS**

**NEW BUSINESS**

East Hillis Street Bridge Invoices

Motion by Mr. Lutz, seconded by Mrs. Long, to approve payment to Carload Express in the amount of \$17,200.00.

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.

Motion by Mr. Crago, seconded by Mrs. Long, to approve payment to Frank Gavlik & Sons in the amount of \$49,344.15.

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

**REPORT OF MAYOR LONG**

Mayor Long reported he attended the Five Star Trail meeting. He reported a new lease is being finalized with Carload Express and the WCIDC. Any type of event where the trail will be utilized must submit a request for use three months prior to event date.

**STORMWATER MANAGEMENT/COMMUNITY DEVELOPMENT – MR. VASTELL**

Absent

**PUBLIC SAFETY – MR. CRAGO**

Reported the speed limit was raised on the Railroad Tracks.

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

Newsletter

Announced newsletter deadline is April 5<sup>th</sup>.

**RECREATION – MRS. LONG**

Recreation Report

Reported Rec is looking for a seasonal part-time maintenance employee. Ball registration has been extended until March 15<sup>th</sup>.

**ORDINANCE/ZONING – MRS. MAZUREK**

Absent

**PUBLIC WORKS – MR. LUTZ**

YARD

Reported YARD is checking pricing for the two brick pillars and sign for at the Borough building.

**REPORT OF PRESIDENT PALMQUIST**

**CDL**

President Palmquist reported he has talked with PWS Derco regarding obtaining his CDL through a program at the CWCTC.

**ADJOURNMENT**

President Palmquist announced the following dates:

- March 29 - Agenda Meeting @ 7:00 PM
- April 2 - Holiday, Good Friday, Office Closed
- April 5 - Regular Meeting @ 7:00 PM

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

Meeting adjourned at 7:33 PM.

Respectfully submitted,

*Diane M. Schaefer*

Diane M. Schaefer  
Secretary

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Scott Palmquist, President  
YOUNGWOOD BOROUGH COUNCIL