

Thought for the Day – “Don’t find fault; find a remedy.”
~ Henry Ford

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

President Palmquist, Vice-President Cowherd, Mrs. Wojtseck-Carty, Mr. Crago, Mrs. Long, Mr. Lutz, Mr. Peoria (via conference call), Mayor Long, Solicitor DiMascio, Engineer Gibson-Thomas, Public Works Supervisor Derco and Borough Manager Schaefer.

Mrs. Wojtseck-Carty opened the meeting with a prayer.
Mr. Cowherd led the Pledge of Allegiance to the Flag.

Public Attendance – 4

PUBLIC COMMENT – STORMWATER MANAGEMENT

Mr. Schmitt announced the public message for the month of February to use proper de-icing agents on sidewalks and roads that will be safe for the environment and animals-pets. Extra aggregate and traction controls should be used only when necessary to ensure the runoff of extra sediment is not washed into the storm drains.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Motion by Mr. Crago, seconded by Mr. Lutz, to approve the minutes of January 3, 2022, as presented.

Motion carried.

REPORT OF THE TAX COLLECTORS

The Borough Manager distributed the report from Kenneth W. Reger for the period ended December 31, 2021 for real estate tax collection \$9,177.20. She distributed the report from Berkheimer Tax Administrator for month January 31, 2022, Earned Income Tax, \$10,920.56; Local Service Tax, \$1,242.51.

Report of permits issued January 1, 2022 through January 31, 2022.

Report of Realty Transfer Fees from December 1, 2021 through December 31, 2021, deposit remitted in the amount of \$1,315.00.

TREASURERS REPORT

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

| General Fund Balance Sheet | |
|-------------------------------|----------------|
| Total Assets | \$2,107,808.25 |
| Total Liabilities | 119,666.93 |
| Fund Balance Reserve | 35,058.33 |
| Retained Earnings | 1,783,572.36 |
| Income 12/31/2021 | 169,977.98 |
| Total Liabilities & Equity | \$2,107,808.25 |
| | |
| Total Revenues | \$ 48,645.02 |
| Total Expenses | 207,288.46 |
| Total Deficit | \$ 158,643.44 |

The Borough Manager presented the Treasurer’s Report, for the period ending February 7, 2022.

Treasurer's Report of Fund Balances as of December 31, 2021

| | |
|------------------------------------|--------------|
| Capital Improvement Fund – General | \$187,832.10 |
| Liquid Fuels Fund | 87,022.12 |
| Capital Improvement Fund - P & P | 44,384.09 |
| Fire Equipment & Apparatus | 41,754.85 |
| Act 13 Fund | 16,322.09 |
| Cemetery Fund | 3,334.11 |
| Perpetual Care Fund | 4,874.46 |
| Perpetual Care – C.D. | 6,028.73 |
| Perpetual Care – C.D. | 12,854.90 |
| C.D.-Mellon Bank | 4,204.71 |
| Playground Fund | 6,275.55 |
| Building Fund | 159,013.93 |
| Bond Refinance | \$116,035.62 |

BILLS FOR APPROVAL

The secretary presented Bills for Approval dated February 7, 2022, List 02-2022, General Fund - \$80,885.14. Motion by Mrs. Long, seconded by Mr. Crago, to approve Bills for Approval List 02-2022, as presented.

Roll Call Vote:

| | | | |
|------------|-------|---------------|-------|
| Mrs. Long | - Yes | Mr. Crago | - Yes |
| Mrs. Carty | - Yes | Mr. Cowherd | - Yes |
| Mr. Lutz | - Yes | Mr. Palmquist | - Yes |
| Mr. Peoria | - Yes | | |

7 – Yes 0 – No

Motion carried.

COMMUNICATIONS

1. Received deposit in the amount of \$804.54 from Crown Communications for February rent.
2. Received and emailed the Code Enforcement Report for the month of January as submitted by Mark Cypher.
3. Received deposit in the amount of \$46,941.67 from Hempfield Township for the Local shared match for the East Hillis Street Bridge Project.
4. Received invitation for the Westmoreland Conservation District's annual municipal roundtable to be held on Friday, February 25th from 11:30 AM to 3:30 PM at the Conservation District. Cost is \$12.00/per person. RSVP needed by February 16th. Topics to be discussed: DEP permit process update, Stormwater and MS4 Resources, Multi-municipal projects, Agriculture and Timber Management updates and more.
5. Received email from resident Earl Null commending the Public Works Department on keeping the town's streets clean during inclement weather. Letter was read.
6. Received the Youngwood Volunteer Fire Department's 2021 Fire Report as submitted by Fire Chief Lloyd Crago.
7. Received compliance audit for the Youngwood Volunteer Hose Company No. 1 Relief Association for period January 1, 2018 to December 31, 2020 as submitted by the PA Department of the Auditor General.

REPORT OF PUBLIC WORKS

F-550

The F-650 has been taken to the garage. It is having issues with the lights.

REPORT OF THE ENGINEER

Updates

Reported he will be submitting a project for the PA-CFA grant that is due on March 15th. He will work with the Committee and the Manager for projects to be submitted. The grant is 100% funded.

Motion by Mr. Lutz, seconded by Mrs. Long, to amend the agenda to include approval to submit for the CFA grant funding.

Motion carried.

Motion by Mrs. Carty, seconded by Mr. Lutz, to authorize the Engineer to submit projects for CFA grant funding.

Motion carried.

REPORT OF THE SOLICITOR

No report

NEW BUSINESS – COMMITTEE REPORTS

NEW BUSINESS

Industrial Appraisal

Motion by Mr. Peoria, seconded by Mrs. Long to table the vote on approving the contract with Industrial Appraisal pending the change in the cost.

PennDOT Request – Chestnut Street

Motion by Mr. Crago, seconded by Mr. Lutz, to approve to the request of PennDOT to eliminate parking on the on the south side of Chestnut Street between 3rd (Route 119 North) and 4th Streets (Route 119 South).

Motion carried.

Motion by Mr. Crago, seconded by Mr. Cowherd, to amend the No Parking Ordinance by adding “no parking on the south side of Chestnut Street between 3rd (Route 119 North) and 4th Streets (Route 119 South) and advertise the same for public viewing.

Motion carried.

Intermunicipal Agreement – Hempfield Township – Racetrack Road

Motion by Mr. Crago, seconded by Mr. Cowherd, to enter into an intermunicipal agreement with Hempfield Township for the Borough’s cost of the drainage and paving on Racetrack Road.

Motion carried.

Library Appointment

Motion by Mr. Lutz, seconded by Mr. Peoria, to appoint Janelle Narduzzi as Youngwood Borough’s representative to the Greensburg Hempfield Library Board.

Roll Call Vote:

| | | | |
|------------|-------|---------------|-------|
| Mrs. Long | - Yes | Mr. Crago | - Yes |
| Mrs. Carty | - Yes | Mr. Cowherd | - Yes |
| Mr. Lutz | - Yes | Mr. Palmquist | - Yes |
| Mr. Peoria | - Yes | | |

7 – Yes 0 – No

Motion carried.

REPORT OF MAYOR LONG

Community Outreach and Events

The lighting on the Parklet sign needs repaired.

President Palmquist requested the Mayor to spearhead the Borough’s 125th Anniversary Committee.

FINANCE/PERSONNEL – MR. COWHERD

2021 Audit

The 2021 Audit is scheduled for February 9th.

Contest for Borough Logo

Mr. Cowherd is drafting wording for a contest to design a Borough logo.

Utilizing Local Banks

Working on trying to have funds at all three banks located in the Borough.

Property Search – Public Works Building

Reviewing possible areas to move the Public Works Building. Discussion was held staying where presently located, type of building and size of property needed.

PUBLIC WORKS/BUILDINGS & GROUNDS – MR. LUTZ

Safety Committee

Announced four members of the Borough's Safety Committee completed their recertification class on February 1st.

ORDINANCE/ZONING/PUBLIC SAFETY – MR. CRAGO

Codification Update

Reported the Committee will be scheduling training for how to review the legal and editorial analysis.

DIGITAL MEDIA/COMMUNICATIONS/GRANTS – MR. PEORIA

Mr. Peoria reported he meet with Mr. Cowherd regarding Social Media. He would like to have Savvy Citizen and Facebook refer property owners to the website. The website should be the Borough's main place for information. He would like the Committee's and Engineers reports to be shared on the website. Mr. Peoria will be coordinating a meeting with Engineer to discuss stormwater and grant funding.

STORMWATER MANAGEMENT – MRS. LONG

No report

RECREATION – MRS. WOJTSECK-CARTY

Mrs. Carty reported she has sent an email to the Recreation Board to introduce herself. In addition, she is gathering information for a possible summer program at the playground.

REPORT OF PRESIDENT PALMQUIST

Mr. Palmquist reported he attended a meeting with representatives from PennDOT regarding a few stairwells located on North 4th Street and Depot Street. PennDOT will be sending letters to the property owners.

He reported he reached out to the City of Pittsburgh regarding the possibility of purchasing the F-650.

PUBLIC COMMENT

1. Bob Proctor of Chestnut Street questioned what areas the Borough would be looking regarding the public works facility.

ADJOURNMENT

President Palmquist announced the following dates:

February 28 - Agenda Meeting @ 7:00 PM
March 7 - Regular Meeting @ 7:00 PM

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

Meeting adjourned at 8:28 PM.

Respectfully submitted,

Diane M. Schaefer
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Secretary

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL