

Thought for the Day – “You make a living by what you get, but you make a life by what you give.”

~ Author Unknown

The Youngwood Borough Council held its regular session on the above date with the following members present:

President Palmquist, Vice-President Cowherd, Mrs. Long, Mr. Lutz, Mrs. Mazurek, Mr. Vastell, Mayor Long, Solicitor DiMascio, Engineer Bove, Public Works Supervisor Derco and Borough Manager Schaefer.

Mr. Crago was absent.

Mrs. Long opened the meeting with a prayer.

Mr. Vastell led the Pledge of Allegiance to the Flag.

Public Attendance – 9

### **BID OPENING – SALE OF F-650**

At this time, bids were publicly opened for the sale of the F-650.

E & H Construction Services \$19,000.00

Sean Kurz \$31,050.00

Botti Contracting \$15,300.00

The bids will be turned over to the Committee for review.

### **PUBLIC COMMENT – STORMWATER**

No public comment was received pertaining to stormwater.

### **PUBLIC COMMENT**

1. James Richards of 219 South 3<sup>rd</sup> Street was present regarding the Construction crews running the equipment on the alley. He questioned if they would be responsible to repair the alley.

2. Jody Tantlinger of 219 South 3<sup>rd</sup> Street was present regarding the language of the crews and the garbage that is being left lay in yards. In addition, she complained about when Republic Waste dumps the toters, some of the garage is left scattered all over.

3. Linda Marino of 104 South 3<sup>rd</sup> Street was present regarding placing restrictions on the alleys. She explained the pepsi trucks and tractor trailers have been using the alleys due to construction.

4. Tom Miller of 611 South 5<sup>th</sup> Street was present regarding an abandoned vehicle that has been parked on South 5<sup>th</sup> street that is not inspected.

5. Matt Peoria of 507 south 9<sup>th</sup> Street questioned if the letter to the Turnpike Commission was sent requesting additional signage at the turnpike entrance.

Mr. Cowherd reported the letter was sent.

### **APPROVAL OF MINUTES**

Motion by Mr. Vastell, seconded by Mrs. Long, to approve the minutes of July 7, 2021, 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, 2021, for real estate tax collection; \$22,183.98. She distributed the report from Berkheimer Tax Administrator for month July 31, 2021, Earned Income Tax, \$8,447.82; Local Service Tax, \$958.96.

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

Report of Realty Transfer Fees 06/01/2021 through 06/30/2021, check remitted in the amount of \$4,152.98.

**TREASURERS REPORT**

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending June 30, 2021.

	General Fund Balance Sheet
Total Assets	\$2,312,829.53
Total Liabilities	65,646.01
Fund Balance Reserve	82,000.00
Retained Earnings	1,783,108.64
Income 06/30/2021	382,074.88
Total Liabilities & Equity	\$2,312,829.53
Total Revenues	\$ 40,716.37
Total Expenses	52,881.65
Total Deficit	\$ 12,165.28

The Borough Manager presented the Treasurer’s Report, for the period ending June 30, 2021.

<u>Treasurer's Report of Fund Balances as of June 30, 2021</u>	
Capital Improvement Fund – General	\$152,591.10
Liquid Fuels Fund	105,952.32
Capital Improvement Fund - P & P	39,524.82
Fire Equipment & Apparatus	41,723.29
Act 13 Fund	22,220.88
Cemetery Fund	9,010.93
Perpetual Care Fund	4,509.61
Perpetual Care – C.D.	5,978.52
Perpetual Care – C.D.	12,608.46
C.D.-Mellon Bank	4,311.14
Playground Fund	10,684.46
Building Fund	158,872.90
Bond Refinance	\$115,947.93

**BILLS FOR APPROVAL**

The secretary presented Bills for Approval dated August 2, 2021, List 08-2021, General Fund - \$119,757.35. Motion by Mrs. Long, seconded by Mrs. Mazurek, to approve Bills for Approval List 08-2021, as presented.

Roll Call Vote:

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

6 – Yes      0 – No

Motion carried.

**COMMUNICATIONS**

1. Received check in the amount of \$804.54 from Crown Communications for August rent.
2. Received and emailed code enforcement report for month of July as submitted by Mark Cypher.
3. Received audit of former Magisterial District Judge Anthony Bompiani – District Court 10-2-01 as submitted by County Controller Jeffrey Balzer.
4. Received first distribution of American Recovery Plan Act funding in the amount of \$149,519.97.
5. Received the 2020 Annual Report of the Westmoreland County Industrial Development Corporation.

6. Received Library report as submitted by Shirley Pepper.

### REPORT OF PUBLIC WORKS

Reported ten stop bars were painted at various intersections in the Borough. He will be checking the catch basins in the 1<sup>st</sup> and 2<sup>nd</sup> Street alleys for any necessary repairs prior to Columbia Gas repairing the alleys.

### REPORT OF THE ENGINEER

1. 2020 CDBG Project Update

Reported Sheraw still needs to adjust some handrails and submit necessary paperwork to the County. JetJack will complete the parking lot restoration after the pool closes for the season.

2. 2021 CDBG Project

A project to install 56 ADA Curb ramps was submitted in 2019. The County approved the project in October 2020. The project schedule is from April 10, 2021 to April 10, 2022.

Motion by Mr. Lutz, seconded by Mrs. Mazurek, to advertise for the 2021 A.D.A. Curb Ramp Installation project using CDBG funding. Bids to be opened on August 30, 2021.

#### Roll Call Vote:

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

6 – Yes      0 – No

Motion carried.

3. 2021 Street Project

Reported bids were publicly opened at the Agenda Meeting on July 26, 2021.

### REPORT OF THE SOLICITOR

No report.

### NEW BUSINESS – COMMITTEE REPORTS

#### NEW BUSINESS

#### Resolution No. 06-2021

The Solicitor reviewed Resolution No. 06-2021. A Resolution establishing rules and regulations for public participation at all advertised regular and special meetings of Council and establishes rules and regulations for the use of recording devices at all advertised regular and special meetings of Council. explaining it sets a three (3) minute allotted time for public comment.

Motion by Mrs. Mazurek, seconded by Mrs. Long, to adopt Resolution No. 06-2021.

#### Roll Call Vote:

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

4 – Yes      2 – No

#### East Hillis Street Bridge Invoice

Motion by Mr. Lutz, seconded by Mr. Vastell, to approve payment to Pennoni in the amount of \$2,402.26.

#### Roll Call Vote:

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

6 – Yes      0 – No

Motion carried.

Community Action Head Start Request

Motion by Mr. Vastell, seconded by Mrs. Mazurek, to approve the request of Community Action Head Start to utilize the Borough building as an evacuation site in the event of an emergency.

Motion carried.

Street Closure Request – South 6<sup>th</sup> Street

Motion by Mrs. Mazurek, seconded by Mr. Vastell, to close the 700 block of South 6<sup>th</sup> Street on Saturday, August 21<sup>st</sup> from 2:00 PM to 6:00 PM for a block party.

Motion carried.

**REPORT OF MAYOR LONG**

Mayor Long reported the following:

- Announced the Park’N’Pool’s 60<sup>th</sup> celebration on August 7<sup>th</sup> & 8<sup>th</sup>.

Reported PNP is requesting a donation from the Borough to support the celebration.

Motion by Mr. Vastell, seconded by Mrs. Long, to authorize a donation in the amount of \$2,000.00 to the Park’N’Pool.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Lutz	- No
Mr. Vastell	- Yes	Mrs. Mazurek	- No
Mr. Cowherd	- No	Mr. Palmquist	- No
Mr. Crago	- Absent		
2 – Yes	4 – No		

Motion denied.

Motion by Mr. Vastell, seconded by Mrs. Long, to donate up to \$2,000.00 to the Park’N’Pool for it’s 60<sup>th</sup> Celebration. Receipts/Invoices must be submitted.

Roll Call Vote:

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

Motion carried.

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

No report.

**PUBLIC SAFETY – MR. CRAGO**

Absent

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

Allocation of Act 13 Funds

Motion by Mr. Cowherd, seconded by Mrs. Mazurek, to allocate 100% of the \$3,136.28 for Act 13 Funds to public safety.

Motion carried.

Electronic Speed Radar Signs

Motion by Mr. Cowherd, seconded by Mrs. Mazurek, to purchase two electronic speed radar signs with a cost not to exceed \$10,000.00.

Roll Call Vote:

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

Motion carried.

Fire Department Heating Unit

Motion by Mr. Cowherd, seconded by Mrs. Long, to pay towards the invoice for the Fire Department Heating unit for the truck room not to exceed a cost of \$19,000.00. Three bids/quotes are needed.

Roll Call Vote:

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

5 – Yes      1 – No

Motion carried.

**RECREATION – MRS. LONG**

Recreation Report

No report.

**ORDINANCE/ZONING – MRS. MAZUREK**

Employee Handbook Change

Motion by Mrs. Mazurek, seconded by Mr. Cowherd, to add Juneteenth as an employee holiday. If the holiday falls on a Saturday, it will be observed on Friday, if the holiday falls on Sunday, it will be observed on Monday.

Motion carried.

Mrs. Mazurek recommended the Borough contact a few towing companies and tree removal companies regarding providing services to the Borough.

**PUBLIC WORKS – MR. LUTZ**

No report.

Executive Session – Litigation

At this time, a motion was made by Mr. Lutz, seconded by Mr. Crago, to enter into an executive session to discuss personnel. 8:30 PM – 9:04 PM

**REPORT OF PRESIDENT PALMQUIST**

Reported the truck committee will review the bids.

Thanked Council for voting for the radar speed signs to help with traffic calming.

**ADJOURNMENT**

President Palmquist announced the following dates:

August 30	- Agenda Meeting @ 7:00 PM
September 8	- Regular Meeting @ 7:00 PM WEDNESDAY

Motion by Mr. Lutz, seconded by Mr. Vastell, to adjourn the meeting.

Meeting adjourned at 8:53 PM.

Respectfully submitted,

*Diane M. Schaefer*

Diane M. Schaefer  
Secretary

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Scott Palmquist, President  
YOUNGWOOD BOROUGH COUNCIL