

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, Mrs. Mazurek, Mayor Long, Engineer Bove, Solicitor DiMascio, Public Works Supervisor Derco and Borough Manager Schaefer  
Mr. Vastell arrived at 7:13 PM.

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

Public Attendance – 3

#### **PUBLIC COMMENT – STORMWATER MANAGEMENT**

No public comment was received.

#### **PUBLIC COMMENT**

No public comment was received.

#### **APPROVAL OF MINUTES**

Motion by Mrs. Long, seconded by Mrs. Mazurek, to approve the minutes of March 1, 2021, as presented.  
Motion carried.

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

The Borough Manager distributed the report from Kenneth W. Reger for the period ended March 31, 2021 for real estate tax collection; \$97,364.88. She distributed the report from Berkheimer Tax Administrator for month March 31, 2021 Earned Income Tax, \$83,544.24; Local Service Tax, \$12,982.14.

Report of permits issued March 1, 2021 through March 31, 2021.

Report of Realty Transfer Fees 02/01/2021 through 02/28/2021, check remitted in the amount of \$815.00.

#### **TREASURERS REPORT**

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending February 28, 2021.

	General Fund Balance Sheet
Total Assets	\$2,029,574.19
Total Liabilities	88,170.48
Fund Balance Reserve	82,000.00
Retained Earnings	1,783,108.64
Income 02/28/2021	76,295.07
Total Liabilities & Equity	\$2,029,574.19

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

<u>Treasurer's Report of Fund Balances as of February 28, 2021</u>	
Capital Improvement Fund – General	\$152,518.00
Liquid Fuels Fund	14,788.28

Capital Improvement Fund - P & P	36,498.16
Fire Equipment & Apparatus	41,703.30
Act 13 Fund	22,210.24
Cemetery Fund	9,558.15
Perpetual Care Fund	4,506.65
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	158,779.43
Bond Refinance	\$115,870.68

**BILLS FOR APPROVAL**

The secretary presented Bills for Approval dated April 5, 2021, List 04-2021, General Fund - \$146,267.46. Motion by Mr. Lutz, seconded by Mrs. Long, to approve Bills for Approval List 04-2021.

Roll Call Vote:

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

6 – Yes      0 – No  
Motion carried.

**COMMUNICATIONS**

1. Received check in the amount of \$699.60 from Crown Communications for April rent.
2. Received and emailed code enforcement report for month of March as submitted by Mark Cypher.
3. Received and emailed the Library report for March 16, 2021 as submitted by Shirley Peffer.
4. Received deposit in the amount of \$5,136.76 from Westmoreland County for 1<sup>st</sup> quarter 2021 delinquent taxes.
5. Received request from the Gingerbread Running Company to hold the Race for Autism on Monday, September 6, 2021 at 7:30 AM. Race will be over by 11:00 AM. They have been told if approved the Borough will need a certificate of insurance and a copy of approval from the Five Star Trail. In addition, they will have to adhere to any CDC guidelines that in place at that time.

Motion by Mr. Crago, seconded by Vice-President Cowherd, to approve the Gingerbread Running Company race for Autism following all necessary requirements.

Motion carried.

6. Borough Manager explained quotes were received for the purchase of certified playground mulch. Requesting Council approval for Zeager Brothers in the amount of submitted a Co-Stars quote for certified playground mulch from Zeager Brothers in the amount of \$9,964.00 for the South 6<sup>th</sup> Street playground and Park & Pool playgrounds, Bocce court, etc.

Motion by Mr. Lutz, seconded by Mrs. Long, to approve the purchase of certified playground mulch for Zeager Brothers.

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 PUBLIC WORKS

### Updates

- Reported the Public Works Department fixed the bike rack at the Five Star Trail. The fence still needs to be repaired.

## REPORT OF THE ENGINEER

### 1. CDBG Project Update

PNP ADA – Contract is preparing to paint. PNP is also making arrangements with Contractor for other work that needs done.

A preconstruction meeting with JetJack is scheduled for Friday, April 9<sup>th</sup> for the PNP ADA parking lot.

Presented payment #4 request from Sheraw Construction in the amount of \$11,286.00 for approval to be submitted to the County.

Motion by Mr. Vastell, seconded by Mr. Crago, to approve payment request

#4.

### 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 THE SOLICITOR

### Solicitor Updates

No Report

## NEW BUSINESS – COMMITTEE REPORTS

### NEW BUSINESS

#### East Hillis Street Bridge Invoices

Motion by Mrs. Long, seconded by Mr. Vastell, to approve payment to Gibson-Thomas in the amount of \$23,832.56.

### 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-GO Bond Interest Payment

Motion by Mr. Vastell, seconded by Mrs. Long, to approve the BNY-GO bond interest payment in the amount of \$23,846.88.

### 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

#### Five Star Trail Municipal Partner Agreement

The Solicitor reviewed the agreement.

Motion by Mr. Lutz, seconded by Mrs. Long, to approve the Five Star Trail Municipal Partner agreement.

Motion carried.

## REPORT OF MAYOR LONG

Mayor Long reported Earth Day is set for April 17<sup>th</sup> from 8:00 AM – 12:00 PM. Memorial Day Parade - With the condition of South 4<sup>th</sup> Street, Mayor Long suggested the parade could be held on Avenue A. He will reach out to the VFW

regarding the Memorial Day Parade.

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

Mr. Vastell reported he spoke with Mr. Bove regarding the stormwater ordinance.

Mr. Bove reported that waiving the site inspection fee could be something to be considered. He does not want people to not follow the ordinance because of costs. President Palmquist questioned where the incurred fees would come from in the budget.

**PUBLIC SAFETY – MR. CRAGO**

**Cemetery Rates**

Motion by Mr. Crago, seconded by Mrs. Long to approve the Cemetery Board's recommendation of increasing the cemetery fees for burials and lots. The cost of a lot will now be \$600.00 per lot.

**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		

**Tots'N'Tikes Emergency Response Plan**

Motion by Mr. Crago, seconded by Mr. Vastell, to approved that the Borough did receive the plan.

Motion carried.

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

**COWHERD**

**Newsletter**

Announced newsletter deadline has been moved to April 15<sup>th</sup>.

**Wings Over Westmoreland**

Announced the Wings Over Westmoreland – Youngwood will be unveiled on May 8<sup>th</sup> at 11:00 AM at Kingensmith Pavilion.

**RECREATION – MRS. LONG**

**Recreation Report**

Reported Opening Day is scheduled for May 1<sup>st</sup>. She did not receive a time as of date.

**ORDINANCE/ZONING – MRS. MAZUREK**

No report

**PUBLIC WORKS – MR. LUTZ**

**South 6<sup>th</sup> Street Entrance Sign**

Motion by Mr. Lutz, seconded by Mr. Cowherd, to approve the purchase of the new sign at the playground from Weyand Signs in the amount of \$2,785.00. With a total project cost of \$4,415.00 including the pillar installation.

**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		

**REPORT OF PRESIDENT PALMQUIST**

Announced the Finance and Public Works Committee will be meeting to discuss the best way to utilize the American Rescue Plan funds that will be distributed to the Municipalities.

At this time, he asked each Councilperson about going back to in-person meetings following the CDC guidelines of masks and social distancing.

Each Councilperson stated they wanted to go back to in-person meetings. Beginning April 26<sup>th</sup>, meetings will be held in-person following CDC guidelines.

**ADJOURNMENT**

President Palmquist announced the following dates:  
April 26 - Agenda Meeting @ 7:00 PM  
May 3 - Regular Meeting @ 7:00 PM

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

Meeting adjourned at 8:10 PM.

Respectfully submitted,

*Diane M. Schaefer*

Diane M. Schaefer  
Secretary

---

Scott Palmquist, President  
YOUNGWOOD BOROUGH COUNCIL